

**Processes Associated with Reviewing Ward
Boundaries and Representation
Local Government Advisory Board**

An explanation of the processes for reviewing ward boundaries and representation. Every attempt has been made to ensure that the information contained in this document is correct. However it is recommended that proponents check the requirements in Schedule 2.2, *Local Government Act 1995*.

June 2006

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Periodic reviews

Local governments are required to review their ward boundaries and representation at least every eight years. Where local governments do not review these matters, the Local Government Advisory Board may recommend the making of any order in relation to changes. The Board may recover the costs of any inquiries conducted for this purpose from the local government.

Ward boundaries and representation

The Board has the responsibility for ensuring that recommendations from local governments for changes to wards and representation conform to the requirements of Schedule 2.2 of the *Local Government Act 1995*.

Electors or local government can initiate changes to boundaries or representation.

Boundaries for new districts

The Board also has a role in assessing boundaries and representation for newly created districts. This may be a primary role at the direction of the Minister or it may be in the form of assessing a report put to it by commissioners.

Advice and assistance

Councils considering changing ward boundaries or representation are advised to check Schedule 2.2 of the *Local Government Act 1995*.

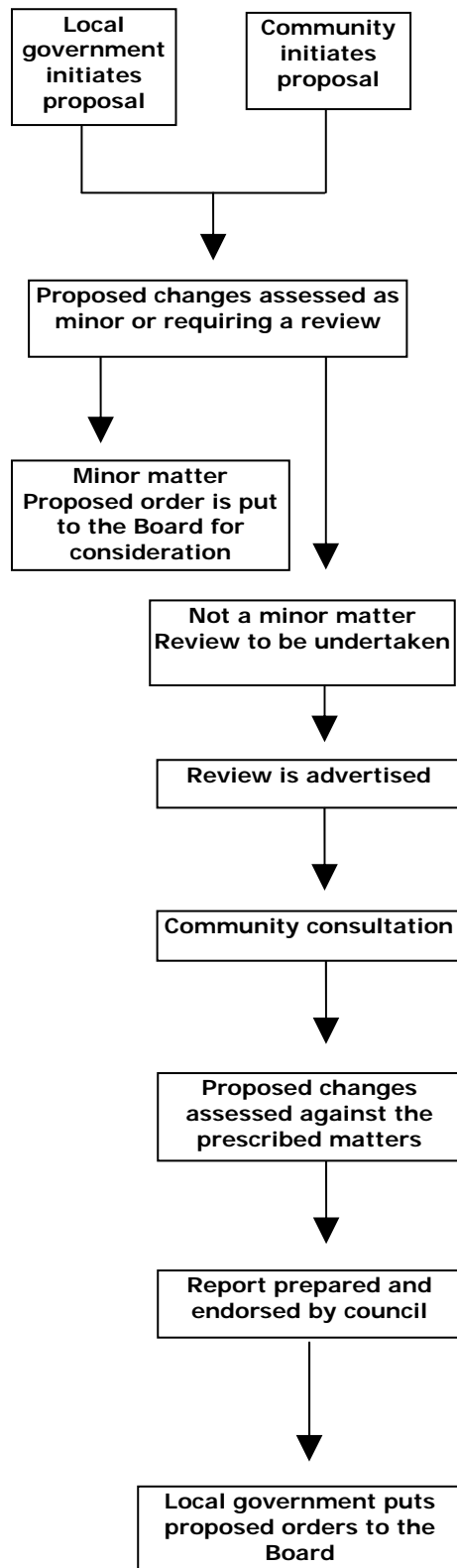
The Board can provide advice and assistance if there are issues that need to be clarified. Contact:

Ross Earnshaw (08) 9217 1510
Email: advisory.board@dlgrd.wa.gov.au

There is also a toll free number for country callers - 1800 620 511.

Reviewing ward boundaries and representation

Local Government Advisory Board



Affected electors may make submissions to local government with regard to representation or ward boundaries. They must be

- at least 250 in number, or
- at least 10% of the total number of affected electors.

To determine whether a proposal is minor or does not require public submissions a local government should consider the impact of the proposal on

- affected electors (ie level of representation and access to representatives)
- other electors of the district (ie a comparison of the ratio of electors to councillors)
- local government finance and decision making capacity.

The local government must give local public notice advising that

- a review is to be carried out
- that submissions may be made to the local government. The submission period is to be not less than 6 weeks.

The local government is to invite submissions from the public. Consultation may also include public meetings, forums, questionnaires, interviews with key stakeholders, etc.

