

## Terms of Reference

### Active Modes Infrastructure Group

#### **Purpose**

The purpose of these Terms of Reference is to specify the objectives, roles and responsibilities of the Active Modes Infrastructure Group.

#### **Introduction**

There's been a surge of interest in active modes and in particular cycling and cycling safety in New Zealand with strong customer demand, strong political support and strong interest from all major councils. Active modes support a more effective transport system, provide for transport choice, and contribute to more vibrant and connected communities, and enables tourism and regional economic development.

Optimising the safety and efficiency of the network is becoming increasingly important as urban populations increase and funding streams for network maintenance and new infrastructure continue to become constrained. However walking, cycling and other active modes are an increasing component of providing travel choice in an integrated transport system. This surge of interest has been recognised by government and the Transport Agency with a substantial increase in investment and strategic priority. The appropriate provision for Active Modes will require deliberate consideration when optimising the network.

The government's Road Safety Strategy 2010-2020, as set out in the Safer Journeys document, invokes the principles of a Safe System to minimise death or serious injury in the event of a crash. Active modes are considered a medium priority in the Safer Journeys strategy, which looks to "achieve a reduction in the crash risk for pedestrians and particularly cyclists, while at the same time encouraging an increase in use of these modes through safer roading infrastructure".

To ensure the optimal efficiency of urban networks and achieve an urban and rural network increasingly free of death and serious injury, it is critical that the sector works together collaboratively to put best practice into the hands of practitioners, and ensure interventions are delivered consistently across the network in the context of the active modes.

The Active Modes Infrastructure Group follows the established model for collaboration within the Road Controlling Authorities Forum in response to changing needs within the sector, as with the Traffic Control Devices and the Safe System Speed Limits steering groups, to ensure sector problems and solutions are agreed, owned and implemented consistently by the sector.

## Objectives

The objective of the Active Modes Infrastructure Group is to:

- Identify best practice and make this available to practitioners;
- develop and promote sector agreement;
- develop or steer development of guideline documents; and
- promote consistent implementation of best practice....

....regarding network optimisation in the context of active modes.

## Responsibilities

The Active Modes Infrastructure Group will be responsible for:

- (a) providing overall guidance and direction for the development and maintenance of active mode infrastructure design guidelines; and
- (b) overseeing nominated research, trials or demonstration projects with regard to facilities for active modes in New Zealand; and
- (c) providing sector feedback on priorities for changes to road user or traffic control device rules affecting active modes.

In exercising its responsibilities, the Active Modes Infrastructure Group will be required to ensure that the approved content of guidelines:

- applies recognised best practice and research;
- delivers the intended network functionality;
- contributes to the implementation of a Safe System;
- conforms to existing legislation;
- conforms to the principle of an inclusive transport network;
- meets the needs of network users;
- meets the needs of practitioners;
- incorporates best practice principles;
- promotes national consistency; and
- promotes harmonisation with Austroads guides.

## Tasks

To achieve its objectives, the Active Modes Infrastructure Group will:

- oversee and steer any trials of new solutions proposed for adoption in guidelines or documents;
- provide advice and input on the form, content and implementation of guidelines and documents;
- engage in work programmes established to complete tasks and facilitate progress;
- actively contribute to reaching sector consensus on guidelines, documents and implementation;

- ensure documents and practice reflect evidence based on best practice, recognised research and the NZ environment;
- ensure costs and benefits associated with any recommendations are appropriately considered;
- ensure legal implications are taken into account;
- approve any draft documents that are to be circulated for public consultation;
- approve the final form of documents and recommend their adoption as necessary;
- promote the consistent use of guidelines once published.

## **Representation**

The Active Modes infrastructure Steering Group will comprise central and local government professionals and practitioners with the responsibility to manage the delivery of active modes infrastructure. Members will be chosen to reflect the widest practicable range of experience and activity in providing for active modes. Each member will be responsible for ensuring that issues are brought to the attention of the group. The following agencies and organisations are currently represented:

- NZ Transport Agency
- Auckland Transport
- Dunedin City Council
- Palmerston North City Council
- Wellington City Council
- Christchurch City Council
- Tauranga City Council
- Hamilton City Council
- Taupo District Council
- New Plymouth District Council
- Rotorua Lakes District Council
- Whangarei District Council
- Hastings District Council
- Hutt City Council
- Nelson City Council
- Transportation Group NZ

## **Consultation and Liaison**

The Active Modes Infrastructure Group will, in exercising its responsibilities and achieving its objectives, ensure that representative groups for all users of active modes infrastructure are consulted and regularly liaised with.

## **Reporting**

The Active Modes Infrastructure Group will report to the Forum Executive through the portfolio manager within the Executive.

## **Meetings**

Meetings of the Active Modes Infrastructure Group will be held at intervals based on the needs of the sector. In general, meetings will be scheduled quarterly in venues around the country over one or two days to allow for intensive inspection of, and input on, interventions and solutions. Group member organisations will be asked to meet the costs of providing their representative, but assistance with travel and associated incidental costs can be provided from the Working Group budget.

## **Term**

It is expected that the Active Modes Infrastructure Group will require a term of five years to complete its tasks.

## **Convenor**

Gerry Dance, NZ Transport Agency, and Wayne Newman, Cresmere Consulting, will be co-convenors.

## **Budget**

Activities will be funded from a separate budget. One convenor (Gerry Dance) and one other member will sign off invoices for payment from this budget.

## **Administration**

The Group will be supported by the RCA Forum and the Transport Agency.