

MARKET SUB-COMMITTEE

(Ref: 62/MK, 05/08/21)

RECOMMENDED to the Cultural and Economic Services Committee to approve the proposed guidelines for how traders may submit a request for an agenda item for the Market Sub-Committee.

GUIDANCE FOR TRADER REQUESTS FOR AGENDA ITEMS

Committee operates within its Terms of Reference which states:

To work with the Market Manager in setting policies, rules, regulations and charges for the running of the Street Market.

Requesting Agenda Items

- a) Should there be an issue a trader wishes to bring to the attention of Committee, pre-meeting approaches may be made to the Chair or Vice Chair for consideration and inclusion in a future agenda.
- b) Traders will be invited to submit a short-written update report for publication along with the agenda papers. This must be received 10 days before the date of the meeting. If agreed, a verbal delivery may be accepted. Traders will be allocated 5 minutes each to present their reports or verbal updates. They may respond to questions about their report at the meeting.
- c) If no requests or report is submitted, Committee will assume there is no item for discussion, and allocation of time will not be given in the agenda.

(Market Sub Committee 05/08/21)