Petitions guide

What is a petition?

A petition is a request for action. Any elector or group of electors may petition the Council to take action. However, the subject of a petition must be a matter on which the Council has the power to act. An elector is a person who owns or occupies rateable property within the City of Fremantle and is eligible to vote in local and state elections.

Drafting a petition

The City of Fremantle Council does not impose any requirements on the petition form and content, but provide the following suggestions.

The petition should:

- As far as practicable be prepared in the form suggested by the City below;
- Be addressed to the Council;
- Be respectful and temperate in its language;
- Set out a concise statement of facts and the action sought;
- State the name, address (suburb or email address is acceptable) and signature of all electors making the request, including date of signature; and
- Set out the name and address of the petition initiator.

Presenting the petition

Petitions may be forwarded to Elected Members for them to present to a meeting or they may be presented directly to a meeting when called for by the presiding member.

A petition received by the CEO or an Elected Member will be presented to the next practicable Council or Committee Meeting.

The presiding member will determine if it is appropriate to accept the petition.

The petition initiator will be advised of the progress of the petition through the decision making process.

Petition format

The City has prepared the following petition form for use by petition initiators.

If you have any questions or queries regarding petitions please email governance@fremantle.wa.gov.au

Chief Executive Officer
City of Fremantle
70 Parry Street
Fremantle
WA 6160

Petition cover page

To the Mayor and Councillors of the City of Fremantle, we the undersigned, do respectfully request that the Council (*Set out a concise statement of facts and clearly define purpose)*

As the initiator of this petition, my name and contact details are below:

For further information in relation to this matter. As initiator of this petition, I am the primary point of contact and am responsible for advising petitioners of the outcome of this petition.

Signatories follow on additional page/s

Chief Executive Officer
City of Fremantle
70 Parry Street
Fremantle
WA 6160

Date	Full Name	Address	Signature