

IDT Agenda – 12th May 2026

Tuesday, 30 September 2025
6:58 am



INTEGRATED DELIVERY TEAM MEETING MINUTES


Tuesday, 10am

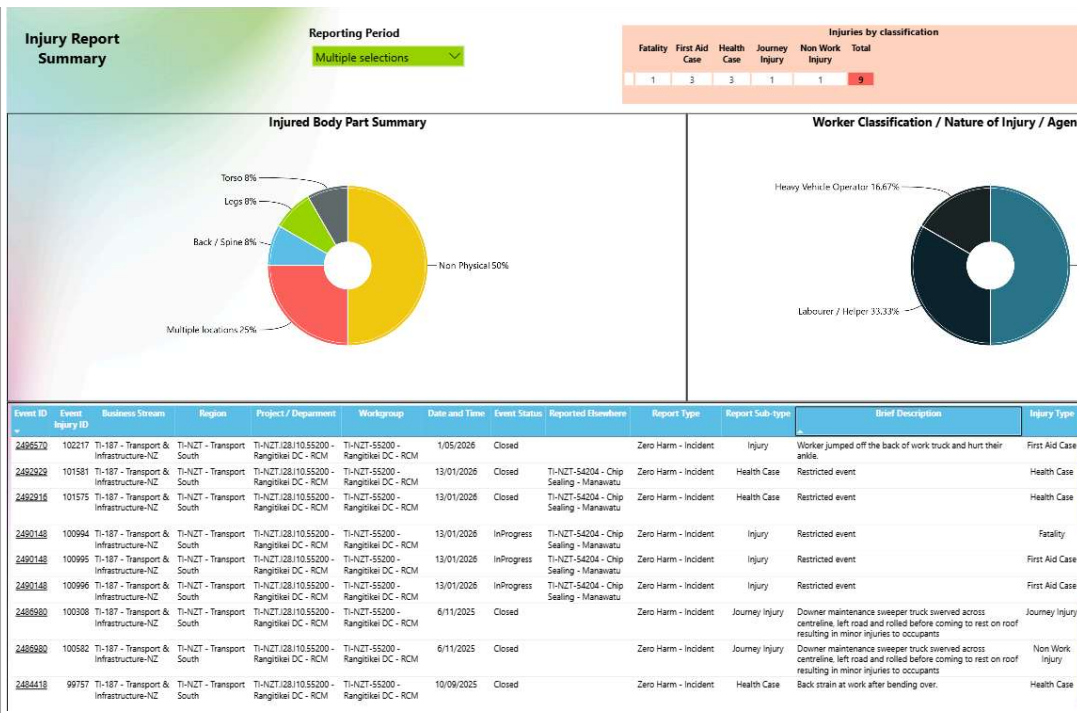
MEETING NUMBER - 06

Present: Darryn Black, Philip Gifford, Dave Nicholls, Brent Holmes, Bryce Balsley

Apologies:

Zero Harm

Item	Notes
Environmental	<p>No issues of consequence reported during the month</p> <p>Stock piles of stumps / branches at numerous clean fill sites have now been managed thru mulching material.</p> 
Incidents & Accident	<p>No issues of consequence reported during the month</p> <p>Contract LTD Injury Summary Report</p>



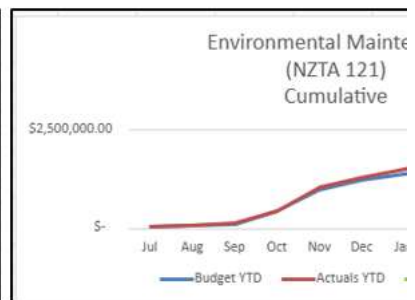
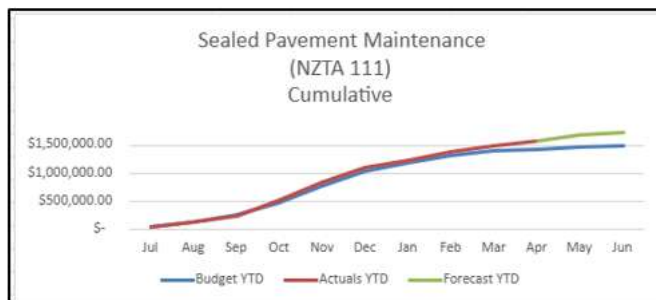
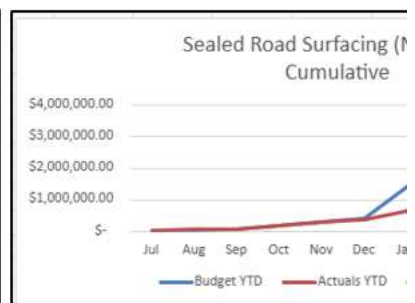
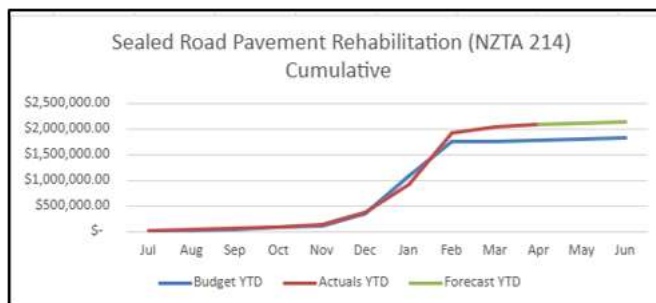
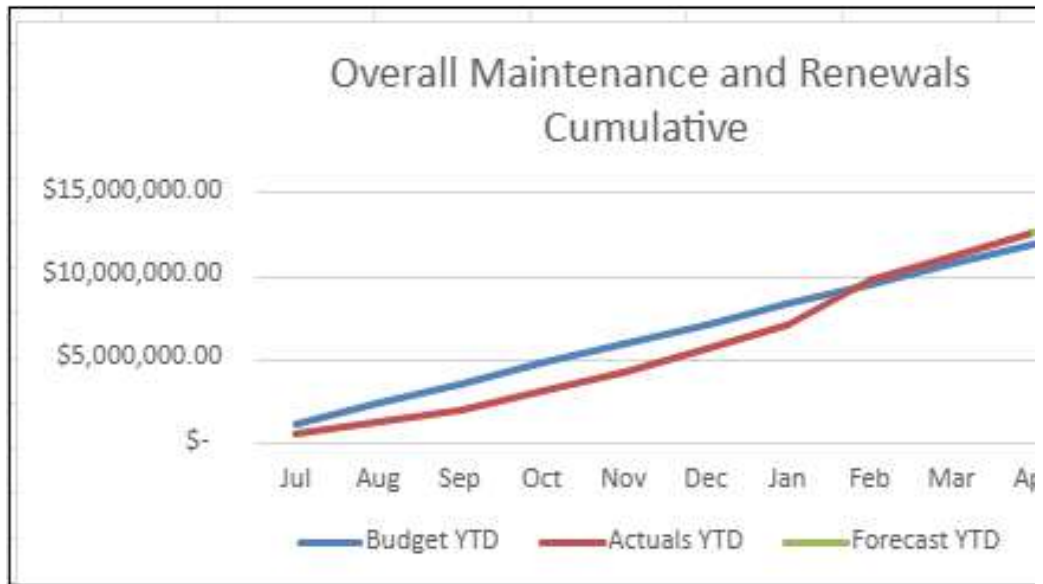
Verification Activity by Pesor

