

**AGENDA FOR A MEETING OF THE COUNCIL TO BE HELD IN THE CIVIC CENTRE,
6 WAIPAREIRA AVENUE, LINCOLN, WAITAKERE CITY, ON WEDNESDAY,
29 MARCH 2006, COMMENCING AT 5.30 PM.**

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PART A - OPENING OF MEETING

1 OPENING PRAYER

Reverend Charlie Hughes from the St Michaels Anglican Church, Henderson will say the Opening Prayer.



2 APOLOGIES



3 CONFIRMATION OF MINUTES

Meeting Minutes - Wednesday, 15 February 2006
 - Wednesday, 22 February 2006

RECOMMENDATION

That the minutes of the Meetings of the Council held on Wednesday, 15 February 2006, and Wednesday, 22 February 2006, including the public excluded minutes as circulated, be taken as read and now be confirmed.



4 URGENT BUSINESS

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 provides that where an item of business is not on the agenda, it may only be dealt with at the meeting if:

- (i) the Council by resolution so decides; and
- (ii) the Chairperson has explained at the beginning of the meeting (when open to the public) that the item will be raised for discussion and decision, why the item is not on the agenda, and why it cannot be delayed until a subsequent meeting.

The Council may make a decision on a matter determined to be urgent.

NOTE: Urgent Business need not be dealt with now and may be delayed until later in the meeting.



PART B - REPORT OF THE MAYOR

The report of the Mayor will be circulated under separate cover with this agenda.



PART C - REPORTS OF NEW LYNN COMMUNITY BOARD, WAITAKERE COMMUNITY BOARD, MASSEY COMMUNITY BOARD AND HENDERSON COMMUNITY BOARD

5 NEW LYNN COMMUNITY BOARD

THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON MONDAY, 6 MARCH 2006

MATTERS CONSIDERED

1-8
Part C

The Board dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 1 to 8 in the supplement labelled Part C.

The Board Recommends:

That the report of the Meeting of the New Lynn Community Board held on Monday, 6 March 2006 be received.

P van der Voort, JP
CHAIRPERSON



6 WAITAKERE COMMUNITY BOARD

THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON TUESDAY, 7 MARCH 2006

MATTERS CONSIDERED

9-17
Part C

The Board dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 9 to 17 in the supplement labelled Part C.

The Board Recommends:

That the report of the Meeting of the Waitakere Community Board held on Tuesday, 7 March 2006 be received.

CA Shepherd, JP
CHAIRPERSON



7 **MASSEY COMMUNITY BOARD**

THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON WEDNESDAY, 8 MARCH 2006

1. **PROPOSED GRANT OF DRAINAGE EASEMENT OVER REALM ESPLANADE RESERVE**

The Board Recommends:

- A1*
1. That approval be given to the granting of a drainage easement over Realm Esplanade Reserve in the area marked "A" in the plan attached at page A1 to this Agenda and that this easement be executed under seal.
 2. That consent of a drainage easement over Realm Esplanade Reserve be granted from the Minister of Conservation.
 3. That because the reserve is not likely to be materially altered or permanently damaged and the rights of the public are not likely to be permanently affected by the establishment and lawful exercise of a drainage easement over Realm Esplanade Reserve, public notification shall not be necessary pursuant to Section 48(3) of the Reserves Act 1977.

2. **OTHER MATTERS CONSIDERED**

*18-26
Part C*

The Board dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 18 to 26 in the supplement labelled Part C.

The Board Recommends:

That the report of the Meeting of the Massey Community Board held on Wednesday, 8 March 2006 be received.

JA Good
CHAIRPERSON



8 **HENDERSON COMMUNITY BOARD**

THE BOARD SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON THURSDAY, 9 MARCH 2006

MATTERS CONSIDERED

*27-34
Part C*

The Board dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 27 to 34 in the supplement labelled Part C.

The Board Recommends:

That the report of the Meeting of the Henderson Community Board held on Thursday, 9 March 2006 be received.

EAG Grimmer, MNZM

CHAIRPERSON



PART D - REPORT OF THE CHIEF EXECUTIVE OFFICER

9 CHAPEL OF FAITH IN THE OAKS

PURPOSE OF THE REPORT

The purpose of this report is to provide to the Council an update on progress towards funding the restoration of the Chapel of Faith in the Oaks.

