



# Public attendance at Council, Cabinet and Committee meetings

Members of the public are welcome to attend the public parts of meetings of the Council, Cabinet and Committees. Sometimes certain information must be discussed in private and the public will be asked to leave for these parts of the meeting. The agenda will indicate which parts of the meeting are public and which parts are private.

Seating is available in the Council Chamber for the public who are welcome to sit in and listen to the proceedings. The available seating is limited so entry cannot always be guaranteed where there is a significant public interest in a particular meeting.

When attending a meeting, members of the public are expected to be respectful of the conduct of business and they must not behave improperly, be offensive or interrupt the business of the meeting. If they do, the Chairman may order that they be removed and excluded from the meeting.

Mobile phones must be switched off or turned to silent mode. If it is intended to film/record the meeting from a mobile phone, please see opposite.



No banners are allowed within the Council Chamber or any meeting rooms.

## Public participation

Members of the public may observe but may not participate in meetings of the Council, Cabinet or Committees save for the submission of questions or petitions to full Council meetings, public speaking time at Planning Committee or when invited to contribute to investigations by Scrutiny Committees. More details can be found in our Constitution or on the Public Participation section of our website.

No public participation is allowed in Cabinet meetings.

## Filming or recording at public meetings

Public Council meetings may be filmed, recorded or photographed but the following principles must be followed:

- Any filming, recording or photography must take place from the allocated position within the meeting room to ensure the view of members, officers, and the rest of the public is not obstructed.
- The direction of the filming or photography should be directed towards the Committee and away from the public galley.
- If a mobile phone is being used to record or film, please ensure it is on silent.
- If the filming, recording or photography is disrupting the meeting, the Chairman may require the operator to stop or comply with other requests, such as to relocate or otherwise alter their behaviour.

## Any Questions?

If you have any queries regarding public attendance at meetings of the Council, please ask to speak to a Governance Officer who will be in attendance at the meeting or contact the Governance Manager on 01246 217753.

**We speak your language**

**Polish**  
*Mówimy Twoim językiem*

**French**  
*Nous parlons votre langue*

**Spanish**  
*Hablamos su idioma*

**Slovak**  
*Rozprávame Vaším jazykom*

**Chinese**  
我们会说你的语言

North East Derbyshire District Council 

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