



**Public Participation
at
Cabinet and Overview and Scrutiny
Committee**

**The public participation scheme allows you to
voice opinions and objections at these meetings**

May 2018

Meetings start at 7pm

At which meetings may I speak?

You may speak at scheduled meetings – time permitting of course.

Who may speak?

Anyone (excluding Councillors) who normally lives or works in the District, provided they are present at the meeting when the Chairman of the meeting calls their name.

How much time will speakers be allowed?

A total of four minutes will be allocated to public participation on each agenda item with individuals limited to two minutes each. For the sake of fairness there must be time to hear from those “in favour” and “those against”.

Time is limited so we encourage the appointment of spokespersons to represent groups of people who wish to make similar points.

Can I speak on any matter?

No. Speakers will be allowed to speak only on matters that appear on the Agenda of the Cabinet or Overview and Scrutiny Committee.

NB Comments on applications for grant aid and applications for any licence are not permitted.

What do I do if I decide I want to speak?

If you would like to address the **Cabinet** or the **Overview and Scrutiny Committee** then please contact our Committee Services Section at least 2 clear working days prior to the meeting, ie if the meeting is on a Thursday questions must be received by 5pm on the preceding Monday.

Please note you may only make statements at Cabinet. You can direct questions to Full Council. Questions or statements can be put to the Overview and Scrutiny Committee.

What happens at the meeting?

At the appropriate time the Chairman will invite each person to make his or her comment.

How to Apply:

Applications should be made in writing and provide the following information:

Name, Contact Number,
brief outline of your statement/question

Please send your statement/question to: committeeservices@hart.gov.uk
or write to us at the Civic Offices (address below)

Cabinet 2018/19	Overview and Scrutiny Committee 2018/19
7 June 2018	19 June 2018
5 July 2018	17 July 2018
2 August 2018	21 August 2018
6 September 2018	18 September 2018
4 October 2018	16 October 2018
1 November 2018	20 November 2018
6 December 2018	18 December 2018
3 January 2019	15 January 2019
7 February 2019	19 February 2019
7 March 2019	19 March 2019
4 April 2019	16 April 2019

Other leaflets with information on public participation at the Planning Committee and Full Council are available.

Hart District Council
Harlington Way
Fleet
Hants
GU51 4AE

If you have any queries then please contact Committee Services on 01252 774141 or email committeeservices@hart.gov.uk