

**CIRCULAR TO ALL ELECTED MEMBERS AND CHIEF EXECUTIVE OFFICERS**  
**MEMBERS REGISTER OF INTERESTS**

It has come to my attention that some elected members have failed to lodge returns for the Register of Interests by the due date. Member's seats will fall vacant unless urgent action is taken to rectify this.

- All elected members, including newly elected members, must lodge an Ordinary Return within 60 days after 30 June 2000. The return must be in the form of Form 4 of the Local Government (General) Regulations, must comply with Schedule 3 of the Local Government Act 1999, and must be signed and dated. The Council Chief Executive Officer **MUST** notify members of failure to lodge a return, and advise that if the return has not been lodged by one month after the due date, their seat on Council falls vacant.

Members should have lodged an ordinary return by **29 August 2000**. If they have failed to do so, and the return has still not been lodged by **29 September 2000**, they will automatically lose their seat as a member of Council. Should the seat fall vacant, the member has one month to apply to the District Court for re-instatement on the grounds that the failure to lodge the return "*arose from circumstances beyond the member's control.*"

- Elected members face a maximum fine of \$10,000 if they knowingly submit a return that is false or misleading in a material particular, **including by omission**.
- Members should note that both the primary and ordinary return forms require disclosure of any land in which the member or a person related to the member has a beneficial interest – which includes the family home. Members should also note that both forms require the name and address of any person to whom the member owes \$7,500 or more – which includes the mortgage. It is not acceptable to mark the form 'Same as last year'.

**HON DOROTHY KOTZ MP**  
**MINISTER FOR LOCAL GOVERNMENT**  
**MINISTER FOR ABORIGINAL AFFAIRS**

14 September 2000