

Request to be heard by the Council

Planning & Development Committee

Finance & Operations Committee

Agenda item number (if applicable): _____

Date of committee meeting: _____

Please provide a brief submission outline (attach a separate sheet if more space is required):

Name _____

Organisation _____

Address _____

Phone _____

Email _____

SIGNATURE _____

Requests are required to be submitted by 10am on the day of the committee meeting.

Chief Executive Officer
Benalla Rural City Council
PO Box 227, Benalla 3671

Email: council@benalla.vic.gov.au

Governance Rules 2020

In addition to submissions called by the Council, the public has other opportunities to address the Council as follows:

- a. public submission in respect of an item listed on the agenda
- b. a public submission may be made on any matter, providing it is not in contravention of the Governance Rules 2020.

The Council may suspend standing orders to hear from a community member or representative of an organisation, on matters of significance to the Council, only if prior arrangements have been made by written request to the Mayor or Chief Executive Officer.

Any person wishing to address a Delegated Committee comprised of all Councillors must submit a 'Request to be heard' form by 10am on the day of the Meeting. At the time of registering to speak persons must provide a summary of the matter on which they will be speaking.

Requests to heard will be registered strictly in the order of receipt.

Speakers will have three minutes in which to make their submission. In instances where a number of persons wish to present the same point of view, the Chair at his or her discretion may request a speaker/speakers be nominated to represent them.

For more information:

benalla.vic.gov.au/GovernanceRules2020