

**Legatus Group** **Road and Transport Infrastructure Advisory Committee**

**Agenda**

**Friday 30 November 2018**

Mt Remarkable Council, Melrose SA

2pm – 3.30pm

1. **Welcome and apologies**
2. **Minutes of the meeting held 2 August 2018**

The minutes of the meeting held 2 August 2018 were presented to the Legatus Group meeting on 17 August 2018 and the following motion was carried:

That the Legatus Group supports the Legatus CEO to commence scoping for the development of a detailed report in partnership with industry and user groups on the socio-economic impacts of further deterioration of Horrocks Highway.

1. **2018/2019 SLRP Grants**

All of the councils should have been notified and started contracts. It was noted that Adelaide Plains had also secured funding for the Shannon Road Project from the Heavy Vehicle Safety and Productivity Program. Adelaide Plains Council has since declined the HVSP funding and proceeded with the SLRP funding.

A report has been provided to the Legatus Group Audit and Risk Management Committee regarding any contribution from successful SLRP funding to the Legatus group budget.

The Murraylands and Riveralnds and the Southern and Hill regional organisations of councils have a policy of 1% management fee on successful SLRP applications based on the SLRP contribution only, not the total project cost. They basically hypothecate this for transport related projects and updating their transport plan which is the basis of future SLRP applications. The Limestone Coast and Eyre Peninsula organisations do not take anything.

The Legatus Group has previously taken a percentage which covered the costs of the committee and for assessment / site visits and in recent years this has not been the case.

Given the current state of the Legatus Group budget my recommendation to the Audit and Risk Management Committee is that currently there is not a need for a policy of a 1% management fee on successful SLRP applications. This is based on the current contributions from the Rubble Royalties being used to assist with updating the Regional Transport Plan and SLRP application assessments.

1. **Legatus** **Group 2030 Regional Transport Plan Phase 2**

As of Friday 23 November, HDS have completed all of the Stage 1B field assessment work and the draft Regional Road Deficiency Assessment Worksheets from the field work. They have emailed the draft worksheets out to all councils initially on 30 and 31 August by the 7 September. These emails outlined the additional data they needed from Council. The two bits of information requested related to pavement condition (which they had made visual assessments on) and costs for already budgeted works (which should already be documented on 5-year capital works plans).

They have received all the required information from seven Councils, namely; Adelaide Plains, Copper Coast, Flinders Rangers, Yorke Peninsula, Goyder, Light and Orroroo. They have been in discussions with Northern Areas and Port Pirie but are still waiting on the additional eight Councils to provide the information. HDS have sent follow up reminders but have had no luck getting the required information. I sent a reminder to all the 8 CEOs on 24 November 2018 to seek a final chance to provide the information with HDS waiting until mid-December to finalise the regional spreads sheet. They advise that the task can be completed reasonably quickly once we have the information.

If they don’t have information from specific Councils, they will not end up with any roads on ‘Action Plan 1’ which is required to ensure the road within the Council is nominated for funding subsidies.

1. **Railway Crossing Road Safety Assessment**

All Councils have been approached to seek out who have rail crossing interface agreements and this topic is also being followed up with LGA and ARTC (Gary Templeton) and Mutual Liability.

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| **Council** | **Response** |
| Adelaide Plains Council | Yet to sign the Interface Agreement, currently in progress. Once signed it would be prudent to conduct a railway crossing road safety assessment for all 20 APC rail crossings. Support the collaborative approach thought the Legatus region. |
| Barunga West Council | No railway crossing interfaces |
| Clare and Gilbert Valleys Council | There are no functioning rail lines through CGVC, and no agreements in place for those roads that intersect with the rail corridors that are still in place. |
| Copper Coast Council | One crossing interface agreement for the tourist train in Moonta that crosses one of their rubble roads. |
| District Council of Mount Remarkable | ARTC approached DCMR about 2 years ago and we entered into an agreement covering 12 crossings shortly thereafter. |
| District Council of Orroroo Carrieton | No railway crossing interfaces |
| District Council of Peterborough | No written rail crossing interface agreements. |
| Light Regional Council | Light Regional Council does not have any active rail lines through its area.  However, it is going to develop the RIA’s early in the new year with an aim of having them executed by 30 June 2019. |
| Northern Areas Council | We have a signed interface agreement with ARTC. |
| Port Pirie Regional Council | Don’t have any rail crossing interface agreements. They have had rail crossings inspected internally but have not prepared rail interface agreements. They have about 20.  The rail interface agreements have been raised during a previous risk review. Preference would be actual assistance to prepare the rail interface agreements. |
| Regional Council of Goyder | No interface agreement only one crossing and its inactive. |
| The Barossa Council |  |
| The Flinders Ranges Council | 2 separate Rail Interface Agreements.  One with Flinders Power Partnership for the Port Augusta – Leigh Creek Line (currently inactive)  One with Pichi Richi Railway Preservation Society Inc. for the Quorn to Port Augusta Heritage Railway |
| Wakefield Regional Council | WRC already has one in place |
| Yorke Peninsula Council | No railway crossing interfaces |

