

## **Process for participation in Item 7 of the meeting of the Traffic Management Advisory Committee on Tuesday 9 May 2017**

Part 5H of the Council's Constitution outlines the protocol for participation in Traffic Management Advisory Committee meetings and states the "Chair of the Committee shall exercise complete discretion as to the interpretation of the protocol." For the meeting on 9 May 2017, the Chair is using his discretion and will be following the below process to enable an increased level of participation in Item 7 of the agenda for the meeting. This process has been designed to ensure there is fairness in enabling those in objection and support of the proposals to speak, and for each of the three Areas to have an equal length of time spent on receiving submissions.

Given the level of interest in the item we recommend those intending to address the Committee register to speak by 12 noon the day before the meeting to enable the speakers list to be finalised and confirmations to be sent to those who will be addressing the meeting.

- 1.01 Each of the three Areas (Areas 3, 4 and 5) will be allocated one hour each for participation. Within the one hour slot individuals will be able to address the Committee. This will include time for elected representatives and responses from council officers.
- 1.02 Speakers in objection and in support will be invited to speak for no more than two minutes each.
- 1.03 Speakers are urged to register to speak ahead of the meeting, by contacting the Committee Manager on the details at the bottom of this document and provide their name, Area where they live and contact details. This is to enable the order of speakers to be prepared. Please note that all public speaking at the meeting is at the discretion of the Chair and that priority will be given to those who register by 12 noon the day before the meeting.
- 1.04 One elected Member per Ward within an Area shall be entitled to speak for up to two minutes, subject to their having registered their intention to do so by 12 noon the day before the meeting.
- 1.05 The GLA Member in respect of a proposed Area shall be entitled to speak for up to two minutes, subject to their having registered their intention to do so by 12 noon the day before the meeting.
- 1.06 Subject to the prior agreement of the Chair, a speaker representing an organisation recognised by the Council, e.g. the Public Transport Liaison Panel, may be given an opportunity to address the meeting. Such organisations wishing to speak at the meeting must contact the Committee Manager by 12 noon on the day before the meeting to arrange this.

### **Procedure**

- 2.01 The procedure at the Committee meeting will be as follows:

- The Council Officers will give a brief introduction to the report.
- The same process for enabling contributions will be followed for each of the three Areas. Each Area will be considered for up to an hour each, up to 45 minutes of which will be for contributions from individuals and 15 minutes for responses from officers to the points that have been raised.
  - The Committee will hear speakers in objection and support of the proposals. Individuals who have registered to speak will be invited to address the Committee for up to two minutes;
  - Ward Members for the Area under discussion will then be invited to address the meeting for a maximum of two minutes;
  - The Greater London Authority Member for the Area under discussion will then be invited to address the meeting for a maximum of two minutes;
  - The Council Officers will respond to the points raised by participants.
- Following the conclusion of oral representations to the Committee Members of the Committee will debate the item and make a recommendation to the Cabinet Member for Transport and Environment for consideration.
- The Cabinet Member for Transport and Environment may then, in the Cabinet Members' sole discretion, make a decision or recommend such other steps as the Cabinet Member considers appropriate, including requesting further information or a further report from officers for future consideration.

### **Registering to speak at the Committee meeting**

3.01 Please contact the Committee Manager once the meeting agenda has been published, after Friday 28 April 2017, on the below details to register to speak:

Victoria Lower  
 Members Services Manager  
[victoria.lower@croydon.gov.uk](mailto:victoria.lower@croydon.gov.uk)  
 020 8726 6000 x14773

3.02 When registering to address the Committee please provide the following details:

- Name;
- Contact details (phone number, address and email address); and
- Which Area you wish to address the Committee on (Area 3, 4 or 5)

3.03 The speakers list will be agreed by a first come first served basis, with those living in the Area under consideration being given priority.

- 3.04 Individuals will be contacted ahead of the meeting to confirm their slot to address the Committee.
- 3.05 Given the level of interest in the item it is recommended those intending to address the Committee register to speak by 12 noon the day before the meeting to enable the speakers list to be finalised and confirmations to be sent to those who will be addressing the meeting.