

Shrewton Traffic Working Group -Terms of Reference

Authority

The Shrewton Traffic Working Group (STWG) is constituted by Shrewton Parish Council (SPC) in accordance with SPC Standing Orders (para 4.d.). STWG has no formal decision-making authority on operational matters or budget expenditure but acts as an informal discussion forum making recommendations to SPC. Recommendations must be agreed at a full SPC meeting before being taken forward to the Local Highways and Footway Improvement Group (LHFIG).

Constitution

The STWG should consist of up to 5 residents of the village, of which a minimum of 2 should be Parish Councillors.

Role

The STWG role is:

1. To identify, quantify and list the major traffic management problems (parking, congestion, speeding etc.) that affect Shrewton.
2. To co-ordinate traffic matters with other organisation traffic plans (i.e. Shrewton Primary School Travel Plan).
3. To consult with residents and businesses in the Village to gain an understanding of their issues and needs.
4. To identify and evaluate feasible options for improving the traffic management problems in the Village using the techniques described in the latest Government Traffic Management documents.
5. In liaison with the relevant bodies in Wiltshire County Council and other stakeholders, produce a traffic management plan for Shrewton which will contain a range of measures that will best address the traffic management issues experienced in the Village.

Shrewton Traffic Management Plan

The Shrewton Traffic Management Plan (STMP) is the major output of the STWG, who are to:

1. Revise the STMP within 12 months of the STWG inception.
2. Deliver the STMP to the Parish Council and seek its approval for its implementation.
3. Ensure the STMP contains a timetable for its implementation and identifies viable routes for funding.
4. Manage the implementation and revision of the STMP which is to be reviewed regularly and updated at least every 2 years.

Reporting

The STWG reports regularly on its progress to the Parish Council:

1. Minutes of meeting shall be reported to SPC.
2. Reports containing details of any activities of the group, outside routine meetings, shall be reported at the first available SPC after the activity.

Meetings of the STWG are not usually but may be public meetings.