

Regional Transport Committee

Terms of Reference

Delegated Function

Section 105(1) of the Land Transport Management Act 2003 requires every regional council to establish a Regional Transport Committee for its region.

Membership

Each regional council must appoint to its regional transport committee:

- Two persons to represent the regional council;
- One person from each territorial authority in the region to represent that territorial authority; and
- One person to represent the New Zealand Transport Agency.

Each regional council must appoint from its representatives the chair and deputy chair of the committee.

At any meeting of a regional transport committee, the chair, or any other person presiding the meeting:

- Has a deliberative vote; and
- In the case of an equality of votes, does not have a casting vote (and therefore the act or question is defeated and the status quo is preserved).

Quorum

In accordance with Council standing order 10.2, the quorum at a meeting of the committee is five, consisting of the majority of the number of members.

Term of the Committee

Under section 105(1) of the Land Transport Management Act 2003, every regional council must establish a regional transport committee as soon as practicable after each triennial election.

Meeting frequency

Quarterly.

Specific Responsibilities and Delegated Authority

- To prepare a regional land transport plan, or any significant variation to the plan, for the approval of the Regional Council.
- To approve any non-significant variation to the regional land transport plan.
- To adopt a policy that determines significance in respect of:

- variations made to regional land transport plans under section 18D of the Land Transport Management Act 2003; and
 - the activities that are included in the regional land transport plan under section 16 of the Land Transport Management Act 2003.
- To monitor implementation of the regional land transport plan.
 - To provide advocacy on strategic regional and inter-regional transport matters to central government and other key stakeholders as appropriate.
 - To provide the Regional Council with any advice and assistance the Regional Council may request in relation to its transport responsibilities.
 - To approve submissions to central government, local authorities and other agencies on Regional Transport Committee matters.
 - To monitor and provide advocacy on regional road safety, and approve the regional Road Safety Action Plan.

Procedure of the Committee

The Regional Transport Committee may appoint external advisors to assist it in the exercise of its specific responsibilities and delegated authority. For the purposes of clarity, external advisors may be given full speaking rights at the discretion of the Committee, but are not entitled to vote on Committee matters.

The provisions of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 concerning the meetings of committees of regional councils, so far as they are applicable and with the necessary modifications, apply in respect of meetings of the Regional Transport Committee.

Note:

- The Regional Transport Committee does not have any financial delegation.
- Under the Local Government Act 2002 the Regional Transport Committee is not defined as a joint committee.
- The Regional Transport Committee reports directly to the Regional Council.
- The New Zealand Transport Agency (appointed member) can nominate an alternative representative to attend Regional Transport Committee meetings, as resolved by the Regional Council.

