

Policy Committees

Scope Template – Working/Task Groups



NAME OF GROUP: Insert

1. Purpose of group / objectives / terms of reference	
Purpose of group / objectives	To provide input and steer the development of a Parking and Kerbside Strategy
Introduction	<p>The Parking and Kerbside Strategy (P&KS) is at the very early stages of development, but in broad terms will establish a series of policy positions around the management of parking and the kerbside in the city. Subject to input from the Task and Finish (T&F) group the scope of the project will include:</p> <ol style="list-style-type: none"> a. Outlining our strategy for management of on-street, off-street and RPS parking including pricing strategy, RPS expansion and boundary review, demand management and variations on pricing categories (e.g. weight, emissions, size-based pricing) b. Outlining our strategy for improving conditions for different kerbside uses such as car clubs, electric vehicle charging bays, servicing and loading, coach and bus drop off and layover. c. Articulating our vision for kerbside uses including a gradual reallocation of space to sustainable modes of transport and alternative uses e.g. tree planting, SUDs, Cycle Hangars, seating. d. Considering this reallocation across different contexts such as the city centre, strategic corridors and residential areas. e. Improving the accessibility of the kerbside f. Understanding the financial and enforcement implications of new kerbside policy including consideration of other demand management measures such as Workplace Parking Levy.
Scope	<p>The remit of the T&F group will need to be carefully defined to ensure that input into the P&KS is coordinated and focussed. The following activities are suggested as ways in which the group can engage with the project:</p> <ul style="list-style-type: none"> - Define the scope of the strategy - Agree overarching objectives of the strategy - Agree with officers they key evidence requirements for the strategy - Agree with officers the level of ambition for key policies - Support officers in engaging with key stakeholders - Review draft document prior to consultation - Support officers in developing a Year 1 implementation plan

	- Understanding the financial and enforcement implications of new kerbside policy as well as powers available to BCC to implement changes.
2. Member involvement	
Chair of the Working Group	Councillor Rob Bryher
Members of the Working Group	Councillors Alexander, Bryher, Edwards, Morris, Plowden, Self,
3. Officer support	
Lead Directorate Officer(s)	Alex Hearn, Director: Economy of Place Adam Crowther, Service Manager: City Transport Pete Woodhouse: Head of Transport Strategy Jacob Pryor: Transport Policy Group Manager
Policy Committee team lead officer	Sam Wilcock, Policy Committee Officer
List of possible internal and external contributors and key information required	Parking Services Team and Highways and Traffic Service area more broadly Key stakeholder equality groups e.g. WECIL City Transport team
4. Timing / meeting arrangements	
How long is the group's work expected to take? (estimated length of time)	This is dependent on the relative priority of the P&KS with other policies and strategies currently in development. It is estimated that the project will take 12 months from inception to sign off at committee.
Meeting format	All meetings will be in private and held online and last between 60-90mins subject to agreement with the T&F members. The exception to this will be meetings with key stakeholder groups where there may be advantages to holding these in person at City Hall. It is anticipated that meetings will be held at monthly intervals, but this can be adapted to the current stage of the project e.g. there may need to be a series of meetings at shorter intervals to get the project up and running.
Ways of working	Members will work collaboratively, to constructively examine available evidence. The group will seek to achieve consensus in developing any views/potential recommendations for further action.
5. Conclusions/recommendations	
Decision-making/pathway for recommendations	Anticipated that findings/recommendations will be reported via the decision pathway process. The new policy will be a key decision under the constitution.