

# **COMPLAINT ABOUT ALLEGED BREACH FORM -**

## **Code of conduct for council members, committee members and candidates**

Schedule 1, Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*

**NOTE:** A complaint about an alleged breach must be made —

- (a) in writing in the form approved by the local government
- (b) to an authorised person
- (c) within one month after the occurrence of the alleged breach.

**Name of person who is making the complaint:**

Name: \_\_\_\_\_

*First Name*

*Surname*

**Contact details of person making the complaint:**

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Number: \_\_\_\_\_

**Name of the local government (city, town, shire) concerned:****Name of council member, committee member, candidate alleged to have committed the breach:****State the full details of the alleged breach:**

- Attach any supporting evidence to your complaint form

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# COUNCIL FORM

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Date of alleged breach: \_\_\_\_\_

## SIGNED

Complainant's signature: \_\_\_\_\_

Date signed: \_\_\_\_\_

## OFFICE USE ONLY:

Received by Authorised Officer

Authorised Officer's Name: \_\_\_\_\_

Authorised Officer's Signature: \_\_\_\_\_

Date Received: \_\_\_\_\_

## NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to: CEO, Shire of Plantagenet, PO Box 48, MOUNT BARKER WA 6324 or by email to [info@sop.wa.gov.au](mailto:info@sop.wa.gov.au).