Respondent Name	Oct 2025		Nov 2025		Dec 2025		Jan 2026		Feb 2026		Mar 2026		Apr 2026	
	CR	Other	CR	Other	CR	Other	CR	Other	CR	Other	CR	Other	CR	Other
Bryce Balsley	1	3	2	2			2	2			2	2	2	2
Dave Nicholls	3	3	3	1	2	3	2	2	2	2	2	4	2	5
Geoff Startiall	2	2	2	2	2	2	2	2	2	2	2	3	3	
Kohatu Cashell			2	2	1	3	2	3	2	7	2	5	2	5
Total	6	8	9	7	5	8	8	9	6	11	8	13	9	15

Key Safety / Wellbeing Initiatives <<DG-ZH-TP013.2 ZH Committee Agenda and Minutes - Rangitikei 29.4.26.docx>>
Minutes of recent SHEQ Team meeting attached

Performance

Item	Notes
Financial	Annual Maintenance Activity Plan - Rangitikei RDC FY25-26 Forecast MoR
Budget Review	Overall contract expenditure remains on track to meet budget



Performance Framework & KPI Status Rhys Graham spent the day here on the 26th March and reviewed actual performance to date against TCE. As a result there are several analysis i.e. costs may be sitting in rate rather than in dayworks or whether productivity achievement has been recorded accurately. Discussion required as to how the sliding scale should be applied - see working copy in link below

Link to working document [Rangitikei DC Claim No 8 February 26 TCE 26-3-26.xlsm](#)

Opportunities For Improvement On line lessons learned session planned for 21st May to cover reseals and rehabs hosted by Stuart McCarron.

Risk & Opportunity Risk Register Contract Risk Register has now been populated with risks potentially associated with this contract. In our initial risk review workshop he reviewed the functionality of the register. Next steps are to complete populating the risk ratings prior to reviewing relevance. [Rangitikei DG-RM-FM003 Project Risk and Opportunity Register - November.xlsm](#)

Added Value Ideas Use of mulcher to manage tree debris / stumps at tip sites
Sub Contractor EW debrief session / lesson learned

Performance Manager	Ongoing discussions regarding how this position might be filled moving forward.
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Planning

Item	Notes
Asset Manager	<p>Completed first draft of Differential Levels of Service Optioneering sheet for assessing AMP 2027-30 funding categories for compiling the cc the Decision Support tool (Complex version) supplied by NZTA. Chipping away at AMP document – due August 26. Rangitikei DLOS Model f 2027-30 REG.xlsx</p> <p>Workshop undertaken with Council on 30 April 26 on AMP 2027-30 on timeline, problem statements, risk, NLTP process . Limited feedback follow up workshop to run through funding scenario optioneering at high level to highlight potential tradeoffs (LOS vs Cost)</p>
FWP	<p>Reseals 26/27</p> <p>Reseals list for 2026/27 has been generated. Sanity checked for efficient clustering against draft 27/28 and 28/29 programme, and validated including 2nd coats and 4 sites deferred from 25/26. Sites are spraypaint marked. Being loaded into Juno in readiness for SDH to apply TCE</p> <p>A financial wrap up of 25/26 season is required especially noting the 10th April projected completion date was later than expected and we drainage renewals going into final quarter until we see this item land with lag against projections.</p> <p>Rehabilitation 26/27</p> <p>Gross budget of \$1,937,771 plus \$2M additional funding totalling \$3,937,771</p> <ul style="list-style-type: none"> • Fern Flats Road RP500 to 1521 design to be supplied by Destech • Williamsons Line Stage 1 RP1000 to 2100 design complete (150mm overlay). Requires TCE schedule • Williamsons Line Stage 2 RP2146 to 3324 design to be supplied by Destech <p>Design briefs have been prepared for two key sites requiring prior investigation being:</p> <ul style="list-style-type: none"> • Station Road, Marton – Rira Street to Box culvert short of Waitere Street RP402 to RP705 – Urban rehab Design Brief Station Road - RP 402 to 705.doc • Broadway/High Street Roundabout Broadway Roundabout Investigation & Design Brief.docx <p>NPV's have been completed to the projects listed above.</p> <p>Further designs to tease out for AC renewals are:</p> <ul style="list-style-type: none"> • High Street/Whanganui Road intersection • Bond Street/Calico Line intersection <p>Maintenance</p> <p>3 month rolling programme has been out of kilter due to Feb 26 storm. Completed against programmed is down as expected however fina being adjusted within their 3 separate Fund buckets to keep target focused. Sealed Pavement Maintenance is currently tracking high and is maintenance. Local Road Operations is tight leading into last 2 months of financial year.</p>
Emergency Works Planning & Design	<p>Feb 26 Emergency works claim originally submitted into TIO Monday 23rd March at a gross value of \$3.029M including Management overh contingency on all projects. Negotiations with NZTA saw the value revised to \$2.754M with 3 historic projects with minor further deteriora approved as per following split.</p> <p>25/26</p> <p>Response phase \$ 223,698 66% FAR Recovery phase \$1,276,235 66% FAR Recovery phase \$ 115,274 86% FAR</p> <p>26/27</p> <p>Recovery phase \$1,139,547 86% FAR</p> <p>Total \$2,754,754</p> <p>Bunds placed around all dispatched dropouts requiring immediate protection and some minor remedial works undertaken where urgent to Major sites as below.</p>

