



NZUAG Annual Report 2014

Mission and Purpose

The NZ Utilities Advisory Group (Inc) (NZUAG) is a joint consultative group of network utility service providers (water and wastewater, telecommunications, electricity and gas), corridor managers for road and rail, and industry bodies. It was formed in late 2001 to look at issues relating to utilities' activities (initially) in the road corridor, and to provide a forum for interface between the parties. It became an incorporated society in December 2011.

NZUAG is highly conscious of the need to ensure issues are not only identified and solutions are agreed, but that practical 'on the ground' changes occur which achieve smooth and efficient delivery of all utilities in the transport corridors. NZUAG works collaboratively on all issues.

Directory

NZUAG (Inc)

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Administrator and Secretary: Colin Lewis

Independent Chair: Paul Swain

Auditors: Moore Stephens Markhams

The Year in Review

I am pleased to present the Annual Report of the New Zealand Utilities Advisory Group Inc. for 2013/2014.

I have been asked to make the report to the NZUAG stakeholders following the surprise resignation of our independent chair, Jenny Morrison, stepped down in December 2013. It was agreed by the Board that the redevelopment of the National Code was the priority task and that we should carry on in a temporary arrangement until the review process was bedded down. That has proved a very challenging task for the Board, but we believe this has been a success and now we gratefully welcome the arrival of our new independent chair, Paul Swain. Paul has already taken up the reins and is already adding tremendous value to our endeavours.

This year has also seen the departure of our long-term Executive Officer Fiona Knight. Fortunately Fiona has not been totally lost to the industry and has used her knowledge in a shift to a new direction in training people to use the Code under the auspices of NZIHT. This has filled a niche that was desperately needed and so we wish Fiona success with her programme. NZUAG did do some oversight by having me peer review the material and we hope that it has proven of value to our stakeholders.

Our focus for the year was to refine the Code, through consultation, technical and legal reviews. Once again you, our stakeholders, have provided valuable input and feedback and we are still largely on the timeline that we set out to achieve.

My sincere thanks to all of you who have taken the time to participate in the continuing development of the Code.

Ian Cox
for NZUAG Board

Summary of Other Activities

The NZUAG Inc. has had some success this year with the dissemination of the handbook. The distribution of the handbooks continues to be strongly sought. Indeed, the handbook has attracted overseas attention. It would be useful to know if there are other areas where such communication tools would be of value.

The Board this year has also been focussed on a number of specific strategic directions. These included:

- the ongoing management of the Code
- key performance indicators
- improving delivery to stakeholders including training
- mechanisms for funding the activities of NZUAG
- better relations with Government

From the feedback the Board it is getting it is clear that just trying to keep the costs of operating NZUAG Inc. minimal is not the be all and end all for our stakeholders. We need to strike a balance even though the Board has tried to do so by putting in its members' own time with their support. However, the code review has largely restricted the time available for other major issues. Once the Code review is complete the Board will need to focus on delivery of other priority outcomes.

NZUAG Inc. needs to find means to manage and improve communications with the wider sector in a variety of ways. The feedback we are getting is that there needs to be better distribution of information about what is going on in the sector and what NZUAG is doing about it.

NZUAG continues to contribute to topical debate and policy development on a range of relevant issues, provides assistance resolving

concerns between utility operators and RCAs and presents at various meetings and conferences.

It is important for our stakeholders to give NZUAG feedback on what they want from the Society. I hope to see you all at the Annual General Meeting.

Ian Cox

Administrator's Report

AGM 2014 represents the end of my first year as Administrator for NZUAG. The year has been as busy one as I have not only had to come to grips with what NZUAG is and how it operates, but have also been involved in supporting the activities of the Code Review sub-Committee and the finance sub-Committee.

The year has seen a steady uptake of the 'Working Safely in the Road' NZUAG Handbook, with nearly 6,000 copies having been sold to date. Copies are available for \$4 plus freight + GST for NZUAG member organisations, or \$6 plus freight + GST for non-member organisations.

I have enjoyed interacting with members via email and over the phone throughout the year, and look forward to supporting the Association and its members through the year ahead.

Colin Lewis

NZUAG Administrator

Finance Report

The end of the 2014 financial year sees the Association in a healthy financial position. From concerns half-way through the year over the state of its finances, the Association ended the year with a small operating surplus. This was a result of shifting from having a full-time

executive officer to a part-time administration function, as well as six month period without having an Independent Chair.

The year has also seen the introduction of a finance sub-committee, which shepherded in the financial improvements as well as providing useful oversight of the revised administration support arrangements.

In another financial first for the Association the accounts for both the 2012-13 and 2013-14 financial years have both been successfully audited, with a clean audit report having been given for both years. The complete 2013-14 audited accounts have been circulated to members along with this Annual Report, which I commend to you to read through.

Peter Gilbert
Chair, Finance sub-Committee

Code Review Progress Report

The National Code of Practice for Utility Operators' Access to Transport Corridors (<http://www.nzuag.org.nz/national-code/>) is a regulation established under the Utilities Access Act 2010. The Act requires the Code to be reviewed biennially, with the first review commencing after two years operation.

