### PETITION TO COUNCIL



### Please note the following guidelines:

- 1. A petition is a formal submission to the Council signed by many residents. Typically, a petition draws the attention of Council to a particular matter or asks the Council to consider making a particular decision.
- **2.** The Local Government (Procedures at Meetings) Regulations 2013 (R10) provide that a petition to the Council must:
  - be legibly written or typed or printed
  - clearly set out the request or submission of the petitioners; and
  - include the name and address of each person who signed or endorsed the petition
  - be addressed to the Council and delivered to the principal office of the council:
    - emailed to council@mountbarker.sa.gov.au; or
    - mailed to Council at PO Box 54 Mount Barker 5251

Petitions received by the Mount Barker District Council, in addition to the legislative requirements must:

- include the name and address of the person submitting the petition (the head petitioner)
- the purpose and reason must be on each page of the petition
- the petition must be directed to Council either in person to the principal office of council or by mail, fax, attached as documents and emailed to <a href="mailto:council@mountbarker.sa.gov.au">council@mountbarker.sa.gov.au</a>

A suggested format for petitions follows.

- 3. Receipt of your petition will be acknowledged. Petitions received with the required information (as per 2 above) will be placed on the agenda for the next ordinary Council meeting in accordance with the Regulations.
- 4. Normal practice is that a petition is simply received (not debated). It is not necessary for you to attend the Council meeting but you are most welcome to if you wish.
- 5. Your request will be considered and, if so determined by Council, a further report will then be prepared for Council consideration. You will be advised by letter when this is to occur. Additionally, you are encouraged to check Council's website <a href="www.mountbarker.sa.gov.au">www.mountbarker.sa.gov.au</a> and go to Council Meetings for what action Council resolved to take and the date at which the further report on this matter may be considered if so determined by Council.
- 6. For further information please contact Executive Assistant to CEO and Mayor

Mount Barker District Council PO Box 54 MOUNT BARKER SA 5251 council@mountbarker.sa.gov.au Ph 8391 7200 Fax 8391 7299

7. Social media petitions are to be addressed to the Head Petitioner.

# **PETITION TO COUNCIL**



### **PETITION COVER PAGE**

First page of petition – attach additional pages as required

To the Mount Barker District Council
We the undersigned, petition the Council to (define purpose)
For the following reasons:
The contact person for this petition is (a contact number is required, and email where possible to provide written confirmation and advice to):
Name:
Office Use Only
Total Signatures
Total within District
Total outside District

NAME	ADDRESS	SIGNATURE

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## **Additional Pages**

Copy as required with details completed and attached to Petition Cover Page

To the Mount Barker District Council				
We the undersigned, petition the Council to (define purpose)				
For the following reasons:				
<b>6</b>				
NAME	ADDRESS	SIGNATURE		
NAME	ADDRESS	SIGNATURE		
NAME	ADDRESS	SIGNATURE		
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