

Travel and Transport Committee

Terms of Reference

In this document “the Council” means the full Parish Council and “the Committee” means the Travel and Transport Committee.

1 Remit and scope

The Committee supersedes the Traffic Management, Parking & Pedestrian Safety Committee that was established after the Goring Neighbourhood Plan (GNP) was adopted in 2019 to implement specific aims and objectives from the plan. The new committee inherits that original remit and extends it to support the Active Travel Strategy adopted by Oxford County Council in July 2022.

The primary purpose of the Committee is to implement the actions and to support the objectives & policies that are set out in Section 12. of the GNP entitled “Traffic congestion and parking”.

The Committee will also support the priorities set out in the OCC Active Travel Strategy.

- to treat walking and cycling as a policy priority
- to make village amenities easy to reach on foot and by cycle
- to work with other stakeholders to develop an inclusive cycle network of safe, high quality routes to link Goring to neighbouring towns and villages
- to manage motor traffic – through measures such as modal filters, reducing traffic speeds, reducing road capacity, and increasing the cost of parking
- to develop a local practice that enables all residents to build their lives around active travel modes for local journeys

The scope of the Committee is to do the following.

- Investigate and progress any projects that support the remit set out above, and any other projects that are deemed by the Council to be the responsibility of the Committee
- Commission any required expert reports on behalf of the Council from a suitably-qualified highways consultant, advising the council on the choice of consultant and the most appropriate procurement process
- Obtain advice and information on behalf of the Council from the highway authority
- Obtain and evaluate evidence of the views of village residents who are interested in, or affected by, any project
- Consider the timing and methods of funding for each project and pursue grant applications
- Make recommendations to the Council for approval of appropriate actions arising from any of the items defined in this scope.
- Adopt the OCC Active Travel Strategy guidance
- Work with external stakeholders, including: the County Council, the District Council, neighbouring Parish Councils, National Trails (Thames Path & Ridgeway), National Landscape (Mend the Gap), Environment Agency, the Canal & River Trust, and others as appropriate.

2 Appointment of members

There will be four members of the Committee. Membership of the Committee will be agreed as needed at a meeting of the Council. A chair of the Committee will be appointed at the first meeting of the Committee.

The committee may invite non-council members to join all or part of any meeting if they are required to work or report on a particular project.

3 Meetings

All meetings of the Committee will be open to the members of the public. Meetings will be held monthly (excluding August and January) to support the remit and scope defined in these terms of reference. An officer of the council shall be present to take minutes of the meetings and publish them promptly afterwards.

4 Delegated authority

The Committee has delegated authority (a) to prioritise projects listed in section 1 and any future items as directed by the Council, and (b) to pursue matters and conduct appropriate consultations and investigations in order to make recommendations to the Council on any project within the budget set for the Committee (Budget Code 6060 – Pedestrian Safety Projects).

Formal proposals and budgets for any remedial action recommended by the Committee must be approved by Council before any other work begins.

5 Review

These updated Terms of Reference were approved for use at the meeting of the Parish Council on Monday 9 December 2024. They will be reviewed periodically.

Signed:

Dated:

_____, Chair of the Council