

TAUPŌ DISTRICT COUNCIL

NOTICE OF MOTION

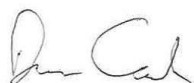
I Duncan Campbell, give notice that I intend to move the following motion at the Taupō District Council meeting to be held on 31 March 2026:

- 1 That Taupō District Council amend its standard meeting agenda structure to include a standing item titled “General Matters / Members’ Matters”, under which elected members may raise matters for information only.**
- 2 That any matters raised under this item:
 - a) are for information and discussion only, and**
 - b) may not result in a decision of the Council, other than referral of the matter to a future meeting or request for a report.****
- 3 The Chair may determine the order of speakers and apply reasonable time limits to contributions under this item.**

The purpose of this motion is to provide a clear and transparent opportunity for elected members to raise matters of public interest during Council meetings, while maintaining the principle that decisions should only be made on matters that have been properly notified on a meeting agenda.

Many councils include a similar agenda item to support open discussion and information sharing while preserving orderly meeting procedures and public transparency around decision-making.

Signed by mover:



Councillor Duncan Campbell

Date: 17 March 2026

Signed by seconder:



Councillor Hope Woodward

Date: 17 March 2026

GUIDANCE NOTES FOR MEMBERS COMPLETING THE NOTICE OF MOTION FORM

Standing Orders

Please refer to Taupō District Council's [Standing Orders | Ngā Tikanga Whakahaere Hui 2022-2025](#), Standing Order 27 – Notices of Motion | Te pānui i ngā mōtini, page 62, for full details.

Signing your Notice of Motion

Your Notice of Motion must be signed. You can either print it, sign it and hand deliver it to the Chief Executive; or you can paste your e-signature into your Notice of Motion and email it to the Chief Executive.

Timeframe for submitting your Notice of Motion

You must submit your completed, signed, Notice of Motion to the Chief Executive **at least five (5) clear working days before** the meeting at which you intend to move your motion. "Working day" is defined in the Local Government Act 2002 as follows:

"Working day means a day of the week other than –

- (a) a Saturday, a Sunday, Waitangi Day, Good Friday, Easter Monday, Anzac Day, the Sovereign's birthday, Te Rā Aro ki a Matariki/Matariki Observance Day, and Labour Day; and
- (b) if Waitangi Day or Anzac Day falls on a Saturday or Sunday, the following Monday; and
- (c) the day observed in the appropriate area as the anniversary of the province of which the area forms a part; and
- (d) a day in the period commencing with 20 December in any year and ending with 10 January in the following year."

Note in relation to (c) above, the relevant anniversary day for Taupō District is Auckland Anniversary Day, which falls on the Monday closest to 29 January.

Requirement for a seconder

From October 2024, Standing Orders of TDC require a seconder for your Notice of Motion before it will be added to an agenda.

Drafting your motion

Your Notice of Motion needs to be capable of forming an effective resolution. It should therefore be in the format "That Council (*takes specific action*)" and it should include all relevant details, for example names (in full), timeframes, dates etc.

Reasons for refusal of your Notice of Motion

Refer to Standing Order 27.2 to ensure your Notice of Motion does not contain any elements which may result in the Mayor/Chairperson refusing to accept it.

Notices of Motion to revoke or alter all or part of a previous resolution

There are additional requirements for Notices of Motion seeking revocation or alteration of all or part of a previous resolution. Refer to Standing Order 24, page 57.