

5.3. ORDINARY COUNCIL MEETING SCHEDULE FOR REMAINDER OF 2024

REPORT AUTHOR Maria Evans, Manager Governance

MANAGER Rachel Brophy, Chief Executive Officer

DEPARTMENT Governance

RECOMMENDATION

That Council adopt the meeting schedule for the Ordinary Council Meetings for the remainder of the 2024 calendar year as presented below:

DAY	DATE	TIME
Tuesday	30 April 2024	10:00AM
Tuesday	28 May 2024	10:00AM
Tuesday	25 June 2024	10:00AM
Tuesday	30 July 2024	10:00AM
Tuesday	27 August 2024	10:00AM
Tuesday	24 September 2024	10:00AM
Tuesday	29 October 2024	10:00AM
Tuesday	26 November 2024	10:00AM
Tuesday	17 December 2024	10:00AM

EXECUTIVE SUMMARY

In accordance with s256 of the *Local Government Regulation 2012* (the Regulation), Council must determine the day and time for holding other meetings at its Post-Election Meeting. The determination of meeting arrangements is an important decision as it impacts on the efficient use of time of both Councillors and Council Officers.

Section 257 of the Regulation requires that Council must meet at least once in each month. All meetings are open to the public unless Council has resolved to close the meeting under s257 of the Regulation.

BACKGROUND

Previous arrangements were that Douglas Shire Council operated a 4 weekly Ordinary Council Meeting (OCM) cycle based on the following arrangements:

- Ordinary Meeting of Council commencing 10:00am on the last Tuesday of every month.
- Councillor Workshop every Tuesday to discuss emerging planning issues and prepare for upcoming Ordinary Meetings of Council.

Council conducts the Ordinary Meetings of Council in the Reynold's Room, Mossman Administration Office, 64-66 Front Street, Mossman, Qld, 4873. Ordinary Council Meetings are livestreamed.

COMMENTS

Council needs to determine whether to maintain the current schedule of Ordinary Meetings and if so, consider the proposed dates outlined below so they can be published on Council's website.

Please note that under s 254C of the Regulation, a Special Council Meeting to consider a specific agenda item may be called if required, as decided between the Mayor and CEO.

PROPOSAL

That Council adopt the following Ordinary Meeting Dates for the remainder of the 2024 calendar year:

DAY	DATE	TIME
Tuesday	30 April 2024	10:00AM
Tuesday	28 May 2024	10:00AM
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ATTACHMENTS

Nil