

## APPENDIX B

### TERMS OF REFERENCE FOR THE ITA EXECUTIVE BOARD

These will include all the statutory duties powers and functions of the ITA except those that may not be delegated under the Local Government Act 1972. The following represents a summary of the more important duties, functions and powers of the ITA. This summary is not an exhaustive list.

#### **Statutory Duties of the ITA which may be delegated:-**

- To formulate general policies for the PTE to action:-
  - to procure any public transport service requirements in West Yorkshire which would not otherwise be met; and
  - where it would be appropriate, to take any action to promote the availability of transport services and the convenience of the public

The Authority shall have regard to the advice of the PTE in respect of such policies and shall be bound to consider the requirements of the elderly and the disabled.

- To develop policies for the promotion and encouragement of safe integrated and economic transport facilities and services to, from and within West Yorkshire, to meet the needs of the people living and working within it, pedestrians and the movement of freight. In so doing, to have regard to Government Policy and Guidelines in respect of adaptation to and mitigation of climate change or improvement of the environment.
- In relation to any expenditure on passenger transport, in the interests of the ratepayers of West Yorkshire, to secure the best value for money from their expenditure as a whole. In relation to subsidised transport services, to have regard to economy, efficiency and effectiveness, and the reduction of or limitation of traffic congestion, noise and air pollution.
- To prepare and publish the Local Transport Plan in consultation with all appropriate authorities and bodies in accordance with Guidance.
- To prepare an annual report, together with the PTE, on the expenditure and performance of the ITA.

#### **Significant Functions of the ITA which may be delegated:**

- To approve any change to the basic level of charging for transport services or to the terms of any concessionary scheme.
- To approve any substantial capital expenditure by the PTE.

- To approve any substantial amendment to rail franchise agreements.
- To direct the PTE to take appropriate steps to reorganise its functions to be most efficient or to approve any such proposal by the PTE.

**Significant Powers of the ITA which may be delegated:**

- To establish, enforce and publicise travel concession schemes.
- To make grants for the provision of vehicles, facilities and transport services.
- To carry out any of the actions set out in s.10 of the Transport Act 1968 including, by way of examples:
  - Carrying passengers;
  - The letting of passenger vehicles and rolling stock;
  - Provision of amenities for the travelling public;
  - Acquiring land and developing it for the business of the Authority
  - Lending money to third parties for the purposes of the Business of the Authority
- To make Quality Partnership Schemes and Quality Contract Schemes in accordance with the Transport Act 2000 and the Local Transport Act 2008.
- To take any action the Authority determines is likely to achieve the promotion or improvement of the economy, social **well being** and or the environment of its area or the people resident or passing to or through it.
- To procure transport services without tender to meet unexpected transport needs without delay.