

ORDINARY MEETING 3 MARCH 2015	5.6
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DATE, TIME AND PLACE OF COUNCIL MEETINGS FOR 2015/16 FINANCIAL YEAR

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Darryl Crees: General Manager Corporate Services

RECOMMENDATION:

That the Ordinary Meetings of Council be held commencing 10:00am at Council's Administration Office 64-66 Front Street Mossman on the following dates for the 2015/16 financial year leading up to the next Quadrennial Local Government elections:

<u>Day</u>	<u>Date</u>
Tuesday	7 July 2015
Tuesday	28 July 2015
Tuesday	18 August 2015
Tuesday	8 September 2015
Tuesday	29 September 2015
Tuesday	13 October 2015
Tuesday	3 November 2015
Tuesday	24 November 2015
Tuesday	15 December 2015
Tuesday	19 January 2016
Tuesday	2 February 2016
Tuesday	23 February 2016
Tuesday	15 March 2016

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:

During the initial period of operations Council has conducted its Ordinary Meetings on a three (3) week cycle. This cycle has enabled Council to meet its statutory obligations and following internal consultation it is recommended to continue with this meeting cycle for the next financial year.

There are three exceptions to the three week cycle; the first exemption is in October when the Local Government Association of Queensland's Annual Conference is being held in the week beginning 19 October. The meeting cycle is shortened to two weeks and the October meeting will be held on Tuesday 13.

The second is over the end of year (December/January) when it is proposed to hold the last meeting of 2015 on 15 December 2015 and first meeting for 2016 on 19 January 2016. Then a two week period to the next meeting on 2 February 2016 after which the three week cycle is re-implemented.

No dates have been proposed after 15 March 2016 due to the decision of meetings resting with the Councillors post the 2016 Local Government Elections in accordance with section 256 of the *Local Government Regulation 2012*.

PROPOSAL:

Recommended Ordinary Council Meeting dates for the 2015/16 financial year are presented to Council for adoption.

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE:

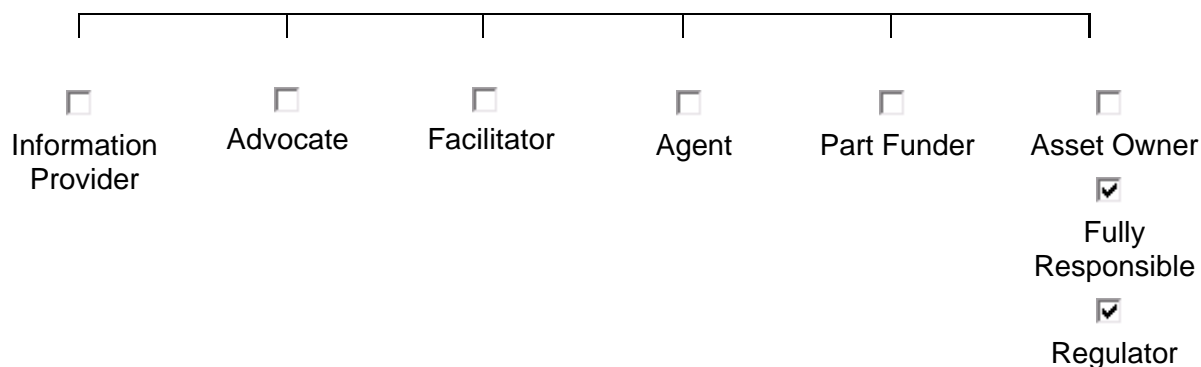
This report has been prepared in accordance with the following Corporate Plan 2014-2019 actions:

5.2.1 – *“Provide Councillors and the community with accurate, unbiased and factual reporting to enable accountable and transparent decision-making.”*

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:



Fully Responsible: Funding the full cost of a program or activity.

Regulator: Meeting the responsibilities associated with regulating activities through legislation or local law.

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:

Council has used a three week cycle of meetings within the initial period of operations and has met all legislative requirements therefore the risk to Council from a financial, reputational and regulatory view point is being mitigated.

INTERNAL/EXTERNAL CONSULTATION:

Relevant internal consultation has occurred on the effectiveness of the three weekly meeting cycle.

ATTACHMENTS:

Nil