

# SNUG 2021 AGM

# Agenda

- Apologies
- Minutes from 2021
- Chairman's Report
- Treasurers Report
- 2021 Programme
- 2021 Committee

# Apologies

- None received

# Minutes 2019 AGM



## SNUG 2019 AGM Minutes

Date: 8th December 2019

Location: Fullwood Room, Dunedin Centre, Dunedin

### 1) Apologies

### 2) Minutes of the 2019 AGM were read and accepted

Carried: Stephen Wright  
Seconded: Michael Daley

### 3) Chairman's Report was read by Jeff Greenough. Chairman's report was available.

- Overview of the Year**  
 We have strived to keep the members list update with people changes, there have been a good few.  
  
 Following the successful training on the Traffic Control Devices (TCD) committee have seen several changes drafted up ready for implementation as well as various trails started and concluded.  
  
 The committee have also responded to various questions on standards and other technical related matters.
- Financials, an overview of the year 2019,**  
 The financials have been a challenge this year with Engineering New Zealand withholding finances putting our finances reserves temporary out of reach. This has hampered process on some of the sub-groups and will likely affect process moving forward this year. This is not just affecting SNUG but MIUGS and the Transport Group  
  
 In addition, we have found the invoicing and reporting through Engineering New Zealand to be challenging and as such have changed the way we work and receive money. You may have noticed control and streamline our finance. Thank you for your help and understanding on this.
- Thanked the current committee members for their commitment and contribution as well as the companies they work for.
- All sponsors thanked and acknowledged.
- Spoke about "The Year Ahead - Main tasks going forward"
- Thanked John and the team for organising the 2018 Hamilton conference.

### 4) Treasurers Report was read by James Ellison, a copy of the Treasurers report was available.

- Report read and sponsors thanks for their contributions.
- The Treasurers report was available for a more comprehensive overview of the detail finances.

### 5) 2020 Programme

The intention for the coming year is to have a full workshop in Auckland in November 2020 (date to be confirmed). The committee will aim to have regular teleconferences and at least two face to face meetings per year in addition to the workshop.

### 6) Election of committee

- The following SNUG Committee members have stepped down;  
 Mathew Hoyle (Mott MacDonald) Secretary, the secretary position is now available but will remain as a member.

Sergio Prieto (SP Electrical), member, is stepping down from the committee but will work with the sub-group.

- 3 new nominations for 2020 committee have been received, this will bring the committee up to 14, we would like to increase the size of the committee for 2020 to 14 because of the increasing workload. All agreed on a committee of 14.  
 Moved by: Jeff Greenough  
 Second by: Anne Fosbery  
 All in favour: Yes
- The 3 new nominations for committee are: David Evans, Alex Lumsden and Andrew Cowie. Welcome to the committee

#### 2020 SNUG Committee

Position	Person	Company/Organisation
Chairperson	Jeff Greenough	Jacobs
Vice Chairperson	Joe Connolly	Fulton Hogan
Treasurer	James Ellison	Beca
Secretary	Matthew Hoyle	Mott MacDonald
Member	Sean Lewis	Green Signals
Member	Michael Daley	Aurecon
Member	Dan Burgess	NZTA
Member	Katie Dugan	WSP
Member	Stephen Wright	Christchurch City Council

Member	John Kinghorn	Hamilton City Council
Member	Hjarne Poulsen	Dunedin City Council
Member	Paul Addy	WSP
Member	David Evans	Spunlite Poles
Member	Alex Lumsden	Beca
Member	Andrew Cowie	Downer
Sub-Group	Sergio Prieto	SP Electronics Ltd

### 7) Workshop 2019

A special thank you was given to Hjarne Poulsen, Blair McKeever and the Dunedin team for organising the 2019 SNUG conference.

### 8) General Business

N/A

### 9) AGM closed at 10.30am

**Jacobs**

Challenging today.  
Reinventing tomorrow.

