

4.2: LOCAL PUBLIC NOTICE – COUNCIL MEETING CALENDAR

Attachment : City of Albany Meeting, Briefing & Key Date Calendar
2011/12 – Version 5 as at 23/02/11
Responsible Officer : Chief Executive Officer (F James)

IN BRIEF

- Consider reintroduction of ordinary meetings of Council in the month of January.

4.2: REVOCATION MOTION BY COUNCILLOR LEAVESLEY VOTING REQUIREMENT: ABSOLUTE MAJORITY

THAT the Motion resolved at Report Item 4.1 – Local Public Notice – Council Meeting Calendar dated 17 February 2011 (attached) be amended to include a briefing session and ordinary meeting of Council in January as follows:

- **Briefing Session, Tuesday 3 January 2012 at 7pm.**
- **Ordinary Council Meeting, Tuesday 17 January 2012 at 7pm.**

BACKGROUND

1. On 17 February 2011 Council resolved to adopt a new meeting schedule.
2. Councillor Leavesley requested that an item be considered at the March meeting regarding reintroducing an ordinary meeting in the month of January.
3. Prior to January 2011, a meeting was traditionally held in January.

CEO:

DISCUSSION

4. At its February 2011 Ordinary meeting, Council resolved:

THAT:

- (i) **Agenda Briefing session be held two weeks (14 days) prior to Ordinary meetings of Council.**
- (ii) **Agenda Briefing Sessions and Ordinary meetings of Council are to be held at 7.00pm.**
- (iii) **The proposed changes to take effect after the March ordinary meeting of Council.**
- (iv) **The following ordinary meetings of Council dates be APPROVED:**

Month	Year	Tue Briefing (6pm)	Tue Meeting (7pm)
Mar	2011	8/03/11	15/03/11
Month	Year	Tue Briefing (7pm)	Tue Meeting (7pm)
Apr	2011	05/04/11	19/04/11
May	2011	03/05/11	17/05/11
Jun	2011	07/06/11	21/06/11
Jul	2011	05/07/11	19/07/11
Aug	2011	02/08/11	16/08/11
Sep	2011	06/09/11	20/09/11
Oct	2011	27/09/11	11/10/11
Nov	2011	01/11/11	15/11/11
Dec	2011	29/11/11	13/12/11
Jan	2012	Nil	Nil
Feb	2012	07/02/12	21/02/12
Mar	2012	06/03/12	20/03/12

CAUSE AND EFFECT

5. If no meeting is held in January 2012 elected members will incur a greater work load (more items to consider at the ordinary meeting of Council) in the month of February.

STATUTORY IMPLICATIONS

Local Government (Administration) Regulations 1996

- 6. **Meetings – Local Public Notice (LPN).** LPN is to be given at least once each year of Council and Committee meetings that the public may attend, to be held in the next 12 months. (Admin Reg 12)
- 7. If an amendment is supported local public notice is required.
- 8. **Revoking or changing decisions made at council or committee meetings — s. 5.25(1)(e).** A revocation motion is not required as the effect of the change is not substantially different from the previous decision. (Admin Reg 10)
- 9. It is considered that this change is significantly different; therefore a revocation motion is required. (A copy of the revocation motion will be distributed separately).

FINANCIAL IMPLICATIONS

10. Financial implications for this item are minimal as Councillors receive an annual fee for attendance at meetings (not based on attendance at meetings). However, extra resourcing required to administer the meeting cost approximately \$950.00 dollars.

Cost Breakdown:

Item	Cost	Remarks
Minute taker	\$310.92	(hr rate of \$25.91) x 12 hours to cover briefing and meeting.
Reproduction of Agenda & Minutes (Labour)	\$207.28	(hr rate of \$25.91) x 8 hours to cover production of agenda, attachments, appendices, bulletin and minutes
Catering (Meal for briefing session)	\$351.00	(\$27.00 per head), qty 13 Elected Members and 6 Staff.
Catering (Refreshments & Supper)	\$80.00	For briefing and Council Meeting and supper for Briefing Session
Total	\$949.20	

Consulted References	<i>Local Government Act 1995 (Act), s5.25(1)(g)</i> <u><i>Local Government (Administration) Regulations 1996, Reg 12.</i></u>
File Number (Name of Ward)	:A55479 (Vancouver Ward)
Previous Reference	OCM 17/02/11 Item 4.1 OCM 17/08/10 Item 4.7