

Determination of Time and Place of Ordinary Meetings of Council for 2024

Tuesday, 28 November 2023
Council

Strategic Alignment - Enabling Priorities

Program Contact:
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Governance

Public

Approving Officer:
Michael Sedgman - Chief
Operating Officer

EXECUTIVE SUMMARY

For the purposes of section 81 of the *Local Government Act 1999*, Council must determine the time and place of its ordinary meetings. There must be at least one ordinary meeting in each month.

This report provides Council with the proposed meeting dates for the 2024 calendar year and seek Council's approval.

RECOMMENDATION

THAT COUNCIL:

1. Approves that the ordinary council meetings will be held from 5.30pm in the Council Chambers, Town Hall, Adelaide on the second and fourth Tuesday of every month (except in January and December 2024), in accordance with the meeting schedule outlined below:

Tuesday 30 January 2024

Tuesday 13 February 2024

Tuesday 27 February 2024

Tuesday 12 March 2024

Tuesday 26 March 2024

Tuesday 9 April 2024

Tuesday 23 April 2024

Tuesday 14 May 2024

Tuesday 28 May 2024

Tuesday 11 June 2024

Tuesday 25 June 2024

Tuesday 9 July 2024

Tuesday 23 July 2024

Tuesday 13 August 2024

Tuesday 27 August 2024

Tuesday 10 September 2024

Tuesday 24 September 2024

Tuesday 8 October 2024

Tuesday 22 October 2024

Tuesday 12 November 2024

Tuesday 26 November 2024

Tuesday 10 December 2024

2. Authorises that delegated authority be provided to the Chief Executive Officer to amend the date and time of ordinary Council meetings should the need arise, with advice provided to Council Members as soon as practical when a need for change is identified and formal notification provided in accordance with the requirements of section 83(1) of the *Local Government Act 1999*.

IMPLICATIONS AND FINANCIALS

City of Adelaide 2020-2024 Strategic Plan	Strategic Alignment – Enabling Priorities
Policy	Not Applicable
Consultation	Section 84 of the <i>Local Government Act 1999</i> requires that public notice of council meetings be placed at the principal office of the council and publish the notice and agenda for the meeting in accordance with section 132 (1)(a). In addition, the meeting schedule will be communicated to stakeholders and the community through other council publications and communication channels.
Resource	Not as a result of this report
Risk / Legal / Legislative	Section 81 of the <i>Local Government Act 1999</i> states: <ol style="list-style-type: none"> (1) Subject to this section, ordinary meetings of a council will be held at times and places appointed by a resolution of the council. (2) There must be at least one ordinary meeting in each month. (5) Ordinary meetings of a council may not be held on Sundays, or on public holidays. <p>In the case of a municipal council, ordinary meetings of the council may not be held before 5 p.m. unless the council resolves otherwise by a resolution supported unanimously by all members of the council.</p>
Opportunities	The City of Adelaide is committed to open and transparent decision-making. The resolution before Council provides an understanding and commitment on the dates and times ordinary council meetings will be held. This will assist members of our community who may have business with the Council.
22/23 Budget Allocation	Not as a result of this report
Proposed 23/24 Budget Allocation	Not as a result of this report
Life of Project, Service, Initiative or (Expectancy of) Asset	Not as a result of this report
22/23 Budget Reconsideration (if applicable)	Not as a result of this report
Ongoing Costs (eg maintenance cost)	Not as a result of this report
Other Funding Sources	Not as a result of this report

DISCUSSION

1. Council is required to meet at least once in each month.
2. Following the Council periodic elections in November 2022, the council meetings in the 2023 calendar year were held on the second and fourth Tuesday of each month, commencing at 5.30pm.
3. A variation to the standard meeting schedule was also approved by Council which determined that in December 2023 and January 2024, only one council meeting will be held.
4. This report proposes that the current ordinary Council meeting schedule remains in place for the 2024 calendar year.
5. Once the Strategic Plan 2024-2028 has been adopted by Council, it is noted that a Committee Governance Structure review will commence and at that time, a determination will be made regarding the Committee structure and when and where those committee meetings will take place.
6. There have been no public holiday dates that have required a variation to the proposed schedule.
7. This report provides advance notification to the community of ordinary Council meeting dates for 2024.

ATTACHMENTS

Nil

- END OF REPORT -