

## 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: \_\_\_\_\_

Given Name(s)

Family Name

### 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>  <b>Complainant's signature:</b> .....  <b>Date of signing:</b> _____ / _____ / 20_____
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<b>Received by Authorised Officer</b>  <b>Authorised Officer's Name:</b> .....  <b>Authorised Officer's Signature:</b> ..... <b>Date received:</b> _____ / _____ / 20_____
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**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: (insert email/postal address)**