

PART 4 – RULES OF PROCEDURE

REMOTE ATTENDANCE STANDING ORDER

- 1 Due to the relatively small geographical area over which the Council's wards are spread, in normal circumstances Members are expected to physically attend meetings. However, in exceptional circumstances, provision for remote attendance may be made available to Members.
- 2 Any Member who wishes to attend a meeting remotely should notify the Monitoring Officer of their desire to do so at least 10 Working Days prior to the date of the meeting, wherever practicable. The Monitoring Officer shall inform the Chair of the meeting concerned of the request. The Chair, in consultation with the Monitoring Officer, will decide whether the request shall be granted and will aim to notify the Member of their decision at least 5 Working Days prior to the date of the Meeting. In making that decision the Chair shall have regard to the reasons given by the Member for making the request and the costs involved in providing remote attendance facilities and any other relevant issues. The Chair's decision shall be final.
- 3 If the Chair determines that remote attendance should be permitted, then such equipment and facilities as are necessary to enable remote attendance shall be provided to the Member and the meeting. The facilities should comply with the requirements of the Statutory Guidance relating to remote attendance as issued by Welsh Government under the Local Government (Wales) Measure 2011.
- 4 Unless the Chair decides otherwise, if for technical reasons any Member who is attending remotely loses their connection to the meeting, the meeting shall not be adjourned.
- 5 Any Member attending remotely will not be counted when determining whether a quorum is present (unless the Chair decides otherwise).