



**8.19** **ALTERATION TO COUNCIL MEETING  
TIMETABLE 2017**

**LOCATION/ADDRESS:** **WHOLE OF MUNICIPALITY**

**GENERAL MANAGER:** **DORON KARLINER, GOVERNANCE**

**PREPARED BY:** **MURRAY CHICK, COORDINATOR  
GOVERNANCE**

**TRIM FILE NO:** **F14/380**

**ATTACHMENTS:** **Nil**

**PURPOSE**

To present to Council a proposed alteration to the meeting schedule for Ordinary Council meetings for 2017 by adding an additional Council meeting to be held on Wednesday 13 December 2017.

**1. RECOMMENDATION**

That Council:

- 1.1 Holds an additional Ordinary Meeting of Council to be held on Wednesday 13 December 2017 commencing at 6.30pm at the St Kilda Town Hall

**2. BACKGROUND**

- 2.1 The meeting schedule for Ordinary Council meetings for 2017 was adopted by Council at its meeting held on 13 December 2016.
- 2.2 Council's Meetings Procedure Local Law No. 2/2009 requires Council to set the dates, time and places for Ordinary Council meetings. Council may by further resolution alter any such dates, times and places.
- 2.3 Council at all times reserves the right to amend its adopted Council meetings timetable.

**3. KEY INFORMATION**

- 3.1 Council's current meeting schedule has the last Ordinary Meeting of Council occurring on Wednesday 6 December 2017. This Council would normally have a meeting on the third Wednesday of the month but as this falls on 20 December 2017, Council, when setting its timetable for 2017, considered this date was too close to Christmas and consequently did not schedule a Council meeting for that time.

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- 3.2 The Ordinary Council Meeting on the 6 December 2017 is anticipated to contain a large number of officer reports which will potentially result in a late finish to the meeting. Given the large number of Council reports and the late finish expected, in the interests of Council being able to have adequate time to give due consideration to each of these reports and for the public to be able to speak to items at a reasonable time, it is recommended that an additional Council Meeting be held on 13 December 2017 at the St Kilda Town Hall.
- 3.3 The purpose of having the additional Council Meeting on 13 December 2017 is so that management can ensure that the number of reports considered at the two December meetings are manageable, accessible to the public and take into account any particular timing for decision that maybe required for individual reports.



## **FURTHER SUPPORTING INFORMATION**

### **4. ALIGNMENT TO COUNCIL PLAN AND COUNCIL POLICY**

- 4.1 The setting of dates, times and places for Ordinary Council Meetings are consistent with Council's strategic direction and commitment to the community of a financially sustainable, high performing, well governed organisation that puts the community first.

### **5. CONSULTATION AND STAKEHOLDERS**

- 5.1 Advertisements are placed in the local newspaper on a monthly basis advertising the Ordinary Council meetings for that month.
- 5.2 Council's website will also be updated to reflect the changes to the December 2017 meeting schedule adopted by Council.

### **6. LEGAL AND RISK IMPLICATIONS**

- 6.1 Legal and risk implications are minimal. Council must give at least seven days public notice of Ordinary Council meetings (unless urgent or extraordinary circumstances exist).

### **7. SUSTAINABILITY – Triple Bottom Line**

#### **7.1 ENVIRONMENTAL IMPLICATIONS**

7.1.1 N/A

#### **7.2 SOCIAL & CULTURAL IMPLICATIONS**

7.2.1 N/A.

#### **7.3 ECONOMIC IMPLICATIONS**

7.3.1 N/A

#### **7.4 FINANCIAL IMPLICATIONS**

7.4.1 N/A

### **8. IMPLEMENTATION STRATEGY**

#### **8.1 TIMELINE**

- 8.1.1 This report recommends changes impacting the 2017 Council meetings schedule by way of an additional Council Meeting to be held on 13 December 2017.

#### **8.2 COMMUNICATION**

- 8.2.1 Council is required by section 89(4) of the Act to give public notice of Ordinary Council meetings.

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- 8.2.2 Public notice advertisements are placed in the local newspaper on a monthly basis advertising the Ordinary Council meetings for that month.
- 8.2.3 Council's website will also be updated to reflect the changes to the December 2017 meeting schedule adopted by Council.

### 9. OFFICER DIRECT OR INDIRECT INTEREST

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