

## **Parking Task Group Terms of Reference**

The Parking Task Group is a Task Group of the Reigate and Banstead Local Committee. The Terms of Reference and membership of the Task Group, which exists to advise the R&B Local Committee, are agreed annually by the Committee.

### **Role:**

The Task Group will work with officers to advise the Reigate and Banstead Local Committee on any issues with regard to parking controls and civil parking enforcement.

### **Functions:**

To consider:

- The operation of on street parking controls and all aspects of Civil Parking Enforcement across the Borough
- The effectiveness of any new restrictions introduced
- Use of any surplus income for decision at the Local Committee.
- The provision of residents parking in the Borough
- Consideration of parking capacity on and off street within the borough.
- To consider the parking impacts of the school expansion programme in Reigate and Banstead.

### **Membership:**

The Task Group will include three county councillors and three borough councillors. The Chairman and Vice-Chairman of the Local Committee may also attend.

### **Operation of the Task Group:**

- The Task Group will advise and make recommendations as appropriate to the Local Committee and borough council - it has no formal decision-making powers.
- The Task Group will meet in private and keep a record of its actions.
- Officers supporting the Task Group will give due consideration to the Task Group's reasoning and recommendations prior to the officer writing their report to the Local Committee.
- The Task Group can, should they so wish, respond to an officer report and submit their own report to the Local Committee.
- The Task Group will remain aware of the work streams of the other Task Groups and Sub-Committees to ensure appropriate linkages and manage overlap.

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