

CEREDIGION COUNTY COUNCIL

Report to: Democratic Services Committee

Date: 05.12.2024

Title: Draft protocol upon members of the public attending Local Authority Meetings in person

Purpose of report: To consider the draft protocol, and make recommendations to Council

Background

A request was received from Members to produce a draft protocol for consideration by Members of the Democratic Services Committee in relation to Members of the public attending Local Authority Meetings in person at the Council Chamber in Penmorfa.

Democratic Services Officers consulted the Health and Safety Team for advice regarding fire exits and capacity, and a draft protocol was shared with the H&S team for their comments.

The draft protocol considers the current legislation, and alternative methods of attending and viewing committee meetings. It also considers the privacy for members of the public, capacity translation facilities, councillor safety and conduct.

The draft protocol has also been shared with Dyfed-Powys Police for comment and they have confirmed that they are satisfied with its content and that it covers all relevant areas.

Officers also reviewed practices elsewhere, including the Senedd and the UK Parliaments. It was noted that some organisations required pre-booking, however it was felt that Democratic Services Officers do not have the capacity to manage a booking system, whilst setting up the hybrid system and the live-streaming immediately prior to the meetings.

Recommendation:

To recommend that Council approves the draft protocol for members of the public attending Local Authority Meetings in public

Appendices:

Appendix A, draft protocol

Background documents:

None

Name:

Lowri Edwards

Job Title:

Corporate Lead Officer: Democratic Services

Date:
8 November 2024