

Management report to Council

Agenda item 6.5

Schedule of Council and Future Melbourne Committee meetings 2023

Council

Presenter: Michael Tonta, Director Governance

27 September 2022

Purpose and background

1. The purpose of this report is to resolve the dates, times and location for meetings of the Council and its Future Melbourne Committee (FMC) for 2023.

Key issues

2. In general, FMC meetings are scheduled on the first and third Tuesday of each month, and Council meetings are held on the last Tuesday of each month.
3. The first FMC meeting of the month, and Council meetings, are usually held at the Melbourne Town Hall. The second FMC meeting of each month is generally held at an external location within the 11 neighbourhoods of the municipality.
4. The proposed exceptions to the regular timetable for 2023 are:
 - 4.1. The removal of a FMC meeting in the months of April, July, and November to allow for Council breaks during the year that align with school and public holidays. The remaining FMC meeting during these months will be held in a community location.
 - 4.2. The final Council meeting of the year will be held on the second Tuesday in December.
5. The schedule (refer Attachment 2) outlines the meeting dates for both Council and FMC, and the proposed neighbourhood for the external FMC meetings.
6. Public notice of meeting dates will be provided on Council's website. Meeting dates and times can be amended only by resolution of the Council.

Recommendation from management

7. That Council:
 - 7.1. approves the schedule of Council and Future Melbourne Committee (FMC) meeting dates for 2023, as detailed in Attachment 2 of the report from management
 - 7.2. authorises the Director Governance to make the necessary arrangements to finalise the neighbourhood FMC schedule, and to publish on Council's website venue details for each meeting.

Attachments:

1. Supporting Attachment (Page 2 of 4)
2. 2023 Schedule of meetings (Page 3 of 4)

Supporting Attachment

Legal

1. The schedule of Council meetings has been prepared in accordance with the Council's Governance Rules.

Finance

2. The costs associated with FMC and Council meetings are provided for within Council's operational budget.

Conflict of interest

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

Health and Safety

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

Stakeholder consultation

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

Relation to Council policy

6. This report aligns with the requirements outlined in the Governance Rules.

Environmental sustainability

7. This report has no significant impact on environmental sustainability.



Schedule of Council and Future Melbourne Committee meetings 2023

February		
Future Melbourne Committee	Tuesday 7 February	5.30pm
Future Melbourne Committee <i>Community Location: Carlton</i>	Tuesday 21 February	6.00pm
Council	Tuesday 28 February	5.30pm
March		
Future Melbourne Committee	Tuesday 7 March	5.30pm
Future Melbourne Committee <i>Community Location: West Melbourne</i>	Tuesday 21 March	6.00pm
Council	Tuesday 28 March	5.30pm
April		
Future Melbourne Committee <i>Community Location: Parkville</i>	Tuesday 4 April	6.00pm
Council	Tuesday 18 April	5.30pm
May		
Future Melbourne Committee	Tuesday 2 May	5.30pm
Future Melbourne Committee <i>Community Location: Docklands</i>	Tuesday 16 May	6.00pm
Council	Tuesday 30 May	5.30pm
June		
Future Melbourne Committee	Tuesday 6 June	5.30pm
Future Melbourne Committee <i>Community Location: South Yarra</i>	Tuesday 13 June	6.00pm
Council	Tuesday 27 June	5.30pm
July		
Future Melbourne Committee <i>Community Location: North Melbourne</i>	Tuesday 11 July	6.00pm
Council	Tuesday 25 July	5.30pm
August		
Future Melbourne Committee	Tuesday 1 August	5.30pm

Future Melbourne Committee <i>Community Location: East Melbourne</i>	Tuesday 15 August	6.00pm
Council	Tuesday 29 August	5.30pm
September		
Future Melbourne Committee	Tuesday 5 September	5.30pm
Future Melbourne Committee <i>Community Location: Fisherman's Bend</i>	Tuesday 19 September	6.00pm
Council	Tuesday 26 September	5.30pm
October		
Future Melbourne Committee	Tuesday 3 October	5.30pm
Future Melbourne Committee <i>Community Location: Kensington</i>	Tuesday 17 October	6.00pm
Council	Tuesday 31 October	5.30pm
November		
Future Melbourne Committee <i>Community Location: Southbank</i>	Tuesday 14 November	6.00pm
Council	Tuesday 28 November	5.30pm
December		
Future Melbourne Committee	Tuesday 5 December	5.30pm
Council	Tuesday 12 December	5.30pm

If a meeting cannot be held at the community location, the meeting may be held at the Melbourne Town Hall Administration Building and would commence at 5.30pm, instead of 6pm.

Public Holidays 2023:

• New Year's Day – Monday 2 January	• ALGA Annual conference – Canberra – 18-21 June
• Australia Day – Thursday 26 January	• Queen's Birthday – Monday 12 June
• Labour Day – Monday 13 March	• Friday before Grand Final Day – Likely Friday 29 September - TBC
• Good Friday – Friday 7 April	• Melbourne Cup Day – Tuesday 7 November
• Easter Monday – Monday 10 April	• Christmas Day – Monday 25 December
• ANZAC Day – Tuesday 25 April	• Boxing Day – Tuesday 26 December