

How received	Submitter	Requested anonymity	Subject	Clause	Proposal	Reasons given for proposed amendment	Effect of proposed change	Contribution of proposed change to purpose and effect of local law	Support Recommended
Special Meeting of Electors			deputations	1.6	1. Amend the definition of "deputation" in clause 1.6 to delete the requirement for a person to have a direct interest	No reason given	Would permit people not directly affected by the decision to express their opinion to Council on the matter	Potentially negative impact on orderly conduct and on efficient and effective use of time at meetings. Possibly negative impact on "better decision-making" if people unaffected by decision have more chance to influence Council than those affected	Yes with safeguards to ensure equity
Special Meeting of Electors			deputations	7.10	2. Delete subclause 7.10(2)(b) providing for the CEO to reject a request for a deputation	No reason given	Removes capacity of CEO to reject deputations that are not relevant to matters on the agenda or which do not meet the criteria of a deputation - would require such deputations to be referred to the Council at the meeting. May mean that people attend the meeting to seek approval but do not receive it	Potentially negative impact on orderly conduct of business, understanding of process, and on efficient and effective use of time at meetings as Council may not decide on an item subject to a deputation until the deputation has been heard	No - but clarify conditions under which deputation may be rejected
Ordinary Meeting of Council	Cr N Pazolli		motions of revocation	18.4	Amend the formatting of sub-clause 18.4(2) so that the condition of considering financial and legal consequences applies to revocation of decisions both when action has been taken to implement the decision and when an applicant has been advised of an approval or authorisation	Current wording unreasonably fetters Council's right to revoke a decision in light of new information	Allows Council the discretion to revoke a decision after considering the legal and financial consequences, even if implementation has commenced (would be consistent with model local law clause 15.2). Provides more flexibility for Council while obliging them to give due consideration to potential risks to the City and community	Positive impact on better decision-making.	Yes
email	Cr N Robins	No	petitions	7.11	1. Include petitions section in review	1. Inconsistencies - not described	No change proposed	N/A	N/A
email	Cr N Robins	No	reject-and-replace	6.4(?)	2. Consider whether to include section on reject-and-replace motions	2. More guidance needed	Local law could specifically address the procedure for substitute motions and/or a procedure for rejecting the officer's recommendation (by resolution) and voting on a new motion proposed by an elected member	Potentially positive for understanding of process as it would allow alignment with recognised rules of debate. "Reject and replace" is not a recognised form of motion under Robert's Rules of Order. The correct form is a substitute motion (a form of amendment) for which there are standard procedures	Yes
Melville Talks	Anonymous 1	Yes	public gallery behaviour	7.17, 10.7	1. introduce provision for member of public to seek presiding member's intervention when visitors are behaving aggressively to other visitors during public meetings	1. Activists/protesters have sought to intimidate visitors with opposing views	Will permit a member of the public to interrupt the meeting to request the presiding member to address intimidatory behaviour in the gallery. However, it is already the presiding member's duty to ensure order in the chamber and intervention should not need to be requested	Positive impact on orderly conduct of meetings, better understanding of process and efficient and effective use of time.	No - but consider clarifying presiding member's role in keeping order
Melville Talks	Anonymous 1	Yes	dress standards	Part 9	2. Introduce dress standards for elected members	2. Demonstrate standards expected of elected members	Require elected members to adhere to a minimum dress standard in meetings	None - community standards have changed and the way an elected member dresses has no relevance to their ability to perform their duties at meetings	No
Melville Talks	Anonymous 1	Yes	points of order	9.9, 10.4, 10.6	3. Make provision for presiding member to remove elected member against whom point of order is made if they refuse to remain silent until the ruling is made	3. Prevent member who is subject of point of order from talking over the member calling the point of order or the presiding member before ruling is made	Provides sanction for member refusing to comply with cl.10.4(2). May be inconsistent with Act requirement for elected members to participate in meetings	Positive impact on orderly conduct of meetings and more efficient and effective use of time, but may be better options to deal with the issue	No
