



# PUBLIC QUESTION TIME

Public Question Time provides an opportunity for residents to ask a question of Committees or Council.

Please note, questions asked at a:

- Committee meetings must pertain to the function of the committee.
- Council meeting must relate to a matter affecting the City of Mandurah.
- Special council meeting must relate to the purpose of that meeting.

Whilst members of the public are not required to put questions in writing before the meeting, providing questions in advance assists the City in meeting preparation and, where possible enables a full and detailed response to be provided at the meeting.

Council allocates 15 minutes for public question time and the Presiding Member may call a motion to extend public question time at the end of the expired 15 minutes.

Each member of the public who wishes to ask a question is allotted to ask up to three (3) questions. Sub-parts of questions are counted as a question (ie. question 1 parts (a), (b) and (c) will be counted as three questions). At the discretion of the Presiding Member additional questions may be permitted. If after having allowed each person (3) questions there is time remaining, the Presiding Member will allow further questions, again in limits of three per person.

Public question time must be conducted in accordance with the City of Mandurah Standing Orders Local Law. Questions must not be accompanied by any statement reflecting adversely on the integrity of the City of Mandurah, its Elected Members, officers or any other party.

This is an opportunity to ask questions only, question should be brief and concise, and no additional statements, arguments or expression of opinion will be permitted.

A question may be taken on notice for later response. When a question is taken on notice a response will be given to the member of the public in writing by the Chief Executive Officer, and a copy will be included in the agenda of the next meeting of the Council or Committee as appropriate.

Please be advised that questions asked at a Council Meeting will be live streamed and included in the recording of the meeting that is available on the City's website. Please note that images of members of the public will not be captured in the live stream or recording. If you are not comfortable asking the public question yourself, you can request that this is read on your behalf by the Presiding Member.

## **Your Details:**

First Name:	Surname:
Telephone:	E-mail:
Address:	

Please be advised that at the meeting of the:

**Audit and Risk Committee**

☐ on .....

**Planning & Community Consultation  
Committee**

☐ on .....

**Ordinary Council Meeting**

☐ on .....

**Special Council Meeting**

☐ on .....

**Question/s:**


Once completed, this form can be returned to the City, either by:

- Hand delivering to the City's Administration Office at 3 Peel Street Mandurah
- Emailing to [minute-officer@mandurah.wa.gov.au](mailto:minute-officer@mandurah.wa.gov.au)

Thank you for your question.