Minutes of the Public Transport Committee Meeting held in Mauao Rooms, Bay of Plenty Regional Council Building, 87 First Avenue, Tauranga on Wednesday, 26 February 2020 commencing at 9.30 AM

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**Present:**

**Chairman:** Councillor Andrew von Dadelszen

**Deputy Chairman:** Councillor Lyall Thurston

**Councillors:** Paula Thompson, Norm Bruning, Stacey Rose

**Appointees:** Deputy Mayor Larry Baldock (Alternate, Tauranga City Council), , Deputy Mayor Andrew Iles (Alternate, Whakatāne District Council), Mayor Tenby Powell (Tauranga City Council), Councillor Heidi Hughes (Tauranga City Council),

**In Attendance:** Natalie van Rossen (New Zealand Transport Agency), Mr Phill Thomass (to be confirmed appointee for Rotorua Lakes Council), Brian Dent (Kawerau Grey Power), Shane Plummer, Joe Metcalfe (BOPRC Consultant), Anthony Cross (BOPRC Consultant), Rose Webb (Project Co-ordinator), Nigel Tutt (Chief Executive) and Mark Irving (Business Partnership Manager) – Priority One

BOPRC: Cr Matemoana McDonald, Mat Taylor – General Manager Corporate, Namouta Poutasi – General Manager Strategy & Science, Debbie Hyland – Finance and Transport Operations Manager, Jessica Easton – Commercial Manager, Ruth Feist - Team Leader Urban, Mark Le Comte – Programme Manager Corporate Performance, Steven Berry – Senior Analyst, Tone Nerdrum Smith – Committee Advisor

**Apologies:** Chairman Doug Leeder (Ex-Officio), Mayor Garry Webber (Western Bay of Plenty District Council), Mayor Judy Turner (Whakatāne District Council), Mayor Tenby Powell (Tauranga City Council) – absence during the meeting

# Introduction by Chairperson

Welcomed the new members on the Committee to the first meeting of the 2019-2022 triennium

Noted the attendance of Mr Phill Thomass – Chair of the Lakes Community Board, appearing on behalf of Rotorua Lakes Council until an appointment had been confirmed.

# Apologies

Resolved

That the Public Transport Committee:

1. Accepts the apologies from Chairman Leeder (Ex-Officio), Mayor Webber (Western Bay of Plenty District Council) Mayor Turner (Whakatāne District Council), Mayor Powell (Tauranga City Council) – absence during the meeting, tendered at the meeting.

Bruning/Nees

CARRIED

# Acceptance of Late Items

Nil

# General Business

Nil

# Confidential Business to be Transferred into the Open

Nil

# Declaration of Conflicts of Interest

Nil

# Previous Minutes

## Public Transport Committee Minutes - 10 September 2019

Resolved

That the Public Transport Committee:

1. Receives the Public Transport Committee Minutes - 10 September 2019.

**Bruning/Thurston**

**CARRIED**

# Public Forum

**Brian Dent – Kawerau Grey Power**

Key Points

* Kawerau was a community of approximately 6,500 residents
* Population demographic had changed through an influx of senior citizens
* There was a need for available and suitable public transport for residents unable to drive
* Sought the establishment of two bus services per day between Kawerau and Whakatāne to meet the needs of the community and the possibility for additional services to be further explored.

Key Points – Members

* The matter of on-demand Kawerau bus services would be considered as part of the Annual Plan 2020-21 and residents would have the opportunity to express their views during the consultation process.

**Shane Plummer**

*Presentation – Objective Reference A3489696, weblink* [*Presentation - Shane Plummer*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3489699/content)

The key focus of the presentation concerned the increased safety risks to members of the public following the introduction of the new bus network system, with a particular focus on cyclists.

Key Points

* A high percentage of residents in Tauranga did not consider it safe to cycle on the road as a way of commuting
* Cyclist were biking on the footpath for safety reasons, which was against the law

9.55 am – Mayor Powell **withdrew** from the meeting and Deputy Mayor Baldock **assumed** his place at the Committee table as the appointed alternate.

