



**SCRUTINY REVIEW PANEL 4 – 2017/2018**

# **TRANSPORT**

***DRAFT TERMS OF REFERENCE***

## INTRODUCTION

The Overview and Scrutiny Committee, at its meeting of 6 April 2017, agreed to extend the previous year's Transport Scrutiny Review Panel for another year. The membership of the Panel was agreed at the Council meeting of 9 May 2017.

The work of this Panel would assist the Council in meeting the commitments of the Community Strategy and Corporate Plan including its strategic goals of making Ealing a safer and accessible borough, focused on the needs of its communities.

## MEMBERSHIP

The thirteen appointed Members on the Panel are as follows:

Councillor Kamaljit Nagpal (Chair)  
Councillor Joanna Dabrowska (Vice Chair)  
Councillor Tej Ram Bagha  
Councillor Gary Busuttil  
Councillor Kamaljit Dhindsa  
Councillor Kieron Gavan  
Councillor Abdullah Gulaid  
Councillor Gurmit Mann  
Councillor Ciaran McCartan  
Councillor Aysha Raza  
Councillor Alex Stafford  
Councillor Lauren Wall  
Councillor Ray Wall

### **Co-optees**

The Panel may choose to co-opt additional non-voting advisory members from relevant external organisations in accordance with Scrutiny's framework for the nomination, appointment and retention of non-voting advisory members to Ealing Scrutiny Panels.

This will be done at the first meeting of the Panel.

## SCHEDULED MEETINGS

The Panel has five meetings scheduled in the year and the dates for these are as follows:

Thursday 27 July 2017  
Tuesday 03 October 2017  
Wednesday 06 December 2017  
Thursday 01 March 2018  
Thursday 19 April 2018

All meetings will commence at 7.00pm and be held in the Ealing Town Hall complex unless a special site visit has been arranged. The Panel is expected to complete its work by the end of April 2018.

## SCOPE

The main **purpose** of the Scrutiny Panel is to consider how public transport connectivity as well as walking/pedestrian routes in the borough could be improved.

The **scope** of the Scrutiny Panel, as agreed by the Overview and Scrutiny Committee on 6 April 2017 and the Annual Scrutiny Conference on 11 May 2017, is to consider the following key areas relating to the **transport systems** in the borough:

- Developments in Driving (including electric vehicles, driverless cars, car clubs, etc.)
- Air Pollution
- Update on the Crossrail Developments in the Borough
- Cycling
- Travel Support Strategy
- Patient Transport Service
- Night Connectivity (night time tube, rail and bus services including safety issues)
- Connectivity to Heathrow Airport

The Panel will:

- ensure that the views of all the major stakeholders are incorporated in the review (e.g. providers, charitable and existing groups, businesses, education establishments, voluntary and private sectors, residents, etc.);
- not duplicate the work of other Panels or Committees looking at any related issues; and
- not widen its remit without the express agreement of the Overview and Scrutiny Committee.

## OUTCOMES

The key **expected outcomes** are:

- to make recommendations for further improvements in the transport systems within and the outskirts of the borough;
- that people have safe and accessible journeys from and to their destinations e.g. work, home, school, leisure activities, airport, etc.;
- that more walking and cycling is encouraged for people to lead healthier lives.

## TASKS

The Panel will undertake the following **key tasks**:

- consider the current developments in driving (e.g. statistics, trends, etc.) and establish how the Council could be in the forefront of using, enabling and encouraging others to make better use of such vehicles and facilities.

- identify the main air pollution hotspots in the borough resulting from transport issues and determine what action can be taken to alleviate the negative impact.
- review existing joined up/partnership working between the different transport providers (e.g. Transport for London, Metroline, Arriva, etc.) and identify the problems and solutions for further improvements.
- establish how the Council and others e.g. residents, staff, education establishments (e.g. state and private schools, colleges, etc.), health partners (e.g. Clinical Commissioning Groups, health trusts, etc.) could work together to encourage more people to cycle safely.
- consider the progress in the development of the Crossrail stations in the borough.
- ascertain that the travel support strategy is comprehensive and practical in meeting the different needs of the people in the borough.
- test the effectiveness of the patient transport service.
- determine the safety and accessibility aspects of using public transport at night within and the outskirts of the borough.
- consider the connectivity to Heathrow Airport from the various parts of the borough and how this could be further enhanced.
- identify and evaluate best practice arrangements within and outside the borough for innovative solutions.

