

1 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

13.1	NOTICE OF MOTION - MAYOR EMMA COLE - MINOR MODIFICATIONS TO THE CITY OF VINCENT COMMUNICATIONS PLAN
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Attachments: Nil

That Council:

1. **APPROVES** the following minor modifications to the City of Vincent Communications Plan to ensure roles and responsibilities are defined in accordance with the Local Government Act 1995 and the City of Vincent Governance Framework:
 - 1.1 Under “2. Strategic Framework” within “Legislative Framework” replace the wording with “The Local Government Act 1995 prescribes legislative requirements for communications. This includes public notices and the role of the Mayor as the spokesperson for the local government, or the CEO where the Mayor agrees.”
 - 1.2 Under “2. Strategic Framework” amend the wording “Marketing and Communications Action Plan to “Communications Plan”.
 - 1.3 Under “4. Action Plan” amend the wording for the first goal to “Support the Mayor and CEO in fulfilling their roles as spokespersons for the local government.”
 - 1.4 Under “4. Action Plan” Messaging is in line with our priorities and reflects Council decisions. Amend the action as follows: Develop key messages for major projects in consultation with internal stakeholders. ~~including our media spokespeople if required.~~ **The CEO will liaise and consult the Mayor on key messages for external communications on the City’s strategic projects in the Corporate Business Plan”.**
 - 1.5 Under “4. Action Plan” include new action: Council may request the CEO to prepare a communication plan for strategic projects, to be approved by Council.——
~~and implemented by Administration.~~
 - 1.6 Under “Work in partnership with community, staff and Council representatives to champion the City of Vincent Brand: amend “Council representatives” to “Elected Members” and include Council in the responsible column.

REASON

There is a need for greater clarity in the roles of the Mayor, Council and CEO in strategic, City-wide communications.

The purpose of the Notice of Motion is to make minor amendments to the Communications Plan to ensure that it reflects communication roles and responsibilities as set out in the Local Government Act 1995 and the City of Vincent Governance Framework.

ADMINISTRATION COMMENTS

The Vincent Communications Plan (2021 – 2023) reflects the role of the Mayor and administration, as defined within the *Local Government Act 1995*. Legislation defines the role of the Council in governing the local government and determining the local government’s policies (Section 2.7), and it is within that context that the Mayor’s role is to ‘speak on behalf of the local government’ and ‘liaise with the CEO on the local government’s affairs and the performance of its functions’ (Section 2.8).

Administration supports the proposed changes to the Communications Plan.