* Bus driver training on how to interact with cyclists was a key issue
* Drew attention to relevant sections of the Health and Safety at Work Act 2015
* Sought opportunities to work proactively with Regional Council regarding road safety.

Staff in Response to Questions

* Driver training was included in the contractual agreement between Council and the bus companies, and the concerns raised today would be discussed.

## Presentation - Commuter Ferry Investigation

*Presentation – Objective Reference A3489239, weblink* [*Presentation - Priority One*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3489607/content)

Rose Webb (Project Co-ordinator), Nigel Tutt (Chief Executive) and Mark Irving (Business Partnership Manager) – Priority One provided a presentation on the work being undertaken on the feasibility of establishing a commuter ferry service in Tauranga.

Key Points

* The feasibility study would be based on a service operating between Mount Maunganui, Tauranga CBD and Ōmokoroa
* A Welcome Bay-Tauranga connection had been considered, however it was assessed as not feasible due to physical constraints of bridges
* Had sought feedback from approximately 4000 people at this stage and the responses indicated there was a demand for the service
* Was in discussion with ferry operators
* Harbour Master was providing valuable assistance in the project
* Next step was to determine whether a service was financially viable by considering UFTI projections and recommendations; undertake a comprehensive demand study; ascertain operator availability and ‘buy-in’; and work through commercial considerations
* Possible NZTA subsidies would be a significant component of the feasibility study
* The option of an electric/hydro ferry would be considered as part of carbon reduction initiatives.

In Response to Questions

* The feasibility study would stipulate the service to operate every half hour during peak hours. Outside peak hours, the service would operate every hour for the three stop circle Ōmokoroa-Mount Maunganui-Tauranga CBD and reverse
* Would access maximum amount of data regarding density of commuters to ascertain whether the routes had feasibility
* The trip would take approximately 15 minutes each way Mt Maunganui – Tauranga CBD and 30 minutes each way Ōmokoroa – Tauranga CBD.

Key Points - Members

* Acknowledged there were differing views with regards to the viability of a ferry service
* Noted that Priority One had the mandate to undertake the feasibility study and that they were not seeking additional funding from Council for this piece of work.

Resolved

That the Public Transport Committee:

1. Receives the report, Presentation - Commuter Ferry Investigation;

**Rose/Thurston**

**CARRIED**

10.30 am – The meeting **adjourned**

10.40 am – The meeting **reconvened**.

# Public Excluded Section

Resolved

**Resolution to exclude the public**

**THAT the public be excluded from the following parts of the proceedings of this meeting.**

**The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:**

|  |  |  |
| --- | --- | --- |
| **General Subject of Matter to be Considered** | **Reason for passing this resolution in relation to this matter** | **Grounds under Section 48(1) LGOIMA 1987 for passing this resolution** |
| **Presentation by the Transit Group** | **To carry out commercial activities** | **Good reason for withholding exists under Section 48(1)(a)** |

**THAT Mr Phill Thomass, (Rotorua Lakes Council) and the Transit Group presenters (Max Lewis, Mark Wassung and Richard Drummond) be permitted to stay after the public have been excluded.**

**Rose/Thurston**

**CARRIED**

# Reports

## Committee Chair's Report

Debbie Hyland – Finance and Transport Operations Manager, Jessica Easton – Commercial Manager and Ruth Feist - Team Leader Urban presented this item.

Key Points

* The prescriptive nature of employment legislation with regards to meal/rest breaks had been challenging for the bus operators and Council was working with NZ Bus to achieve compliance by 6 May 2020
* There had been significant increase in patronage since the free school bus trial commenced.
* While driver numbers remained short, the school bus service was given priority.

In Response to Questions

* Was not aware of situations where students were not allowed to use the free bus service if they were not wearing school uniforms
* The free school bus trial was from Monday to Friday, finishing at 6.00 pm each day
* The implementation of RITS (Regional Integrated Ticketing System) was progressing, with an interim solution being put in place
* The level of transfers around the network was being monitored
* Regional Council staff had continued to work closely with NZ Bus during the union negotiations
* The living wage was on the table in the bargaining between NZ Bus and the drivers.

Items for Staff Follow-up

* Lack of a tertiary bus service stopping at Kaingaroa Village: The impact on students to be further discussed at a future meeting.

