

## **PUBLIC SPEAKING**

Members of the public wishing to speak must register to do so by no later than 2.00 pm on the second working day (Thursday) before the meeting. The agenda front sheet will specify which items public speaking applies to for that meeting.

The right of the public to speak does not apply to the following agenda items: Apologies; Appointment of Substitute Members; Minutes; the Forward Plan, the Scrutiny Work Programme (and related documentation) or any agenda item that is not accompanied by a written report.

For remote meetings, public speaking for those who successfully register will take the form of a statement of up to 500 words that will be read out by a member of the Democratic Services team.

The Chairman may, in exceptional circumstances, alter or amend this procedure as he or she considers necessary.