

Officer responsible Environmental Policy and Planning Manager	Author Stuart Woods, Senior Transport Planner
Corporate Plan Output: Transport Policy Advice	

The purpose of this report is to respond to a request from last month's meeting to explore options to reduce time to complete this study and to establish a date for the initial stakeholder meeting between the Council's nominated subcommittee and the consultant. The previous report on this matter had indicated that a probable completion date for the study was mid-June 2000.

The consultant was requested to review the programme for the study in order to seek to reduce the timeframe for completing the study. This review was on the bases of:

- (a) Ensuring the shortest possible programme to complete this study within the current budget.
- (b) Whether the programme could be shortened further by allocating extra resources even of this involved increased costs.

It is difficult to determine a programme with confidence when calibrating a computer based traffic model. This issue has certainly been at the core of moving back the completion date since the start of the contract. The consultant is now committed to and confident of the time required to finalise the model for this scoping study and producing results for the initial consultation stage. (The model may, however, undergo further refinements beyond this time, particularly if the calibration does not meet the specified tolerances.)

On the basis of the current budget and a new programme that reduces the timeframe for each task to a practical minimum, a completion date of 19 April 2000 has been calculated.

The only practical way of reducing this completion date further would be to engage a senior member of staff from the consultancy to assist with the strategy identification and assessment stages. This would result in the completion date coming forward to 3 April 2000, but would incur an extra cost of \$15,000.

In reducing the programme, it should be noted that the time allocated for peer reviews of work by Council staff has also been reduced. This will place additional pressure on staff who are already fully committed, and may result in less rigorous reviews. It would also reduce the already limited opportunities of this Committee to influence the study during its progress, other than as part of the planned stakeholder consultation phases.

In discussion with the other partner authorities to this study (constituting a total of 55% of the financial contributions to this study), the study management team is inclined to pursue the programme with a 19 April 2000 completion date. This decision is required before 14 October 1999.

The initial consultation stage is now underway. The Committee previously established a subcommittee of five Committee members (Councillors O'Rourke, Close, Howell, Thompson and Wright) plus the chairs of the three affected northern community boards to meet with the consultant at appropriate stages of the study for consultation purposes. A meeting between the Council's nominated subcommittee and the consultant is requested as part of this initial consultation stage, and to comply with the new timeframe, is requested to be in the week of 1 November 1999. The meeting is anticipated to take 1-2 hours. It is suggested that the Committee discusses a suitable date or dates, and this will be used to set up the meeting with the consultant.

- Recommendation:**
1. That the Committee support the programme with a 19 April 2000 completion date.
 2. That the subcommittee identify a date or dates for a meeting with the consultant.

- Chairman's Recommendation:**
1. That the Committee support the programme outlined above with a completion date of 19 April 2000.
 2. That the subcommittee meet with the consultant at 12 noon on Wednesday 3 November 1999.