



## **QUESTION ON NOTICE FORM**

Council provides members of the public with the opportunity to ask questions of broad interest to Council and the community.

Questions on notice are tabled at every Ordinary Meeting of West Wimmera Shire Council. The deadline for submitting questions on notice to Council is 5:00pm on the Monday 10 days prior to the next Ordinary Council Meeting (see Council's website for meeting dates).

At the Ordinary Meeting of Council, questions will be put to the Council by the individual posing the question. The question will be answered by the Mayor or CEO, or where appropriate, Councillors or Officers of West Wimmera Shire. A maximum of 30 minutes is allocated for this process.

**Question Guidelines:** If the same or similar question is raised by more than one person, an answer may be given as a combined response; if time does not permit all questions registered to be answered, questions will be answered in writing or referred to the next meeting if appropriate; the Mayor, CEO, Councillors and Council Officers have the right to decline questions on the basis of prosecution/summonses/any other litigation, most appropriately addressed by other means, vague / irrelevant / insulting / improper / defamatory, answer likely to compromise his/her position, confidential or commercial in confidence.

To submit your question please complete the following form.



Question on Notice  
**WEST WIMMERA SHIRE COUNCIL**

**Question on notice details provided by resident:**

Name of Resident			
Address of Resident			
Contact Number		Email	
Subject			
Question:			
Date Submitted		Date of Council Meeting	