

Community Comment Session

Head of Power

Local Government Act 2009

Objective

This Policy establishes procedures to allow Moreton Bay Regional Council residents and ratepayers the opportunity to address Council.

Definitions/Application

Definition

In this Policy:

CEO means the Council's Chief Executive Officer.

Law includes Council policies and directives.

Application

This Policy applies to Moreton Bay Regional Council residents and ratepayers wishing to address Council during the Community Comment Session of a General Meeting of Council.

Policy Statement

A Community Comment Session will be scheduled for a maximum of thirty minutes as part of the Council's General Meeting agenda.

The time allocated for each speaker at a Community Comment Session shall be a maximum of five minutes, with a maximum of six speakers per Session.

Where more than six applicants request to speak at a Community Comment Session, preference will be given to new applicants (over any applicant who has spoken at a previous Community Comment Session) or applicants requesting to speak on a different subject matter.

A resident or ratepayer wishing to address Council must complete the necessary application form that must be received by the CEO seven days prior to the General Meeting date at which they wish to speak.

The CEO shall notify the applicant in writing (and by e-mail or telephone if possible) whether the application has been approved or otherwise, together with the scheduled date and approximate time.

Only the person who has been given approval to speak shall be entitled to speak in the Community Comment Session.

The application shall set out briefly the subject and details of all points that the applicant intends to raise. Unless otherwise approved, an applicant is unable to speak on the same matter at more than one Community Comment Session.

At the commencement of the presentation, each speaker is required to provide an overview or dot-point form of their presentation to the Mayor.

Speakers must act and speak with decorum. If the address is considered off-topic, offensive or unduly long, the speaker will be required to cease.

The Mayor may provide a brief response to the speaker(s). Councillors are not to engage in debate during the Community Comment Session.

No Community Comment Session will be held at the first and last General Meeting of Council in each calendar year, the first General Meeting of Council following a Post-election meeting, or as otherwise determined by Council.

Review Triggers

This Policy will be reviewed for applicability, continuing effect and consistency with related documents and the Law when any of the following occurs:

- (1) The related documents are amended.
- (2) The related documents are replaced by new documents.
- (3) Amendments affecting the scope and effect of a Policy of this nature are made to the Law.

Otherwise, this Policy is to be reviewed at least once every two years for relevance and effectiveness.

Responsibility

This Policy is to be:

- (1) implemented by the CEO; and
- (2) reviewed and amended in accordance with the "Review Triggers" by the CEO.

| Policy: 2150-062 | | Official Version: A822030 | |
|------------------|--|---------------------------|------------------------|
| Version | Adoption (Council meeting / Minute Page) | Date | Word version reference |
| V1 | Coordination Committee (08/137-143) 32-2150-05 | 22.4.2008 | |
| V2 | Legislation update | 26.9.2012 | |
| V3 | Coordination Committee (16/1012) | 14.6.2016 | A13292809 |

Related Links:

Community Comment Session Application