# Chairman's Reports

## Overview of the Year

The SNUG technical group has been active throughout the year, following the successful Dunedin Conference / Workshop, on the 5th and 6th December 2019.

The committee has been progressing the working groups and investigating routes to engage consultants to assist with moving these along faster.

We maintain a strong relationship with SMUG Australia, although we have not had the face to face time through the SMUG meeting for obvious reasons.

The team have updated the SNUG website.

We have strived to keep the members list updated with people changes, there have been a good few.

We have maintained our presence on the Traffic Control Devices (TCD) committee and have seen several changes drafted up ready for implementation as well as various trials started and several concluded.

The Committee have also responded to various questions on standards and other technical related matters including working on TCD manual 5.

# Chairman's Report

## **Committee Membership**

Over the previous year there were some changes to the committee structure. Jeff Greenough remained as Chairperson, Dan Burges stepped aside, and Steen took up his NZTA Rep role.

Joining the committee were Alex Lumsdon, Andrew Cowie, and David Evans.

Sergio stepped down from the Committee to a subgroup role although has provide continued input into the group.

# Treasurers Reports

## Financials

The financials have been a challenge this year with EngNZ withholding finances putting our financial reserves temporarily out of reach. We were required to provide a cost neutral budget this year. This has hampered progress on some of the sub-groups and will likely affect progress moving forward this year. This is not just affecting SNUG but MUGS and the Transport Group.

In addition, we have found the invoicing and reporting through EngNZ to be challenging and as such have changed the way we work and receive money. You may have noticed upfront payment for the conference, this is all a bid to be more under control and streamline our finance. Thank you for your help and understanding on this.

See the Treasurer report for more comprehensive overview of the detail finances.

Once again, I would like to note the generosity of our sponsors, without whom we would not be able to deliver the Workshops and Conferences or continue the important work we do.

Sponsors this year are:-

- Gold Spunlite Ltd Fusion, TSL, CSL Infrastructure
- Silver Aurecon, Fulton Hogan
- Bronze TNO Traffic Network Optimisation

# Website

## **Website**

We have continued working on the SNUG.org.nz website. Papers from the Dunedin conference have been uploaded. Following the March workshop additional papers will be uploaded. There has also been an update to the Regional Specifications and P43 National Traffic Signal Specification.



# 2021 Programme

## **The Year Ahead**

The main initiatives for the year ahead, include continued progress by the subgroups

The subgroups being:

- Detection
- Standards consistency
- Compliance with signals / education of the public
- Cycle signal infrastructure
- Pedestrian signal infrastructure
- Training requirements
- SCATS update

Whilst developing all area our focus this coming year is to be

- TCD part 4 (Intersections),
- Reviews into the processes that we undertake as signal engineers as well as training to complement our findings.
- Electrical safety for controllers and access issues.
- Maintain links with the Australian SMUG
- Update the website as necessary

The current committee is:

# 2021 Committee

Position	Person	Company/Organisation	Portfolio
Chairperson	Jeff Greenough	Jacobs	TCD Rep / P43 / Transportation Group Committee Rep
Vice Chairperson	Joe Connolly	Fulton Hogan	Conference Contact
Treasurer	James Ellison	Beca	
Secretary	Matthew Hoyle	Mott MacDonald	
Member	Sean Lewis	Green Signal	Training, Web site & Sponsors
Member	Michael Daley	Aurecon	SMUG / SCATS Rep
Member	Steen Bohanna	NZTA	NZTA Rep
Member	Katie Dugan	WSP	Consultant Rep
Member	Stephen Wright	Christchurch CC	RCA Rep
Member	John Kinghorn	Hamilton CC	
Member	Hjarne Poulsen	Dunedin CC	
Member	Paul Addy	WSP	Standards and Consistency
Member	David Evans	Spunlite Poles	
Member	Alex Lumsden	Beca	
Member	Andrew Cowie	Downer	Contractor
Sub-Group	Sergio Prieto	SP Electronics Ltd	Training / Electrical