

# PETITION INFORMATION SHEET

## What is a Petition?

Petitions inform the Council, in a public way, of the views of sections of the community and they serve as a way of placing community concerns before Council.

Any elector of the City of Stirling, or group of electors, may petition the Council to take some form of action over a particular issue. For example, petitions may ask the Council to change an existing Policy, Local Law or recent decision, or for the Council to take action for a certain purpose or for the benefit of particular persons.

It is important to note that the subject of a petition must be a matter on which the Council has the power to act.

Care must be taken in the wording of petitions as the City requires certain information and content.

## Petition Requirements

Clause 5.5 of the City of Stirling's Meeting Procedures Local Law 2021 sets out a number of requirements governing the format and presentation of petitions. These are designed to ensure the authenticity and integrity of petitions. The Meeting Procedures do not impose any particular style of expression, but certain other requirements must be met.

It is very important that those involved in drawing up petitions familiarise themselves with the requirements before collecting signatures. This will avoid the possibility of the petition being ruled out of order, and being unable to be presented to Council.

### **To be presented to Council, a Petition must:-**

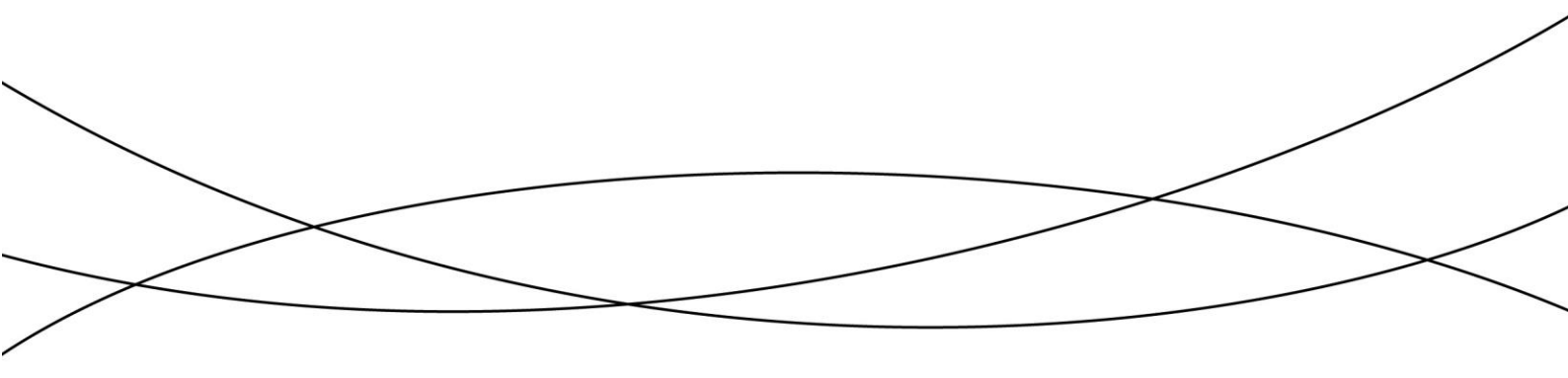
- Be addressed to the Mayor, a member or the CEO;
- Be made by electors of the district;
- State the full request and a summary of the reasons for the petition on each page;
- Contain the legible names, addresses and signatures of the electors making the request; and the date each elector signed;
- State the name of the person upon whom, and an address at which notice to the petitioners can be given;
- Be respectful and temperate in its language;
- Comply with any form prescribed by the *Act* or any other written law.

### **Who can start or sign a Petition?**

Although a petition only needs to have two electors' signatures to be accepted, it will appear more representative of public feeling if it is signed by as many people as possible. Although anyone can sign a hard copy petition, only those who are City of Stirling electors will be recorded in the official signature count.

(An elector is a person who owns or occupies rateable property within the City of Stirling and is eligible to vote in Local Government and State Elections.)

All the signatures on a petition must meet the following requirements:-

- Every signature must be written on a page bearing the terms of the petition, or the action requested by the petition (see attached Petition Form).
  - Signatures must not be copied, pasted or transferred on to the petition nor should they be placed on a blank page on the reverse of a sheet containing the terms of the petition.
  - Each signature must be made by the person signing in his or her own handwriting.
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## **How can I get the Petition presented?**

A petition can only be presented to Council at an Ordinary Council Meeting by the Mayor, the Chief Executive Officer, or a Councillor. This can be any City of Stirling Councillor, and does not have to be a Councillor from a particular Ward.

