

## REQUEST TO ADDRESS COUNCIL IN PUBLIC FORUM

Persons wishing to address Council in Public Forum in relation to an item on the agenda must register by completing this form and emailing it to [governance@cumberland.nsw.gov.au](mailto:governance@cumberland.nsw.gov.au) by 10:00am on the day of Public Forum.

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**I wish to address the Council regarding Agenda Item:**

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**Are you speaking for or against the recommendation?**

For                       Against

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### Details

**Title:**

Mr     Mrs     Miss     Ms     Other: \_\_\_\_\_

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

**Your Interest:**

Resident     Owner     Solicitor Representing Owner     Other:

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**Address or Suburb:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

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

**Have you addressed Council previously on this matter?**

Yes     No

**How do you wish to address Council?**

In Person     Via Audio/Visual Link

**If applicable, I declare I am a:**

Legal representative acting on behalf of another party

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## QUESTIONS YOU WISH TO ASK AT PUBLIC FORUM

(Questions must relate to the agenda item and be succinct.)

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**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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### PUBLIC FORUM PROCEDURAL INFORMATION

1. Public Forum will be conducted from 6:00pm to 6:30pm immediately before the Council Meeting in the Council Chamber, Merrylands.
2. Public Forum will be chaired by the Mayor; in their absence the Deputy Mayor, or in their absence the General Manager.
3. Councillor attendance at Public Forum is not mandatory.
4. Public Forum will be livestreamed on Council's website.
5. Councillors may attend in person or via Audio/Visual link.
6. A registered speaker may only address Council on an item appearing on the meeting agenda.
7. Applicants may address up to two (2) agenda items only.
8. The General Manager or delegate may refuse an application, providing written reasons.
9. The General Manager will determine the speaker order.
10. Each speaker will be allowed three (3) minutes, with a possible two (2) minute extension.
11. Speakers must not digress from the nominated topic; if they do, the chairperson may direct them to return to the topic. Continued disregard may result in the speaker not being further heard.
12. Speakers may, through the chair, ask succinct questions. Councillors and the General Manager may decline to answer and may take questions on notice.

13. No external files will be displayed electronically during Public Forum in accordance with Council's Risk Management Policy and Cybersecurity Strategy.
  14. A record of Public Forum will be emailed to Councillors after the meeting, and the list of speakers will be published on Council's website.
  15. Speakers must comply with all relevant Council codes, legislation and policies, and must not engage in disorderly, defamatory or inappropriate conduct.
  16. The chairperson may request a speaker engaging in improper conduct to cease or apologise; failure to do so may result in the speaker being directed to stop speaking.
  17. The General Manager or delegate may refuse future applications from speakers who breach conduct requirements.
  18. Council may extend or reschedule Public Forum with public notice; the Council Meeting will commence as per the published meeting notice.
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#### **PRIVACY NOTE**

Council will collect and hold the personal information contained in this form for the purpose of considering your request. The intended recipients of this information are officers within Council. The supply of personal information is voluntary; however, failure to provide the required information may result in Council being unable to process your application.

You may apply to access or amend your personal information held by Council under the Privacy and Personal Information Protection Act 1998 (PIIP Act) or the Government Information (Public Access) Act 2009 (GIPA Act). You may also request suppression of your personal information from a public register, which will be considered under the PIIP Act.

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#### **NOTICE OF LIVE STREAMING**

Cumberland City Council livestreams Public Forum to improve accessibility and transparency. Livestreaming allows the community to view proceedings online without attending in person. Members of the public speaking agree to be recorded and must ensure their address is respectful and appropriate. Defamatory, discriminatory or offensive language may expose speakers to liability, for which Council accepts no responsibility.