Whiteley Town Council

Highways and Transport Committee

Dear Committee Members

You are hereby summoned to attend a meeting of the above Committee to be held in the Council Rooms at Meadowside Leisure Centre, Whiteley on Wednesday 19th July 2017 at **7.30pm.** The business to be transacted at that meeting will be:

1. **To receive apologies for absence**
2. **To receive declarations of interest regarding agenda items**
3. **To adjourn meeting to allow participation by members of the public**
4. **Meeting resumed to consider the following agenda items**

4.1 To elect a Vice-Chairman for the ensuing year

4.2 To review and agree committee objectives for 2017/18

4.3 To review committee terms of reference

4.4 To review the Council's adopted Highways Strategy Paper

4.5 To review parking issues in Whiteley

4.6 To review public and community transport issues in Whiteley
      4.6.1 Request from a resident for shuttle bus to Locks Heath
      4.6.2 Ongoing request from a resident for improved bus services
      4.6.3 To consider partnership project with Whiteley Church to set up a community care transport scheme

4.7 To receive update on requests to HCC/Police Road Safety Unit including maintenance requests - please forward requests to Clerk **prior to meeting.**

5. **To identify any unmanaged risks within this committee's remit**
6. **Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available**
7. **Recent correspondence / reports from meetings of relevance to this committee**

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Key objectives for 2016/17:

1. Campaign for the early opening of additional distributor roads for Whiteley as alternative access and to meet Emergency Plan needs.

2. Campaign for 'no right turn' from Whiteley Way into Parkway North and from Parkway North onto Whiteley Way

3. Continue to work with HCC, WCC, Whiteley Shopping and Whiteley and Segensworth Business Forum to optimise on street and off street parking opportunities, minimise traffic congestion and maximise pedestrian safety.

4. Continue to lobby HCC and WCC to improve bus services and public transport links.

5. Continue to ensure maintenance of existing highway, cycle and pedestrian assets by HCC/WCC.

Highways and Transport Committee Terms of Reference adopted by Full Council 6th June 2011 reviewed with no changes 23rd May 2012

Reviewed and amended 17th September 2014

Amended 11th May 2015 to add training requirements prior to appointment to committees.

Amended February 2015 to take account of Council name change and revised Standing Orders requiring committee chairmen to be elected at the AGM

1. The Transport and Highways Committee is constituted as a Standing Committee of Whiteley Town Council. The Committee composition shall be a minimum of five Councillors as voting members with three members of the Committee constituting a quorum.

2. All formal correspondence shall be conducted through the Clerk of the Town Council wherever possible.

3. Minutes of all meetings are to be kept by the Committee and normally forwarded to the Town Clerk for circulation at full Town Council meetings.

4. The Committee will consider all issues concerning transport, roads parking and lighting within the boundaries of Whiteley Town Council working with county and district councils, local neighbouring and law enforcement authorities as appropriate.

5. The Committee is authorised to commit Town Council funds to a limit of £500 (Five hundred pounds) without formal Town Council approval provided that this amount has been provided for in the annual precept.

6. The Committee will meet as workload requires, at least every other month

7. Prospective committee members to attend HALC or similar Core Skills training prior to appointment and refresh at least every four years.

* Please note the Chairman of the full council is an exofficio member of all committees and entitled to vote