

CANTERBURY REGIONAL COUNCIL (NGĀI TAHU REPRESENTATION) BILL 2019

PROPOSED PARLIAMENTARY TIMETABLE

The requirements of Parliament's Standing Orders (mostly in Appendix C) must be strictly complied with so as to get a clear certificate from the Clerk.

No.	Task	Done by
A	BILL NOTIFICATION (by now Bill must be finalised)	
1.	Day 1 - Public notice No.1 in a paper which has daily publication and circulation in the locality (presumably The Press). Keep a copy of the whole page of each newspaper on which the notice appears S.O. Appendix C, clause 3.1. Form of Notice is set by S.O. Appendix C, clause 2. FROM THIS POINT THE BILL CANNOT BE AMENDED UNTIL IT IS AT SELECT COMMITTEE.	Wednesday 31 October
2.	Day 8 - Public notice No.2 in a paper which has daily publication and circulation in the locality. Keep a copy of the whole page of each newspaper on which the notice appears. S.O. Appendix C, clause 3(1).	Wednesday 7 November
3.	Days 1 to 17 - Public notice must appear on the ECAN website for at least 2 calendar weeks after the day on which the notice is first published as above. Arrange in advance for Web Manager to provide confirmation if this is possible, if not then keep a printout of the public notice every day from the first day it goes live on the website by printing out a copy each day making sure the date is printed on the notice. S.O. Appendix C, clause 3(2). If the period runs into Christmas, allow a generous extra period. The rules are the minimum.	Wednesday 31 October – Friday 16 November
4.	Day 1 - Give separate copies of the public notice to persons with direct interest under S.O. Appendix C, clauses 4(1) and (2). CEO of Statistics, Local Government Commission, Remuneration Authority, Te Puni Kokiri, TRoNT, DIA, MoJ. S.O Appendix C, clause 6 sets out how. If in doubt, give notice.	Wednesday 31 October
5.	Day 1 – Give separate copies of the public notice to electorate members of Parliament under S.O. Appendix C, clause 5 (keep copies of letters sent). Members of Parliament are: <ul style="list-style-type: none"> Rino Tirikatene, Member for Te Tai Tonga, Labour Party 	Wednesday 31 October

No.	Task	Done by
	<ul style="list-style-type: none"> • MP: Hon Jacqui Dean - Member for Waitaki, National Party • Andrew Falloon - Member for Rangitata, National Party • Hon Amy Adams - Member for Selwyn, National Party • Hon Ruth Dyson - Member for Port Hills, Labour Party • Hon Dr Megan Woods - Member for Wigram, Labour Party • Hon Gerry Brownlee - Member for Ilam, National Party • Dr Duncan Webb - Member for Christchurch Central, Labour Party • Poto Williams - Member for Christchurch East, Labour Party • Matt Doocey - Member for Waimakariri, National Party • Stuart Smith - Member for Kaikōura, National Party 	
6.	Days 1 to 22 – Bill must be available for inspection during the usual business hours, without fee, for a period of not less than 15 whole working days (Place Bill at Information Desk at ECAN head office and service centres. Clauses 7(1) and (2)). If the period runs into Christmas, allow a generous extra period. The rules are the minimum.	Wednesday 31 October – Wednesday 21 November
7.	Days 1 to 22 - Bill must be publicly available on the ECAN website for a period of not less than 15 whole working days. Clause 7(3). If the period runs into Christmas, allow a generous extra period. The rules are the minimum.	Wednesday 31 October – Wednesday 21 November

