

Public speaking rights and petitions



greater WELLINGTON
REGIONAL COUNCIL
Te Pane Matua Taiao

Greater Wellington welcomes public attendance and input at its meetings

You have the right to attend Greater Wellington's open Council and committee meetings to present options and ideas to Councillors and committee members.

Greater Wellington's Democratic Services team is available to assist on the best meeting to speak at and on the processes for public input.

The rules relating to speaking at meetings are summarised below. The full rules are available in Section 4 of the Council's Standing Orders:

www.gw.govt.nz/standingorders.

Public speaking rights

1. Public Participation

You can speak at the start of public Council and committee meetings for up to five minutes.

For a Council meeting the matter you wish to speak on must relate directly to an item on the agenda for that meeting.

For a committee meeting the matter you wish to speak on should relate directly to an item on the agenda or it must be relevant to the committee's terms of reference.

You can obtain a copy of the agenda and reports at least two days before the meeting from the Council or online at:

www.gw.govt.nz/committee-meetings-calendar.

2. Petitions

The presentation of a petition is another means of providing public input to a Council or committee meeting.

Petitions should be fewer than 150 words (not including signatories' names and details). The petition's organiser may address the Council or one of its committees on the subject of the petition for a maximum of 10 minutes.

Once a petition has been presented to a meeting, it may be referred to an appropriate committee for consideration and report, or dealt with by the Council.

Supporting information

You are welcome to bring along written material, summarising or elaborating on your topic. Please bring along 20 copies of the information to the meeting.

You are also welcome to utilise our electronic display equipment (e.g. for PowerPoint presentations) but you will need to send us an electronic copy of your presentation by 12 noon on the working day before the meeting. This enables us to load the presentation and test whether it is working correctly.

At the meeting

The public input session is usually held at the beginning of a meeting. Please arrive early, introduce yourself to the Democratic Services officer(s) present, and pass any written material to them to distribute to Council or committee members.

When it is your turn to speak, the meeting Chair will introduce you and invite you to move to the place where you may speak for up to five minutes.

The Chair and members will listen to you, but not debate your comments with you, during the meeting. Members, with the permission of the Chair, may ask questions if there are any of your points requiring further information or clarification.

It is important not to interrupt members when they are speaking and not to speak until requested by the Chair. The Chair may terminate your statement if it is offensive or disrespectful.

Limits on public participation

The Council has set some rules on public input at Council and committee meetings in order to maintain the integrity of its decision-making processes.

You cannot speak in relation to the following agenda items:

- minutes being presented to a meeting for authentication
- reports on business conducted at concluded committee meetings, which are for information only
- reports that set out recommendations arising from a hearing process
- matters that pertain to a current tender process.

Public speaking rights also do not apply to:

- a hearing of submissions (submitters will have the opportunity to speak)
- meetings where the Council or one of its committees sits in a quasi-judicial capacity
- the first Council meeting after its election.

For more information, please contact Greater Wellington:

Democratic Services

(04) 384 5708 or 0800 496 734

democratic.services@gw.govt.nz

We will be pleased to assist you.