Item 4.1

2025 Schedule of Meetings

File No: S063444-02

Memorandum by the Chief Executive Officer

To Council:

This memorandum requests that Council approve the draft Schedule of Meetings for 2025.

The draft Schedule of Meetings for 2025 (Attachment A) has been prepared based on a two-week meeting cycle (Council Committees and Council). The draft schedule proposes 10 meeting cycles for 2025.

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).

To ensure compliance with the provisions of section 365, the draft Schedule of Meetings and Briefings for the calendar year 2025 provides for:

(a) five meetings in the first half of 2025 (making a total of 10 meetings for the 2024/25 financial year, inclusive of the five meetings of Council which will have been held in the second half of 2024); and

(b) five meetings of Council held in the second half of 2025 (making a total of 10 meetings for the 2025/26 financial year, on the basis that a further five meetings of Council will be scheduled for the first half of 2026).

It is appropriate for Council to now determine a program of meetings for 2025 to enable all interested parties to plan their commitments.

The City's website will be updated with the 2025 meeting dates if endorsed by Council.

Additional Councillor workshop sessions, intended to accommodate such matters as external presentations, professional development and other non-meeting agenda items, will be scheduled and separately distributed to Councillors as required.

Recommendation

It is resolved that Council adopt the draft schedule of meetings for 2025, as shown at Attachment A to the subject memorandum.

MONICA BARONE PSM

Chief Executive Officer

Attachments

Attachment A. Draft Schedule of Meetings for 2025