

CYNGOR SIR POWYS COUNTY COUNCIL.
COUNTY COUNCIL MEETING – 13TH JULY, 2017

REPORT BY: **Solicitor to the Council**

SUBJECT: **Protocol for Public Participation at Council Meetings**

REPORT FOR: **Decision**

1. Introduction

1.1 At the meeting of the County Council on 19th October, 2016 it was resolved:

- (i) that the draft protocol for public participation at Council meetings be approved and
- (ii) that prior to its full implementation the protocol be trialled at one meeting of the Council before May 2017 and then reviewed by the Democratic Services Committee.

2 Review by the Democratic Services Committee [DSC]

2.1 A pilot was undertaken at the Council meeting on 23rd January, 2017. The DSC reviewed the pilot at its meeting on 3rd July, 2017 and a copy of the report is attached as Appendix 1. The draft Protocol and information provided to the public is given in Appendices A and B respectively.

2.2 The DSC considered that the protocol should be implemented for a year and reviewed after this time and that the system should be promoted via all social media sources. In addition, officers should investigate if different forms of social media could be used by members of the public to submit questions and report back to DSC for discussion.

2.3 The DSC was asked to consider what should happen if a member of the public, whose question was accepted, was unable to attend the Council meeting to ask their supplementary question. Although the Committee did not discuss this, officers have discussed this with the Committee Chair and he agreed that the Council should be asked to agree the following amendment to the protocol:

- that where a questioner is unable to attend the Council meeting to ask their supplementary question that this could be submitted via letter/email etc. once the Agenda has been published. This would then be read out by an officer or local member on behalf of the questioner at the Council meeting and for this to be answered by the relevant Member.

The draft protocol and information for the public would be amended to reflect this.

Recommended to Full Council:	Reason for Recommendation:
<p>(i) that Public Participation at Council meetings be implemented for a year and that it be reviewed by the Democratic Services; Committee after this period,</p> <p>(ii) that where a questioner is unable to attend the Council meeting to ask their supplementary question that this could be submitted via letter/email etc. once the Agenda has been published. This would then be read out by an officer or local member on behalf of the questioner at the Council meeting and for this to be answered by the relevant Member.</p>	<p>To comply with the decision of the Full Council in October 2016 and to trial the scheme allowing members of the public to contribute in Council meetings for a further 12 months.</p>

Person(s) To Action Decision:	Solicitor to the Council		
Date By When Decision To Be Actioned:	For October 2017 Council meeting		
Relevant Policy (ies):			
Within Policy:	Y	Within Budget:	Y
Contact Officer Name:	Tel:	Fax:	Email:
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