

Youth Forum Protocol

Light Regional Council is committed to providing an opportunity for members of the public to ask questions at ordinary meetings of Council or at Committee meetings. Young people wishing to appear in this forum are requested to read and comply with the following protocol.

- 1. Participants in the youth forum shall register in writing for the right to do so with Council's Chief Executive Officer at least five (5) clear days prior to the Council meeting. Youth submitting questions or statements must be present in the gallery and must stand when the Mayor reads their name. The person will read their statement or question (which may include a short statement in support thereof). Each presentation shall be limited in total to four (4) minutes in order that Council can receive a maximum of 5 representations per youth forum. The Mayor may vary the time allocation where 5 representations are not scheduled at the meeting.*
- 2. Youth should recognise that the Mayor has discretion (and at times obligation) to terminate both question and response at any time in accordance with the Act and Regulations.*
- 3. The Mayor will have the discretion to not accept a particular question. Questions are restricted to matters relating to Council reports, policy or operations, and those of a political or personal nature will not be accepted. Questions relating to Development Applications on the current Agenda before Council will also not be accepted. Where a question is not accepted, the Mayor shall state the reason for not accepting the question.*
- 4. Questions relating to the same issue will be grouped together and one response provided to that group of questions. Council will then proceed to the next subject.*
- 5. The Mayor will chair and determine who shall answer each question. Where possible, responses will be provided immediately following the person's presentation, however if there is insufficient time to verbally respond to a question, or if a more detailed response is required than time allows, the Mayor may direct that a particular Council officer respond in writing to the person within five (5) working days, or provide a report to the following ordinary meeting of Council.*
- 6. While the youth forum is provided for the youth to have an opportunity to question Council on matters, no debate on the questions or answers provided will be entered into at the youth forum, however, the Mayor may accept a follow up question in regard to the same subject from the person should time allow. Council Members may seek to ask questions.*

Light Regional Council Youth Forum Request

I / We

Of.....

Email:..... Daytime Phone Contact No.....

hereby register for the right to address

Council

.....Committee *(please state name of Committee)*

at its meeting to be held on theday of

relating to the following matter:

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(Should the space provided above not be adequate, please attach your information on a separate page)

I / We acknowledge that I / we have been provided with a copy of the Youth Forum Protocol and agree to abide by the procedures outlined within.

Signed.....

Dated.....

NOTE:

This request must be registered with the Principal Office five (5) days prior to the day the Council/Committee meeting is scheduled.

Please refer to Council's Website for Council/Committee meeting dates and venue.