

24 hours, as is specified in the resolution."

1.16.2

This order cites section 114G of the Act:

Notification of
emergency meetings
to members

"(1) Every local authority may hold emergency meetings.

(2) An 'emergency meeting' means a meeting called by -

(a) The Chairperson; or

(b) If the Chairperson is unavailable, the principal administrative officer, -

to deal with matters specified by the Chairperson or principal administrative officer, being matters that require a meeting to be held at shorter notice than can be given under section 114F of this Act.

(3) Notice of the time and place of the emergency meeting and of the matters in respect of which the meeting is being called shall be given, by whatever means is reasonable in the circumstances, to every member of the local authority and to the principal administrative officer at least 24 hours before the time appointed for the meeting.

(4) The person calling the emergency meeting shall give, or shall cause some other person to give, the notice required by subsection (3) of this section."

1.16.3

This order cites section 51A of the Local Government Official Information and Meetings Act:

"Where any resolution is passed at an emergency meeting of a local authority, the local authority shall cause the resolution to be publicly notified as soon as practicable, unless the resolution was passed at a meeting or part of a meeting from which the public was excluded."

1.17
Notices to members
of meetings

1.17.1

The principal administrative officer shall give notice in writing to members of the time and place appointed from time to time for holding each ordinary meeting already scheduled and any special meetings, and the members shall attend such meetings without further notice. The fact that the meeting has been publicly notified shall not be deemed to be notice to members.

[s.114F(3) Local Government Act 1974.]

[s.46 Local Government Official Information and Meetings Act 1987.]

1.17.2

In the case of each meeting to which order 1.17.1 applies, an order paper detailing the business to be brought before that meeting, together with relevant agenda papers, shall be sent to every member not less than two clear days before the day appointed for the meeting (see 2.3.1 and 2.3.2).

Order paper and
agenda papers to
be sent to
members