Resolved

That the Public Transport Committee:

1. Receives the report, Committee Chair's Report.

**Von Dadelszen/Rose**

**CARRIED**

## Public Transport Committee Work Programme

*Presentation – Objective Reference A3488272, weblink* [*Presentation - Work Programme*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3489606/content)

Debbie Hyland – Finance and Transport Operations Manager, Ruth Feist - Team Leader Urban and Jessica Easton - Commercial Manager presented this item and introduced Natalie von Rossen – New Zealand Transport Agency (NZTA).

In Response to Questions

* NZTA was the driver of the Mode Shift Plan.

Key Points – Members

* Mode shift was complicated and represented an extensive piece of work
* The initial development of the Public Transport Blueprint had underestimated the importance of an integrated and collaborative approach between all stakeholders
* UFTI focussed on transport corridors, rather than infrastructure, which was the responsibility of the TAs.

Resolved

That the Public Transport Committee:

1. Receives the report, Public Transport Committee Work Programme;
2. Adopts the Public Transport Committee 2020 work programme, as attached in Appendix 1 to this report.

**Von Dadelszen/Thompson**

**CARRIED**

## Public Transport Arotake Tuatahi 2019/20-Performance Monitoring Report July to December 2019

*PowerPoint Presentation – Objective Reference A3489311, weblink* [*Presentation - Arotake Tuatahi*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3489604/content)

Debbie Hyland – Finance and Transport Operations Manager, Ruth Feist - Team Leader Urban, Jessica Easton – Commercial Manager and Steven Berry – Senior Analyst presented this item.

Key Points

* The Monitoring Report was pitched at a high level, representing a move away from the more detailed operational model of previous years
* Overall patronage had increased from previous years
* There was a downward trend in the Rotorua patronage
* Five electric buses had been introduced since October 2019.

In Response to Questions

* Was working with the TCC Operations Centre on ways to compile data to assist in the analysis on how the investment in the public transport service had provided tangible results
* Options for expanding the low-emission fleet across the region would be brought to the Committee for consideration later in 2020
* The newly established call centre meant Regional Council was in a strong position to provide improved customer service
* A user/non-user customer satisfaction survey would be undertaken in March 2020
* ‘Mystery shopper’ surveys were undertaken on a regular basis
* Total Mobility as a service was not currently operating in Kawerau as there were no providers in the town
* GPS had recently been introduced on the school bus service, which would support the use of the Transit App
* Staff was working with NZTA with regards to the funding of RITS and recovery of costs.

Items for Staff Follow-up

* Further details to be provided at a future meeting with regards to the impact of Gold Card on the bus service
* Customer services enquiries and feedback to be reported on at future meetings.

Clare Cassidy – Senior Transport Planner, Tauranga City Council

*PowerPoint Presentation – Objective Reference A3488902, weblink* [*Presentation - TCC Infrastructure*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3488907/content).

Key Points

* There was a focus on continued improvement in the public engagement space
* Installation of bus shelters required engagement with affected residents
* The Tauranga CBD bus facility/hub was currently on hold while site assessments were progressed.

In Response to Questions

* Proposed Cameron Road changes would be staged, with clearways being created for bus priority lanes
* UFTI population projections was a reflection of the information provided by the partner councils.

Key Points – Members

* Adequate shelters was a significant issue for, in particular, the elderly and establishment of shelters near retirement villages etc. was important
* Encouraged Council to be brave with regards to creating bus priority lanes on Cameron Road and Girven Road
* Important that Regional Council had a good understanding of the rationale and process behind establishing bus facilities (interchange/hub) in Tauranga CBD.

Items for Staff Follow-up

* Confidential site assessment for Tauranga CBD hub to be provided to Committee Members
* UFTI population projections to be provided to Committee Members.

Resolved

That the Public Transport Committee:

1. Receives the report, Public Transport Arotake Tuatahi 2019/20-Performance Monitoring Report July to December 2019.

**Bruning/Rose**

**CARRIED**

12.52 pm – The meeting **adjourned**.

