

REAAA TECHNICAL COMMITTEE

TERMS OF REFERENCE & MODE OF OPERATION

1. Background: REAAA Strategy Map 2010-2012

REAAA is a regional body set up to promote and advance the science and practice of road engineering and related professions. Regional co-operation and technical harmony are the underlying principles of the Association. In pursuing to its objectives, REAAA is dedicated to:

- ❑ facilitating intra-regional transfer of technology
- ❑ co-operating with national and international organizations to support and supplement their work
- ❑ providing a catalyst for future developments and activities
- ❑ establishing better inter-functional links between road planners, designers, construction engineers, technologists, manufacturers and various other services and traders associated with road engineering
- ❑ being a regional focal point permitting the cross fertilisation of ideas among engineers thus creating better understanding amongst member countries
- ❑ being a regional information service centre

At the 90th meeting of the REAAA Governing Council, held in Kuala Lumpur in March 2010, the REAAA Strategic Map 2010-2012 was developed (Figure 1).

REAAA Strategy Map 2010-2012

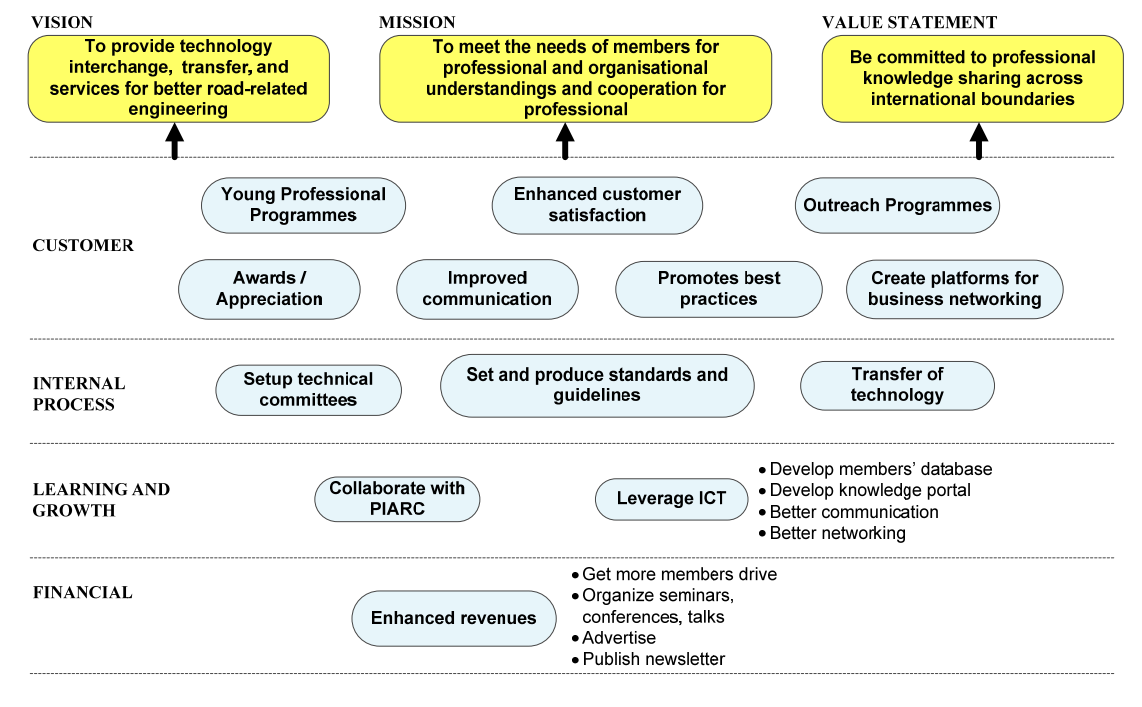


Figure 1: REAAA strategic map 2010-2012

One of the key strategies addressed in the Strategy is the enhancement of the internal processes, including the setting-up of technical committees, the production of standards and guidelines and technology transfer.

The Technical Committee of the Road Engineering Association of Asia and Australasia (REAAA) is the key mechanism for delivering REAAA's technical program. It has been in existence almost since the foundation of REAAA in the mid-1970s.

The main activities of the Technical Committee include:

- the production of the *REAAA Journal*
- the development and conduct of technology transfer – the Mino Roadshow, held in Kuala Lumpur in Malaysia in 2008, being the most recent example
- the development of Compendia of good practice. Three Compendia have been produced to date:
 - Guide to the Privatisation of Expressways and Highways* (Technical Report TC-1, November 2008)
 - Disaster Risk Management* (Technical Report TC-2, July 2009)
 - Efficient Operation of the Road Network* (Technical Report TC-3, to be published in late-2010).

