

PROPOSED REVISION TO EXECUTIVE PROCEDURE RULES

Add new paragraph 5:

“5. REQUESTS BY THE PUBLIC/OUTSIDE ORGANISATIONS TO ADDRESS THE CABINET

- (a) Any member of the public or a representative of an outside organisation may address the Cabinet on any agenda item (except those dealt with in private session as exempt or confidential business) due to be considered at a meeting.
- (b) The following rules shall apply to such requests:
 - (i) requests must relate to any existing agenda item;
 - (ii) requests must not raise new business for the meeting concerned;
 - (iii) all requests must be notified to the Council by 4 pm on the day of the meeting;
 - (iv) requests accompanied by proposals to circulate written material must be received three working days before the meeting in time to be sent to Cabinet members in advance of the meeting;
 - (v) requests need not be in writing;
 - (vi) a maximum of two persons shall be permitted to address the Cabinet on any one agenda item;
 - (vii) a maximum of six persons shall be permitted to address the Cabinet at any individual meeting;
 - (viii) a time limit of 3 minutes per speaker shall apply;
 - (ix) the Cabinet shall be able to ask questions on any comments made;
 - (x) if the number of requests to address the Cabinet exceeds the maximum of six, they will be prioritised by reference to date of receipt unless the Leader of Council feels that there are special circumstances which dictate a different approach;;
 - (xi) this procedure shall not apply to Cabinet Committees.”