BACKGROUND

The Chapel of Faith in the Oaks (the Chapel) is one of only 16 Category I Heritage Buildings in the City. It is also listed as a Category II Heritage Building by the New Zealand Historic Places Trust. The heritage listings mean that the Chapel building is considered to be significant and any modifications to the building will require consultation with the New Zealand Historic Places Trust.

The Chapel was constructed in 1886 and was regularly used for church services until 1926. The condition of the building deteriorated rapidly from 1969 to 1976. In 1977 a group of concerned local residents established a restoration programme for the Chapel, forming the Waikumete Restoration Trust in 1978.

The Trust approached Council last year for assistance in establishing the cost involved in undertaking repairs and carrying out maintenance to the Chapel. Council commissioned a consultant engineer's report to clarify what structural repairs and maintenance are required and indicative costs for those physical works. A further report to the Finance and Operational Performance Committee in December 2005 recommended that Council officers should assist the Trust to make funding applications to the ASB Charitable Trust and the Portage and Waitakere Licensing Trusts (The Trusts).

STRATEGIC CONTEXT

The Council has nine strategic platforms in its Long Term Council Community Plan. The Urban and Rural Villages platform, aims to:

“Protect and celebrate the City’s cultural diversity and heritage. Work in partnership with the many cultures of the City. Plan for the protection and celebration of all kinds of heritage in the City - e.g. Maori, industrial and environmental.”

Waikumete Cemetery and the Chapel of Faith in the Oaks are associated with the early development of the City, the rail network, and the cemetery is one of the largest and most significant cemeteries in the southern hemisphere.

ISSUES

Council officers have been working with members of the Waikumete Restoration Trust since mid-February to prepare funding applications for the repair and renovation of the Chapel. This has involved obtaining competitive quotes for the restoration.

The engineers, Tonkin & Taylor, have prepared a report on the state of the Chapel together with previous reports by Dave Pearson and the Historic Places Trust has identified specific remedial works including a complete underpinning of the Chapel to stabilise the building and to minimise the likelihood of the cracking re-occurring.

The engineer's report recommends that the following repair and maintenance work needs to occur:

- Repainting hairline cracking;
- Removing and reinstating areas of drummy plaster and flaking/blistering paintwork;
- Cleaning out structural cracking, installation of a repair system consisting of the following -
 - Injection of epoxy resin into crack;
 - Application of lime plaster and repainting.

The stabilisation work is required to stop the cracks remaining 'active'. If the stabilisation works are not undertaken, the cracks will remain 'active' and the following additional works will be required to repair the cracks:

- Cutting of 1,000mm long slots in mortar joints or brickwork at 350mm spacing;
- Installation of proprietary stainless steel rods across cracks using cementitious grout;
- Removal of damaged section of truss timber and splicing of new timber to match original with installation of damp proof membrane between timber and masonry surfaces;
- Refixing of southern door to allow for current frame distortion;
- Removal of damaged section of truss timber and splicing of new timber to match original with installation of damp proof membrane between timber and masonry surfaces;
- Replacement of guttering to northern porch;
- Ensuring all guttering is regularly cleared of leaves to prevent build up.

Both the Council and the Trust would prefer to construct reinforced concrete piling underneath the perimeter of the Chapel to sufficient depth to isolate the building from changes in soil moisture content. This option was considered to be better for the long-term viability of the building. The piles would support a reinforced concrete ground beam which would be connected to the existing strip footing by steel dowels.

The Trusts require competitive quotes before they will consider funding applications. Two competitive quotes from separate quantity survey firms with experience in managing heritage restoration projects have been obtained. The quotes include costs for the restoration of the Chapel including: professional services (drawings and assessment), materials, construction costs, replacement of gutterings, roof repairs, repair of plaster finishes, drainage works, re-instatement of landscaping, consent fees. At the time of writing this report those amounts have not been finalised, however, details will be made available at the meeting.

Council officers have liaised with the Historic Places Trust Office to obtain a letter in support of the current funding application.

RESOURCES

The resource required is Council officer time to assist the Trust to draw up funding applications and to project manage the contracts and physical works.

