

**Briefing to the Incoming  
Regional Transport Committee  
24 February 2017**

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# Overview

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## Purpose

This briefing familiarises incoming members of the Canterbury Regional Transport Committee (RTC) with:

- the statutory role of the RTC
- sub-committees which supported the outgoing RTC
- upcoming matters for the incoming RTC.

## Structure

The briefing is divided into two parts.

Part One describes the role of the RTC, in particular the RTC's responsibilities in relation to the Canterbury Regional Land Transport Plan (RLTP). It also provides information about the sub-committees which supported the outgoing RTC and the upcoming work programme for the RTC.

Part Two describes the strategic issues and challenges facing the Canterbury transport network, and other matters about which incoming RTC members should be aware.

The appendices include a glossary of regional land transport acronyms.

## Summary

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This section summarises key points relating to the role of the Canterbury Regional Transport Committee. For ease of reading, acronyms are not used here.

The Canterbury Regional Transport Committee is a statutory body established under the Land Transport Management Act 2003. The Act requires Environment Canterbury to appoint a councillor from each territorial authority, as well as a representative from the New Zealand Transport Agency. Two councillors must also be appointed from Environment Canterbury as the Chair and Deputy Chair. The outgoing Committee also appointed environmental sustainability, public health, economic, and safety advisors, as non-voting members of the Committee.

### **Preparing the Regional Land Transport Plan is the Committee's key statutory task**

The Committee's principal task is to identify the key transport-related issues, objectives and outcomes for the Canterbury region and in this context recommend a prioritised programme of initiatives. The Committee does this formally through the Canterbury Regional Land Transport Plan, a statutory document which must be prepared by the Committee every six years and reviewed every three years.

The process for preparing the prioritised programme of initiatives starts with councils identifying initiatives that they intend to fund, in their annual and long-term plans. If councils are seeking funding for these initiatives from central government, then they must also be included in the Regional Land Transport Plan. Many of the initiatives in the current Plan are state highway projects (the responsibility of the New Zealand Transport Agency) and roading asset management and maintenance projects (the responsibility of councils).

### **Activities in the Regional Land Transport Plan must be consistent with central government policy direction to be eligible for central government funding**

The New Zealand Transport Agency decides which activities will be eligible for central government funding held in the National Land Transport Fund. The Agency must ensure that it gives effect to the Government Policy Statement on Land Transport in doing so. This Statement is issued by the Minister of Transport every three years and sets out funding classes and activities for the National Land Transport Fund (only projects which meet the specified criteria are eligible for funding). The current Statement focuses almost exclusively on roading projects, with some provision for walking and cycling improvements. The next Government Policy Statement on Land Transport is due to be issued in 2018.

The funding of projects included in the National Land Transport Programme is shared between central and local government. The National Land Transport Fund is currently used to fund around 53% of the total cost of local activities included in the Programme.

### **Sub-groups assist the Committee to prepare the Regional Land Transport Plan**

The outgoing Canterbury Regional Transport Committee was supported by three sub-groups: the Transport Officers Group, the Regional Road Safety Working Group, and the

Active and Passenger Transport Working Group. The Transport Officers Group includes a staff member from each territorial authority and the Group co-ordinates the development of the Regional Land Transport Plan, including any variations to the Plan. The Regional Road Safety Working Group is focused on road safety outcomes in Canterbury. The Active and Passenger Transport Working Group is concerned with public and active transport issues.

### **The Committee generally meets quarterly to carry out its functions**

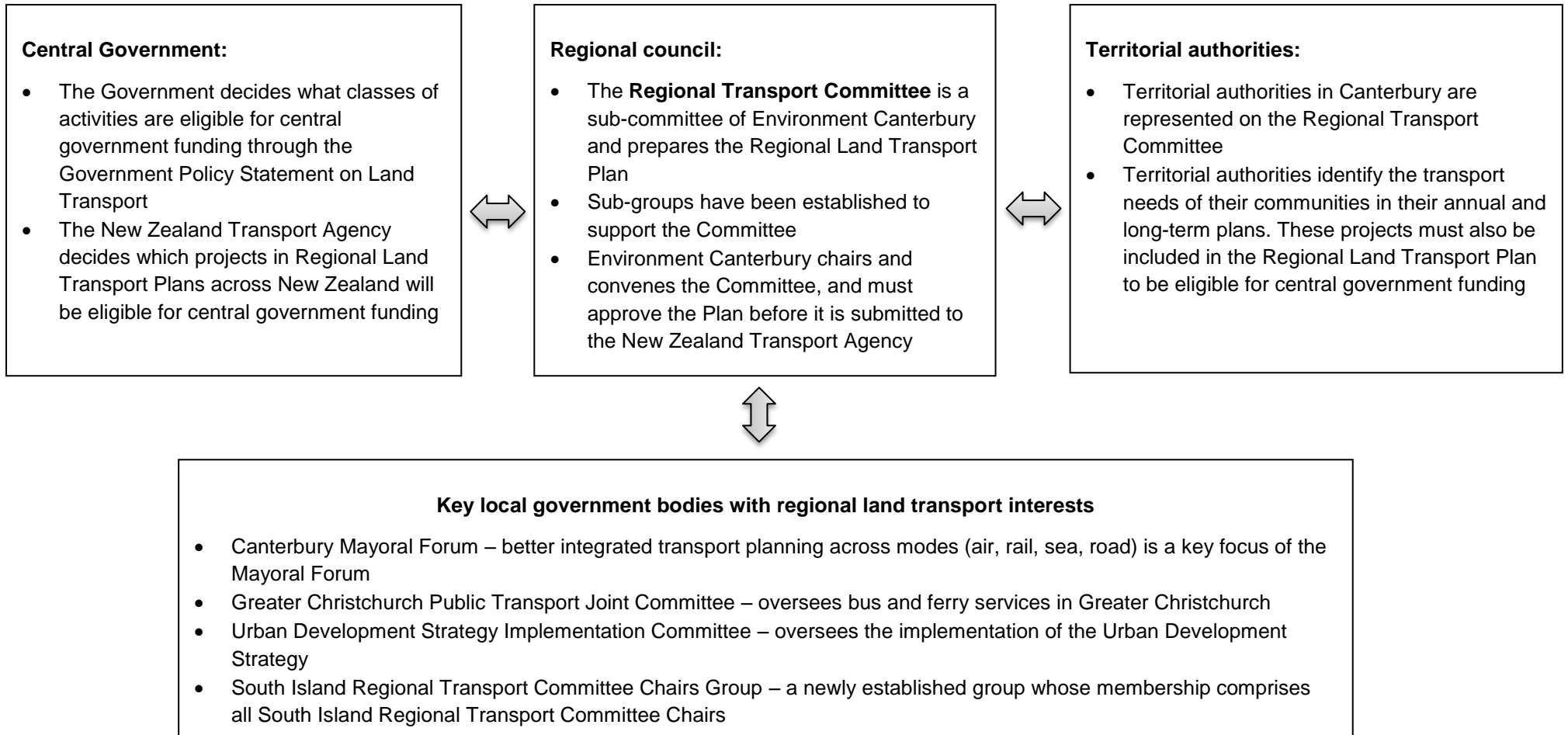
The Canterbury Regional Transport Committee meets quarterly to carry out its responsibilities in respect to the Regional Land Transport Plan. That is, to prepare the next Plan, or review or approve variations to the existing one. Meetings generally include an update from the New Zealand Transport Agency and the sub-groups, and will often include discussion on pressing matters. Environment Canterbury is the Secretariat to the RTC and provides both administrative and strategic support.

