

ORDINARY COUNCIL MEETING	5.7
24 JUNE 2014	

DATE, TIME AND PLACE OF COUNCIL MEETINGS FOR 2014/15 FINANCIAL YEAR

Darryl Crees: General Manager Corporate Services #422771

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 2014/15 financial year:

<u>Day</u>	<u>Date</u>
Tuesday	15 July 2014
Tuesday	5 August 2014
Tuesday	26 August 2014
Tuesday	16 September 2014
Tuesday	7 October 2014
Tuesday	4 November 2014
Tuesday	18 November 2014
Tuesday	2 December 2014
Tuesday	16 December 2014
Tuesday	20 January 2015
Tuesday	10 February 2015
Tuesday	24 March 2015
Tuesday	14 April 2015
Tuesday	5 May 2015
Tuesday	26 May 2015
Tuesday	16 June 2015

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 first six months 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 consultation with relevant staff and Councillors it is recommended to continue with this meeting cycle for the next financial year.

The only exception to the three week cycle is in November/December when it is proposed to revert to a two week cycle to enable an additional meeting to occur prior to Christmas.

PROPOSAL:

Recommended Ordinary Council Meeting dates for the 2014/15 financial year are presented to Council for adoption.

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE:

This policy has been prepared in accordance with:

- Corporate Plan – Goal 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:

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Information Provider	Advocate	Facilitator	Agent	Part Funder	Asset Owner
					<input checked="" type="checkbox"/>
					Fully Responsible
					<input checked="" type="checkbox"/>
					Regulator

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 first six months 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 operational areas of Council and Councillors have been consulted on the effectiveness of the three weekly meeting cycle.

ATTACHMENTS:

Nil