



St John the Baptist Anglican Church Canberra

Policy on	Electronic Voting by Parish Councillors
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Responsible agency	Parish Council
Electronic file name	Electronic Voting.pdf
Repository	https://www.stjohnscanberra.org/documents-and-reports
First introduced	March 2019
Parish Council approvals	
Next revision due	May 2021

LEGISLATION AND STANDARDS

This policy is bound by The Master Policy of the Parish (www.stjohnscanberra.org Parish Council Login) which recognises the Five Marks of Mission of the Anglican Communion and the Governance of the Diocese Ordinance as the foundations on which our actions are based.

PRINCIPLES

In terms of Anglican polity and process decisions are made within the context of formally constituted meetings of Parish Council where face-to-face discussion and debate can take place.

However, it is recognised that there will be occasions when it is expedient or necessary to seek a decision by Parish Councillors outside meetings by using electronic means. Such actions may be necessary when

1. A matter which has been the subject of a Parish Council discussion was not able to be concluded at the meeting but requires approval before the next regular or special meeting of Parish Council
2. In exceptional circumstances a matter which had not been to a meeting of Parish Council requires urgent approval

In respect of 1, so that this action is seen directly to be an extension and conclusion of the discussion at the meeting, only those Parish Councillors who were present at the meeting during the substantive discussion are entitled to vote. That restriction does not apply to 2 above.

Nothing in this policy precludes the calling of a special meeting of Parish Council to resolve such matters if that is deemed more appropriate.

PROCEDURES

- The Presiding Member or Secretary of Parish Council will arrange for an electronic vote when required
- Only those members who were at the Parish Council meeting that led to the need for an electronic vote under 1 above will be included in the email requesting that a vote be cast
- All members of Parish Council will be polled in respect of any matter under 2 above
- The result of any electronic vote will be entered, for the record, in the minutes of the next meeting of Parish Council