

ITEM 10. PROPOSED SCHEDULE OF MEETINGS AND BRIEFINGS FOR 2017

FILE NO: S063444

SUMMARY

This report requests that Council approve the draft Schedule of Meetings and Briefings for 2017.

RECOMMENDATION

It is resolved that Council adopt the draft Schedule of Meetings and Briefings for 2017, as shown at Attachment A to the subject report.

ATTACHMENTS

Attachment A: Draft Schedule of Meetings and Briefings for 2017.

BACKGROUND

1. The draft Schedule of Meetings and Briefings for the calendar year 2017 (Attachment A) has been prepared on the basis of a three week meeting cycle (Councillor Briefings, Committees and Council), consistent with the meeting arrangements adopted by Council in previous years. The draft schedule proposes nine meeting cycles for the calendar year 2017.
2. Section 365 of the *Local Government Act 1993* states that “the council is required to meet at least 10 times each year, each time in a different month”, with “year” meaning the period from 1 July to the following 30 June (the financial year).
3. To ensure compliance with the provisions of Section 365, the draft Schedule of Meetings and Briefings for the calendar year 2017 provides for:
 - (a) four meetings of Council in the first half of 2017 (making a total of 10 meetings for the 2016/17 financial year, inclusive of the six meetings of Council held in the second half of 2016); and
 - (b) five meetings of Council held in the second half of 2017 (making a total of 10 meetings for the 2017/18 financial year, on the basis that a further five meetings of Council will be scheduled for the first half of 2018).
4. It is noted that:
 - (a) the 2017 Annual Conference of Local Government NSW will be held from Sunday 4 December 2017 to Tuesday 6 December 2017, resulting in a two week break between the Committee meetings on 27 November 2017 and the Council meeting on 11 December 2017; and
 - (b) if considered necessary, additional “tentative” briefing dates, intended to accommodate such matters as external presentations, workshops and other non-meeting agenda items, will be separately distributed to Councillors, following approval of the draft Schedule.

RELEVANT LEGISLATION

5. The Local Government Act 1993 (section 365).
6. The Local Government (General) Regulation 2005 provides (clause 232(2)) that a notice giving details of Council meetings must be published in a newspaper. A suitable notice detailing the program as adopted by Council will be published in the early part of next year.
7. The Code of Meeting Practice applies.

CRITICAL DATES / TIME FRAMES

8. It would be appropriate for Council to now determine a program of meetings for next year to enable all interested parties to plan their commitments.

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