

# Development of Public Transport Programmes for 2024-27 NLTP

## Purpose

To define the information requirements for Public Transport (PT) continuous programmes and how they will be assessed for funding within the PT Services Activity Class.

## Background

Waka Kotahi NZ Transport Agency (Waka Kotahi) develops the NLTP by applying a staged process for both continuous programmes and improvement activities.

The development of Regional Land Transport Plans (RLTPs) is a critical component of the development of the NLTP. Each Regional Transport Committee sets its own dates and information requirements for developing its RLTP. The Waka Kotahi TIO system is the repository for capturing and managing all approved organisations' (AO) activities and continuous programmes in RLTPs for inclusion in the NLTP.

GPS 2024 sets out the activity classes and the funding ranges for the 2024-27 NLTP. Continuous programmes need to be allocated to the appropriate activity class. For the 2024-27 NLTP this will require separate continuous programmes for:

- PT services and operations
- PT infrastructure renewals
- Local Road maintenance
- State highway maintenance
- Road safety and Promotion

The guidance below refers to the development of PT continuous programmes, with a particular focus on the requirements for submitting the PT Service continuous programme. Separate guidance is being provided for other continuous programmes as well as improvement submissions in the 2024-27 NLTP, including new PT activities.

## The role of Regional Public Transport Plans in supporting the public transport continuous programme

Regional Public Transport Plans (RPTPs) are a statutory requirement under the Land Transport Management Act 2003 (LTMA) for Regional Councils that operate public transport services, setting out the PT network and procurement rules for their public transport services. The purpose of RPTPs is set out in s117 of the LTMA and covered at s6.1 of RPTP guidelines.

An RPTP provides a means to engage with city and district councils, the general public, and to work with public transport operators on the development of PT services and infrastructure, across regional PT networks. When preparing a RPTP a regional council must consult with Waka Kotahi and PT operators. Such consultation is expected to extend to city and district councils across the region where services are provided. This is particularly important where changes are proposed to the level of service, service variations or new services which impact both the appropriate infrastructure provision and the timing of introduction necessary to meet any change in service level.

According to the LTMA, RPTPs must:

- specify objectives and policies that apply to any units,
- be prepared in accordance with any relevant guidelines that Waka Kotahi has issued, and

- be consistent with the RLTP, other than for matters which fall outside the scope of the RLTP.

In 2017, Waka Kotahi published revisions to its guidance on the development of RPTPs. Waka Kotahi will be reviewing and updating these guidelines as part of the Sustainable Public Transport framework and to potentially encapsulate any changes necessary in relation to fare policy. Until then the 2017 guidelines are still in effect. This guidance can be found [here](#) in the Planning and Investment Knowledge Base (PIKB).

### **How do RPTPs support the PT continuous programme funding request?**

It is expected that an RPTP will provide the strategic context for PT investment and will need to be aligned with other council documents including its RLTP and Long-Term Plan. The RPTP should be able to support the PT programme through:

- Explaining the alignment between the PT programme and regional & government priorities and demonstration of progression to meet these priorities
- Exploring trends and demand across the network and outlining the role public transport will play in meeting these demands, especially where the network is dynamic and there's a need for changes to levels of service or the potential for network reconfiguration
- Provision of a clear problem and/or opportunity statement that needs addressing, including:
  - consequences of not addressing the problem(s) or opportunity and the urgency e.g. 0-3 years, 3-10 years, 10 years +
  - setting out the problem/s or opportunities currently being addressed through the existing service level provision and supporting amenities
  - outlining emerging issues that have been identified in which public transport can be part of the solution
- Identifying benefits and measures at a network level related to the continuous programme
- Outlining emerging procurement related issues and opportunities or outstanding issues have been identified
- Documenting the on-going partnership that exists between itself and the operators providing services and how it will be expected to be maintained or improved upon.

### **RPTPs and demonstrating ongoing improvement**

Waka Kotahi expects improvements to be demonstrated in RPTPs, particularly around better synergy and support with the continuous programme submissions where feasible and practical, noting that the timing of updating and release of an RPTP can prove challenging in relation to the NLTP cycle. Specifically, we want to see demonstration of improvements being made in:

- RPTPs incorporating business case principles including better problem and benefits definitions being encapsulated
- A coherent investment logic that clearly links strategic goals and objectives to both continuous programmes and service and infrastructure improvements
- Indicating clearly how an RPTP has recognised or responded to objectives for investment set in an RLTP or an associated council's activity management plan, (especially with regards to future assets related to the service provision necessary).

As part of ensuring good practice, Waka Kotahi expects the RPTP to contain an improvement plan which supports the continuous improvement of the document. Further it is the expectation of Waka Kotahi that such a plan will address any gaps identified e.g. through conversations with their Waka Kotahi Investment Adviser and / or in response to findings of Waka Kotahi technical and procedural audits. The improvement plan is expected to be both achievable and deliverable.

## Information Requirements

Outlined below are the information requirements for the programme that will underpin what is required to be entered into Waka Kotahi's investment portal, Transport Investment Online (TIO) as mentioned in the 9<sup>th</sup> of May NLTP Bulletin.

Funding from the NLTF for PT continuous programmes is effective immediately at the start of the NLTP period. Because of this, all information required for Waka Kotahi assessment needs to be provided in support of final bids (December 23). Any outstanding issues are expected to be minimal beyond this point and will need to be resolved on a case by case basis before final adoption of the NLTP.

