

2.4 Leaders Report

The Leader of the Council will make available in writing the content of their oral report to opposition group leaders no later ~~than the Saturday before the meeting~~ **than one week prior to the meeting**. The speech will not exceed ten minutes on key issues arising since the last meeting of Council.

The Leaders of any other political group may comment on the Leader's report. The comments of the Leaders of the other political groups shall be limited each to five minutes. The other Group Leaders will comment in an order determined by the number of Councillors within those political groups, with the largest group commenting first, and so on. **The Leader of any other political group must then provide the Leader and Chairman with any questions that they intend to ask as part of their response to the Leader's speech by close of business on the Tuesday prior to the meeting.**

The Leader has a right of reply to each Group Leader limited to two minutes, in hierarchical order, to any comments made on their report.

The Leader of the Council, the Leader of the Opposition and the Leader of any other political group may appoint substitutes to speak on their behalf.

Any questions that were not submitted in advance by political group leaders would be ruled as inadmissible by the Chairman if they were raised as part of their leaders speech.

No motions may be moved nor resolutions passed under this item