### **The incoming Committee should be aware of some key matters**

- In accordance with the Land Transport Management Act 2003, the Committee must complete a review of the Regional Land Transport Plan in the six months before 1 July 2018 – this work is underway and a workshop will be held on 8 March 2017 to brief members on the review and get their input.
- The outgoing Committee recommended a stronger link between the incoming Committee and the Canterbury Mayoral Forum. Integrated multi-modal regional transport planning and infrastructure investment is a key focus for the Mayoral Forum, as outlined in the Canterbury Regional Economic Development Strategy. It has been proposed that the functions of the incoming Committee are broadened so that the Committee can support the development and implementation of the Strategy. Some changes to the approach to supporting the Committee will be required to support the Committee to undertake this new role.
- The Minister of Transport will issue a new Government Policy Statement on Land Transport in 2018. It is recommended that the Committee submit on the draft Statement.
- A South Island Regional Transport Committee Chairs Group was established in May 2016 and it was agreed that Environment Canterbury would serve as the secretariat for the first year. It is recommended that the incoming Committee support the Chair to engage with this Group, as there is an opportunity for both sharing knowledge and undertaking advocacy at a South Island-wide level.
- The North Canterbury Earthquakes have posed a major challenge for the resilience of the Canterbury transport network and economy, and the Committee will need to consider how to respond to this challenge, as well as other issues.

The summary above focuses on the role of the Committee. The diagram below is intended to illustrate the role of the Committee in its wider context.

## Local and central government roles in regional land transport planning and investment under the Land Transport Management Act 2003



# Part One - The Canterbury Regional Transport Committee

## Functions and membership of the Canterbury Regional Transport Committee

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### Statutory functions

The governing legislation is the Land Transport Management Act 2003 (LTMA).<sup>1</sup> The functions of Regional Transport Committees (RTCs) are set out in section 106 of the LTMA. They are to:

- prepare an RLTP every six years, or any variation to the RLTP in the intervening period, for the approval of the relevant regional council; and
- adopt a policy that determines significance (and therefore triggers certain consultation requirements) in respect of:
  - variations made to RLTPs
  - the activities that are included in the RLTP
- provide the regional council with any advice and assistance the regional council may request in relation to its transport responsibilities.

### *The Regional Land Transport Plan*

The Canterbury RLTP is the Canterbury region's bid for funding support from the Government's National Land Transport Fund (NLTF), which is administered by the New Zealand Transport Agency (NZTA).<sup>2</sup>

It is a statutory document setting out both the challenges faced by and objectives of and outcomes for the regional land transport network for the next ten years.<sup>3</sup> It also sets out the programme of activities proposed, primarily by territorial authorities and NZTA, to address these issues and achieve these objectives. Activities included in the RLTP are generally co-

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<sup>1</sup> More information about the LTMA is provided in Part Two of this briefing. A copy of the Act is available at the following link:

<http://www.legislation.govt.nz/act/public/2003/0118/latest/DLM226230.html>

<sup>2</sup> The NLTF is a ring-fenced transport fund made up of fuel excise duty, road user charges, a portion of the annual vehicle licensing fee, and income from the sale and lease of state highway property. NZTA has statutory responsibilities for the allocation and investment of the National Land Transport Fund, which occurs through the National Land Transport Programme.

<sup>3</sup> Activities can be proposed by approved organisations, which for Canterbury are currently as follows: Environment Canterbury, local authorities, the Canterbury Highway Networks Operations division within NZTA, and the Department of Conservation.

funded by councils and NZTA.<sup>4</sup> Activities not included in the RLTP cannot receive funding from the NLTF.

RLTPs must be consistent with the Government Policy Statement on Land Transport (GPS). The GPS allocates funding between different types of activities (“activity classes”), for example, road improvements, public transport, and road safety promotion. The current GPS focuses almost exclusively on roading projects, with some provision for walking and cycling improvements.<sup>5</sup> This means that the NLTF cannot currently be used to fund rail, air or sea transport initiatives.

More information about preparing the RLTP is provided later in Part One and the GPS is discussed in Part Two.

### **Non-statutory functions**

The focus of the RTC is on preparing the RLTP. There is, however, potential for the RTC to undertake a broader role in improving transport outcomes for Canterbury and the South Island. For example, the previous RTC submitted on GPS 2015.

There is, in particular, an opportunity for the RTC to increase its strategic role. A separate paper has been provided to the RTC proposing that its functions be broadened to include supporting and implementing the transport workstream of the Canterbury Regional Economic Development Strategy, as well as supporting the RTC Chair to take part in the South Island Regional Transport Committee Chairs Group.

In addition, in 2013, the LTMA was amended to consolidate regional land transport strategies and regional land transport programmes into a regional land transport plan. However, a number of strategies also exist outside of this framework, including the Draft South Island Freight Plan, the Canterbury Regional Economic Development Strategy, and the Greater Christchurch Urban Development Strategy. There is a challenge as to how best to integrate this work that could be taken up by the RTC.

