NORTH DALTON PARISH COUNCIL

Terms of Reference – Traffic Education Initiative Working Group

1. Purpose

The Traffic Education Initiative Working Group is established by North Dalton Parish Council to promote road safety, encourage responsible driving behaviour, and raise awareness of traffic-related issues within the parish through education, engagement and partnership working.

The group will work collaboratively with local schools, businesses, community organisations, residents and relevant authorities to support initiatives aimed at reducing vehicle speeds and improving road safety awareness.

2. Objectives

The Working Group shall:

- Develop and promote educational campaigns relating to road safety and traffic awareness.
- Engage with local schools to support age-appropriate road safety education activities.
- Work with local businesses and organisations to encourage responsible driving practices.
- Identify opportunities for community-led traffic awareness initiatives.
- Promote existing road safety schemes and campaigns where appropriate.
- Encourage positive behavioural change through education rather than enforcement.
- Gather feedback from residents regarding traffic concerns and potential educational solutions.
- Report findings, recommendations and progress to North Dalton Parish Council.

3. Membership

The Working Group shall consist of:

- **Lead Member:** Cllr Anne Marie McLoughlin
- Such other Parish Councillors as may be appointed by the Council.

- Non-councillor volunteers, residents or representatives of local organisations may be invited to assist the Working Group where their knowledge or expertise would be beneficial.

The Working Group shall remain accountable to North Dalton Parish Council at all times.

4. Authority

The Working Group is advisory only and has no delegated powers.

The group may:

- Research issues and gather information.
- Liaise with external organisations and stakeholders.
- Develop proposals and recommendations for consideration by the Parish Council.
- Organise community engagement activities subject to prior approval where required.

The group may not:

- Commit the Parish Council to any expenditure.
- Enter into contracts or agreements on behalf of the Parish Council.
- Make decisions on behalf of the Parish Council.
- Issue official statements or representations in the name of the Parish Council without prior authorisation.

5. Meetings

- Meetings shall be arranged as required by the Lead Member.
- Working Group meetings are informal and are not meetings of the Parish Council.
- Notes of meetings and activities shall be maintained where appropriate.
- Updates shall be provided to the Parish Council through the Lead Member or Clerk.

6. Reporting

The Lead Member shall provide regular updates to North Dalton Parish Council, including:

- Activities undertaken.
- Engagement with schools, businesses and community groups.
- Emerging issues and opportunities.
- Recommendations requiring Council consideration or approval.

Any recommendations involving expenditure, policy changes or formal representations must be referred to the Parish Council for decision.

7. Review

These Terms of Reference shall be reviewed annually by North Dalton Parish Council or sooner if required.

Adopted by North Dalton Parish Council: 9Th July 2026

Minute Reference: 741

Review Date: Annually at the May Meeting