



Making a video or audio submission to the Community Support and Services Committee Inquiry into social isolation and loneliness in Queensland

Submissions are a way for you to share your thoughts, knowledge and recommendations on issues being investigated by parliamentary committees. Submissions are important to improve a committee's awareness and understanding of relevant issues to an inquiry and may influence their recommendations to the Parliament.

Who can make a submission?

Any individual or organisation can make a submission to this inquiry.

When can I make a submission?

Submissions close at 5pm, Wednesday 18 August 2021.

How should my submission look?

You can provide written, audio or video submissions to the committee.

- written submissions in Microsoft Word or PDF format are preferred
- audio and video submissions should not be longer than 5 minutes
- audio and video submissions of poor sound quality or that are difficult to understand may not be accepted by the committee. In this situation, the secretariat will contact you.

You can reduce the file size of your video by:

- keeping your submission short - **video and audio submissions over 5 minutes will not be accepted**
- changing the video settings in your phone from 4K, UHD or FHD to HD or SD
- choosing to reduce the file size of your video before you click 'send' on your email.

What should I include in my submission?

During your video or audio submission you should set out your views or those of your organisation, on one or more of the inquiry issues.

- Prepare what you want to say before you record it.
- Use written prompts if necessary.
- You are welcome to have a trusted interpreter or family member with you for support but these people should not ask you questions, or prompt you to provide answers to questions.
- If the submission is made on behalf of an organisation, an appropriate level of approval may be required.

What shouldn't I include in my submission?

- Submissions that include identifying information (such as schools, names, street addresses, community centres etc) will be considered by the committee but cannot be published.
- You should not refer to matters which are currently before a court or tribunal.
- If you are making a video submission take care not to include copyrighted material, children, or people who have not given consent to be in the video.

How do I lodge my submission?

You can email video or audio submissions up to 50MB in size to: cssc@parliament.qld.gov.au

Larger files can be sent to the committee on a USB to this mailing address:

Community Support and Services
Committee
Parliament House
George Street
BRISBANE QLD 4000

Submissions require at least two forms of contact or they cannot be accepted. Please ensure your submission includes two of the following:

- mailing address
- email address
- daytime telephone number

What happens after I make a submission?

Once you have made a submission you will receive confirmation from the committee. The committee will consider the submission's content and decide whether to accept it.

The committee may later decide to publish all or part of a submission. If this happens the committee secretariat will contact you.



INQUIRY INTO Social isolation and loneliness in Queensland



FURTHER INFORMATION

Find out more about the inquiry and how to make a submission by scanning the QR code or contacting the committee secretariat on (07) 3553 6623 or by email cssc@parliament.qld.gov.au

www.parliament.qld.gov.au/LonelinessInquiry

