



Council Petitions



What is a Council Petition?

A Council Petition is a formal written request, signed by a minimum of 10 petitioners. A petition is most frequently used to request a specific action from Council on a particular matter or to express support or objection to Council about a particular decision or issue.

How do I Submit a Petition with Council?

To submit a petition with Council on a particular matter, it is recommended that you use the Petition Lodgement Form provided by Council which is located on Council's Website under the Council Meetings Section <https://www.frasercoast.qld.gov.au/council-meetings>.

The Petition Lodgement Form indicates what you need to fill out before you submit your petition to Council. Once the Petition has been finalised, you can choose one of the following options to submit your petition:

1. Attend any of Council's Customer Service Centres and submit the Petition over the Counter
2. Send the Petition to PO Box 1943 HERVEY BAY QLD 4655
3. Give the Petition to your local Divisional Councillor
4. Send the petition via email to enquiry@frasercoast.qld.gov.au

What is a Principal Petitioner?

A Principal Petitioner is the person who initiates, sponsors or organises a petition. The Principal Petitioner must provide their original handwritten signature along with their full contact details on the first page of the Petition Lodgement Form to ensure that they can be contacted by Council at the completion of Council's Investigation.



How do I ensure my Petition is considered a valid Petition?

In accordance with [Fraser Coast Regional Council's Meeting Procedures and Standing Orders for Council Meetings and Standing Committees](#), any Petition presented to a meeting of Council shall:

- Be in legible writing or typewritten and contain a minimum of ten signatures,
- Include the name and contact details for the Principal Petitioner
- Include the postcode of all petitioners, and
- Have the details of the specific request/matter appearing on each page of the petition.

STAY CONNECTED

 Find us on Facebook
www.facebook.com/FraserCoastCouncil

 Check out our YouTube Channel
www.youtube.com/frasercoastrc

 Telephone us
1300 79 49 29

 Follow us on Twitter
www.twitter.com/frasercoastrc

 Visit our website
www.frasercoast.qld.gov.au

 Email us
enquiry@frasercoast.qld.gov.au

What Happens to my Petition once it is submitted?

Once received, a petition to the Fraser Coast Regional Council will be tabled by the representative divisional Councillor at the next available Ordinary Meeting of Council. At this meeting the relevant Councillor will have the opportunity to move one of the following three motions which will determine the action that Council will be required to take in considering the petition. They are:

1. That the petition be received:

The petition will be referred to Council officers within the relevant department for investigation. The Council officers will investigate the petition and at the conclusion of the investigation, the Principal Petitioner will be advised in writing of the outcome.

2. That the petition be received and referred to the Chief Executive Officer for consideration and a report to Council

The petition will be referred to the Chief Executive Officer for Investigation. Council officers within the relevant department will investigate the petition and at the conclusion of the investigation, a report will be drafted and presented to Council for consideration and a resolution will be made on the matter. The Principal Petitioner will be informed in writing of Council's resolution following the relevant Ordinary Meeting and the required action will be taken as set out in the resolution.

3. That the petition is not received because it is deemed invalid.

The Principal Petitioner will be informed in writing of the reasoning why the petition is deemed invalid and provided with assistance where necessary to assist in making the petition a valid petition.



How is the Privacy of the Principal Petitioner and Signatories Protected?

When signing a Petition, you are providing personal information such as name, address and contact details. This information will be used only for the purpose of contacting you and advising of the outcome of the Petition. Your personal information is handled in accordance with the **Information Privacy Act 2009**.

Flowchart of Petition Management

