

Parking Advisory Group

Draft Terms of Reference

Statement of Purpose

It is the purpose of the Group to consider the general approach taken by the Council to manage parking provision, parking enforcement and any other parking -related matters and provide comment and advice on them to the Head of Parking and Highways, the Lead Member and / or the Executive.

It is also the purpose of the Group to provide a single point of contact for the views of non executive Members, the resident and business communities and / or their representatives on parking issues to be considered and communicated on to the Executive.

Terms of Reference

- To consider and advise on proposals for changes to the following
 - i. parking restrictions;
 - ii. off street parking provision;
 - iii. on street parking provision;
 - iv. residents parking schemes;
 - v. disabled parking provision;
 - vi. enforcement policies;
- To consider and advise on proposals for changes to on and off street parking charges and the potential economic impact of those changes.
- To receive representation from residents and businesses and / or their representatives on parking issues and provide comment and advice on those representations.
- To consider and advise on proposals for the use of the parking surplus received from residents and businesses and / or their representatives and submit recommendations to the Head of Parking and Highways and Lead Member.
- To consider and advise on the impact of large scale developments on parking provision and management.
- To recommend to the Executive any changes in resources, procedures and administration considered necessary to improve the service.

The Group

It is intended that the Group should meet roughly every two months and should receive written and verbal reports from the Head of Parking and Highways and other senior managers. Meetings and reports should be informal and should not require substantial preparation or administrative support.

The Group should comprise 3 (possibly 5) members, 1 nominated from each of the political groups (or 2,2,1). The Executive should appoint the Chair.

Recommendations and advice from the group should be referred initially to the Head of Parking and Highways. In exceptional cases matters may be referred to the Lead Member or the Executive, as appropriate.

The work of the Group should be reviewed on an annual basis and a decision taken on the need, or otherwise, to continue.