



## PUBLIC ADDRESS SESSION APPLICATION FORM

**Applications must be received by Council's Governance Team by 5.00pm on the last working day prior to the Council meeting.**

In submitting this application, I understand and agree to abide by the conditions of the Public Address Session in Council's Code of Meeting Practice.

<b>Council Meeting Date:</b>	
<b>Name of Applicant:</b>	
<b>Telephone:</b>	
<b>Address:</b>	
<b>Email:</b>	
<b>Name of Speaker &amp; Organisation (if applicable):</b>	
<b>Business Paper Agenda Item No:</b>	
<b>Subject:</b>	

I am **for** the recommendation in the report  I am **against** the recommendation in the report

If I am permitted to speak at a Council meeting, I acknowledge that:

1. my name will be recorded in the minutes of the meeting;
2. Council meetings are recorded for minute taking purposes and I consent to my public address being recorded as part of the Council meeting;
3. I have read the Code of Meeting Practice, Public Address Session Guidelines and agree to abide by the Code and the Guidelines;
4. I agree to comply with all directions of the chairperson regarding my address to Council and shall withdraw from the Council Chamber upon his/her direction;
5. I shall restrict my statements and comments to the subject of debate and topic of my address;
6. I shall be personally liable for my behaviour and all statements made by me in the course of my address to Council;
7. I shall refrain from revealing the name of any Council staff members and any personal criticisms of staff when addressing Council.

Applications can be lodged using one of the following methods:

- Via email to [publicaddress@camden.nsw.gov.au](mailto:publicaddress@camden.nsw.gov.au)
- Post to PO Box 183, Camden NSW 2570
- In person at Customer Service 70 Central Avenue Oran Park, Narellan Library 19 Queen Street, Narellan, Camden Library 40 John Street, Camden.

If posting, you need to allow sufficient time for your application to be received by Council, before the close off time of 5.00pm on the working day prior to the Council Meeting.

Signature of Applicant .....  
*(Signature not required when emailing document)*

**Privacy Notification:**

The personal information that Council is collecting from you on this application form is personal information for the purposes of the Privacy and Personal Information Protection Act 1998 ("the Act"). The intended recipients of the personal information are officers within Council and any person wishing to inspect the application in accordance with the *Local Government Act 1993*. The supply of the information by you is not voluntary and if you cannot provide or do not wish to provide the information sought, Council will be unable to process your application. You may make application for access or amendment to information held by Council. You may also make a request that Council suppress your personal information from a public register. Council will consider any such application in accordance with the Act. Council is to be regarded as the agency that holds the information. Enquiries concerning this matter can be addressed to Council by telephoning 4654 7796.

**OFFICE USE ONLY**

Does the application relate to a report before Council?		
Has the application form been correctly completed?		
Approved:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Applicant advised by:	Phone <input type="checkbox"/>	Email <input type="checkbox"/> In person <input type="checkbox"/>
Time:	Date:	Officer: