

# STAFF REPORT

**TO:** Mayor and Councillors  
**FROM:** Administration Advisor  
**REFERENCE:** C751 and C780  
**DATE:** 18 October 2007  
**SUBJECT:** Standing Orders

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## PURPOSE/REASON FOR REPORT

To enable Council to consider and adopt the NZS 9202:2003 Model Standing Orders, with previous Council amendments, as the Standing Orders of the Council.

## BACKGROUND

Clause 27, Schedule 7 of the Local Government Act 2002 requires local authorities to adopt a set of standing orders for the conduct of its meetings and those of its committees, including Community Boards.

The previous Council adopted NZS9202:2003 Model Standing Orders, with Council amendments to 2.5.1 regarding voting and 3.7.5 regarding items not on the agenda. These amendments stemmed from legislative changes from both the Local Government Act and the Local Government Official Information Act.

Once adopted, these Standing Orders will continue in existence and force until they are either replaced or altered in accordance with Schedule 7 of the Local Government Act.

## RECOMMENDATION

THAT NZS 9202:2003 Model Standing Orders, with the Council amendments to 2.5.1 (CN04/10/04) and 3.7.5 (CN04/12/14), be adopted.

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Administration Advisor