

Public Transport Advisory Group

(An advisory group to the Transport Committee)

1 Purpose

To provide advice from a consumer perspective to inform the business of Metlink and the Transport Committee (as required).

2 Expectations of the Advisory Group

- 2.1. The Group will operate by consensus - with a focus on advising on issues in a way that is acceptable to all members.
- 2.2. Each member should have the ability to provide a big picture view while also having an understanding of the Wellington public transport network and broader public transport issues.
- 2.3. Taken as a whole, the membership of the Advisory Group should provide:
 - Broad representation of perspectives and consumer needs
 - Governance experience
 - Geographic spread
 - Demographic diversity.
- 2.4. The Group will connect with other bodies or groups as required to enable it to provide advice on public transport design and delivery (e.g. accessibility groups).
- 2.5. When considering matters the Group will consider the connections between public transport and strategic issues of climate change, mode share shift, and reduced deaths and serious injuries on our roads.
- 2.6. Members of the Advisory Group will occasionally receive information that is confidential. This will generally be information that is either commercially sensitive or is personal to a particular individual or organisation. Members must not use or disclose confidential information for any purpose other than the purpose for which the information was supplied to the member.

3 Membership

- 3.1. The Deputy Chairperson of the Transport Committee.
- 3.2. Up to 20 members to represent the following perspectives relating to public transport and active mode matters in the Wellington Region:
 - Peak users (rail and bus)
 - Off peak users (rail and bus)
 - Active mode users (walking, cycling and micro-mobility)
 - Rural
 - Disability accessibility
 - Transport dependent
 - Tertiary students
 - Youth
 - Senior citizens

- Employers
- Business/ retail sector
- Mana whenua, Māori.

3.3. More than one member may be appointed to represent a single perspective and one member may be appointed to represent more than one perspective.

3.4. Such other members appointed by the Council, when the Advisory Group considers that it could function more effectively by having such appointed members.

4 Appointment

4.1 Members will be appointed by Council.

4.2 Appointments will be made taking into account the matters set out at sections 2.2 and 2.3 above.

5 Chair

The Chairperson shall be determined by the Advisory Group.

6 Quorum

Half the number of members for meetings.

7 Alternates

No alternates/proxies shall take the place of Advisory Group members.

8 Reporting and servicing

8.1. The Chairperson of the Advisory Group will have the opportunity to provide an oral report on matters considered by the Advisory Group at its most recent meeting to the Transport Committee.

8.2. Matters that the Public Transport Advisory Group considers warrant formal consideration shall be reported in writing to the Transport Committee by the chairperson of the Advisory Group.

8.3. The Advisory Group is serviced by the Public Transport Group (Metlink).

9 Remuneration

9.1. Advisory Group members who are not otherwise being remunerated may claim Greater Wellington Regional Council daily meeting attendance allowances and expenses for scheduled meetings of the Advisory Group.

9.2. In addition, the Chairperson of the Advisory Group may claim Greater Wellington Regional Council daily meeting attendance allowances and expenses for scheduled meetings of the Transport Committee which they are required to attend.

10 Meeting frequency, methods of holding meetings and life of Advisory Group

10.1. The Advisory Group shall meet quarterly, and as required.

10.2. Meetings may be held at locations throughout the region and will be held either:

- a By a number of members who constitute a quorum being assembled together at the place, date and time appointed for the meeting
 - b By means of audio, or audio and visual, communication by which a quorum of members participating can simultaneously hear each other throughout the meeting.
- 10.3. In the absence of a prior decision made by Council to continue the Advisory Group in the next triennium, the Advisory Group will dissolve at the end of the 2019-2022 triennium.

11 Status of the Advisory Group

- 11. The Public Transport Advisory Group is an advisory body established by Council.
- 11.2 The Advisory Group is not a subordinate decision making body of Council and is not a committee under the Local Government Act 2002.