

PASSENGER TRANSPORT COMMITTEE

TERMS OF REFERENCE

STATEMENT OF PURPOSE

The purpose of the Passenger Transport Committee of Horizons Regional Council is to plan, implement, monitor and review the region's passenger transport services.

COMMITTEE MEMBERSHIP

The Committee consists of:

- a minimum of five regional councillors (with at least one member being from the Palmerston North constituency and one member from the Whanganui constituency);
- seven members representing the region's territorial authorities, appointed formally to the Committee:
 - one member appointed by the council to represent Horowhenua District Council
 - one member appointed by the council to represent Manawatu District Council
 - one member appointed by the council to represent Palmerston North City Council
 - one member appointed by the council to represent Rangitikei District Council
 - one member appointed by the council to represent Ruapehu District Council
 - one member appointed by the council to represent Tararua District Council
 - one member appointed by the council to represent Whanganui District Council

A quorum will consist of seven members physically present, with at least three of the members being regional councillors. All members have voting rights.

The Committee meets as required, but generally three times a year.

ADVISORY GROUPS

Public Transport Advisory Groups have been established for the Palmerston North, Whanganui and Feilding bus networks. These groups are made up of representatives elected officials and officers from Horizons Regional Council, the relevant territorial authority and the New Zealand Transport Agency, as well interest/community groups by invitation where appropriate.

The key purpose of the Advisory Groups is to be a working forum to provide input into service reviews, opportunity for improvements and securing the infrastructure to support services. Proposals may be tested through the Advisory Group before recommendations are made to the Committee.

Advisory groups may be established for other networks as required.

FUNCTIONS OF THE COMMITTEE

The committees operating functions are:

1. To investigate passenger transport needs as requested by the Regional Council and other parties.
2. To prepare the Regional Public Transport Plan (as required by the Land Transport Management Act 2003) for approval by the Regional Council.
3. To provide advice to the Regional Council on funding policy for passenger transport services in the Region.
4. To manage the provision of passenger transport services and undertake a programme of service monitoring, promotions and review.
5. To report to the Regional Council on the passenger transport activities contained in the Council's Long-term Plan.
6. To maintain a register of exempt passenger transport services (as required by the Land Transport Management Act 2003).

DELEGATIONS

The Committee has delegated authority as follows:

- i. To alter, introduce or cancel passenger transport services where increased financial implications can be met from existing budgets.

Transport staff have delegated authority as follows:

- i. To register exempt passenger transport services as required by the Land Transport Management Act 2003;
- ii. To make minor alterations to passenger transport services, where these alterations will have little implication for current passengers.