

CANTERBURY REGIONAL TRANSPORT COMMITTEE

TERMS OF REFERENCE 2023

Version 1.3 Adopted by the Canterbury Regional Council on 22 March 2023

ESTABLISHMENT

The Canterbury Regional Transport Committee is established pursuant to the Land Transport Management Act 2003.

PURPOSE AND FUNCTIONS

Under section 106 of the Land Transport Management Act 2003, the functions of the Canterbury Regional Transport Committee are:

- to prepare for approval by the Regional Council a Regional Land Transport Plan or any variation to the Plan
- to provide the Regional Council with any advice and assistance it may request in relation to its transport responsibilities
- to adopt a policy that determines significance in respect of variations to the Regional Land Transport Plan and activities included in the Regional Land Transport Plan.

Under the Land Transport Rule Setting of Speed Limits 2022, the functions of the Canterbury Regional Transport Committee are:

- to develop a long-term 10-year vision for speed management in the region, consistent with government road safety strategy or an explanation of the whole-of-network approach to speed management
- to prepare a draft Regional Speed Management Plan, using information sourced from Canterbury Territorial Authorities, and consult on the plan
- to determine if there is any inconsistency in the speeds set by road controlling authorities and make recommendations back to the relevant road controlling authorities
- once the Regional Speed Management Plan has been finalised, provide this to the Director of Land Transport at Waka Kotahi NZ Transport Agency for certification.

In addition, the Canterbury Regional Transport Committee will also:

- develop a strategic work programme, having regard to direction provided by the Canterbury Mayoral Forum
- engage directly with Ministers and central government to influence national policy.

STATUTORY OBJECTIVES

Under the Land Transport Management Act 2003, the Canterbury Regional Transport Committee must:

- develop every six years a Regional Land Transport Plan, including any associated documents desired by the region or as directed by the requiring legislation, and recommend these to the Regional Council for approval

- undertake a review of the Regional Land Transport Plan every three years following the preparation of the Regional Land Transport Plan.

Under the Land Transport Rule Setting of Speed Limits 2022, the Canterbury Regional Transport Committee must:

- create a Regional Speed Management Plan
- undertake a review of the Regional Speed Management plan that align with Waka Kotahi NZ Transport Agency timeframes.

OTHER OBJECTIVES

The Canterbury Regional Transport Committee will also

- promote the Regional Land Transport Plan within the region and monitor the progress of its implementation
- report and make recommendations to the Regional Council, territorial authorities and other organisations, where appropriate, on the Canterbury Regional Transport Committee's legal responsibilities, objectives and delegated powers
- establish and support suitable working groups to help guide the development and implementation, and review of the Regional Land Transport Plan (including any associated documents)
- support the Chair of the Canterbury Regional Transport Committee to take part in the South Island Regional Transport Committee Chairs Group, in order to collaborate with other regions to achieve better outcomes across the South Island
- provide the Canterbury Regional Council with advice and assistance
- develop and implement a strategic work programme that aligns with direction provided by the Canterbury Mayoral Forum.

MEMBERSHIP

- Canterbury Regional Council:

Two Canterbury Regional Councillors
(who shall be the Chairperson and Deputy Chairperson of the Committee)

- Territorial Local Authorities:

One elected member from each City/District Council in the region¹

- Crown Entities:

One Waka Kotahi NZ Transport Agency representative

¹ For the purposes of Canterbury Regional Transport Committee the following organisations are represented: Ashburton District Council, Canterbury Regional Council (Environment Canterbury), Christchurch City Council, Hurunui District Council, Kaikōura District Council, Mackenzie District Council, Selwyn District Council, Waka Kotahi NZ Transport Agency, Timaru District Council, Waimakariri District Council and Waimate District Council.

- Sector Representatives:

The Regional Transport Committee, at its discretion, can appoint or engage advisors on the terms it sees fit.

For avoidance of doubt, alternates cannot be appointed.

QUORUM

Seven members, of whom at least one shall be a Regional Councillor.

MEETINGS

Ordinary meetings of the Committee shall take place on a quarterly basis but may take place more or less frequently if determined by the Committee as necessary to effectively deliver its functions.

VOTING

All members shall have full speaking rights; however, if advisors are appointed, they are not entitled to vote.

SUPPORT

The Canterbury Regional Transport Committee will be supported at a strategic level by the Chief Executives Forum and the Regional Transport Forum.

The Canterbury Regional Transport Committee will establish appropriate technical support groups, one of which will be the Transport Officers Group.

Environment Canterbury will provide secretariat services for meetings, including administrative support and policy advice.

Document history and version control

| Version | Date adopted | Adopted by | Brief description |
|----------------|---------------------|-------------------|----------------------------------|
| 1.0 | 25 September 2008 | Council | New Committee Terms of Reference |
| 1.1 | 16 March 2017 | Council | Updated Terms of Reference |
| 1.2 | 18 June 2020 | Council | Updated Terms of Reference |
| 1.3 | 22 March 2023 | Council | Updated Terms of Reference |