
Subject: RE: Members of the Public Attending Mtgs

██████, although I am not absolutely certain this is what your Chair had in mind, I have attached a copy of the guidance prepared for our Cabinet and Committee meetings.

This is based on the code of conduct provisions which enable a member with a prejudicial interest in an item to speak on that matter, and then leave the meeting room before it is debated and voted upon, PROVIDED the public have the same rights.

It is not necessary, however, for the public present to be asked each time an item is introduced whether they wish to speak on it (although this is what happens at our Cabinet meetings). For instance, at our planning committee meetings, the public are asked to register their interest in speaking on an item or items before the meeting starts. The procedure is made clear to them at the outset of the meeting and by means of written guidance which is also made available.

Provided, therefore, it is made clear that the public have rights to speak on any item on the agenda which is not confidential or exempt, the code of conduct requirements will be satisfied. It makes sense, however, to clarify how those rights can be exercised, so that the Chair can co-ordinate the handling of business more effectively.

I hope this assists, but please do not hesitate to let me know if you require any further information or clarification.

Regards

David Bond
