



Petitions

Making a Petition to the House of Assembly

Petitioning Parliament is a long-established fundamental right of all citizens. It allows any individual or group to place grievances before the Parliament. It is one of the few direct means of communication between people and the Parliament.

What is a Petition?

A petition is a request for action. Any citizen, or group of citizens, may petition either House of Parliament requesting that action on a particular matter be taken.

What can a Petition ask for?

The subject of a petition must be a matter on which the Parliament has the power to act. Usually something that the State Government has responsibility for. Examples of petitions presented to the House of Assembly in the last decade include - a request that the Government includes free cat desexing programs; that the Government commit necessary funding to deliver radiation treatment services in the Limestone Coast; and that a commitment to the duplication of the Sturt Highway Truro Freight Route be made.

Rules for Petitions

In order to be presented to the House of Assembly, petitions must be in the correct format and comply with the rules set by the House of Assembly Standing Orders. Petitions that do not comply with the rules will not be accepted. Please refer to the attached Rules for Petitions before preparing your petition and/or speak with the Contact Officer (refer details below). A Petition Proforma and a Sample Petition to assist in developing your petition is also attached.

Having your Petition presented

A petition can only be presented to the House by a Member of that House. This can be any Member of Parliament (MP), including a Minister, and does not have to be the petitioner's local MP. Contact details for the current House of Assembly MPs who can be approached to present a petition is available on the [Parliament's website](#).

After the Petition is presented

Petitions are announced by the Clerk of the House as one of the first items of routine business after 2.00 pm on each sitting day. The Clerk announces the electorate of the MP presenting the petition, the number of signatories and summary of the request made. Petitions are not debated at the time of tabling.

On presentation to the Parliament the petition becomes a public document and can be viewed by anyone upon request. Standing Orders also require that the Clerk of the House refer the petition to the Minister responsible for the matters raised. Ministers may respond to a petition in any way they see fit, for example by writing to the petitioners or a selection of them, or by ordering some administrative action to be taken.

Petitions over 10,000 signatures

A single petition with over 10,000 signatures will be referred to the relevant standing committee of the Parliament. The committee is required to investigate the petition and report back to both Houses. The responsible Minister in each House is then required to table a response and make a statement outlining what, if any, action is to be taken in relation to the petition.

For Further Information

Any questions relating to the appropriate form of a petition, preferably before its circulation for signatures, should be directed to:

Contact:	Procedure Office
Address:	House of Assembly Parliament House North Terrace ADELAIDE 5000
Telephone:	08 8237 9384 or 8237 9206
Email:	procedure@parliament.sa.gov.au
Website:	www.parliament.sa.gov.au

RULES FOR PETITIONS

Format of your Petition

1	Must be addressed to Parliament	Every Petition to be presented to the House of Assembly <u>must</u> begin with the words “ <i>To the Honourable the Members of the House of Assembly in Parliament Assembled</i> ”. <u>This statement must appear on every page of the Petition.</u>
2	Must contain a Request	Every Petition <u>must</u> contain a Request which sets out what your issue is and what action you are requesting that Parliament takes. <u>This Request must appear on every page of the Petition.</u>

Content of your Petition

3	Must use polite and respectful language	A Petition <u>must</u> use polite and respectful language.
4	Must not reference debates in Parliament	A Petition <u>must</u> not reference a Member’s contribution to a debate which has taken place in Parliament.
5	Must be legible	A Petition may be hand-written, typed or printed but <u>must</u> be legible.
6	Must be in English	A Petition <u>must</u> be in English or be accompanied by an English translation certified to be correct by the Member who lodges it.
7	Cannot include attachments	No letters, affidavits or other documents may be attached to a Petition.

Petition Signatures

8	Must be signed	A Petition <u>must</u> be signed. Other details, such as name, address, email or phone may be included, but are not required. The minimum number of signatures is one. There is no age limit for who may sign a petition.
9	Signatures must be original (no copies)	Each signature included on a Petition <u>must</u> be original. <u>Copies or facsimiles of signatures are not acceptable. Signatures cannot be pasted or otherwise transferred to the Petition.</u> Corporations contributing to Petitions must do so under their Common Seal.

Presentation of your Petition

10	Must be presented by a Member	Petitions can only be lodged for presentation to the House by a Member of that House. Once you have a completed Petition please contact an MP to arrange for presentation to Parliament. House of Assembly MP contact details can be found on the Parliament website .
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To the Honourable the Members of the House of Assembly in Parliament Assembled:

Petition Title:	<p><Insert a brief title of your Petition. This section is optional and if included should appear on the front page, or on every page.></p> <p><u>EXAMPLE:</u> Roadworks on North-East Road at Campbelltown</p>
Background:	<p><Insert a short description outlining the reason for your Petition. This section is optional and if included should appear on the front page, or on every page.></p> <p><u>EXAMPLE:</u> We draw the House's attention to the great inconvenience suffered by the residents of Campbelltown by the lack of action in completing the road works on North-East Road. In particular, the lack of traffic lights at the junction of Smith Street and North-East Road has made it virtually impossible to turn left onto North-East Road between 5-6pm on a weekday. This situation has led to a number of impatient drivers taking risks with their safety and that of others.</p>
From:	<p><Insert a description of who the petition is from. This section is optional and if included should appear on the front page, or on every page></p> <p><u>EXAMPLE:</u> Residents of Campbelltown and greater South Australia</p>
Request:	<p><Set out what your issue is and what action you are requesting the Parliament to take. <u>The information you include in this section must appear on the front page and every subsequent page of the Petition</u>></p> <p><u>EXAMPLE:</u> Your petitions request the House to urge the Government to take immediate action to complete the road works on the North-East Road in the Campbelltown area, and in particular, install traffic lights at the junction of Smith Street and North East Road.</p>

SIGNATURE	NAME	ADDRESS

Upon presentation to the House of Assembly, the Petition will become a public document.