1. **Mid North Regional Roads - Horrocks Highway state of disrepair**

Reports for Discussion

From: Simon Millcock Chief Executive Officer

**Recommendation: That the Legatus Group Road and Transport Infrastructure Advisory Committee recommends that the Legatus Group fund a consultancy to that will provide a report by June 2019 on the socio-economic impact of the further deterioration of Horrocks Highway.**

**Background:**

Lobbying for improvements to Horrocks Highway has been on the table for many years with little results to show for such a significant road corridor that connects Adelaide, the Barossa and Light regions with Clare, Jamestown, Orroroo, Mount Remarkable, Peterborough and the Southern Flinders Ranges. It has an important commuter, tourist and public transport access function. The most recent media statement by local MP Geoff Brock can be found at:

<https://www.portpirierecorder.com.au/story/5636331/geoffs-mixed-reactions-on-state-budget/>

<https://www.theflindersnews.com.au/story/5307522/brock-calls-on-horrocks-hwy/>

The 2015 Mid North RAA Regional Road Assessment can be found at: <https://www.raa.com.au/documents/mid-north-report> and the RAA 2017 and 2018 regional road assessments covering sections of Horrocks Highway were distributed to those attending the meetings convened by the Legatus Group. The 2015 report is still relevant, but the reports distributed are more up to date.

The RAA are in the final stages of their Riverland Assessment, and are moving on to Yorke Peninsula next. The RAA’s Matthew Vertudaches Traffic Engineer advised that they “Will usually discuss issues with stakeholders and survey RAA Members prior to conducting road assessments. At this stage the RAA are aiming to visit the region around November this year, with a report to be tentatively released late 2018 or early 2019.”

The RAA have run campaigns including in the lead up to the 2018 State Election on the condition of Horrocks Highway and noted that it was voted the most dangerous regional road by their members in their 2017 Risky Road Survey. The RAA advised that there were 109 people injured and 4 deaths on Horrocks highway between 2012-2016. The most recent fatal motor vehicle accident occurred on 20 July 2017.

The majority of the lobbying has been centred on safety.

Given the significance of this road to the growth of the broader region and efforts to increase population, trade and tourism the Legatus Road and Transport Infrastructure Committee recommend to the Legatus Group that a detailed report in partnership with industry and user groups is developed on the socio-economic impacts of further deterioration of Horrocks Highway. This would allow for a document that could be used to assist in partnering with the RAA’s reports to gain support from across the State for the required upgrades to be funded.

A report for comment regarding a proposed recommendation to Legatus Group indicated that a detailed report to be developed in partnership with industry and user groups on the socio-economic impacts of further deterioration of Horrocks Highway was appropriate. A question was raised on the terms or reference for the committee and it was noted that the Legatus Group CEO was seeking feedback due to these two clauses:

* Raise and discuss road and transport issues of common interest or concern and develop appropriate courses of action for recommendation to the Legatus Board.
* Facilitate greater awareness and understanding across member councils of topical road and transportation issues and funding opportunities and processes.

The committee agreed that there was value in having this body of work undertaken in partnership with other organisations.

The tourism, grain, energy, livestock and viticulture industries are cornerstones to SA’s economic growth. The ability for communities to attract and retain workforces in the region is being restricted when compared to the accessibility now of Adelaide Hills, Barossa and McLaren Vale regions.

Inadequate road investment results in road networks not being able to be developed and expanded and existing roads not being maintained. The consequence is deterioration of the road network that not only limits accessibility, mobility and regional connectivity for the region, but also results in increased production and transport costs. Deterioration of a road network therefore causes significant ripple effects, ultimately creating a negative impact on the overall economy, and subsequently socio-economic development.

