

Local Planning Panel

Request to Speak



This form must be received by Meeting Support staff by **12 noon on the day prior** to the scheduled Local Planning Panel meeting via email to localplanningpanel@centralcoast.nsw.gov.au.

Meeting date	
Agenda item	
Speaker's name	
For or Against Recommendation	
Best contact number	
Email	
Address	

Central Coast Local Planning Panel meetings are broadcast live to the public and recorded. By attending a LPP Meeting you are giving consent to the possibility that your image and voice may also be broadcast to the world. Recordings are Copyright protected and are accessible under the Government Information (Public Access) Act. No other recording is permitted.

Central Coast Local Planning Panel accepts no liability for any defamatory remarks or inappropriate comments that might be made.

Guidelines for Speakers

1. Register to speak by completing and submitting this form prior to 12 noon on the day before the meeting via email to localplanningpanel@centralcoast.nsw.gov.au. Early registration is strongly encouraged.
2. Submitting this form does not guarantee a right to address the Panel. The Chair or their delegate may refuse an application to speak at a Panel meeting.
3. You can only speak about a Development Application that is listed on the Agenda. Please read the recommendation and report relating to the item on which you wish to speak, as it may address your concerns.
4. You will be generally be able to speak for 3 minutes. The Chair will remind you shortly before your speaking time is about to expire. The time allocated for you to speak may be extended by the Chair to allow you to finish. Sometimes you may be asked to speak for a shorter period of time to facilitate participation by other speakers.
5. If there are a large number of people who wish to speak on the same topic/agenda item, it may be useful to choose a representative to speak on behalf of multiple people.

6. Avoid repeating matters that have been raised by other speakers. The Chair may ask you to stop speaking if what you are saying is considered repetitive, irrelevant or inappropriate.
7. You must not make defamatory or insulting statements. You should take care to ensure you have prior approval to discuss other people's personal information.
8. Panel Members may ask you some questions after you speak to clarify something you have said.

Upon arriving at the meeting, please make yourself known to a Meeting Support staff member.

Speaker signature

Date