

TITLE:	Local Authorities Establishment Policy		
DIVISION:			
ADOPTED BY:	Council		
DATE OF ADOPTION:	February 20,, 2014	DATE OF REVIEW:	Each Periodic Election
MOTION NUMBER:	22/14		
POLICY NUMBER:	CP000019		
AUTHORISED:	Chief Executive Officer		

THIS POLICY APPLIES TO:

All employees and Elected Members.

PREAMBLE

The aim of all policy is for Councillors to provide strategic input into the effective operational framework of the organisation under S.11 of the Local Government Act

SUMMARY

This Policy sets out arrangements for the establishment of Local Authorities. The policy includes definition of the area of each Authority, the nomination and appointment of Members, their term of office and the selection process.

OBJECTIVES

To facilitate the establishment of Local Authorities

BACKGROUND

The Local Government Act and relevant Ministerial Guidelines require the Council to establish and maintain local authorities with effect from July 1 2014. To achieve this the Council needs to have in place a policy which sets out how local authorities are to be established.

POLICY STATEMENT

COUNCIL POLICY IS:

A.1 Establishing the Area of Each Local Authority

That the area for each local authority be defined as: the community/township in which the local authority is based and other areas occupied by those Council residents who identify with that community/township for accessing services or for cultural reasons.

A.2 Number of Ordinary Members

That as a general principle each Local Authority will have a maximum of nine (9) ordinary members with the Selection Panel empowered to recommend increasing this number to fourteen (14) if considered necessary to provide effective representation.

A.3 Nomination Process

For the appointment of ordinary members of the initial Authorities, subsequent Authorities and casual vacancies the following procedures will apply:

1. The CEO will call for nominations which must be advertised and promoted by appropriate means to ensure that residents of the relevant area are aware of it.
2. A period of twenty-eight (28) days' notice must be given for nominations to be received.
3. Persons ordinarily resident in the Local Authority area who are over the age of eighteen are eligible to be nominated.
4. Nominations are to be made on a form approved by the CEO.
5. Nominations are to be made by two people over the age of eighteen (18) who are ordinarily resident in the area of that Local Authority.
6. The nomination form must include a signed statement by the person being nominated indicating that he or she consents to the nomination and is eligible to be appointed.
7. Nominations are to be returnable to an Officer of the Council nominated by the CEO who is working in the area of the Local Authority (the Receiving Officer).
8. On receipt of a valid nomination the Receiving Officer shall immediately transmit an electronic copy to the CEO.
9. A person who has been nominated may withdraw his or her nomination at any time by notice in writing to the Receiving Officer who will then advise the CEO.
10. As soon as practicable after the close of nominations, the CEO shall call a meeting of the Selection Panel for the purpose of considering the nominations received and making recommendations to Council for consideration at the first ordinary Council meeting after the close of nominations.

A.4 The Selection Process

A Selection Panel will be appointed for each Local Authority comprising: The CEO as Chairperson; Two Councillors from the Ward in which the authority is located; The President or President's nominee; and, a nominee of the CEO.

The Selection Panel will consider nominations and make recommendations to the first ordinary meeting of the Council to be held after the close of nominations.

Selection Panels need not physically meet – business can be conducted using electronic or other means at the Chair's discretion.

A.5 Term of Appointment

Appointments to the Local Authorities are for a term of two years.

A.6 Vacancies

Ordinary membership position becomes vacant when a member resigns in writing or the appointment is revoked by the Council. Council will give consideration to revoking the

appointment of an ordinary member where a member is absent from three consecutive meetings of that Authority.

B APPOINTMENT OF THE SELECTION PANELS

- That (maximum of two positions) be appointed to the Selection Panel for the Ali Curung Local Authority
- That (maximum of two positions) be appointed to the Selection Panel for the Arlparra Local Authority
- That the Ward Councillor and a nominee of the Ward Councillor (maximum of two positions) be appointed to the Selection Panel for the Alpurrurulam Local Authority
- That (maximum of two positions) be appointed to the Selection Panel for the Ampilatwatja Local Authority
- That (maximum of two positions) be appointed to the Selection Panel for the Elliott Local Authority
- That (maximum of two positions) be appointed to the Selection Panel for the Tennant Creek Local Authority
- That (maximum of two positions) be appointed to the Selection Panel for the Wutunugurra Local Authority

LEGISLATION, TERMINOLOGY AND REFERENCES

Part 5.1A of the NT Local Government Act refers, as does Ministerial Guideline 8

IMPLEMENTATION AND DELEGATION

The CEO has delegated authority to implement this policy.

EVALUATION AND REVIEW

The Policy should be evaluated prior to each periodic election