

Community Appointments to Advisory Committees Policy

PURPOSE:

To broaden the perspective available to Launceston City Council and to add value to the municipality's statutory functions and strategic deliberations by ensuring community representatives on Council Advisory Committees are well credentialed and meet established key selection criteria.

SCOPE:

This policy applies to all Launceston City Council Advisory Committees.

POLICY:

The procedure for appointment of community representatives to Council Advisory Committees will be as follows:

1. Nominations will be sought for community representation vacancies on Council Advisory Committees by public advertisement, with a nomination period of no less than 2 weeks.
2. Standard nomination forms and an information pack outlining the Council Advisory Committee's purpose, method of function and other relevant information will be provided to intending nominees.
3. Key selection criteria relevant to the Council Advisory Committee's function together with weighting for each criterion will be established as the basis for assessment of nominations and will be made available to interested persons.
4. Upon closure of the nomination period and following Council assessment of nominations, Council Officers will prepare a report to the Council Advisory Committee outlining the results of the assessment process and recommending nominations for appointment by Council to fill the advertised vacancy/vacancies.
5. The Council Advisory Committee may seek to interview nominees for community appointments prior to making a decision on nominations to be recommended by the Committee for adoption by Council.
6. Council Officers may report to the Council Advisory Committee that there are insufficient community nominations to constitute an appropriate and competitive field of nominations. Council may subsequently determine to re-advertise, inviting additional nominations.
7. Council is not compelled to make appointments to fill all or any community representative vacancies from any field of nominations received.

PRINCIPLES:

Council's Organisational Values apply to all activities of Council Advisory Committees.

RELATED POLICIES & PROCEDURES:

- Cataract Gorge Reserve Advisory Committee Terms of Reference
- Heritage Advisory Committee Terms of Reference
- Launceston Access Advisory Committee Terms of Reference
- [QVMAG Advisory Committee Rules \(07-PI-008\)](#)
- Youth Advisory Group Terms of Reference

RELATED LEGISLATION:

Local Government Act 1993

Local Government (Meeting Procedures) Regulations 2005

REFERENCES:

[Employee Code of Conduct \(22-PI-020\)](#)

[Code of Conduct for Aldermen \(14-Plx-024\)](#)

DEFINITIONS:

Council Advisory Committee - means a specific purpose internal committee established by Council comprising Officer, Aldermanic and community representatives.

Community Representatives - means representatives elected from nominations received at large from the community, not specifically related to organisations or bodies.

REVIEW:

This policy will be reviewed no more than 5 years after the date of approval (version) or more frequently, if dictated by operational demands and with Council's approval.