

**THE GLASGOW CITY COUNCIL (IBROX STADIUM) (EVENT DAY EMERGENCY ROUTES AND PARKING ZONE) ORDER 20\_\_**

**THE GLASGOW CITY COUNCIL (CELTIC PARK AND EMIRATES ARENA) (EVENT DAY EMERGENCY ROUTES AND PARKING ZONE) ORDER 20\_\_**

**HEARINGS TO BE HELD UNDER THE 1999 TRO REGULATIONS**

**Business Meeting – 11:00 12 September 2019**

**Note of matters agreed at and arising from the meeting**

1. Attendance

Programme Officer Team

Reporters

Sinéad Lynch  
Lance R Guilford

2. Appointment of Reporters by the Council

The reporters have been appointed to hold hearings into objections lodged and not withdrawn, and submit a report to the council with their conclusions and recommendations with respect to the orders. The council considers that the hearing (and the procedures before the hearing) should be conducted in accordance with the rules set out by the reporters. In the event that the council raises an objection to the process determined by the reporters, the council will accept the ruling on the matter by the reporters. However, the council **will be the final** arbiter on whether the order is made or not.

3. Documentation

All documentation is available in electronic form, and everything in the public domain will be placed on the council's website; if possible, before the date of the pre-hearing meetings. This will generally include all objections and other representations lodged and not withdrawn, together with related documents.

A separate page for each hearing would be preferable. This will take time owing to the need to redact the objections and other documents in accordance with data protection requirements.

The programme officers will keep the reporters informed of progress.

In the meantime, key documentation will be made available to the reporters on Objective Connect, as required.

Also, in the meantime, hard copies of all objections and other representations with respect to both orders will be couriered to the reporters for their examination. The programme officers will advise the reporters of the arrangements for this.

The reporters will treat combined letters of support/objection as objections.

4. Programme officers

A single assistant programme officer (administration officer) will be nominated to cover for the programme officers with respect to both cases, and reporters will contact this assistant programme officer if the programme officers are unavailable. None of the programme officers and assistant programme officers will have had any involvement with the preparation and promotion of the orders. Each programme officer may also cover for the other programme officer when not available, as appropriate.

5. The hearings in the context of Regulation 8(1)

The council is holding hearings into both these TROs because there are matters raised within the objections in the context of Regulation 8(1) upon which the council must hold a hearing. However, now that it has been decided that the hearings are required, the council has written to **all objectors** under the terms of Regulation 9(1). It is therefore confirmed that all the issues raised in the objections will be considered by the reporters and be the subject of their report to the council. This will apply whether they are discussed at the hearing or relied upon in written submissions.

6. Joint working on the orders

Both reporters will adopt 100% joint working on both orders until report preparation. It is intended that work on writing up the report be split as appropriate for efficiency, although there will be a joint finalising of the report, with both reporters taking joint responsibility for all conclusions and recommendations.

7. Programme for the hearings and report

An estimated programme for the hearing has been prepared, which will form the basis of the timeline for the various stages leading up to the hearing. The dates will be reviewed and determined according to circumstances.

The reporters will prepare a more detailed programme for the hearing and the preparation of the report for the council's consideration in due course.

#### 8. Pre-hearing meeting

Although not statutorily required, a separate pre-hearing meeting for both orders will be arranged. The dates will be determined in due course as above, but are likely to be evening meetings. A central location within Glasgow will be sought, possibly using the same venue for both meetings, which will probably take place in the same week. All necessary security arrangements will be put in place.

The programme officers confirmed that the letter already sent to objectors (in order to identify those who wish to be heard) was sent by the service promoting the orders. In addition, considerable time has elapsed since the letters were sent.

The reporters will therefore prepare further draft letters to all parties; one for those who have made representations and one for organisations consulted by the council. This will include any parties who have specifically expressed support for the orders, as well as those who have objected to the orders.

The programme officers will confirm which organisations were consulted by the council, and provide the details of any responses received.

#### 9. Submission of statements and documents

This will be agreed at the pre-hearing meeting. All statements and documents will need to be placed on deposit, circulated to other parties, and included on the council website together with all of the material already on the website as referred to in section (3) above.

#### 10. Formal notification of hearing arrangements

The reporters will provide advice on text for the letter and notification in a local newspaper in due course. A useful way of doing this is to send a copy of the notification in the local newspaper, which simplifies the letter.

#### 11. Webcasting

Webcasting is considered beneficial both to provide an accurate record of proceedings and also to enable people who cannot attend the hearings (and pre-hearing meetings) to follow proceedings. The council has agreed that

webcasting of both the hearings and the pre-hearing meetings will take place, and the programme officers will progress the arrangements for this. The possibility of parties providing information to the hearing through a web link will also be investigated.

12. Housekeeping

The favoured method of communication between the programme officers and the reporters will be email; so that there is a record of matters discussed and agreed. Where telephone communication is required, a note of the matters discussed will be provided.

The programme officers will be the only point of communication between the council and the reporters with respect to the preparations for the hearing.

Invoicing for the reporters' fees and expenses will be submitted monthly. The programme officers will provide further information on any specific required information, and otherwise the invoicing will be at the discretion of the reporters, but will be undertaken on a consistent basis.

Sinéad Lynch  
Lance R Guilford

Reporters

9 January 2020