

14. Cambridge Joint Area Committee

The Cambridge Joint Area Committee considers and determines local transport issues within Cambridge City that are not part of the Greater Cambridge Partnership's (GCP) remit, and advises on, but does not determine, schemes of strategic importance within the Cambridge City area that are not part of the GCP's remit. The constituent councils are Cambridgeshire County Council and Cambridge City Council.

These terms of references will be reviewed on an annual basis to consider whether amendments need to be made.

1. Functions

The functions of the committee are:

- (i) To consider and determine Local Highway Improvement (LHI) initiatives in the Cambridge City area, having regard to the budget available.
- (ii) To consider and advise on issues having regard to available resources, in relation to:
 - 1) traffic management
 - 2) parking regulation
 - 3) cycle and pedestrian schemes.
- (iii) To consider and advise the County Council and City Council on on-street and off-street parking charges and enforcement.
- (iv) To consider and advise on the approach to pavement parking regulation to ensure coherent, consistent, and compliant approaches.
- (v) To consider and advise on ways to ensure support for assisted travel (e.g., taxi cards, Dial-a-ride and Shopmobility) across the councils is complementary, coherent, and aligned with wider GCP strategies and with the Local Transport and Connectivity Plan.
- (vi) To consider and advise on ways to ensure alignment, coherence and efficiency in the way Table and Chair Licensing powers, Pavement Licensing powers and A Board Policy are applied.
- (vii) Regarding funds made available by either authority or other body, to advise on annual awards to pedestrian and cycle groups etc for projects supporting active travel.

2. Membership

The Joint Area Committee will be made up of twelve members, comprising of six County Council members from Cambridge divisions and six City Council members. Members are to be appointed in a manner deemed appropriate by each council in compliance with the law.

3. Quorum

The quorum of a meeting will be one half of the whole number of members, with at least three members from each constituent council.

4. Meetings

Meetings are held in Cambridge at least once a year, and no more frequently than once every two months, and only if there is relevant business to discuss.

All meetings will be open to the public.

Members of the public will be permitted to speak at meetings in accordance with the County Council's procedures for speaking at Council meetings.

All papers will be made available to the public, will be published on the Councils' websites, and will conform with both authorities' Access to Information Rules.

5. Chair and Vice-Chair

The Chair of the committee alternates between the two authorities on an annual basis and is elected by the members of the committee.

A Vice-Chair is also elected by the committee on an annual basis and is from the authority that does not hold the chair.

6. Voting

Every decision on an item on the meeting agenda shall be taken by a vote. If there are equal numbers of votes for and against, the Chair will have a second or casting vote.

7. Decisions

Decisions taken by the committee will be in accordance with the policies of both authorities, the GCP, the Local Transport and Connectivity Plan and available budgets. A decision taken by the committee under delegated powers may be subject to reconsideration by a constituent authority where the relevant Monitoring Officer considers it conflicts with agreed policies or budgets of that authority.

8. Administrative Arrangements

Administrative arrangements for the committee are shared between the two authorities. The City Council will host all meetings, the County Council will minute all meetings.