

Public Participation in a Council Meeting

Members of the community have two opportunities to participate in Council meetings.

The first is during question time and the second by public participation prior to Council considering an item on the agenda.

Questions to be addressed by Council must appear on the correct form which is available on Council's website and at each Council meeting. The question must be complete and handed to the Director Corporate Services prior to Question time in the meeting. There is a maximum of 2 questions per member of the public. The member of the public must be present at the meeting when the question is considered.

The questions will be assessed by the Chief Executive Officer in line with the Meeting Procedure Local Law and where appropriate put to the Chamber by the CEO for response by the Mayor or the appropriate Council Officer as nominated by the Mayor.

Public participation in relation to a matter being considered by Council operates as follows.

Members of the community can register to speak to an item being considered as part of the Council agenda and must do so prior to the commencement of the meeting.

Once the item has been introduced by the relevant Council officer, the Mayor will ask each speaker to come forward to address Council.

Each speaker will have a set time as noted by the Mayor (between 3-5 minutes). During this time the speaker cannot ask questions of Councillors or Council officers. Councillors may seek clarification on points raised by the member of the public but will not engage in debate.

Once all speakers have provided their opinions, Council continues the debate on the issue and makes a decision.