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**POLICY TITLE:** COMMUNITY REPRESENTATION

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**FOLDER NUMBER:** F2007/00307

**POLICY OWNER / DIVISION:** Office of the General Manager

**POLICY OWNER / BRANCH:** Strategy and Place

**FUNCTION:** Communication/Consultation

**RELEVANT LEGISLATION:**

**POLICY ADOPTION/AMENDMENT DATE:** 11 May 2022      **REPORT NUMBER:** CS4/22

**REVIEW YEAR:** 2024

**AMENDMENT HISTORY:** 9 September 1998 (Report ST47/98)  
9 June 2004 (Report GM6/04)  
10 October 2007 (Report GM13/07)  
13 May 2009 (Report GM7/09)  
17 April 2013 (Report GM2/13)  
8 April 2015 (Report CS6/15)  
8 August 2018 (Report CS33/18)

**RELATED POLICIES:**

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**POLICY PURPOSE / OBJECTIVES:**

1. To ensure that where community representatives are sought for committees, working groups or advisory panels, the greatest opportunity is given for the most appropriately qualified person/s to be appointed.

**POLICY STATEMENT:**

1. Registrations of interest from the community shall be invited by way of notification on Council's website and if appropriate in the media.
  2. Prior to the public notification, the criteria for selection must be determined and made available to the public during the notification period.
  3. A panel shall be determined, as appropriate, to evaluate and recommend the community representation to Council.
  4. Where the community representatives have had or will have an involvement with Council staff, or a particular Branch of Council, or where the representation involves a matter within a particular officer's area of responsibility, staff representative/s shall be included in the evaluation/selection process.
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5. The determination of community representation shall rest with the Council or the Council may delegate this responsibility to a person or committee.