Continuous road investment for the Horrocks Highway should form the basis of both the SA and Australian Government to address road infrastructure deterioration, development and maintenance. An adequate road transport infrastructure network is an essential component for economic growth and development, continuous road investment is essential for the development and maintenance of the road network to the broader region and state. Frequent and continuous investment in transport infrastructure is required in all modes of transport to ensure an adequate transport infrastructure network that supports economic growth and development and subsequently contributes to the day-to-day living standard of communities.

A meeting was held on the 29 October 2019 at Clare and Gilbert Valleys Council with the attendees being:

Richard Dodson (Light Regional Council), Matthew Vertudaches (RAA), Helen Macdonald (Clare & Gilbert Valleys Council), Colin Byles (Northern Areas Council), Charles Mountain (RAA), Lynn Wallace (RDA Yorke Mid North), Evan Knapp (SA Freight Council) & Simon Millcock (Legatus Group).

Apology – Kelly-Anne Saffin (RDAYMN)

Consensus was support from the meeting for a project brief to be drafted for the delivery of a report on the socio-economic impacts to the region due to the current and further deterioration of Horrocks Highway. Timing for the project to be February 2019 – June 2019.

The Legatus Group CEO to develop a report for the next Legatus Group Management Group (CEOs) and the Legatus Group Road and Transport Infrastructure Advisory committee meetings both occurring 30 November 2018 for recommendations to the Legatus Group meeting 14 December 2018.

Background:

Simon Millcock welcomed everyone to the meeting and provided background that the Legatus Group through their Road and Transport Infrastructure Advisory Committee were considering leading a master planned – coordinated approach on improving Horrocks Highway.

The meeting was to bring everyone to the table with focus on ensuring that this is not just regional or state but one which is targeting Federal support with invitation to organisations currently identified to help scope out what the report should include. This would assist in developing a project brief and identify further assistance. Simon advised he had been keeping and will keep the RDA Barossa, Light, Gawler, Adelaide Plains CEO informed.

RDA YMN update provided by Lynn Wallace

Grain Producers SA

They have a sub-committee that works on aspects of road and transport issues.

* RDA have spoken to Shane Gale, their Project Officer, he heads up a sub-committee that amongst others has 3 farmers from the Mid North that are both freight operators and farmers.
* They would be very happy to contribute and provide information and support where needed.
* Interestingly enough, they haven’t tabled Horrocks Highway as a major freight issue as such as they have been focused on freight issues at the last mile issues, i.e. entrances to silos.

SATC (South Australian Tourism Commission)

* For 12 months SATC worked with all tourism regions in SA looking at infrastructure priorities related to tourism.
* Our understanding is Horrocks Highway will appear on their priorities for Clare Valley tourism.
* The thought is, would we be more successful if we strategically identified priorities that would we could lobby for?
* Example of Limestone Coast needed 413 km – better advocacy when it came to certain stretches than whole road?
* RDA thought some work had been done on the Roseworthy to Tarlee stretch for DPTI in a detailed route assessment.

CV Winemakers

* They have limited information currently on freight quantities.
* RDA happy to collect wine movement data from the region.

Case Studies

* We could certainly provide some information of the work done in the YP. RDA worked extensively with this project, formed in consultation with SATC and local government.
* We carried out a basic route assessment whereby main users were interviewed, and we collected freight measures, happy to provide this info/process.
* The difference was Horrocks Highways has always had a road-train classification, whereby YP also went through the assessment of having it changed from B-Double access to Road Train access.
* This case study demonstrated a good example of collaboration between many partners and industry.
* There was work done around Hume Highway NSW, which was based upon safety, which might be more akin to this project.
* Balco - another discussion that has been had in the past is the transporting of hay, Jaeaschke’s are unable to cross the bridge at Halbury and have to go up and around to get to Bowman’s. RDA worked with Council to do a route assessment.
* If useful we could probably look at a route assessment and hay volumes.

RAA

Advised that there most recent reports are the most up to date and there is no need for further work on the southern end although further work will be done on the northern end likely to be in late 2019 after the Federal election. The RAA’s concerns have been highlighted extensively and they could include some further analysis on the types of crashes. Major focus areas are on the overall poor condition of the road, lack maintenance to shoulders and lack of overtaking in its current condition let alone the longer-term use and future growth for the region.