### **Membership – general requirements**

In accordance with clause 30(7) of the Local Government Act 2002, membership of the RTC is deemed to be discharged following the triennial general election, and new or re-appointments must be made. Section 105 of the LTMA provides for the membership of RTCs. Regional Councils must establish an RTC as soon as practicable after each triennial election. Regional Councils must chair their RTC and appoint:

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<sup>4</sup> Note that section 16(2)(c) of the LTMA provides that the RLTP must also include all regionally significant expenditure on land transport activities to be funded from sources other than the national land transport fund during the six financial years from the start of the RLTP.

<sup>5</sup> A table of current activity classes and funding ranges is available at the following link:  
<http://www.transport.govt.nz/assets/Uploads/Our-Work/Documents/GPS-2015-Cabinet-paper-Appendix-Three.pdf>



- two regional councillors (one of whom must be the Chair and one of whom must be the Deputy Chair of the RTC)
- one councillor nominated by each territorial authority
- one nominee from NZTA.

The RTC also has the ability to appoint advisors to the Committee. The previous Terms of Reference for the outgoing RTC provided for the appointment of non-voting sector advisors. The advisors were:

- Public Health – Dr Anna Stevenson
- Economic – Philip Wareing
- Environmental sustainability – Professor Simon Kingham
- Safety – Inspector Al Stewart.

The practice of appointing sector advisors is something that varies across the country. This is because the LTMA was amended in 2013 so it is no longer a requirement that Regional Councils must appoint advisors to the RTC to represent various interests.

If the incoming RTC wishes to appoint non-voting sector advisors to assist it to fulfil its statutory functions, this is something the RTC can consider at its meetings.

### **Membership of the incoming RTC**

The members of the incoming RTC are:

<b><i>Council / Agency</i></b>	<b><i>Appointee</i></b>
Environment Canterbury	David Bedford (Chair)
Environment Canterbury	Peter Scott (Deputy Chair)
Hurunui District Council	Mayor Winton Dalley
Waimakariri District Council	Mayor David Ayers
Selwyn District Council	Cr Mark Alexander
Timaru District Council	Cr Kerry Stevens
Waimate District Council	Mayor Craig Rowley
Mackenzie District Council	Mayor Graham Smith
Kaikōura District Council	Mayor Winston Gray
Ashburton District Council	Mayor Donna Favel
Christchurch City Council	Mayor Lianne Dalziel
New Zealand Transport Agency	Jim Harland

The activities of the Waitaki District Council are included in the RLTP for the Otago region, not the Canterbury region. The Waitaki District Council is not, therefore, represented on the Canterbury RTC.

### **Terms of Reference**

The Terms of Reference for the outgoing RTC are provided in Appendix One.

## **Sub-committees that supported the outgoing Canterbury Regional Transport Committee**

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Three sub-committees supported the outgoing RTC:

- The Transport Officers Group (TOG)
- The Regional Road Safety Working Group (RRSWG), and
- The Active and Passenger Transport Working Group (APTWG).

### **Transport Officers Group**

TOG is a sub-committee of the RTC. The core role of TOG is to advise the RTC on technical and strategic transport matters and co-ordinate the development of the RLTP, including any variations. TOG also provides technical advice and recommendations to the RTC on transport issues and other matters in Canterbury.

Membership comprises staff from Environment Canterbury, NZTA, and territorial authorities. The group may call upon the services of other persons as required. The current terms of reference for TOG are provided in Appendix Two.

TOG meets four times a year, in the month prior to each meeting of the RTC. Meeting minutes are appended to the report TOG provides to the RTC, and are published through this medium.

### **Regional Road Safety Working Group**

RRSWG is a sub-committee of the RTC which was established in 2013. RRSWG works with central government agencies to share information and provide leadership to promote and develop commitment to a safe system approach throughout the Canterbury region. The vision is “A Canterbury road system increasingly free of death and injury.”

The membership of RRSWG comprises staff from Environment Canterbury, territorial authorities, ACC, the New Zealand Police, and NZTA. Terms of Reference for RRSWG were agreed by the RTC in June 2013 and are provided in Appendix Three.

In late 2014, a Canterbury Road Safety Implementation Plan was completed, and is available at the following link: <http://ecan.govt.nz/publications/General/canterbury-road-safety-plan.pdf>. Current priorities for RRSWG are intersection safety and working with the Ministry of Education on safer journeys to new schools.

In November 2015, the RTC noted that RRSWG had yet to deliver on road safety outcomes. Subsequent engagement with key stakeholders and RRSWG suggested that the scope of the 2014 Canterbury Road Safety Implementation Plan was too broad and that RRSWG should work at a strategic, rather than an operational level. RRSWG has therefore reduced the 60 actions in the Implementation Plan down to a smaller number of strategic objectives.

RRSWG meets four times a year, in the month prior to each meeting of the RTC. Meeting minutes are appended to the report RRSWG provides to the RTC, and are published through this mechanism

## **Active and Passenger Transport Working Group**

APTWG was established as a means of promoting coordinated public transport, cycle and walking planning on a regional basis.

Membership comprises the Public Health advisor from the RTC (as the chair), with other members representing walking, cycling and public transport, as well as the NZ Police, NZTA, local councils and Environment Canterbury.

More information about the role of APTWG is available at the following link:

<http://ecan.govt.nz/get-involved/working-groups/pages/active-passenger-transport.aspx>.

APTWG meets four times a year, in the month prior to each meeting of the RTC. Meeting minutes are appended to the report APTWG provides to the RTC, and are published through this mechanism.

## 2017 draft meeting schedule

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The draft meeting schedule for the RTC in 2017 is set out below.

The RTC meets, for general purposes, four times a year on a Friday afternoon. Proposed meeting dates, times and locations for 2017 have, to date, been aligned with Mayoral Forum meetings (Mayoral Forum meetings taking place in the morning and RTC meetings in the afternoon). A workshop is also proposed to support the RTC to review the Regional Land Transport Plan.

Papers are emailed to members on the Friday before the meeting.

