

East Gippsland Shire Council

273 Main Street (PO Box 1618)
Bairnsdale Vic 3875
Website www.eastgippsland.vic.gov.au
Email feedback@egipps.vic.gov.au
Follow us on Twitter @egsc



Telephone: (03) 5153 9500
Fax: (03) 5153 9576
National Relay Service: 133 677
Residents' Information Line: 1300 555 886
ABN: 81 957 967 765

Request to speak about your Community Project

Council invites your group/organisation to present your community project in support of Council's vision at an ordinary meeting of Council. Meeting dates are available on Council's website.

If you would like to take up this opportunity, please complete the form at the end of this document and lodge it with the Chief Executive Officer at least 10 days prior to the Council meeting at which your organisation wishes to speak.

In speaking about your organisation's project, you must describe how it will contribute to achieving the vision of Council, which is that:

East Gippsland is the most liveable region in Australia. A place of natural beauty, enviable lifestyles, and opportunities.

The following community goals support Council's vision. You may choose to address one or more of these when explaining how your project supports Council's vision:

Strong communities East Gippsland has strong communities that are inclusive, healthy, safe and resilient. We treasure and celebrate the unique character and identity of the places we live and are proud to call East Gippsland home.

A liveable region Our lifestyles are enviable. Council provides services and infrastructure that support residents and visitors at every stage of life. East Gippsland is the regional area people choose to live, work and play in.

A growing region of opportunities East Gippsland is a region of economic opportunity with strong industry sectors, a skilled workforce and local jobs.

Important information

- 1) At ordinary meetings of Council community groups and registered businesses may be allowed to speak on community projects they are seeking to carry out that will promote Council's vision for East Gippsland, as set out in its four-year Council Plan.
- 2) Applicants will be contacted by a Council officer at least five days before the Council meeting to confirm whether their request to speak has been approved. If approved, your organisation will also be advised of the approximate start time of your presentation as well as the time period allocated to you. You will be asked to confirm who will be speaking on behalf of your organisation, recognising that no more than three representatives may address Council on the group's project.
- 3) The presenting organisation will be heard only. No questions from the organisation will be considered by the Chair, Councillors or officers and no debate will be entered into. The Chair may choose to allow questions from Councillors seeking clarification or additional detail.
- 4) The name of the organisation, the description of the project as written in the form and the name of all presenters must be recorded in the minutes, as an official record of presentations made to Council.
- 5) East Gippsland Shire Council live streams, records and publishes its meetings via webcasting to enhance the accessibility of its meetings to the broader East Gippsland community. These recordings are also archived and available for viewing by the public or used for publicity or

Privacy Statement

The East Gippsland Shire Council asks for details about you to collect rates, approve permits and licences, and run a range of community services. The information you give to us on this form is used only for the reasons set out in the form and is not given to anybody else. Sometimes we may supply details about you to someone else, but only if we are allowed by law, or to protect someone or property.

When information is given out, Council will always try to make sure your privacy is protected in line with the *Privacy and Data Protection Act 2014*. You may ask for more information about Council's Privacy Policy by contacting our Information Privacy Officer on 03 5153 9500 or e-mail feedback@egipps.vic.gov.au

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information purposes. At the appropriate times during the meeting, any members of the gallery who are addressing the council will have their image, comments or submissions recorded.

- 6) The Chair will manage the process of members of the public addressing Council to ensure that due courtesy and respect to Council and the processes under which it operates is extended. Any member of the public in attendance at the Council Meeting must take direction from the Chair whenever called upon to do so.

Presentations cannot be made on the following matters:

- a) planning applications that have been or are scheduled to be the subject of a Planning Consultation Meeting;
- b) matters that have been or are scheduled to be subject to a section 223 process in accordance with the *Local Government Act 1989*;
- c) matters that have already been the subject of a Council resolution (motion);
- d) matters of a confidential or sensitive nature.

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Application Form

Group/Organisation name:	
Australian Business Number (ABN) or Incorporation number:	
Speakers name:	
Postal address:	
Phone number: Work:	Mobile:
Email address	
Briefly describe the purpose or role of your organisation: _____ _____ _____	
What would you like to speak to Council about, and for what purpose (e.g. raising Council's and/or the public's awareness)? _____ _____ _____	
How does or will your project promote Council's vision? _____ _____ _____ _____	
Has this project been raised with Council or Council officers before now? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If Yes, How: <input type="checkbox"/> Writing or <input type="checkbox"/> Verbally	
When: ___/___/20___	
Signature: _____ Date: ___/___/20___	

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How to submit your application:

Online	Access this form online at the Council website at About Us > Your Council > Council Meetings , complete it online and email it to ceo@egipps.vic.gov.au	
Mail	Post the signed, completed form together with any applicable fees or copies of any documentation to: Chief Executive Officer PO Box 1618 BAIRNSDALE VIC 3875.	
Electronic	Email to ceo@egipps.vic.gov.au	
In Person	Bring the completed form and any supporting documents to any of the following locations:	
	Service Centre opening hours: 8:30am to 5:00pm. Monday to Friday.	Bairnsdale Service Centre: 24 Service Street. Bairnsdale Business Centre: 34 Pyke Street. Bairnsdale Corporate Centre: 273 Main Street. Lakes Entrance Service Centre: 18 Mechanics Street. Omeo Service Centre: 179 Day Avenue. Orbost Service Centre: 1 Ruskin Street. Paynesville Service Centre: 55 The Esplanade. Mallacoota Service Centre: 70 Maurice Avenue
	Mallacoota Service Centre opening hours: Monday and Tuesday 10.00am to 2.00pm Wednesday, Thursday, Friday 2.00pm to 5.00pm	

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