

**STEVENAGE / HERTS COUNTY COUNCIL (HCC) HIGHWAYS  
JOINT MEMBER PANEL**

1. Membership :

- 6 – SBC – 1 from each from the equivalent HCC Divisions
- 6 - HCC – Representing the County Divisions in Stevenage

2. Quorum -6 (to comprise representatives of both constituent Authorities)

3. Terms of Reference

3.1 To offer advice and recommendations on the functions listed below, and offer guidance to the District Manager on how he/she should exercise his/her delegated powers

- Barriers, railings and street signs
- Carriageway markings
- Co-ordination of all highway activities
- Comment on highway aspects of planning applications
- Development Control and securing of obligations under the Town and Country Planning Act 1990
- Ditch maintenance
- Emergency standby
- Gully cleansing
- Highway drainage
- Insurance claims
- Minor traffic management projects
- New Roads and Streetworks Act administration, co-ordination, inspection and enforcement
- Pedestrian facilities
- Routine inspection
- Street lighting management and inspection
- Structure maintenance of carriageways and footways
- Winter maintenance
- Road closures
- Community Transport Issues

3.2 To foster and improve liaison between the Councils on highway matters in the Borough and in monitoring and reviewing the activity and progress of the Highways Unit.

3.3 To advise the HCC Highways District Manager on the spending of the budget for the area, as allocated by HCC.