

## **WOKING CYCLE FORUM WORKING/INFORMAL TERMS OF REFERENCE**

### **Composition**

1. Surrey County Council Officer(s) from the Area Highways & Transport Teams (AHTT)
2. Woking Borough Council Officer(s)
3. Representatives of local cycling communities and organisations,
4. Borough councillors (2 Members) and county councillors (2 Members).
5. Representatives of other groups can also be invited to attend as appropriate

### **Role**

Though not a formal committee and without decision-making powers, the Woking Cycle Forum will contribute to the development of a cycling strategy in the local area towards meeting Surrey's Local Transport Plan and Government targets.

The cycle forum will, through its local knowledge, advise the AHTT in its role as highway authority, about:

- a) The identification and priority of routes forming the local cycle network
- b) The identification of schemes for each route through a cycle review process.
- c) The development of these schemes at various stages
- d) Cycle related highway planning applications, maintenance and major/minor improvements programmes
- e) The identification and location of non-highway cycling facilities (e.g. cycle parking)
- f) The production of local cycle maps
- g) Opportunities for improving cycling links to public transport
- h) Opportunities for promoting cycle related events, consultations etc.
- i) Any other appropriate event or proposal as required

### **Meetings**

These will be held every 3 to 4 months. An agenda and notes of the meetings will be prepared and each forum will decide about the distribution of notes and agenda according to resources available.

It will be for the Woking Cycle Forum to determine who will be appointed chairman. A meeting room will be provided through the AHTT. The AHTT may also provide administrative support and other resources.