Melville Talks	Anonymous 1	Yes	disclosure of interests	14.1	4. Expand to clarify types of interests and reflect Act and Regulations, including action to be taken when interest declared	4. Process in Act not always followed especially ation required if member wants to stay and participate	May make the process already set out in legislation more accessible for elected members	Positive impact on better understanding of process	Yes
Melville Talks	Anonymous 1	Yes	participation by non-electors	20.8, Part 21	5. Provide for presiding member to be informed that a non-electer has attempted to participate or vote at electors' meeting, and for the non-electer to be removed from the meeting	5. Non-electors have participated and voted in the past and clause not been upheld	Ensure that non-electors do not vote when not entitled	Potentially negative impact on orderly conduct of meeting and efficient and effective use of time - better handled through non-legislative processes	No
email	Mr M Fitzgibbon	No	recording of meetings	7.16	Require all Council meetings to be audio-visual recorded and records made available to the public within 5 days of the meeting	1. Public can assess how well they are represented 2. Admin performance can be assessed 3. Context of items and decision clearer than in minutes 4. Higher level of integrity by participants	An additional mechanism for recording meetings - not required by Act Risk that factors beyond City's control, such as a technical fault, would place the City in breach of its local law	Potential positive impact on better understanding of meeting process - but administrative matter	No

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Melville Talks	Mrs M Edwards	No	conduct	unspecified	Require common sense, courtesy and civility	Meetings have been farcical due to poor conduct	Less confrontational and more cooperative meetings. Difficult to legislate for such matters but Code of Conduct has this purpose, as have some clauses in the existing local law	Positive impact on orderly conduct of meetings and efficient and effective use of time	Yes - through invoking code of conduct
Melville Talks	City of Melville Residents & Ratepayers Association	No	dissent to ruling	Part 4	1. Better mechanism to deal with objections to the Presiding Member's decisions at all meetings	None given	Extends motions of dissent to all electors at an electors' meeting. Risk of meetings being manipulated by excessive use of points of order to disrupt flow of business	Negative impact on orderly conduct of meeting and efficient and effective use of time	No
Melville Talks	City of Melville Residents & Ratepayers Association	No	question time	Part 7	2. Mechanism required to ensure public is aware of who is accountable for answers to questions	None given	Departure from fundamental concept of the local government as an entity. Potential conflict with functions of CEO in s.5.41 of Act	None	No
Melville Talks	City of Melville Residents & Ratepayers Association	No	question time		3. Mechanism required for elected members to challenge/comment on questions and responses at the meeting	None given	Would involve local government challenging and commenting on its own answers	Negative impact on efficient and effective use of time - better dealt with administratively	No - but merit in realigning treatment of PQ time with Regulations
Melville Talks	City of Melville Residents & Ratepayers Association	No	question time		4. Mechanism required for councillors and electors to object to responses given to questions	Needed when questioner believes response does not answer question	Permits questioner to object to answers that they do not like	Negative impact on efficient and effective use of time - better dealt with administratively	No - but merit in realigning treatment of PQ time with Regulations
Melville Talks	City of Melville Residents & Ratepayers Association	No	Policy		5. Integrate policies into the local law	Concerned local laws and relevant policies may be misaligned leading to lack of clarity	Unclear what change is being proposed - local law should be a manifestation of policy	Unclear - if policy and local law are misaligned, this should be rectified by amending one or both	Yes where there is inconsistency
Melville Talks	City of Melville Residents & Ratepayers Association	No	question time		6. Further clarity on answering questions taken on notice and/or not read out at the meeting	To make sure the questions and open, honest and fulsome (<i>sic</i>) answers are provided in the minutes	Requires that all public questions and answers are recorded in the minutes of the meeting at which they are asked. This may be impractical and interfere with timely production of minutes where questions are complex and take considerable time to answer	None	Not as proposed, but questions taken on notice should be recorded in the minutes of the meeting where they are answered
