

3.5A. Transport & Digital Connectivity Committee

Terms of Reference

This is an advisory committee to the Combined County Authority and the Mayor; it seeks to provide strategy advice and guidance on transport and digital connectivity matters in support of the exercise of Combined County Authority and Mayoral functions.

The Committee will engage and seek advice from a range of key stakeholders that may be able to contribute towards regional transport and wider connectivity outcomes.

All Combined County Authority Committees will:

- Support the development of the Inclusive Growth Strategy, including the Local Growth Plan and Place Based Strategy
- Support the delivery of the Inclusive Growth Outcomes Framework, which will cover social, health inequalities, economic and environment outcomes, working across Thematic Committees and Portfolios to ensure maximum impact of these outcomes
- Support the delivery of Farming and Rural Communities outcomes, working across Thematic Committees and Portfolios to ensure maximum impact of these outcomes

The Committee will seek to act in a regional capacity to support the development of the connectivity vision for the Combined County Authority area (to develop the collective infrastructure and create the best possible transport and digital connectivity systems for its citizens). This will include the specific development of the regional transport vision and to develop the appropriate transport investment programme to enable infrastructure development.

The Committee may appoint one or more sub-committees for the purpose of discharging any of the Committee's functions.

Membership

The membership of the Committee shall consist of:

Voting Membership:

- Combined County Authority Portfolio Lead for Transport and Digital Connectivity (Chair)
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- Mayor (or representative)
- Relevant Lead Member for Transport from each Constituent Authority (x4)
- Additional representative from each Constituent Authority (Where the Portfolio Lead and/or Deputy is a constituent member they will take a position appointed by their constituent council)

Non-Voting Membership

- Combined County Authority Deputy Portfolio Lead for Transport and Digital Connectivity (Vice-Chair)
- District & Borough representative appointed by the D2 Senior Leadership Board x 2
- District & Borough representative appointed by N2 Economic Prosperity Committee x 2
- Business Advisory Board representative
- Midlands Connect Sub-National Transport Body (Member representative from outside the Combined County Authority area)
- Active Travel Ambassador
- Digital Infrastructure representative (to be identified by the Committee)

To note: Where the Portfolio Lead and/or Deputy Portfolio Lead are constituent representatives, they will be part of the voting membership of the Committee. The Monitoring Officer will make this change to terms of reference to reflect Board appointments to portfolio and deputy portfolio positions.

In appointing members to the Committee there is no requirement for political balance.

The Committee may appoint additional Non-Voting Membership from partner and stakeholder bodies relevant to the remit of the Committee, with the approval of the Combined County Authority Board.

Chairing the Committee

The Committee shall be chaired by the Combined County Authority Lead for Transport and Digital Connectivity.

The Committee Vice-Chair will be the Combined County Authority Deputy Portfolio Lead for Transport and Digital Connectivity.

The Mayor is a voting member of the Committee to allow them to act in their capacity as the mayor, they may wish to discharge any relevant mayoral functions via the committee in order to benefit from appropriate advice.

Quorum

The quorum will be 5 voting members including the Chair (or Deputy Chair)

Voting

Any matters that are to be decided by the Committee are to be decided by consensus of the Committee where possible.

When a vote is required, only voting members of the Committee will be entitled to vote at meetings, the Chair does not exercise a casting vote.

Frequency

There will be a minimum of four Committee meetings each municipal year.

Committee meetings shall be held in public with provision for Public Forum.

Functions

The Committee has the following key functions across transport and digital connectivity:

- a) To provide the forum for facilitating strategic conversations and co-ordination between the constituent authorities and EMCCA.
 - b) To develop a collective understanding of the key transport development needs and key digital connectivity needs of the region.
 - c) Develop for Board consideration strategy, policy, and investment proposals.
 - d) To ensure alignment between EMCCA led strategies.
 - e) To recommend bids for government funding in alignment with appropriate frameworks.
 - f) To collaborate with those external organisations that also have responsibility for transport and digital connectivity policy.
 - g) To commission and publish research on transport and digital connectivity to inform decisions made by the EMCCA Board.
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The Committee will take a lead on and advise the Combined County Authority on the following specific transport functions, subject to the Committee exercising these functions in accordance with the strategic and budgetary framework agreed by the Combined County Authority:

- h) Manage and provide oversight of the transition of transport powers from constituents to the Combined County Authority.
- i) The design and approval of the public consultation required in support of the LTP.
- j) Oversee the allocation of Government transport funding for Integrated Transport and Highway Maintenance (both the Needs and Incentive elements) Block funding and Pothole fund, and additional highway maintenance capital funding provided by Government.
- k) Nominating Combined County Authority representatives on transport bodies.
- l) Monitoring and overseeing the delivery of transport activities to secure the policy objectives of the Combined County Authority.
- m) Ensuring that transport outcomes can be appropriately delivered from within the funding allocations approved by the Combined County Authority.
- n) Nominating Combined County Authority representatives on transport bodies.
- o) Monitoring the activity and performance of those bodies involved in the delivery and operation of transport activities within the Combined County Authority area.
- p) Ensuring that the Combined County Authority secures the provision of appropriate supported public transport passenger services.
- q) Overseeing and reviewing processes for public consultation of the Combined County Authority's transport policies.

Lead Member Functions

Thematic Committees have a key role to play in supporting the Combined County Authority Portfolio Lead and Deputy Portfolio Lead by

- Providing critical friend challenge to Combined County Authority activity
- Providing advice and support to the Combined County Authority
- Helping engage with wider stakeholder networks and activity
- Identify and scale up existing good practice within the Combined County Authority region, including cross portfolio working, improvements and initiatives
- Identify and secure resources to deliver new opportunities

Review

The terms of reference are to be reviewed on an annual basis by the Committee.

The role and arrangements of the committee will be reviewed on an annual basis by the Combined County Authority.

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