

**From:** Coghlan, Shannon  
[REDACTED]  
**Cc:** [Goodyer, Frank](#)  
**Subject:** RE: Petition - Malaya Drive, Tolland  
**Date:** Thursday, 21 January 2021 10:04:00 AM  
**Attachments:** [image002.png](#)

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Hi Leanne

Here is some more detailed information on the Council meeting process as it relates to your petition. I will give you a call in the next couple of days just to confirm you have received this email (or you can just send me a response email).

## Council Meeting

The agenda for Council Meetings is made available three days prior to the meeting on Council's website: <https://meetings.wagga.nsw.gov.au/>

**Date:** 8 February 2021

**Time:** 6:00pm

**Venue:** Council Meeting Room, corner Morrow and Baylis Streets (or you can join via Zoom)

Members of the public who have an interest in this matter may choose to attend and address the Council Meeting as outlined below.

## Addressing the Council Meeting

Anyone with an interest in a report tabled for a Council meeting may address a meeting on that matter.

If you wish to address Council, a public address application form must be completed and submitted to the General Manager by 12.00pm on the day of the meeting.

Both online and printable application forms are available via Council's website along with the Council meeting guidelines:

<https://wagga.nsw.gov.au/city-of-wagga-wagga/council/meetings/public-address-forms>

If you are unable to access the website, please contact Council's Customer Service Section on 1300 292 442 three days prior to the meeting.

## Council Meeting Process

If you have any questions regarding Council meeting process, please contact Council's Governance Section on 1300 292 442.

I have copied my colleague, Frank Goodyer, into this email. Frank is Council's Senior Traffic Officer and will be your nominated officer in terms of petition progress and outcome.

Shannon

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**Shannon Coghlan**  
Infrastructure Administration Coordinator

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[Wagga Wagga City Council](#) • 243 Baylis Street (PO Box 20) • Wagga Wagga NSW 2650

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**From:** Coghlan, Shannon

**Sent:** Tuesday, 19 January 2021 4:20 PM

**Subject:** Petition - Malaya Drive, Tolland

Good afternoon Leanne

Thank you for your petition and covering letter, dated 2 December 2020, regarding traffic on Malaya Drive, Tolland.

We are planning to table your petition at the next Council meeting, scheduled on 8 February 2021.

If you wish to address Councillors at this meeting, you will need to complete a public address application form, which is available on our website (see links below). I will send through a few more details re the public address and petition process later this week, but wanted to get this acknowledgement to you.

[https://wagga.nsw.gov.au/\\_\\_data/assets/pdf\\_file/0005/115790/Public-Address-Application-Form-Council-Meetings-August-2020.pdf](https://wagga.nsw.gov.au/__data/assets/pdf_file/0005/115790/Public-Address-Application-Form-Council-Meetings-August-2020.pdf)

<https://wagga.nsw.gov.au/the-council/council-meetings/address-the-council/public-address-application>

Have a great week

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**Shannon Coghlan**

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