

### **3.23 PUBLIC PARTICIPATION**

#### **Period for public comment**

##### **3.23.1**

A period of up to 30 minutes may be set aside at the commencement of each ordinary committee meeting for public comment, immediately following the notification of minor items.

*[Council, 30 November 2005]*

#### **Content of public comment**

##### **3.23.2**

Public comment shall be confined to those items appearing on the order paper for the particular meeting concerned, and, if time permits, any other matter.

*[Council, 30 November 2005]*

#### **Advice of items on which public comment is intended**

##### **3.23.3**

Persons wishing to make public comment shall advise the chief executive or chairperson and shall indicate those items or matters upon which comment is intended. Such advice shall be given either before the meeting or at the meeting at the commencement of the period set aside for public comment. The chairperson may determine that any person may not comment at any particular meeting, or that any comment made shall be confined to a particular item or matter.

*[Council, 30 November 2005]*

#### **Time limit on public comment**

##### **3.23.4**

Each person addressing the meeting may speak for a maximum of three minutes. This time limit may be extended at the discretion of the chairperson for a further three minutes. Each person may address the meeting once only, regardless of whether or not that person wishes to comment on more than one item or matter.

*[Council, 30 November 2005]*

#### **Questions on public comment**

##### **3.23.5**

With the permission of the chairperson, members may ask questions of speakers during the period set aside for public comment. Such questions by members shall be confined to obtaining information or clarification on matters raised by the speakers.

*[Council, 30 November 2005]*

**Comment on item not on the agenda**

**3.23.6**

Where public comment is made on an item that is not on the order paper, such comment shall be received or referred to the chief executive or another committee or sub-committee for report. Otherwise, such comment shall not be considered nor discussed unless the procedure for dealing with items not on the agenda is followed (see standing order 2.15.8).

*[Council, 30 November 2005]*

**Termination of comment**

**3.23.7**

The chairperson may terminate any public comment being made if it is irrelevant, repetitive, disrespectful, of offensive, or if the chairperson has reason to believe that statements made have been predominately motivated by ill will or otherwise take improper advantage of the occasion (see standing order 3.16 regarding qualified privilege).

*[Council, 30 November 2005]*

**Public comment at extraordinary meetings of the local authority and its committees**

**3.23.8**

The above procedures may, with the approval of the chairperson, also apply to extraordinary committee and extraordinary subcommittee meetings either generally or to particular meetings PROVIDED THAT at such meeting or meetings public comment shall be confined to those items appearing on the order paper for the particular meeting concerned.

*[Council, 30 November 2005]*

**Application of public comment**

**3.23.9**

Standing orders 3.23.1 to 3.23.8 shall apply only to those committees and subcommittees that adopt the above procedures. This order does not apply to meetings of the local authority.

*[Council, 30 November 2005]*