

Public Participation > Council and Committee Meetings > Petitions

A petition is a formal request made by a specific number of signatories requesting some form of action. In the case of the Shire, a petition generally requests Council to resolve to support a nominated course of action.

Petitions made to Council must relate to an area where Council has an authority or role.

Requirements for a Petition

The Shire's [Standing Orders Local Law 2002 \(as amended\)](#) describes the requirements for a petition to be accepted. A petition must:

- (a) be addressed to the President;
- (b) be made by electors or residents of the district;
- (c) state the request on each page of the petition;
- (d) contain the names, addresses and signatures of the electors or residents making the request, and the date each signed;
- (e) contain a summary of the reasons for the request;
- (f) state the name of the person upon whom, and an address at which, notice to the petitioners can be given
- (g) be in the form prescribed by the Act and *Local Government (Constitution) Regulations 1996* if it is –
 - (i) a proposal to change the method of filling the office of President;
 - (ii) a proposal to create a new district or the boundaries of the Local Government;
 - (iii) a request for a poll on a recommended amalgamation;
 - (iv) a submission about changes to wards, the name of a district or ward or the number of councillors for a district or ward.

The attached [Petition Form](#) can be used as a template.

Petitions

Petitions should be carefully worded so that any potential signatories are able to clearly understand the purpose of the petition. The petition must be expressed in respectful and temperate terms. A Petition may be rejected if it is offensive or derogatory to the Council.

In accordance with Council's *Standing Orders Local Law 2002*, a Councillor may present the Petition to the Ordinary Council Meeting. Therefore, discussing your Petition with your local Elected Member and gaining their support for the proposal is important.

Who Can Sign a Petition

Petitions can be representative of community feeling, therefore the more signatures, the stronger the argument in favour of the proposal.

Signatures should be confined to ratepayers and residents of the Shire of Serpentine Jarrahdale, aged 18 years or over. Adults must sign for themselves except in cases of sickness and incapacity. Those who cannot sign their own name may make their mark. The signature and address of a witness should accompany this mark.

Submitting a Petition

The Petition should be addressed to the:

Shire President,
Shire of Serpentine Jarrahdale
6 Paterson Street,
Mundijong WA 6123

The Petition may be delivered either in hard copy or emailed to:
info@sjshire.wa.gov.au

Completed Petitions can also be handed to the Elected Member with whom you have discussed the petition. The Elected Member must then provide a copy of the Petition to the Shire President.

What happens after a Petition has been submitted?

Petitions, which comply with the requirements as set out above will be presented to the next Ordinary Council Meeting.

Council may accept or reject the Petition and in the case of accepted Petitions, refer the matter of the Petition for consideration by a Committee or a subsequent Council meeting.

More Information

If you have any queries about submitting a petition please contact the Manager Governance, 9526 1102 or info@sjshire.wa.gov.au