



## ELM08 ORDER OF BUSINESS - ORDINARY COUNCIL MEETINGS

Aim	To outline the Order of Business at Ordinary Meetings of Council and Council Committees as determined by Clause 18 of the Local Law Relating to the Conduct of Proceedings and the Business of Council – Standing Orders
Application	All Elected Members and Staff
Statutory Environment	<i>Local Government Act 1995 Part 3- Functions of Local Government, Subdivision 1</i>
Principles	Strategic Community Plan 2017 – 2027 (Desktop Review 2019) Goal 05 Inspiring Governance Objective 3 Council leadership
Approval Date	OMC 17 December 2019 (MINUTE: 722/2019)

The Order of Business at an Ordinary Meeting of Council shall be as follows:

1. Declaration of Opening
  - 1.1 Acknowledgement to Country
2. Announcement of Visitors
3. Attendance
  - 3.1 Present
  - 3.2 Apologies
  - 3.3 Approved Leave of Absence
4. Public Question Time
  - 4.1 Response to Previous Public Questions taken on Notice
  - 4.2 Public Question Time
5. Applications for Leave of Absence



6. Declaration by members
- 6.1 Due Consideration by Councillors to the Agenda
- 6.2 Declarations of Interest
7. Announcements by the Presiding Person without Discussion
8. Petitions/Deputations/Presentations
  - 8.1 Petitions
  - 8.2 Deputations
  - 8.3 Presentations
9. Confirmation of Minutes
  - 9.1 Receipt of Committee Minutes – “En Bloc”
  - 9.2 Receipt of Committee and other Minutes
  - 9.3 Recommendations of Committee
10. Agenda Items adopted “En Bloc”
11. Office of the CEO Reports
  - 11.1 Outstanding Resolutions of the Council
  - 11.2 Use of Common Seal and Certain Actions Performed under Delegated Authority (required by Council to be reported each month pursuant to the Delegation Register)
12. Corporate Services Reports
13. Property and Development Services Reports
14. Community Services Reports
15. Infrastructure Services Reports
16. Councillor Agenda Items / Notices of Motions
17. New Business of an Urgent Nature Introduced by Decision of Meeting
18. Confidential Matters
19. Next Meeting
20. Closure of Meeting.