

Appendix D – Proposed terms of reference for Transport & Infrastructure Committee

Transport & Infrastructure Committee	
Purpose	<p>Development of thematic strategy and key policy, engaging key stakeholders and partners to develop proposals to assist delivery of the CAs strategic objectives</p> <p>Oversee implementation of thematic strategy and key policy, taking decisions within the strategic and budgetary framework agreed by the Board to deliver strategy and key policy.</p> <p>Drive delivery of key strategic performance measures (as set out in corporate plan, the LTCP and key supporting strategies)</p> <p>Oversight and management of the development and delivery of thematic business cases, programmes and projects, ensuring that they are contributing to the delivery of CA Strategic Objectives and the Annual Business Plan.</p> <p>Ensure all programmes and projects comply with the Assurance Framework and are monitored and evaluated in line with the Monitoring and Evaluation Framework.</p>
Accountable to:	Cambridgeshire & Peterborough Combined Authority Board
Accountable for:	<p>Development, management and implementation of key strategy and policy relevant to remit of Committee, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Local Transport and Connectivity Plan suite of policy and strategic documents including implementation plans <input type="checkbox"/> Bus Strategy and implementation of appropriate passenger transport framework <input type="checkbox"/> Transport budget, including any transport levy <input type="checkbox"/> Annual programme of strategic transport and infrastructure projects <input type="checkbox"/> Creation of the key route network <input type="checkbox"/> Delegation of passenger transport functions to delivery partners <p>Oversight and management of:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Agreements with the Minister or strategic highways companies for the exercise of functions relating to the strategic transport and infrastructure networks <input type="checkbox"/> Strategic relationships with national bodies (Network Rail, Great British Railways, National Highways), utility providers and other key stakeholders <input type="checkbox"/> Delegation of passenger transport functions to delivery partners <p>Performance management of key performance measures within remit of the Committee, including:</p>

	<input type="checkbox"/> LTCP Performance Measures <input type="checkbox"/> Increasing public transport usage and sustainable travel connectivity <input type="checkbox"/> Reduction in numbers of people killed or seriously injured on region's roads <input type="checkbox"/> Population increasingly choosing active travel options <input type="checkbox"/> Reduced congestion
Membership:	<input type="checkbox"/> Mayor (or their nominee) <input type="checkbox"/> CPCA Lead Member for Transport <input type="checkbox"/> Representative from each Constituent Authority (not represented on Committee through CPCA Lead Member position(s)) <input type="checkbox"/> Business Board Thematic Representative Co-opted Members of the Combined Authority Board should receive an open invite to all executive committees to enable them to attend for items of interest. If a co-opted member wishes to attend and speak at the meeting, they should notify the relevant Chair prior to the meeting. The rights and responsibilities of co-opted members as set out in the relevant paragraphs in [insert section] of the constitution apply to committees.
Chair:	The Committee will be chaired by the CPCA Lead Member for Transport
Vice Chair:	A vice-chair will be appointed at a Committee meeting at which appropriate CPCA Lead Members are not present
Voting:	Only the voting members of the Board will be entitled to vote at meetings, the Chair does not exercise a casting vote. Any matters that are to be decided by the Committee are to be decided by consensus of the Committee where possible. Where consensus is not possible the provisions of the Constitution shall apply as follows: <input type="checkbox"/> The committee shall apply the weighted voting rights that the Combined Authority Board applies to transport matters as set out in the committee procedure rules.
Quorum:	No business shall be transacted unless representatives of four Constituent Authorities or more are present at a meeting
Servicing:	The Committee will be serviced by CPCAs Governance Team
Frequency:	Minimum of 6 meetings per year
Supported by:	The Committee is supported by: <input type="checkbox"/> Transport Advisory Group
Functions:	Transport Functions (recommendations to Board)

(key areas of focus under Corporate Plan)	<ul style="list-style-type: none"> <input type="checkbox"/> The Local Transport & Connectivity Plan (Suite of policy and strategic documents including implementation plans) <input type="checkbox"/> Bus Strategy and implementation of appropriate passenger transport framework <input type="checkbox"/> Transport budget, including any transport levy <input type="checkbox"/> Annual programme of strategic and sustainable transport and infrastructure projects <input type="checkbox"/> Creation of the key route network <input type="checkbox"/> Delegation of passenger transport functions to delivery partners <input type="checkbox"/> Assessment of innovative forms of transport to allow for the potential appropriate implementation within the region <p>Accessibility</p> <ul style="list-style-type: none"> <input type="checkbox"/> Reform the bus network (including assessing bus framework options, including franchising) and bus sustainability <input type="checkbox"/> Rail and station improvements <input type="checkbox"/> Road enhancements and improvements <input type="checkbox"/> Strategic freight improvements <input type="checkbox"/> Other transport planning initiatives, including fiscal measures, neighbourhood improvements <input type="checkbox"/> Alternative vehicles infrastructure, such as electric and hydrogen <input type="checkbox"/> Road safety - Vision Zero and junction upgrades <p>Active Travel</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cycling schemes <input type="checkbox"/> Micro-mobility <input type="checkbox"/> Walking routes <p>Digital Connectivity Infrastructure</p> <p>Generic</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provide leadership in developing an approach to future devolution of powers from Government to the region on matters of Transport <input type="checkbox"/> Lobbying of government and sub national transport bodies <input type="checkbox"/> To consider and advise upon major policy change <input type="checkbox"/> To bid for funds made available by government <input type="checkbox"/> Respond to key transport consultations that will impact on the Combined Authority <p>The Committee can approve budgets and projects detailed in the Medium Term Financial Plan marked subject to approval including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Approval of Transport projects detailed in approved MTFP <input type="checkbox"/> Approving the commissioning of delivery partners where this is required and authorising the staged release of budget for transport and infrastructure projects in the Business Plan and funded from allocation within the Medium Term Financial Plan.
Lead Member Functions:	<p>Support the Lead Member for Skills and Employment by:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Providing advice and support to CPCA activity <input type="checkbox"/> Helping engage with wider stakeholder networks and activity

	<ul style="list-style-type: none"> <input type="checkbox"/> Identify and scale up existing good practice within the CPCA region, including cross portfolio working, improvements and initiatives <input type="checkbox"/> Identify and secure resources to deliver new opportunities
Review:	<p>Reviewed annually and/or following adoption of new Corporate Plan</p> <p>The review process will include consideration of co-opted membership that will support the Committees remit</p>