

## **Appendix 1: Active Travel Member Working Group- Terms of Reference**

### **Background / Context**

The Active Travel Working Group (“the Working Group”) been established to consider what the opportunities and barriers may be to deliver ambitious inclusive walking and cycling projects as required to secure a positive outcome in delivering increased levels of sustainable travel as set out in the emerging Local Plan. This is within the wider context of the Council’s declaration of a Climate Emergency and the target in the Cool2 Strategy to ‘a complete transition to fossil fuel free local travel by around 2030’.

In the context of the Local Plan and to guide the future development of Wirral the group will consider the potential for sustainable transport projects to contribute to:

- health and wellbeing;
- tackling the climate emergency and improving air quality;
- improving accessibility e.g. to employment, education, healthcare and leisure opportunities;
- reducing congestion by encouraging active travel modes especially for shorter journeys;
- achieving value for money;
- helping economic recovery from the Covid-19 pandemic;
- tackling transport poverty and inequality of access; and
- economic growth.

### **Purpose and remit of the Group**

The overarching purpose for the Working Group is to act as an Advisory Group, making recommendations on the direction of active travel policy and delivery across Wirral and to aid greater understanding across the Council of issues associated with the implementation of active travel initiatives. The Working Group will consider the role of active travel in the borough, the future vision of Wirral as a sustainable borough and in delivering public health and climate change objectives.

The remit of the Working Group includes:

- Policies, processes and resources;
- Infrastructure, including reviewing best practice and Government guidance;
- Consultation and community engagement; and
- Behaviour change and vision.

This Working Group will be given the following specific tasks:

- advising on the development and implementation of an Active Travel Infrastructure Plan as part of building an evidence base and developing business cases for future funding applications as appropriate;

- advising on wider activity to support the implementation of ‘Gear Change’ and the uptake of active travel across Wirral;
- providing input into a review of current and pipeline active travel projects and supporting the implementation of any actions arising;
- providing a collective voice to respond to consultations on policies and proposals that will impact upon pedestrians and cyclists in Wirral, and wider Liverpool City Region as appropriate;
- facilitating the exchange of ideas and best practice in order encourage and promote increased levels of active travel; and
- guiding, responding to, and working with, as appropriate, the Wirral Active Travel Forum.

The Working Group has no decision-making powers on behalf of the Council, but recommendations and findings from this group will be presented to the Economy Regeneration and Housing Committee.

### **Membership**

1. The Working Group will comprise of eight members. In addition, Members of other Committees may be invited to attend as and when appropriate at the discretion of the Chair of the Working Group.
2. The appointment of Members to the Working Group will be made having regard to the political balance of the Council as a whole.
3. A Chair will be selected by the Group from amongst its number.
4. The Working Group meetings must have at least 3 members to be quorate.
5. The Working Group may appoint a Vice Chair.
6. Relevant officers and representatives of external organisations including the Liverpool City Region Combined Authority and Local or National Active Travel Organisations may also be invited to attend as dictated by the agenda.

### **Meetings**

- Meeting will be virtually at a 4-weekly frequency
- Meetings will last no more than two hours
- Meetings are not open to the public, but minutes will be shared on the website after approval by the Chair as an accurate record.
- The Membership will be consulted throughout the year, as appropriate, regarding individual scheme designs as part of the standard consultation process for infrastructure schemes.

- Meetings will be structured around themes and issues, with evidence and information being provided by officers, partner organisations and technical/policy advisors to support discussion and planning. Context information and background reading will be provided by the Secretariat in advance as appropriate.
- Meetings will include presentations and demonstrations of local, regional and national initiatives, as well as discussions on local active travel delivery.

### **Secretariat**

Meeting agendas and papers to be sent out to representatives at least one week in advance of the Forum and all administration and support will be provided by Democratic Services.