Melville Talks	City of Melville Residents & Ratepayers Association	No	question time		7. All public questions and answers should be recorded in a central on-line public database	No reason given	Public questions and answers are already available through published minutes. An administrative mechanism such as proposed could facilitate easy reference to questions previously asked and allow ready identification of duplicate questions	Positive impact on efficient and effective use of time by reducing presentation of duplicate questions	Yes in principle but an administrative matter
Melville Talks	City of Melville Residents & Ratepayers Association	No	deputations		8. Act on motion 3 passed at 20/8/18 Special Meeting of Electors and "other issues we have raised"	No reason given and no "other issues" identified in submission	See above in reference to Special Meeting of Electors motion	See above in reference to Special Meeting of Electors motion	See above in reference to Special Meeting of Electors motion
Melville Talks	City of Melville Residents & Ratepayers Association	No	petitions		9. Should be mandatory that the name of the lead petitioner(s) is/are published	No reason given	This is not relevant to meeting procedures and is not required by the Act. Information could be misused to cause detriment to petitioner	None	No - administrative matter
Melville Talks	City of Melville Residents & Ratepayers Association	No	audio-visual recording, live streaming		10. Amendment to facilitate on-line live-streaming and public access to the recording immediately after the meeting	No reason given	Unclear what amendment would "facilitate" live-streaming. There is no prohibition in the current local law or the Act, It is an additional mechanism for observing and recording meetings but is not required by the Act Imposes a risk that factors beyond City's control, such as a technical fault, would place the City in breach of its local law	Potential positive impact on better understanding of meeting process	No - administrative matter
Melville Talks	City of Melville Residents & Ratepayers Association	No	impartiality interest		11. Definition of impartiality interest should be expanded to include close personal and/or past working friendships and business relationships	No reason given	None - definitions of "interest" are provided by the Act and Regulations - a local law is void to the extent that it is inconsistent with the Act	None	No
Email	Cr S Kepert	No	purpose and effect	1.3	1. Amend cl.1.3(2)(a) by replacing the words "better decision making..." with the words "providing the best setting for decision making..."	No reason given	Dilutes the outcome-focus of the effect. Could be added to the effect as a separate item if Council determines it adds value	None	No

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Email	Cr S Kepert	No	purpose and effect	1.3	2. Add a new subclause 1.3(2)(b): "the efficient and effective provision of quality information to elected members" and renumber remaining subclauses	No reason given	Restates section 5.41(b) of the Act	Positive impact on better decision-making, but unnecessary in local law because it is a function of the CEO under the Act	No
Email	Cr S Kepert	No	repeal	1.4	3. Amend as required	No reason given	Procedural - will be used if current local law is repealed	None	Yes if current local law is repealed
Email	Cr S Kepert	No	special meeting of Council	6.1	4. Amend subclause (2) concerning business transacted in a special meeting other than that given in the notice as the purpose of the meeting, by adding the words "without the approval of the presiding member or a decision of the Council or committee"	No reason given	None - this proposal is inconsistent with sections 5.4 and 5.5 of the Act and a local law is void to the extent it is inconsistent with the Act. The Department's Guide to Meetings makes it clear that a special meeting must deal only with the item of business set out in the notice of meeting	None	No
Email	Cr S Kepert	No	special meeting of Council	6.1	5. Amend subclause (3) by deleting the phrase commencing "except in the case of an adjournment..."	No reason given	This would prevent an adjourned meeting being scheduled to coincide with the next OMC	Negative impact on orderly conduct of meeting, and on efficient and effective use of time	No
