

Item 4.2**Schedule of Council and Committee Meetings - 2026, 2027 and 2028****File No: S063444-02****Memorandum by the Chief Executive Officer**

To Council:

This memorandum requests that Council approve the draft schedules of meetings for 2026, 2027 and 2028.

The draft schedules of meetings for 2026 (Attachment A), 2027 (Attachment B) and 2028 (Attachment C) have been prepared based on a 2-week meeting cycle (Council Committees and Council). The draft schedules propose 10-meeting cycles for 2026, 2027 and 2028.

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 schedules of meetings provide for:

- (a) 5 meetings in the first half of 2026, 2027 and 2028 (to enable a total of 10 meetings for each financial year); and
- (b) 5 meetings of Council held in the second half of 2026, 2027 and 2028 (to enable a total of 10 meetings for each financial year and on the basis that a further 5 meetings of Council will be scheduled for the first half of 2029).

It is noted that:

- (a) in drafting the schedule, the Local Government Election scheduled for 9 September 2028 has been taken into account (with an extraordinary meeting of Council to take place following the election); and
- (b) the Annual Conference of Local Government NSW is generally held in late November each year.

It is appropriate for Council to now determine a program of meetings for 2026, 2027 and 2028 to enable all interested parties to plan their commitments (to the end of the current Council term).

It is proposed that authority be delegated to the Lord Mayor to determine any required changes to the schedule (such as an adjustment of dates to accommodate the Local Government NSW annual conference), with Councillors to be notified as soon as practicable and the City's website updated accordingly.

The City's website will be updated with the 2026, 2027 and 2028 meeting dates if endorsed by Council.

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

Recommendation

It is resolved that Council:

- (A) adopt the draft schedules of meetings for 2026, 2027 and 2028 as shown at Attachments A, B and C to the subject memorandum; and
- (B) authority be delegated to the Lord Mayor to determine any required changes to the schedules, with Councillors to be notified as soon as practicable and the City's website updated accordingly.

MONICA BARONE PSM

Chief Executive Officer

Attachments

- Attachment A.** Draft Schedule of Meetings for 2026
- Attachment B.** Draft Schedule of Meetings for 2027
- Attachment C.** Draft Schedule of Meetings for 2028