



Oswestry Rural Parish Council

Road Safety Working Group

Terms of Reference

Preamble

Shropshire Council's Road Safety Policy (March 2013) establishes that town and parish councils will take a primary role in filtering and providing key input in terms of understanding road safety concerns, including speed management, reported by local communities. The perception of danger in addition to accident rates, can be a legitimate trigger for action and road safety work.

Therefore, the parish council has established the Road Safety Working Group to enable it to undertake this role and duty under the policy. The parish council will refer all concerns from members or the public to the group in the first instance in accordance with the 'Function' as set out below.

Membership	Sufficient councillors to ensure representation from each Ward in the parish.
Objective	To promote, assist and help improve road safety throughout the parish of Oswestry Rural for the benefit of all road users.
Function	To collect and collate complaints and concerns, referred by the parish council, and gather evidence, and relevant information regarding highway safety issues throughout the parish, particularly in relation to matters of vehicular movements e.g. speeding, parking, agricultural traffic, and lighting, signage, drainage, and highway maintenance, to improve road safety to: <ul style="list-style-type: none"> • Reduce the risk of accidents/collisions, casualties/injury/deaths. • Improved driver behaviour. • Increased awareness of safety issues by children with a positive attitude to the effects of speed and road safety. • Less social exclusion for vulnerable road users. • Improved quality of life and perceptions of safety by the local community.
Authority	Local Government Act 1972, Section 101. The group may devise such internal means of operation as are most suited to its function and may establish a Chair/Convener and any other necessary roles for its members.
Conditions	The parish council's Code of Conduct. Data Protection Act 2018. To report to the parish council on the group's activity, having regard to the advice of the Clerk in relation to Freedom of Information and confidentiality.
Appointment	The working group shall be appointed at the Annual Meeting of the parish council. The working group can be dissolved by the parish council at any time.
Delegation	No delegated authority other than the functions laid out in these Terms of Reference.
Meetings	The working group will meet as often as needed but not less than twice in each council year.

RESPONSIBILITIES	
1.	To take a primary role in filtering and providing key input in terms of understanding road safety concerns, including speed management, reported by local communities.
2.	To promote, assist and help improve road safety throughout the parish of Oswestry Rural for the benefit of road users.
3.	To collect and collate complaints and concerns, referred by the parish council.
4.	To gather evidence, and relevant information regarding highway safety issues throughout the parish of Oswestry Rural, particularly in relation to matters of vehicular movements e.g. parking, agricultural traffic, lighting, signage, drainage, and highway maintenance to improve road safety.
5.	To consider complaints, concerns and evidence and devise with the highway authority and any other relevant body as necessary, measures by which such complaints and concerns may best be mitigated, the cost and means of funding such measures and assessment of the support for such measures, in accordance with the applicable Road Safety Policy of Shropshire Council, West Mercia Police and any other relevant authority.
6.	To submit from time to time, to the parish council, a prioritized and costed programme for measures to address up to FIVE Highway complaints and concerns, for consideration by the parish council and onward submission to Shropshire Council by the end of February May and September in each year.
7.	To advise the parish council of sums thought necessary to be included in the following years' budget for addressing road safety issues and indicate the potential use of CIL funding.
8.	Where measures have been devised, agreed, and put in place to address road safety issues, the group shall work with any other relevant body e.g., Shropshire Council/Safer Roads Partnership, to monitor the effect and success of such measures, and determine if further actions are needed.
9.	To liaise with members of the public and representative groups of members of the public, representatives of Shropshire Council and any other person or body which can further the function of the group.

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