

G10 Special Committees of Council Policy

Purpose To set out the purpose, functions and procedures for Flinders Council Special Committees, in line with section 24 of the *Local Government Act Tasmania (1993)*, as follows:

1. A council may establish, on such terms and for such purposes as it thinks fit, special committees.
2. A special committee consists of such persons appointed by the council, as the council thinks appropriate.
3. The council is to determine the procedures relating to meetings of a special committee.

Department Governance

File No. COU/0600

Council Meeting Date 20 October 2020

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Next Review Date February 2023

Review History

1 Definitions
Nil

- 2 Objective**
To ensure that all Special Committees of Council are established and operated:
1. In line with the *Local Government Act Tasmania (1993)*;
 2. In line with Council's needs; and
 3. In line with this policy and its accompanying procedure.

- 3 Scope**
This policy applies to all Special Committees of Council.

- 4 Policy**
- 4.1 Council will establish a Special Committee of Council, as and when it sees fit, to assist with identified needs.
 - 4.2 When Council establishes a new Special Committee of Council, Council will identify that committee's purpose and membership. The non-negotiable procedures, as detailed in the Special Committees of Council Procedure, will be included in the Terms of Reference of all Special Committees.
 - 4.3 Once established, a Special Committee may, if necessary, identify further Terms of Reference, which must be approved by Council.
 - 4.4 Council may identify a budget to enable a committee to achieve its purpose. If this is the case, the budget must be adhered to, unless Council specifies otherwise.
 - 4.5 The Chair of each Special Committee will be a Councillor, appointed by Council.

- 4.6 Special Committees may make recommendations to Council, which should be presented as a Notice of Motion by the Special Committee Chair.
- 4.7 Purpose, membership and Terms of Reference of each Special Committee will be reviewed by Council every (4) years, and in any event, such review will coincide with the local government elections for the Municipality.
- 4.8 A committee member, if unable to attend in person, may attend remotely.

5 Procedure

This Policy should be read in conjunction with the Special Committees of Council Procedure.

6 Legislation

Section 24 of the *Local Government Act 1993*

7 Responsibility

The responsibility for this policy rests with the General Manager.