

## **DIVISION 9 – PUBLIC QUESTION TIME**

### **1. Question Time**

- (1) There will be a public question time at every ordinary meeting to enable members of the public to ask questions or address the Council.
- (2) Standing orders will be suspended by resolution of the Council for the duration of Public Question Time.
- (3) The duration of question time will be no more than 30 minutes except that by resolution of the Council Public Question Time may be extended.
- (4) The Chairperson will exercise discretion so that the maximum number of people present will be permitted to ask their questions within the time available for Public Question Time.
- (5) Members of the public are to identify themselves and may speak for up to three minutes, which time may be extended at the discretion of the Chairperson.
- (6) A question shall be disallowed by the Chairperson if it:
  - a. relates to a matter outside the duties, functions and powers of the Council
  - b. is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance
  - c. deals with a subject matter already addressed during the meeting
  - d. is aimed at embarrassing a Councillor or a member of Council staff
  - e. relates to personnel matters
  - f. relates to the personal hardship of any resident or ratepayer
  - g. relates to industrial matters
  - h. relates to contractual matters
  - i. relates to legal advice
  - j. relates to matters affecting the security of Council property; or
  - k. relates to any other matter which the Council considers would prejudice the Council or any person.
- (7) Where a question is disallowed by the Chairperson, the Chairperson will state the clause under which the question was disallowed.
- (8) All questions and answers must be as brief as possible, and no discussion will be allowed other than for the purposes of clarification. Questions and answers will be directed through the Chairperson.
- (9) The Chairperson may nominate one or more Councillors or a member of Council staff to respond to a question or may take the question on notice to obtain further information.
- (10) Any Councillor may request, through the Chairperson, to respond to a question.