#### **Other**

- seek to engage and obtain the views of all the major stakeholders (e.g. transport providers, organisations such as Ealing Passenger Transport Users' Group (EPTUG), Ealing Community Network, education establishments, health partners, residents, etc.);
- identify and evaluate perceptions on the problems;
- identify the best ways in which any changes can be communicated effectively across the borough; and
- comment to officers/Portfolio Holder(s) and make written recommendations to the Overview and Scrutiny Committee on the outcomes.

## **METHODOLOGY**

The Panel will take a strategic approach in undertaking policy review and development work by adopting a deliberative, investigative and evidence-based methodology and in reaching its conclusions the Panel will have due regard to value for money considerations.

The Panel will strive to be proactive, responsive, flexible and willing to shape its own agendas and workloads. This will involve working in an open, transparent, accountable and inclusive manner through an outward looking focus involving partners and the public. The Panel will ensure that its approach to such working is inclusive of the views of Ealing's diverse communities.

The specific methods to be applied by the Panel will be agreed at the first meeting.

## **EXTERNAL INVOLVEMENT**

The Panel will decide how it will undertake external engagement in accordance with Scrutiny's Communications Strategy.

The Panel can choose to co-opt relevant non-voting advisory members from the local community on it and actively seek views of the private and voluntary sectors, residents and other interested organisations on specific matters.

The Panel will maintain a close connection with the Wards and accept referrals from the public.

## **WORK PROGRAMME**

The Panel is responsible for devising its own Work Programme including work to be undertaken between meetings e.g. site visits, focus groups, mystery shopping, research, working groups, etc.

The Work Programme is a forward plan that identifies issues to be addressed at each meeting. It is a rolling programme of work that will be amended throughout the period. Items can be addressed as and when they arise or come to the attention of the Panel. The agenda for the subsequent meeting will be agreed at each meeting.

## **FUNDING**

Unless otherwise arranged, any proposed expenditure (other than staff time) must be contained within the budget for Legal and Democratic Services, for which the Director is the budget-holder. The Scrutiny Unit does not have its own dedicated budget.

## **RELATIONSHIP TO THE OVERVIEW AND SCRUTINY COMMITTEE**

The Chair of the Panel is also a member of the Overview and Scrutiny Committee. The Panel will have its Terms of Reference agreed by the Overview and Scrutiny Committee. The Chair may report the Panel's progress at the Overview and Scrutiny Committee meetings and will present a final report. The Panel will also make recommendations for future work programmes. The Overview and Scrutiny Committee will do an overall annual scrutiny report to the Council.

## KEY INTERNAL STAKEHOLDERS

### **Portfolio Holders**

Councillor Ranjit Dheer (Deputy Leader, Community Services and Safety)  
Councillor Bassam Mahfouz (Transport, Environment and Leisure)  
Councillor Hitesh Tailor (Health and Adult Services)

### **Shadow Portfolio Holders**

Councillor Anthony Young (Deputy Leader and Borough Improvement)  
Councillor Fabio Conti (Health and Wellbeing)  
Councillor Nigel Sumner (Public Realm)

### **Service Officers**

Chis Cole (Transport Projects and Policy Manager)  
Russell Roberts (Principal Transport Planner)  
John Freeman (Regulatory Services Officer)  
Joanne Mortensen (Sustainability Manager)  
Stephen Day (Director of Adult Social Services)  
Cath Attlee (Head of Integrated Commissioning)  
Surinder Jassal (Voluntary Sector/Physical Disabilities Commissioner)  
Jackie Chin (Director of Public Health)

### **Committees**

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