

SURREY COUNTY COUNCIL
LOCAL COMMITTEE (GUILDFORD)



DATE: 24 SEPTEMBER 2014

LEAD OFFICER: JOHN HILDER
AREA HIGHWAYS MANAGER (SW)

SUBJECT: REPORT OF THE TRANSPORTATION TASK GROUP (TTG)

DIVISION: ALL

SUMMARY OF ISSUE:

The Local Committee for Guildford considers a broad range of highways and transportation matters. In order to progress the committee's transportation work programme a task group has been created. The purpose of the task group is to consider local transportation business on a more frequent and flexible basis than the schedule of the formal full committee may allow and thereafter to act in an advisory capacity to the full committee. The Transportation Task Group (TTG) membership is made up of nominated members from the full committee. All formal decisions are undertaken by the full committee.

This report is for the information of the full committee. The intention is to provide an update of the TTG work programme and a schedule.

RECOMMENDATIONS:

The Local Committee (Guildford) is asked to:

- (i) Note the work programme and schedule for the Transportation Task Group at **Annex 2**;
- (ii) Agree the revision to the TTG terms of reference as highlighted in **Annex 1**;
- (iii) Approve the revised Guildford Borough Council membership of the TTG for 2014/15 as proposed in paragraph 2.3
- (iv) Agree the delivery timescale for the Guildford Local Transport Strategy as proposed in the briefing note at **Annex 3**

REASONS FOR RECOMMENDATIONS:

The purpose of the Transportation Task Group is to provide the Guildford Local Committee with considered and informed advice. The purpose of this report is to keep the full committee informed of matters under consideration by the TTG and when those items are likely be brought forward for the attention of the full committee.

1. INTRODUCTION AND BACKGROUND:

- 1.1 The Transportation Task Group (TTG) comprises of members who have been selected and nominated by the full committee. The TTG has no decision-making powers in itself but provides advice and recommendations to the full committee.
- 1.2 The TTG has flexibility to meet more frequently than the full committee and to consider matters on a level of detail which is not always possible in the agendas of the formal meetings of the full committee. The recommendations and advice of the Task Group will be reported to the full committee for formal discussion and decision.
- 1.3 It is a requirement that the membership of the TTG is broadly representative of the full committee as a whole, both politically and in terms of balance between the urban and rural areas of the borough. Membership includes the Local Committee Chairman and the Borough Lead Member for Infrastructure along with two other County Councillors and two Borough Councillors and one reserve from each council.
- 1.4 Terms of reference agreed by the full committee for the TTG can be found at **Annex 1**.

2. ANALYSIS:

- 2.1 Recent changes in the administration and leadership of Guildford Borough Council have highlighted a need to review the terms of reference in order to provide a more flexible wording. It is proposed that the terms of reference are amended to cover membership of the task group by either the Leader, Deputy Leader, or Lead Member for Transportation and Infrastructure of Guildford Borough Council. It is further proposed that provision be made within the terms reference to enable the Chairman to nominate a deputy and for invitees to attend the meetings should specific advice be required. A copy of the proposed revised wording can be found at **Annex 1**. The proposed changes are in bold type.
- 2.2 In reflection of the above Guildford Borough Council have reviewed their membership of the task group as follows. Borough Councillor Matt Furniss will join the task group and Councillor Tony Rooth will replace Councillor Nigel Manning as the nominated substitute member.
- 2.3 The TTG has approved and recommended to the committee a revised timescale for the delivery of the Guildford Local Transport Strategy (LTS). Since parts of the LTS may only be produced once final Guildford Borough Council Local Plan infrastructure proposals have been agreed and submitted to the Secretary of State it has been recommended that the LTS be divided into two parts. Part A will provide a working document for business as usual to continue. Part B will respond to the agreed Local Plan infrastructure proposals and be compiled and consulted on during 2015. The proposed timescale for the LTS, with explanatory briefing, can be found at **Annex 3**.

3. OPTIONS:

- 3.1 The Local Committee customarily reviews the membership and terms of reference for the task groups at the first meeting of the municipal year. The current arrangements were agreed 25 June 2014. The Committee may review these arrangements at its discretion.

4. CONSULTATIONS:

- 4.1 All members of the Local Committee were consulted on the membership and terms of reference for the Transportation Task Group.
- 4.2 The members of the TTG have been consulted on the contents of this report and the work programme.

5. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS:

- 5.1 There are no direct financial implications. The purpose of the arrangements for the Transportation Task Group is to improve informed and considered decision making by the full committee and seek to produce better value for money outcomes for residents.

6. EQUALITIES AND DIVERSITY IMPLICATIONS:

- 6.1 There are no direct implications. Both Surrey County Council (SCC) and Guildford Borough Council (GBC) are committed to supporting equal opportunities for all.
- 6.2 Individual schemes and projects will undertake Equalities Impact Assessments as appropriate.

7. LOCALISM:

- 7.1 The Local Committee seeks to bring decision making closer to local communities.
- 7.2 The Local Committee seeks to engage local communities in matters of interest, concern and priority.
- 7.3 Through balanced membership the Local Committee task groups seek to represent all communities in the borough.

8. OTHER IMPLICATIONS:

- 8.1 There are no additional implications.

9. CONCLUSION AND RECOMMENDATIONS:**The Local Committee (Guildford) is asked to:**

- 9.1 Note the work programme and schedule for the Transportation Task Group at **Annex 2**;

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9.2 Agree the revision to the TTG terms of reference as highlighted in **Annex 1**;

9.3 Approve the revised Guildford Borough Council membership of the TTG for 2014/15 as proposed in paragraph 2.3

9.4 Agree the delivery timescale for the Guildford Local Transport Strategy as proposed in the briefing note at **Annex 3**

10. WHAT HAPPENS NEXT:

10.1 The Transportation Task Group will proceed to consider the work programme and to report to the full committee as appropriate. It is intended the work programme be reviewed by the full committee quarterly unless advised differently by the member.

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Consulted:

Guildford Local Committee's Transportation Task Group

Annexes:

1. TTG Terms of reference (agreed 25 June 2014)
2. TTG Work programme
3. Guildford Local Transport Strategy Briefing Note

Sources/background papers:

- None
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