No.	Task	Done by
B	COMPLETION OF NOTIFICATION	
8.	Uplift copy of Bill used for public inspection.	Thursday 22 November
9.	Complete Chief Executive's certificate on back of inspection copy of Bill. This must be done in handwriting and generally comply with Clause 8(2) .	Thursday 23 November
10.	Complete Chief Executive's certificate that MPs have been notified. Clause 5(2) .	Thursday 23 November
11.	Complete Chief Executive's Declaration. Clause 14 .	Thursday 23 November
12.	Draft covering letter to send to the Office of the Clerk enclosing documentation. Letter to be addressed to the Office of the Clerk for the attention of Charlotte Yeabsley .	Thursday 23 November
13.	<p>Compile all of the documentation to send to the Office of the Clerk (Clause 11) being:</p> <ul style="list-style-type: none"> • The inspection copy of the Bill with the completed Chief Executive's Certificate (handwritten on it) • The Chief Executive's Declaration • Copies of the whole pages of the newspapers showing the public notices • Copies of the Web Manager's confirmation or printouts from the website showing the public notice • Copies of the letters sent under S.O. Appendix C, clause 4 to persons having a direct interest • Copies of the letters sent under S.O. Appendix C, clause 5 to constituency MPs • Chief Executive's Certificate that MPs have been notified • Covering letter. 	Thursday 23 November

No.	Task	Done by
14.	Deliver all of the documentation to the Office of the Clerk and confirm receipt.	Thursday 23 November
C	PARLIAMENTARY PROCESS (dates in this section are uncertain and not controlled by Council)	
15.	Office of the Clerk to peruse documents in order to confirm whether or not Standing Orders have been complied with.	
16.	MP in charge of Bill to take Bill to Party Caucus to obtain agreement to introduce. Party cannot block Introduction, but this step is usually observed.	
17.	MP in charge of Bill completes the Notice of Intention to Introduce a Local Bill. S.O. 282.	
18.	Office of the Clerk confirms that Standing Orders have been complied with and endorses the Declaration for the Local Bill.	
19.	Introduction copy of the Bill printed.	
20.	MP in charge of Bill lodges the Notice of Intention to Introduce a Local Bill with the Office of the Clerk.	
21.	Bill Introduced into Parliament. Parliament need not be sitting. No debate required. Bill entered on the Order Paper.	
22.	Bill has First Reading on a members' day and Sponsoring MP gives first reading speech (supporting material to be supplied by ECAN). [Typically the first Members Day after the Introduction and 3 sitting day stand-down. Members' Days are every second sitting Wednesday].	
23.	At conclusion of First Reading, Bill referred to Select Committee . (Governance and Administration Committee usually get Local Bills)	

No.	Task	Done by
24.	Select Committee calls for submissions on the Bill. Committee may have up to 6 months to report back on the Bill. Committee might sit in Canterbury.	
25.	Submission process. Usually open for 6 weeks. House or Business Committee can vary this. MP introducing Bill could move that report back time be shortened; S.O. 295(1).	
26.	ECAN should provide initial briefing to the Select Committee on likely issues and Council's view on them. Include Ngai Tahu support statements as well. Ask Select Committee to copy submissions to ECAN and/or put on website as soon as received so ECAN can comment on them.	
27.	ECAN makes a submission on the Bill and asks to be heard. Offer again to provide comments on response to other submissions.	
28.	Select Committee considers and deliberates on Bill and reports back the Bill to the House. May recommend amendments to the Bill.	
29.	Second reading. Main debate on the principles of the Bill. Select Committee amendments adopted.	
30.	Committee of the Whole Stage. Detailed consideration of each clause.	
31.	Third reading. Final debate on whether the Bill should be passed in the form emerging from the Committee of the Whole.	
32.	Royal assent.	
33.	Commencement the next day.	

Notes:

1. The normal programme is that Second Reading, Committee of the Whole, and Third Reading occur sequentially on Members' Days (every second Wednesday).
2. The debate on the Bill can be postponed at any stage by the sponsoring MP; S.O. 74(1). This has been done for the Waitara Lands Bill (over 12 months) and the Waimea Bill (probably 2 weeks).
3. ECAN can withdraw the Bill at any point, just by notifying the Speaker; S.O. 275. Not done lightly because if revival is wanted, the process has to start from the beginning again.