

## Submissions about changes to names, wards or representation

A submission about changes to names, wards or representation is a formal request made by affected electors. The submission must be in the form prescribed by the *Local Government Act 1995* and the *Local Government (Constitution) Regulations 1996*.

The **Submission about changes to names, wards or representation Form Template** can be used as a template.

Submission purposes and reasons should be carefully worded so that any potential signatories are able to clearly understand the purpose and reason of the submission.

## Who Can Sign a Submission about changes to names, wards or representation

Under clause 3 of Schedule 2.2 to the *Local Government Act 1995*, a submission that an order be made under the Act about wards, the name of a district or ward or the number of councillors for a district or ward can be made to the local government concerned by affected electors who-

- Are at least 250 in number; or
- Are at least 10% of the total number of affected electors.

An “elector” is one of the following:

- A resident owner or occupier enrolled to vote at State elections;
- An owner of rateable property (e.g. an absentee land owner or an owner of business premises, vacant land or other non-resident property);
- An occupier of rateable property (e.g. tenant of business premises or other non-residential property).

An “affected elector” is:

- An elector whose eligibility as an elector comes from residence, or ownership or occupation of property, in the area directly affected by the submission;
- A person who would be an elector if the area directly affected by the submission became, or became part of, a district.

## Submitting the submission

Please hand deliver, post or email the completed form and attachments to:

The Shire President

Shire of Serpentine Jarrahdale

6 Paterson Street Mundijong WA 6123

Email to: [info@sjshire.wa.gov.au](mailto:info@sjshire.wa.gov.au)

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## Contact Us

### Enquiries

Call: (08) 9526 1111

Fax: (08) 9525 5441

Email: [info@sjshire.wa.gov.au](mailto:info@sjshire.wa.gov.au)

### In Person

Shire of Serpentine Jarrahdale

6 Paterson Street, Mundijong WA 6123

Open Monday to Friday 8.30am-5pm (closed public holidays)



[www.sjshire.wa.gov.au](http://www.sjshire.wa.gov.au)



**What happens after a Submission about changes to names, wards or representation has been submitted to the local government?**

Submissions which comply with the requirements as set out above will be presented to the next Ordinary Council Meeting for the Council's consideration. The Council must resolve to undertake a review of its ward system.

**More Information**

If you have any queries about submitting a submission about changes to names, wards or representation please contact the Manager Governance and Strategy, 9526 1111 or [info@sjshire.wa.gov.au](mailto:info@sjshire.wa.gov.au).