

Management report to Council

Agenda item 6.1

Schedule of Council and Future Melbourne Committee meetings 2021

Council

Presenter: Michael Tonta, Director Governance

15 December 2020

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 2021.

Key issues

2. 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.
3. The schedule (refer Attachment 2) should be approved at the 15 December 2020 Council meeting, to allow for ratification of the meeting dates by the FMC on 2 February 2021.
4. Public notice of the meeting dates will be provided on Councils website.
5. The schedule can be amended by resolution of the Council as necessary.
6. Next year's National General Assembly of Local Government is to be held from 20 to 23 June 2021, which will not affect the scheduling of the June FMC meetings (1 June and 15 June 2021).
7. Due to the:
 - 7.1. Easter public holidays, FMC meetings will be held on the second and third Tuesday in April 2021.
 - 7.2. Melbourne Cup public holiday, FMC meetings will be held on the second and third Tuesday in November 2021.

Recommendation from management

8. That Council approves the schedule of Council and Committee meeting dates for 2021 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 2021 (page 3 of 4)

Supporting Attachment

Legal

1. The schedule of Council meetings is proposed in accordance with *Governance Rules*.
2. FMC will also be presented with its own schedule of meetings 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 general or material conflict of 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 *Governance Rules*.

Environmental sustainability

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

Schedule of Council and Future Melbourne Committee meetings 2021

February		
Future Melbourne Committee	Tuesday 2 February	5.30pm
Future Melbourne Committee	Tuesday 16 February	5.30pm
Council	Tuesday 23 February	5.30pm
March		
Future Melbourne Committee	Tuesday 2 March	5.30pm
Future Melbourne Committee	Tuesday 16 March	5.30pm
Council	Tuesday 30 March	5.30pm
April		
Future Melbourne Committee	Tuesday 13 April	5.30pm
Future Melbourne Committee	Tuesday 20 April	5.30pm
Council	Tuesday 27 April	5.30pm
May		
Future Melbourne Committee	Tuesday 4 May	5.30pm
Future Melbourne Committee	Tuesday 18 May	5.30pm
Council	Tuesday 25 May	5.30pm
June		
Future Melbourne Committee	Tuesday 1 June	5.30pm
Future Melbourne Committee	Tuesday 15 June	5.30pm
Council	Tuesday 29 June	5.30pm
July		
Future Melbourne Committee	Tuesday 6 July	5.30pm
Future Melbourne Committee	Tuesday 20 July	5.30pm
Council	Tuesday 27 July	5.30pm
August		
Future Melbourne Committee	Tuesday 3 August	5.30pm
Future Melbourne Committee	Tuesday 17 August	5.30pm
Council	Tuesday 31 August	5.30pm
September		
Future Melbourne Committee	Tuesday 7 September	5.30pm
Future Melbourne Committee	Tuesday 21 September	5.30pm
Council	Tuesday 28 September	5.30pm
October		
Future Melbourne Committee	Tuesday 5 October	5.30pm
Future Melbourne Committee	Tuesday 19 October	5.30pm
Council	Tuesday 26 October	5.30pm

November		
Future Melbourne Committee	Tuesday 9 November	5.30pm
Future Melbourne Committee	Tuesday 16 November	5.30pm
Council	Tuesday 30 November	5.30pm
December		
Future Melbourne Committee	Tuesday 7 December	5.30pm
Council	Tuesday 14 December	5.30pm

All meetings will be held in the Melbourne Town Hall Administration Building.

Public Holidays 2021:

• New Year's Day – Friday 1 January	• Queen's Birthday – Monday 7 June
• Australia Day – Tuesday 26 January	• Friday before Grand Final Day - TBC
• Labour Day – Monday 8 March	• Melbourne Cup Day – Tuesday 2 November
• Good Friday – Friday 2 April	• Christmas Day – Monday 27 December (Substitute for Saturday 25 December)
• Easter Monday – Monday 5 April	• Boxing Day – Tuesday 28 December (Substitute for Sunday 26 December)
• ANZAC Day – Sunday 25 April	