Date	Time	Venue
Fri 24 Feb 2017	2.30-4.00pm	Environment Canterbury
Wed 8 March 2017 (workshop)	10.30am-12.30pm	The Commodore Hotel
Fri 26 May 2017	2.30-4.00pm	Environment Canterbury
Fri 25 Aug 2017	2.30-4.00pm	Environment Canterbury
Fri 1 Dec 2017	2.30-4.00pm	Environment Canterbury

## **Structure of Regional Transport Committee meetings**

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In the past, a typical agenda has included the following items:

- any items relating to the RLTP, including variations to the RLTP (for example, a council seeking to add a specific infrastructure project to the RLTP)
- a presentation on a key matter or discussion on a topical issue
- an update from each of the RTC's sub-committees
- an update from NZTA
- approval of minutes from the previous meeting.

The provision of the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 concerning the meetings of committees of regional councils apply to meetings of RTCs.

Minutes for the Canterbury RTC meetings going back to 2013 are currently published at the following address: <https://ecan.govt.nz/get-involved/council-and-committee-meetings>.

# Preparation and review of the Regional Land Transport Plan

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A hardcopy of the RLTP will be provided to all RTC members at the first meeting. An online copy is available here: <http://ecan.govt.nz/publications/Plans/RLTP-2016.pdf>.

The process for developing and approving the RLTP is set out in Part 2 of the Land Transport Management Act 2003. The statutory requirements are specified in some detail in the legislation, the essence of which are that:

- regional councils must ensure their RTC prepares an RLTP every six years on the regional council's behalf
- regional councils are responsible for approving the RLTP for their region for submission to NZTA
- RLTPs must meet specified requirements of form, content and consultation
- RTCs must also complete a review of the RLTP in the six months immediately before the end of the third year of the plan

The next review of the RLTP is due to be completed in the first six months of 2018. NZTA has requested that updated RLTPs be submitted in April 2018. As the current RLTP was prepared in 2015, preparation of a new RLTP is not required until 2021. In practice, these steps are followed in the preparation of the RLTP:

- approved organisations (namely Canterbury councils, NZTA, and the Department of Conservation) develop business cases in accordance with guidance issued by NZTA for land transport initiatives in their localities (or in the case of NZTA, for state highways)
- Councils include proposed initiatives in their annual and long-term plans
- TOG considers and prioritises this list of initiatives in accordance with a prioritisation framework agreed by the RTC (with priority issues, objectives and outcomes being outlined in the strategic front end of the RLTP), and provides advice to the RTC
- the draft RLTP (including all initiatives) will in turn be considered by the RTC and Environment Canterbury, before being submitted to NZTA as the region's bid for funding from the NLTF
- NZTA then decide which activities to include within the National Land Transport Programme (NLTP). The NLTP contains all the land transport activities, including public transport, road maintenance and improvement, and walking and cycling activities, that NZTA anticipates funding over the next three years through the NLTF.

NZTA provides guidance for councils on both the three year statutory review and the six yearly preparation of the RLTP. More information about the RLTP planning and investment process is available at the following link: <https://www.pikb.co.nz/home/planning-and-investment-rltp-process>. It should be noted that listing a project in the RLTP is not a commitment to completing those projects. This is dependent on funding being allocated by both NZTA and the relevant territorial authority.

Variations to the RLTP can be made as a consequence of the three-year review or if there is good reason.

## **The Regional Transport Committee's work programme**

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Subject to the RTC's agreement to broaden the scope of the RTC's role, the following items will form the basis for the RTC's work programme in 2017/18:

- the three year statutory review of the RLTP
- a submission on the Government Policy Statement on Transport 2018
- supporting and implementing the transport workstream of the Canterbury Regional Economic Development Strategy
- supporting the RTC Chair to engage with the South Island Regional Transport Committees Chairs Group.

Background information is provided below about each of these matters (except for the South Island Regional Transport Committee Chairs Group which is discussed in Part Two).

### **The three year statutory review of the RLTP**

RTCs must complete a review of their RLTP in the six months immediately before the end of the third year of the plan. The current plan was released in 2015 and will end on 30 June 2018. NZTA has advised that it will need to receive all updated RLTPs in April 2018.

The first stage of this review was completed in May 2016, when the RTC concluded work on a rewrite of the strategic front end of the RLTP. This involved a comprehensive review of the strategic context, issues and challenges set out in the RLTP. A wide range of stakeholders were consulted.

In accordance with guidance issued by NZTA, the RTC now needs to review the remainder of the current RLTP so that it includes:

1. Clear statements on what the highest priority issues or problems relating to transport in the region are - supported by evidence (no more than 3-4 problems)
2. Clear statements on the highest priority benefits/outcomes the region is seeking from investing in transport
3. A clear set of regional objectives that will address these problems and outcomes (objectives need to be specific, measureable, achievable/affordable, relevant/realistic and timebound)
4. A clear view of the relative priority of these objectives
5. Evidence that stakeholders have been involved in helping to identify the problems, outcomes and objectives through a process of informed discussion. This must involve the parties that will collectively be responsible for addressing the problems and delivering the benefits sought, as well as those who hold the most knowledge about the problems
6. A clear, logical story that shows how the region's programme has been prioritised to deliver on the priority objectives.

Monitoring and prioritisation frameworks will also be need to be developed.

The following draft milestones and dates have been identified for this review:

<b><i>Phase One – priority issues, objectives, and outcomes</i></b>	
<b>October 2016 to February 2017</b>	TOG sub-group to identify priority issues, outcomes and objectives based on the fifteen issues and challenges outlined in the current Plan, and gather evidence
<b>24 February 2017</b>	RTC to be briefed on the review
<b>8 March 2017</b>	RTC workshop on the priority issues, outcomes and objectives, and the process for undertaking the review, including how to involve stakeholders
<b>April 2017</b>	Targeted consultation with key stakeholders across modes (air, rail, sea, road)
<b>May 2017</b>	Report back to RTC on the results of consultation and provide RTC with revised text for approval
<b>May to August 2017</b>	Development of prioritisation framework and approach to monitoring outcomes
<b>August 2017</b>	RTC to consider proposed prioritisation framework and approach to monitoring outcomes
<b><i>Phase Two – review of programme of works</i></b>	
<b>End September 2017</b>	Approved organisations to submit projects to Transport Investment Online (TIO)
<b>October to November 2017</b>	TOG to review programme of activities in accordance with prioritisation framework
<b>November 2017</b>	RTC agreement to consult on revised RLTP
<b>December 2017</b>	Written submissions invited on proposed changes to the RLTP
<b>Early February 2018</b>	Public hearings on proposed changes to RLTP, if needed (to be confirmed)
<b>End February 2018</b>	Update to RTC on any proposed changes following consultation RTC approval of revised RLTP sought to submit to NZTA
<b>March 2018</b>	Environment Canterbury approval of revised RLTP sought to submit to NZTA
<b>April 2018</b>	Submission of revised RLTP to NZTA

### **A submission on the Government Policy Statement on Transport 2018 (GPS 2018)**

The GPS sets out the Government's priorities for expenditure from the NLTF over the next 10 years, and how funding is allocated between activities.

