

Schedule 1A—Council required to implement prescribed procedures

Regulation 12A

Sch. 1A
inserted by
S.R. No.
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reg. 13.

- (1) A Council must implement and adopt an internal resolution procedure that may be followed by Councillors to deal with alleged breaches of the Model Councillor Code of Conduct.
- (2) The internal resolution procedure of the Council—
 - (a) must include a conciliation process that is to be conducted by—
 - (i) the Mayor; or
 - (ii) if the Mayor is a party to the matter or is unable to perform the role, functions and duties of the conciliator for any reason, the Deputy Mayor or another person; and
 - (b) may include any other process that the Council considers appropriate.
- (3) Without limiting subclauses (1) and (2), the internal resolution procedure of the Council must—
 - (a) detail how a matter that is the subject of an alleged breach of the Model Councillor Code of Conduct is to be dealt with, including the circumstances in which the available processes may be used to deal with a matter; and
 - (b) detail how a Councillor can access the internal resolution procedure, including how a Councillor may initiate a request to have a matter dealt with through the available processes; and

- (c) detail, for the purposes of the conciliation process specified in subclause (2)(a) or any other process under subclause (2)(b)—
 - (i) the roles and responsibilities of the parties to a matter; and
 - (ii) the role, functions and duties of the person responsible for conducting the relevant process; and
 - (iii) any support the Council is to make available to the parties or the person conducting the relevant process; and
 - (iv) the form and availability of a record of any agreement, resolution or outcome reached through the process.