

## 5.12. 2022 COUNCIL MEETING DATES

**REPORT AUTHOR** Juanita Warner, Acting Chief Executive Officer

**DEPARTMENT** The Office of the Chief Executive Officer

### 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 2022 calendar year.

DAY	DATE	TIME
Tuesday	25 January 2022	10:00AM
Tuesday	22 February 2022	10:00AM
Tuesday	29 March 2022	10:00AM
Tuesday	26 April 2022	10:00AM
Tuesday	31 May 2022	10:00AM
Tuesday	28 June 2022	10:00AM
Tuesday	26 July 2022	10:00AM
Tuesday	30 August 2022	10:00AM
Tuesday	27 September 2022	10:00AM
Tuesday	25 October 2022	10:00AM
Tuesday	29 November 2022	10:00AM
Tuesday	13 December 2022	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 254B (1) (a) 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 Office, 64-66 Front Street, Mossman, 4873.

### PROPOSAL

Recommended that the Ordinary Council Meeting dates for the 2022 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 viewpoint is being mitigated.

## 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.*

## 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