

ARTICLE 3 – MEMBERS OF THE PUBLIC AND THE COUNCIL

3.1 Rights of members of the public

A member of the public has the following rights in relation to the Council. His/her rights to information and to participate are explained in more detail in the Access to Information Rules - Part 2 of the Constitution:

- (a) **Information.** A member of the public has the right to:
 - (i) attend formal meetings of the Council and its Committees and Sub-Committees except where confidential or exempt information is likely to be disclosed and the public and press are excluded or to maintain orderly conduct or prevent misbehaviour at a meeting;
 - (ii) access the forward plan (if any) to identify potential key decisions that have been incorporated in it;
 - (iii) see publicly accessible reports, background papers and retained records of decisions made by the Council, Executive and Officers; and
 - (iv) inspect the Council's accounts and make their views known to the external auditor.
- (b) **Participation.** A member of the public has the right to:
 - (i) ask questions, make statements, participate in deputations and submit petitions to the Council,
 - (ii) make representations in relation to certain regulatory matters;
 - (iii) film, audio record, take photographs and use social media to report on public meetings of the Council and its Executive; and
 - (iv) to contribute when asked to investigations by an Overview and Scrutiny Committee,

all to the extent as provided for in the Constitution and any other relevant protocols of the Council.
- (c) **Complaints.** A member of the public has the right to complain to:
 - (i) the Council itself under its complaints scheme;
 - (ii) the relevant Ombudsman after using the Council's own complaints scheme;
 - (iii) the Monitoring Officer about an alleged breach of the Members' Code of Conduct – see Codes and Protocols – Part 4 of this Constitution.

3.2 Responsibilities of members of the public

A member of the public must not be violent, abusing or threatening to any Member or Officer and must not wilfully harm or damage things owned by the Council, any Member or Officer.

