

6.8 Notices of Motion

Objective

To establish standard procedures for dealing with Notices of Motion and any written report provided by a Councillor to support a Notice of Motion.

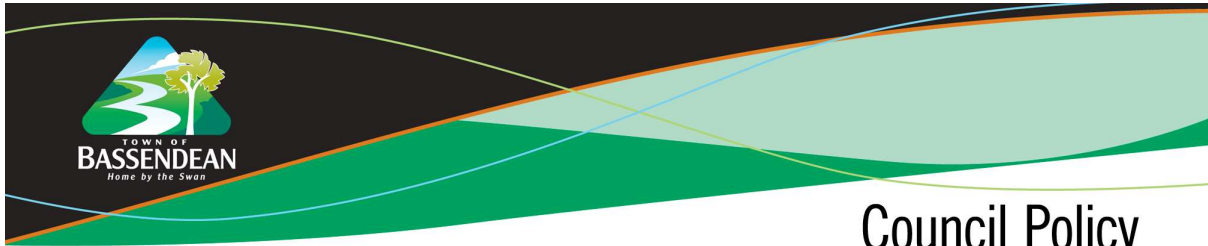
Strategy

The Council Meeting Procedures Local Law states that:

- (1) Unless the Act, Regulations or this Local Law otherwise provide, a member may raise at a meeting—
 - (a) such business as he or she considers appropriate;
 - (b) in the form of a motion;
 - (c) of which notice has been given in writing to the CEO and which has been included on the agenda.
- (2) A notice of motion under subclause (1) is to be given at least ten (10) clear working days before the meeting at which the motion is moved.
- (3) A notice of motion is to relate to the good governance of the Local Government.
- (4) The CEO—
 - (a) may, with the concurrence of the mayor, exclude from the notice paper any notice of motion deemed to be, or likely to involve, a breach of this Local Law or any other written law;
 - (b) will inform members on each occasion that a notice has been excluded and the reasons for that exclusion;
 - (c) may, after consultation with the member where this is practicable, make such amendments to the form, but not the substance, as will bring the notice of motion into due form; and
 - (d) provide an officer report to accompany the notice of motion that has relevant and material facts and circumstances pertaining to the notice of motion on such matters as strategic direction within the Council's adopted Strategic Plan, policy, budget and law.

When a Notice of Motion is delivered to the CEO in accordance with the Council Meeting Procedures Local Law, the CEO shall in the first instance discuss the proposed motion with the Councillor to assess if it is required, and if so place the motion on the agenda for the next available Council meeting.

The Notice of Motion will be considered under Motions of Which Previous Notice Has Been Given.



Notices of Motion for Consideration at the following meeting may be given at a meeting of Council, provided they are given in writing to the Presiding Member.

This policy does not apply to Notices of Motion to revoke a previous decision of the Council, as the procedure for dealing with such notices is detailed in the *Local Government Act 1995*.

Application

Responsibility for the implementation of this policy rests with the Mayor, Councillors and Chief Executive Officer. The Policy is to be reviewed every three years.

Policy Type: Strategic Policy	Responsible Officer: Chief Executive Officer
Link to Strategic Community Plan: Leadership and Governance	Last Review Date: July 2020 Next Review due by: July 2023