

**Manchester City Council  
Report for Resolution**

**Report to:** Children and Young People Scrutiny Committee – 28 February 2017  
Neighbourhoods and Environment Scrutiny Committee - 28 February 2017

**Subject:** Road Safety Around Schools Task and Finish Group – Terms of Reference and Work Programme

**Report of:** Governance and Scrutiny Support Unit

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**Summary**

This report sets out the proposed terms of reference and work programme for the Road Safety Around Schools Task and Finish Group.

**Recommendations**

The Committee is invited to:

1. Agree the membership of the Task and Finish Group.
  2. Agree the terms of reference for the Task and Finish Group.
  3. Agree the work programme of the Task and Finish Group, which will be reviewed by the group at each of its meetings.
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**Wards Affected:** All

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**Contact Officers:**

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**Background documents (available for public inspection):**

None

**Appendices**

Appendix 1 – Terms of Reference  
Appendix 2 – Work Programme

## **1.0 Introduction**

- 1.1 At its meeting on 6 December 2016, the Children and Young People Scrutiny Committee considered a report on Budget Options 2017-2020, which included options regarding school crossing patrols. Following this members began a wider discussion around road safety around schools and decided this issue required further work and consideration. The Chair recommended that a Road Safety Around Schools Task and Finish Group be established, in consultation with the Neighbourhoods and Environment Scrutiny Committee
- 1.2 The draft terms of reference and work programme for this Task and Finish Group are attached as appendices 1 and 2.

## **2.0 Recommendations**

- 2.1 The Committee is invited to consider the draft Terms of Reference and work programme attached to this report, and make any amendments that they wish.
- 2.2 The Committee is also invited to agree the membership of the Task and Finish Group.

Title	Road Safety Around Schools Task and Finish Group
Membership	Chair: Councillor Julie Reid Councillors Monaghan, Reeves, Leech, Collins, Stone, Azra Ali, Samseem Ali, Rawson, Igbon, Kirkpatrick, Hughes and Noor
Lead Executive Members	Councillor Sheila Newman – Executive Member for Children’s Services Councillor Rosa Battle – Executive member for Environment
Strategic Directors	Kim Dorrington – Director of Highways John Edwards –Director of Education and Skills
Lead Officers	Kim Dorrington – Director of Highways John Edwards –Director of Education and Skills
Contact officer	Jacob Morris-Davies – Scrutiny Support Officer
Objectives	<ol style="list-style-type: none"> <li>1. To review highways investment agreed by the Executive regarding schools related sites.</li> <li>2. To review the potential scope on investment regarding schools related sites.</li> <li>3. To explore ways of making schools fully aware of developments and opportunities for school crossing patrols.</li> <li>4. To explore ways of enhancing education and communication within schools and communities regarding road safety around schools.</li> <li>5. To review available technical solutions.</li> </ol>
Key Lines of Enquiry	<ol style="list-style-type: none"> <li>1. The Panel will hear from a number of stakeholders and invited witnesses throughout the course of this enquiry.</li> <li>2. To consider evidence of good practice and local initiatives from other UK and European cities to improve road safety around schools.</li> <li>3. To consider how current and potential highways investment is used to ensure good road safety around schools.</li> <li>4. To explore opportunities for education and communication within schools and communities regarding road safety around schools.</li> <li>5. To consider the potential for implementing a variety of technical solutions as well as their limitations and benefits.</li> </ol>
Operation	This Task and Finish Group will report its findings to the Neighbourhoods and Environment Scrutiny Committee and the Children’s and Young people Scrutiny Committee by submitting a final report and minutes to the Committees. The Committees will be asked to endorse any recommendations from the Task and Finish Group.
Access to	Meetings of the Task and Finish Group will be open to members

Information	<p>of the media and public except where information that is confidential or exempt from publication is being considered.</p> <p>Papers for the Subgroup will be made available to members of the media and public on the Council's website and the main entrance to the Town Hall except where information which is confidential or exempt from publication is being considered.</p>
Schedule of Meetings	To hold three substantive meetings with one additional meeting to agree the final report.
Commissioned	January 2017

**Neighbourhoods and Environment Scrutiny Committee and Children and Young People Scrutiny Committee – Road Safety  
Around Schools Task and Finish Group  
Draft Work Programme**

<b>Meeting 1 – March - Date / Time and Venue to be confirmed</b>				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Current Highways Investment Overview	To review highways investment agreed by the Executive regarding schools related sites.	Councillor Newman & Councillor Battle	Kim Dorrington	
Potential Highways Investment Scoping	To review the potential scope on investment regarding schools related sites.	Councillor Newman & Councillor Battle	Kim Dorrington	
Terms of Reference and Work Programme	To review and agree the Task and Finish Group's terms of reference and work programme, and consider any changes or additions that are necessary.	Councillor Newman & Councillor Battle	Jacob Morris-Davies	

<b>Meeting 2 – Date, Time and Venue to be confirmed</b>				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Schools Crossing Patrol Development Opportunities	To explore ways of making schools fully aware of developments and opportunities for school crossing patrols.	Councillor Newman & Councillor Battle	John Edwards	
Education and Communication Within Schools.	To explore ways of enhancing education and communication within schools and communities regarding road safety around schools.	Councillor Newman & Councillor	John Edwards	

		Battle		
Terms of Reference and Work Programme	To review and agree the Task and Finish Group's terms of reference and work programme, and consider any changes or additions that are necessary.	Councillor Newman & Councillor Battle	Jacob Morris-Davies	

<b>Meeting 3 – Date, Time and Venue to be confirmed</b>				
Item	Purpose	Lead Executive Member	Lead Officer	Comments
Technical Solutions Review	To consider the potential for implementing a variety of technical solutions as well as their limitations and benefits.	Councillor Newman & Councillor Battle	Kim Dorrington	
Additional Items arising from previous sessions	To receive any additional evidence.			
Feedback from members on their findings	The purpose of this item is for members to feed back on the findings of this review and make recommendations that will inform the final report of the Task and Finish Group.		Jacob Morris-Davies	
Terms of Reference and Work Programme	To review and agree the Task and Finish Group's terms of reference and work programme, and consider any changes or additions that are necessary.  To consider whether the three substantive meetings that the Subgroup has had have been sufficient to meet the objectives of the Task and Finish Group's, or whether further meetings are necessary.		Jacob Morris-Davies	