

# **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. “OCC” means the County Council.*

### **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.

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

In addition the Committee will support the use of public transport in the village, consider the needs of residents with mobility issues, work with OCC on our local footpaths & bridleways, and support the priorities set out in the OCC Active Travel Strategy (2022):

- 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 supporting the enforcement of parking restrictions and HGV weight limits
- 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 in the village context, considering the needs of residents on foot, in wheel chairs, on cycles, or on horseback.
- Work with external stakeholders: the County Council, the District Council, neighbouring Parish Councils, public transport providers, National Trails (Thames Path & Ridgeway), National Landscape (Mend the Gap), Environment Agency, and others, as appropriate.

## **2 Appointment of members**

There will be four members of the Committee. Members of the Committee will be appointed at a meeting of the Council. The Chair of the Committee will be elected from the members at the first meeting of the Committee and thereafter if the position falls vacant.

The Committee may invite persons who are not Council members to work with the Committee where their experience or expertise is required. Those persons will not be able to vote.

## **3 Meetings**

All meetings of the Committee will be open to 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 existing projects that support the remit set out 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