Warndon Villages Parish Council

Terms of Reference for the Speeding Safety Committee (SSC)

Authority

The SSC is appointed by, and solely responsible to Warndon Villages Parish Council. The Committee's duties are defined and agreed by the full Council, which may vote, at any time, to modify the Committee's powers. Meetings will be held as required, with no fewer than one meeting per year. The Committee shall meet when the Portfolio holder requires input from other Parish Councillors to discuss the speeding strategy within the Parish. The Portfolio holder will be responsible for liaising with the City Council and other Authorities which are operationally responsible for maintaining the highways within the Parish.

Membership

The Committee will consist of no fewer than four elected Parish Councillors, and at its first meeting will elect a Chair to preside over future meetings. A quorum will be a minimum of three elected Members. The Chair and Vice Chair of the Council will automatically be members of the committee and have full voting rights

Records of Proceedings

Records will be taken when the Committee meets and meeting minutes will be circulated to the full Council with recommendations. The minutes will be published on the Parish website.

Responsibilities

Whilst the Portfolio holder has full delegated powers to liaise with Parishioners and City Council Officers in order to resolve day to day matters within the budgets approved by Warndon Villages Parish Council, the Committee shall support and advise the Portfolio holder on issues relating to speeding matters within the Parish. These include:

a. Current areas of speeding and issues within the Parish.

b. Consideration of the ways in which speeding can be reduced.

c. Consult with other bodies as required to include, but not limited to;
   Safer Neighbourhood Team

Worcestershire City Council
Worcestershire County Council
All Warndon Villages City and County Councillors.

d. Monitor and report back to full Council progress against the strategy.

e. Co-opt individuals with relevant experience, connections and expertise as required.

f. Fully implement the agreed strategy

g. Continue to develop the strategy as time progresses.

Clear and concise formal resolutions are required at all times to avoid ambiguity in the minutes and to ensure that the intention of the resolution is conveyed to the members for them to vote on.

Adopted at the Parish Council Meeting on 8.4.2024

Reviewed at the Parish Council Meeting 11.5.2026