Email	Cr S Kepert	No	special meeting of Council	6.1	6. Amend subclause (3) concerning business transacted at an adjourned meeting other than the unresolved business specified in the notice of the original meeting by adding the words "without the approval of the presiding member or a decision of the Council or committee"	No reason given	Would allow new but non-urgent business to be introduced during a meeting without it being on the agenda. Would hinder public participation on matters introduced in this way	Negative impact on orderly conduct of meeting, understanding of process and efficient and effective use of time	No
Email	Cr S Kepert	No	notice of motion	6.4	7. Reduce the notice time for a motion from 5 working days to 2 working days	No reason given	Would hinder the CEO in undertaking his function under section 5.41(b) of the Act to ensure that advice and information is available to the council so that informed decisions can be made, and would deprive council members of sufficient time to do proper due diligence on the motion and inform themselves on the pertinent issues	Negative impact on better decision making and efficient and effective use of time	No
Email	Cr S Kepert	No	notice of motion	6.4	8. Delete subclause 3 requiring motions to relate to the good governance of the district	No reason given	Would permit council members to propose motions unrelated to the general function of a local government under section 3.1 of the Act or the role of council under section 2.7 of the Act - potential risk of council acting beyond its legal authority	Potential negative impact on better decision making within the context of the council's role	No
Email	Cr S Kepert	No	notice of motion	6.4	9. Amend subclause 4 by replacing the existing wording with "may provide an advice note to the Council referring only to relevant legislation, financial figures and factual statistics. The CEO is prohibited from including opinion, conjecture, hearsay or debating points in advice notes."	No reason given	None - this proposal is directly inconsistent with section 5.41(b) of the Act giving the CEO the function to ensure that advice and information is available to the council so that informed decisions can be made, and a local law is void to the extent that it is inconsistent with the Act. Under the Interpretation Act a person to whom a function or power has been given by a written law is deemed to have all powers necessary to do that thing.	Negative impact on better decision making	No
Email	Cr S Kepert	No	notice of motion	6.4	10. Delete subclause (7) relating to a lapsed notice of motion not being given again for 3 months from the date of lapse	No reason given	Would allow a motion of which notion was given, but which was neither moved or deferred, to be brought back to the Council at the next meeting	Neutral	Yes with safeguards
Email	Cr S Kepert	No	urgent business	6.5	11. Delete clause providing for dealing with new business of an urgent nature	No reason given	Removes capacity of Council to deal promptly with matters of extreme urgency or other special circumstances that have arisen after the agenda has been finalised	Negative impact on better decision making	No
Email	Cr S Kepert	No	reports	6.8	12. Delete subclause (1) setting out the functions of the CEO	Dealt with in the Act	Would reduce clarity of the CEO's role and allow for ambiguity in interpretation of the functions of the CEO that are described broadly under the Act. The way in which the CEO discharges his functions would not change, but would not be described clearly in the local law for the benefit of members and the public	Negative impact on better decision making, orderly conduct of the meeting, understanding of process.	No

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Email	Cr S Kepert	No	reports	6.8	13. Delete subclause (2) providing for the CEO to prepare reports that in the CEO's opinion require consideration by Council	Addressed in clause 6.4	None - this proposal is directly inconsistent with section 5.41(b) of the Act giving the CEO the function to ensure that advice and information is available to the council so that informed decisions can be made, and a local law is void to the extent that it is inconsistent with the Act. Under the Interpretation Act a person to whom a function or power has been given by a written law is deemed to have all powers necessary to do that thing.	Negative impact on better decision making	No
Email	Cr S Kepert	No	reports	6.8	14. Delete subclause (3) relating to committee recommendations	Addressed in committees (Part 2)	Removes the discretionary power of a committee to make a recommendation to the Council	Negative impact on better decision making and efficient and effective use of time at meetings	No
Email	Cr S Kepert	No	reports	6.8	15. Delete subclause (4) concerning CEO reports relating to committee recommendations	Addressed in committees (Part 2)	None - this proposal is directly inconsistent with section 5.41(b) of the Act giving the CEO the function to ensure that advice and information is available to the council so that informed decisions can be made, and a local law is void to the extent that it is inconsistent with the Act. Under the Interpretation Act a person to whom a function or power has been given by a written law is deemed to have all powers necessary to do that thing.	Negative impact on better decision making	No