Road	RP	AWM Dispatch ID	Option A Summary Cost	Jump to Sheet
Turakina Valley Road 3	10.911	#33_10114	\$ 330,000.00	
Toe Toe Road	3.637	#33_10731		1 Omitted to
Pukenaua Road	7.202	#33_10032	\$ 220,000.00	
Rangatira Road	2.319	#33_9743	\$ 150,000.00	
Taheke Road	0.220	#33_11385	\$ 110,000.00	
Potaka Road	1.851	#33_9868	\$ 60,000.00	
Kaweka Road	6.664	#33_10042	\$ 44,000.00	
Pukemapou Road	0.805	#33_11258	\$ 33,000.00	
Okirae Road	3.118	#33_9756	\$ 33,000.00	
Makopua Road	4.232	#33_3448	\$ 33,000.00	
Turakina Valley Road 3	7.743	#33_11307	\$ 27,500.00	
Pukenaua Road	3.723	#33_10031	\$ 27,500.00	
Pohonui Road	15.408	#33_1490	\$ 27,500.00	
Watershed Road	5.740	#33_10312	\$ 22,000.00	
Dalgety Road	0.025	#33_11856	\$ 22,000.00	
Rangatira Road	6.154	#33_11333		1 Omitted to
Makopua Road	4.284	#33_3450	\$ 15,000.00	
Rangitane Road	3.086	#33_9927	\$ 1,500.00	1 Amended t
Makino Road	4.406	#33_10205	\$ 8,800.00	
			\$ 1,164,800.00	

Expenditure to date 25/26:

\$1,502,926 out of allocation of \$1,615,926

Leaves \$112,280 to see out May and June. Mulching and culvert jetting programmed May.

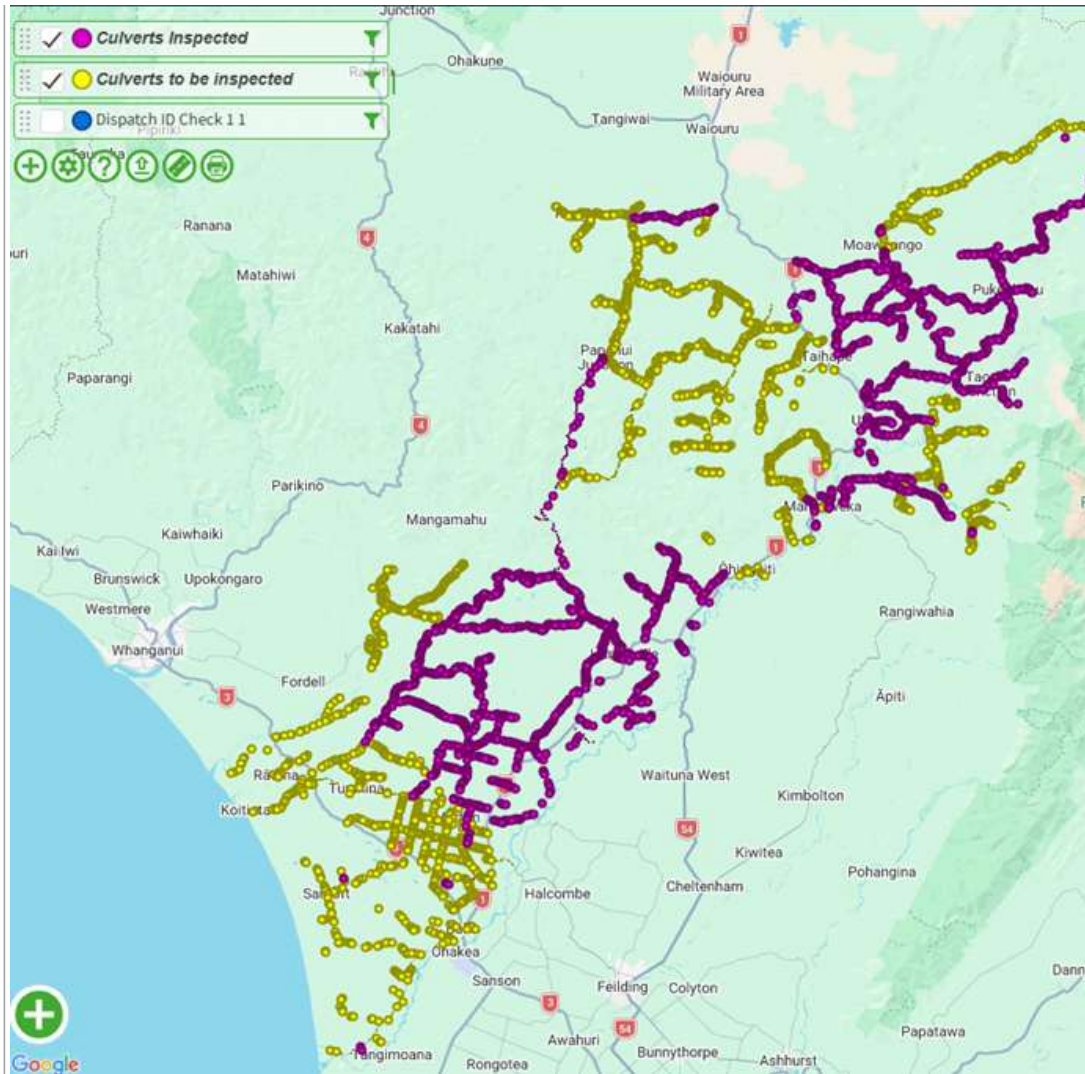
Technical Team	First AMMA audit is scheduled for 4 th June 26. Working back from that date to backfill requirements. Sid is undertaking ongoing NPV asse intersection sites programmed within the \$2M fund for 26/27 as well as 27/28 rehab sites.
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Delivery