The person initiating the petition is to forward it to the Chief Executive Officer or a Councillor prior to the commencement of the Ordinary Council Meeting at which they would like the petition presented. Although the Councillor is not bound to present a petition, it is traditionally accepted that he or she will present it, irrespective of personal views. Presentation of a petition by a Councillor does not mean that he or she necessarily agrees or disagrees with its content.

Details of dates, times and the location of Ordinary Council Meetings can be obtained by telephoning 9205 8555 or the City's Website: [www.stirling.wa.gov.au](http://www.stirling.wa.gov.au)

## **What happens in a Council Meeting?**

One of the first items of business at a Council Meeting is to receive any petitions that have been presented. The Chief Executive Officer or Councillor presenting the petition will read out a summary of the reasons for the petition being submitted and the amount of signatures within it.

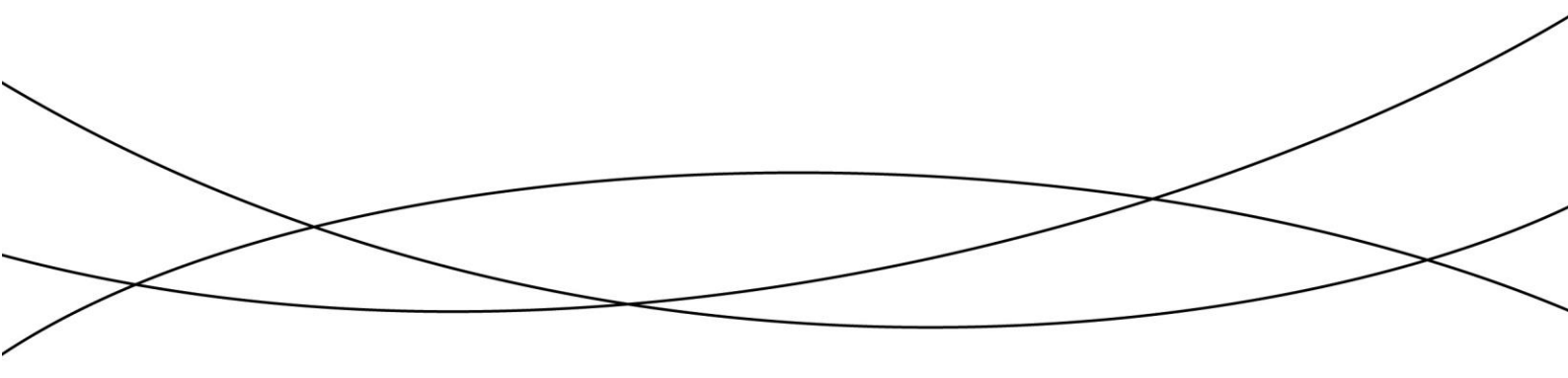
When the petition is received, no discussion on the matter will take place, however the petition will be referred to the responsible Business Unit within the City for appropriate action.

## **What happens after a Petition has been presented?**

Every petition presented will be referred to the Business Unit responsible for the matter which is the subject of the petition. An assigned staff member from that Business Unit will inform the petition initiator of the action proposed in dealing with the petition. This may involve having to prepare a detailed report for consideration during a future Council meeting.

## **Additional Information**

Further information regarding Petitions can be directed to Governance, by phoning the Contact Centre on 9205 8555 or by sending an email to [stirling@stirling.wa.gov.au](mailto:stirling@stirling.wa.gov.au).



# CITY OF STIRLING PETITION

# PETITION TO THE CITY OF STIRLING

(First (COVER) page of petition - attach additional pages as required.

**To the Mayor and Councillors of the City of Stirling**

**25 Cedric Street**

**STIRLING WA 6021**

**Correspondence in respect of this petition should be addressed to:-**

Name:

**Address:**

**Email:**

**We, the undersigned, do respectfully request that the Council:-**

(Set out a concise and succinct statement of the action sought and the facts or reason to support such action.)

[illegible]

**The names, addresses and signatures of your petitioners are as follows:-**

[illegible]

(Each additional page of signatories must contain the terms of the petition)

# CITY OF STIRLING PETITION

**We, the undersigned, do respectfully request that the Council:-**

(Set out a concise and succinct statement of the action sought and the facts or reason to support such action.)

[illegible]

**The names, addresses and signatures of your petitioners are as follows:-**

[illegible]

(Copy this page as required for additional signatories.)