Email	Cr S Kepert	No	reports	6.8	16. Delete subclause (5) providing for the CEO to remove an item on the agenda prior to the meeting	No reason given	None - this proposal is inconsistent with section 5.5 of the Act which gives the CEO the function of preparing meeting agendas, and a local law is void to the extent that it is inconsistent with the Act	Negative impact on efficient and effective use of meeting time	No
Email	Cr S Kepert	No	closure of meetings	7.3	17. Delete subclauses (3)(a)(ii) and (iii) providing for the CEO and employees specified by the presiding member to remain in the meeting when it is closed to the public	No reason given	None - this proposal is directly inconsistent with section 5.41(b) of the Act giving the CEO the function to ensure that advice and information is available to the council so that informed decisions can be made, and a local law is void to the extent that it is inconsistent with the Act. Section 5.23 of the Act provides only for the closure of the meeting to members of the public. The CEO has responsibility for keeping records, including minutes, which requires an employee to ensure the minutes are taken at closed meetings	Negative impact on better decision making	No
Email	Cr S Kepert	No	closure of meetings	7.3	18. Amend subclause (6) to remove the discretion of the Council to resolve not to read out any resolution made while the meeting was closed to the public	No reason given	Removes a discretion of the Council to delay making a resolution public immediately when circumstances indicate this is warranted. The Regulations make provision for some matters discussed at a closed meeting not to be made public until certain conditions have been met	Positive impact on understanding process. Potentially negative impact on orderly conduct of business	No
Email	Cr S Kepert	No	question time	7.5	19. Delete the words "at certain meetings" from the heading and subclause (1)	No reason given	Diminishes clarity of clause but has no substantial effect since the clause merely invokes the regulations	None	Yes if the wording in regulation 5 and 6 is duplicated in the local law
Email	Cr S Kepert	No	question time	7.6	20. Add the word "Act and the" before the word "Regulations"	No reason given	None - section 5.24 provides for regulations to prescribe for minimum time to be allocated for questions, but it is regulation 6 of the Local Government (Administration) Regulations that prescribes the minimum time for public question time	None	Yes for consistency
Email	Cr S Kepert	No	question time	7.8	21. Add a new subclause 7.8(7)(c): "The response is to be provided to the Council as soon as it is provided to the questioner"	No reason given	None - this is not a meeting procedures matter and can be dealt with administratively	None - this is an administrative matter	No

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Email	Cr S Kepert	No	deputations	7.10	22. Amend subclause (1)(b) by adding the words "or prior to"	No reason given	Provides deputation members with the choice to apply to the mayor prior to the meeting - inconsistent with section 5.5 of the Act which confers on the CEO the function of preparing the agenda - any deputation rejected by the mayor would be able to apply to the CEO. Risk of having mayor and CEO provide different answers to would-be deputees	Potential negative impact on orderly conduct of business and understanding of process	No
Email	Cr S Kepert	No	deputations	7.10	23. Delete subclause (2) relating to CEO's role	Deputations to be approved by Presiding Member	None - this proposal is directly inconsistent with section 5.5 of the Act which requires the CEO to prepare the agenda, and a local law is void to the extent that it is inconsistent with the Act. Under the Interpretation Act a person to whom a function or power has been given by a written law is deemed to have all powers necessary to do that thing.	Negative impact on better decision making and orderly conduct of the meeting and	No
Email	Cr S Kepert	No	deputations	7.10	24. Delete subclause (5) requiring Council not to decide on a matter until the deputation has completed its presentation	"Could create difficulties" (not specified - and unclear whether the comment relates to the current provision or the proposed amendment)	Would render deputations meaningless if Council was able to make a decision on a matter without hearing or considering deputations made on the matter. Would reduce public participation in decision-making.	Negative impact on better decision making, orderly conduct of the meeting, understanding of process and efficient and effective use of time	No