Item	Notes
Renewals	Reseal delivery was halted following our most recent Board meeting where Lyall indicated he wasn't comfortable proceeding with further left uncompleted (Ruanui x 2, Pungatawa, TV4) have been transferred to next seasons programme. Delivery analysis will take place as per Planning for both reseals and rehabs is underway for next seasons (26/27) programme. Project briefs for rehabs will be available soon.
Emergency Work	The remaining tree clean up (hanging trees) on Kaweka rd will be completed by 15th May. The culvert jetting unit commences work to j week starting 11/5 and will be in use for several weeks. As of the end of April we have expended the value allowed in our Tio claim to ur culvert cleaning work will be in the vicinity of \$45k - this funding may need to be brought forward from that allowed for repairs
Projects Updates	<p>Kaimatawi - complete</p> <p>Waiaruhe - complete for this season</p> <p>Toe Toe - complete</p> <p>Watershed mitigation seal - 2nd coat post emergency work repairs - complete</p> <p>Murimotu - Stream protection works - designs delivered 30-3-26, final walkover / discussion soon (next season)</p> <p>Mokai retreat - completed</p> <p>Drainage Improvements - Whaka - completed</p> <p style="padding-left: 40px;">- Watershed - completed</p> <p style="padding-left: 40px;">- Taihape Napier 1 - completed</p> <p>School Signage Upgrades - Coen to look at as a project</p>
Resources	Whanganui culvert cleaning truck on network at present. Whanganui grader scheduled to assist on a 6 week rotational basis
Other Delivery	Year to Date achievement



Culvert inspections



Total number of Culverts: 4796
 Number Inspected: 2238 48%
 Number to be inspected: 2525 52%
 This represents 22% or 946 more culverts inspected since last meeting

Programme Delivery



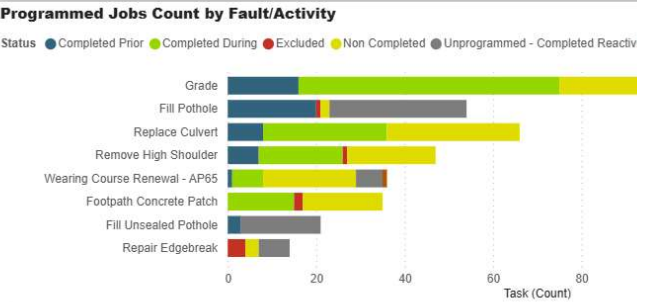
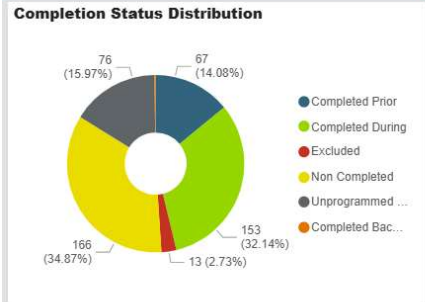
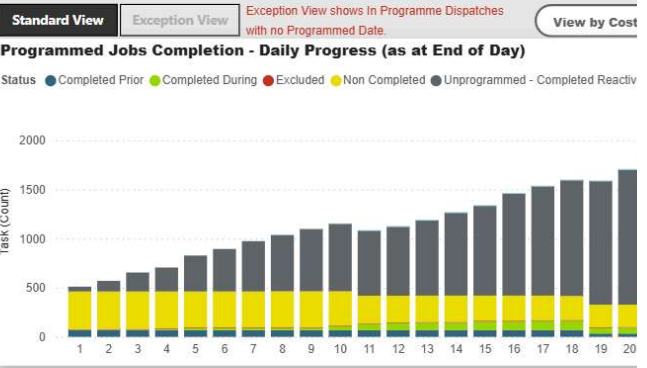
Maintenance Programme Delivery - View by Count

Multiple Asset Types

All Tasks Incl. Reactive

Rangitikei DC

In Programme Complete	210	Programme Complete % by Count	
In Programme Not Complete	177	54%	Target: >= 80%
Unprogrammed Complete	76	Unprogrammed Complete % by Count	
Backlog Complete	1	16%	Target: <= 20%
Activity Total	417		