Noted the $2.5m in new works in current budget.

RAA have done work on the cost of crashes which looked at the impact in the Riverland – Could be something to look at same time as the release of the Legatus Group regional roads deficiency report currently underway.

Major issue for freight as there is increased demands and Horrocks Highway is on the radar for State infrastructure paper. Next 15 years new infrastructure makes a report on Horrocks Highway a matter of urgency. Building cases around grain storage could be of strong interest.

Northern Areas

Freight is now year-round with increased hay storage sites and growth of tourism and the ability for Horrocks highway to be even greater tourism route.

Light

Population growth in the peri-urban areas such as Roseworthy and the connection with Gawler and Mawson Lakes will have significant implication to Horrocks Highway including the need for major junctions in the southern end.

General points of discussions:

* This should not be just about lobbying but be driven by facts and data and developed via partnership approach. The triple bottom line – building the business case.
* There will be increased traffic flows north from metropolitan Adelaide as it gets closer both physically and through connection to the western suburbs and the Port.
* Oversize and over mass vehicles will continue to grow in numbers.
* Factoring in wind farms and solar farms although one off movements for bigger vhcies their maintenance will continue to increase traffic flows.
* Numbers and length of overtaking lanes.
* Asset management plans and maintenance dollars need to be addressed as the time taken to repair upgrade should be compared. Longer term cost the $’s saved?
* Comparison against Barossa / Fleurieu / Limestone Coast / Riverland.
* Look at the Hierarchy of SA Land Transport Network.
* Speed limits likely to stay the same.
* Increase of tourism including the drive tourism market in regional SA (target increase by 1/3by 2020) – What will it look like in 2025-2030.
* What increased impact will the Northern Connector have.
* Keep following included in the engagement:
  + Road Transport Association
  + Livestock Transport Association
  + Caravan and Camping Industries Association – growth of caravan parks
  + Viterra re grain
  + PIRSA / SA Govt Tourism
* Including DPTI through Mike Wilde member of Legatus Group Road and Transport Advisory committee and James Buder Manager, Strategy (Moving Freight) at Department of Planning, Transport and Infrastructure.
* Need to highlight the industry investment occurring – including into vehicles and infrastructure.
* Truck lay over areas’ issues (lack of).
* What are the likely restrictions to industry growth for this region e.g. return on investment
* Focus should be on improving productivity and gain extra data on:
  + Investment in the region
  + Movement of vehicles
  + Growth in tourism
  + Yield
  + Grain sites for distribution
  + Size of vehicles / less movement but harder to overtake
  + Population growth
  + RAA information on crash data
  + DPTI – road counts

1. **Heavy vehicle access** 
   1. **Workshop outcomes**

Reports for Discussion

From: Simon Millcock Chief Executive Officer

**Recommendations:**

1. **That the** **Legatus Group Road and Transport Infrastructure Advisory Committee recommends that the Legatus Group support:**
   1. **The staging of a workshop on this topic for both elected members and administration and that this coincides with the release of the deficiency report stage 2 of the Legatus Group Regional Transport Plan Phase.**
   2. **Maintaining a list of pre-approved roads on a regional portal.**
   3. **The progress of having accredited assessors for the region and regional contact point for operators to approach.**
   4. **Undertake both bridge and rail crossing deficiency reports.**

**Background:**

A heavy vehicle access local roads workshop was held on 17 October 18 at Clare and Gilbert Valleys Council Chambers.

Attendees:

Wayne Hart (Mt Remarkable), Andrew Evans (Barossa), Jo Buchanan (RDA YMN), Steve Watson (Clare & Gilbert Valleys), Chris Wellington (LGAMLS), Brett Staker (NHVR), Damian Windsor (Tumby Bay), Richard Dodson (Light), Stevie Saunders (LGAWCS/MLS), Robert Stead (Port Pirie), Peter Lock (Port Pirie), Fred Linke (Barunga West), Peter Porch (Northern Areas), Leon Kruger (Wakefield), Tom Jones (Adelaide Plains), Amir Eskandari (Barossa), Matt Elding (Barossa), Chris Miller (Clare & Gilbert Valleys), Andrew Cameron (Yorke Peninsula), Trevor Graham (Yorke Peninsula), Mary Herrman (Yorke Peninsula), Michael McCamley (Yorke Peninsula) and Simon Millcock (Legatus Group)

Simon Millcock updated the progress by Legatus Group in 2018 through the Roads and Transport Infrastructure Advisory Committee:

* 2030 Regional Transport Plan Phase 1 completed and phase 2 commenced which will identify the deficiencies in the regional local freight, tourism and community roads.
* SLRP funding applications completed and funding secured for 2018/2019.
* Consideration of funding rail crossings for safety assessments to be further discussed.
* Socio-economic impacts of the continued deterioration of Horrocks Highway progressing.

