

Members' Cycling and Pedestrian Steering Group

Terms of Reference

Overall aim of group

To raise the profile of cycling and walking, by greater Member participation in the planning and implementation of cycle and pedestrian schemes and the promotion of cycling and walking within Cambridge City through the Cycling and Walking promotion grant.

Purpose of group

1. To review the City Council's programme of cycling and walking schemes and to review the processes and mechanisms for the prioritisation and funding of cycle schemes funded by Cambridge City Council.
2. To consider applications and award grants funded by the Cycling and Walking Promotion Grant.
3. To review implementation progress on agreed cycling and walking projects, and review mechanisms for implementation, including linkages with environmental improvement schemes and the management of green spaces.
4. To review conflicting priorities between the need for cycle improvements and environmental constraints (e.g. routes across open spaces)
5. To consider whether the steering group should provide input to, and feedback on, reports to Environment scrutiny Committee, the Joint Development Control Committee, and any other decision making bodies.
6. To review the process issues from any external cycling or walking proposals, e.g County Council transport strategy proposals or measures arising from development.
7. To review the cycling and walking aspects of planning documents, including Area Action Plans, masterplans and planning applications.
8. To invite and receive presentations from relevant interest groups having expert knowledge on particular topics.

Group Membership

- a) Six councillors whose interests and committee membership are related to cycling, walking and urban planning: member representation on the Group to take into account the overall political balance of the Council.
- b) The Executive Councillor for Climate Change and Growth and the Cycling Champion.
- c) City Council cycling and walking officer.
- d) Other officers as and when appropriate, depending on the specific issues (e.g. County Council Cycling Officer; Active Communities Team).
- e) A nominated representative from the Cambridge Cycling Campaign

Format of Group

1. Group to initially meet fairly frequently (as determined by the group): frequency of meetings to be reviewed within the first year. Meetings to be open to the public, with dates and agendas publicised in advance and with public speaking rights. Timing of meetings to have regard to the dates of officers' Cycle Liaison Group meetings.
2. An agenda, related to some (but not necessarily all) of the matters set out in Points 1-8 under Purpose of Group above, to be produced by City Council cycling and walking officer. All councillors to be notified by email of the timing of the meetings with a web link to the agenda.
3. Recording of minutes of meeting to be arranged by City Council cycling and walking officer.. Paper copies of Agenda and Minutes to be circulated to Steering Group members. Agenda and Minutes will also be posted on the C page of the City Council's Website.