

## Council Services Unit

### 2012 Submission Deadlines - Reports to Council and its Committees

| <b>Meeting Date</b>      | <b>Committees</b>                                  | <b>Reports due to VC</b>           | <b>Reports due to LC/ED G</b>      | <b>CSU Deadline to receive reports</b> |
|--------------------------|--|------------------------------------|------------------------------------|--|
| Friday<br>25 May         | Remuneration                                       | 9:00am<br>Monday<br>7 May          | 9:00am<br>Tuesday<br>8 May         | 4:00pm<br>Tuesday<br>8 May             |
| Wednesday<br>30 May      | Finance<br>Audit & Risk<br>Infrastructure          | 4:00pm<br>Thursday<br>3 May        | 9:00am<br>Wednesday<br>9 May       | 4:00pm<br>Friday<br>11 May             |
| Friday<br>29 June        | Council  | 4:00pm<br>Wednesday<br>6 June      | 9:00am<br>Monday<br>11 June        | 4:00pm<br>Wednesday<br>13 June         |
| Friday<br>13 July        | Remuneration                                       | 9:00am<br>Monday<br>25 June        | 9:00am<br>Thursday<br>28 June      | 4:00pm<br>Monday<br>2 July             |
| Wednesday<br>25 July     | Finance<br>Audit & Risk<br>Infrastructure          | 4:00pm<br>Thursday<br>28 June      | 9:00am<br>Wednesday<br>3 July      | 4:00pm<br>Thursday<br>5 July           |
| Friday<br>24 August      | Council  | 4:00pm<br>Wednesday<br>1 August    | 9:00am<br>Tuesday<br>7 August      | 4:00pm<br>Thursday<br>9 August         |
| Wednesday<br>31 October  | Finance (Budget)<br>Audit & Risk<br>Infrastructure | 4:00pm<br>Tuesday<br>9 October     | 9:00am<br>Friday<br>12 October     | 4:00pm<br>Tuesday<br>16 October        |
| Wednesday<br>14 November | Finance  | 9:00am<br>Wednesday<br>31 October  | 9:00am<br>Monday<br>5 November     | 4:00pm<br>Wednesday<br>7 November      |
| Friday 30<br>November    | Remuneration                                       | 4:00pm<br>Thursday<br>8 November   | 9:00am<br>Wednesday<br>14 November | 4:00pm<br>Friday<br>16 November        |
| Friday 7<br>December     | Council<br>HDTT                                    | 4:00pm<br>Tuesday<br>13 November   | 9:00am<br>Friday<br>16 November    | 4:00pm<br>Tuesday<br>20 November       |
| Friday 14<br>December    | Council<br>(Budget Special)                        | 9:00am<br>Wednesday<br>28 November | 9:00am Monday<br>3 December        | 4:00pm<br>Wednesday<br>5 December      |

**Important:** Tender and Nominations Committee Meetings require notice to the Council Services Unit before they will be called. Reports are to be provided two weeks prior to a meeting.