

POLICY IS COMPLIANT WITH THE CHARTER OF HUMAN RIGHTS LEGISLATION

POLICY

1. Presentations of Officer reports at Council and Committee meetings shall take place prior to consideration of the agenda item.
2. An Officer presenting a report to any meeting of the Council or a Committee shall provide a brief summary of the report being considered on the agenda when so requested by the Mayor..
3. The purpose of the presentation is to bring the meeting's attention to critical issues pertinent to the matter being considered and any additional information, which has come to light subsequent to the circulation of the report. (It is not necessary to restate the recommendation contained in the report.)
4. Officer presentations shall be concise and take no longer than three minutes, except in circumstances where it is necessary for more detailed and complex information to be provided.
5. Officers shall be prepared to take questions from Councillors in regards their report in addition to providing such other relevant information as may be requested.