



## TRANSPORTATION ADVISORY GROUP

### PROTOCOL FOR PUBLIC SPEAKING

**The following protocol for public speaking at the Transportation Advisory Group allows petitioners and any objectors to express their views on proposals which are to be considered by the Transportation Advisory Group. These arrangements are also applicable for petitions that have been submitted before the deadline detailed on the agenda:**

1. Objectors and petitioners/supporters who wish to speak at the Transportation Advisory Group must register their requests with Democratic Services by 12noon on the day before the meeting.
2. There will be a maximum of five minutes speaking time each side for objectors and for petitioners/supporters, and up to two people may speak as an objector or as petitioner/supporters.
3. If there are more than two potential speakers for either side, Democratic Services will ask those wishing to speak to appoint up to two representatives to address the Transportation Advisory Group.

\* Note: The Chairman may exercise discretion as appropriate at the meeting in respect of the speaking time and number of speakers.

4. Each speaker will have one minute to summarise their points after the discussion but prior to the Chairman's concluding statement.
5. A Parish or Town Council representative who wishes to speak must register as an objector or supporter and will be included in the above provisions for speaking, either as an objector or supporter.
6. Speaking must be done in the form of an oral statement.
7. Speakers must take care not to make derogatory or defamatory statements.
8. Speakers and others who wish to submit written information, photographs or other information contained on a computer device to be displayed at the meeting, must provide this to Democratic Services by 12noon on the day before the meeting. Information provided after this time will not be accepted.
9. Speakers who wish to use presentation facilities when speaking must provide this electronically to Democratic Services by 12noon on the day before the meeting. Presentations provided on the day of the meeting will not be accepted.
10. In considering each application the Committee will normally hear from people in the following order:
  - Presenting Officer(s)
  - Questions from Members of the Transportation Advisory Group, which may include points of clarification from Officers
  - Public representations to be heard in the following order: Petitioner/Supporters; Objectors; Ward Councillors
  - Discussion by Members of the Transportation Advisory Group, which may lead to further questions.

- Summary from those making representation
  - Chairman's summary.
11. Each Ward Councillor will have a maximum of five minutes speaking time to address the Transportation Advisory Group.
  12. Exceptionally, in cases of significant proposals the Chairman of the Transportation Advisory Group may exercise discretion to increase the speaking time allowed and the number of speakers, to be applied equally to objectors and applicant/supporters. Arrangements will be agreed in advance in consultation with the Director of Growth and Infrastructure (or his nominated representative) and Democratic Services teams.
  13. Please note that meetings of the Transportation Advisory Group are audio recorded by the Council for subsequent public broadcast and may also be filmed by the Council for live or subsequent broadcast. The meeting may also be audio recorded and/or filmed for live or subsequent broadcast by members of the public.
  14. Members of the public should note that the Transportation Advisory Group is not a decision-making body and as such, no formal votes are taken.

For further information about public speaking at Transportation Advisory please contact [democratic.services@bcpcouncil.gov.uk](mailto:democratic.services@bcpcouncil.gov.uk)