1.00 pm – The meeting **reconvened**

## Improving Our Network

Debbie Hyland – Finance and Transport Operations Manager, Ruth Feist - Team Leader Urban and Jessica Easton – Commercial Manager presented this item.

Key Points

* A Kawerau on-demand service was scheduled to be implemented on a trial basis
* Any decisions regarding a possible targeted rate for an on-demand service would be placed on hold until the trial had been completed.
* Approximately 70% of those spoken to regarding the Ballintoy Service had asked that it be retained.

Key Points – Members

* Queried the need to undertake Annual Plan consultation for the Pyes Pa route changes as there had already been significant engagement with the community and the need had been clearly identified
* Suggested that the Pyes Pa route be implemented without further consultation and that funds within the Tauranga Public Transport reserve be utilised for this purpose.

Resolved

That the Public Transport Committee:

1. Receives the report, Improving Our Network;
2. Notes that funding for the introduction of a Kawerau on-demand service will be included in the Annual Plan 2020/21 for consultation at an estimated net cost to Bay of Plenty Regional Council of $32,000 after fares and subsidies;
3. Notes that a decision on the Ballintoy Park Drive, Tauranga trial bus operation will be delayed until the 22 May 2020 Public Transport Committee to allow additional time for consultation with the affected community;
4. Agrees that a paper be brought to the Annual Plan workshop in March 2020 regarding the cost and implications of introducing a new Pyes Pa, Tauranga bus service will be included in the Annual Plan 2020/21 for consultation at an estimated net cost to Bay of Plenty Regional Council of $100,000 after fares and subsidies.

Thompson/Thurston

Amended resolution 4 was put and CARRIED

**Nees/Rose**

Resolutions 1, 2 and 3 were put and CARRIED

That the Public Transport Committee recommend that the Regional Council:

1. Withdraw its decision made on 13 June 2019 in response to Annual Plan 2019/20 submissions to consult on a new targeted rate for Kawerau, delaying any potential implementation until the Long Term Plan 2021-2031;
2. Notes that implementation of a public transport targeted rate for Kawerau should be considered as part of the Long Term Plan 2021-2031

**Nees/Thurston**

Resolution 5 and 6 were **put** and **CARRIED**

## Mode Shift Plan

*PowerPoint Presentation – Objective Reference A3489224, weblink* [*Presentation - Mode Shift Plan*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3489603/content)

Anthony Cross – Consultant, Natalie van Rossen – NZTA, Namouta Poutasi – General Manager Strategy & Science and Ruth Feist - Team Leader Urban presented this item.

Key Points

* The Bay of Plenty Mode Shift Plan was driven by NZTA
* There would be an overall regional framework, with three sub-regional chapters for Western Bay, Rotorua and Eastern Bay.
* The Regional Plan was scheduled to be delivered June 2020 and was recognised as being an interim solution only.

Resolved

That the Public Transport Committee:

1. Receives the report, Mode Shift Plans and Public Transport Corridor Studies;
2. Agrees that staff will work with NZTA and the territorial authorities to develop a regional mode shift plan for the Bay of Plenty;
3. Agrees that the first component of the regional mode shift plan will be for the Tauranga and Western Bay growth area, with particular consideration being given to maximising mode shift in the northern corridor, as a response to the Bay of Plenty component of the Government’s New Zealand Upgrade Programme announcement;
4. Agrees that staff will work with NZTA and Rotorua District Council to develop the Rotorua component of the regional mode shift plan, potentially including the programmed review of the public transport network;
5. Agrees that staff will work with NZTA and the Whakatāne, Ōpōtiki and Kawerau District Councils to develop the Eastern Bay component of the regional mode shift plan, potentially including the proposed review of the public transport network;

**Bruning/Thurston**

**CARRIED**

## Public Transport Community Panel - Western Bay of Plenty

Namouta Poutasi – General Manager Strategy & Science and Mark Le Comte – Programme Manager Corporate Performance presented this item.

Key Points

* The approval of the final Terms of Reference would be delegated to the Committee Chair as consultation with potential members was still ongoing.

Key Points – Members

* Suggested expanded engagement with the SmartGrowth Leadership Group, including forums; youth in a wider context than students; and carbon reduction/climate change interest groups
* The establishment of the Panel would provide an additional avenue for the community to engage more actively with the various councils.

