

Deputation Submission Form



Please complete this form to register your intention to make a deputation.

Once completed please submit to the Shire of Mundaring by one of the methods below:

Email: shire@mundaring.wa.gov.au

In person or by mail: 7000 Great Eastern Highway, Mundaring

Your details (mandatory fields)

Name:

Residential address:

Organisation: (if applicable)

Phone (m):

Email:

Meeting details

Meeting date:

Meeting Type:

Ordinary Council Meeting

Special Council Meeting

Other (please specify):

Agenda item: (required)

Deputation

Please provide your deputation below:

Acknowledgement and Signature

I understand that I am required to make this deputation with the consent of the presiding member in accordance with the Shire's *Meeting Procedures Local Law 2015*.

Signature

Date:

Refer to the Shire's *Meeting Procedures Local Law 2015* for further information on making a deputation. An extract is provided below:

- (1) *Members of the public may, during the deputations segment of the order of business and with the consent of the presiding member, make a public statement on any matter that appears on the agenda for that meeting provided that —*
 - (a) *the deputation is limited to a maximum of 3 minutes, unless otherwise determined by the presiding member;*
 - (b) *the deputation is not offensive or defamatory in nature, providing that the presiding member has taken all reasonable steps to assist the member of the public to phrase the statement in a manner that is not offensive or defamatory; and*
 - (c) *no discussion or questions relating to the deputation are permitted, unless otherwise determined by the presiding member.*
- (2) *Fifteen minutes is to be allocated for deputations.*
- (3) *Once all statements have been made, nothing prevents the unused part of the deputation time period from being used for other matters.*
- (4) *If the 15-minute period set aside for deputations is reached, Council may resolve by resolution that statement time be extended for no more than two 15-minute extensions.*

**Thank you for your interest in Council affairs.
The minutes of Council meetings are available on the Shire's website.**