

ELECTION OF COUNCIL DELEGATE REPRESENTATIVE POLICY



COUNCIL POLICY – Election of Council Delegate Representative

Reference Number	714567
Responsible Business Unit	Office of the CEO
Responsible Officer	Chief Executive Officer
Legislation	Local Government Act 1999
Relevant Delegations	
Related Policies Management Guidelines Frameworks	Elected Member Allowances and Benefits Policy - 714478 Elected Member Behavioural Framework Elected Member Behavioural Management Policy (LGA Model Policy) Code of Conduct for Council Employees - 679144
Link to Strategic Plan	Our Performance
Council resolution	13.8
Date Adopted	21 November 2022
Review Date	Once in a Council term
Previous Revisions	19 November 2018, item 200.8 24 November 2014, item 204.13

POLICY STATEMENT

The Rural City of Murray Bridge acknowledges that it is required to appoint Council delegates/representatives to fill various roles on Council, Local Government and non-Local Government Committees

OBJECTIVES

To ensure a consistent and transparent approach is followed in appointing Council delegates/representatives from Elected Members and appropriate senior staff of the Rural City of Murray Bridge.

SCOPE

This policy applies to the appointment of all Council Delegates/representatives representing the Rural City of Murray Bridge.

PROCESS

1. Council has resolved to appoint Council Delegates/representatives to fill various roles on Council, Local Government and non-Local Government Committees.
2. Council will determine if the appointment of a Council Delegate/representative will be based on position ie Mayor/Deputy Mayor or CEO or delegate, or on experience and knowledge or through seeking volunteers for the position.
3. Council will determine whether a proxy delegate/representative should also be appointed.
4. The term of the office for any delegate/representative will generally be for the Council term
5. If Council determines to seek volunteers for the position, nominations for the delegate/representative will be sought by show of hands of interested Members.
6. If more than the one person nominates, voting will occur by secret ballot using 'first past the post' method.
7. It is not a conflict of interest for a person nominated to vote for themselves.

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8. In the case of a tied vote between 2 candidates with other candidates receiving less votes, a further vote will be called between the tied candidates. Should there be a further tie, the Returning Officer will draw the successful candidate's name out of the hat.
9. The Chief Executive Officer will be appointed as Returning Officer and the Executive Officer as Scrutineer.
10. The appointment will continue until the first meeting in the November of the 2nd year, where a report will be placed on the Council agenda seeking Council consideration.
11. All delegates/representatives seeking appointment and being endorsed by Council are required to provide regular written reports to the Council for information purposes and/or consideration.

PROCESS

The Elected Member or Chief Executive Officer or delegate appointed as delegate/representative by the Council will ensure they provide briefing reports to the next available Council meeting for the information and consideration of the Council.

Council has the ability to review the appointment of a delegate or representative at any time

PROCESS

Council has provided delegated authority to its Chief Executive Officer to appoint a Council proxy delegate/representative to ensure Council is appropriately represented at a meeting. Details of this appointment will be provided to Council for its information.