

SOUTH SOMERSET DISTRICT COUNCIL
SCRUTINY PROJECT MANAGEMENT
PROJECT PLAN
NAME OF OVERVIEW COMMISSION: Economic Vitality and Environment Overview Commission
COMMISSION CHAIR: Councillor Tom Parsley
COMMISSION MEMBERS:
LEAD OFFICER :
SUBJECT TO BE REVIEWED: Promoting non-car travel across the District and in particular - cycling
REASON(S) FOR THE REVIEW : This review was proposed by Councillor John Richardson as an issue he felt would benefit the wider community as well as contributing towards the delivery of the Council's Corporate Plan.
IDENTIFY APPROPRIATE CORPORATE AIMS : <ul style="list-style-type: none"> - Promoting a balanced built and natural environment - Promote the health and well-being of our citizens
TERMS OF REFERENCE : <ul style="list-style-type: none"> - To conduct a review as commissioned by the Scrutiny Committee, addressing those points identified in the Aims and Objectives stated below - To submit regular update reports to the Scrutiny Committee as agreed - To conduct detailed research and analysis in order to make well-evidenced recommendations to the Executive as appropriate - To engage all members, officers and members of the community in the review as appropriate

AIMS AND OBJECTIVES OF REVIEW : (Remember to consider what is NOT to be included in the review)

As with many issues, this review could have numerous aims and objectives. Past experience has taught us that the review needs to have fewer, **SMART** (Specific, Measurable, Achievable, Realistic and Time Bound) Objectives.

Therefore, the **Aims and Objectives** of this review into SSDC's role in promoting the use of non-car travel are as follows;

- to establish the statutory roles of local partners in this policy area. Details of any plans / initiatives already in place including the County Council's Cycling Strategy and LTP2?
- To investigate how widely planning gain contributions are used to develop and maintain cycle paths throughout the district
- To investigate how planning gain contributions are monitored
- To look at how the Council can more actively promote cycling amongst both the community and our employees

KEY ISSUES :

- What are we doing as a Council to promote cycling both in the Community and amongst our own staff?
What is the mileage payment for cycling as opposed to car travel?
Are there any incentives for cycling to work?
Are there adequate showering facilities at council buildings for employees who cycle to work?
What provision is made to maintain cycle paths?
Look at how other rural councils are dealing with this issue?
Look at examples of national best practice?
- What is the role of the County Council? What is our statutory role – which service team is leading our work?
- It is important that this review is conducted within the context of the **whole** of South Somerset as the district consists of both rural and urban communities, each with their own issues and characteristics.

TIMESCALE :	ESTIMATED	REVISED (include reasons)	ACTUAL
First meeting of Commission			
Scheduled updates to Main Scrutiny Committee			
Final Report to Main Scrutiny Committee :			
Report :			

METHOD(S) OF REVIEW :

It is important that all the appropriate stakeholders are consulted and members explore innovative approaches to research.

IMPLICATIONS :

(Legislative/regulatory etc.)

DOCUMENTARY EVIDENCE :

(Internal/External)

WITNESSES :**CONSULTATION/RESEARCH :****SITE VISITS :****RESOURCE IMPLICATIONS OF REVIEW:**

PROJECT OUTCOMES

CONCLUSIONS :

RECOMMENDATIONS :

EXECUTIVE CONSIDERED :

OUTCOME :

FOLLOW UP :

REVIEW OF PROCESS/COMMENTS :

SIGNED OFF BY CHAIR :

DATE :