

Appendix 1

DDC Bus Partnership District Focus Group

Terms of Reference

1. Purpose:

The purpose of the bus Partnership Focus Group is to facilitate an exchange of information between the District Council, Kent County Council, Stagecoach and local bus users through user groups. The District Focus Group is being set up to be a forum for constructive feedback and ideas from representatives about the range of services operated, transport infrastructure and the effectiveness of the routes provided. This feedback will be passed to the Enhanced Partnership Scheme Monitoring Group by KCC representatives to inform service provision.

2. Meetings:

- A meeting of this Group shall take place every 6 months to discuss matters that have arisen and issues that are likely to impact on bus services in the district.
- Meeting dates and times will be agreed by the Chair in consultation with members.
- Hybrid meetings will be held at DDC Council Offices, so attendees have a choice between attending online or in person.
- The Local Bus Group recognises the important contribution that the views of local bus users and community groups can make to discussions on local bus services. The Chairman of the Local Bus Group will therefore, where they consider appropriate, agree the attendance of representatives of such groups. Attendance shall only be by invitation and attendees may only attend and speak at a meeting with the permission of the Chairman of the Local Bus Group but may not vote nor propose a motion or an amendment.

3. Membership:

- DDC Cabinet Member for Transport who will chair the meeting.
- DDC Transport & Parking Services Manager.
- Representative from DDC Planning Policy
- DDC County Members
- Stagecoach Infrastructure Planning Manager and/or Operations Manager
- An Officer from KCC involved in Transport Policy
- Representative of a local user group when agreed by the Chairman of the Local Bus Group.

4. Decision Making

The DDC Bus User Group is a forum for collaborative discussions. Feedback given will be reported to the Enhanced Partnership Schemes Monitoring Group (EPSMG). DDC, KCC and Stagecoach will undertake to respond to the issues raised.