



**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.

<b>Name of person who is making the complaint:</b>
<p>Name: _____</p> <p align="center"><u>Given Name(s)</u>                      <u>Family Name</u></p>

<b>Contact details of person making the complaint:</b>
<p>Address: _____</p> <p>Email: _____</p> <p>Contact number: _____</p>

<b>Name of the local government (city, town, shire) concerned:</b>
<p>_____</p>

<b>Name of council member, committee member, candidate alleged to have committed the breach:</b>
<p>_____</p>

<b>State the full details of the alleged breach. Attach any supporting evidence to your complaint form.</b>
<p>_____</p>

<b>Date of alleged breach:</b>
_____ / _____ / 20_____

<p><b>SIGNED:</b></p> <p><b>Complainant's signature:</b> .....</p> <p><b>Date of signing:</b>        _____ / _____ / 20_____</p>
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<p><b>Received by Authorised Officer</b></p> <p><b>Authorised Officer's Name:</b> .....</p> <p><b>Authorised Officer's Signature:</b> .....</p> <p><b>Date received:</b>        _____ / _____ / 20_____</p>
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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:**

Complaints Officer  
City of Kalamunda  
PO Box 42  
KALAMUNDA WA 6076

EMAIL: - [enquiries@kalamunda.wa.gov.au](mailto:enquiries@kalamunda.wa.gov.au)