

## City Chaplain

Approved By: **Council**  
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### 1 PURPOSE

The purpose of this policy is to provide for the appointment and role of a City Chaplain.

### 2 OBJECTIVE

The objective of this policy is to make available the services of Chaplain to the Mayor and Councillors, to the community during periods of community recovery; and to provide representation at civic events by request.

### 3 SCOPE

The policy applies to the person appointed as City Chaplain, and the role is limited to the functions outlined below under Services to Councillors, Involvement at Functions, Community Recovery and Other Services.

### 4 POLICY

#### 4.1 Appointment and Term of Appointment

The Mayor may appoint a City Chaplain of his or her selection at the commencement of the Mayor's term of office.

The City Chaplain must hold a current registration to work with vulnerable people.

The appointment of City Chaplain will be for a term expiring at the next local government election. Immediately following elections, the newly elected Mayor may re-appoint the Chaplain or appoint a new City Chaplain.

The Mayor may at his or her discretion, end the term of City Chaplain at any time by advising in writing. The City Chaplain may end the term at any time by advising the Mayor in writing.

#### 4.2 Services to Councillors

The City Chaplain will be available to provide chaplaincy or counsel to the Mayor and Councillors as requested.

#### 4.3 Involvement at Functions

The City Chaplain may attend civic events including Australia Day, Anzac Day, Remembrance Day, and Citizenship Ceremonies. The City Chaplain may also be invited to attend any civic functions, receptions or other events at the request of the Mayor.

#### 4.4 Community Recovery

Where appropriate, Council or its nominated Community Recovery Coordinator may request the services of the City Chaplain in incident recovery, subject to the current endorsed Emergency Management Plan and those charged with responsibilities to implement the Plan.

The area of chaplaincy support is to be in the area of psycho-social elements as listed under Community Recovery within the Emergency Management Plan, where in addition local church groups may be asked to provide personal support services to affected people.

#### 4.5 Other Services

From time to time the Mayor may request the chaplaincy services of the City Chaplain to assist in community events. The City Chaplain will also be included in the Prayer Roster to commence monthly Council Meetings.

#### 4.6 Nature of Role

The role of City Chaplain is a voluntary role.

### 5 LEGISLATION

*Registration to Work with Vulnerable People Act 2013*

### 6 RELATED DOCUMENTS

Emergency Management Plan

Policy Endorsement	
Responsibility:	It is the responsibility of the Mayor to appoint a City Chaplain at the commencement of each mayoral term of office. It is the responsibility of the Governance Unit to maintain this policy in the Corporate Document Framework.
Minute Reference:	Item AO 101-19
Council Meeting Date:	16 April 2019
Strategic Plan Reference:	Strategy 2.3.5 Assist those who assist the community.
Previous Policies Replaced:	This policy replaces the previous policy <i>City Chaplain Policy</i> version 3.0 dated 15 April 2014 (AO088-14).
Date of Commencement:	17 April 2019
Publication of policy:	Members of the public may inspect this policy at the City Offices where copies can be obtained free of charge. Alternatively it can be accessed on Council's website ( <a href="http://www.burnie.net">www.burnie.net</a> )