

Evesham Town Transport Strategy

Evesham Transport Stakeholder Group

Terms of Reference

11 June 2018

1 Purpose

- 1.1 The Stakeholder Group will provide a forum for dialogue between the Evesham Town Transport Strategy Partnership (Worcestershire County Council and Wychavon District Council) and stakeholders with interests in the Strategy. The purpose of the Stakeholder Group will be to ensure that stakeholder views are understood and considered during the development of the Evesham Town Transport Strategy.

2 Role of the Group

- 2.1 The Stakeholder Group seeks to bring together stakeholders to:
- Represent the views of their organisations in relation to the Strategy and its development;
 - Support the development of the Strategy by providing a constructive 'local steer' on evidenced needs and priorities;
 - Support the development of the Strategy by formally sharing the outputs from the Strategy within their own organisations and, wherever possible, more widely too.
- 2.2 The primary role of the Group is to ensure that Stakeholder views are shared and understood: the Stakeholder Group is not a formal decision-making body.

3 Membership

- 3.1 The membership of the Group will be reviewed from time to time to ensure that participation remains pertinent and constructive for all involved.
- 3.2 To ensure that there is continuity, those invited to attend the Stakeholder Group should endeavour to attend the Group's meetings. Members may arrange for a substitute from their organisation to attend on their behalf with one week's prior approval from the Secretariat (see Section 4.2).
- 3.3 Only one member from each organisation should attend any given meeting.

4 Working Arrangements

- 4.1 The Stakeholder Group will meet at the end of each stage of the Transport Strategy, and dates/ times/ locations for meetings will be set, so far as is possible, to suit the members of the Group.
- 4.2 Worcestershire County Council will provide the secretariat function for the Group.