

**ORDINARY MEETING OF COUNCIL
23 NOVEMBER 2009**

11	COUNCIL MEETING DATES 2010
LOCATION/ADDRESS:	N/A
GENERAL MANAGER:	MARK BRADY, GENERAL MANAGER CORPORATE SERVICES
PREPARED BY:	MURRAY CHICK, COORDINATOR GOVERNANCE
FILE NO.:	N/A
ATTACHMENTS:	ATTACHMENT 1 – PROPOSED ORDINARY COUNCIL AND STATUTORY PLANNING COMMITTEE MEETING TIMETABLE FOR 2010

1. EXECUTIVE SUMMARY

- 1.1 This report is presented to Council so that it can determine its Ordinary Council and Statutory Planning Committee meeting timetable for 2010.

2. RECOMMENDATION

That Council:

- 2.1 Adopts the Ordinary Council / Statutory Planning Committee meeting timetable for 2010 as contained in Attachment 1.

3. BACKGROUND AND CONTEXT

- 3.1 Council's Meetings Procedure Local Law No. 2/2005 requires Council to set the dates, time and places for Ordinary Council and Statutory Planning Committee meetings. Council may by further resolution alter any such dates, times and places and under the Local Government Act 1989, the Council, the Mayor or 3 Councillors can also call Special Council meetings as required.
- 3.2 In June 2009 Council undertook a review of its meeting processes. It was agreed that meetings be rotated between the St Kilda, South Melbourne and Port Melbourne Town Halls and that Ordinary Council meetings would be held on the second and fourth Mondays of the month and that Statutory Planning Committee meetings be held in St Kilda on the third Monday of the month.

4. CONSULTATION AND STAKEHOLDERS

- 4.1 This report has been discussed by the Executive Management Team and is based on Council continuing with its current meeting structure and timetable.

5. DISCUSSION

5.1 OPTIONS

- 5.1.1 Council has the power to determine the date, timing and venue of its meetings. Council can also amend the meeting schedule at any time by Council resolution.
- 5.1.2 Council at its 22 June 2009 Ordinary meeting adopted its meeting timetable for the balance of 2009 and for January 2010. The proposed meetings timetable for 2010 as attached to this report has been based on continuance of the current Council meeting cycle. The timetable has been varied where a Monday set for a meeting is a public holiday, i.e. March 8 (Labour Day); April 26 (substitute for Anzac Day); 14 June (Queen's Birthday). Where these occur, the meeting has been shifted to the next working day (Tuesday). This report's meeting timetable does not include for a Council meeting to be held in January 2010.

5.2 ALIGNMENT TO COUNCIL PLAN

- 5.2.1 The proposals contained in this report are consistent with Council's key direction of 'Engaging and governing the City' as contained in Council's 2009 – 2013 Council Plan.

5.3 POLICY IMPLICATIONS

- 5.3.1 Council's Meeting Procedure Local Law requires Council to set the dates, times and places for its Ordinary Council and Statutory Planning Committee meetings.

5.4 FINANCE / RESOURCE IMPLICATIONS

- 5.4.1 There will be minimal additional costs associated with the holding of meetings at alternate venues and these costs will be covered within existing budgets.

5.5 LEGAL & RISK IMPLICATIONS

- 5.5.1 Legal and risk implications are minimal. If Council decides to change its meeting cycle then appropriate notice will need to be given to the public of these changes via Council's website and through the local newspapers.

6. IMPLEMENTATION STRATEGY

6.1 TIMELINE

- 6.1.1 This report recommends setting an Ordinary Council and Statutory Planning Committee meeting timetable for the 2010 calendar year with the first meeting to be held on Monday 8 February 2010.

6.2 COMMUNICATION

- 6.2.1 An advertisement will be placed in the local newspaper advising of Council's newly adopted timetable. Individual advertisements are also placed for each meeting. Council's website will also be updated to reflect the meetings timetable adopted by Council.

7. OFFICER DIRECT OR INDIRECT INTEREST

- 7.1 No officers involved in the preparation of this report have any direct or indirect interest in the matter.