

Title: Committee Meetings - Attendance Of Observers
Policy No: 62
Responsibility: Chief Executive Officer

Version	Decision Number	Decision Date	History
1	18\603	26/09/00	Adopted
2	19\4604	12/06/07	Reviewed
3			
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Council's Policy on Observers at Committee meetings will be as follows:-

Chairmen of Committees will invite elected member observers present at the meeting, to identify items on the agenda they have an interest in;

Those items will be withdrawn for discussion by the meeting;

Elected Member observers will have the opportunity to speak but not vote as those items are dealt with (either in the order of the agenda, or with the approval of the meeting immediately following the commencement of the business of the meeting).

Where attendance at a meeting is planned by a non-committee Elected Member, they are encouraged to notify the Chairman and identify the areas of interest prior to the meeting.