

SECTION 1A - To be filled in by submitter of the Motion:

Report from	Pradeep Susarla
On behalf of	Road Safety Working Group
Date	11 May 2013
For Meeting of Council/Committee	Full Council
Date of meeting	23 rd May 2023
Agenda item no.	59/23-24
Confidentiality	NA
TITLE OF MOTION	Approve ToR for the Road Safety Working Group
MOTION(S)	<ol style="list-style-type: none"> 1. To receive the ToR. 2. To approve the ToR.
Background	<ul style="list-style-type: none"> - The Road Safety Working Group (WG) was formally constituted and approved during the FC meeting with the following members: <ul style="list-style-type: none"> o Councillor Susarla, o Councillor Bros Sabria, o Councillor Littlemore, o Councillor Sovago, and o Councillor Kinnera. - The WG has been actively working on its tasks and has drafted the Terms of Reference (ToR). We are presenting this ToR to the Full Council for approval during the meeting on 23rd May 2023.
Issues/items for consideration by the Council	<p>Membership of Road Safety WG previously approved by FC:</p> <p>Members: Cllrs</p> <ul style="list-style-type: none"> o Councillor Susarla, o Councillor Bros Sabria, o Councillor Littlemore, o Councillor Sovago, and o Councillor Kinnera.
Recommendations	<p>For the Town Council;</p> <ol style="list-style-type: none"> 1. To review the presented ToR and consider its relevance and comprehensiveness in guiding the operations of the Road Safety Working Group. 2. Following the review, to approve the ToR, enabling the WG to work within a clear, structured framework.
Appendices	N/A
Documents:	ToR for Road Safety WG.docx

SECTION 1B - To be filled in by submitter of the Motion:

Input needed from Clerk?	N/A
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PLEASE NOTE: Agenda item requests: in order to be considered for inclusion on the agenda, motions with all associated papers *must* be received by the Clerk in a final format at least 7 clear daysⁱ before the meeting at which you would like your item to be considered – if any input is required from the Clerk please provide sufficient additional time for the Clerk to schedule in for any feedback and/or additional research that may be required.

SECTION 2 - To be filled in by the Clerk:

Meets/links with Council objectives:	Council effectiveness	
Staffing Implications: ⁱⁱ	N/A	
Volunteer need implications:	YES – proposed actions including monthly meetings, research and liaisons with third parties for Working Group are likely to result in significant volunteer time needs to be carried out effectively,	←
Equalities & Human Rights ⁱⁱⁱ	There are no equalities and human rights issues Details, where relevant: N/A	
Crime and Disorder ^{iv}	Crime and disorder have been considered Details, where relevant: YES: Working Group actions could potentially help with, or speed up, road safety measures across Northstowe.	←
Biodiversity ^v	There are no (negative) bio-diversity implications Details, where relevant: N/A	
Sustainability	Is in line with the Council's Plastic-Free Pledge: N/A	
Financial ^{vi}	There are no financial implications at this stage: N/A	
	There will be financial implications; Details: N/A	
	There is provision within the budget Budget heading & details: N/A	
	Decisions may give rise to additional expenditure; Details: YES – Working Group's research into highways safety improvement options could potentially lead to decisions including financial contributions.	←
	Decisions may have potential for income generation; Details: N/A	
Other Resource implications (besides finance):	Details: N/A	
Health and Safety implications ^{vii}	Details: N/A	
Legal	Power under which the spend can be actioned: ^{viii} N/A	
	GDPR - Data Privacy Impact Assessment: ^{ix} Details, where relevant: N/A	
	Other considerations: N/A	
Risk Management	Material risks ^x exist and these are considered and being assessed: Details: YES – liaisons with third parties – need to consider Council's reputational risks and ensure that all decision-making is done through the Full Council.	←
Other Considerations:	N/A	

ⁱ Northstowe Town Council's [Standing Order 9 b,d](#).

ⁱⁱ The Council has a legal duty to ensure it looks after employees' health and wellbeing (the Health and Safety at Work etc act 1974).

ⁱⁱⁱ The key legislation regarding unlawful discrimination is the Equality Act 2010, which amongst other requires the Council to monitor for compliance with the Equality Duty.

^{iv} The Council has a legal duty to act with due regards to crime and disorder in the area (Crime and Disorder Act 1998, s17).

^v The Council has a legal duty to have regard to conserving biodiversity (Natural Environment and Rural Communities Act 2006, s40).

^{vi} It is the RFO's duty to manage financial risks on behalf of the Council, as described in the Local Audit and Accountability Act 2014 and Accounts and Audit Regulations 2015, reg 4.

^{vii} See also Town Council's [Health and Safety Policy](#).

^{viii} See here for an [Overview of relevant discretionary powers](#) beyond the General Power of Competence.

^{ix} See also the Town Council's [Data Protection Policy](#).

^x See Town Council's [Risk Management Plan](#).