Resolved

That the Public Transport Committee:

1. Receives the report, Public Transport Community Panel - Western Bay of Plenty.
2. Agrees to disband the “Western Bay of Plenty Public Transport Stakeholder Group”.
3. Agrees the “Western Bay of Plenty Public Transport Community Panel” terms of reference attached as Appendix One to this report.
4. Delegate’s responsibility for changes to the “Western Bay of Plenty Public Transport Community Panel” terms of reference to the Public Transport Committee Chair, acknowledging that membership may alter depending on availability and advice from SmartGrowth partners and forums.
5. Directs staff to explore the possibility of establishing similar Panels in Eastern Bay of Plenty and Rotorua, and report back to the Committee for consideration

**Thompson/Thurston**

**CARRIED**

## High Level Regional Fare Review

*PowerPoint Presentation – Objective Reference A3488281, weblink* [*Presentation - High Level Regional Fare Review*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3489602/content)

Fiona McTavish – Chief Executive, Namouta Poutasi – General Manager Strategy & Science, Ruth Feist - Team Leader Urban and Joe Metcalfe – Consultant presented this item.

Key Points

* Recommended the following for inclusion in the draft Annual Plan 2020-21:
* Weekly fare cap for regular users
* 100% disability concession
* 40% community service card concession.

In Response to Questions

* Future directions from UFTI could impact on the public transport components of the Annual Plan 2020/21
* A 24/7 free school bus fare service was estimated to cost a total of $16 targeted rate per house hold in Western Bay of Plenty.

Key Points – Members

* Queried if a two-stage Annual Plan consultation process could be undertaken for the major issues, i.e. ask ‘in-principle’ questions for the LTP 2020-2031 issues in the initial consultation, which would provide a better understanding of implications when the formal consultation for the LTP consultation commenced
* Would like to see a free school bus trial in Rotorua
* Suggested that free bus fares for all children at all times be implemented by Council as part of an attitude change initiative.

Items for Staff Follow-up

* All seven options for the regional fare review to be presented to the Annual Plan workshop for potential inclusion in the consultation document.

1.52 pm – Cr Thurston **withdrew** from the meeting.

Resolved

That the Public Transport Committee:

1. Receives the report, High Level Regional Fare Review;
2. Agrees that significant components of the region-wide fare review will be aligned with key projects currently underway in the Bay of Plenty region due for completion in June 2020, and will be included in the Long Term Plan 2021-2031;
3. Notes the recommendation in the Annual Plan report in this agenda that identifies region-wide fare review options for community consultation in the Annual Plan 2020/21, or the Long Term Plan 2021-2031.

**Thompson/Rose**

**CARRIED**

## Annual Plan Consultation Topics for Public Transport

*PowerPoint Presentation – Objective Reference A3488280 and weblink* [*Presentation - Annual Plan Consultation Topics*](https://atlas.boprc.govt.nz/api/v1/edms/document/A3489601/content)

Namouta Poutasi – General Manager Strategy & Science, Ruth Feist - Team Leader Urban and Joe Metcalfe – Consultant presented this item.

Key Points

* Noted that the Annual Plan consultation topics would be adjusted to reflect discussions that had taken place during the meeting, i.e. include:
* All seven options for the regional fare review;
* Mode shift;
* Electric buses;
* Pyes Pa to The Crossing, Tauranga – new bus service;
* Kawerau services: ‘on-demand’ trial and an improved Whakatāne to Kawerau service;
* Ōpōtiki and Kawerau health shuttle.

Resolved

That the Public Transport Committee:

1. Receives the report, Annual Plan Consultation Topics for Public Transport;
2. Agrees on which Public Transport topics should support the development of consultation questions to be included in the draft Annual Plan Consultation Document 2020/21; and
3. Requests that the Public Transport Committee Chair approve the consultation questions for the Annual Plan 2020/21, regarding public transport matters, with staff after the meeting.

**Nees/Bruning**

**CARRIED**

**The meeting closed at 2.00 pm**

Confirmed DATE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cr Andrew von Dadelszen

Chairperson Public Transport Committee