DRAFT Professional Services Brief for investigation of work

Contract Area:	**Orakei Local Board**	**AT Road Safety engineer:**	**Adam Beattie**
Consultant:	**TBC**	**Telephone:**	
		Date brief issued:	**TBC**
Project Name:	St Heliers Village Centre Speed Management - Review		
Location:	St Heliers		

Objectives:

1. Reference the letter of agreement dated 12 June 2019 and ensure that the scope of this commission fully addresses points 4 and 9 raised in the context of the letter.
2. Review the risk profile, evidence-base and the indepedant Safe Systems Assessment Framework undertaken for St Heliers;
3. Review AT's definition of the problem.

Background:

Auckland Transport is a Council Controlled Organisation established under the Local Government (Auckland Council) Act 2009[1] whose sole shareholder is Auckland Council. The activities undertaken by AT are set out in the Regional Land Transport Plan which is consistent with the Government Policy Statement on Land Transport[2].

The GPS 2018 identified that 'safety' and 'access' are the two key strategic priorities for the Government. The objective is to deliver '*a land transport system that is a safe system free of death and serious injury*'.[3]

The activities undertaken by Auckland Transport must give effect to the Auckland Plan developed and approved by Auckland Council[4]. Specifically, this sets out the direction to maximise safety and environmental protection with focus areas being moving to a safe transport network, free from death and serious injury. The Auckland Plan also states that;

> *"We should be guided by the 'Vision Zero' movement, which aims to eliminate transport-related deaths and serious injuries. This approach accepts that people make mistakes, and seeks to minimise the harm from any mistakes."*[5]

Funding for road safety, in line with the policy direction above, from both Auckland Council and Central Government has increased to $700 million over the period from 2018 to 2027. The road safety programme includes a number of elements including the speed management programme which have been strategically endorsed or approved by Government and Auckland Council.

Auckland Transport's Speed Management Programme has been developed in accordance with the National Speed Management Guide.
The objectives of Speed Management Guide are to :

- Ensure a consistent sector-wide approach is adopted to manage speeds so they are appropriate for road function, design, safety, use and surrounding environment
- Support Road Controlling Authorities (RCAs) and other system designers identify and prioritise the parts of their networks where better speed management will contribute most to reducing deaths and serious injuries, while supporting overall economic productivity.

[1] Local Government (Auckland Council) Act 2009, section 38.
[2] Land Transport Management Act 2003, section 14
[3] Government Policy Statement on Land Transport 2018-27, p8
[4] Supra at note 1, section 92
[5] https://www.aucklandcouncil.govt.nz/plans-projects-policies-reports-bylaws/our-plans-strategies/auckland-plan/transport-access/Pages/direction-maximise-safety-environmental-protection.aspx

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- Suport RCAs to have better conversations and engagement in their communities, improving community understanding for speed management activities and the concept that not all roads are as safe as each other.

The proposed improvements for town or village centres, where the evidence supports it, aim to implement a Safe System approach with a self-explaining road environment with safe and appropriate speed limits. The road environment would be changed from one that could be perceived as being a major commuter through-route, to one where people of all ages and abilities feel safe crossing the road, and one that provides improved and safer connectivity both within the village centres themselves, as well as improved connectivity to the local beaches and parks. Noting, however, that Tamaki Drive is an arterial road and bus route, serving as an important connection between the City Centre and the Eastern suburbs.

The aim of the village centre Speed Management project is to:

1. Improve transport safety and connectivity to village centres for all road users
2. Manage operating speeds through vilage centres in accordance with the Speed Management Guide
   - Link to Speed Management Guide: https://www.pikb.co.nz/assets/Uploads/Documents/Speed-management-guide-first-edition-Nov2016.pdf
   - Link to Speed Management Guide, Toolbox: https://www.nzta.govt.nz/assets/Safety/docs/speed-management-resources/speed-management-toolbox-and-appendices-201611.pdf
3. Create more attractive, liveable centres for local communities.

