

## **PUBLIC QUESTION TIME SUBMISSION FORM**

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|------------------------|
| <b>NAME:</b>           |
| <b>CONTACT NUMBER:</b> |
| <b>STREET ADDRESS:</b> |
| <b>SUBURB:</b>         |

### **PUBLIC QUESTION TIME (15 minute session in conjunction with the Ordinary Council Meeting)**

Question Time is held in accordance with Section 5.24 of the *Local Government Act 1995* and must be in accordance with Regulations 5, 6 and 7 of the *Local Government (Administration) Regulations 1996*.

**ALL QUESTIONS ARE TO BE SUBMITTED TO THE CHIEF EXECUTIVE OFFICER NO LATER THAN 30 MINUTES PRIOR TO THE COMMENCEMENT OF THE COUNCIL MEETING.**

### **GUIDELINES:**

- Each person is allowed a maximum of three (3) questions per meeting.
- Each person will be invited to ask their questions stating their full name and address and will follow the directions of the Presiding Officer at all times.
- All three (3) questions must relate to an agenda item of that particular meeting or from the minutes of previous ordinary council meetings.
- Questions requiring further research will be 'Taken On Notice' and the answer provided in the agenda of the next Council Meeting.
- No debate or discussion will be permitted on any question or answer.
- The Presiding Officer can reject any question that does not relate to the agenda item, is defamatory or considered inappropriate.
- The Presiding Officer reserves the right to terminate or extend Question Time at his/her discretion.
- You should attend the meeting location prior to the commencement of the meeting to participate in public question time.
- Any meetings conducted by electronic means are in accordance with Regulations 14D and 14E *Local Government (Administration) Regulations 1996* and electronic attendance only is permissible.
- You will require video and audio capabilities to attend any meeting held electronically\*.

\*please refer to the relevant meeting agenda to determine if meeting is to be held electronically



**City of  
Kalgoorlie  
Boulder**

SUBMIT TO:  
Chief Executive Officer  
P O Box 2042  
Boulder WA 6432  
Email: [governance@ckb.wa.gov.au](mailto:governance@ckb.wa.gov.au)  
Enquiries: 08 9021 9600

In signing this submission form I acknowledge and agree to abide by the Council's Policy of Public Question and Access Time at Council Meetings, and recognise that I am speaking in a public forum and that the information contained on this form and questions will be recorded in the meeting Minutes which is a public record.

**SIGNATURE OF APPLICANT:**

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**QUESTIONS ASKED IN ABSENTIA:**

Where a person submits a question in writing for Public Question Time but fails to attend the meeting, the presiding member may decide that the question is not to be put to the meeting. In which case, the CEO may reply in writing at a time other than at the meeting.

**QUESTIONS TO THE PRESIDING OFFICER:-**

**QUESTION 1**

**Minutes/Agenda Date:** \_\_\_\_\_ **Item No:** \_\_\_\_\_ **Page No:** \_\_\_\_\_

**QUESTION 2**

**Minutes/Agenda Date:** \_\_\_\_\_ **Item No:** \_\_\_\_\_ **Page No:** \_\_\_\_\_

**QUESTION 3**

**Minutes/Agenda Date:** \_\_\_\_\_ **Item No:** \_\_\_\_\_ **Page No:** \_\_\_\_\_