



Mýrdalshreppur

# Charter for the English-speaking Council (ESC)

## **Aims**

### 1. art.

The administrative structure of Mýrdalshreppur is based on simple and efficient administration, in accordance with the municipality's agreement on governance and meeting rules.

## **The role of the ESC**

### 2. art.

The English-speaking council (ESC) is appointed by the local council of Mýrdalshreppur and takes care of the tasks that the local council assigns to the council according to this charter.

The ESC gives guidance to the Planning & environmental council and the Family-, youth- & culture council in matters which they might have for discussion. The ESC can discuss matters on its own initiative and refer to other councils if needed.

The ESC operates in accordance with the policies, bylaws and plans of the local government that fall under the ESC's field.

### 3. art.

The main roles and tasks of the English-speaking Council are:

- to make proposals to the local government on policy in matters of new residents, as well as to supervise that the policy of the local government is followed at all times,
- to assess the services provided by the municipality, as well as discuss suggestions and comments that may be received,
- to act as a consultation platform for residents of the municipality who are immigrants,
- to advise on the promotion of services provided by the municipality,
- to otherwise advise the local government on matters concerning multicultural issues.

## **Appointment and procedures of the ESC**

### 4. art.

The ESC is made up of seven main members and five substitutes, elected by the local council. A party that has a representative in the local government but not in the English-speaking council can nominate an observer to sit in the council with freedom of speech and the right to make proposals.

In addition to the elected representatives, the mayor and/or an employee of the municipality appointed by the mayor to work for the council have the right to sit in on its meetings.

The local government elects the chairman of the council, but it itself chooses the deputy chairman. Its term of office is the same as that of the local government. The chairman decides the agenda of the council meeting in collaboration with the council employee who is responsible for calling the meeting by electronic meeting invitation together with the agenda and supporting documents at least two days before the meeting. If a member of the council cannot attend a meeting, he must notify the chairman of the council and call in a substitute member.

#### 5. art.

The council's proceedings shall be in accordance with the provisions of the Local Government Act, the Administrative Act, the agreement on the administration of Mýrdalshreppur, the code of conduct for elected representatives at Mýrdalshreppur and good administrative practice.

The provisions of the Local Government Act, the agreement on the administration of Mýrdalshreppur and state advertisements no 1181/2021 on instructions for the writing of minutes for local councils apply to the rules of procedure at the council's meetings.

Meetings of the English-speaking Council shall generally be held behind closed doors. An open meeting is allowed if there is a request for such as long as the law or the nature of the case does not prevent it. Representatives in an English-speaking council are generally permitted to use teleconferencing equipment in accordance with Article 14. of the agreement on the administration of Mýrdalshreppur.

The council shall keep a minutes book and the minutes of its meetings shall be sent to the local council for confirmation. Matters that need to be dealt with by the local council shall be dealt with as a separate agenda item at the meeting of the local council. Meetings shall normally be held once a month, or as often as is deemed necessary within the council's financial resources. A meeting shall be convened if the majority of committee members request such a meeting.

#### **Validation**

#### 6. art.

This charter is based on the provisions of Local Government Act no. 138/2011 on the tasks of municipalities and the activities of the committees on their behalf, the Administrative Act 37/1993 and the agreement on the administration of Mýrdalshreppur.

Approved at a meeting of the local council of Mýrdalshreppur October 19th 2022