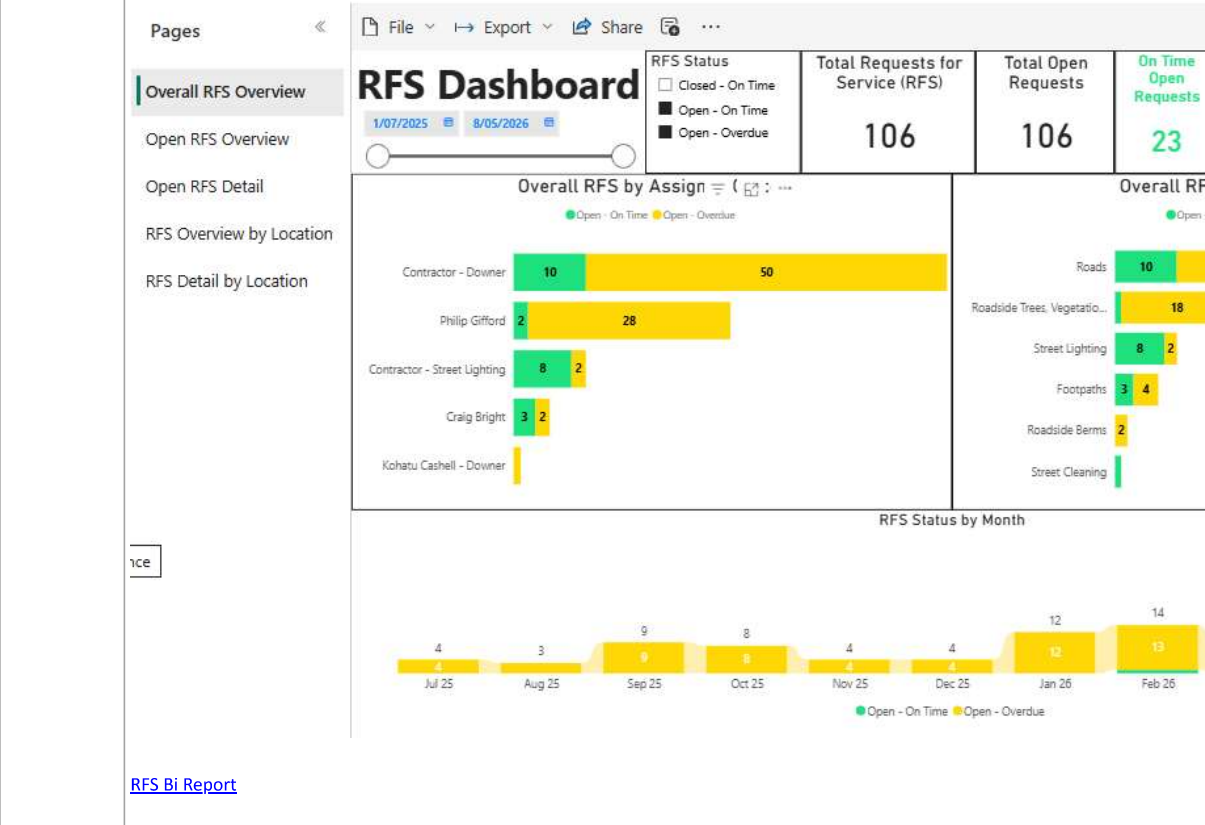
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Subcontractor Performance / Status: Numerous subcontractors engaged to assist with storm event response attended a debrief / lessons learned session on the 17th April. VAWM data capture and general performance information while thanking them for their efforts.

General:

RFS's: Workshop session held on 5th May to better understand ins and outs of RFS management. One outcome was for Bryce to schedule fortr meetings to ensure RFS check ins are being conducted weekly. The purpose of these meetings to ensure updates are being completed r adherence. The report below shows 46 less Total Open overdue since last meeting.

Request for Service Power BI



People & Culture

Item	Notes
Training & Development	Ground disturbance training, concrete saw use training, Health and Safety Rep training, further out will be 1st Aid training - Aug, later in May NZG site / crew based reviews.
Culture	Culture Team is combined with SHEQ team and meets roughly 6 weekly. Summary of recent contract employee survey results attached <<RDC Survey Analysis - April 2026.pdf>>
Health & Wellbeing	Downner Employee Survey is currently open for employee feedback

Other

Item	Notes
Upcoming Events	Lessons Learned sessions 21st May, AMMA 4th June,
Next IDT	28th April 2026
Next Board Meeting	9th June 2026
SHEQ / Culture	11th June 2026
Monthly Toolbox	15th June 2026

**Rangitikei Roading
Maintenance Services
Contract 1152
Leadership Report
April 2026**

Zero Harm



Update regarding Taihape Napier fatal accident.

T&I KPI Report Participant Performance Summary

Filter by KPI Type: All

Filter by Respondent: All

Fiscal Year: 2026

Legend: CRO/CCI/CCA (Blue), HSEQ (Green)

Summary by Month

Metric	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Total YTD
CRO/CCI/CCA	2	2	2	6	9	5	8	6	8	5	0	0	53
HSEQ	0	2	3	8	7	8	9	7	10	8	0	0	62
Total	2	4	5	14	16	13	17	13	18	13	0	0	115

Legend: CRO - Critical Risk Observation, CCI - Critical Control Inspection, CCA - Critical Control Audit, HSEQ - Zero Harm, Environmental and Quality

Right-click on any value to drill through to the underlying records that contribute to the count for that month.