CONCLUSION

The Chapel of Faith in the Oaks is a significant historic building in terms of the early growth and development of the City and its place in the Waikumete cemetery. It is evident that the repairs and renovation to be undertaken are substantial and should commence once funding has been secured. The application to The Trusts will take six weeks to process and the outcome will be reported back in regular updates to the Finance and Operational Performance Committee.

RECOMMENDATIONS

1. That the Chapel of Faith in the Oaks report be received.
2. That Council officers report back progress on the Chapel of Faith in the Oaks to the Council at six monthly intervals.

Report prepared by: Alina Hughes, Principal Advisor: Heritage.



10 APPOINTMENT TO TE KOROWAI MANAAKI

PURPOSE OF THE REPORT

The purpose of this report is to enable Council to make an appointment to Te Korowai Manaaki Strategic Working Group.

BACKGROUND

A2

Te Korowai Manaaki is a wellbeing collaboration project for the primary prevention of violence against children under five. Councillor Linda Cooper attended their Strategic Working Group Meeting in December 2005. She is now invited to attend as the Waitakere City Council's representative. A copy of the invitation letter is attached at page A2.

ISSUES

There is currently no Council appointment to Te Korowai Manaaki. Cr Cooper and Cr Gilmour were appointed as the Youth and Children's Advocates by Council in October 2004.

As a Youth and Children's Advocate, it is appropriate for Cr Cooper to attend Te Korowai Manaaki Strategic Working Group meetings as the Council representative. Cr Cooper has indicated that she is happy to accept the invitation. It is thus recommended that Cr Cooper be appointed as the Council representative to attend the Strategic Working Group meetings of Te Korowai Manaaki. The Council may also wish to consider the need to appoint Cr Gilmour as the alternate.

RESOURCES

No additional resources will be required.

RECOMMENDATIONS

1. That the Appointment to Te Korowai Manaaki Board report be received.
2. That Council appoint Cr Cooper as the Council representative to attend Te Korowai Manaaki Strategic Working Group meetings and consider the need to appoint Cr Gilmour as the alternate.

Report prepared by: Audrey Chan, Committee Secretary.



11 DOG REGISTRATION FEES - 2006/2007

PURPOSE OF THE REPORT

The purpose of this report is to enable Council to set the dog registration and other associated animal welfare fees for the 2006/2007 registration year, which runs from 1 July to 30 June. It is necessary that a decision on dog fees is made as early as possible in the calendar year to allow sufficient time to implement the registration process and meet statutory timelines.

BACKGROUND

The current dog registration fee revenue target is \$774,000. Intensive door to door checks and a systematic fee recovery programme are being implemented to minimise the numbers of unregistered dogs. The draft Annual Plan 2006/2007 contains budgeted revenue at the current forecasted levels, reflecting a reduced dog population from the pre 2001 levels and slightly lower average fees as dog owners are now taking more advantage of the many avenues to pay reduced registration fees such as early payment, dog owners certificate and neutering the animal.

Fee setting has previously been subject to the annual budget planning and consultation round. However, due to the impediment that this placed upon timing and financial success, a detailed legal opinion was sought to determine if that was necessary.

A legal opinion concluded that *"... the Dog Control Act requires fees for the relevant year to have been set before the Annual Plan process is finalised for that year ... a local authority's only obligation would be to take into account submissions received on the Annual Plan in setting the dog registration fees for the following year ..."*.

Therefore, the setting of dog registration fees has been presented for consideration and recommendation.

STRATEGIC CONTEXT

Council's objectives are to achieve responsible dog ownership, recognising the rights of the community at large and also those of dog owners and their families. Key elements include:

- to ensure registration of all known dogs in the City and to track down unknowns;
- to issue infringement and pursue legal action if necessary;
- to keep fees to an acceptable level and to set them in line with Council's Draft Annual Budget and Council's Animal Control and Welfare Funding Policy.

