

COMPLAINT ABOUT ALLEGED BREACH

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.

Signed complaint form must be forwarded to:

Chief Executive Officer
Shire of Kellerberrin
ceo@kellerberrin.wa.gov.au

Any questions or queries, do not hesitate to contact the Shire of Kellerberrin Staff on 08) 9045 4006 or shire@kellerberrin.wa.gov.au who will assist you with your complaint about alleged breach or direct you to the relevant staff member.

Terms and Conditions for Complaints about Alleged Breach

Information

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.

Your Privacy

The supply of personal information on forms is voluntary, although failure to include information required may result in processing delays. The details supplied are not publicly available however the person signing this form is able to access to view or correct any information supplied by requesting same from the Shire of Kellerberrin Office. Complaints about alleged breach are kept 'Private and Confidential' when requested.

Disclaimer

As 'the adviser' I acknowledge that I have read and understood the terms and conditions for the Shires Complaint about alleged breach provided to the Shire of Kellerberrin and I agree to be bound by them. I agree that failure to comply with all the terms and conditions as stated may result in processing delays and may jeopardize any future use of the Shire of Kellerberrin and grounds.

.....
Full Name

.....
Signature

.....
Date

Complaint about Alleged Breach Shire of Kellerberrin

Record No:
Register No:

Personal Details of person making complaint;			
Full Name			
Email			
Phone Number			
Postal Address			
Preferred Contact	Email <input type="checkbox"/>	Phone <input type="checkbox"/>	Post <input type="checkbox"/>
Date		Time	

Name of Council Member, Committee Member, Candidate alleged to have committed the breach:			
State the full details of the alleged breach. <i>Attach any supporting evidence to your complaint form.</i>			
Date of Alleged Breach	/	/	
Complainant's Signature		Date	/ /

OFFICE USE ONLY

Received by - Name:		Signature:	
Date Received:	/ /		
Response Given:	Letter <input type="checkbox"/>	Email <input type="checkbox"/>	Phone <input type="checkbox"/>
Record Updated:	Yes <input type="checkbox"/> No <input type="checkbox"/>	Register Updated	Yes <input type="checkbox"/> No <input type="checkbox"/>
Finalised By:		Signature	Date / /