

The Community Forum Agenda and Record of Proceedings

The Community Forum follows an order of business which is outlined in the agenda. A copy of the agenda may be obtained at the venue prior to the Forum.

Councillors receive their agenda prior to the Community Forum which enables them to study it and ask questions/statements of professional staff prior to the Forum.

Community Forums will be documented with a Record of Proceedings being the official record of the Forum. A copy of the Record of Proceedings will be available to the public from the Friday morning following the Community Forum.

Community Forum Guidelines

A copy of the *Community Forum Guidelines* which incorporate the *Community Forum Rules of Conduct (as Appendix A)* will be available at every Forum or can be obtained from Council's customer service centre.

Your Councillors

You can contact your elected representatives to discuss any issues of concern to you. Their names and telephone numbers are listed below:

EAST WARD

Cr Benn Banasik	0434 832 636
Cr Ray Law	0427 901 275
Cr Kate Terry	0439 665 149

CENTRAL WARD

Cr Lou Amato	0439 451 143
Cr Michael Banasik	0425 798 068
Cr Col Mitchell	0418 265 006

NORTH WARD

Cr Hilton Gibbs	0439 299 749
Cr Judith Hannan	0414 557 799
Cr Simon Landow	0415 406 719

Privacy Statement

The information collected by Council on Community Forum Question/Statements Forms may constitute personal information under the Privacy and Personal Information Protection Act 1998. The information supplied is voluntary and Council is permitted to collect the information from you to consider the matters put forward. If you cannot or do not wish to provide the information Council may not be able to consider the matter. If you need further details, please contact the Privacy Contact Officer, Wollondilly Shire Council, PO Box 21, Picton 2571.



LOCAL GOVERNMENT

A Guide to your Community Forum

*Welcome to this
Community Forum of
Wollondilly Shire Council*

We trust that you will find it informative and that you will return on future occasions. The information in this leaflet is provided to assist you in understanding how the Community Forum is conducted.

PO Box 21 Picton NSW 2571
62-64 Menangle Street, Picton NSW 2571
Phone: 02 4677 1100 Fax: 02 4677 2339
Email: council@wollondilly.nsw.gov.au
Rural Living – www.wollondilly.nsw.gov.au

Your Council

Wollondilly Shire Council is composed of nine Councillors elected for a four year term. Three Councillors are elected to represent each of the three wards. Each year the Council elects one of its members to the office of Mayor. The Mayor is the chief spokesperson and civic leader of Council.

Community Forum

Community Forums will provide an opportunity for people to discuss and present a variety of matters relevant to their community on an informal face to face basis. The purpose of the Forums can also be varied, for example, someone may raise a matter for information, for consideration, in the search for a solution (or solutions) to a problem, as a concern or to elicit support.

Community Forums are to assist Council to become more effective, efficient and equitable by encouraging better citizen involvement and an understanding of Council's activities and our community's needs.

Schedule of Community Forums

Day held:	Second Monday* of the month
Doors Open	6.15pm
Commencement time:	6.30pm
Conclusion time:	8.30pm

Formal Community Forum Matters.

Community Question/Statement Time.

Informal Question/Statement Time

Conclusion

Informal Discussions.

*Note: In the event that a Community Forum falls on a Monday which has been designated as a public holiday, the Forum will be held the next day, being on the Tuesday.

Community Forums are generally held in the Foyer of Council's Administration Building at Picton.

The next Community Forum meeting date is shown on the public notice board in the Council Foyer or Council's Website on www.wollondilly.nsw.gov.au

Structure of Community Forums

Community Forums will not be run according to formal meeting procedures, with motions introduced then speakers taking the floor to talk for or against the motion. There are to be no resolutions, recommendations or motions passed in Community Forums.

One of the main objectives of Community Forums is to encourage the involvement of all landowners and residents in providing Council with information on matters within the Council Business Papers and issues relevant to the Shire. To do this, formal motions supporting or opposing a matter are not to be submitted. A Forum should be a means by which people can come together and explore matters and question activities or policies that affect their Community. Community Forums seek to be welcoming and informal occasions.

The Forum will have a nominated Councillor as the Chairperson. In the absence of a chairperson the General Manager will Chair the Community Forum.

Formal Community Forum matters will be as per the set agenda. During this time, input from our community is welcomed in an endeavour to maximise community feedback.

Community Question/Statement Time will be for items relating to the Ordinary Meeting agenda. The person must be in attendance at the Forum. Forms can be submitted up to 12 noon on the day of the Forum. The Chairperson will read out the matter and then invite the person to speak. Each speaker's time will be a maximum of five (5) minutes.

Informal Question/Statement Time will be for those matters that were not answered during Formal Community Forum matters, Community Question/Statement Time or Informal Discussions. The person must be in attendance at the Community Forum. Matters can be submitted 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 a maximum of five (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.

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