

ITEM NO.	C.15/1220	FILE REF.	
SUBJECT	Proposed Amendment to Policy M.6 – Meetings of Council		
OFFICER	Chief Executive Officer		
DATE OF REPORT	15 December 2020		

Reason for Urgent Business: Amendment of the Policy will ensure that in future the date of the December Council meeting is set thus allowing advertising of 2021 meeting dates to occur in January.

OFFICER RECOMMENDATION

That Council amend Policy M.6 – ‘Meetings of Council’ by rewording the first paragraph to read:

It is Council’s policy that Ordinary Meetings of the Council will be held on the last Thursday of each month (excepting the month of December where it will be held on the 3rd Thursday of that month), commencing at 5.30pm.

Summary/Purpose

To approve a minor variation to a Council Policy.

Background

In responding to a query late last week about the date of the December Council meeting it became apparent that a change to Policy M.6 – ‘Meetings of Council’ is required.

Officer Comment

Policy M.6 – ‘Meetings of Council’ sets the monthly ordinary council meeting date as the last Thursday of the month excepting December. The current wording of the policy doesn’t specify the December meeting date but it has been held on the 3rd Thursday for many years.

Statutory Environment

Regulation 12 of the Local Government (Administration) Regulations requires a local government, at least once each year to give local public notice of the dates on which and the time and place at which ordinary council meetings are to be held.

Integrated Planning

- Strategic Community Plan
 - Key Goal 5 - Our leadership will be visionary, collaborative and accountable
 - Objective 5.2 - We maintain high standards of governance, accountability and transparency
 - Strategy 5.2.8 - Ensure all legislative responsibilities and requirements are met
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil

- Workforce Plan - Nil
- Other Integrated Planning - Nil

Policy Implications

This item recommends a minor amendment to Policy M.6

Budget Implications

Approximately \$300 for advert in local newspaper that can be accommodated in current advertising budget allocation.

Whole of Life Accounting - Nil

Risk Management

Amendment of the policy will ensure that the December meeting date is locked in and thus can be included in the local public notice advertising that is scheduled to occur in January.

Voting Requirements – Simple Majority