The Ministry of Transport has commenced work on the preparation of GPS 2018. As part of its initial consultation round, the Ministry is meeting with RTCs around the country, and will attend the RTC meeting on 24 February 2017. The draft GPS has not yet been released.

Canterbury has had an opportunity to provide some initial feedback on what we would like to see in GPS 2018 through the Transport Special Interest Group (TSIG)<sup>6</sup>, and through a letter

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<sup>6</sup> Local Government New Zealand Transport Special Interest Group (TSIG) represents the transport work areas of all regional councils in New Zealand.



from the South Island Regional Transport Committee Chairs Group to the Minister of Transport<sup>7</sup>.

Key points raised to date include:

- the need for GPS 2018 to be multi-modal (i.e. covering road, including walking, biking and public transport; rail; sea; air)
- the need for a more flexible funding approach
- better recognition of the demands of an aging population
- better recognition of the likely impact of technology
- more emphasis on renewals and maintenance (both footpaths and roads, especially in light of the increasing trend towards heavier and larger freight vehicles)
- the need for a common data platform.

### **The transport workstream of the Canterbury Regional Economic Development Strategy**

The Canterbury Regional Economic Development Strategy was released by the Mayoral Forum in August 2015 and sets out seven key workstreams to aid regional economic growth. Integrated regional transport planning and infrastructure investment is one of these workstreams and information about this workstream is provided in Part Two.

As noted above, a separate paper has been provided to the RTC on expanding the functions of the RTC to include supporting and implementing the Canterbury Regional Economic Development Strategy.

A Regional Transport Forum was also established under this workstream as an advisory group to the Mayoral Forum. Membership includes the Chief Executives of PrimePort Timaru, Lyttelton Port of Christchurch, KiwiRail, Christchurch International Airport, SB Global Logistics, and the Canterbury Development Corporation. The Ministry of Transport, NZTA and Hurunui District Council are also represented on this Group. The Group met most recently to discuss a collaborative multi-modal response to the North Canterbury Earthquakes.

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<sup>7</sup> This Group is discussed in part two of this briefing.

## Part Two: key issues and context

### Key issues and challenges for Canterbury

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The following fifteen transport-related issues and challenges facing the Canterbury region were identified as part of the rewrite of the Regional Land Transport Plan in 2016:

- Maintaining current levels of accessibility and mobility for most Cantabrians and enhancing accessibility for those who are currently disadvantaged because of poor levels of mobility.
- Supporting, and in some cases supplying, a range of transport and non-transport options to ensure the accessibility needs of all people and businesses can be met.
- Ensuring the region's transport system effectively supports economic development and growth in freight volumes by taking a multi-modal and integrated approach.
- Developing the transport system to support domestic and international visitor growth and ensure the safety of visitors and other road users.
- Effectively managing traffic growth to ensure that accessibility is maintained and that the region's economic performance is not adversely affected.
- Improving safety outcomes for all transport users.
- Ensuring transport makes a positive contribution to the health of Cantabrians.
- Maintaining and improving levels of access and mobility in an environmentally sustainable manner.
- Minimising the risk of disruption on key regional and inter-regional transport routes.
- Future land use development occurs in a manner that social and economic needs can be met most efficiently and affordably.
- In the short term, ensuring the region is resilient to energy supply and fuel price volatility.
- Over the longer-term, moving towards a transportation system that is less reliant on oil.
- Predicting and meeting the needs of a changing population and providing transport that enables access to these.
- Positioning the region to take advantage of iterative technological advances and being aware of the possibility and likelihood of more disruptive technological advances so that the strategy and investment plans can be amended appropriately.
- Managing traffic issues as a result of short to medium term land use change whilst targeting major investment on long term strategic network priorities arising from permanent land use changes.

## Key groups and documents

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The following section outlines some key groups and documents of which members should be aware.

### Key Groups

#### ***Canterbury Mayoral Forum***

The Canterbury Mayoral Forum comprises the Mayors of all territorial authorities in Canterbury and the Chair of Environment Canterbury. The Chair of the Mayoral Forum is Mayor Lianne Dalziel of the Christchurch City Council. The Mayoral Forum oversees the Canterbury Regional Economic Development Strategy, discussed below.

The Mayoral Forum's website can be accessed at the following link:

<http://canterburymayors.azurewebsites.net/>

#### ***Joint Committee for Public Transport in Greater Christchurch***

The Greater Christchurch Public Transport Joint Committee was established (the Joint Committee) in July 2016. This follows on from a recommendation in the McGredy Winder report, *Review of Governance and Delivery Arrangements for Public Transport in Greater Christchurch*, from November 2015.

The Joint Committee is a formal governance group with representatives from Environment Canterbury, Christchurch City Council, Selwyn and Waimakariri District Councils and NZTA. The Joint Committee's aim is to provide integrated decision making on public transport services and infrastructure. One of the Joint Committee's functions is to guide and review the public transport components of the RLTP for the RTC's consideration.

#### ***South Island Regional Transport Committee Chairs Group***

In May 2016, all South Island Regional Transport Committee Chairs met in Christchurch to consider the case for South Island-wide collaboration. This appears to be the first time South Island Chairs have convened.

Chairs agreed that they had a common view of the problems and opportunities, and that they would have a significantly greater impact together. The key focus areas agreed were: shared advocacy, critical freight and visitor journeys, and improved data collection.

