



District Council of Robe

NOTICE OF MEETING

Pursuant to Section 81 of the Local Government Act 1999 notice is hereby given that the next Special Meeting of the District Council of Robe will be held on **22 November 2010** commencing at **5.00pm** at the Council Chambers, Smillie Street, Robe.

A handwritten signature in cursive script, appearing to read "Bill Hender".

Bill Hender
Chief Executive Officer
16 November 2010

ORDER OF BUSINESS

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1. Acknowledgement

1.1 Acknowledgement of traditional owners

The District Council of Robe acknowledges and respects the traditional owners of the ancestral lands of the Robe District. We acknowledge elders past and present and we respect the deep feelings of attachment and relationship of Aboriginal peoples to country.

2. Welcome

2.1 Protocol for members of the public

Members of the public are welcome to speak for up to three minutes on any topic during the public forum session. At other times we ask that members of the public allow Councillors to proceed with the meeting without interruption.

3. Present

4. Apologies

5. Urgent Business

5.1 Declaration of Office

I _____ having been elected as Mayor/ Elected Member for the District Council of Robe do hereby undertake to discharge my duties conscientiously and to the best of my abilities.

5.2 Election of Deputy Mayor

5.3 Time and Place of Ordinary Meetings of Council

Ordinary meetings of council are currently held on the second Tuesday of each month, at 5.00 pm in the council chambers, Smillie Street.

5.4 Template for Ordinary Council Meetings

The current template for council agenda is as follows:

- 1. ACKNOWLEDGEMENT**
- 2. WELCOME**
- 3. PRESENT**
- 4. APOLOGIES**
- 5. CONFLICTS OF INTEREST**
- 6. PUBLIC FORUM**
- 7. ADDRESS**
- 8. ADJOURNED MATTERS**
- 9. CONFIRMATION OF MINUTES**
- 10. BUSINESS ARISING FROM MINUTES**
- 11. MAYOR'S REPORT**
- 12. REPORTS OF ELECTED MEMBERS**
- 13. REPORTS OF COMMITTEES**
- 14. WORKING PARTY COMMITTEE**
- 15. REPORTS OF ASSOCIATED BODIES**
- 16. OFFICERS' REPORTS**
- 17. CORRESPONDENCE**
- 18. NOTICES OF MOTION**
- 19. QUESTIONS ON NOTICE**
- 20. URGENT BUSINESS**
- 21. CONFIDENTIAL ITEMS**
- 22. CLOSURE**

5.5 Section 41 Committees

- Council Development Assessment Panel
- CCOWS (Child Care on Wheels) Committee
- Institute Management Committee
- Audit Committee
- Aged Care Committee
- Marina Committee

Note: Terms of Reference attached separately.

5.6 Support for Elected Members

Recommendation:

Cr _____ moved that the support for the Mayor ie. Use of office, including furniture, computer and phone be continued and that Elected Members are able to use office resources where appropriate.

Seconded Cr _____

5.7 Delegates

- Robe Ambulance Service
- Kingston Soldier's Memorial Hospital
- Robe Sports and Recreation Association
- Robe Bushfire Prevention Committee
- Robe KESAB Committee
- South East Waste Management Group
- South East Coastal Management Group
- Kingston Community School
- Robe Ratepayers Association
- Friends of the Institute
- Community Emergency Risk Management Group
- SELGA Roads and Transport Group
- Robe Skate and Recreation Park Committee
- Robe Street Playground Committee
- Robe Road Safety Group
- SELGA

5.8 Council Allowances

5.11 Other Business

6. Closure