

COMPLAINT OF MINOR BREACH



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Official Conduct Form 1

COMPLAINT OF MINOR BREACH FORM

(Subsections 5.107(1) and (2) of the *Local Government Act 1995* ("the LG Act"))

NOTE: A person who includes information in a complaint knowing it to be false or misleading in a material particular commits an offence (maximum penalty: \$5,000).

The law requires a copy of this complaint (including the complainant's name) to be given to the Council member complained about.

NAME OF PERSON WHO IS MAKING THE COMPLAINT:

Name:

Given Name(s)

Family Name

NAME OF THE LOCAL GOVERNMENT (CITY, TOWN, SHIRE) CONCERNED:

NAME OF COUNCIL MEMBER ALLEGED TO HAVE COMMITTED BREACH:

WHAT IS YOUR COMPLAINT: Select the regulation/s that have been breached by ticking the relevant box/es below:

Local Government (Model Code of Conduct) Regulations 2021:

- Regulation 17 – Misuse of local government resources
- Regulation 18 – Securing personal advantage or disadvantaging others
- Regulation 19 – Prohibition against involvement in administration
- Regulation 20 – Relationship with local government employees
- Regulation 21 – Disclosure of information
- Regulation 22 – Disclosure of interests
- Regulation 23 – Compliance with plan requirement

Local Government (Administration) Regulations 1996:

- Regulation 34D – Contravention of local law as to conduct

DATE OF INCIDENT:

_____ / _____ / 20_____

WHAT HAPPENED? What did the council member do that allegedly contravened the regulation/s? If available, attach further evidence to support each allegation.

SIGNED:

Complainant's Signature:

Date of signing: _____ / _____ / 20_____

COMPLAINANT DETAILS FORM

NOTE TO THE PERSON MAKING THE COMPLAINT: This form is to be completed, dated and signed by the person making a complaint of a minor breach, and should be submitted with the complaint to the Complaints Officer of the local government concerned.

NOTE TO COMPLAINTS OFFICER: The Council member complained about is ***NOT*** entitled to, and ***MUST NOT*** be sent or provided with, a copy of this form (or any address or contact details in it) submitted by the person making a complaint.

DETAILS OF THE PERSON WHO IS MAKING THE COMPLAINT:	
Name: _____	
_____ <i>Given Name(s)</i>	_____ <i>Family Name</i>
Address: _____	

_____ Postcode: _____	
Telephone No.(s): _____ (Hm) _____ (Wk)	
_____ (Mob)	
Email address:	

NAME OF THE LOCAL GOVERNMENT (CITY, TOWN, SHIRE) CONCERNED:
NAME OF COUNCIL MEMBER ALLEGED TO HAVE COMMITTED BREACH:
DATE OF INCIDENT:
_____ / _____ / 20_____

SIGNED:
.....
Complainant / Complaints Officer [*Delete as appropriate*]