

## 4 COUNCIL MEETING CYCLE

FILE REFERENCE INT1982136

RESPONSIBLE GENERAL MANAGER Carol Jeffs

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### RECOMMENDATION

That the following meeting timetable for 2020 be adopted with all meetings to commence at 7pm to be held in the Council Chamber, Civic Centre, Siding Avenue Officer, unless otherwise notified

Town Planning Committee	General Council
January No Meetings	
3 February	17 February
2 March	16 March
6 April	Tuesday 14 April – Draft Budget 20 April
4 May	18 May
1 June	15 June
6 July	20 July
3 August	17 August
7 September	21 September
No meetings in October during Election Period	
November No Meeting	
	Statutory Council Meeting 16 November General Meeting 23 November
7 December	14 December

### Attachments

Nil

### EXECUTIVE SUMMARY

To consider a schedule of meetings for the forthcoming year.

### BACKGROUND

Council needs to set a schedule of meetings for 2020.

It is recommended that the same meeting and briefing protocol of convening a Town Planning Committee meeting on the first Monday of each month and a General Council meeting on the third Monday of each month with briefing sessions on Mondays be continued for the coming year.

The exception to this schedule is the suggestion to hold a Council Meeting on Tuesday 14 April (Monday 13 April being Easter Monday) to consider the draft budget and Council Plan prior to releasing these documents for community input.

Additionally as 2020 is a Council Election year it is proposed that no meetings be held during the Election Period that commences on Tuesday 22 September and concludes on Election Day being Saturday October 24.

## **CONCLUSION**

It is appropriate for Council to settle on a preferred Meeting and Briefing cycle for 2020 and it is recommended that the same meeting and briefing protocol previously adopted be continued, except for a Meeting to be held on Tuesday 14 April for the purpose of considering the draft Budget and Council Plan and no meetings be held in October due to the Election Period.