

Notice of Community Forum



Wollondilly
Shire Council

Notice of Community Forum Monday 4 December 2017

You are invited to attend the next Community Forum to be held in the Council Foyer,
62-64 Menangle Street Picton on Monday 4 December 2017 commencing at 6.30pm.

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OPENING BY THE CHAIRPERSON

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NOTE: Community Forum Papers will be available from Council's Foyer or alternatively on Council's website.



Formal Community Forum Matters

FORMAL COMMUNITY FORUM MATTERS

1. **Audit, Risk, Improvement Committee Presentation**

The chair of the Audit Committee, Mr Stephen Horne will give a presentation on Council's Audit, Risk, Improvement Committee's activities and progress in the last financial year.



Community Question/Statement Time

COMMUNITY QUESTION/STATEMENT TIME

Community Question/Statement Time will be for those matters that relate to the Ordinary Meeting of Council Agenda.

The person must be in attendance at the Community Forum.

Matters can be submitted to Council up until 12 noon on the day of the Forum.

The Chairperson will read out the matter and will then invite the person to speak. Each speaker's time will be determined by Council's Code of Meeting Practice. There can be two (2) submissions for and two (2) submissions against each issue, with each speaker allowed a maximum of 5 minutes.

All matters will be addressed and the person will either be provided with a direct answer thereby completing the matter or, a response as to how the matter will be dealt with.

In accordance with Council's adopted Community Forum Guidelines the Record of Proceedings will only record the name of the person raising the Question/Statement, whom they are representing and the matter/item for each written question/statement submitted for the night. Any additional documentation handed in on the night will be noted in the Record of Proceedings. No verbal comments from the speaker will be documented.

WOLLONDILLY SHIRE COUNCIL

Community Question/Statement Time - Community Forum held on
Monday 4 December 2017

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Community
Question/Statement
Time

WOLLONDILLY SHIRE COUNCIL

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Community
Question/Statement
Time



Informal Question/Statement Time

INFORMAL QUESTION/STATEMENT TIME

Informal Question/Statement Time will be for any general issues as well as those matters that were not answered during the Formal Community Forum section.

The person must be in attendance at the Forum.

Matters are required to be submitted prior to 12 noon on the day of the Forum, although the Chairperson may accept late items if time permits.

The Chairperson will read out the matter and will then invite the person to speak. Each speaker's time will be determined by the Chairperson.

All matters will be addressed and the person will either be provided with a direct answer thereby completing the matter or, a response as to how the matter will be dealt with.

In accordance with Council's adopted Community Forum Guidelines the Record of Proceedings will only record the name of the person raising the Question/Statement, whom they are representing and the matter/item for each written question/statement submitted for the night. Any additional documentation handed in on the night will be noted in the Record of Proceedings. No verbal comments from the speaker will be documented.

Conclusion and Informal Discussions

CONCLUSION

This section of the Forum will allow the Chairperson to provide a summary of the matters discussed and advise that the dates for the Community Forums for 2018 will be available after the Ordinary Meeting to be held on 11 December 2017.

INFORMAL DISCUSSIONS

This section of the Forum will allow time for our community to have a cup of tea or coffee and to speak openly with Councillors and Council Officers about any matter they wish to raise.

YOUR COUNCILLORS

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COMMUNITY FORUM DATES

Community Forums will generally be held on the second Monday of each month and will commence at 6.30pm in the Council Foyer, 62-64 Menangle Street, Picton.

Dates for the Community Forums for 2018 will be available after the Ordinary Meeting to be held on 11 December 2017.