

NOTICE OF MOTION CHECKLIST

The checklist is a tool intended to support the sponsor(s) of a Notice of Motion. The items listed below are important considerations when crafting and submitting a Notice of Motion. It is also intended to support other Members of Council, as the same considerations are important when reaching a decision on a Notice of Motion.

The checklist is therefore an opportunity for the sponsor(s) to:

- consider what advice might be helpful to them in formulating their proposal; and
- share key points about the advice received with their Council colleagues, to inform their deliberations.

This document is recommended to be provided to City Clerks alongside every Notice of Motion and will become part of the Corporate record. It is at the discretion of the sponsor(s) to decide with whom to consult and what information to include.

Title of the Motion:

There are two classifications of a Notice of Motion (Check the one that applies):

- Regular
- Urgent (Include details in Urgency Rationale box below)

Is this Notice of Motion Confidential? (Include details in Procedural box below)

Financial and Other Resource Capacity
There are no direct financial or resource capacity concerns in making this policy change.
Legal / Legislative
There are no legal or legislative concerns with the Motion.
Technical Content

None
Procedural (Including reasons for confidentiality)
The Notice of Motion is required to ensure the existing framework reflects the intent of transacting with not for profit entities, including charitable organizations.
Other Considerations
N/A
Urgency Rationale
The urgency is as a result of a gap being identified within the framework. This gap is currently serving as a barrier to Administration and Council, preventing opportunities for charitable organizations to transact on city owned land at below market value.