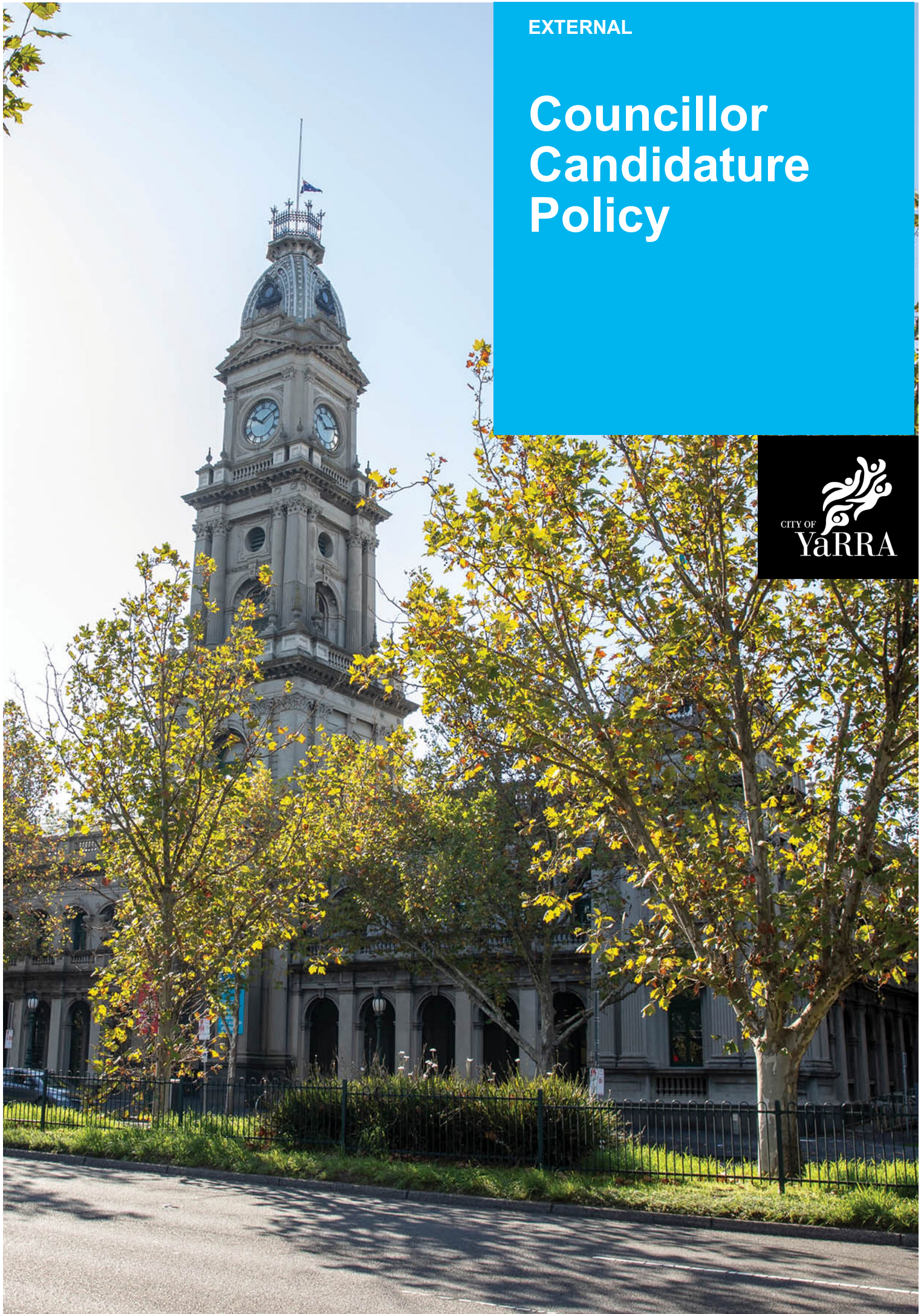


EXTERNAL

Councillor Candidature Policy



Yarra City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Owners and true sovereigns of the land now known as Yarra. We also acknowledge the significant contributions made by other Aboriginal and Torres Strait Islander people to life in Yarra. We pay our respects to Elders from all nations and to their Elders past, present and future.

This Policy Template is provided as a guide to support the development or renewal of an internal or external policy. Depending on the scope, complexity and purpose of your policy, some headings may be adapted, removed, or expanded.

When drafting content, **ensure you apply the embedded styles included in this template** for all text, tables, charts, and graphics to maintain consistency and accessibility.

All fields in the **Document Details** section must be completed when possible, as they provide essential context and governance information for the policy.

The final approved policy may be professionally designed, depending on its importance and audience. This template should therefore be used for your draft version prior to any design work.

