

## Appendix 2: Terms of Reference



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### Transport Task Force

**Scope:** Land, air and water transport to, from and within the Queenstown Lakes District.  
Future focus eg 30-50years

#### Goals:

1. To lead a community discussion on the long term future of Transport in the Queenstown Lakes District.
2. Identify key objectives and priorities.
3. To prepare a draft Transport Strategy paper for community discussion through public forum.

#### Considerations:

- Consider Shaping our Future Vision and Priorities
- Consider forum information, current baseline and undertake gap analysis
- Consider consultation with other groups or bodies to inform the final report
- Consider previous and current transport strategies (including the current QLDC strategy) and their relevance to today and the future.

#### Deliverables:

1. Preparation of a draft Transport Future Strategy Paper.
  - a. This paper shall include, but is not limited to:
    - i. Current Queenstown Lakes District situation (base analysis)
    - ii. Historic information (where relevant)
    - iii. Current objectives, priorities and constraints facing the community
    - iv. Analysis, Potential solutions, favoured outcomes and recommendations for the community in the long term.
    - v. Focus on what the district will look like in 30+ years. What will be the success factors and ideal transport situation.
  - b. SWOT analysis of transport, present and future (this part may only inform the final report and be included in the appendix)
  - c. Critical Success Factors and related measures for Transport.
    - i. In context of supporting the Shaping our Future Vision and Priorities
    - ii. In context of Transport forum priorities
  - d. Recommendations to specific agencies to enable the vision to be achieved.  
Recommendations to be SMART (specific, measurable, assignable, realistic, time-related)

#### Scope / Jurisdiction of the Transport Task Force:

- Transport Task Force reports to the Shaping our Future Steering Group.
- Clarification of the terms of reference to be referred to the SoF Steering Group.

- Public comments or press releases made only after consideration and approval of SoF Steering Group.

### **Task Force Group Facilitation:**

- Task Force is supported by Anita Golden, executive at Shaping our Future.
- The Chairperson is XXX

### **Governance:**

Using Shaping our Future's model of consensus decision making, the task force will seek to make its decisions and recommendations based on the consensus of its participants.

Should the task force group wish to appoint more members, or sub groups, they are to be discussed with the SoF Steering Group.

### **Timelines:**

- First meeting of the Transport Task Force on 21<sup>st</sup> July 2015 at Novotel Queenstown.
- Followed by at least monthly meetings from August to December. Dates and venues to be set at the first meeting (TBC).
- Terms of Reference and deliverables to be agreed by second meeting.
- Present first draft of Strategy paper to SoF Steering Group by December 2015 (TBC)
- Refinement of Strategy paper between task force and Steering Group
- Present Strategy paper for feedback to the Queenstown Lakes District community Q1 2016
- Refinement of Strategy paper based on forum feedback (TBA)
- Ratification of Strategy paper and action plan by Steering Group (TBA)
- Submission of Strategy paper and SMART recommendations to appropriate agencies (TBA)

## **DRAFT SHAPING OUR FUTURE VISION FOR THE DISTRICT**

### **"Spectacular environments, enterprising people, exceptional solutions"**

Individuals and groups committed to finding creative ways to build better lives, for now and for generations to come. A district embracing the concepts of Kaitiakitanga and Manaakitanga. KAITIAKITANGA means guardianship, care and protection. It includes the management of natural, cultural, and built environment resources for current and future generations. MANAAKITANGA implies a reciprocal responsibility upon a host, and an invitation to a visitor to experience the best we have to offer. Applying these values reflects our intention to move forward together, based on a shared approach.

## **DRAFT PRIORITIES FOR THE DISTRICT**

### **Preserve and enhance the environment**

Protection of water, air and landscape. Restoration of native and other ecosystems. Maintain and increase accessibility to wild places

### **Engagement in Governance**

Increase participation, remove barriers, encourage local influence, encourage voices to be heard, comprehensive spatial planning, District Plan to clearly express community vision.

### **Community Development**

Working together, improve: connectedness, neighbourliness, community spirit,

communication. Create facilities to gather, educate & socialise and preserve attractions of living here

