

Planning Committee

Title:	Travel Plan Working Group Update
Date:	17 September 2024
Contact Officer:	Becky Reid, Environmental Project Officer

Purpose of Report

1. To inform the committee about the end of the Travel Plan Working Group and the creation of two alternative working groups.

General Update

2. The Travel Plan Working Group, chaired by Cllr Helena Richards, last met as a full group on 11/09/2023. The members of the meeting discussed a new approach to ensure that the group would be more focused on work that needed to be done. At this meeting the decision was taken to focus on 2 projects:
 - 2.1. A Community Bus for Thame
 - 2.2. Thame's response to the development of an LCWIP for Thame. (Local Cycling and Walking Infrastructure Plan)
3. Since this time the Bus Working Group has been meeting regularly, reporting back to the Planning Committee. However, the LCWIP working group has only recently started to meet again following the launch of the LCWIP development process in Thame, by OCC.
4. Following a recent review of Working Groups the decision was made to try to ensure that going forward they are more focused, task-finish groups. Therefore, the decision has been taken to disband the Travel Plan Working Group, and any previous sub-working groups (The Community Travel Working Group), and instead replace them with two new working groups as outlined below.

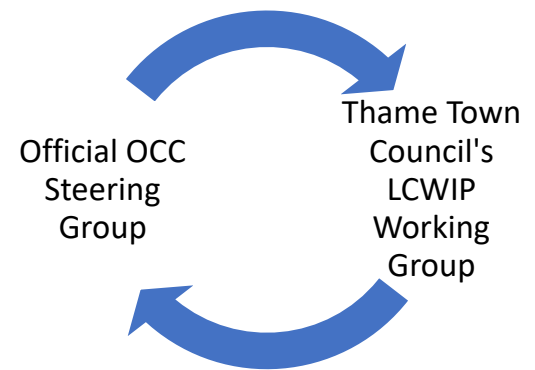
Focus of the two new Working Groups

Thame Community Bus Working Group

5. The purpose of this group is to take forward the bus project initiated by TTC to establish a new voluntary run organisation to deliver the 'Thame Community Bus' service to serve Thame and, if the need is clearly identified, surrounding villages.
6. **Membership**
At present Cllr Richards, Cllr Baines and Becky Reid (Environmental Project Officer) attend the group on behalf of TTC. There are also 4 residents attending the group regularly. It is anticipated some or all of the members will go on to take on the roles of directors/trustees in the new organisation once it is established.

LCWIP Working Group

7. In order to develop the LCWIP, Oxfordshire County Council has appointed consultants who are leading on the project. These consultants have established a Steering Group that will meet throughout the process to steer the direction of the project. Thame Town Council is represented on the OCC Steering Group by Cllr Helena Richards. Unfortunately, not all of those who wanted to be involved in the project were able to be included on this Steering Group, as it would have made the group too large. In order to allow everyone interested to engage with the process our own 'LCWIP Working Group' has been established. Becky Reid (Environmental Project Officer) will attend OCC's Steering Group alongside Helena Richards, gather relevant information and questions which will be fed back to TTC's LCWIP Working Group. Their comments and input will, in turn, be fed back to the official Steering Group for inclusion in the project's development.



8. Membership

The LCWIP WG will be chaired by Becky Reid and attended by Cllr Helena Fickling, Cllr Helena Richards and Cllr Andy Gilbert.

9. Current Updates

The LCWIP process has now formally started, and the first meeting of the official OCC Steering group has taken place, along with a follow up meeting with those people interested in being part of the LCWIP Working Group. At both meetings the need and wide support for the long talked about Haddenham – Thame greenway route, as well the importance of improving the active travel links to Long Crendon were mentioned. At present Buckinghamshire County Council has their [LCWIP consultation](#), that includes both of these routes, open for consultation. The EPO is intending to submit a formal response to this consultation from Thame Town Council, so Councillors are asked to send any comments for inclusion through by 30th September 2024. Councillors are also able to make a personal response as a Thame resident to this consultation.

Terms of Reference for new Working Groups

10. The Terms of Reference for the Community Bus Working Group are attached for review and approval. Specifically to note, if accepted, these will allow this working group to develop the Community Bus service that best meets Thame's needs through the following stages:

- (a) Developing a business case and delivery plan for a new Thame Bus Service.
- (b) Presenting the Business Case and Delivery Plan for the new Thame Bus Service to the Planning Committee for approval. (Or to Full Council if determined as necessary due to the value of Section 106 being considered)
- (c) Following approval, go on to set up a new community group, with the necessary legal structure needed to allow responsibility and finance for the project to be transferred to this new organisation to deliver the Thame Community Bus.

11. Throughout these stages this Working Group will continue to report regularly to the Planning Committee. However, on completion of these 3 stages the Working Group would cease to exist and the running of the Community Bus would move fully over to this new **organisation**. They would no longer submit reports, but rather it is anticipated that Thame Town Council would have a

Board Member position (or equivalent), reporting back to Thame Town Council as an external representative.

12. The Terms of Reference for the LCWIP are also attached for review and approval.

Action Required

- i) To submit comments for inclusion in Thame Town Council's official response to the Buckinghamshire LCWIP consultation to the EPO no later than 30th September 2024.***
- ii) To approve the Terms of Reference for The Community Bus Working Group.***
- iii) To approve the Terms of Reference for the newly formed LCWIP Working Group.***