

LOCAL GOVERNMENT ACT 1995

SHIRE OF TRAYNING

STANDING ORDERS AMENDMENT LOCAL LAW 2026

Under the powers conferred by the *Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Trayning resolved on _____ 2026 to adopt the following local law.

1. Citation

This local law may be cited as the *Shire of Trayning Standing Orders Amendment Local Law 2026*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Table of Contents inserted

Insert the Table of Contents in the Schedule prior to the commencement of the local law.

4. Clause 16.3 amended

In clause 16.3(3) replace the words '*Local Government (Rules of Conduct) Regulations 2007*' with the words '*Local Government (Model Code of Conduct) Regulations 2021*'.

Schedule

TABLE OF CONTENTS

PART 1 - PRELIMINARY

- 1.1 Citation
- 1.2 Application
- 1.3 Commencement
- 1.4 Interpretation
- 1.5 Repeal

PART 2 - CALLING MEETINGS

- 2.1 Calling committee meetings

PART 3 - BUSINESS OF THE MEETING

- 3.1 Business to be specified on notice paper
- 3.2 Order of business
- 3.3 Public question time
- 3.4 Confirmation of minutes
- 3.5 Announcements by the presiding person without discussion
- 3.6 Matters for which meeting may be closed
- 3.7 Motions of which previous notice has been given
- 3.8 Questions by members of which due notice has been given
- 3.9 Urgent business approved by the presiding person or by resolution
- 3.10 Deputations

PART 4 - PUBLIC ACCESS TO AGENDA MATERIAL

- 4.1 Confidentiality of information withheld

PART 5 - FINANCIAL INTEREST DISCLOSURES

- 5.1 Separation of committee recommendations

PART 6 - CONDUCT OF PERSONS AT COUNCIL AND COMMITTEE MEETINGS

- 6.1 Official titles to be used
- 6.2 Members to occupy own seats
- 6.3 Leaving meetings
- 6.4 Recording of particular words in the minutes
- 6.5 Recording of proceedings
- 6.6 Prevention of disturbance
- 6.7 Distinguished visitors

PART 7 - CONDUCT OF MEMBERS DURING DEBATE

- 7.1 Members wishing to speak
- 7.2 Priority of speakers
- 7.3 The presiding person to take part in debates
- 7.4 Relevance
- 7.5 Addressing the meeting
- 7.6 Members not to speak after conclusion of debate
- 7.7 Member not to interrupt
- 7.8 Re-opening discussion on decisions

PART 8 - PROCEDURES FOR DEBATE OF MOTIONS

- 8.1 Motions to be stated
- 8.2 Motions to be support
- 8.3 Unopposed business
- 8.4 Only one substantive motion considered
- 8.5 Breaking down of complex questions
- 8.6 Order of call in debate
- 8.7 Limit of debate
- 8.8 Member may require questions to be read
- 8.9 Consent of seconder required to accept alteration of wording
- 8.10 Order of amendments
- 8.11 Amendments must not negate original motion
- 8.12 Substantive motion
- 8.13 Withdrawal of motion and amendments
- 8.14 Limitation of withdrawal
- 8.15 Personal explanation
- 8.16 Personal explanation – When heard
- 8.17 Ruling on questions of personal explanation
- 8.18 Right of reply
- 8.19 Right of reply provisions

PART 9 - PROCEDURAL MOTIONS

- 9.1 Permissible procedural motions
- 9.2 No debate on procedural motions
- 9.3 Procedural motions – closing debate – who may move
- 9.4 Procedural motions – Right of reply on substantive motion

PART 10 - EFFECT OF PROCEDURAL MOTIONS

- 10.1 Council or committee to proceed to the next business – effect of motion
- 10.2 Question to be deferred – effect of motion
- 10.3 Council or committee to now adjourn – effect of motion
- 10.4 Question to be put – effect of motion
- 10.5 Member to be no longer heard – effect of motion
- 10.6 Ruling of the presiding person be disagreed with – effect of motion
- 10.7 Council or committee to meet behind closed doors – effect of motion

PART 11 - MAKING DECISIONS

- 11.1 Question – When put
- 11.2 Question – Method of putting

PART 12 - IMPLEMENTING DECISIONS

- 12.1 Implementation of a Decision

PART 13 - PRESERVING ORDER

- 13.1 The presiding person to preserve order
 - 13.2 Demand for withdrawal
 - 13.3 Point of order—When to raise—Procedure
 - 13.4 Point of order—When valid
 - 13.5 Points of order—Ruling
 - 13.6 Points of order—ruling conclusive, unless dissent motion is moved
 - 13.7 Points of order taking precedence
 - 13.8 Precedence of person presiding
 - 13.9 Right of the presiding person to adjourn without explanation to regain order
- PART 14 - ADJOURNMENT OF MEETING
- 14.1 Meeting may be adjourned
 - 14.2 Unopposed business—Motion for adjournment
 - 14.3 Withdrawal of motion for adjournment
 - 14.4 Time to which adjourned
- PART 15 - COMMITTEES OF THE COUNCIL
- 15.1 Establishment and appointment of committees
 - 15.2 Appointment of deputy committee members
 - 15.3 Presentation of committee reports
 - 15.4 Reports of committee—Questions
 - 15.5 Permissible motions on recommendation from committee
 - 15.6 Standing Orders apply to committees
- PART 16 - ADMINISTRATIVE MATTERES
- 16.1 Suspension of Local Law
 - 16.2 Cases not provided for in Local Law
 - 16.3 Enforcement

Dated _____ 2026

The Common Seal of the Shire of Trayning was affixed by authority of a resolution of Council in the presence of –

Melanie BROWN, President

Peter NAYLOR, Chief Executive Officer