Council's Finance and Revenue Policy relating to animal control states that:

- *Dog owners will fund the dog registration system and associated needs.*
- *Costs of impounding will be recovered from the animal owner through impounding fees and fines. When those costs cannot be fully recovered from the exacerbating animal owner, they will be funded by rates.*
- *The costs of complaints will be funded from dog registration fees and rates. The proportion of complaints costs met from dog registration fees will be approximately equal to the proportion of complaints related to registered dogs.*

LEGISLATIVE REQUIREMENTS AND FEE SETTING

Council is required, under section 37 of the Dog Control Act 1996, to set fees for the registration and control of dogs. Under the Act, Council may fix lower fees for:

- (a) Neutered dogs;
- (b) Working dogs and various classes of working dogs;
- (c) Dogs under the age of 12 months;
- (d) Dogs where the owner demonstrates to the satisfaction of Council's Dog Control Officer, that he or she has a specified level of competency in terms of responsible dog ownership.

Council may also fix a penalty fee for late registration (beginning not earlier than 2 August 2002) and a fee for replacement tags. Pursuant to section 39 of the Act, Council may also remit, reduce or refund the fee where it is satisfied that there are special circumstances for doing so.

Any submissions requesting amendments to the dog fees and services would be referred to the next year's Annual Plan process.

ISSUES

1. FEE INCREASES

IMPACT OF NATIONAL DOG DATABASE

The National Dog Database commences 1 July 2006 but becomes "live" in May. The Department of Internal Affairs can levy territorial authorities for the costs of administering the National Dog Database but has not formally advised what those levies might be. An indication suggests it might be as high as \$34,000 for Waitakere City. An increase is included to offset the levy.

IMPACT OF MICROCHIPPING

Microchipping commences on 1 July 2006. It will apply to all new dog registrations, first impounding for unregistered dogs and second impounding for registered dogs. It also applies to dogs of particular breed or types.

It is intended that the implant of microchipping will be carried out by trained Council officers, although veterinarians will also be actively microchipping.

This will have no impact on dog registration fees as the cost of microchipping will be a separate charge based on costs.

COST RECOVERY

An increase has also been included to recover general cost increase.

FEE SUMMARY

Registration fees will be increased by \$6.00 for dogs registered before 1 August 2006, and \$8.00 for dogs registered after 1 August 2006. These increases are required to cover the increasing running cost of the dog control activities. National Dog Database cost represents 58% (or \$3.50) of these increases.

Fees (incl GST)	2005/2006 Fee		2006/2007 Fee		Increase	
	Before 01/08	After 01/08	Before 01/08	After 01/08	Before 01/08	After 01/08
Entire Dog (not castrated) and Entire Bitch (not spayed)	\$94.00	\$141.00	\$100.00	\$149.00	\$6.00	\$8.00
Neutered Dog (castrated male and spayed female)	\$68.00	\$102.00	\$74.00	\$110.00	\$6.00	\$8.00
Dog Owner Licence Holder with un-neutered dog	\$55.00	\$82.50	\$61.00	\$90.50	\$6.00	\$8.00
Dog Owner Licence Holder with neutered dog / superannuitants	\$48.00	\$72.00	\$54.00	\$80.00	\$6.00	\$8.00
Seeing Eye and Hearing Dogs	\$3.00	\$4.50	\$3.00	\$4.50	Nil	Nil

PROPOSED FUNDING

Council is also required under Section 37(6) of the Dog Control Act 1996 to publicly notify during the month preceding the start of every registration year the dog registration fees to be fixed for the forthcoming registration year (ie. June 2006).

The dog registration fees are to cover the statutory functions of dog control as required by the Act, and not for general animal welfare.

The forecast cost of Animal Welfare Services for the 2006/2007 annual budget year is \$1,959,301. It is anticipated that the recovery through fees including the North Shore contract will be 68.9% of this total (or \$1,350,050). The ratepayer contribution to fund the public good elements of the service is \$609,251. The revenue from the North Shore contract funds the costs associated with it; therefore there is no ratepayer contribution for this portion.

City	Percent Rates Funded
Waitakere	31% (in house operation)
Auckland	50% (contracted service)
Manukau	49% (contracted service)
Hamilton	40% (in-house operation)
Rotorua	50% (in-house operation)

Table 1: Comparison of Rates Funding Percentages

2. CATEGORY RATIONALE

It is proposed to retain the current registration and associated fees structure which rewards responsible ownership.

