

Central Coast Council

Deputations Policy

July 2023

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PURPOSE

The purpose of this Policy is to set conditions to be imposed on deputations to a meeting of the Council or a Council Committee.

SCOPE

This Policy applies to Council meetings and Council Committee meetings.

STANDARDS (INCLUDING RELEVANT LEGISLATION)

This Policy was developed in accordance with:

RELEVANT LEGISLATION

- . *Local Government Act 1993*
- . *Local Government (Meeting Procedures) Regulations 2015*

POLICY STATEMENT

Regulation 38 of the *Local Government (Meeting Procedures) Regulations 2015* (the Regulations) provides as follows:

- “(1) The chairperson of a meeting, including a closed meeting, may invite a person –
 - (a) to address the meeting; and
 - (b) to make statements or deliver reports.
- (2) An invitation under subregulation (1) may be subject –
 - (a) in the case of a council meeting, to any condition the council may impose; or
 - (b) in the case of council committee meeting, to any condition the council, or the council committee, may impose.”

It is appropriate for operational purposes and fairness in decision making that the Council set conditions to be imposed on deputations.

This Policy imposes the following conditions in regard to deputations:

- 1 Any person who intends to comprise a deputation to the Council or a Council Committee is to make a written request to the chairperson setting out:
 - (a) the likely members of the delegation; and
 - (b) the nature of the matter or matters intended to be placed before the Council or Council Committee.

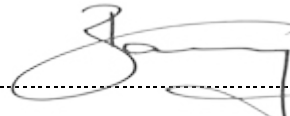
- 2 The chairperson and the General Manager are to decide whether or not the deputation is to be received.
- 3 If the chairperson and General Manager decide that the deputation is to be received, the General Manager is to note the item on the appropriate agenda.
- 4 Unless the Council or Council Committee decides otherwise, the recommendation, request or other matter placed before the Council or Council Committee by the deputation is not to be considered:
 - (a) until the deputation has withdrawn; and
 - (b) unless qualified advice has been provided under section 65 of the *Local Government Act 1993*.
- 5 A deputation:
 - (a) is not to exceed three persons; and
 - (b) is not to be permitted to continue in attendance on the Council or Council Committee for a period longer than 20 minutes.

REVIEW

This policy will be reviewed every five years, unless organisational and legislative changes require more frequent modification.

Date of approval: 17 / 07 /2023

Approved by:



Barry Omundson
GENERAL MANAGER