

DEPUTATIONS

1. Requests for deputations are to be made in accordance with Clause 4.7 of the City of Cockburn Standing Orders Local Law 2016.
2. Any person or persons wishing to be received as a deputation by Council, must apply in writing by no later than 10am on the day of the Meeting to the CEO either by e-mail minuteclerk@cockburn.wa.gov.au or facsimile prior to the Council Meeting, setting out the subject matter to be raised by the deputation in concise terms, but nevertheless in sufficient detail to enable the Council to have a general understanding of the purpose of the deputation. The request will be forwarded to the Presiding Member of the appropriate meeting giving a written precis of the request for consideration. In the event the Presiding Member approves the request, the person or persons wishing to be received as a deputation shall be invited to meet the Council at its next meeting or another meeting at which the subject matter is to be considered.
3. Deputations to a meeting –
 - (a) must not exceed 5 persons, only 2 of whom may address the meeting, although others may respond to specific questions from elected members to be raised through the Presiding Member;
 - (b) are restricted to a time of 10 minutes in length.
4. For the purpose of determining who may address the Council on an issue, all those people either in favour of or opposed to an item are deemed to comprise a single deputation.
5. A matter which is the subject of a deputation to a Council Meeting is not to be decided by Council until the applicant has completed the deputation.
6. Council Members will be granted the opportunity to ask the applicant any questions at the conclusion of the deputation. The applicant will then return the gallery and is not permitted to speak again following the Council's discussion on the item.

Please submit your Deputation by:

- letter addressed to PO Box 1215, Bibra Lake DC WA 6965
- or by email to minuteclerk@cockburn.wa.gov.au marked to the attention of the Chief Executive Officer