A range of discounts on the dog registration fee currently exist for neutering, dog owner responsibility, superannuitants, and seeing eye/hearing ear dogs, and it is recommended that these continue. The rationale for these discounts are:

- a. Neutering
Encouraging people to neuter their dogs is an important function of Animal Welfare Services, as an un-neutered dog is a potential breeder and contributor to the excessive unwanted dog population. In addition, neutered dogs are generally more manageable and, therefore, contribute less to dog control problems. Discounts for neutered dogs are a proven incentive for people to neuter their dogs. To this end, it appears worthwhile to continue discounts for neutered animals.
- b. Responsibility
Recognition of responsible dog ownership serves as an acknowledgement of responsible behaviour and encourages continued registration of the dog. Discounts for Dog Owner Licence Education are currently offered. It is proposed that the discount for sitting and passing the Dog Owner Education Licence Test be maintained and so serve the purposes of promoting dog owners to learn more about their responsibilities. It is also proposed that superannuitants be generally classified in the responsible dog owner category and remain in a reduced fee category because of this groups insignificant incident rate in dog control problems.
- c. Special Use Dogs
The owners of special use dogs (Seeing Eye and Hearing Ear Dogs) might be considered deserving of a reduced fee because their dogs are used through necessity rather than luxury. Seeing Eye and Hearing Ear dogs are instrumental in assisting a small minority of people who suffer from disabilities and it is proposed that the reduction for these dogs be maintained.

WORKING DOGS

Self employed working dog owners, such as security guards, are able to obtain a tax rebate on the costs associated with the dog, so it is proposed to not offer a discount for security dogs, pest destruction dogs or herding dogs. Additionally, it is considered that there need be no special discount category for Government Department owned dogs.

ADOPTIONS

It is recommended that Council's adoption fee policy continue as it enables unclaimed dogs to be moved out alive, thus providing:

- (a) good customer service;
- (b) a dollar return;
- (c) more adoptions;
- (d) de-sexing;
- (e) owner accountability.

IMPOUNDINGS

It is recommended that Council's impounding fee policy continue, with the conditions that in every case of impounding:

- A sustenance fee of \$15.00 per day or part day thereof shall apply (each day is defined as being from midnight to the following midnight).

- If the dog is unregistered it must be registered prior to its release in addition to any impounding or sustenance fees.
- For release of dogs on the first impounding, the owner will be issued with a dog owner manual and encouraged to sit the Dog Owner Education Licence test.

CONCLUSION

The fees are generally structured towards rewarding responsible dog ownership. However, due to recent developments in the upcoming year i.e. National Dog Database, a fee increase of 3% is recommended. Dog owners always have the option of lowering the fee payable by sitting the Dog Owner Licence test.

RECOMMENDATIONS

1. That the Dog Registrations Fees - 2006/2007 report be received.
2. That the setting of the 2006/2007 dog registration and associated fees, be as follows:

Dog Registration and Associated Fees (Proposed)	2006/2007	
	Fee if Paid On or Before 01/08/06 (incl GST)	Fee for Late Registration After 01/08/06 (incl GST)
Entire Dog (not castrated) and Entire Bitch (not spayed)	\$100.00	\$149.00
Neutered Dog (castrated male and spayed female)	\$74.00	\$110.00
Dog Owner Licence Holder with un-neutered dog	\$61.00	\$90.50
Dog Owner Licence Holder with neutered dog / superannuitants	\$54.00	\$80.00
Seeing Eye and Hearing Dogs	\$3.00	\$4.50

Other Fees	
Replacement Registration Tags	\$3.00
<u>Impoundings:</u>	
First	\$65.00
Second	\$130.00
Third	\$195.00
Subsequent	\$260.00
Sustenance Fee (day or part thereof)	\$15.00
<u>Adoptions:</u>	
Adoption Fee	\$45.00
Adoption Registration Fee (for SPCA adoptions into Waitakere City & Waitakere Animal Welfare Services adoptions)	\$20.00

3. That all dog owners who book to sit the Dog Owner Licence test prior to the penalty date of 1st August 2006 pay the reduced fee within a week of passing the test; or pay the fee which they would have otherwise paid within a week of failing the test, otherwise the late fee applies to whatever category each dog falls into.
4. That for all newly acquired dogs (providing the owners have not been served an infringement notice), a reduced pro-rata fee based on the months of the year be applicable.
5. That where an adult dog is impounded and unregistered, or for which the owner is served an infringement notice, the full registration fee including the penalty be applied.
6. That the dog registration fees adopted for the 2006/2007 financial year be publicly notified in accordance with Section 37(6) of the Dog Control Act 1996.

