

PROTOCOL FOR SPEAKING AT MEETINGS OF THE CABINET

Detailed below is the protocol for Councillors, who are not Members of the Cabinet, speaking at meetings of the Cabinet.

1. Attendance at Cabinet meetings

- 1.1 Any Member may attend a meeting of the Cabinet.

2. Speaking at meetings of the Cabinet

- 2.1 Members will be entitled to address the Cabinet when:-

- (a) they are presenting the formal report of a Committee, Working Party or Panel; or
- (b) they have moved a motion at full Council which has been referred to the Cabinet for consideration (in the absence of this Member, the seconder of the motion may speak).

- 2.2 Otherwise, a Member may not speak without first having obtained the permission of the Leader of the Council. Requests must be made to the Leader before the start of the meeting.

- 2.3 However, permission can be taken to be granted in the following circumstances:-

- (a) Member(s) wishing to speak on an item on the Agenda which is a local matter directly and specifically affecting their ward; or
- (b) a Member wishing to speak to an item on the Agenda which he/she has requested the Leader to include.

- 2.4 A Member wishing to speak under Section 2.3 above need only make the Leader aware of their wish to speak immediately before the start of the meeting.