

Agenda

Post-Election Meeting

Thursday, 7 April 2016

commencing at 9:00am

Council Chambers, 1 Omrah Avenue, Caloundra

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1 WELCOME AND OPENING

Welcome to Country and opening Prayer.

2 DECLARATION OF OFFICE

MAYORS ADDRESS

COUNCILLORS ADDRESS

The Chief Executive Officer to accept a declaration of office from each councillor.
Each councillor will have the opportunity to address the meeting.

3 REPORTS DIRECT TO COUNCIL

3.1 OFFICE OF THE MAYOR AND THE CEO

3.1.1 APPOINTMENT OF DEPUTY MAYOR

File No: Statutory Meetings - 7 April 2016

Author: Chief Executive Officer
Office of the Mayor and Chief Executive Officer

OFFICER RECOMMENDATION

That Councillor xx be appointed as Deputy Mayor of the Sunshine Coast Regional Council.

3.1.2 COUNCIL MEETINGS – POST-ELECTION MEETING MATTERS

File No: Statutory Meetings
Author: Coordinator CEO Governance
Office of the Mayor and Chief Executive Officer

PURPOSE

The purpose of this report is for Council to consider the date and times for holding future Council meetings and the Councillor memberships of the Sunshine Coast Local Disaster Management Group and the Sunshine Coast Regional Council Audit Committee.

EXECUTIVE SUMMARY

This report deals with two topics, Council's statutory meetings and fulfilling Council's requirements for memberships of the Sunshine Coast Local Disaster Management Group and the Sunshine Coast Regional Council Audit Committee.

In accordance with the *Local Government Act 2009* and the *Local Government Regulation 2012*, Council at its post-election meeting is required to consider the day and times of future meetings which are to be held at least once per month at one of Council's offices.

It is proposed that Council meetings be held once a month commencing Thursday 21 April 2016 at 9:00 am, with the location of the meetings being rotated between the Nambour and Caloundra offices.

In relation to membership of the Sunshine Coast Local Disaster Management Group, it is proposed that the Mayor, Councillor Mark Jamieson, continue as member and Chair, and the Deputy Mayor as the Deputy Chair of that group. Further, it is proposed that the Deputy Mayor and one additional Councillor be members of the Sunshine Coast Regional Council Audit Committee.

OFFICER RECOMMENDATION

That Council:

- (a) receive and note the report titled "Council Meetings – Post-Election Meeting Matters"**
- (b) conduct the first Ordinary Meeting of the 2016 – 2020 Council at 9:00am, Thursday 21 April 2016 at the Nambour office with subsequent Ordinary Meetings of Council to be held once a month on a rotational basis between Council's Caloundra and Nambour offices**
- (c) appoint Mayor, Councillor Mark Jamieson as a continuing member and Chair and the Deputy Mayor as the Deputy Chair of the Sunshine Coast Local Disaster Management Group and**
- (d) appoint the Deputy Mayor and one additional Councillor as members of the Sunshine Coast Regional Council Audit Committee.**

FINANCE AND RESOURCING

The costs associated with Council's statutory meeting process are covered within the Office of the Mayor and CEO's Meeting Management operational budget.

CORPORATE PLAN

Corporate Plan Goal: *A public sector leader*
Outcome: We serve our community by providing this great service
Operational Service: S28 - Elected council - providing community leadership, democratic representation, advocacy and decision-making

CONSULTATION

Internal Consultation

Consultation for this report has occurred with the Chief Executive Officer, the Coordinator Disaster Management and the Manager Audit and Assurance.

External Consultation

There was no external consultation required for the preparation of this report.

Community Engagement

There was no community engagement required for preparation of this report.

PROPOSAL

The *Local Government Act 2009* requires Council to adopt the meeting structure for the formal decision making process. Council will meet once a month with the location of each Ordinary Meeting to be rotated between the Nambour and Caloundra offices. In addition to the statutory decision making meetings, the location for any strategic discussion forums shall, where possible, be rotated on a similar basis between offices.

In relation to Councillor membership of the Sunshine Coast Local Disaster Management Group and the Sunshine Coast Regional Council Audit Committee, in addition to recognising the Mayor's ex officio membership of both, it is proposed that Mayor, Councillor Mark Jamieson continue in his role on the Sunshine Coast Local Disaster Management Group as Chair together with the Deputy Mayor as the Deputy Chair. It is further proposed that the Deputy Mayor and one other additional Councillor be appointed as members of the Sunshine Coast Regional Council Audit Committee.

Legal

Council is required to meet its statutory obligations in relation to council meetings, specifically:

- Section 175 of the *Local Government Act 2009* requires that a post-election meeting is held within 14 days after the conclusion of each quadrennial election, and that the local government must, by resolution, appoint a deputy mayor from its councillors (other than the mayor) at that post-election meeting.
- Section 256 (1) of the *Local Government Regulation 2012* requires that the local government must consider the days and times for holding other meetings at the post-election meeting.
- Section 257 of the *Local Government Regulation 2012* requires that the local government meets at least once a month, with those meetings to be held at its public offices. However, a local government may, by resolution, fix another place for a particular meeting.

- Section 210 of the *Local Government Regulation 2012* requires that one, but not more than two councillors are appointed to the Audit Committee, at least one of which must have significant experience and skills in financial matters.
- The Disaster Management Act 2003 and the Disaster Management Regulation 2014 require that at least one councillor is appointed as a member and chair of the Sunshine Coast Local Disaster Management Committee.

Policy

There are no relevant policy implications related to this report.

Risk

Council is required to meet its statutory obligations in relation to the holding of the post-election meeting, appointment of the Deputy Mayor and consideration of the days and times for holding the meetings of the local government.

Previous Council Resolution**Council Meetings – Post-Election Meeting matters**

The post-election meeting for the 2012-2016 council was held on 23 May 2012.

Related Documentation

There is no additional documentation relevant to this report.

Critical Dates

The *Local Government Act 2009* required that a post-election meeting is held within 14 days after the conclusion of each quadrennial election. Noting that the 2016 Sunshine Coast election was concluded on Monday 4 April 2016, it is necessary for the post-election meeting to be held prior to 18 April 2016.

Implementation

Upon Council's determination, Chief Executive Officer will ensure:

- the Meeting Management Team update the corporate meetings calendar and publish the details of future Council meetings on the internet and corporate website
- internal stakeholders are notified of the changes to ensure calendars are updated and
- the local media are advised of meeting dates.

4 MEETING CLOSURE