Respondent Name	Target	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Total YTD
Bryce Balsley	CRO/CCI/CCA - Target - 2				1	2	0	2	0	2	0			7
	HSEQ - Target - 2				3	2	0	2	0	2	0			9
Dave Nicholls	CRO/CCI/CCA - Target - 2	2	2	2	3	3	2	2	2	2	2			22
	HSEQ - Target - 2	0	2	3	3	1	3	2	2	4	4			24
Geoff Stantiall	CRO/CCI/CCA - Target - 2	0	0	0	2	2	2	2	2	2	2			14
	HSEQ - Target - 2	0	0	0	2	2	2	2	2	2	3			15
Kohatu Cashell	CRO/CCI/CCA - Target - 2					2	1	2	2	2	1			10
	HSEQ - Target - 2					2	3	3	3	2	1			14

People

Health, Wellbeing & Culture

JOB VACANCY

No staff turnover since the commencement of the contract. We are currently advertising to employ 5 staff permanently that were either engaged via a Labour Agency or on temporary contracts.



SHEQ & Culture Teams: We have hosted our first meeting combining discussions on both Zero Harm and Team Culture. Focus of the initial discussion was around scene setting and planning our way forward.
Next meeting 29th April



Rehabilitations: Programme 100% complete. Actual costs has exceeded TCE by 15%. Budget adjustments being made to balance overall outcome.



Reseals: 88% of programme complete, currently on budget. Programme had been accelerated by using second crew in February / March. 3 days work to complete.



Pavement Maintenance: pre seal repairs complete, remaining budget used to complete high priority seal repairs and initiate 26/27 programme

Operational Delivery



Weekly Management Meetings

Fortnightly Operations Meetings

Monthly IDT Contract Meetings

Board Reports

Board Actions Register

Document Links

[Management Meetings Action Register](#)

(not formally recorded)

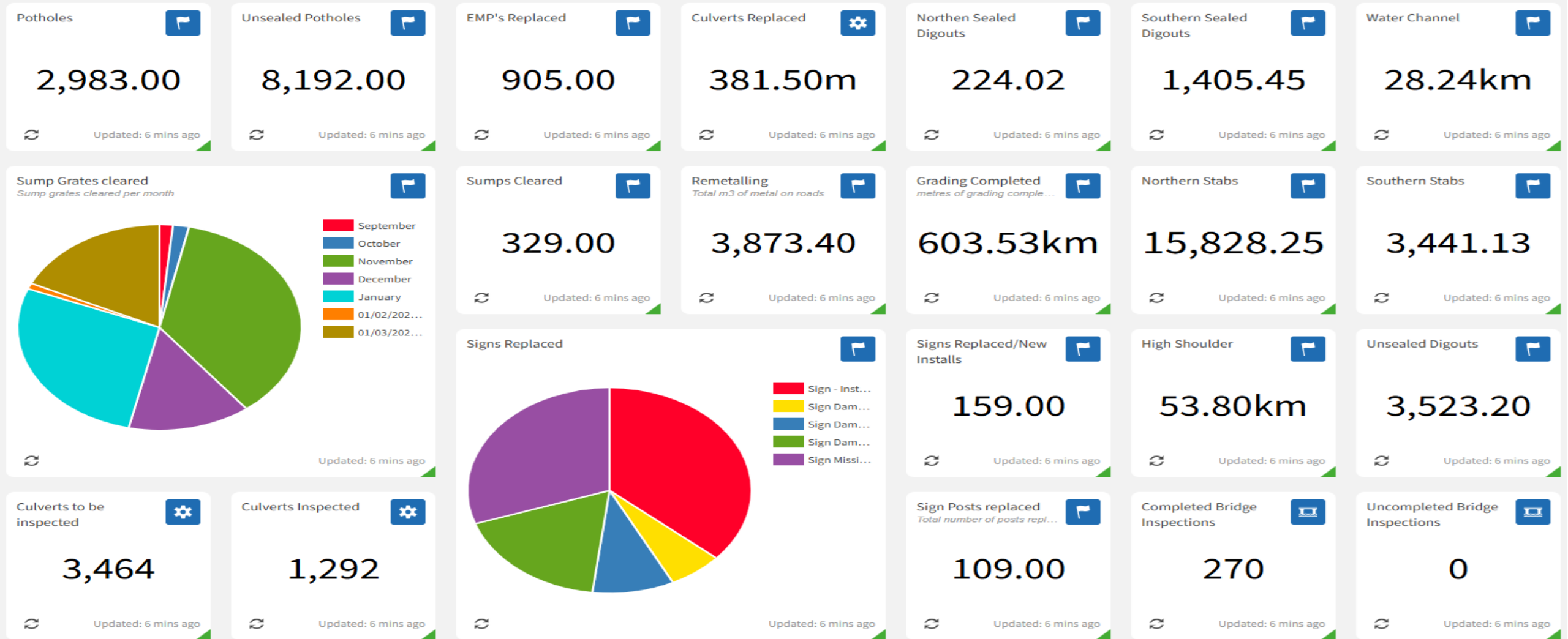
[Rangitikei Maintenance Services](#)

[Rangitikei RCM Contract - Board Reports](#)

[Board Actions Register](#)

