

**EAST CAMBRIDGESHIRE BUS, CYCLE, WALK WORKING PARTY
TERMS OF REFERENCE**

1.0 CONSTITUTION

1.1 The East Cambridgeshire Bus, Cycle, Walk Working Party, appointed by Finance and Assets Committee, shall comprise 6 elected Members. A Chairman will be elected at the first Working Party meeting. The Chairman of the Working Party will be elected from the Conservative Group Membership.

1.2 The Working Party will continue until it completes the work set out in the Terms of Reference.

2.0 OBJECTIVES

2.1 To oversee the East Cambridgeshire Bus Services Review process.

2.2 To oversee the development of the East Cambridgeshire Cycling and Walking Routes Strategy.

2.3 To ensure effective and meaningful dialogue and consultation during the Review.

3.0 TERMS OF REFERENCE

3.1 The Working Party's terms of reference shall be

3.2 To advise the Finance and Assets Committee in relation to:

- The progress towards the Bus Services Review and Cycling and Walking Routes Strategy in accordance with agreed timetable and project plan.
- Recommendations related to key issues requiring Committee direction in the formulation of the Review and Strategy

3.3 To advise and support the Director, Commercial with the Review, specifically:

- Liaison with Cambridgeshire and Peterborough Combined Authority and Cambridgeshire County Council.
- Other relevant issues as they arise during the Review process.
- Progress reports to Finance and Assets Committee, where appropriate.

When undertaking the actions referred to above, the Working Party may invite interested parties, stakeholders, Members and co-optees to address it, deliver presentations and / or answer questions.

4.0 OPERATION OF THE WORKING GROUP

4.1 The Working Group will agree a programme of work and a frequency of meetings that reflects the priorities it identifies.

4.2 The Group will be supported by Officers from the Council's Infrastructure and Strategy team.

4.3 Minutes will be recorded for all meetings.