

## **APPENDIX A: Terms of Reference**

### **The Croydon Advisory Forum on Active, Sustainable and Accessible Transport**

#### **1. Advisory Forum Background**

The Walking and Cycling Plan for England sets the challenge of ensuring 50% of journeys in England's towns and cities are walked, wheeled or cycled by 2030. The Council's statutory Local Implementation Plan (LIP) sets the equally challenging target of 70% of residents doing at least 2x10 minutes of active travel a day (the amount needed to help stay healthy) by 2041. Currently less than 30% manage 20 minutes of exercise as part of their daily travel routine.

At the same time, the Council through the Mayor's Business Plan aims to:

- Support the regeneration of Croydon's town and district centres, seeking inward investment and grants
- Lead action to reduce carbon emissions in Croydon
- Make Croydon safer and more inviting for all Croydon residents and visitors
- Become a council which listens to, respects and works in partnership with Croydon's diverse communities and businesses
- Work with partners and the VCFS to promote independence, health and wellbeing and keep vulnerable adults safe
- Strengthen collaboration and joint working with partner organisations and the voluntary, community and faith sectors

#### **2. Advisory Forum Purpose**

2.1 The Advisory Forum is to provide challenge, encouragement, and advice to the Cabinet Member for Streets and Environment. It is to be a positive, proactive arena for the exchange of views, ideas and information on programmes, plans and proposals supporting or influencing active, sustainable, safe and accessible movement. This includes focusing on the strategic issues and experiences of those affected or potentially affected by proposed and implemented change.

2.2 The Advisory Forum aims to support the Council's equalities objectives and inform and aid the development of plans and programmes helping people of all ages and abilities to move more actively, sustainably and safely within Croydon, with a particular focus on delivering the regeneration of its town and district centres through enhanced access and movement.

#### **3. Advisory Forum Focus**

3.1 The Advisory Forum will be focussed at the strategic, plan making and programme levels. Its focus will be the preparation of an inclusive, active and sustainable movement strategy for Croydon and its complementary LIP programme to deliver its objectives. The Advisory Forum will also consider strategies, plans and programmes of bodies and organisations external to the Council with the potential to influence active, sustainable, safe and active movement in Croydon.

## **4. Advisory Forum Reporting**

### 4.1 The Advisory Forum:

- is not a decision-making body
- has no direct reporting lines to the Executive Mayor, the Council or any Committee.
- acts as a both a sounding-board and advice-giving arena, where proposals are offered and information is provided for discussion, along with feedback and advice being expressed to the Cabinet Member for Streets and Environment and Council officers in attendance.

## **5. Advisory Forum Positions and Composition**

### Positions

5.1 The Advisory Forum is chaired the Cabinet Member for Streets and Environment. The Vice-Chair is the Deputy Cabinet Member for Customer Service. The Forum is clerked by a Council Democratic Services officer.

### Composition

5.2 The Advisory Forum will include a further Croydon Councillor who is a member of the largest political group of which the Mayor is not a member and appointed by the Council at its Annual Meeting.

5.3 Council officers from the Sustainable Communities, Regeneration & Economic Recovery Department and Public Health Directorate are invited to attend.

5.4 Organisations external to the Council representing the following interests are invited to be represented on the Advisory Forum:

- Walking
- Cycling
- Groups with protected characteristics under the Equality Act 2010, in particular:
  - Age (children, young people and older people)
  - Gender (women)
  - Race
  - Sexual orientation
  - Disability
- Transport planning, funding, operation, promotion and use including:
  - Transport for London
  - Buses
  - Trams
  - National Rail
  - Taxis
  - Car Sharing and Car Clubs
  - Electric Vehicle Charging
- Voluntary, community sectors
- Business sector
- Health
- Sustainability

5.5 A balanced membership of the Advisory Forum will be sought to avoid dominance by any single interest group or coalition of like interests. As such, up to two representatives for each of the above interests will be sought, at the discretion of the Chair.

5.6 Representatives from other Council directorates, organisations and individuals may be invited to attend and/or present at the discretion of the Chair. Membership of the Advisory Forum will be reviewed as necessary, at the discretion of the Chair.

## **6. Ground Rules**

6.1 Those participating in the Advisory Forum will respect different interests, views and opinions of one another and have regard for varying needs and demands across the borough. Participants commit to a constructive, inclusive and consensual approach to all areas of discussion. Wherever a consensus view on topics shall be sought and where this is not possible, the nature of the differing views will be made clear and recorded.

## **7. Advisory Forum Meetings**

### Frequency

7.1 The Advisory Forum will meet quarterly and in person in public.

### Agendas, Notes and Forward Plan of Business

7.2 The Agenda will be set by the Chair, in consultation with the Advisory Forum, and circulated published 1 week in advance of the meeting. Action notes will be and published afterwards.

7.3 A Forward Plan of Business will be maintained by the Clerk, set by the Chair in consultation with the Advisory Forum