Oxfordshire Transport Sub Group

Terms of Reference

Purpose:

It exists to provide a business voice into transport and infrastructure matters. The Transport Sub Group is charged by the OxLEP Board with developing a strategic oversight and coordinated input to Oxfordshire's Transport Planning and Policy and Infrastructure Development, advising how this enables and supports economic growth across Oxfordshire and the wider England's Economic Heartland (EEH) as articulated in the Strategic Economic Plan. Its three main objectives are:

1. Work with the business community, transport bodies and local government stakeholders to explore new initiatives and promote forward looking proposals to the OxLEP Board and/or the Oxfordshire Growth Board that the group considers will support economic growth. This includes putting forward opportunities / bids for innovation;

2. Engage with the Highway & Transport Authority, transport providers, emerging sub-national transport body and planning authorities on new transport schemes and initiatives which seek the endorsement of OxLEP, and make recommendations to the main board to support proposals, as appropriate; and

3. Provide advice and recommendations to the OxLEP Board on transport or infrastructure schemes , including those which are being directly funded by OxLEP, ensuring engagement with business and that proposals support economic growth and will make demonstrable, positive improvements.

Responsibilities of the Transport Sub Group:

- Promoting the region as a vibrant, sustainable, inclusive, world leading economy, driven by innovation, enterprise and its research excellence

- Working with transport providers, local government and national agencies to engage with business to inform, shape and influence priorities to enable economic growth in Oxfordshire

- Providing advice to the main board to assist in the delivery of the Oxfordshire Infrastructure Strategy, Local Transport Plan and Local Transport Strategy objectives that articulates the ambition and priorities necessary to support Oxfordshire's economic growth, utilizing and overseeing 'task and finish' groups / workstreams as appropriate

- Providing a business voice into transport and infrastructure matters and to understand the transport challenges and opportunities of Oxfordshire's businesses to help shape emerging policy and delivery. This includes liaison with Strategic National Bodies including Department for Transport, Office of Road and Rail, Network Rail, Highways England, National Infrastructure commission and others on a case by case basis

- To lobby and promote Oxfordshire's transport led growth ambitions and challenges to various audiences including national and local government and transport and infrastructure stakeholders and respond to government and other consultations with the business voice in mind

- To consider Oxfordshire County Council (as the transport authority) Policy / Consultation proposals

- To consider significant government and other funding bid opportunities and how economic growth can be generated from them through transport and infrastructure improvements

- To develop, support, influence and co-ordinate a series of interventions that support Oxfordshire's economic growth

- To ensure, through its chair, or nominated deputy transport led input and will report annually to the Board on its work programme and progress

- Providing expertise advice on transport issues across the region

Membership

The Transport Sub Group does not have any delegated decision-making powers; rather it is an advisory group that makes recommendations to the main Board.

A quorum shall be five members, which must include the Chair or Deputy Chair

The Chair of the Transport Sub Group shall be appointed by the CEO. The Deputy Chair will be proposed by the Chair and agreed by members of the Transport Sub Group.

To perform his or her role effectively, each Transport Sub Group member should understand the responsibilities of the Group and the companies Operating Plan

The Transport Sub Group will consist of visionary independent thinkers who have the ambition and determination to be objective and non-partisan, who will be innovative and focus to prioritise science, research and innovation initiatives that will benefit Oxfordshire as a whole

Name	Role	Organisation
Phil Southall	Chair	Oxford Bus Company
David Heathfield	Member	Chiltern Railways
Tom Pierpoint	Member	Great Western Railway
Martin Sutton	Member	Stagecoach in Oxfordshire
Matt Haywood	Member	Network Rail
John Henderson	Member	Highways England (agenda dependent)
Vacant	Member	MEPC Milton Park
Robin Tucker	Member	Oxfordshire Cycling Network
Vacant	Member	Oxford Science Park
Vacant	Member	Oxford Business Park
Peter Headicar	Member	Independent Advisor
Vacant	Member	Logistics Representative

Vacant	Member	Oxford University
Vacant	Member	Oxford Brookes University
Vacant	Member	Harwell Oxford

Members will share data, resources and information wherever possible and make available information that will help deliver the ambitions of the Strategic Economic Plan. Members will;

- Communicate with other LEP Board sub groups and stakeholder groups to ensure there is alignment between programmes and work-streams where ever possible to a) avoid duplication of effort, and b) to enhance and increase the impacts of any programme

- Work with our teams to produce relevant content supporting and promoting the region's transport strategies as appropriate with promoting the business voice in mind

Frequency and reporting of meetings

Meetings shall be held at least quarterly in advance of the main Board meetings. The minutes of meetings shall be reported to the Board on a quarterly basis and will be published on our website

All members of the group will need to complete a declaration of interest which will be published on the website.

Board and Sub-Group relationships