

Appendix 1

Active Travel Task-&-Finish Group - Terms of Reference and Membership

(as agreed by SEPT Committee on 12 March 2025)

Policy Context:

The Council's Overview and Scrutiny Procedure Rules (pages 133-135 of the Constitution) allow Committees to set up and appoint task-orientated, time-limited task-and-finish groups to undertake an overview and scrutiny exercise and report back to the appointing Committee.

RBC: Local Cycling Walking and Infrastructure Plan (LCWIP) and Local Transport Plan (LTP).

National context: Active Travel Fund (ATF) funding, recent national changes, Local Transport Note (LTN) 1/20 guidance.

Action:

A Member Task and Finish cross party working group will be set up to provide overview and scrutiny of the implementation of the Council's active travel strategy.

The group will be supported by Committee Services; it will meet on a regular basis and report back to a future meeting of SEPT Committee.

Terms of Reference:

1. To undertake member-led scrutiny of the design, funding and delivery of the Council's cycling and walking network schemes.
2. To enable increased member understanding of the Council's approach to active travel schemes.
3. To take evidence from internal and external stakeholders.
4. To identify areas of best practice and areas for improvement.
5. To assess how the implementation of active travel schemes is meeting the Council's Local Transport Plan objectives especially inclusion and equality of access.
6. To make recommendations to be considered by a subsequent meeting of the SEPT Committee.

Policy and Financial Considerations:

7. To note the existing process for the allocation of CIL moneys to fund active travel schemes.
8. To note the need to balance the Council's limited resources for Strategic Transport, including active travel, in terms of both funding and staff, alongside the other schemes and initiatives required to deliver the LTP objectives.
9. That acceptance and/or priority given to recommendations will be taken following consultation with the Executive Director Economic Growth and Neighbourhood Services and in consultation with the Lead Councillor for Climate Strategy and Transport.
10. To make recommendations that feed into the LCWIP update alongside other consultation input from stakeholders and the Lead Councillor.
11. To note that any recommendations with financial implications would need be reviewed by the Executive Director Economic Growth and Neighbourhood Services and S151 officer.
12. To note that resourcing of the overview and scrutiny exercise will be managed from within existing budgets.

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Membership (7):

Membership of the Task and Finish Group will be on the basis of 4:1:1:1 (Labour: Green: Conservative: Liberal Democrat). Appointments to the Task and Finish Group will be made as follows:

Labour	4	Cllr Will Cross (Chair) Cllr Andrew Hornsby-Smith Cllr Jacopo Lanzoni Cllr Jenny McGrother
Green	1	Cllr Josh Williams
Conservative	1	Cllr Stephen Goss
Liberal Democrat	1	Cllr James Moore