

**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.**

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**Date of alleged breach:**

\_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_\_

**SIGNED:**

**Complainant's signature:** .....

**Date of signing:** \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_\_

**Received by Authorised Officer**

**Authorised Officer's Name:** .....

**Authorised Officer's Signature:** .....

**Date received:** \_\_\_\_\_ / \_\_\_\_\_ / 20\_\_\_\_\_

**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:

- For a complaint about a councillor, committee member or candidate to the Chief Executive Officer;
- For a complaint about the Chair, to the Chief Executive Officer.

Signed complaint form is to be forwarded to:

Chris Adams; Chief Executive Officer  
Unit 2/369 Scarborough Beach Road,  
Innaloo WA 6018  
[mail@catalina.wa.gov.au](mailto:mail@catalina.wa.gov.au)