

Meeting procedures – Public question time

OBJECTIVE

Council's policy and practice for public question time, in addition to the provisions provided in the *Local Government (Meeting Procedures) Regulations 2015*.

MINUTE NO(S)

133/2014 – 19.05.2014.

APPROVED

Original motion extract from Minute No. 166/2005 – 20.06.2005:

- “1 A period of not more than 30 minutes is to be set aside for public question time.
- 2 Public question time is to commence at 6.40pm or as soon as practicable thereafter.
- 3 If there are no questions from the public or if all questions have been answered before the allocated 30 minutes has expired, the chairperson is to resume the meeting at the item of business being dealt with when public question time commenced.
- 4 Upon resumption, the chairperson is to inform the public present, and any new member of the public who attends from then until 30 minutes after public question time commenced, that questions may still be asked until the conclusion of that 30-minute period.
- 5 Each member of the public may ask not more than two questions at each meeting, including any questions for which written notice has been previously given.
- 6 All questions are to be directed to the chairperson who may invite another Councillor or employee of the Council to respond.

CENTRAL COAST COUNCIL – POLICIES, PRACTICES AND KEY DECISIONS REGISTER

- 7 Councillors, other than the chairperson, and employees of the Council are not to engage in dialogue with a member of the public at public question time unless invited to do so by the chairperson.
- 8 A member of the public, before asking a question, is to identify himself or herself and, if it is not possible for an answer to be provided to a question at the meeting, a written answer to the person asking the question is to be provided subsequent to the meeting.
- 9 If an item on the meeting agenda has not been dealt with prior to public question time, questions about that item are not to be taken for the reason that a response at that time could compromise the Council's subsequent consideration of that item.
- 10 Public statements (as opposed to questions) are not to be accepted for the reason that statements could be considered to be a form of participation in debate."

BACKGROUND

Archived Minutes No.: 166/2005 – 20.06.2015

Requires adherence to *Section 31 of the Local Government (Meeting Procedures) Regulations 2005*.

Matter was reviewed at the 19 May 2014 Council meeting, in respect of a Notice of Motion being received, requesting that Clause 9 of the meeting procedures be removed. Motion was Lost.

REVIEW DATE

1 July 2020