

- 1. **FORM CATEGORY:** Council
- 2. **FORM NUMBER:** 3.1.1
- 3. **FORM NAME:** Public Forum Application
- 4. **VERSION DATE:** 10 February 2022

**SPEAKER APPLICATION FOR WEDDIN SHIRE COUNCIL PUBLIC FORUM**

In accordance with WSC Policy 15.2.2, members of the public are invited to speak on items of business to be considered at a meeting of Council.

A person may apply to speak on no more than one (1) item of business on the relevant Agenda; speakers must not digress from the item of business specified in their application.

Speakers cannot ask questions of Council, Councillors or Council staff.

Speakers will be allowed a maximum of three (3) minutes to address Council.

Speakers should be aware that all meetings of Weddin Shire Council are recorded for the purposes of audio-visual livestreaming via Council’s website and Facebook page. By agreeing to attend and speak at a Council meeting, it is expected that speakers will refrain from making any defamatory statements and comply with all relevant WSC codes, policies and procedures.

Applicants must complete each of the fields contained in this form and return to Council **by 9:00am one (1) business day before** the date on which the relevant meeting is to be held. Applications may be submitted via one of the following:

**Post:** Weddin Shire Council  
PO Box 125  
Grenfell NSW 2810

**Email:** [mail@weddin.nsw.gov.au](mailto:mail@weddin.nsw.gov.au)

**In person:** WSC Administration Office  
73 Camp Street  
Grenfell NSW 2810

**1.1 APPLICANT DETAILS**

**Name:** \_\_\_\_\_

**Organisation:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

## COUNCIL FORM 3.1.1: Public Forum Application

---

### 1.2 DETAILS OF ADDRESS

**Report Number and Title:** \_\_\_\_\_  
(for example 11.01 STATEMENT OF BANK BALANCES)

**Nature of address:**

I will be speaking FOR/AGAINST the recommendation given in regard to the above matter.  
[please indicate]

I will be speaking FOR/AGAINST the motion proposed in regard to the above matter.  
[please indicate]

There is no recommendation/motion included in the Agenda in regard to the above matter.

**Supporting material:**

I will be presenting the attached WRITTEN/VISUAL/AUDIO material in support of my address.

I will not be presenting any supporting material.

### 1.3 DECLARATION

I have read and understand the Conditions of Conduct at Public Forums as set out in section 1.4 of this form and agree to comply with all relevant WSC codes, policies and procedures.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**1.4 CONDITIONS OF CONDUCT AT PUBLIC FORUMS**

Essentially the principles of Council’s Code of Conduct should be expected of each speaker who addresses Council. Those principles incorporate integrity, objectivity, accountability, openness, honesty and respect.

Speakers are expected:

- » to behave in a manner that does not cause any reasonable person unwarranted offence or embarrassment;
- » to act lawfully, honestly and to exercise a degree of care and diligence in the comments made;
- » to observe the highest standards of honesty and integrity and to avoid conduct (verbal/actions) that might suggest any departure from the key principles of conduct;
- » to be frank, honest and open when presenting to Council;
- » to avoid any behaviour that could be deemed to be an act of disorder or misbehaviour such as insults or personal reflections on or imputes improper motives when discussing others;
- » to not behave in a manner that might be considered to be threatening to or harassment of Councillors or Council staff.

Persons who conduct themselves in a manner considered by any reasonable person to be disorderly will be expelled from the forum in a similar manner as that provided under section 233(3) of the *Local Government (General) Regulation 2021*.

Council’s Code of Conduct, Code of Meeting Practice, and all other codes, policies and procedures are available to view on Council’s website.