

PROTOCOL

- 1 Items submitted to the Clerk for inclusion in the agenda are initially considered by the Chairman in consultation with the Area Highways Manager and the Head of Transportation so that minor matters are dealt with outside the meeting unless they have a bearing on issues of wider concern affecting more than one constituent member of the local committee. All items should be submitted to the Clerk at least 4 weeks before the meeting of the Local Committee.
- 2 In general, the introduction to items put forward will be limited to four minutes (as prescribed for County Council meetings) unless the Chairman decides otherwise on the issue in question.
- 3 The January meeting will have available for comment the draft Three Year Local Safety and Area Strategy Programme and the Draft Structural Maintenance Programme. Any observations made would be considered by the following meeting of the Highways and Public Transport Sub-Committee.
- 4 The July/October meetings would specifically be asked to consider the then likely content of the programme for the subsequent 2 years.
- 5 Issues which raise matters of policy will be reported to the appropriate committee or sub-committee of the County Council.
- 6 Reports on issues to the Highways and Public Transport Sub-Committee would be made if there is a clear wish of the local committee for this to happen.