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Report to: Transport Committee
Date: 7 July 2017
Subject: Appointment of District Consultation Sub-committees and the Local Bus Services Working Group

Is this a key decision?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If relevant, state paragraph number of Schedule 12a, Local Government Act 1972, Part 1	

1 Purpose

- 1.1 To appoint District Consultation Sub-committees, their members and Chairs for the municipal year 2017/18.
- 1.2 To re-establish the Local Bus Services Working Group for the municipal year 2017/18.

2 Information

- 2.1 Transport Committee has previously resolved to appoint five District Consultation Sub-committees, each to act as a conduit for consultation for one of the five constituent council areas. Each Transport Committee member co-opted from a constituent council was appointed as a voting member of their respective Sub Committee. Members of the public are also invited to attend and speak as public representatives, and elected Members from constituent councils also regularly attend.
- 2.2 Transport Committee reviewed the role of the sub-committees at its meeting on 9 December 2016, and resolved they should remain as advisory sub-committees of the Transport Committee, and that no amendments are made to their membership or terms of reference.
- 2.3 At that meeting, Transport Committee also delegated authority to the Director, Transport Services, in consultation with the Chair of the relevant District Consultation Sub-committee, to appoint additional public representatives to each District Consultation Sub-committee targeting recruitment through disability user groups, younger people's forums and other equality and community groups, as well as the standard recruitment process. This recruitment process is scheduled to start in Autumn.

- 2.4 The terms of reference for the sub-committees are attached as **Appendix 1** to this report.
- 2.5 Transport Committee has also previously established a Local Bus Services Working Group, to provide oversight of the application of the criteria for the supported local bus services and input into the procurement process for tendered services. It is proposed that this Group is re-established on the terms of reference and arrangements as previously, subject to updates to reflect changes in post titles. **Appendix 2** to this report sets out those terms of reference and arrangements with updates highlighted for information.

3 Financial Implications

- 3.1 The post of chair of a District Consultation Sub-committee attracts a special responsibility allowance under the Members' Allowances Scheme.

4 Legal Implications

- 4.1 WYCA's Procedure Standing Orders apply to meetings of the District Consultation Sub-committees, including the access to information provisions.
- 4.2 Political balance requirements do not apply to the appointment of co-optees to an advisory committee or sub-committee.

5 Staffing Implications

- 5.1 None as a result of this report.

6 Recommendations

- 6.1 That a District Consultation Sub-committee is established for the municipal year 2017/18 for each constituent council area, with the terms of reference set out in **Appendix 1** to this report.
- 6.2 That each Transport Committee member co-opted from a constituent council is appointed as a voting member of their respective Sub-Committee.
- 6.3 That Transport Committee note that a recruitment exercise for public representatives is to take place in Autumn.
- 6.4 That a Chair is appointed for each District Consultation Sub-Committee.
- 6.5 That each District Consultation Sub-Committee meets on the dates set out in the calendar considered by WYCA at the annual meeting.

6.6 That the Local Bus Services Working Group is re-established for the municipal year 2017/18, with terms of reference and arrangements as set out in **Appendix 2** to this report.