



KEMPSEY
Shire Council

GENERAL MANAGER'S EXTRAORDINARY REPORT

11th September 2007

C3	FIXING OF DATE, TIME AND PLACE OF ORDINARY MEETINGS
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FILE: 335	PJH	{Folio No. *}
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SUMMARY:

To fix a date, time and place for the holding of Ordinary Council meetings in the next 12 months to September 2008.

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DESCRIPTION:

Section 365 requires that Council "meet at least 10 times each year, each time in a different month".

The present practice is to hold Ordinary meetings of Council at the Civic Centre, West Kempsey, on the second Tuesday of each month commencing at 9.00 am.

Once Council has determined its meeting day and time, a report will be prepared for the October meeting on the schedule of meetings for the next 12 months.

REPORT IMPLICATIONS

- ***Environmental***

Nil

- ***Social***

Setting the day and time for council meetings provides the community an opportunity to plan their attendance. Each upcoming meeting is advertised as required.

- ***Economic (Financial)***

Council provides in its budget an allocation for the holding of Council meetings under elected member expenses.

- ***Policy or Statutory***

Section 365 of the Local Government Act provides for the holding of Council meetings. Council policy C24:14 and Council's Code of

meeting practice cover the procedure for conduct of Council meetings and agenda preparation matters.

- *General Manager's Review*

As per report.

RECOMMENDATION:

For Council decision.

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A V Burgess
GENERAL MANAGER