

## **6.13. CHANGE OF DATE FOR DECEMBER 2023 ORDINARY COUNCIL MEETING**

**REPORT AUTHOR** Maria Evans, Acting Manager Governance

**MANAGER** Rachel Brophy, Chief Executive Officer

**DEPARTMENT** Governance

### **RECOMMENDATION**

**That Council resolves to move its December 2023 meeting to 10:00am on 12 December 2023, in accordance with s 254B of the *Local Government Regulation 2012*.**

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### **EXECUTIVE SUMMARY**

Council is required on an annual basis to publish on the website notice of the days and times when its Ordinary Council Meetings will be held. All meetings are held in Council Chambers at the Administration Building located at 64–66 Front Street, Mossman. Council meetings are held on the last Tuesday of every month commencing at 10:00am, unless otherwise stated.

It is proposed the December Ordinary Council Meeting date be moved from 19 December 2023 to 12 December 2023.

### **BACKGROUND**

Council at its 25 October 2022 Ordinary Meeting resolved to adopt the Ordinary Council Meeting dates for January 2023 to December 2023. At that time, it was resolved to conduct the December meeting on a date that was not the last Tuesday of the month, as this was a public holiday (26 December 2023).

### **COMMENTS**

Council will close over the Christmas/New Year holiday period from 12pm on Friday 22 December and re-open at 8.30am on Tuesday 2 January 2024.

Given the close proximity of the final Ordinary Council Meeting on 19 December 2023 to the Christmas shutdown period and the potential for Councillors and/or Council officers to have already commenced leave, it is proposed to move the December ordinary meeting forward one week to 12 December 2023, commencing at 10:00am.

The financial report for November 2023 will be presented at the January 2024 meeting.

A notice of change of time will be published on Council Website and notices displayed at public offices.

### **PROPOSAL**

That Council resolves to move its December 2023 meeting to 10:00 am on 12 December 2023, in accordance with s 254B of the *Local Government Regulation 2012*.

## FINANCIAL/RESOURCE IMPLICATIONS

Nil

## RISK MANAGEMENT IMPLICATIONS

Nil

## SUSTAINABILITY IMPLICATIONS

**Economic:** Nil

**Environmental:** Nil

**Social:** Nil

## CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE

This report has been prepared in accordance with the following:

### Corporate Plan 2019-2024 Initiatives:

#### Theme 5 - Robust Governance and Efficient Service Delivery

Strong governance and financial management are the foundations of the way in which Council will conduct its business and implement the initiatives of the Corporate Plan.

**Goal 1** - *We will conduct Council business in an open and transparent manner with strong oversight and open reporting.*

### Operational Plan 2023-2024 Actions:

Legislative requirement.

## COUNCIL'S ROLE

Council can play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

**Information Provider** Council provides the community with important information on services, events, policies, rules, strategies, and any other relevant data that helps the community to stay informed. In performing this role, Council seeks to be open and transparent.

## CONSULTATION

**Internal:** Management Team, Councillor Workshop 24 October 2023

**External:** Nil

## **COMMUNITY ENGAGEMENT**

In accordance with s 254B (4) of the *Local Government Regulation 2012*, Council will notify the public about the change in date for the December 2023 ordinary meeting on its website and in other public places.

## **ATTACHMENTS**

Nil