

To: Councillor
Councillors Debs Absolom, Barnett-Ward,
Ayub, Carnell, Challenger, Duveen, Eden,
Emberson, Maskell, McGonigle, Page,
Robinson, Stanford-Beale and R Williams

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14 May 2019

Your contact is: **Michael Popham, Committee Services**

NOTICE OF MEETING - STRATEGIC ENVIRONMENT, PLANNING AND TRANSPORT COMMITTEE
22 MAY 2019

FOR A MEETING TO BE HELD AT THE TOWN HALL, READING, ON THE EVENING OF WEDNESDAY 22 MAY 2019, FOLLOWING THE CONCLUSION OF THE MEETINGS OF THE BOROUGH COUNCIL, THE POLICY COMMITTEE AND THE LICENSING APPLICATIONS COMMITTEE.

- 1. TO ESTABLISH A TRAFFIC MANAGEMENT SUB-COMMITTEE, APPOINT THE CHAIR AND VICE-CHAIR AND MEMBERS AND AGREE TERMS OF REFERENCE**

CIVIC OFFICES EMERGENCY EVACUATION: If an alarm sounds, leave by the nearest fire exit quickly and calmly and assemble on the corner of Bridge Street and Fobney Street. You will be advised when it is safe to re-enter the building.

WEBCASTING NOTICE

Please note that this meeting may be filmed for live and/or subsequent broadcast via the Council's website. At the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during a webcast will be retained in accordance with the Council's published policy.

Members of the public seated in the public gallery will not ordinarily be filmed by the automated camera system. However, please be aware that by moving forward of the pillar, or in the unlikely event of a technical malfunction or other unforeseen circumstances, your image may be captured. **Therefore, by entering the meeting room, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.**

Members of the public who participate in the meeting will be able to speak at an on-camera or off-camera microphone, according to their preference.

Please speak to a member of staff if you have any queries or concerns.