

## Petitions

A Sample Petition is provided and is designed to help prepare a Petition. It indicates the content of the first and subsequent pages of a Petition.

Clause 6 Petitions of the “Best practice example standing orders for local government and standing committee meetings - March 2024” adopted by Council at its Ordinary Meeting of 16 April 2024 Item No. 11.4 provides:

*“6.1. Any petition presented to a meeting of the local government will:*

- be in legible writing or typewritten and contain a minimum of 10 signatures*
- include the name and contact details of the principal petitioner (i.e., the key contact)*
- include the postcode of all petitioners, and*
- have the details of the specific request/matter appear on each page of the petition.*

*6.2. Where a councillor presents a petition to a meeting of the local government, no debate in relation to it will be allowed, and the only motion which may be moved is:*

- that the petition be received*
- received and referred to a committee or officer for consideration and a report to the local government, or*
- not be received because it is deemed invalid.*

*6.3. The local government will respond to the principal petitioner in relation to all petitions deemed valid.”*