

## **Appendix 2**

### **PROPOSAL FOR AN ACTIVE TRAVEL FORUM**

#### **1) Active Travel Forum – Terms of Reference**

The Forum will advise the Minister for Regional Development on means to promote and encourage active travel and will specifically:

- a) research the economic, environmental, health and wider social benefits of active travel;
- b) identify key barriers, to walking and cycling;
- c) consider opportunities for synergy and alignment with existing policies and programmes across all Government Departments;
- d) identify current best practice examples of active travel cities and towns nationally and internationally, which would offer models for development of demonstrator projects;
- e) bring forward proposals for demonstrator projects in the North, aimed at increasing the percentage of those walking and cycling; and
- f) prepare recommendations for an Active Travel Strategy for consideration by the Minister.

#### **2) Active Travel Forum – Membership**

The Forum will be chaired by the Department's Director of Transportation Policy Division. Members will be drawn from:

- a) central Government Departments representing Environment, Health, Education, Social Development and the NIO.
- b) statutory agencies – Public Health Agency, Sport NI;
- c) local Government – NILGA and Belfast City Council;
- d) business organisations; and
- e) umbrella groups representing walking and cycling interests and community groups.

The Department will also engage on a bi-lateral basis with the Department for Enterprise Trade and Investment, OFMDFM, and Translink.

The Forum may establish sub-groups to consider and advise it on specific areas of work and these sub-groups may co-opt individuals to assist them in their work, with the agreement of the Department.

Secretariat will be provided by Transportation Policy Division.

#### **3) Active Travel Forum – Timetable**

The Forum will be established by March 2010 and will aim to present an initial report to the Minister, recording its emerging findings, high level recommendations for an Active Travel Strategy and proposals for demonstrator project(s) by September 2010.

An outline timetable is set out at Appendix.

**Transportation Policy Division  
February 2010**

## **ACTIVE TRAVEL FORUM: INITIAL TIMETABLE**

Round of preliminary meetings with key stakeholders.	Jan/ February 2010
Issue membership invitations and draft Terms of Reference for Active Travel Forum.	February 2010
First full meeting of the Forum	March 2010
Disseminate internal discussion paper setting out benefits of active travel and potential synergies / alignment with other policies and programmes.	April 2010
Disseminate internal discussion paper setting out best practice in promoting and facilitating active travel and providing an overview of active travel strategies in the other DA, Whitehall, RoI and EU.	April/May 2010
Disseminate internal discussion paper setting out key barriers locally to active travel and identifying initial opportunities to promote active travel / build synergies with.	May 2010
Consider emerging high-level draft strategy	June/July 2010
Agree recommendations for draft strategy setting out benefits, links with other policy areas, high level aims, broad work programme to promote active travel and objectives / targets for demonstrator projects	September 2010
Agree provisional membership of sub-groups to drive delivery of demonstrator projects	September 2010
Submit recommendations on draft active travel strategy for Ministerial approval and issue for consultation	September 2010

**ACTIVE TRAVEL FORUM**  
**MEETING No. 1**  
**9 MARCH 2010 at 2pm in CLARENCE COURT**

**Attendees**

Tom Reid – Transportation Policy Division - Chair  
Stephen Patterson – Sustrans  
Rob Phipps – DHSSPS  
Ian McClure DHSSPS  
John News – Sport NI  
Karen Smyth – NILGA  
Nigel Smyth – Confederation of British Industry  
Ann McGregor – NI Chamber of Commerce  
Roy White – NI Cycling Forum  
Roger Morgan – Roads Service  
Scott Symington – Planning Service  
Brendan Forde – DOE Climate Change Unit  
Robert Kidd – Dept for Social Development  
Alistair Curran – Belfast City Council  
Ann Doherty – Belfast City Council  
Tom McClelland – Cycling Tourist Club  
Aileen Gault –Travelwise  
Tracey Arlow – Travelwise, Secretary

**Apologies**

Dan Mulholland – NIO  
Linda Brown – Institute of Directors

<p><b>1. Welcome and Introductions</b> TR welcomed everybody to the meeting and thanked them for attending.</p>
<p><b>2. Background to establishment of Active Travel Forum</b> TR gave a brief overview on the background to the Forum and opened this up to a general discussion by the group. Issues raised:</p> <ul style="list-style-type: none"><li>• AD asked whether other councils had been invited – TR advised that they had not been at this stage, but NILGA were there to represent all council areas.</li><li>• RW wanted to know if there was going to be a final update of the Cycling Strategy and the Walking Strategy. – TR advised that the Department would have a look at this and report back to the forum.</li></ul>
<p><b>3. Terms of Reference</b> TR gave a brief overview of the draft TOR and asked for comments.</p>

Issues raised:

- KS commented that there was a lack of recognition at local level and asked if the strategy was going to be implemented by community plans or local plans.
- This point was noted and TR agreed to discuss opportunities for involvement at local authority level with KS separately.
- JN and SP commented on item (f) of the TOR and were of the view that the Strategy would need to be signed off by the Executive, rather than DRD Minister.
- TR explained that, although it was not only a DRD Strategy and would require Executive approval, it would be for the DRD Minister to bring it to the attention of the Executive.
- SP asked that the TOR be amended to show that the Strategy would have to be submitted for Executive approval.

#### **4. Work Programme**

AG opened up the discussion on the work programme and advised the Forum that the dates were flexible. She went on to ask for views on the sequence of the first three work items on gathering information.

Issues raised:

- It was agreed that the Secretariat would provide an abstract summary for all reports and web links and disseminate them to the Forum in order to generate debate at this stage.
- SP asked for funding for Sustrans to implement its "Cycle City Vision" project in parallel with the work of the Forum as they did not want to wait another year for a decision. He further advised that they would be content to call it "Active Travel Vision for Belfast".
- TR replied that the Forum would hope to have some form of indicative strategy by the summer but he would welcome SP giving a presentation on the Cycle City Vision at the next meeting, without giving any commitment on how it would be taken forward at this stage.
- SP asked TR to give some thought on the implementation time scale for it.

#### **5. Any Other Business**

No other issues were raised.

#### **6. Date of next meeting**

Date to be organised for mid- April.

Tracey Arlow, Travelwise NI, Transportation Policy Division  
15 March 2010