Meeting Reporting

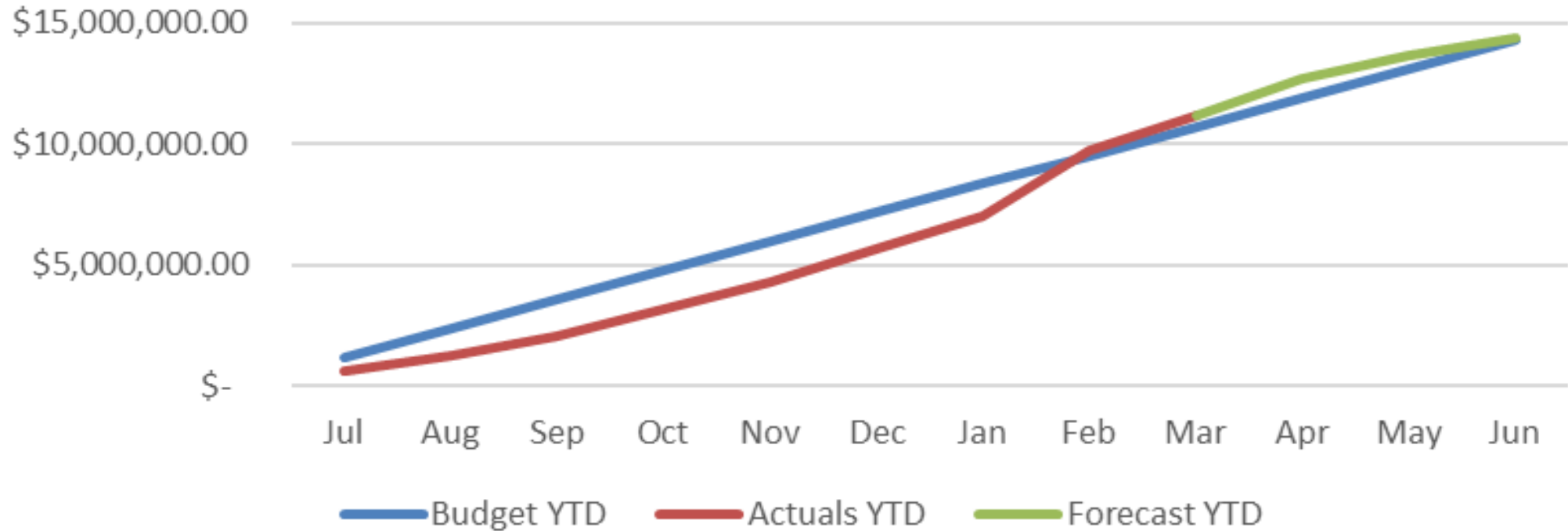
Our routine meeting's schedule is now in place. The links above will take you to the actions registers or reports associated to each.



Achievement Reporting

AWM (Ramm) dashboard report showing asset updates and inspections completed YTD (end of March)

Overall Maintenance and Renewals Cumulative

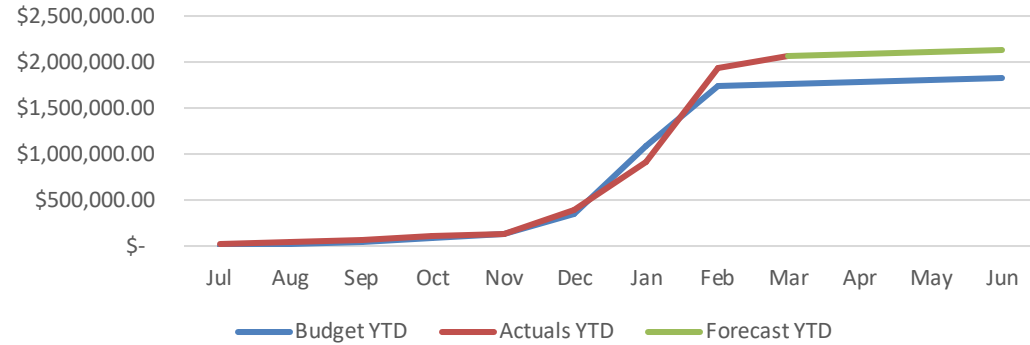


Financial Reporting

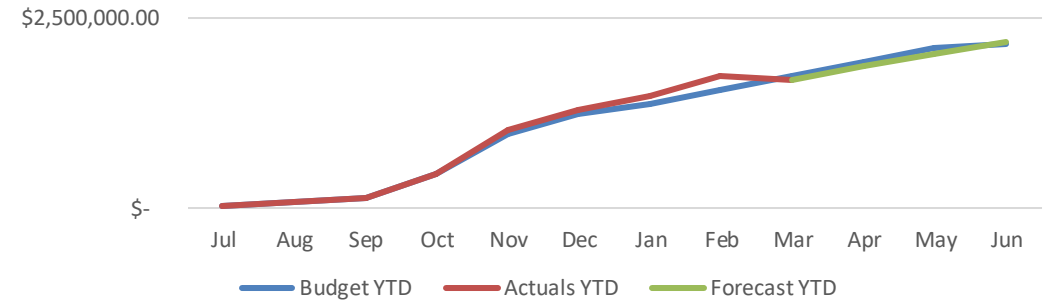
[Annual Maintenance Activity Plan Rangitikei](#)

[RDC FY25-26 Forecast MoR](#)

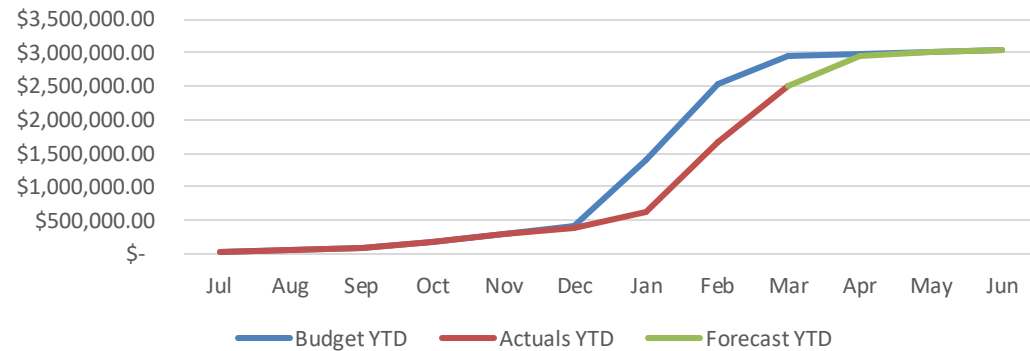
Sealed Road Pavement Rehabilitation (NZTA 214)
Cumulative



