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## **Report 02.86**

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Report to the Regional Land Transport Committee  
From Tony Brennand, Manager, Transport Policy

## **A Process for Reporting on the Implementation of the RLTS**

### **1. Purpose**

To provide a process for receiving and managing reports on implementing the RLTS from the respective implementing agencies.

### **2. Background**

Section 182 of the Land Transport Act requires an annual report be prepared on the progress in implementing the Regional Land Transport Strategy. Implementing the strategy is the responsibility of a number of agencies. A process is required to manage the receipt of information from the implementing agencies that will:

- be effective in informing members of the Committee
- be efficient in enabling the preparation of the annual report on the RLTS.

### **3. Comment**

#### **3.1 Report content**

There are several aspects to this agency reporting:

3.1.1 reporting against RLTS objectives, policies and performance indicators

3.1.2 reporting against named proposals in the RLTS

3.1.3 reporting of impediments to 3.1.1 and 3.1.2 above

3.1.4 reporting of issues arising that might relate to RLTS objectives and policies.

The focus of agency reporting is one of reporting against the content of the RLTS rather than a report on the status of a broad range of projects.

### 3.2 **Process**

It is proposed that a single RLTS implementation report be presented at each RLTC meeting. The report of any particular agency will be a section of the one report.

It is recommended that the status of any named proposals be reported as appropriate and any information on impediments to named proposals. This means, in some cases, the progress on a named proposal could be reported at successive meetings of the RLTC. Reporting on issues arising will follow the same approach.

Reporting against objectives, policies and performance indicators will be annual.

A report will be provided for every agency at every RLTC meeting. In the situation where there is nothing to report this will be stated.

It is not intended that these agency reports be formal reports of each agency. These reports are simply a section of a larger report and will be written in the form of an update. Each agency report will be formatted to be consistent with 3.1 above.

## 4. **Communications**

There are no relevant communication matters.

## 5. **Recommendation**

*That the proposals in sections 3.1 and 3.2 of this report be adopted.*

Report prepared by:

Approved for submission by:

TONY BRENNAND  
 Manager Transport Policy  
 On behalf of the Technical Group

DAVE WATSON  
 Divisional Manager, Transport