



# Standing Orders

11 November 2024



# What we will cover

- Background
- What can't be changed
- LGNZ Reviews 2022 and 2024
- Previous suggestions/discussions for changes to Standing Orders
- Discussion
- Next steps





# Background

- Council must have a set of Standing Orders.
- Council has not made significant changes to its Standing Orders since 2019.
- Standing Orders cover pre-meeting arrangements, meeting procedures including motions and amendments, debate and voting.
- Many Standing Orders come directly from legislation and can't be amended.
- Standing Orders can include items specific to local topics/items eg Waipori Fund.
- A majority of 75% of members present at a Council meeting are required to adopt or amend Standing Orders.





# What can't be changed

A number of standing orders are directly taken from legislation and can't be changed.

Some examples are -

- Requirement for 75% majority of members present to amend the Standing Orders
- Members must obey Standing Orders
- Quorum
- Notification of meetings
- Members' right to attend meetings
- Public availability of agendas





# LGNZ Review 2022 and 2024

- 2022 LGNZ led a review of Standing Orders
- The 2022 review made a number of changes to the previous Standing Order template, including developing two templates for use - one with English and Te Reo headings, and one with English headings only.
- DCC have not adopted any changes from the 2022 LGNZ review
- LGNZ have been undertaking a review in 2024 and will issue a new version in December 2024
- We understand that some of the changes in the new version will include changes identified and suggested by DCC





# LGNZ Review 2022 changes

The LGNZ 2022 Review included changes as follows –

- New definitions including appointed member, conflict of interest, debate, division, internet site, item, leave of the meeting, leave of absence, emergency meeting, pecuniary interest, public interest
- Some changes to reflect recent changes to LGA – notice for extraordinary meetings
- Must identify specific Standing Orders if suspending any
- Provides for a time period (15 minutes) to regain a quorum if lost during a meeting (previously identified by DCC)
- Mover of a motion can reserve their right of reply





# LGNZ Review 2022 changes

- Amendments need to be relevant to the motion under discussion, expanded the reasons why an amendment can't be accepted
- Procedural motion – that a closure motion can be taken after two speakers for and against, or in the chair's opinion it is reasonable to accept (also identified by DCC)
- Conduct at meeting – reworded – disrespect linked to Code of Conduct





# LGNZ Review 2022 changes

- Amendments or different motions to the recommendations must comply with decision-making requirements of Pt 6 of LGA
- Chair can terminate an av link in non-public if confidentiality is compromised
- Minutes – add absent with no leave or apology and if absent on council business





# Potential changes identified by Council in last triennium

Council discussed potential changes to Standing Orders in the last triennium (noting changes to Standing Orders were not made). Changes discussed were -

- Public forum – clarify time period for request for public forum at least one “working” day
- Protocols - dress code, reading speeches, standing when speaking, using surnames when addressing other elected members, staff, members of the public
- Closure motion – two SOs with different requirements for the number of speakers – align
- Clarify that submitters to AP or 10 Year Plan can’t then speak during public forum when Council deliberating on AP or 10 Year Plan





# Potential changes suggested by Councillors in the past 12 months

- Suspend Standing Orders when discussing issues raised in submissions





# Discussion





## Next steps

- Staff will draft an amended Standing Orders based on Councillor feedback and present to Council for adoption in early 2025
- If adopted, advise Community Boards of changes

