



*caring about you & your environment*

## **Report 01.849**

26 November 2001

File: E/6/2/2

Ted/CiteeReports

Report to Passenger Transport Committee  
from Ted Maguire, Council Secretary and Dave Watson, Divisional Manager

### **Passenger Transport Committee: Terms of Reference**

#### **1. Purpose**

For the Passenger Transport Committee to review its Terms of Reference.

#### **2. Background**

At the continuation of the first meeting on 8 November, Council adopted the outgoing Council's recommendations that its committee structure include an Passenger Transport Committee. The Council also resolved that Committees' Terms of Reference be referred to the new Standing Committees for consideration and recommendation to the Policy and Finance Committee, with that Committee in turn recommending consolidated Terms of Reference to the Council.

#### **3. Comment**

- (1) Each Standing Committee of the Council operates under specific Terms of Reference setting out its responsibilities. (**Attachment 1** covers those for the Passenger Transport Committee.) Also it is a function of every Standing Committee to advise and make recommendations to Council, via the Policy and Finance Committee, relating to the effective and efficient performance of the Committee's functions and responsibilities, including, periodic review of its Terms of Reference. As well as having their own specific Terms of Reference, all Standing Committees have a series of general responsibilities in common (**Attachment 2**).
- (2) Previously, WRC members of this Committee have also made up the "core" membership of the Regional Land Transport Committee. However, on 6 November, Council agreed a different basis for WRC representation and a separate Committee Chairperson for that Committee. With this separation, the Passenger Transport Committee's role is principally one of delivering the passenger transport provisions of the Regional Land Transport Strategy and

this should be reflected in the Committee's Terms of Reference. Two changes would seem to be warranted:

(a) Objective 8A which reads:

“To promote the establishment and maintenance of appropriate efficient, effective and sustainable passenger transport services with in the Wellington Region by the addition of “and which give effect to the provisions of the Regional and Transport Strategy”.

(b) In the “Specific Responsibilities of the Committee” to amend 8.1.2 as follows:

“Ensuring passenger transport planning work is consistent with the Regional Land Transport Strategy”.

(3) The question of additional membership of this Committee is dealt with separately in Report 01.850.

#### 4. **Recommendations**

*That the Committee:*

(a) *Note the general responsibilities of Standing Committees.*

(b) *Recommend to the Policy and Finance Committee the confirmation of the Terms of Reference for the Passenger Transport Committee, with the amendments proposed in paper 2 (3) above.*

TED MAGUIRE  
Council Secretary

DAVE WATSON  
Divisional Manager

**Attachments: Terms of Reference for Passenger Transport Committee  
General Responsibilities of Standing Committees**