

Guidelines

Council Meeting Public Question Time is an opportunity for the community to ask questions of Council and is provided at the beginning of each Ordinary Council Meeting.

Questions submitted to Council must be in writing, state the name and address of the person submitting the question and generally be in a form approved or permitted by Council. You may submit no more than two questions. Questions must not be defamatory or objectionable in language, nature or intent.

Any question submitted to the Council will be answered at the relevant Council meeting if the question has been submitted no less than 24 hours before the commencement of the Ordinary meeting. Any question submitted less than 24 hours before the Ordinary meeting will be answered at that Ordinary meeting if possible and, if no answer can be given, then a written answer will be given to the person asking the question as soon as practicable after the Ordinary meeting.

The Mayor may use their discretion as to whether questions will be read out and answers provided if there is no one in attendance. In this instance, the questions and answers will be recorded in the minutes.

Council minutes will record the question and answer. Any additional information and background material provided with the question will be passed on to the Chair/Councillors as information only and will not be read out nor included in the minutes.

Please note:

Questions relating to an item in the agenda will be provided with the following response.

- Councillors will consider and debate all aspects and implications of this issue tonight as part of Council's agenda.

Name: _____

Address: _____

Town: _____ Postcode: _____ Phone: _____

Email: _____

Agenda Item: _____

Question: _____
