

Strategic Transport Forum

28th June 2017

Agenda Item 8: Innovation Working Group

Recommendation: It is recommended that the meeting:

- i) Note the progress made in terms of establishing and progressing the Innovation Working Group
- ii) Endorse the proposed approach for the Working Group (as noted in section 3)

1. Background

- 1.1. 'Innovation in transport' and 'intelligent mobility' are highlighted within the Planning for Growth document as key strengths and opportunities in the Heartland area.
- 1.2. Across the area a variety of innovative projects are being progressed, particularly in terms of transport (such as OneTRANSPORT: open-source data platform; and DRIVEN: the autonomous vehicle project). Due to the importance of innovation highlighted throughout the Strategic Transport Forum's position statement, it was deemed appropriate to consider building on the existing strengths of organisations across the Heartland in order to maximise benefits and opportunities.

2. Progress to Date

- 2.1. The Innovation Working Group was established in March 2017, with meetings planned on a quarterly basis. Two meetings have been held to date.
- 2.2. The group is currently primarily transport focussed, with representatives from Oxfordshire CC; Buckinghamshire CC; Northamptonshire CC; Cambridgeshire CC; and Milton Keynes Council. The group is open to all Alliance members.
- 2.3. The group aims to:
 - Oversee the development and delivery of a shared Smart City vision and strategy for England's Economic Heartlands (EEH);
 - Drive and shape the innovation agenda across the Heartland;
 - Explore and exploit project and partnership opportunities spinning out of this work that may benefit the wider economic area; and
 - Be a forum for sharing partnership and funding opportunities (not just reacting to funding opportunities but also lobbying for what is needed).
- 2.4. The group has developed full Terms of Reference which can be viewed in Appendix 1.

- 2.5. The potential benefits of the group include:
- Procurement (achieving better value for money)
 - Coordination of projects (avoiding duplication)
 - Sharing best practise (minimising resource requirement)
 - Joint bidding/lobbying (enabling larger, collaborative bids/opportunities)
- 3. Future of the Working Group**
- 3.1. The Innovation Working Group will be focussing on challenges, looking into appropriate, innovative solutions to address key problems across the area.
- 3.2. Due to the expertise of the group and lessons learnt to date, it is proposed that the group will develop an initial vision / strategy for the innovation work, which will feed into the wider Transport Strategy. This will be developed in liaison with the Transport Officers Support Group and shared with the Strategic Transport Forum once drafted in order to discuss and gain approval.
- 3.3. To maintain momentum of the group and drive the agenda forward (considering the number of organisations involved) it is essential that there is a central coordination resource. Oxfordshire County Council have offered up a part-time member of staff to cover this role as part of their match-funding contribution to the Alliance. If approved it is proposed that this officer will work within the core Alliance team, acting as coordinator to strategically manage and monitor the strategy / projects and ensure that the innovation work supports the emerging Transport Strategy.

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Project Lead

June 2017

Appendix 1 – Innovation Working Group – TERMS OF REFERENCE

Below are the Terms of Reference for the England’s Economic Heartland Innovation Working Group (as agreed 25th May 2017).

Purpose:

- To oversee the development and delivery of a shared Smart City vision and strategy for England’s Economic Heartlands (EEH);
- To drive and shape the innovation agenda across the Heartland;
- To explore and exploit project and partnership opportunities spinning out of this work that may benefit the wider economic area;
- To be a forum for sharing partnership and funding opportunities.

Role:

- Supporting the Chair, Co-ordinator and project leads in developing and delivering the vision and strategy;
- Accessing resources as available and as appropriate to support this work (e.g. space for meetings, key introductions, research resource);
- Lobbying within organisations and central government for senior level strategic support and appropriate resource allocation to deliver the vision;
- Ensuring consistency with data collection across the area to enable effective monitoring and evaluation.
- To offer challenge where appropriate.

Membership: Membership of the Working Group will be made up of representatives from all members of the EEH Strategic Alliance that wish to partake.

Other members can be co-opted onto the Group as appropriate and as required, to be endorsed by the Strategic Transport Forum.

Chairman: The Working Group will be hosted and chaired by one of the members.

The Chairman will be appointed by the members and rotated on an annual basis.

Coordinator: The EEH team will provide resource to co-ordinate project work and provide the link with Project Leads in producing reports to the Project Board.

Co-ordinating work will include:

- Convening meetings
- Providing briefing papers regarding wider EEH work as required
- Co-ordinating and reporting on progress to the group

Meetings:	<p>Meetings will be held quarterly. Meetings will be no longer than two hours in duration and will focus on five key areas for report and discussion:</p> <ul style="list-style-type: none"> • Member updates on collaboration opportunities • Partner engagement (private sector and others) • Project Reports (updating on current progress) • Resource and funding opportunities • Events and Communications <p>Additional Task and Finish Groups will be created and held as required. These might include additional representatives, for example from the private sector (including transport delivery partners).</p>
Accountability:	<p>Each member will be responsible for reporting outcomes from key programmes and meetings that would be of interest to the rest of the group.</p> <p>Project Leads will be appointed for each collaborative project (to be agreed by the Group). They will be responsible for overall coordination and management of the projects and for reporting back to the Group.</p>
Governance:	<p>The Working Group reports to the Strategic Transport Forum (with any points for discussion raised to the Transport Officers Support Group).</p>
Timeline and Outputs:	<p>The EEH Transport Innovation Working Group will present an update report on progress to the Strategic Transport Forum and Transport Officers Support Group as required.</p>
