

Cabinet

Date: **Monday 5 December 2022**

Time: **10:00am**

Venue: **Council Chamber, County Hall, Martineau Lane,
Norwich NR1 2DH**

SUPPLEMENTARY A g e n d a

Advice for members of the public:

This meeting will be held in public and in person.

This meeting will be held in public and in person. It will be live streamed on YouTube and, in view of Covid-19 guidelines, we would encourage members of the public to watch remotely by clicking on the following link: https://www.youtube.com/channel/UCdyUrFjYNPfpq5psa-LFIJA/videos?view=2&live_view=502

However, if you wish to attend in person it would be most helpful if, on this occasion, you could indicate in advance that it is your intention to do so as public seating will be limited. This can be done by emailing committees@norfolk.gov.uk.

As you will be aware, the Government is moving away from COVID-19 restrictions and towards living with COVID-19, just as we live with other respiratory infections. To ensure that the meeting is safe we are asking everyone attending to practise good public health and safety behaviours (practising good hand and respiratory hygiene, including wearing face coverings in busy areas at times of high prevalence) and to stay at home when they need to (if they have tested positive for COVID 19; if they have symptoms of a respiratory infection; if they are a close contact of a positive COVID 19 case). This will help make the event safe for all those attending and limit the transmission of respiratory infections including COVID-19.

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Terms of Reference for Transport for Norwich Advisory Committee

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Report by the Assistant Director of Governance

Tom McCabe
Head of Paid Service

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Date Supplementary Agenda Published: 30 November 2022



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Terms of Reference

Transport for Norwich Advisory Committee

Membership

Norfolk County Council

Norwich City Council

Broadland District Council

South Norfolk District Council

New Anglia LEP (private sector representative from the LEP Board with a Greater Norwich connection)

The County Council appoints 4 members (one of whom will be the Cabinet Member with responsibility for transport), Norwich City Council 2 members and the remaining bodies 1 member each.

Members will be able to nominate a substitute member from their local authority to attend meetings on their behalf

The Transport for Norwich Advisory Committee will be Chaired by the Cabinet Member present

All members of the Committee will have one, indicative vote each, to indicate support for proposals.

A quorum for the meeting will be 6 members to ensure a good level of debate and consideration

Terms of reference

The **Transport for Norwich Advisory Committee** is responsible for advising the Cabinet Member (usually the Cabinet member with responsibility for Highways, Infrastructure and Transport) on:-

- Developing business cases for funding, including development of individual Transforming Cities Fund schemes
- Overseeing the development and delivery of Transforming Cities Fund schemes, including carrying out and considering the results of public consultation and setting the timetable for delivery of schemes
- The development of the Transport for Norwich Strategy and its Action Plan.
- Overseeing development and delivery of significant work identified in TfN Strategy Action plans and providing guidance on longer term interventions.

The Transport for Norwich Advisory Committee shall:

- Make recommendations to the County Council's Cabinet/Cabinet Member on the direction of TfN strategy
- Make recommendations to the relevant delivery partner on the scope of work carried out under the TfN Strategy action plan
- Make recommendations on the outcome and delivery of work undertaken through the TfN Strategy Action plans.
- Make recommendations to the County Council's Cabinet/Cabinet Member on funding bids, including business cases
- Provide guidance on schemes to be developed which deliver the objectives agreed as part of any business cases
- Provide guidance on schemes to be delivered within the available funding.

Governance

This body advises the relevant Norfolk County Council Cabinet or Cabinet members, who will then ratify the decision. The ratifying member will have regard to the comments from this group and will take into account all other relevant matters prior to the ratification of any scheme.

Rules relating to access to meetings

Meetings of the Transport for Norwich Advisory Committee shall be held in person unless this is impracticable and all members agree to meet virtually

Agendas and minutes will be published in accordance with the County Council's usual procedures.