

TERMS OF REFERENCE (DRAFT)

SCC Local Committee (Runnymede) Civil Parking Enforcement Task Group

1. The Task Group shall exist to advise the Local Committee. It has no formal decision making powers.
2. The Task Group will:
 - meet in private;
 - record its actions;
3. Officers supporting the Task Group will consult the Group and will give due consideration to the Group's reasoning and recommendations prior to the officer writing their report to the parent Local Committee.
4. The Task Group can, should it so wish, respond to an officer report and submit its own report to the Local Committee
5. The Task Group will comprise of four appointees, two County and two Borough Councillors. The Task Group may also consult with the relevant Divisional Member.
6. The Task Group will make recommendations on any issues with regard to waiting and loading restrictions to the Local Committee.
7. The Task Group will make recommendations to the Local Committee on the way forward on Controlled Parking Zones.