

# Appendix Q – Policy Amendment Proposal

**BACKGROUND AND PURPOSE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Policy Issue** |  | **Policy Reference** |  |
| **Date of C&C Meeting** |  | **Briefing Note No** |  |
| **Presenter** |  | **Department** |  |
| **Purpose** | 1st Reading | 2nd Reading |
| 3rd Reading and Motion | Execution |
| **The following people were consulted:** |
| **🗸 for Yes** | **Who? (if applicable)** | **When? (if applicable)** | **Where? (if applicable)** |
|  | Community Membership |  |  |
|  | Legal |  |  |
|  | Finance Officer  |  |  |
|  | Social Development Officer |  |  |
|  | Housing Manager |  |  |
|  | Band Manager |  |  |
|  | Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
|  | Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
|  | Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |

**POLICY AMENDMENT PROPOSAL**

|  |  |
| --- | --- |
| **Proposed Change** |  |
| **Reason for Proposed Change** |  |
| **Anticipated Opposition to Proposed Change (Explain Reason)** |  |

**EFFECTED PEOPLE AND PROPERTIES**

|  |
| --- |
| **EFFECTED PEOPLE (if applicable)** |
| **Name** |  | **Status Card # (if applicable)** |  |
| **Position on Issue** |  |
| **EFFECTED PROPERTIES (if applicable)** |
| **Land Holdings** |  | **Street Address** |  |

**DOCUMENT/SUPPORTING INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Doc #** | **Name of Document** | **Date of Document** | **Relevant Sections to the Issue at Hand** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**RECOMMENDATIONS AND NEXT STEPS**

|  |  |
| --- | --- |
| **Recommendations** |  |
| **Next Steps** |  |

**RESULTING DECISION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Decision** | **Accepted** | **Declined** | **Deferred** |
| **Motion** |  |
| **Seconded** |  |
| **Question** |  |
| **# of Councillors** |  |

**RESULTING ACTION ITEM(S) (if applicable)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Action Item #** | **Action Item(s)** | **Deadline** | **Desired Outcome** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |