



## OFFICER REPORT TO LOCAL COMMITTEE (TANDRIDGE)

### LOCAL COMMITTEE PROTOCOL ANNUAL REVIEW

29 JUNE 2012

#### KEY ISSUE

To agree the Tandridge Local Committee's Local Protocol for 2012/13.

#### SUMMARY

The Local Committee has previously agreed the Local Protocol on 24 June 2011, which provided for some minor variations from the Council's Constitution to improve public engagement at the Local Committee meetings.

The Local Protocol needs to be agreed annually at the first meeting of the municipal year.

#### OFFICER RECOMMENDATIONS

**The Local Committee (Tandridge) is asked to:**

- (i) Agree the Local Protocol set out in Annex A to be approved for the municipal year.

#### 1. INTRODUCTION AND BACKGROUND

- 1.1 It is important that people who live and work in Tandridge are able to influence what happens in the borough. One of the aims of the Committee is to ensure that the aspirations and concerns of residents are taken into account when decisions are made about the local area.
- 1.2 The County Council's Constitution sets out how committees can engage with members of the public at formal meetings. At its meeting on 4 May 2004, the County Council agreed that Local Committees should have the ability to operate more flexibly in relation to public engagement at its meetings in public. Subsequently, on 28 April 2009, the County Council further agreed to extend public speaking to those occasions when Local Committees are considering Rights of Way matters.
- 1.3 To enable this flexibility, it was agreed that although Local Committees should comply fully with Standing Orders (Parts 2 and 3), they might develop local protocols setting out minor variations to working practices to enhance public engagement. These protocols would be subject to consultation with the Head

of Democratic and Legal Services, and the Democratic Services Lead Manager.

- 1.4 The Local Committee has developed its Protocol (Annex A) through formal decisions at previous committee meetings. The Committee is reminded of arrangements, which have been put in place to permit local businesses to present petitions and questions to all local committees.
- 1.5 The Local Committee will be asked to review the protocol following the completion of the Community Partnerships Team Public Value Review.

## **2 OPTIONS**

- 2.1 The Committee can confirm the Local Protocol as set out in Annex A, amend the protocol or decide not to adopt in its entirety. Not adopting would mean the Local Committee would work according to the Standing Orders on public engagement as set out in the Council's Constitution. The part relating to Rights of Way however would remain as now.

## **3 CONSULTATIONS**

- 3.1 The County Council has consulted on the Standing Orders set out within the Constitution. The Head of Legal and Democratic Services and the Democratic Services Lead Manager have been consulted on the draft protocol.

## **4 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS**

- 4.1 There are no specific financial implications that arise from the recommendations in the report. Work to support the recommendations will be undertaken within current resources.

## **5 EQUALITIES AND DIVERISTY IMPLICATIONS**

- 5.1 The protocol for public engagement seeks to extend the opportunities for all residents to engage with the work of the Local Committee.

## **6 CRIME AND DISORDER IMPLICATIONS**

- 6.1 There are no specific crime and disorder implications that arise from the recommendations in the report.

## **7 CONCLUSION AND RECOMMENDATIONS**

- 7.1 There are no changes to the protocols being proposed since it was agreed by the Committee on 24 June 2011. The protocol for public engagement has been successful in attracting a high level of public interest and it is invited to endorse the protocol set out in Annex A.

## **8 REASONS FOR RECOMMENDATIONS**

- 8.1 The Local Protocol enables the committee to engage residents in the decision making process of the Local Committee.

**9 WHAT HAPPENS NEXT**

- 9.1 The Local Committee will be asked to review the Protocol for Public Engagement following the completion of the Community Partnerships Team Public Value Review.

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**BACKGROUND PAPERS:** Surrey County Council Constitution  
Reports to Local Committee:  
2 July 2010 – Local Committee Protocols  
24 June 2011 – Local Committee Protocol