2. Memorandum of Understanding with PIARC

In 2009, REAAA signed a Memorandum of Understanding (MoU) with the Permanent International Association of Road Congresses (PIARC). The purpose of this MoU is to formalise relations between the two associations in order to better promote synergy and avoid duplication in the endeavours undertaken by both associations.

Joint activities to be conducted include:

- conferences and international seminars
- publications, with particular emphasis to be placed on contributing to:
 - Routes/Roads and PIARC's Electronic newsletter
 - REAAA Journal.
- common Working Groups which address issues of interest to both associations.

One outcome of both the development of the REAAA Strategy Map 2010-2012 and the signing on the MoU with PAIRC, was the proposal to set up a series of technical committees which address specific topics, this being the model used by PIARC. These committees would operate under the auspices of the REAAA Technical Committee.

3. Terms of Reference for Technical Sub-Committees

3.1 Goal of REAAA Technical Committee

In line with the PIARC model, the Technical Committee needs to establish a goal. For example, the goal of PIARC Strategic Theme A (Sustainability of the Road Transport System) is to:

encourage the development of road transport policies and programs that result in beneficial community outcomes for sustainable and safe mobility in economic, environmental and social terms, with special attention paid to energy issues and the mitigation of the impacts on climate from the road transport system.

Drawing on the vision, mission and value statements in the Strategy Map (Figure 1), it is suggested that the goal of the REAAA Technical Committee is to:

meet the needs of members in terms of their professional development through the provision of technology interchange, technology transfer and other services which result in an enhancement of the quality of good road engineering practice, improved cooperation and a reduction in the duplication of effort.

3.2 Establishment of Technical Sub-Committees

In line with the goal of PIARC Strategic Theme A, the following four Technical Committees were established:

- A.1 Preserving the environment
- A.2 Financing, managing and contracting of road system investments
- A.3 Road system economics and social development
- A.4 Rural road systems and accessibility to rural areas

Following the PIARC model, the eight topics shown in Table 1 were agreed to at the 90th meeting of the REAAA Governing Council, and various countries throughout the region were charged with the responsibility of ‘owning’ these topics. In addition, three initiatives were established and one key performance indicator (KPI) set as shown in the Table 1.

The Technical Sub-Committees are required to elaborate their work plans within the broad issues defined in their terms of reference and to select strategies and outputs specific to developing countries and countries in transition.

**Table 1: Details of REAAA Technical Sub-Committees
(Coordinated by REAAA Technical Committee – Australia)
Strategy: Set up Technical Sub-Committees (see Figure 1)**

Topic / Sub-Committee	Owner (Country)	Responsible Governing Council Member	Initiatives	KPI
TC-1: Network Management	Korea	Dr Sung Hwan Ki	i) Set and provide standards & guidelines ii) Technology transfer iii) Collaborate with PIARC	One publication / seminar / conference per year until 2012
TC-2: Foundations & Pavements	Japan	Mr Yasumasa Torii		
TC-3: Road Furniture	Philippines	Mr Jesus Cammayo		
TC-4: Asset Management	Australia	Mr Gary Liddle		
TC-5: Road Safety	Indonesia	Dr A Hermanto Dardak		
TC-6: Green Technologies	Singapore	Dr Chin Kian Keong		
TC-7: Public-Private Partnerships	Malaysia	Dato Ir Haji Salehuddin bin Mohd Isa		
TC-8: Structures & Bridges	New Zealand	Mr Richard Steel		

3.3 Terms of Reference for Operation of Technical Sub-Committees

In order to facilitate the planning, direction, monitoring and coordination of the work program of the REAAA Technical Sub-Committees, and in line with the PIARC model, their terms of reference are grouped into strategic themes.

It is suggested that each Sub-Committee needs to set a “goal” in line with the vision, mission and value statements in the REAAA Strategy Map.

An example for Committee TC-1 (Network Management) and Committee TC-4 (Asset Management) follows. Information presented includes a goal statement, the owner of the Committee, the members of the Committee, a strategy and desired outputs. It is suggested that the members of the Committee be those actively involved in the area of network management in their region rather than (necessarily) members of the REAAA Governing Council. This is because the members would be seen to play a ‘technical’ role in guiding the activities of the Committee.

It is also suggested that, whilst the ‘owner’ of the sub-Committee would be a member of the REAAA Governing Council, this would not preclude another member of the ‘owner’ country also being a member of the sub-Committee in order to provide technical guidance.

It is envisaged that all ‘owners’ of the various Committees would then invite Governing Council members to nominate a member in their region who is involved in the topic area (e.g. network management, asset management, etc.) to become a member of that Committee and provide technical input into its operation.

