



Council Meetings
Public Participation - Deputations

Telephone (03) 6217 9523
Facsimile (03) 6245 8700

I _____

of _____

apply for permission to make a statement to the Council meeting on _____
(insert date)

The matter on which I wish to address Council is _____

I may be contacted on telephone number _____

Please note:

- Council Meetings, not including Closed Meeting, are audio-visually recorded and published to Council's website.
- A maximum of five (5) speakers will be permitted to speak at each meeting.
- Your application must be received by noon on the Friday prior to the meeting.
- The Chairperson will make a determination of your application and you will be advised by telephone of the outcome, prior to the meeting.
- Statements are to be limited to three (3) minutes.
- You are required to follow the direction of the Chairperson in relation to how and when you may make your statement. When you have been invited forward by the Chairperson, please introduce yourself to the meeting, stating where you are from (town or suburb) before commencing your statement.
- A statement does not give the opportunity for questions or discussion of your statement with Aldermen.
- You are reminded that Council meetings are open forums and unlike State and Commonwealth parliaments these meetings do not have protection from parliamentary privilege. This means any statement you make will need to take into account the rights of other persons.
- At the meeting you are fully responsible to ensure that anything you say is accurate and that the statement is not defamatory, does not disclose any confidential information or personal information and does not disclose any commercial-in-confidence information.
- To my knowledge the statement that I propose to make is not defamatory or does not disclose confidential information or personal information, or disclose commercial-in-confidence information and I agree I will be fully responsible for any issues which follow from the statement.
- I acknowledge that should defamatory or derogatory personal comments or comments which disclose confidential or personal information be made, the Chairperson has the right to terminate the statement being made.

Privacy Statement

The personal information on this form is required by Council for Public Participation - Deputations at Council Meetings under the *Local Government (Meeting Procedures) Regulations 2015*. We will only use your personal information for this and related purposes. If this information is not provided, we may not be able to deal with this matter. You may access and/or amend your personal information at any time. How we use this information is explained in our **Privacy Policy**, which is available at www.ccc.tas.gov.au or at Council offices.

Signature of Applicant

Date