
Report to: Transport Committee

Date: 14 October 2022

Subject: **Governance Update**

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

1. Purpose of this report

- 1.1 To update Transport Committee on member roles and transport engagement matters for the 2022/23 municipal year.
- 1.2 Other Governance arrangements for the Transport Committee were set out in the paper considered by Transport Committee at Item 6 on 1 July (see **Background Documents**). That paper included the role profiles for all Transport Committee members, including the Deputy Chairs and Transport Engagement Leads.

2. Information

Role and duties of the Deputy Chairs

- 2.1 The agreed role profile identifies that on an annual basis the thematic role for each Deputy Chair will be agreed, and the duties and responsibilities set out in the role profile will be shared, with the objective of securing a balanced and manageable workload for each.

- 2.2 The thematic split of roles for the 2022/23 municipal year have been agreed as follows:

Deputy Chair	Thematic roles
Cllr Peter Carlill	Active Travel Buses Decarbonisation
Cllr Manisha Kaushik	Mass Transit Rail Transport capital programmes

- 2.3 As set out in the role profile, each Deputy Chair will support the Mayor and Chair of Transport Committee on these thematic areas. This will include attending / leading relevant industry engagement groups, member working groups and forums as appropriate. It is recognised that there needs to be good integration and alignment between these thematic areas and so it is expected that each Deputy may attend meetings on, and be party to, the work across all the themes, including Local Transport Plan development.
- 2.4 At its meeting on 9 September 2022, the Combined Authority is expected to confirm the following appointments for Cllrs Carlill and Kaushik:

TfN Scrutiny Committee

Representative: Councillor Manisha Kaushik
Substitute: Councillor Peter Carlill

Consortium of East Coast Main Line Authorities

Representative: Councillor Manisha Kaushik

Role and activities of the Transport Engagement Leads

- 2.5 Members will be aware of the new role of Transport Engagement Lead, one per Council area. The purpose of these roles is to act as engagement lead on local transport matters for each council area, to help secure engagement in the Combined Authority's transport activity. Alongside the respective transport related Portfolio Holder, the Transport Engagement Leads will help to facilitate effective joint working between the Combined Authority and its Council partners.
- 2.6 The Transport Engagement Leads will also assist the Deputy Chairs and Chair of Transport Committee to maintain a good working knowledge of local transport matters across West Yorkshire.
- 2.7 Central to the role of the Transport Engagement Leads is to lead open Local Transport Forums for their respective council area. The Local Transport Forums will be open public sessions. They will provide an opportunity for:
- Updates to be provided on the Combined Authority's transport activity, policies and programmes, together with those of council partners.

- A forum for local in-person engagement in new policies and proposals (e.g. local transport plan, mass transit development, local transport scheme development).
- An opportunity for the public and local interested parties to raise specific transport-related matters to the attention of Transport Committee.

2.8 Two Local Transport Forums will be held per council area per year. The main points and issues raised at the Local Transport Forums will be reported back to Transport Committee.

2.9 The Local Transport Forums will not be formally constituted committees and other than being led by the Transport Engagement Lead, will not have a formal membership. Transport Committee Deputy Chairs will be invited, together with the relevant transport-related Portfolio Holder, and local members of the Transport / Infrastructure Scrutiny Committee. Officers from the Combined Authority will present at the Local Transport Forums, alongside transport officers from the respective council.

2.10 The Local Transport Forums are just one way in which the Combined Authority engages in its transport activity. There is no expectation that the Forums are a stand-alone consultation mechanism.

2.11 Arrangements are being put in place to hold the first round of Local Transport Forums before the end of the calendar year. Dates and times will be publicised once agreed with the Transport Engagement Leads and in consultation with officers from each council.

3. Tackling the Climate Emergency Implications

3.1 An important role of the Transport Engagement Leads and the Local Transport Forums is to help ensure transport policies and initiatives are responding to the needs and the issues facing the local area in a sustainable way.

4. Inclusive Growth Implications

4.1 An important role of the Transport Engagement Leads and the Local Transport Forums is to help ensure transport policies and initiatives are responding to the needs and issues facing localities across West Yorkshire.

5. Equality and Diversity Implications

5.1 The Local Transport Forums will provide an in-person opportunity to make representations to Transport Committee members about transport matters, in addition to the other ways that the Authority engages.

6. Financial Implications

6.1 There are no financial implications arising directly from this report.

7. Legal Implications

7.1 There are no legal implications arising directly from this report.

8. Staffing Implications

8.1 There are no staffing implications directly arising from this report.

9. External Consultees

9.1 No external consultations have been undertaken.

10. Recommendations

10.1 That the Committee notes the thematic roles of the Deputy Chairs set out in paragraph 2.2.

10.2 That the Committee notes the arrangements to be put in place to support the role of the Transport Engagement Leads including proposals for Local Transport Forums set out in paragraphs 2.4 to 2.11.

11. Background Documents

Governance Arrangements, Item 6, Transport Committee, 1 July 2022.
Available [here](#).

12. Appendices

None.