

# Request to address Council Meeting

## About this form

You may use this form to apply to address a Council Meeting or Strategic Briefing Session

## How to complete this form

- 1: Ensure that all fields have been filled out correctly.
- 2: Please note that fields on this form marked with an \* are mandatory and must be completed before submitting the application.

### Part 1: Applicant Details

Title *	Given Name/s *	Family Name *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Postal Address*		
<input type="text"/>		
Home Number	Mobile Number	Business Number
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address	Fax Number	
<input type="text"/>	<input type="text"/>	

### Part 2: Details

If you are representing someone else or an organisation, who are you representing?

Date of meeting at which you wish to make your address:  Are you planning to speak about an agenda item for this meeting?

If you are planning to speak about an item on the agenda please indicate which one is:  Please specify (for / against)

If you are planning to speak on an item not on the agenda , please provide a brief outline / explanation:

### Part 3: Acceptance

Signature:	Date:
<input type="text"/>	<input type="text"/>

## Please register your desire to speak the day before the meeting:

Email to: [council@lachlan.nsw.gov.au](mailto:council@lachlan.nsw.gov.au)

Deliver to: 58 - 64 Molong Street Condobolin NSW 2877

Post to: Lachlan Shire Council, PO Box 216, Condobolin NSW 2877

Ph: 02 6895 1900

To assist the decision-making process, Council has provided the opportunity to members of the public to address Council and Strategic Briefing sessions.

### **Who can speak at a Meeting?**

Anyone can speak at a Meeting! You may speak if you are a resident or ratepayer, or you can have someone else speak on your behalf. You can also speak as a representative of a local community organisation or authority.

### **Are there any restrictions on what I can speak about?**

You may speak on any Council related matter whether it is listed on the agenda or not, except for:

Matters relating to the determination of a Development Application (including any alleged breaches of the Planning & Assessment Act)

“confidential” matters under the Local Government Act, e.g. some legal matters, tenders, personnel matters – check with the staff if you’re not sure.

You may not make insulting or defamatory statements, and you should take care when discussing other people’s personal information. Also, a member of the public may be expelled from a meeting for engaging in disorderly conduct.

**Need more information? Any questions, please phone Customer Service on (02) 6895 1900.**