



Petitions

Under the *Local Government 1993 (the Act)*, a person can lodge a petition with Council by presenting it to the General Manager, or an Alderman.

This document provides further information about the requirements for lodging a petition, including Council's internal procedures.

Please note that this document is intended to assist you by providing you with general information, but is not a substitute for the rules that are set out in the Act.

Where can I find the rules about Petitions?

The rules about petitions are set out in sections 57 to 60A of the Act. The Act is available for free at www.legislation.tas.gov.au.

The requirements for the content of a petition are set out in section 57 of the Act. That section provides that the petition must contain:

- a clear and concise statement identifying the subject matter; and
- a heading on each page indicating the subject matter; and
- a brief statement on each page of the subject matter and the action requested; and
- a statement specifying the number of signatories; and
- the full printed name, address and signature of the person lodging the petition at the end of the petition.

How do I table a petition at a Council meeting?

The best way to submit a petition to be tabled at a meeting is to provide it to the General Manager (although under the Act you may also submit it to an Alderman*).

You can submit your petition to the General Manager:

- in-person at our Customer Service Centre at 374 Main Road, Glenorchy
- by email to gccmail@gcc.tas.gov.au (please include a contact phone number in your message), or
- by post to PO Box 103, Glenorchy TAS 7010 (please allow 2-3 days for delivery if posting from the local area).

* From 8 February 2016, Council's Aldermen were suspended for a period of 6 months. In their absence, petitions can be submitted to the Commissioner for Glenorchy City Council, care of the same email, physical and postal addresses for the General Manager which are identified above.

When will my petition be tabled at a Council meeting?

The General Manager is required to table a petition at the first ordinary meeting of Council after it is presented to him. There is no deadline by which you are required to submit a petition, however it is appreciated if you give as much notice as possible.

The General Manager is prevented from tabling a petition if:

- it does not comply with section 57 of the Act
- it is defamatory, or
- any action it proposes is unlawful.

If your petition is not tabled because of one of the above reasons, the General Manager is required to advise you why it was not tabled within 21 days after you lodge it.

What happens after my petition is tabled?

Council is required to determine whether any action is to be taken in respect of your petition within 42 days after it is tabled. This will typically be at the next Council meeting after the one at which your petition is tabled.

The subject matter of your petition and the number of signatories will also be published in the minutes of the Council meeting at which it is tabled.

Petitions seeking public meetings

Your petition may request that Council holds a public meeting regarding its subject matter. However, you will need 1,000 signatures from electors in the Glenorchy municipal area before Council is required to hold a public meeting in response to your petition.

You should refer to section 59 and 60 of the Act for the specific rules relating to petitions seeking public meetings, and the action that Council is required to take in respect of them.

Where can I get further information about Petitions?

Initially, you should refer to sections 57 to 60A of the Act. However, if you have any specific questions in relation to petitions or the procedure for lodging them with Council, you can:

- Call us on (03) 6216 6800
- Email us at gccmail@gcc.tas.gov.au, or
- Visit our Customer Service Centre at 374 Main Road, Glenorchy.