

Guidance on public attendance at board meetings

1. Please remember this is a Board meeting to conduct the business of the company and as such members of the public are reminded not to interrupt the discussion of the Board
2. No cameras or any recording equipment are allowed unless prior approval has been granted
3. When the meeting is one permitting public deputations, members of the public who wish to speak will be allowed 10 minutes to present their views. (A maximum of four presentations should be the guidance for such a meeting)
4. Confirmation of the time slot to present will be provided by the board secretary in advance.
5. There will be no response from the Board or management at the meeting, but a written response will be made within 7 days
6. Members of the public presenting or present are not entitled to speak on matters within the agenda and may not enter into discussion or debate on Board items.