Document Details

Title:	Councillor Candidature Policy
Type:	Policy
Description:	A policy to outline expectations where a Councillor stands for a seat in a state or federal election or other similar election.
Content Manager Ref:	D22/280091
Audience:	External
Approval Authority:	Council
Responsible Branch:	Governance and Integrity
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Human Rights Compatibility	This Policy has been assessed and is compatible with the Victorian Charter of Human Rights Responsibilities
Approval Date:	11/08/2026
Review Date:	11/08/2029
Version:	[2]

1. Purpose

To outline Council's expectations where a Councillor expresses an intention to run as a candidate, gains pre-selection, or otherwise nominates as a candidate for a seat in a state or federal election or other similar election.

Compliance with this policy avoids the appearance that a Councillor is taking advantage of their position as a Councillor as a platform for their election campaign and ensure Council itself it not seen to be supporting or endorsing a candidate for election.

2. Scope

This policy applies whenever a Councillor expresses an intention to run as a candidate, gains pre-selection, or otherwise nominates as a candidate for election to the Australian Federal Parliament or Victorian Parliament.

This policy (with modifications as are applicable) also applies when a Councillor expresses an intention to stand in another like election, such as another government, community organisation, club, board or other organisation (except where the Councillor is standing in their capacity as a Yarra City Councillor).

For the avoidance of doubt, this policy does not apply to a Councillor seeking to be pre-selected or similarly chosen as a candidate for election, until such time as they are successful in that process.

This policy does not apply in circumstances where a Councillor is seeking re-election to Yarra City Council (the City of Yarra Governance Rules apply in those circumstances).

These guidelines apply to all Councillors and operate in conjunction with Council's Councillor Code of Conduct.

3. Policy Statement

Compliance with this policy avoids the appearance that a Councillor is taking advantage of their position as a Councillor as a platform for their election campaign and ensure Council itself it not seen to be supporting or endorsing a candidate for election.

4. Notification of candidacy

Councillors will, as soon as practicable after becoming a Prospective Candidate, inform Council by delivering written notice to Council's Chief Executive Officer.

The Chief Executive Officer, upon receipt of such written notice, will advise all Councillors.

Prospective Candidates will declare their intended candidacy at the next Ordinary Meeting of Council following their notification to the Chief Executive Officer.

5. Leave of absence

Nominated Candidates should apply for a leave of absence for a period that commences no later than the date of their nomination as a candidate with the relevant electoral commission and concludes no earlier than the close of voting for the election.

Applications for leave of absence will be sought in accordance with the processes ordinarily adopted by Council. Such applications will not be unreasonably refused.

During the approved period of leave, Nominated Councillors should not attend meetings of Council or Council committees, or otherwise act as a Councillor.

All Council equipment and materials must be returned to Council for the approved period of leave.

6. Conduct of Council business

When undertaking activities in their role as a Councillor, all Councillors will take care to ensure that:

- items of business introduced onto the agenda of a Council or Council committee meeting
- notices of motion
- communications with people and organisations, both within and external to Council

relate to the objectives, role, functions and powers of Council and are not designed to further any Councillor's platform as a candidate in, or position with respect to, the relevant election.

Councillors should take particular care when:

- considering planning matters before Council in its role as a responsible authority under the Planning and Environment Act 1987
- undertaking a consultation or advocacy role on behalf of members of the community, community groups or other interest groups
- attending Council events
- representing Council in communications with Federal or State Government entities.

At no point should Prospective or Nominated Candidates use, or appear to use, their position as a Councillor to further their platform as an election candidate.

7. Council resources

Councillors have access to a wide range of Council resources for use in their role as Councillors, including, but not limited to:

- offices and meeting rooms
- support staff
- hospitality services
- stationery
- equipment and facilities (such as mobile telephones, computer equipment and cab charge cards).

Prospective and Nominated Candidates should ensure that Council resources are not used to further their platform as a candidate in, or in any manner connected with, the relevant election.

8. Council information and enquiries

Councillors have access to a wide range of information that is necessary for the purposes of fulfilling their role and functions as a Councillor.

Prospective and Nominated Candidates should ensure that information received from Council is used only for the purposes for which it is provided and is not used in a manner that furthers their platform as a candidate in, or in any manner connected with, the relevant election (except to the extent that such information is already in the public domain).

All enquiries or requests for information from Prospective and Nominated Candidates should be directed through the CEO's Office.

9. Media engagement

Councillors may engage with the media in accordance with Council's Media Policy.

Prospective and Nominated Candidates should ensure that any comments they make in their capacity as a candidate could not reasonably be interpreted as a comment made by them in their capacity as a Councillor.

10. Legislative and Policy Context

Local Government Act 2020.

12. Definitions

‘Prospective Candidate’ refers to a Councillor who becomes an endorsed candidate of a registered political party, or publicly expresses an intention to run as an independent candidate for a State or Federal Election.

‘Nominated Candidate’ refers to a Councillor who nominates as a candidate for a State or Federal Election through the relevant electoral commission.

13. Related Documents

- Local Government Act 2020
- City of Yarra Governance Rules (including Election Period Policy)
- Councillor Code of Conduct

14. Document History

Version:	3
Date:	11 August 2026
Changes:	Nil
Position Title:	Senior Governance Coordinator
Branch:	Governance and Integrity