A further meeting of Chairs then took place in August 2016. At this meeting Chairs agreed to write to the Minister of Transport outlining changes Chairs would like to see in GPS 2018. A small delegation subsequently met with the Minister to discuss the issues raised in the letter, and to invite the Minister to come and talk with Chairs at a subsequent meeting.

Chairs have also developed a draft Collaboration Charter, reflecting the intention to continue to meet, and this Charter will be discussed and confirmed at the next meeting of Chairs on 20 March 2017. We will provide the RTC with a copy of the confirmed Charter. The Group has asked Environment Canterbury to act as the Secretariat for the first year, and a Chair and Deputy Chair will be appointed at the meeting of 20 March.

## **Urban Development Strategy Implementation Committee**

The Urban Development Strategy Implementation Committee is a formal joint committee established under the Local Government Act 2002. A key focus of the Committee is to oversee implementation of the Urban Development Strategy and the priority actions in this Strategy.

The Strategy provides a broad settlement pattern for Greater Christchurch over 35 years, including:

- identifying where a variety of future homes, such as central city apartments, town houses and family-sized houses, are best located;
- providing a living environment that supports healthy communities;
- ensuring residents have easy access to shopping, health, education and community services;
- providing a range of transport choices, including public transport, cycling and walking;
- developing new and expanding existing business centres and employment areas; and
- ensuring these areas are well connected to wider road and rail networks.

A copy of the strategy is available at the following link:

<http://greaterchristchurch.org.nz/assets/Documents/greaterchristchurch/5243-PLAN-Urban-Development-Strategy-Update-Aug2016-SCREEN.pdf>

## **Key documents**

### **Canterbury Regional Economic Development Strategy**

The Mayoral Forum released the Canterbury Regional Economic Development Strategy (CREDS) in August 2015.

The objective is:

*To maximise the economic growth of Canterbury, and position this for when the earthquake rebuild peaks, by ensuring the region makes co-ordinated, optimal investment and development decisions that position it for long-term, sustainable growth.*

CREDS sets out seven key workstreams, one of which is integrated regional transport planning and infrastructure investment.

The objective of this workstream is integrated transport planning across modes (air, rail, shipping and road transport) that:

- enables the efficient movement of people and freight into, out of and within the Canterbury region
- improves social connectedness and wellbeing, supports regional visitor strategies and improves road safety.

A number of targets and milestones are set out in the Strategy, a copy of which is available here: <http://ecan.govt.nz/publications/General/CREDS-2015-08.pdf>. These are due to be updated in early 2017.

Mayor Winton Dalley of the Hurunui District Council is the lead Mayor for this workstream.

### ***The Government Policy Statement on Transport***

The Government Policy Statement on Land Transport (GPS) sets out the Government's priorities for expenditure from and funding levels for the National Land Transport Fund over a ten year period. The GPS also establishes how funding is allocated between activities such as road safety policing, state highways, local roads and public transport. It is the Government's main lever for setting the direction for land transport investment.

On 18 December 2014, Transport Minister Simon Bridges released the Government Policy Statement on land transport 2015/16 - 2024/25 (GPS 2015). A copy is available at the following link: <http://www.transport.govt.nz/assets/Uploads/Our-Work/Documents/GPS-2015.pdf>.

The Minister of Transport issues a new GPS every three years. The next GPS is due to be issued prior to 1 July 2018.

### ***NZTA Investment Assessment Framework***

The GPS cannot determine which particular projects will be funded, or how much funding any particular project will receive. Rather, the GPS sets ranges of funding which government will make available for different types of activities.

NZTA is responsible for determining which projects are eligible to receive funding, and to what level, within those overall funding ranges using their Investment Assessment Framework. The 2015-18 framework is available at the following link: <https://www.pikb.co.nz/assessment-framework> (note that the framework is due to be updated to align with GPS 2018).

The overall NLTF co-investment rate is currently 53%. This means that, across the whole programme, the NLTF funds an average of 53% of the cost of local transport programmes that are progressed. Councils will receive more or less than the overall co-investment rate depending on their relative ability to fund their share.

More information about the NZTA's role in planning and investment in land transport in New Zealand is available at the following link: <https://www.nzta.govt.nz/planning-and-investment/2015-18-national-land-transport-programme>

Incoming RTC members should also be aware of the new Business Case Approach that NZTA is taking toward planning, investment and project development processes, as well as the One Network Road Classification (ONRC) system.

The Business Case Approach is intended to encourage early engagement with stakeholders to confirm:

- the fit with strategy and need to invest
- the way forward with short-listed options
- that the best value option is affordable and deliverable and that the risks are acceptable.

All new programmes/activities in the 2015–18 National Land Transport Programme are expected to follow the Business Case Approach.

The ONRC classification system is an initiative developed by the Road Efficiency Group (REG). REG was formed through a government initiative to review, develop and implement road efficiency opportunities.

ONRC divides New Zealand's roads into six categories based on how busy they are, whether they connect to important destinations, or are the only route available (categories are: national, arterial, regional, primary collector, secondary collector, and access). Using the ONRC, local government and NZTA compare the state of roads across the country, and direct investment where it is needed most. ONRC is a tool that is intended to make sure that the right level of road infrastructure takes place where it is needed.

### ***Report on transport-related data gaps and opportunities***

Building the evidence base is a key objective of the transport workstream of CREDS.

Earlier this year, Environment Canterbury commissioned MWH Global to develop a report identifying gaps in data and opportunities for addressing these gaps. The focus was on data about the movement of freight and tourists, including a better understanding of what relevant data may be held by the private sector. The final report will be published shortly and circulated amongst RTC members.

Through enabling the efficient movement of people and freight we can boost regional and national economic performance. Ultimately we need reliable and relevant information to make investment decisions that will make us more competitive. The work we are doing with MWH Global is one part of what is needed across the country to achieve this. South Island Regional Transport Committee Chairs consider that there is also a need for a common data platform and models to support councils to make informed decisions about investment in local infrastructure, and to improve the quality of and consistency in decision making around New Zealand.

