

1.12 Use of Presidential Chains of Office

Objective

To outline the procedure for the use of the Presidential Chains of Office.

Definitions

Presidential Chains of Office are the civic regalia adopted and recognised by Council as the Presidential Chains of Office.

Policy Statements

To ensure the appropriate use of the Presidential Chains office:

- The Shire President has the right to decide whether to wear the Presidential Chains of Office during their term of office.
- The Shire President may determine where and when to wear the Presidential Chains of Office within the following parameters:
 - The official swearing in of the Shire President in the Council Chambers.
 - Citizenship ceremonies convened by the Shire of East Pilbara.
 - Formal functions where the Shire President has been requested to make an address.
 - When representing the Shire at official functions arranged by Local, State and Federal government representatives, the Prime Minister, Governor General, WA Governor, Premier, Ambassadors of State, Foreign dignitaries, Business groups/ Associations and others that are considered appropriate.
 - When representing the Shire such events as graduation and dedication ceremonies conducted at universities and institutes of education, schools, charitable organisations, churches, sporting and community groups.
 - Australia Day ceremonies.
 - Ceremonies linked with state or national Local Government Association Conferences and/or Assemblies.
 - Any civic ceremonies that require the formality of the Presidential Chain to be worn by the Shire President.
 - Presentation of the Year Awards and other awards of honour issued by the Shire.
 - For the purpose of official portraits of the Shire President.
 - When representing the Shire as part of a delegation travelling outside Australia as per Council resolution.
 - At full Council meetings and other approved meetings/ receptions.
- No other elected Council Member, Shire employee or other citizen is permitted to wear the Presidential Chains of Office.
- The Presidential Chains of Office are deemed as an asset of the Shire of East Pilbara.
- The Presidential Chains of Office must be kept in a safe and secure place.
- The custodianship of the Presidential Chains of Office and responsibility for their safe keeping is entrusted to the Chief Executive Officer.

- Maintenance and arrangement of the necessary packaging of the Presidential Chains of Office will be the responsibility of the Chief Executive Officer.
- At the end of their term of office, the Chief Executive Officer will arrange for the outgoing Shire President's full name and period for which they served as Shire President engraved on the Presidential Chains of Office.

Authorisation Details

Authorised by:	Council		
Date:	21 April 2017	Item No.	9.2.7
Review/Amendment Date	30 May 2025	Minute No	2025 / 154
Next Review	Following each Ordinary Election		
Responsible Directorate	Executive Services		
Responsible Officer	Manager Governance, Risk and Procurement		
File No.			