Therefore the 'Activity Management Plan 2024-27' (for information in support of the RPTP) and 'Public Transport Programme 2024-27' TIO templates will need to be completed prior to the submission of the AO's final bid for its continuous programmes. Initial Bids are to be submitted by the end of August 2023 and final bids submitted before the end of Dec 2023

In addition to evidence and analysis that is found within the AOs RPTP those preparing their PT continuous programme will be expected to support their submission by:

- Showing how the programme is both affordable and has been optimised for both the mix and timing of any interventions deemed necessary to directly support or provide for the ongoing provision of existing service levels.
- Showing how the programme itself provides for an ongoing level of service, or already agreed (approved) change to this level of service which forms a critical part of this programme and a revised or reconfigured network moving forward.
- Demonstration of how the continuous programme itself integrates with:
  - any significant changes to service levels via separate, new improvement applications, including the need to provide for supporting amenities and infrastructure requirements
  - other agencies programmes/activities (such as local authority AMPs and any PT related infrastructure contained or as proposed within them) highlighting areas that may affect and/or be critical to delivering the necessary outputs to achieve the desired outcomes
  - suppliers and partner organisations to ensure optimal programme coordination and delivery.
- Provision of or verification of cost and level of service performance benchmarking compared to national, regional and local peers. Forecast data critical to enabling benchmarking assessment, including passenger boardings, passenger kilometres, in-service kilometres, and fare revenue (by mode). Completion of the fields provided in TIO with robust forecast information, both work category costs and statistical data will allow for such an assessment to be carried out,
- Outlining how critical risks will be managed including risk identification and mitigation.
- A high-level assessment of emissions related to the PT programme. Of critical focus for PT continuous programmes is the demonstration of the quantification of Green House Gas (GHG) emissions of the existing fleet against an estimate of what is proposed for the fleet across the next three-year period. This should include the expected make-up of the fleet and its form of transmission, and the VKT by the fleet over this time. Further information to assist councils in estimating this is expected to be made available before the final submission of the programme.
- In addition to the above for tier 1 networks, subject to feasibility, a qualified assessment as to the benefit the existing services provides to the urban network(s) as a whole and what the impact would be in terms of total GHG emissions and congestion if these services were restricted or not provided.

Note, the supporting information requirements as set out above are to the best of our knowledge until we receive a GPS to enable final confirmation of the requirements.

## Assessment questions for the 2024-27 NLTP

The assessment questions for PT AMP and the PT continuous programme component are set as follows for the 2024-27 NLTP

STRATEGIC CASE		
	Focus Area	Questions
1	Strategic Alignment	What consideration has been given to alignment with Regional and Government results and priorities?
2	Strategic Direction	What trends and demand across the network have been identified and what role will public transport play shaping this in future? Has the 2035 emission targets been taken into consideration in relation to the forward programme?
3	Problem Identification (current state)	What problem/s or opportunities are currently being addressed through the existing service level provision and supporting amenities?
4	Problem identification (future state)	What, existing or emerging issues have been identified in which public transport and the programme service provision be part of the solution?
5	Benefits, Measures	What benefits and measures have been identified at a network level related to the continuous programme and are they reasonable?

Principles

Maximised benefits

Clarity of Intent

Compelling case for investment  
[Are we doing the right things?]

ECONOMIC CASE OF PROGRAMME		
	Focus Area	Questions
6	Options	What consideration has been given to options (e.g. through a network review and application of the intervention hierarchy which includes optimisation)?
7	Fit-for-purpose forward programme supported by robust evidence/ forecasts	a) What evidence is provided that the proposed future programme will appropriately address any problems and opportunities identified and deliver the expected benefits? b) How robust is the approach to modelling / forecasting demand and are we confident in what has been applied?
8	Programme type identification	How has the investment required for the core programme versus any service level (delta) improvements been determined and entered into TIO, and has it been correctly applied?
9	Continuous (core) programme: Cost & value for money considerations	What evidence is provided that the indicative costs for the proposed programme are both affordable and sustainable and demonstrate an efficient programme (e.g. provision of metrics such as cost per km, fare revenue to subsidy comparisons, etc, and demonstration of how the network has been or will be effectively rationalised where necessary)

Is the programme optimising VfM  
[In the right way?]

Fit for purpose focus and effort

FINANCIAL CASE		
	Focus Area	Questions
10	Affordability	a) What is the confidence that funding will be available to support the proposed programme and is it sustainable to support at this level moving forward? b) What considerations have there been towards fare revenue including fare policy or commercial opportunities to try and address any existing or emerging issues with regards to affordability?

Is the programme affordable?

COMMERCIAL CASE (PROCUREMENT CONTEXT)		
	Focus Area	Questions
11	Procurement	What, if any, emerging procurement related issues and opportunities or outstanding issues have been identified?

**Delivered to the right quality/ commercially viable?**

**Behaviour**



MANAGEMENT CASE (DELIVERY AND PERFORMANCE)		
	Focus Area	Questions
12	Integration and Partnering	<p>a) Internal integration: how well do planning documents align to the core programme (and any associated funding applications) in TIO?</p> <p>b) Council integration and partnering: how does the programme take account of other agencies programmes/activities (such as activity management plans) and is there synergy where necessary? How does the programme highlight areas that may affect and/or be critical to delivering the necessary outputs to achieve the desired outcomes?</p> <p>c) Operator partnering: how does the AO give effect to on-going partnering with operators providing services, this includes operators' workforce planning and relations?</p>
13	Performance Management	How will the programme be monitored and managed? More specifically: how well is performance against benefits measures (both at the network and unit/contract level) being managed, and what evidence is available to demonstrate that benefits and measures previously identified have been achieved?
14	Confidence in Delivery/Risk Management	What is the confidence that the programme can be delivered, and risks managed?

**Can the programme be delivered successfully?**