### ***Freight studies***

The Draft South Island Freight Plan was released by NZTA in July 2015. The purpose of this Plan is to develop a common view of what everyone involved in the freight sector should be doing now and into the future to improve the way freight is moved across the South Island and beyond. The Plan sets out the major freight questions in the South Island today and proposes some actions to address them. The Plan can be found at:

<https://www.nzta.govt.nz/assets/resources/draft-south-island-freight-plan/docs/draft-south-island-freight-plan.pdf>

The Greater Christchurch Transport Statement partners – NZ Transport Agency, KiwiRail, Lyttelton Port of Christchurch, Christchurch International Airport Ltd, Christchurch City Council, Selwyn and Waimakariri District Councils, Environment Canterbury and the Canterbury Earthquake Recovery Authority – have released three documents to assist with future planning:

- The Greater Christchurch Freight Demand Statement outlines the future freight demand in the area
- The Greater Christchurch Freight Infrastructure Statement considers the impact of freight growth on the transport network and supply chain capability
- The Greater Christchurch Freight Study Freight Management Directions Statement identifies suggested options to optimise use of existing infrastructure, improve capacity and build resilience into the freight infrastructure network.

Copies of these documents are available here: <http://greaterchristchurch.org.nz/news/>

### ***Transport legislation***

Several pieces of legislation guide land transport planning. The Land Transport Management Act 2003 (LTMA) is the most important for the RTC as it sets out requirements for the operation, development and funding of the land transport system. The statutory framework for land use planning is largely contained within the Resource Management Act 1991. The purpose of the Act is to promote the sustainable management of natural and physical resources. Other legislation, such as the Local Government Act 2002, also contains requirements councils must meet in planning and carrying out their functions.

#### ***The LTMA***

The LTMA provides the legal framework for managing and funding land transport activities. The purpose of the LTMA is to contribute to the aim of achieving an affordable, integrated, safe, responsive and sustainable land transport system.

The Act defines the roles of NZTA, regional councils and Auckland Transport (for land transport planning, programming and funding), and regional transport committees (as well as their composition).

It also provides for RLTPs, the National Land Transport Programme, and the Government Policy Statement on Land Transport.

# Appendix One: Regional Transport Committee Terms of Reference

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## CANTERBURY REGIONAL TRANSPORT COMMITTEE

### TERMS OF REFERENCE 2014

*Revised and approved in the 1 December 2014 Regional Transport Committee meeting*

#### ESTABLISHMENT

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

#### PURPOSE AND FUNCTIONS

The purpose and function of the Canterbury Regional Transport Committee is to prepare for approval by the regional council a regional land transport plan; as well as advise and assist the regional council on any other matter relating to its transport responsibilities.

#### OBJECTIVES AND DELEGATED POWERS

- (a) To develop at least every six years a Regional Land Transport Plan (RLTP), including any associated documents desired by the region or as directed by the requiring legislation, and recommend this to the Regional Council for approval.
- (b) To promote the Regional Land Transport Plan within the region and to monitor the progress of its implementation.
- (c) To provide forums on land transport issues of regional significance, enabling comprehensive and region-wide involvement.
- (d) To report and recommend to the Regional Council, local territorial authorities and other organisations where appropriate on the Committee's objectives and delegated powers.
- (e) To establish and support suitable working groups to help guide the development and implementation of the RLTP (including any associated documents).
- (f) To adopt a policy that determines significance in respect of variations to the RLTP.
- (g) To provide the Regional Council with any advice and assistance it may request in relation to its transport responsibilities.

#### MEMBERSHIP

- 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 region<sup>8</sup>

- Crown Entities:

One New Zealand Transport Agency representative

- Sector Representatives:

In the interests of establishing more direct links with sector groups within the community, the Regional Transport Committee has agreed to appoint a range of expert advisors to sit in on Committee discussions and provide input and expert advice where necessary. Nominations from the community to fill these roles will be sought through advertising the positions in appropriate media every three years.

One Cultural Advisor

One Environmental Sustainability Advisor

One Public Health Advisor

One Safety Advisor

One Economic Advisor

## **QUORUM**

Nine 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 sector representatives are not entitled to vote.

## **SUPPORT**

Administration and technical support and advice shall be provided by officers of Environment Canterbury and the Canterbury Regional Land Transport Officers Group.

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<sup>8</sup> 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, the New Zealand Transport Agency, Timaru District Council, Waimakariri District Council and Waimate District Council.

## **Appendix two: Transport Officers Group Terms of Reference**

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### **Canterbury Regional Transport Committee**

### **Transport Officers Group (TOG)**

### **Terms of Reference - September 2008**

#### **Establishment**

The Canterbury Regional Land Transport Officers Group (TOG) is established under the auspices of the Canterbury Regional Transport Committee (RTC).

#### **Purpose**

The purpose of the TOG is to advise the RTC on technical and strategic transport matters and oversee, facilitate and co-ordinate the development of the three-yearly Canterbury Regional Land Transport Programme (RLTP), including any variations; the (at least six-yearly) Canterbury Regional Land Transport Strategy (RLTS) and any variations, as well as assistance to the RTC with any regional fuel tax scheme desired by the region.

#### **Functions**

The functions of the Canterbury Regional Land Transport Officers Group are to:

- Provide technical advice and recommendations to the RTC on transport issues and matters in Canterbury
- Co-ordinate the provision of land transport activities across the Canterbury region
- Develop implementation and funding plans for the RLTS
- Provide technical assessment and prioritisation of the Regional Land Transport Programme prior to it being submitted to the New Zealand Transport Agency and make recommendations to the RTC and others as required
- Oversee and direct the implementation of 'non-significant' changes to the Regional Land Transport Programme, as directed by the RTC. Report activities undertaken in this area to each RTC meeting
- Monitor the delivery of the land transport activities, as specified in the Canterbury Transport Regional Implementation Plan (CTRIP), and report this to the RTC

#### **Membership**

Two representatives from Environment Canterbury (to facilitate, chair and provide regional perspective). Two representatives from the New Zealand Transport Agency (to represent the national funding and state highway components of that organisation). One member from each territorial local authority represented on the RTC. One member from the Ministry of Transport. The group may call upon the services of other persons as required and invited.

#### **Quorum**

Shall be eight members, of whom one shall be the chair (or nominated substitute).

### **Meetings**

Prior to each ordinary meeting of the RTC (approximately 1 month prior), and other meetings as required.

### **Reporting to**

Each ordinary meeting of the RTC.

### **Supported by**

Administration support from Environment Canterbury to organise meetings, take notes of meetings and prepare documentation.

