

**6 June 2013**

**Agenda Item:**

## **REPORT OF CHIEF EXECUTIVE**

### **MEMBERSHIP AND TERMS OF REFERENCE**

#### **Purpose of the Report**

1. To note the Committee's membership and terms of reference.

#### **Information and Advice**

2. The Committees membership is:-

##### Councillors

Roy Allan  
Andrew Brown  
Richard Butler  
Steve Calvert  
Ian Campbell  
Steve Carr  
Stephen Garner  
Kevin Greaves  
Colleen Harwood  
Richard Jackson  
Michael Payne

##### Ex-Officio

Alan Rhodes

3. The terms of reference for the Transport and Highways Committee:-

1. The exercise of the powers and functions set out below are delegated by the County Council in relation to transport and highways:
  - a. All decisions within control of the Council including but not limited to those listed in the Table below
  - b. Policy development
  - c. Review of performance in relation to the services provided on at least a quarterly basis

- d. Review of day to day operational decisions taken by Officers
  - e. Approval of consultation responses
  - f. Approval of departmental staffing structures as required
  - g. Approving all Councillor attendance at conferences, seminars and training events including any expenditure incurred, and officer travel outside the UK.
- 4 If any decision required falls within the remit of more than one Committee the relevant Committee Chairs will agree which Committee would be the most appropriate to consider it. In the event agreement cannot be reached the report will be referred to the Policy Committee for determination.
- 5 As part of the detailed work programme the Committee will receive reports on the exercise of powers delegated to Officers.
- 6 The Committee will be responsible for its own projects but, where it considers it appropriate, projects will be considered by a cross-committee project steering group that will report back to the most appropriate Committee.

Table
Responsibility for transport and highways (except those which are delegated to other committees) including: <ul style="list-style-type: none"> <li>• the planning management and maintenance of highways including traffic management and residents' parking schemes</li> <li>• the development of integrated transport systems</li> <li>• road safety</li> </ul>
To make highways observations relating to planning applications, on which the County Council is consulted as required by the agreed protocol
Responsibility for the provision of passenger transport services, including bus and rail initiatives
Responsibility for the Council's highways internal trading organisations

### Other Options Considered

- 7 None.

### Reason/s for Recommendation/s

- 8 To inform the committee of its terms of reference.

### Statutory and Policy Implications

- 9 This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are

described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION/S**

That the report be noted.

**Mick Burrows**  
**Chief Executive**

**For any enquiries about this report please contact: David Forster 0115 977 3552**

### **Constitutional Comments**

10 As the report is for noting only, no constitutional comments are required.

### **Financial Comments**

11. Costs of attendance at conferences, seminars and training events including any expenditure incurred will be met from the Members Allowances budget.

### **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

a) Report to Full Council – 16 May 2013 (published).

### **Electoral Division(s) and Member(s) Affected**

All