Scope of work required:

This brief outlines the scope of work to review the evidence (NZTA crash history database, the safe system assessment framework analysis, NZTA risk analysis, traffic data and any other relevant evidence) and determine, based on the policy and direction set out in the Auckland Plan and Government Policy Statement, whether road safety engineering treatments in a manner consistent with the National Speed Management Guide are required in St Heliers. The review of the evidence is to include, but not limited to:

- To the extent that it is relevant to consider as part of the review the information provided to and used by Aecom for the purpose of designing the engineering solutions for St Heliers. For clarity this does not include a review of the engineering measures for St Heliers.
- A detailed crash analysis by crash type using NZTA's Crash Analysis System (CAS). This would also include and assessment of the rate of under-reporting in the study area using NZTA's Crash Estimation Compendium;
- A review and confirmation of the traffic volumes, pedestrian and cycling volumes in the study area using the current traffic count database;
- A review and confirmation of current average traffic speeds in the study area;
- An assessment of current and future risk and exposure to risk based on CAS evidence, traffic, pedestrian and cycle columes, NZTA's Infrastrucutre Risk Rating Manual, the Urban KiwiRAP, NZTA's Road Safety risk MegaMaps, and the Speed Mangement Guide;
- Review the appropriateness of using these assessment tools and guidelines to determine the risk rating and problem identification for the study area. Advise whether any alternative assessment tools or guidelines should be used instead;
- Review the basis on which St Heliers centre was deemed to be in the top 10% of high risk roads and the top 10 town centre in Auckland. Evaluate the validity of the data used and how it was used in relation to the various roads and town centres in Auckland including those not included in the top 10 of each group
- A review of the Safe Systems Assessment undertaken for the study area;
- Conduct site visits to understand the local conditions and assess how this impacts overall road safety performance in the study area;
- The Consultant is to make allowance for one briefing meeting with the St Heliers Working Group prior to commencing the review.

Using all of the above, and any other pertinent information deemed necessary, undertake an assessment of AT's definition of the road safety problem. The Consultant is not required to undertake a review of the design proposal at this time. The review is to be solely focussed on whether the evidence and information available supports or does not support the need for engineering interventions.

Deliverables:

- Review Report

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Delivery Target Dates:

- Start-up meeting - TBC
- Draft report – TBC
- Finalised report - TBC

Issues and risks Identified:

- Please identify any risks that may affect the proposal, and on-site Health and Safety requirements.

Options to mitigate risks:

- Please identify options to mitigate the risks identified.

Liaise with engineer to eliminate / minimise / isolate the identified risks (both parties to agree to a preferred option)

Required

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Budget entered:	**Date for delivery:** Refer to 'Delivery Target Date' in scope of work above.	**Agreed hour / Agreed cost:** Consultant to provide O.O.S
Approved : team leader signature: ..... **Date:**.....		
Consultant representative signature: ..... **Date:**..... **(consultant to sign and return signed brief to AT Engineer)**		
Revised budget entered:	**Revised date for delivery:**	**Revised hour / Revised agreed cost:**
Approved : team leader signature: ..... **Date:**.....		
Consultant representative signature: ..... **Date:**..... **(consultant to sign and return signed brief to AT Ward Engineer)**		

- **Any change in hours or delivery time requires approval by AT**
- **PLEASE NOTE: Negotiation of additional fee must be completed and agreed by both parties prior to any additional work is to be undertaken by the consultants. Revised hours and scope must be detailed and signed off by both parties prior to the commencement of work.**

General requirement for consultants: (PLEASE CHECK RELEVANT BOXES) ☑

☑	Arrange initial site meeting with AT Engineer to discuss the scope of work and provide fee offer		Provide hand sketch plan with key dimensions for AT Engineer's consideration prior to the preparation of CAD scheme plan.

	Arrange initial meeting / site meeting with AT Engineer prior to the commencement of work	☑	Liaise with AT representative throughout the project.
☑	Provide brief weekly progress email to AT engineer	☑	All documentation is to be submitted electronically (including files for drawings) and hard copy, unless otherwise specified
	Contact AT engineer if the location or option is not feasible	☑	**PLEASE NOTE TWO COPIES OF THE REPORTS WILL BE REQUIRED**

Author of report: …… (Design team to sign)
Reviewed by: ……. (Design team to sign)
Acceptance of report / scheme: …….. **(Engineer to sign within 4 weeks of the receipt of the report)**
Acceptance of report / scheme – Reviewed by STP business owner: …… **(Business owner to sign within 4 weeks of the receipt of the report)**

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