This workshop was designed as the first of two workshops for the region which are to focus on the accountability by councils associated with heavy vehicle access. This workshop targeted CEOs and Road Managers as it designed to clarify the issues across the region, understand the legal responsibilities including the external pressures being placed on road managers.

Following the council elections, a second workshop will be held for elected members and practitioners based on the findings of the practitioner’s workshop. This second workshop may be held in conjunction with the findings from the deficiencies report of the Legatus Group regional local roads report being undertaken by HDS.

The workshop was designed to recognise the need for councils to form their own positions but the principals across the region should be the same.

The DPTI were invited to participate but did not attend as they don’t have the outstanding concerns that Council Road Managers are seeking to clarify. It was recognised that they were not a significant voice in these matters due to it being local roads. Most access issues are more ‘to the farm gate’ type scenarios as opposed to general freight movements.

The LGA were not represented but were keen to be involved noting that the matters could be further progressed with SA Regional Organisation of Councils. The meeting identified a need for someone within the LGA Executive to have this topic as a priority.

The Legatus Group Road and Transport Infrastructure Advisory Committee have held discussions on liabilities against an individual in a worst-case scenario and if road mangers making decisions as part of the ‘Chain of responsibility’ framework.

The advisory committee see a need to gain a better understanding of our own roles as road users under the Heavy Vehicle National Law specifically work hours and documentation, and Chain of Responsibility.

On 1 October 2018, the Heavy Vehicle National Law was amended to provide that every party in the heavy vehicle transport supply chain has a duty to ensure the safety of their transport activities.

The workshop was designed to allow the committee to gain a clearer handle on where this matter sits and to then develop a report on what each council is currently doing to then be able to provide recommendations to the board.

NHVR - Sean Pederick and Brett Staker (NHVR)

The NHVR looking to reduce the number of permits which are currently around 50,000 and with 470 road managers around Australia. This is being done by gazetting pre-approvals and using the new portal system which road managers have access to. This tool can help with tracking roads. They are undertaking training in Adelaide and including webinars. Assisting with identifying what the freight movements are in specific areas and noted that when road managers do not approve a road for use then the decision needs to have the methodology included. Road Managers to look at new notices for national approach.

1. What can councils do to optimise productivity and safety in your freight task?

* Work with local businesses to identify their road transport needs – NHVR can assist
* Before you say no to consent, think of the alternatives as less trips more productive vehicles = less impact on infrastructure, improved safety, reduced emissions.
* Pre-approve or add to approved route network to reduce the burden on council and industry.
* Say yes if a vehicle performs the same or better than one currently on your network

1. What can industry do to help road managers optimise productivity and safety in your freight task?

* Work with your council to identify your road transport needs
* Explain the benefits of high productivity vehicles to councils:
  + reduced transport costs for local businesses to boost local economies
  + less truck trips by modern safer vehicles
  + improved amenity for communities
  + reduced emissions
* Explain to councils the consequences on businesses of not getting the necessary access

1. What can the NHVR do to help councils and industry optimise productivity and safety in your freight task?

* Easier ways to do business e.g. NHVR portal
* Provide information on the benefits of high productivity vehicles
* Introduce council officers to industry and vice versa to get conversations started
* Work with industry and road managers on improving ‘pinch points’ on the road network e.g. letters of support for funding bids, vehicle information etc.
* Assist councils to organise meetings/workshops between industry and road managers
* Provide councils with performance reports for processing permits

*Note: What roads are there in the Legatus Group region which are pre-approved. Is there a standard platform? Need for councils to know their capabilities and are there any issues with the portal that Legatus region could respond to. Work with NHVR stakeholder relations team. How detailed are the assessments for our roads? Influence across boundaries with other road managers.*

Eyre Peninsula LGA - Damian Windsor (Works Manager Tumby Bay)

Issues faced in the development of their regional approach on the Eyre Peninsula was that someone else would make the decision so not my decision was in correct approach. Looking at ways to improve via pre-approvals. Use of mutual liability template for regional assessments can be limited due to impact on structure.

