

Taunton Local Community Network (LCN) Public Transport Working Group (PT WG) Terms of Reference

Purpose

The Taunton LCN Public Transport Working Group is a sub-group of the Taunton LCN that specifically deals with the detail of transportation issues.

Responsibilities

- To act as a platform for increased communication between Somerset Council, transport providers and users, ensuring local needs are heard and addressed.
- To apply local knowledge to enhance public transport and connectivity, for those living in the LCN area; especially to access health destinations, education, employment and skills.

Aims to work collaboratively with partners and stakeholders to identify funding sources in order to deliver sustainable transport solutions.

- To work with partners, stakeholders and transport providers (e.g., the Somerset Bus Partnership, UCS College Group (Taunton), Musgrove Hospital, First Bus) to solve transport challenges collaboratively.
- To feed into Local and Neighbourhood plan consultations regarding transport and infrastructure needs.
- To support sustainable and equitable transport solutions for all.
- To make recommendations to the Taunton LCN on Public Transport matters.

Scope

The working group is an advisory body. It does not exercise delegated decision-making powers but will work through and make recommendations to the Taunton LCN.

The sub-group only discusses Public Transport matters pertaining to the geography covered by the Taunton LCN, but will work collaboratively with adjoining LCN areas when required.

Membership

Membership may be varied, with the agreement of the PT WG participants. The PT WG is not open to the public, but contributors can be invited based on their potential input.

Where required for flexibility, the Taunton LCN may appoint an unnamed representative of an organisation to the sub-group (e.g. Town/Parish council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

Media relations

Members of the PT WG must not issue press statements on behalf of the LCN or any other organisations represented. Any press statements about the work of the working group should be agreed between the PT WG members and the Chairperson of the Taunton LCN.

Timescales / frequency of meetings

The PT WG meets every 2 months (6 meetings a year) and schedules its meetings between Taunton LCN dates. The group will meet online and will invite attendance from Somerset Council officers as necessary. Membership to be agreed, but to be representative of the LCN area.

Membership to include:

	Somerset Councillor
	Taunton Town Council
	Town Councillor / Bus Champion
	Parish Councillor / Bus Champion
	Somerset Bus Partnership
	Business Representative
	Education
	Health

Parish representatives will be responsible for representing a specified geographical area within their LCN which includes but is not exclusive to their own parish.

Officer support

- Relevant officers from Somerset Council to be invited as and when necessary
- Meeting support is provided by the Taunton LCN Link Officer, and or another nominated representative from the parishes.

Governance

- Meeting invitations and agendas will be sent out 7 days in advance of the working group meeting.
- Draft minutes will be made available at least 7 days after the meeting has taken place. They will be published online as part of the next Taunton LCN agenda pack and circulated to all relevant parishes and members.