## Terms of Reference (November 2019, Establishment)

## Canterbury Regional Road Safety Working Group (RRSWG) Terms of Reference

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

## Vision (RRSWG)

Proactively working together to achieve Road to Zero across the Canterbury region.

## **Vision (Regional Road Safety)**

Everyone can travel around Canterbury safely.

## **Purpose**

The purpose of RRSWG is to:

Provide leadership and direction on road safety initiatives that achieve consistency across the region.

This will be achieved by:

- delivering on RRSWG strategy, goals, and priority actions;
- advising the RTC on road safety matters, via the Chief Executives Forum and Canterbury Policy Forum where appropriate;
- providing a forum for co-ordinating regional road safety; and
- sharing knowledge and undertaking collaborative initiatives as agreed.

## Membership

Minimum membership:

- One member from Environment Canterbury, NZ Police, NZ Transport Agency, and ACC
- One member from each territorial authority represented on the RTC.

It is important that each representative ensures relevant information is passed between transport managers, road safety co-ordinators and council road safety committees.

#### Quorum

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

#### **Meetings**

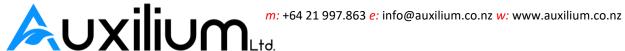
Prior to each ordinary meeting of the RTC (approximately 1 month prior), and other meetings as required.

## Reporting

Each ordinary meeting of the RTC.

## Support

Administrative and policy support from Environment Canterbury to organise meetings, take notes of meetings and prepare papers.



# Agenda (Updated DRAFT v0.1)

## Regional Road Safety Working Group

Date <<ADD DATE>> <<ADD TIME>> Time Venue <<ADD VENUE>>

(TDC), (SDC), (ADC), (WAKA KOTAHI), (Police), (ECan), (WDC), (HDC), Mark Millar **Invitees** 

(KDC), (MDC), (CCC), (ACC)

In Attendance **TBD Apologies** TBD

Item		Person
1.	Welcome, introductions, apologies	Chair
2.	Minutes of < <add date="">&gt; meeting</add>	Chair
3.	Road Safety – Regional Performance Monitoring Purpose: to discuss regional road safety performance and identification of issues. Reporting will provide an overview of evidence.	Waka Kotahi & RCAs, Road Safety Coordinator
4.	Regional Road Safety Strategy Discussions Purpose: to provide a forum to present and discuss topics / issues / opportunities related to RRSWG SOAP delivery.	Invited Presenters
5.	Update on Priority Actions Purpose: to provide an update on SOAP priority actions.	Action Owners
6.	Any other Business	TBD