

APPLICATION TO INSPECT PRESCRIBED MATTERS

Local Government Act 1989, Section 222

Local Government (General) Regulations 2015, Regulation 12

Please use block letters when completing this form

Surname Given Names

Address (inc. Post Code)

Telephone Number

Please select which register the applicant would like to view:

- (a) Details of overseas or interstate travel (b) Agendas and minutes of Ordinary and Special Council Meetings
- (c) Minutes of section 86 Special Committees of Council (d) Register of delegations
- (e) Document of leases involving land entered into by Council (f) Register of authorisations
- (g) List of donations and grants made by the Council in previous 12 months

If you have selected A, D or F please provide name of person/s, for B and C please provide committee name and/or desired dates.

Prescribed matters are available to the public under section 222 of the Local Government Act 1989. Council does not incur any liability in respect of any information provided in good faith under this section for inspection or copying in addition to any information contained in the documents containing prescribed matters. Applicants may request a copy of the document/s and will be charged 50c per A4 copy.

Signature: Date:

Once this form has been completed please send to:
Statutory Compliance Unit
PO Box 655, Ballarat, VIC, 3353
or
governance@ballarat.vic.gov.au

Upon receipt of this form, the applicant will be contacted to arrange a suitable time to view the requested prescribed matter. The applicant must bring identification.

Office use only

Date inspected: ID sited:

Officer responsible: Date: