

Saffron Walden Town Centre Management Scheme Working Group

Terms of Reference

The Saffron Walden Town Centre Management Scheme Working Group will:

- Undertake a survey of the views of businesses and residents on preferences for traffic management in Saffron Walden Town Centre in consultation with the Area Highway Manager
- Prepare proposals for consideration by the Environment Committee

Meeting protocol:

- Members of the SWTCMSWG are:
 - Cllr Boland
 - Cllr Freeman
 - Cllr Hibbs
 - **Cllr Jones**
 - Cllr Ketteridge
 - Cllr Elliott
- The following will be invited to all SWTCMSWG meetings:
 - A representative from Saffron Walden Town Council
 - A representative from Essex County Council Highways
 - A representative from Saffron Walden InitiativeThese invited representatives will not have voting rights
- The Lead Officer is Sarah Seward, Saffron Walden Project Officer
- The Committee Officer is Mick Purkiss
- The quorum necessary for the transaction of business shall be:
 - 2 representatives from Uttlesford District Council
- The Working Group will meet every six weeks for the first three meetings and then review the frequency of meetings