

London Borough of Richmond upon Thames, Active Travel Advisory Group:

Terms of Reference – October 2018

Background

The formation of a new Active Travel Advisory Group (ATAG) was announced by the Cabinet Member for Transport, Streetscene and Air Quality in June 2018. The group replaces the previous Cycling Liaison Group and covers a wider remit of walking, cycling and urban realm, with the ambition of increasing active travel, improving public health and improving air quality in the borough.

Terms of reference

Objective

The Group will help assess and direct the work of an Active Travel Unit of council officers who will promote cycling, walking and environmental improvement projects in the borough, as well as ensuring that active travel is considered within other projects and programmes. This signals a new focus of supporting healthy, non-polluting and congestion relieving forms of travel for the benefit of all residents, and is consistent with the Healthy Streets approach adopted in the Mayor of London's Transport Strategy.

The aim of the Group is to make active travel become an attractive and normal part of everyday life, and the natural choice for short journeys including, but not limited to, retail and leisure trips and the journey to school. Increased levels of walking and cycling will improve the health of residents, employees and visitors and improve air quality.

Remit

The ATAG is not a vote taking or decision-making body, nor does it hold a budget or make any financial decisions. The ATAG will provide advice and guidance to the Cabinet Member for Transport, Streetscene and Air Quality and wider Council. This advice and guidance has the aim to further the cause of active travel in Richmond.

Structure & membership

The ATAG will be chaired by Councillor Richards, as the nominated champion for active travel, with the lead officer of the Active Travel Unit serving as Secretariat.

Group meetings will be held in public and attendance and participation by members of the public and local amenity groups is welcomed. As such, the group is open to all.

The Chair will encourage contributions aimed at assisting the Group in promoting and furthering the cause of active travel.

Core membership of ATAG will be composed of nominated councillors and relevant external stakeholders. This core membership of the Group is by invitation, and focused on groups supporting active travel, public health and improving air quality in LBRuT.

Members of the public and local area amenity groups will not normally be invited as core members of ATAG, except where they may also be recognised as experts or leaders on active travel. Such individuals may request to take part in the group via the Richmond website, and will be added to the group mailing list and will be welcome to attend future meetings.

Tasks

The group will be responsible for helping to develop and embed active travel in transport and public realm programmes and projects.

This will include:

- Reviewing and recommending Local Implementation Plan schemes in the short, medium and long term
- Overseeing the implementation of the Richmond Cycling Strategy and the development of the Richmond Walking & Cycling Strategy
- Looking proactively at safety for pedestrians and cyclists, including encouraging behavioural change amongst all road users
- Identifying need for additional information and research
- Providing an opportunity for discussing local ideas, proposals and concerns raised by members of the public
- Assessing schemes and programmes against the Healthy Streets Indicators, and providing recommendations on how designs can be adapted to improve scoring against these indicators

Methods of working

The Group will be run in an informal, but business-like manner with fixed agendas and timescales. Meetings will be held quarterly with agendas distributed within two weeks of the meeting. Any member unable to attend a meeting would be encouraged to send a deputy.

Updates will be provided between meetings via email, enabling members to be kept up to date on any issues that may arise between meetings. Emails will include details on additional opportunities to take part in working groups around certain projects and programmes.