

REQUEST TO ADDRESS COUNCIL MEETING FREQUENTLY ASKED QUESTIONS



The City of Canada Bay welcomes public input at Council Meetings.

1. Who can speak at a Council Meeting?

You may speak if you are a resident or a ratepayer of the City of Canada Bay, or you can have someone else speak on your behalf. You can also speak as a representative of a local community organization or authority.

2. Are there any restrictions on what I can speak about?

You may only speak on matters listed on the agenda of the meeting at which you wish to speak.

To be fair to everyone, you can only speak once at a meeting.

3. Are there any rules for speaking at the meeting?

Each speaker has five (5) minutes – when your time reaches four (4) minutes, you will be advised that there is only one (1) minute remaining.

Again for fairness to everyone, no extensions of time are given.

You may use and distribute printed information; sketches etc, subject to the Mayor's agreement, but Council cannot accommodate audio-visual equipment **such as mobile phones, tablets (iPads, Android, etc), laptops or USB devices.**

The order of speakers is allocated on a first-come first-served basis.

4. How do I arrange to speak at a meeting?

Simply complete the Request to Address Council Meeting Application form over page and email to council@canadabay.nsw.gov.au by 3pm on the day of the meeting.

Need more information?

Should you have any enquiries relating to addressing the Council meeting, please phone Council's Manager, Governance and Risk, Bob Pigott on 9911 6530.

The City of Canada Bay thanks you for your interest in participating in a Council Meeting.

Council Details

Address: City of Canada Bay Civic Centre
1A Marlborough Street, Drummoyne NSW 2047
Locked Bag 1470, Drummoyne NSW 1470

Website: www.canadabay.nsw.gov.au
Email: council@canadabay.nsw.gov.au
Telephone: 9911 6555

REQUEST TO ADDRESS COUNCIL MEETING APPLICATION FORM



Office Use

RM Number:

Date:

Applicant Details

Surname: First Name:

Address:

Suburb: Postcode:

Phone (h): Phone (w):

Phone (m): Fax:

Email:

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

Details of Proposed Council Address

Date of Council meeting at which you wish to speak:

Please indicate the item on the agenda you are planning to speak about:

Please give a brief outline of your planned address below:

NOTE: - You may use and distribute printed information; sketches etc. but Council cannot accommodate audio-visual equipment such as mobile phones, tablets (iPads, Android, etc), laptops or USB devices.

Consent

I agree that my name will be printed in the Council Meeting Minutes

Signed: Date:

Please return this form by 3pm on the day of the meeting by emailing to council@canadabay.nsw.gov.au

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RM – CouncilGen - GenAdCIMtg

Owner: Corporate Services – Governance & Support Services

DSID 4344218

Last Revised: 27/06/2018

