

King's Heath & Moseley LTN Member Board - Terms of Reference

<p>Purpose of Board</p>	<p>The 2021/22 Active Travel Fund Tranche 2 (ATF2) programme builds on last year's ATF1 programme, much of which was delivered reactively to address the transport challenges of Covid. ATF2 will develop the ATF1 projects in a way more familiar to members and citizens in terms of consultation and engagement occurring before changes to streets are undertaken. The investment for the programme is coordinated by Transport for West Midlands, which also monitors progress and reports to the Department for Transport.</p> <p>In March 2021 the Council began developing the ATF2 programme with initial public engagement which sought citizen views and comments, including the further development of Low Traffic Neighbourhoods. Full background information is available on the Council's website here.</p> <p>Some citizens have raised concerns about the Kings Heath & Moseley LTN and so an Action Plan has been developed containing a range of interventions of varying scope, complexity and programme. This is reviewed by BCC staff on a weekly basis and will then be presented at this Board established to provide oversight to the project. The Board will;</p> <ul style="list-style-type: none"> • Monitor the Action Plan and hold the relevant service areas accountable for delivery • Make recommendations for the delivery for the components of the Action Plan • Make recommendations on the pace of engagement and delivery of the project, noting the wider implications of the funding horizon • Review and agree the success factors to be used in delivering the project • Championing the project and its benefits, to aid in successful engagement and consultation with citizens and stakeholders and to gain the buy-in of BCC staff which is essential to delivery.
<p>Scope</p>	<p>The Kings Heath & Moseley Places for People Low Traffic Neighbourhood funded under the ATF2 Programme and the associated Action Plan will be the subject of discussions.</p> <p>This Board does not have an Executive decision-making function, but it is intended to complement the existing Projects and Programmes Governance process.</p>
<p>Objectives</p>	<ul style="list-style-type: none"> • Provide area-wide oversight on the King's Heath & Moseley LTN project • Monitor the activities within the Action Plan • Input to and agree consultation plans for the scheme • To make recommendations to the Executive Board • Review progress of the Action Plan • Support interfaces with TfWM/WMCA and DfT
<p>Attendees</p>	<p>Cllr Waseem Zaffar (Chair) Stephen McCabe MP (Selly Oak) Cllr Tahir Ali MP (Hall Green)</p>

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	<p>Cllr Mary Locke (Stirchley) Cllr Martin Straker Welds (Moseley) Cllr Kerry Jenkins (Moseley) Cllr Lisa Trickett (Braidwood & King's Heath) Cllr Mike Leddy (Brandwood & King's Heath) Cllr Phil Davies (Billesley) Cllr Katharine Iroh (Billesley) Phil Edwards (AD Transport & Connectivity) Kevin Hicks (AD Highways & Infrastructure) Mel Jones (Head of Transport Planning & Network Strategy) Mark Philpotts (ATF2 Programme Manager)</p> <p>Others who may be appropriate from time to time for specific issues and items.</p>
<p>Meeting protocols</p>	<p>The meeting will be appointed and arranged by the nominated Chair and Vice Chair.</p> <p>In the absence of the Chair the meeting will be led by the Vice Chair Meetings will take place weekly and will be held via Teams with invitations sent from the Chair.</p>

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	<p>Agenda to be agreed between Chair and Vice Chair and circulated before the meeting for review.</p> <p>Key actions and minutes will be taken by the nominated secretariat. Secretariat to be provided by ATF Programme Management function.</p> <p>BCC Projects and Programmes governance still applies with regards to Business Case approvals etc.</p> <p>The Kings Heath & Moseley LTN Action Plan Tracker will be circulated by the appointed Secretariat in advance of the meeting.</p> <p>Minutes and actions log to be circulated following the minute to those in attendance of the meeting.</p>
<p>General Meeting structure</p>	<p>Welcome & apologies Matters arising from previous meeting Action Plan Tracker - Review and discussion of items Consultation & Engagement Update Relevant Topics & Updates Any other business</p>

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<p>Review</p>	<p>These Terms of Reference will be reviewed every three months or sooner when needed to remain in line with reporting and escalation requirements for the ATF Programme</p>