Report prepared by: Neil Wells, Manager: Animal Welfare.

HV O'Rourke
CHIEF EXECUTIVE OFFICER



PART E - REPORTS FROM THE STANDING COMMITTEES

12 CITY DEVELOPMENT COMMITTEE

YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD THURSDAY, 9 MARCH 2006

MATTERS CONSIDERED

*1-5
Part E*

Your Committee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 1 to 5 in the supplement labelled Part E.

Your Committee Recommends:

That the report of the Meeting of the City Development Committee held on Thursday, 9 March 2006 be received.

PA Hulse
CHAIRPERSON



13 FINANCE AND OPERATIONAL PERFORMANCE COMMITTEE

YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON MONDAY, 13 MARCH 2006

MATTERS CONSIDERED

6-12
Part E

Your Committee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 6 to 12 in the supplement labelled Part E.

Your Committee Recommends:

That the report of the Meeting of the Finance and Operational Performance Committee held on Monday, 13 March 2006 be received.

JM Clews, QSO, JP

CHAIRPERSON



14 PLANNING AND REGULATORY COMMITTEE

YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON TUESDAY, 14 MARCH 2006

MATTERS CONSIDERED

13-15
Part E

Your Committee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 13 to 15 in the supplement labelled Part E.

Your Committee Recommends:

That the report of the Meeting of the Planning and Regulatory Committee held on Tuesday, 14 March 2006 be received.

VS Neeson, JP

CHAIRPERSON



15 **TE TAUMATA RUNANGA**

I NOHO TE TAUMATA RUNANGA KOMITI I TE MANE 20 O POUTU-TE-RANGI 2006

YOUR COMMITTEE SUBMITS THE FOLLOWING REPORT OF ITS MEETING HELD ON MONDAY, 20 MARCH 2006

MATTERS CONSIDERED

16-19
Part E

Your Committee dealt with a number of items for which it has delegated powers to act and a copy of the minutes of the meeting is attached at pages 16 to 19 in the supplement labelled Part E.

NGA TAKE E WHIRIWHIRIA

E whakatau ana Te Taumata Runanga i nga take i whakamanangia i te ture he whakaahua o nga tuhi kua tonoa ki nga mema o te Kaunihera.

Your Committee Recommends:

That the report of the Meeting of Te Taumata Runanga held on Monday, 20 March 2006 be received.

TW Taua, MNZM

CHAIRPERSON



16 **RECOMMENDATIONS FROM LONG TERM COUNCIL COMMUNITY PLAN AND ANNUAL PLAN SPECIAL COMMITTEE**

WAITAKERE CITY COUNCIL REGULATORY FEES AND CHARGES

The Long Term Council Community Plan and Annual Place Special Committee recommends to Council:

A3-A16

1. That the schedule of proposed Regulatory Fees and Charges (statement of proposal) as attached at pages A3 to A16, and the summary of information be approved for public consultation, using the special consultative procedure under Section 83 of the Local Government Act 2002.
2. That the hearing of submissions received take place in conjunction with hearings on the draft Long Term Council Community Plan.

JM Clews, QSO, JP

CHAIRPERSON



PART F - PROCEDURAL MATTERS

17 QUESTIONS

Pursuant to Standing Order 39.2, any member of the local authority may at any meeting of the local authority at the appointed time, put a question to the Mayor as Chairperson of the local authority, or through the Mayor to the Chairperson of any standing or special committee, or to any officer of the local authority concerning any matter relevant to the role or functions of the local authority concerning any matter that does not appear on the order paper, nor arises from any committee report or recommendation submitted to that meeting.



18 NOTICES OF MOTION

Notices of motion shall be in writing by the mover, stating the meeting at which it is proposed that the notice of motion be considered, and shall be delivered to the Chief Executive Officer at least five clear days before such meeting.



19 CLOSING PRAYER

