

Public Forum Addresses Declaration

Name of Applicant: _____

Address: _____

Mobile contact: _____

Organisation: _____

Item to be Addressed:

Council Meeting Date: _____ Agenda Item No. 10. ____ . ____

Subject: _____

For or Against: _____ Presentation (Yes/No): _____
(e.g. PowerPoint or similar) _____

Terms and Conditions:

- Council Meetings are recorded and broadcast live on the internet. This means that your image and comments will be made available to the public from Council's website.
- Council accepts no responsibility for any defamatory or offensive statements made by speakers during the course of any Council meeting which is open to the Public.
- All speakers must sign this Addresses to Council Declaration form prior to addressing Council.
- Each speaker will be allowed a maximum of four minutes on a maximum of three listed agenda items.
- Nominated candidates for election to Federal, State or Local Government are prohibited from addresses the Council.
- Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.
- When your name is called please proceed to the Council table and address Council.

I, _____, have read and understood the terms and conditions listed above. I will conduct myself with due respect to the Council and observe the Code of Meeting Practice, i.e. not disrupt the conduct of the meeting and treat all people with respect, courtesy, compassion and sensitivity and not insult, denigrate or make defamatory or personal reflects on or impute improper motives to the Council, staff or other members of the public. I also understand that should I say or present any material that is inappropriate, I may be subject to legal action. I also acknowledge that I have informed to obtain my own legal advice about the appropriateness of the material that I intend to present at the abovementioned meeting.

Dated this _____ day of _____ 20_____

Signed: _____

PRIVACY & PERSONAL INFORMATION PROTECTION NOTICE – *Privacy & Protection Information Protection Act 1998.* The information on this form is being collected by Shellharbour City Council for the purpose of identifying people addressing Council meetings. It will be used to contact you about your address to Council if necessary. This completed form will be placed on a relevant file and/or saved in Council's electronic records management system. Please see Council's Privacy Management Plan or contact Council's Public Information Officer for more information on Privacy and how you can access your own personal information.