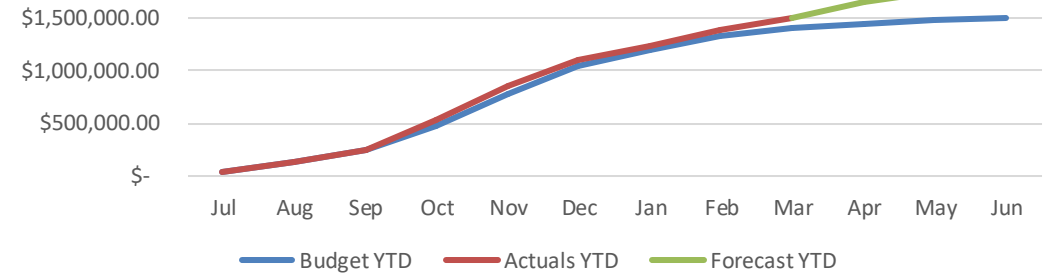
Environmental Maintenance
(NZTA 121)
Cumulative



Sealed Road Surfacing (NZTA 212)
Cumulative



Sealed Pavement Maintenance
(NZTA 111)
Cumulative

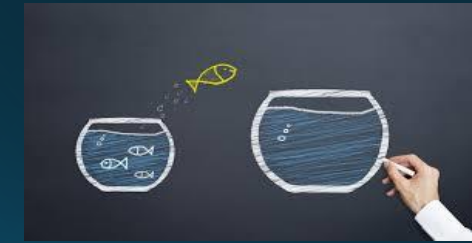


Financial Reporting

[Annual Maintenance Activity Plan Rangitikei](#)

[RDC FY25-26 Forecast MoR](#)

Risk and Opportunity



#	Type	Element	Date Created	Risk / Opportunity Description	Owner	Owning Organisation	Potential Causes	Potential Impacts	Existing Controls	RCE	Primary Cons.	Cons. Rating	Likelihood	Rating	Rating Justification (Qualitative and basis of Time & \$ impacts)
		As						Impacting other work (connecting to or following on e.g. pre-seals)							
2	Risk	People & Workforce Management	1 January 2025	People Resource required for the contract being available at the start	Contract Manager	Downer	FTE's committed to the contract vs being competitive. Need clarity on the team Potential delay in notice of preferred (early 2025) which may shorten employment time.	Smaller than desired team Poor delivery Demand onto neighbouring contracts	Staffing plan Retain incumbent staff ex Higgins Use of mobilisation team prior to contract start (by mutual agreement)	Improvement Required	Client & Reputation	3	Possible (20%-50%)	C	No financial risk as cost reimbursable contract
3	Risk	Mobilisation & Transition Management	1 January 2025	Depots available within contract area Council's requirement of the depot doesn't meet our allowances	Contract Manager	Downer	Land availability within the Rangitikei Region, having strategically based depots to service area e.g. Taihape & Marton	Not having a depot, or less than desirable depot at contract start	Matt Tran following up options for Marton & Taihape options	Generally Sound	Client & Reputation	2	Unlikely (5%-20%)	D	Cost difference between costed allowance (Higgins Depot) to other property within region
4	Risk	Environmental Management	1 January 2025	Stockpile and Disposal sites - we are currently not operating on the network and don't have visibility of the current sites	Contract Manager	Downer	Unknown status of stockpile and disposal sites	Disposal fees	Identify potential sites and consents - ownership of sites and consents. Likely a low risk - disposal most likely. Some extra material being carted to Bonny Glen currently - opportunity to manage clean fill sites better? All costs are reimbursable	Generally Sound	Zero Harm	2	Possible (20%-50%)	C	No financial risk as cost reimbursable contract

Contract Challenges

The challenges listed are the key work on items that the management team have identified as high priority and requiring attention. A Board decision may be required for some once planned actions are undertaken

Topic	Planned Action - Updates
Performance Framework <ul style="list-style-type: none"> Evaluation against measures to date Target Cost Estimate 	Progress made to employ a dedicated resource to manage & facilitate reporting results Initial financial analysis completed – some data review required
Risk Management <ul style="list-style-type: none"> Risk identification Risk evaluation Risk apportionment Risk valuation 	Initial meeting & workshop concluded, further work now required to define detail including conducting risk management workshop with full IDT
Claim Detail <ul style="list-style-type: none"> Ability to analyse individual daywork dispatch 	Organise Teams meeting with wider Assets team to assess options and gauge how this is managed on other networks – meeting with Kyran Fergusson 22 nd April to try to conclude
RFS <ul style="list-style-type: none"> RFS process management Agreement regarding response times 	Some refinements made however more improvement and understanding required. Workshop of entire RFS process planned for 28 th April.
Procurement <ul style="list-style-type: none"> Supply of temporary traffic signage Subcontract evaluation and claim process 	Procurement Strategy to be developed and delivered in the form of a Procurement Plan . SME involvement desired.





General Business

Updates and discussion on general business items

Paper copies of the Notices will be tabled at the Board Meeting

1. No notices during the period

Board
Decisions

IDT recommended Notices for
Board for acceptance