Email	Cr S Kepert	No	petitions	7.11	25. Delete subclause (2) requiring a petition to be taken into account in the officer's report	No reason given	Would render petitions meaningless if the community views thus expressed were not considered in the officers' report. Potentially inconsistent with section 5.41(b) of the Act requiring the CEO to ensure advice and information is available to the council so they can make informed decisions - including being informed on the views of the public	Negative impact on better decision making	No
Email	Cr S Kepert	No	petitions	7.11	26. Delete subclause (3) preventing Council from voting on a matter that is the subject of a petition without considering the issues raised in the petition	No reason given	Would render petitions meaningless if the community views thus expressed were not considered by Council prior to making its decision. Would reduce public participation in decision-making and bring Council's impartiality into doubt	Negative impact on better decision making	No
Email	Cr S Kepert	No	petitions	7.11	27. Replace subclause (4)(c) with the following "that the petition be acknowledged and a letter be written to the lead petitioner outlining the Council's position on the matter"	No reason given	Negates the effect of a petition by removing the option for Council to deal with the matter in conjunction with an item on the same agenda. Would reduce public participation in decision-making and implies Council would not consider public views before determining a matter	Negative impact on better decision making	No
Email	Cr S Kepert	No	questions at committee meetings	8.4	28. Remove clause 8.4 allowing Councillors who are not committee members to ask questions at a committee meeting with the permission of the presiding member	No reason given	Removes the right of non-committee members to ask questions at a committee meeting subject to approval of presiding member. Would limit members' ability to ensure they are fully informed on a matter that may come before Council	Negative impact on better decision making	No
Email	Cr S Kepert	No	official titles	9.3	29. Remove the words "or employee" in the requirement to use a person's official title	No reason given	A speaker will not be required to refer to the title of an employee's office when referring to them. This will mean that a person accessing the audio record of the meeting will not know in what capacity an employee is acting when speaking to the meeting. This change departs from the convention of recognising that all participants in council meetings are not present in a personal capacity but as holders of public offices.	Negative impact on understanding process of meetings	No
Email	Cr S Kepert	No	advice of entry or departure	9.4	30. Remove clause 9.4 requiring a Member to indicate to the Presiding Member that they are entering or leaving the meeting so that the times can be recorded in the minutes	This is already addressed by clause 9.2	This would hinder the proper recording of when members are present at or absent from the meeting - this matter is not addressed by clause 9.2 as claimed	Negative impact on the orderly conduct of meetings	No

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Email	Cr S Kepert	No	ruling by presiding member	10.5	31. Remove subclause (1)	This is already addressed by clause 10.4	Would remove the power of the presiding member to rule on a point of order - this matter is not addressed in clause 10.4 as claimed	Negative impact on the orderly conduct of meetings and on the efficient and effective use of meeting time	No
Email	Cr S Kepert	No	ruling by presiding member	10.5	32. Remove subclause (2)	This is already addressed by clause 10.4	Would remove the provision stating the effect of a point of order ruling - this matter is not addressed in clause 10.4 as claimed	Negative impact on the orderly conduct of meetings and on the efficient and effective use of meeting time	No
Email	Cr S Kepert	No	order of debate	12.1	33. Add to subclause (d) the words "unless reserving their right to speak later"	No reason given	None - the clause provides for the order in which speakers are called, the seconder when called may invoke their right to speak later	None	No
Email	Cr S Kepert	No	Tabling of documents	new	34. Add new section "tabling of documents"	No reason given	Could provide for a process by which a council member could request that a relevant document be tabled for the public record although it was not part of the existing agenda papers	Positive impact on better decision making, orderly conduct of business, and efficient and effective use of meeting time	Yes
Email	Cr S Kepert	No	record of votes	new	35. Add new section "record of votes"	No reason given	None - this matter is already dealt with in clauses 7.3(6) and 15.4(3) and in s.5.22(4) of the Act	None	No