The Code came into force on 1st January 2012. Consequently NZUAG initiated the first review early this year. As an initial step, NZUAG invited members to provide their feedback on the Code to enable a balanced evaluation of the Code's effectiveness as well as to identify areas for potential improvement or amendment. There were submissions received from 26 NZUAG members making 249 suggestion points. Of these the review team accepted 75 suggestions, about 30%, and included these into an updated draft of the Code.

The draft updated Code was notified to the public for further submission during September and October. From this step 20 submissions have been received. Around a quarter of the submitting parties have requested to be heard in respect of their submission. NZUAG's code review team will hear these submissions and consider all submission points later in November. From there the team will draft subsequent changes into the Code, have it reviewed by independent legal expertise for compatibility with other codes and legislation, and then submit to the NZUAG Management Committee in February seeking ratification of the updated Code. The Code will then be present to the Minister(s) for final approval.

NZUAG wishes to acknowledge and thank members, industry participants, and the public who have contributed into this Code review process.

Ross Malcolm
Chair, Code Review sub-Committee

Looking Ahead to 2015

I am very pleased to have been appointed Independent Chair of NZUAG recently. My association with the issue of utilities access to transport corridors goes back to my time as Minister of Communications and Transport in a previous government. Back then, a group representing utility operators and corridor managers proposed that a working arrangement be developed to enable operators and managers to work together in the best interests of the industry and New Zealand.

A lot has happened since then. A team of dedicated people, including industry representatives and Government officials, supported by Ministers, have developed the Utilities Access Act that came into force in 2010, and the Code of Practice that is currently going through its first review.

I want to pay tribute to those who had the vision for a better way of working, and had the tenacity to see it through to its implementation. I want to pay particular tribute to the current Code review team, who have put in hours of work to ensure the Code is updated and fit for purpose. Having spent many years (some say too many) in Parliament, I can say that the review process has been of a particularly high standard, and matches any of the formal processes adopted by Governments to review legislation and policy. The updated Code is due to be with the Minister for sign early next year.

Since my appointment I have met with some of you and spoken with many of you over the phone. I have also had productive meetings with the Infrastructure Unit based in Treasury, the Ministry of Business, Innovation and Employment (MBIE) and Local Government NZ. All have shown support for our work, have helped promote the Code review, and are willing to assist with progressing issues post the review.

I am keen to develop a strategic plan for NZUAG for the next financial year that allows us to address key issues in addition to the biennial Code review, and ensures that members can see value in their continued support of the organisation. Having listened to a wide range of feedback over the last couple of months, it seems to me that the key issues we need to work on include:

- **Code Education, training and promotion;**
- **Code Compliance and Enforcement, including the role of NZUAG;**
- **Engagement with Members and Stakeholders;**
- **Implications of impending health and safety legislation;**
- **Monitoring National and International industry trends;**
- **Identification of potential Policy and Legislative changes; and**
- **Funding.**

I will be working with the Board to determine whether these or other issues are the ones we should be pursuing and developing a plan of action to progress them. We will be consulting with you on the

development of the plan. I would like us to be able to present the plan outline to the Minister when we present the revised Code for approval in the first quarter of 2015.

I want to thank you once again for the opportunity to serve as the Independent Chair of NZUAG, and I look forward to working with you constructively on progressing the issues that are important to industry and to New Zealand as a whole.

Paul Swain
Independent Chair, NZUAG

List of Members by Category

Corridor Managers	Utility Operators
<i>Full Members</i>	
<i>Auckland Transport</i>	<i>Chorus NZ Ltd</i>
Christchurch City Council	Delta Utility Services Ltd
<i>Dunedin City Council</i>	Electricity Engineers Association
Greater Wellington Regional Council	Electricity Networks Association
Hamilton City Council	Enable Services Ltd
<i>Hastings District Council</i>	<i>Gas Association of NZ Inc</i>
Hutt City Council	Marlborough Lines Ltd
<i>KiwiRail</i>	Northpower Ltd
Nelson City Council	<i>NZ Telecommunications Forum Inc</i>
<i>NZ Transport Agency</i>	PowerCo Ltd
Road Controlling Authorities Forum	<i>Vector Ltd</i>
Rotorua District Council	Water NZ
Tasman District Council	Watercare Services Ltd
Tauranga City Council	WEL Networks Ltd
Timaru District Council	
Upper Hutt City Council	
Waimakariri District Council	
<i>Wellington City Council</i>	
Western Bay of Plenty District Council	
Whangarei District Council	

Corridor Managers**Utility Operators***Associate Members*

Central Hawkes Bay District Council	Capacity Infrastructure Services
Invercargill City Council	Electra Ltd
Local Government NZ	<i>Associate – Other</i>
New Plymouth District Council	Lord Civil
South Taranaki District Council	NZ Contractors' Federation
South Waikato District Council	Transfield Services Ltd
Southland District Council	Utility Location Services
Stratford District Council	
Waipa District Council	

Bold Italics = Current Board member