What are the general guidelines for council’s decision making?

1. All committees confirm and/or develop Terms of Reference [ToR] approximately six months after commencement of each term of office of a new Council, to give new Councillors and committee members an opportunity to familiarise themselves with the functions of Council. Changes to the ToR must be approved by Council.

2. All ToRs, Guidelines and Standard Operating Procedures of Committees will be reviewed at the first meeting of each newly appointed Committee and will be approved by Council.

3. All Guidelines and Standard Operating Procedures of Committees and Councils will be reviewed by Committees during the term of office 2016-2019 and will be resubmitted together with the TORs at each new term of office prior to appointment of Committees to ensure that the necessary expertise is allocated to Committees.

4. Committees determine annual budgets, for example the number of meetings to be held and supply such information to the Finance Committee for the annual budget, which must be approved by Council.

5. Committees can make input to the Review Committee on changes to the Act, Regulations and Rules.