Conditions of roads are key to recognising the restrictions that roads have and use of speed limits. They have attempted to develop restrictions on wet roads although hard to enforce and is used more as a reminder.

The Eyre Peninsula is based on low risk although rail crossings are an issue – support from State Govt short stacking issues. Road pavements – no easy or cheap way of assessing. Feedback has been consistent across the council boundaries and the biggest issue is for derivers to know and understand the restrictions. Value in having standard conditions across all of Eyre Peninsula for restricted access heavy vehicles and there was strong support from the industry.

Lot of demand for new routes and operators to pay for assessment reports on routes with regional training for Eyre Peninsula accredited assessors. Trying to support industry with a focus on the minimal requirements which is issue most grappling with the road managers. There have not been any real impacts noticed to the condition of the roads and control of speed has been good with education required due to the under resourcing for compliance.

Damian noted that there are more comprehensive assessment tools available (e.g. RAVRAT) but these don’t readily apply to the low volume, unsealed roads where compromise is required on the PBS Route Assessment Guidelines if there are to be benefits of the higher productivity vehicles.

*Note: Legatus Group consider similar approach – may be subregional.* *Accredited assessors for the region and regional contact point for operators to approach. Bridges across region need to be assessed and working with DPTI for possible updates so don’t need to come on council roads. Undertake assessment of rail crossings.*

LEGAL – Mutual Liability - Chris Wellington (Wallmans) and Stevie Saunders (LGA Workers Compensation Scheme)

Evidence trail for decision making with reasonable decisions based on evidence of the conditions and consistency around the conditions. 1 council to the next different conditions same road can these be gazetted roads. Ensure there is an attempt to cover risk and leverage public perceptions. Be aware of the chain of responsibility and a system for checking compliance. Undertake a review of previous decisions as way of mitigating risk.

* 1. **Restricted Access Vehicle Route Assessment Tool**

Reports for Discussion

From: Simon Millcock Chief Executive Officer

**Recommendation: That the Legatus Group Road and Transport Infrastructure Advisory Committee recommends that the Legatus Group support the scoping exercise approach received by AARB for developing a grant application to the LGA R&D fund for an unsealed road functionality for the Restricted Access Vehicle Route Assessment Tool.**

**Background:**

A meeting was arranged between Trevor Graham (Yorke Peninsula), Kieran Hay AARB Professional Engineer, Transport Safety, Rita Excell ADVI Executive Director and the Legatus Group CEO to discuss the NHVR and RAVRAT partnership through ARRB which was distributed to all Local Governments in Australia.

The meeting discussed what the region would get out of RAVRAT in terms of rural unsealed roads and Performance Based Standards for undertaking local government route assessment and network classification.

Attachment A and B are the basis for the RAVRAT’s assessment capabilities, however these documents are limited in what they provide for rural unsealed roads (see section 2.1 in documents).

The meeting resolved that there would be benefits for a project to be developed that would provide guidelines for unsealed roads and implement these changes into RAVRAT. This project could be considered for funding through an LGA R&D grant. To assist with the development of the grant application there could be value in AARB to consult with a small working group in South Australia to determine what local government would need in unsealed road functionality. This consultation period will serve as a scoping exercise to determine the extent of work required to develop guidelines for unsealed roads and implement these changes into RAVRAT.

This would likely involve a two day in person scoping period to determine the following:

* Existing method of assessing heavy vehicle access on unsealed roads,
* Broad view of guidelines that would need to be implemented into RAVRAT,
* Simple quotation for further developing the guidelines and implementation into RAVRAT.

AARB have estimated the scoping excise cost at $5,800 (ex GST):

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| Task 1 – Consultation with local working group to determine existing methods of assessing heavy vehicle access on unsealed roads. | $4,400 (ex. GST) |
| Task 2 – Develop broad view of guidelines. Develop quotation for further development of guidelines and implementation into RAVRAT. | $1,400 (ex. GST) |
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1. **Close and date of next meeting**

**Attachments:**

**A:**

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**B:**

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