Protocol for Regional Scrutiny Member / Officer Network Meeting

All participants

* Please mute your microphone during the meeting
* To speak - use the chat function on the right hand side. Type RTS (request to speak) and the chair will invite you to speak. You can use the raise hand facility if you prefer.
* When invited to speak by the chair, remember to unmute your microphone
* Once invited to speak please introduce yourself with your name and which authority you represent unless you have already introduced yourself earlier in the meeting
* Remember everyone in the meeting can see the messages in the chat function
* If you are having issues with connectivity – try switching off your video and use just the telephone function
* If connectivity issues continue, you may have to leave the meeting and re-join to get a better signal
* If the chair’s connection is lost, the vice-chair or Tom Gorman (the chair of the officer network) will take over until the chair’s connection is restored.