Once the membership of the various Committees have been finalised, members will be required to develop goal statements, a strategy and desired outputs in line with the information below.

The Governing Council will need to decide the period (in years) over which the various Committees will operate and set guidelines for management issues such as the replacement of existing members, etc. both at the end of the term of the Committee and during its operation.

3.3.1 Examples of Goals, Membership, Strategy and Outputs of Individual Committees

TC-1: Network Management

Goal

To improve the participation of member countries, and to increase the number of members of the road community in the region who would benefit through either direct participation in the operation of Committee TC-1 and/or its outputs.

Owner: Korea (name)

Members: name (Australia)
 name (Brunei)
 name (Indonesia)
 name (Japan)
 name (Korea)
 name (Malaysia)
 name (New Zealand)
 name (Philippines)
 name (Singapore)
 name (Taiwan)
 name (Thailand)

Strategy	Output
<input type="checkbox"/> Examine different countries' plans, policies and initiatives for mitigating against the impact of roads and road transport on the management of the road network. <input type="checkbox"/> Consider national policies for improving the operation of the road network in order to improve traffic congestion, vehicle operating costs, road user safety and energy consumption.	<input type="checkbox"/> Report on policies and initiatives. <input type="checkbox"/> Review case studies. <input type="checkbox"/> Technology transfer activity.

TC-4: Asset Management

Goal

To improve the participation of member countries, and to increase the number of members of the road community in the region who would benefit through either direct participation in the operation of Committee TC-4 and/or its outputs.

Owner: Australia (Gary Liddle)

Members: Tyrone Toole (Australia)
 name (Brunei)
 name (Indonesia)
 name (Japan)
 name (Korea)
 name (Malaysia)
 name (New Zealand)
 name (Philippines)
 name (Singapore)
 name (Taiwan)
 name (Thailand)

Strategy	Output
<input type="checkbox"/> Examine different countries' plans, policies and initiatives for the more efficient and effective management of the road asset in the various countries in the region. <input type="checkbox"/> Consider national policies for improving the management of the road network in order to improve the ability of road agencies to more accurately predict the likely performance of their network over the medium and longer term and hence to more effectively assign maintenance and rehabilitation budgets in lines with the primary needs of the network.	<input type="checkbox"/> Report on policies and initiatives. <input type="checkbox"/> Review case studies. <input type="checkbox"/> Technology transfer activity.

3.3 Work Program

The work program of each Technical Committee will reflect the directions of the Strategic Plan. It would follow the following general format:

- the topics to be addressed
- the organisation of the Technical Committees, including Project Teams (if necessary) and cooperation with other Technical Committees and/or organisations (see Section 3.3)
- plans for involving participants from developing countries and countries in transition
- envisaged outputs (reports, seminars, articles for "REAAA Journal", Compendia, etc.) with a provisional timetable, preferably spread over a reasonable time cycle so that REAAA will be providing, and will be seen to be providing, a continuous stream of outputs of benefit to its members.

3.4 Coordination across Technical Committees and Strategic Themes

Work plans, and actions to address them, will require coordination across the Committees, both within and between strategic themes. Emphasis should be placed on developing cooperative and/or joint studies as appropriate in order to avoid unnecessary overlap and duplication.

Ideally, one person should not serve as a member of several Committees at the same time. This will ensure that the workload is shared between several people.

It is suggested that sustainable development, technology transfer, asset management, finance, the environment and safety are of interest to all Committees. Therefore, all Technical Committees could include these topics in their activities. However, the Committees with particular concern for individual topics within their terms of reference should address more specific subjects of interest.

Some topics may concern two or more Committees. To ensure cooperation, the Committee Chairs should initiate liaison between the other relevant Committees concerned.

3.5 Communication

Each Committee will be required to prepare an activity report for tabling at each Governing Council meeting. The responsibility for the preparation of this report will rest with the owner of each Committee. This report would summarise activities during the reporting period (seminar, training, article in REAAA Journal, Compendium) as well as new initiatives identified, either for discussion at the Governing Council meeting or for information.

It is suggested that the owners of each Committee submit their reports to the Chairman of the REAAA Technical Committee, who would collate the information and then forward it to the REAAA Secretariat for tabling at the next Governing Council meeting.

3.5.1 Communication at the National level

At the national level, Committee members will be responsible for gathering and disseminating information relevant to the Committee's terms of reference within their own countries. To do this, they should use, in addition to the means mentioned above, the various networking mechanisms and structures available in their own countries.

Submitted for consideration by REAAA Governing Council.

Kieran Sharp
Chairman, REAAA Technical Committee
30th September 2010