

## 5.11. 2021 COUNCIL MEETING DATES

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**MANAGER** Mark Stoermer, Chief Executive Officer

**DEPARTMENT** Governance

### RECOMMENDATION

That Council resolve to hold the Ordinary Meetings of Council in the Council Administrative Office, 64-66 Front Street, Mossman on the following days, dates and times for the 2021 calendar year.

DAY	DATE	TIME
Wednesday	27 January 2021	10:00AM
Tuesday	23 February 2021	10:00AM
Tuesday	30 March 2021	10:00AM
Tuesday	27 April 2021	10:00AM
Tuesday	25 May 2021	10:00AM
Tuesday	29 June 2021	10:00AM
Tuesday	27 July 2021	10:00AM
Tuesday	31 August 2021	10:00AM
Tuesday	28 September 2021	10:00AM
Tuesday	26 October 2021	10:00AM
Tuesday	30 November 2021	10:00AM
Tuesday	14 December 2021	10:00AM

### EXECUTIVE SUMMARY

There is a legislative requirement for Council to meet at least once each month and the recommended schedule of meetings fulfils this obligation.

### BACKGROUND

Section 257 (1) of the *Local Government Regulation 2012* determines that Council must meet at least once in each month. All meetings are to be held at Council's public office however Council may, by resolution, determine another place for a particular meeting.

### COMMENT

Council has conducted the Ordinary Meetings of Council on the last Tuesday of each month commencing at 10:00am and have been held in the Reynolds Room, Mossman Administration Officer, 64-66 Front Street, Mossman, 4873

### PROPOSAL

Recommended that the Ordinary Council Meeting dates for the 2021 calendar year are presented to council for adoption.

## FINANCIAL/RESOURCE IMPLICATIONS

Council meetings are a fundamental part of Council operations and accordingly all aspects of Council meetings are factored into the annual budget.

## RISK MANAGEMENT IMPLICATIONS

The risk to Council from a reputational and regulatory view point is being mitigated.

## 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 2020-2021 Actions:

*5.1.1 - Introduce new meetings procedures to increase transparency.*

## 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:** Nil

**External:** Nil

## COMMUNITY ENGAGEMENT

Nil

## ATTACHMENTS

Nil