

OFFICERS' ADVICE**AMENDMENT TO MEETING PROCEDURES CODE 2017**

Submitting Councillor: Cr James

MOTION

- A. *That clause 12.1 of the Meeting Procedures Code 2017, be amended by:*
1. *Substituting the figure and words "14 days", with the figure and words "13 days".*
 2. *Including, after the words "Chief Executive Officer", the words "or any officer nominated by the Chief Executive Officer".*
 3. *Clause 12.2 be amended by substituting the figure "5" with the figure "4".*
- B. *A notice be published in the local press and on Council's website, advising of the amendment to the Meeting Procedures Code 2017.*
- C. *That a revised version of the Meeting Procedures Code 2017 be made publicly available and circulated to all councillors.*

BUDGET IMPLICATIONS

The motion has minor budgetary implications. Minor costs will be incurred in regard to the public notification of the amendments in the local press.

IMPACT ON INTERNAL RESOURCES

There will be no impact on internal resources. Any action arising out of the adoption of the motion, by the Council, will be carried out by Council staff.

COUNCIL PLAN AND COUNCIL POLICIES

This is a matter associated with a legislative instrument, i.e. a local law to govern the Council's meeting procedures, which is a requirement of the Local Government Act 1989.

RELEVANCE TO WORK ALREADY UNDERTAKEN BY OFFICERS OR COMMITTEES

The Notice of Motion is unrelated to any work already being undertaken by Officers or Committees.

FURTHER CONSIDERATIONS

The proposed change to clause 12.1, whilst providing councillors with 1 extra day to submit a Notice of Motion, will reduce the time within which officers will be able to develop a response, as required by clause 12.3 of the Code.

Where a Notice of Motion proposes a complex or involved motion, this may limit the ability for a detailed, thorough Officers' Advice.