

## EXE 020: EXTERNAL COMMITTEE REPRESENTATION

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### Objective:

To provide a clear direction as to the role and responsibilities of Councillors appointed to external committees as a Council representative

### Policy:

Any Councillor appointed to an external committee as a representative of Council is to represent Council's interests at all times when involved in the business of the external committee. The Councillor also plays an important role by providing a conduit for information between the Council and the external committee.

### Key duties of the Councillor are:

- To vote in accordance with any formally established position of Council.
- To vote with the best interests of Council and the community in mind when any issue is being considered that no formal position of Council has been established.
- Provide all committee minutes for inclusion in the Council records at the first available opportunity following any meeting of the external committee.
- Provide an informal briefing of the external committee's activities if requested.

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