

**Management report to Council**

**Agenda item 6.2**

**Schedule of Council and Future Melbourne Committee meetings 2020**

**Council**

**Presenter:** Keith Williamson, Manager Governance and Legal

**24 September 2019**

**Purpose and background**

1. The purpose of this report is to consider the dates, times and venues for meetings of the Council and its Future Melbourne Committee (FMC) for 2020.
2. The Council, on 25 September 2018, approved meeting dates for the Council and FMC up to the end of December 2019. The FMC ratified its meeting dates on 2 October 2018.

**Key issues**

3. The schedule (refer Attachment 2) should be approved at the 24 September 2019 Council meeting to allow for ratification of the meeting dates by the FMC in October, in order that appropriate public notice can be given.
4. The schedule can be amended by resolution of the Council as necessary.
5. Typically FMC meetings are scheduled on the first and third Tuesdays of the month and Council meetings are scheduled on the last Tuesday of the month.
6. Given next year's National General Assembly of Local Government is to be held from 14 to 17 June 2020, the FMC meeting has been scheduled for Thursday 18 June 2020.
7. Due to Melbourne City Council Elections the second FMC meeting for October will not take place and the Council meeting will now be held Tuesday 20 October 2020.
8. Due to the Melbourne Cup holiday, FMC meetings will be held on the second and third Tuesday in November 2020.

**Recommendation from management**

9. That Council approves the schedule of Council and Committee meeting dates for 2020 as detailed in Attachment 2 to the management report.

**Attachments:**

1. Supporting Attachment (Page 2 of 4)
2. Schedule of Council and Future Melbourne Committee meetings 2020 (Page 3 of 4)

## Supporting Attachment

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### Legal

1. The schedule of Council meetings is proposed in accordance with *Council's Conduct of Meetings Local Law 2010*.
2. Section 87(4) of the *Local Government Act 1989* provides that a Special Committee composed solely of Councillors must be held at a time and place determined by the Committee. It is noted the Committee will be presented with its own schedule for ratification.

### Finance

3. There are no direct financial implications arising from the recommendation in this report.

### Conflict of interest

4. No member of Council staff, or other person engaged under a contract, involved in advising on or preparing this report has declared a direct or indirect interest in relation to the matter of the report.

### Health and Safety

5. No Health and Safety issues or opportunities have been identified.

### Stakeholder consultation

6. There is no requirement to consult with external stakeholders.

### Relation to Council policy

7. The recommendation within this report aligns with priorities and goals as identified in the Council Plan 2017-21 and the *Conduct of Meetings Local Law 2019*.

### Environmental sustainability

8. This proposal has no significant impact on environmental sustainability.

## Schedule of Council and Future Melbourne Committee meetings 2020

<b>February</b>		
Future Melbourne Committee	Tuesday 4 February	5.30pm
Future Melbourne Committee	Tuesday 18 February	5.30pm
<b>Council</b>	<b>Tuesday 25 February</b>	<b>5.30pm</b>
<b>March</b>		
Future Melbourne Committee	Tuesday 3 March	5.30pm
Future Melbourne Committee	Tuesday 17 March	5.30pm
<b>Council</b>	<b>Tuesday 31 March</b>	<b>5.30pm</b>
<b>April</b>		
Future Melbourne Committee	Tuesday 7 April	5.30pm
Future Melbourne Committee	Tuesday 21 April	5.30pm
<b>Council</b>	<b>Tuesday 28 April</b>	<b>5.30pm</b>
<b>May</b>		
Future Melbourne Committee	Tuesday 5 May	5.30pm
Future Melbourne Committee	Tuesday 19 May	5.30pm
<b>Council</b>	<b>Tuesday 26 May</b>	<b>5.30pm</b>
<b>June</b>		
Future Melbourne Committee	Tuesday 2 June	5.30pm
Future Melbourne Committee	Thursday 18 June	5.30pm
<b>Council</b>	<b>Tuesday 30 June</b>	<b>5.30pm</b>
<b>July</b>		
Future Melbourne Committee	Tuesday 7 July	5.30pm
Future Melbourne Committee	Tuesday 21 July	5.30pm
<b>Council</b>	<b>Tuesday 28 July</b>	<b>5.30pm</b>
<b>August</b>		
Future Melbourne Committee	Tuesday 4 August	5.30pm
Future Melbourne Committee	Tuesday 18 August	5.30pm
<b>Council</b>	<b>Tuesday 25 August</b>	<b>5.30pm</b>
<b>September</b>		
Future Melbourne Committee	Tuesday 1 September	5.30pm
Future Melbourne Committee	Tuesday 15 September	5.30pm
<b>Council</b>	<b>Tuesday 29 September</b>	<b>5.30pm</b>
<b>October</b>		
Future Melbourne Committee	Tuesday 6 October	5.30pm
<b>Council</b>	<b>Tuesday 20 October</b>	<b>5.30pm</b>

<b>November</b>		
Future Melbourne Committee	Tuesday 10 November	5.30pm
Future Melbourne Committee	Tuesday 17 November	5.30pm
<b>Council</b>	<b>Tuesday 24 November</b>	<b>5.30pm</b>
<b>December</b>		
Future Melbourne Committee	Tuesday 1 December	5.30pm
<b>Council</b>	<b>Tuesday 15 December</b>	<b>5.30pm</b>

**Meetings are held in the following locations:**

- Future Melbourne Committee – Council Meeting Room, Level 2, Melbourne Town Hall Administration Building.
- Council – Council Chamber with access via public gallery Level 3, Melbourne Town Hall Administration Building.

**Public Holidays 2020:**

- New Year's Day – Wednesday 1 January
- Australia Day – Monday 27 January  
(Substitute for 26 January)
- Labour Day – Monday 9 March
- Good Friday – Friday 10 April
- Easter Monday – Monday 13 April
- ANZAC Day – Saturday 25 April
- Queen's Birthday – Monday 8 June
- Friday before Grand Final Day - TBC
- Melbourne Cup Day – Tuesday 3 November
- Christmas Day – Friday 25 December
- Boxing Day – Monday 28 December  
(Substitute for 26 December)