

**CITY OF HAMILTON**  
**NOTICE OF MOTION**

**Council Date: January 25, 2012**

**MOVED BY COUNCILLOR S. MERULLA.....**

**Review of Process for Private and Confidential Reports**

That the Governance Review Sub-Committee be requested to review the following and report to the Audit, Finance and Administration Committee:

- (a) The format in which confidential reports are prepared for Committee/Council;
- (b) The process in which Private and Confidential items are distributed to Committee/Council;
- (c) The role of the Clerk as outlined in the City's Procedural By-law subsection 9.6, which reads as follows:

"9.6. The Clerk shall advise the Mayor or Chair, if in his or her opinion, a matter or portion of a matter being discussed in a meeting that is closed to the public is not procedurally appropriate in accordance with section 239 of the Act and section 8 of this By-law."