

**Environment Committee**  
**Cycling & Walking Strategy Task & Finish Group**  
**Draft Terms of Reference**

**Purpose**

The role of the proposed Cycling & Walking Strategy Task & Finish Group is to drive delivery on the Local Cycling and Walking Infrastructure Plans for the district (as issued by Gloucestershire County Council), and to help realise Stroud District Council's wider Active Travel ambitions. The Group will report to the Environment Committee.

**Functions**

The Task & Finish Group will carry out the following functions:

- Developing a prioritised 'pipeline' of cycling and walking schemes and opportunities, aligned with the LCWIPs for the district (and going beyond, where appropriate, for example where a hyper-local scheme is considered a priority but is not included on the local LCWIP)
- Discussing and agreeing the nature of interventions and investments required to unblock constraints and accelerate delivery of the pipeline
- Identifying ways to promote pipeline priorities to a wider audience (Gloucestershire County Council, Siobhan Baillie MP) to gain necessary support
- Providing a point of contact for community groups to promote local schemes for consideration
- Reviewing progress on existing cycling infrastructure projects, and considering and supporting options for budgeted but not yet allocated cycling spend
- Making recommendations to the Environment Committee, where any decisions resulting from any of the above functions are required.

**Membership**

The Group will be cross-party preferably drawn from Environment Committee, comprising the following members:

- One member from each of the four political parties, one of whom should be an elected member of Gloucestershire County Council
- Two members of the public, being a representative of Stroud Valleys Cycling Group and a representative of Stroud Active
- An officer from Gloucestershire County Council responsible for the delivery of cycling and walking projects in Stroud District

Officers on the Board will comprise:

- Senior Neighbourhood Planning Officer
- Head of Planning Strategy

The Chair and Vice-Chair of the Group will be appointed by the Chair and Vice Chair of the Environment Committee.

Substitutes for members who are unable to attend meetings for a protracted period such as illness or timing of meetings will be agreed at the discretion of the Chair of Environment Committee.

### **Confidentiality**

The Group's meetings will be confidential and all papers and minutes will be treated as exempt from publication.

### **Meeting Frequency and Papers**

- The Group will meet [three] times (September 2021, November 2021, February 2022).
- An agenda and supporting papers will be issued in a timely manner, ideally one week in advance of the meeting via the lead Officer.

### **Reporting Back to Environment Committee**

The Task & Finish Group will report back to the Environment Committee on 31<sup>st</sup> March 2022.

### **Code of Conduct**

The following conduct should be observed:

- To send apologies if unable to attend
- To arrive on time
- To conduct all questions and comments through the Convener to ensure everyone has the chance to speak and not interrupt those speaking already
- To positively participate in the discussion
- To not use any offensive or belittling language
- To note personal/ward issues cannot be dealt or be resolved through this route.

### **Review**

The T&F group will run for 6 months and Environment Committee will review recommendations from the Group at the end of that period.