

## 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: _____ <u>Given Name(s)</u> <u>Family Name</u>

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.

<b>Date of alleged breach:</b>
_____ / _____ / 20____

<b>SIGNED:</b>
Complainant's signature: .....
Date of signing: _____ / _____ / 20____

<b>Received by Authorised Officer</b>
Authorised Officer's Name: .....
Authorised Officer's Signature: .....
Date received: _____ / _____ / 20____

**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 the authorised officer by email to [city@subiaco.wa.gov.au](mailto:city@subiaco.wa.gov.au) or by post to PO Box 270 SUBIACO WA 6904**