

Public Question Time

Shire of Donnybrook Balingup PQT.V.23.1



OFFICIAL

To ensure that we are accurately recording questions and answering them to the best of our ability, we invite the community to use this form to provide their question(s), so that they may be answered at the following Ordinary Council Meeting.

Public Question Time takes place near the start of each meeting. Each member of the public with a question is entitled to ask up to two (2) questions at a time. If a question is unable to be answered at the meeting, it may be taken on notice by the Council for a later response.

You may bring your question with you to the meeting, although your question may be taken on notice and answered at the next meeting.

Please have regard for others who might wish to ask questions and keep your question/contextual information as succinct as possible. If you have more than two (2) questions, you may be asked to wait until others have had a turn and then, time permitting, you may return to ask your further question(s).

Short statements or contextual information will be permitting, however if you wish to have the opportunity to make a longer statement, you should seek permission to make a deputation prior to the meeting. Each question must take no longer than two (2) minutes.

You may ask a question on behalf of an organisation/group, however you will be asked to formally declare that you have the appropriate authority to speak on behalf of the organisation/group.

YOUR DETAILS (PERSON ASKING QUESTION):

Are you asking on behalf of an organisation/group? ☐ YES ☐ NO

If yes, please name the organisation/group:

Full Name:

Address:

Townsite:

Postcode:

Email Address:

Phone #:

I, the person named above (and on behalf of the organisation/group I am speaking for), declare that I have read and agreed to the above terms and have understood the procedure and conduct that is to be maintained at Council Meetings.

Signature:

Date:

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QUESTION #1

Date of Ordinary Council Meeting that you are asking on:

Is your question related to an item on the Agenda for this meeting? ☐ YES ☐ NO

If yes, please name the Agenda Item Number and Title:

Please write your question here:

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QUESTION #2

Date of Ordinary Council Meeting that you are asking on:

Is your question related to an item on the Agenda for this meeting? ☐ YES ☐ NO

If yes, please name the Agenda Item Number and Title:

Please write your question here:

Collection Notice:

The Shire of Donnybrook Balingup collects personal information provided in relation to Council meetings, Council reports, public question time, deputations, petitions, submissions and other governance activities. The information is collected to enable the Shire and Council to consider matters before Council, respond to enquiries, meet legislative obligations and maintain official records. Information submitted to the Shire may be included in Council agendas, minutes or reports and may become publicly available where required or authorised by legislation, Council policy, or the conduct of Council business. If you do not provide requested information, the Shire may be unable to process your submission, respond to your enquiry or facilitate your participation in Council proceedings. For information about how your personal information is handled, to request access to your information, or to make a privacy enquiry, please contact the Shire's Privacy Officer

By submitting this form, you acknowledge and understand the Privacy Collection Notice.