* ***Why is Council holding e-Meetings?***

With current social gathering and social distancing requirements due to the COVID-19 pandemic, the WA Government has made amendments to the Local Government (Administration) Regulations 1996 to make provision for Council meetings to be held via electronic means (e-Meetings).

The Shire of Dardanup has taken these provisions on board and will be utilising them to ensure the safety of its staff, Elected Members and the general public during this time.

* ***How does this affect the public?***

Our Ordinary Council Meetings (OCM) will continue as currently scheduled, however they will be held as an e-Meeting (video conferencing) instead of a physical meeting in Council Chambers.

* ***How will the e-Meetings be delivered?***

The e-Meetings will be conducted using the Zoom platform. Zoom can be downloaded on your computer or as an ‘App’ on your smart phone.

* ***Can the public still attend an e-Meeting of the Council?***

Public can not physically attend the meeting, however can watch the meeting live via Zoom. A link will be provided on the Shire of Dardanup website for the public to access the e-Meeting. This link will be made available for the OCM from midday on the date of the meeting.

In accordance with Regulation 14E(3)(b), a copy of the Unconfirmed Minutes will be published to the website in accordance with the Regulations.

* ***Will there still be Public Question Time? How will this work?***

Members of the public are advised that should they wish to ask a question at the council meeting, that it must be in writing so that it can be read aloud at the meeting. Please email[records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au) requesting a ‘Form 60 – Public Question Time’ or access the form on the shire’s website.

To have your question included in the meeting, the Public Question Time form will need to be received at the Shire of Dardanup email [records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au)by 12 midday of the day of the Council meeting.

* ***What about Deputations to an item on the Agenda?***

Deputations can still go ahead. Deputations must be in writing and emailed through to [records@dardanup.wa.gov.au](mailto:records@dardanup.wa.gov.au) and addressed to the Chief Executive Officer, by midday of the day of the Council meeting advising which item on the Agenda your deputation relates to.

A staff member from the Shire of Dardanup will contact you to explain the process for you to join the meeting via video conferencing and deliver your deputation.

Note: The Presiding Member will not accept a Deputation where the matter does not relate to an item on the eMeeting agenda.