

5.8. DATE TIME AND PLACE OF ORDINARY COUNCIL MEETINGS - JANUARY TO DECEMBER 2023

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MANAGER Rachel Brophy, Chief Executive Officer

DEPARTMENT Governance

RECOMMENDATION

That Council, in accordance with s 254B of the *Local Government Regulation 2012*, adopt and publicly notify the following schedule of Ordinary Council Meetings for the months January 2023 – December 2023 meetings:

DAY	DATE	TIME
Tuesday	31 January 2023	10:00AM
Tuesday	28 February 2023	10:00AM
Tuesday	28 March 2023	10:00AM
Wednesday	26 April 2023	3:30 PM
Tuesday	30 May 2023	10:00AM
Tuesday	27 June 2023	10:00AM
Tuesday	25 July 2023	10:00AM
Tuesday	29 August 2023	10:00AM
Tuesday	26 September 2023	10:00AM
Tuesday	31 October 2023	10:00AM
Tuesday	28 November 2023	10:00AM
Tuesday	19 December 2023	10:00AM

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 64-66 Front Street, Mossman.

Dates and Times of Ordinary Council Meetings:

On the last Tuesday of every month commencing at 10:00am, unless otherwise stated, from January 2023 to December 2023, being;

- 31 January
- 28 February
- 28 March
- 26 April (this exception is due to a public holiday on 25 April)
- 30 May
- 27 June
- 25 July
- 29 August

- 26 September
- 31 October
- 28 November
- 19 December (this exception is due to a public holiday on 26 December).

BACKGROUND

S 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.

COMMENTS

Council had conducted the Ordinary Meetings of Council on the last Tuesday of each month commencing at 10:00am and have been held in the Reynold's Room, Mossman Administration Office, 64-66 Front Street, Mossman, Qld, 4873.

PROPOSAL

That Council adopt the following Ordinary Meeting Dates for January 2023 – December 2023.

Table 1.

DAY	DATE	TIME
Tuesday	31 January 2023	10:00 AM
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FINANCIAL/RESOURCE IMPLICATIONS

Council meetings are a fundamental part of Councils operations and accordingly all aspects of Council Meetings are factored into the Annual Budget.

RISK MANAGEMENT IMPLICATIONS

Failure to comply with statutory and legal organisational obligations and responsibilities:

Council has an adequate Governance Framework in place to ensure compliance with all State and Federal legislation and regulations. Without this, Council is at risk of not complying with legislation.

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 2022-2023 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: Chief Executive Officer and discussed with Councillors at a briefing on 27 September 2022.

External: Nil

COMMUNITY ENGAGEMENT

Nil

ATTACHMENTS

Nil