# **Appendix three: Regional Road Safety Working Group Terms of Reference**

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## **Terms of Reference**

### **Canterbury Regional Road Safety Working Group**

#### **Establishment**

The Canterbury Regional Road Safety Working Group (RRSWG) is established under the auspices of the Canterbury Regional Transport Committee (RTC).

#### **Background**

In 2012 32 people lost their lives on Canterbury roads, and 250 people were seriously injured, whilst these numbers are declining, road crashes impose a massive and unacceptable burden of death, pain and suffering on Cantabrians.

In 2010 the Ministry of Transport developed the National Road Safety Strategic Plan – Safer Journeys to 2020, recently the Safer Journeys Actions Plan 2013-2015 was released.

Key partners involved in the road safety sector in Canterbury:

- Local and Regional Government • Government agencies
- Ministry of Transport • NZ Transport Agency
- Police
- ACC
- AA
- Insurance Industry
- Vehicle importers
- Motor Industry
- Road Transport Association
- The community
- Contractors

#### **Working Group Outcome/Vision**

“Safer Journeys on Canterbury Roads”

#### **Working Group Goal**

“A Canterbury safe road system increasingly free of death and serious injury”

#### **Purpose**

The key purpose of the RRSWG is to provide a forum for Canterbury Councils and key partners to develop a coordinated regional road safety direction. This will enable the adoption of a collaborative co-ordinated Safe System approach to deliver a Canterbury safe road system increasingly free of death and injury.

## **Working Group Scope and Outputs**

The key tasks for the Canterbury RRSWG include:

- The Group will impart their knowledge/experiences/skills in the development of an Implementation Plan giving effect to the RLTS with one shared vision.
- Promote and develop commitment to a Safe System approach across all key stakeholders within the region.
- Share key information highlighting key road safety issues, statistics, risks, outcomes achieved and lessons learnt.
- Leadership in implementing and demonstrating the Safe System approach.
- Come up with value for money solutions and best use of resources across interdistrict areas.
- Identify investment opportunities across interdistrict areas.
- Collaborate on key projects across the region.
- Monitor progress towards a progressive reduction in road death and injury across the region.
- Celebrate success!
- Provide technical and strategic advice and recommendations to the RTC on Road safety in Canterbury.
- Provide a report to the RTC updating the committee on the group's activities and request where appropriate the RTC to commission further road safety investigations within their existing budgets.
- Recommend how local road strategies and Road Safety Action Plans can be aligned to regional risk.

## **Reporting**

The outcomes achieved by the Working Group will be reported to the RLTC on a regular basis. The meetings will provide an opportunity to discuss issues and challenges, risks, report against the actions the Implementation Plan, RSAP progress, key projects and resource requirements within the Canterbury region.

## **Constraints**

Budgets, resources, time, partner priorities, will all have to be managed in a challenging environment to ensure we achieve the desired outcome.

## **Quorum**

There shall be half of the membership plus one, including the chair (or nominated substitute).

## **Meetings**

Prior to an ordinary meeting of the Canterbury RTC (approximately 1 month prior). Additional meetings may be required, especially during the first 6 months of establishment.

## **Supported by**

Administration support and technical support provided by Environment Canterbury.  
Environment Canterbury to organise the meetings, take notes of these meetings and prepare documentation.

### Performance Measures

- Progressively reduce the number of fatal and serious casualties on Canterbury Roads.
- Raise the profile of Road Safety and the Safe System approach across the Canterbury Region.
- Change the Road Safety Conversation towards the Safe System approach.

### Group Membership and Resource

The members are ECan, New Zealand Police, NZ Transport Agency, ACC all Canterbury Territorial Local Authorities representatives (Roading/ Transport Managers or Road Safety Co-ordinators), although some areas may cluster representation for example South Canterbury. These appointees would then underpin each of their parent organisations on the Regional Transport Committee, providing a cross section of knowledge and specialised safety input, not just across the safe road use space. It is expected that the contributing organisations would provide their own funded personnel to participate.

It is important that each representative will communicate back to their Council Road Safety Committees.

Following is the list of required Working Group members, and their roles and responsibilities

Individuals	Roles	Responsibilities
Mayor David Ayers	Chair	<ul style="list-style-type: none"> <li>• Lead the group to ensure safety is co-ordinated in the region</li> <li>• Lead performance measure process to assess progress toward key objectives</li> <li>• Assist with conflict resolution</li> <li>• Chair meetings</li> <li>• Ensure strategic alignment with regional and national directives</li> </ul>
Inspector Al Stewart Police To be confirmed – ECan Alisa Davis - ACC Anne-Marie Kite - CCC Robyn Gardener - CCC David Edge – Hurunui DC Second	Group Members	<ul style="list-style-type: none"> <li>• Share key information</li> <li>• Agree on Implementation Plan to be addressed by group</li> <li>• Provide ideas and innovation</li> <li>• Provide expertise in respect of road safety</li> </ul>

<p>Tony Francis Andrew Mazey          – Selwyn DC Second Ngaire          Tinning Ken Stevenson –          Waimakariri DC – second          Chris Neason Andrew Dixon          – South Canterbury Brian          Fauth – Ashburton DC Lee          Wright - NZTA</p>		<ul style="list-style-type: none"> <li>• Attend meetings</li> </ul>
<p>Administration</p>		<ul style="list-style-type: none"> <li>• Develop agenda</li> <li>• Take minutes and distribute</li> <li>• Provide technical expertise in the development and progress of the Implementation Plan.</li> <li>• Develop RTC Reports on behalf of the Working Group</li> </ul>

## **Appendix four: Glossary of common transport acronyms**

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APTWG – Active and Passenger Transport Working Group

CREDS – Canterbury Regional Economic Development Strategy

FED – Fuel Excise Duty

GPS – Government Policy Statement on Land Transport

LTMA – Land Transport Management Act

NLTF – National Land Transport Fund

NLTP – National Land Transport Programme

ONRC – One Network Road Classification

REG – Road Efficiency Group

RLTP – Regional Land Transport Plan

RRSWG – Regional Road Safety Working Group

RTC – Regional Transport Committee

RUC – Road User Charges

TSIG – Transport Special Interest Group

TOG – Transport Officers Group