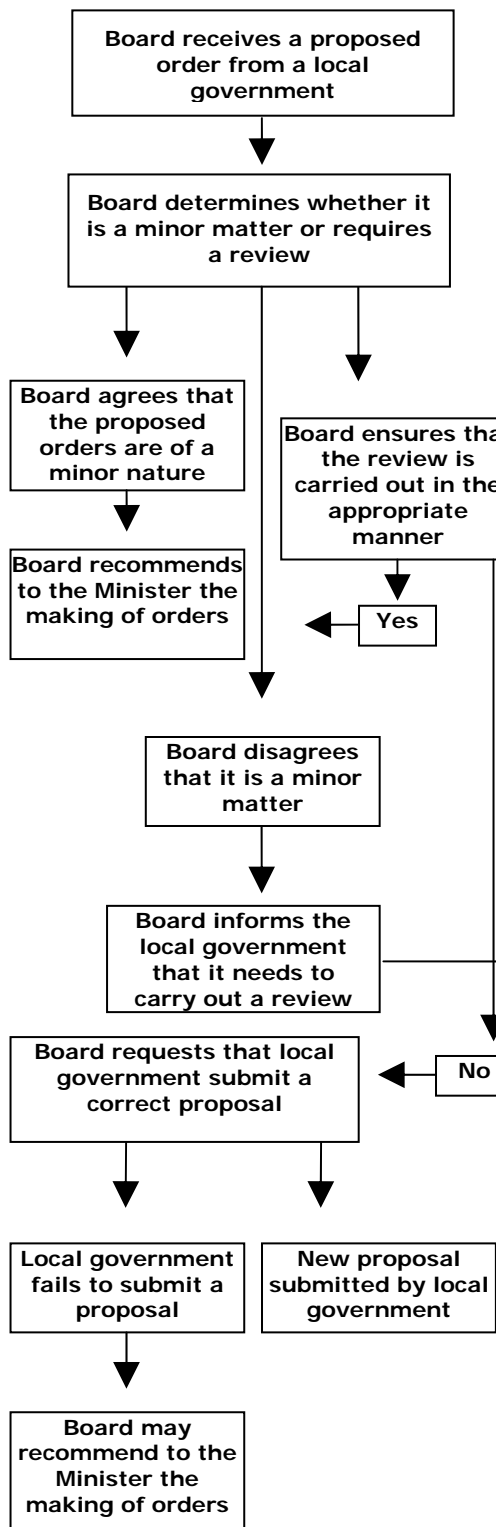
Changes are to be assessed against

- community of interest
- physical and topographic features
- demographic trends
- economic factors and
- ratio of councillors to electors in various wards

Local government is required to submit a report on the proposed changes to the Local Government Advisory Board. This should include:

- Copy of minutes from the council meeting containing the resolution to change or review ward boundaries or representation
- Reasons for determining the change is minor or does not require public submissions (if relevant)
- Advertisement of the review (if applicable)
- Assessment of the proposal against the prescribed matters
- Council decision.

Board assessment process Local Government Advisory Board



The Local Government Advisory Board's role in the assessment of ward boundaries and representation is twofold.

1. It can be directed by the Minister for Local Government to make recommendations on ward boundaries and representation for a newly created district.
2. It is also responsible for assessing the process that local government has used in proposing orders for changes to ward boundaries or representation.

The Board may decide that the proposal is minor or requires a review. Where the Board determines that the matter is minor and this determination corresponds with the determination of the local government then the Board recommends to the Minister that an order is made.

Where the Board agrees with the local government that a review is required or where the Board assesses that the matter is a minor matter but the local government has chosen to have a review, the Board assesses whether the review was carried out in a manner which met the requirements of the Act, ie

- the review was advertised
- the community had at least 6 weeks to make submissions
- submissions were considered
- the review has appropriately considered the prescribed matters.

If the Board believes that the matter is one which requires a review but the local government has considered it a minor matter, then the Board will inform the local government that it needs to carry out a review in accordance with Schedule 2.2.

Where the Board does not believe that a review has correctly taken into account the matters to be considered (Clause 8, Schedule 2.2), it may inform the local government and request that a proposal that does correctly take those matters into account, be made within a specified time.

Where a local government fails to comply with a request to submit a new proposal, the Board may recommend the making of any order it thinks will correctly take into account the prescribed matters.

* Where the Board recommends the making of an order to the Minister, the Minister may accept or reject its recommendation.