

## Shire of Mundaring

# POLICY

### ORDINARY COUNCIL MEETINGS AND FORUMS SCHEDULE

**Policy Ref:** OR-15

<b>Adopted:</b>	C17.02.13	<b>Date:</b>	26 February 2013
<b>Amended:</b>		<b>Date:</b>	
<b>Reviewed:</b>	C3.09.17	<b>Date:</b>	12 Sept 2017
<b>Reviewed:</b>	C14.03.21	<b>Date:</b>	9 Mar 2021
<b>Procedure Ref:</b>		<b>Delegation Ref:</b>	
<b>Statute Ref:</b>	<i>Local Government Act 1995 s. 5.2 and s. 5.3</i>		
<b>Local Law Ref:</b>	Shire of Mundaring Meeting Procedures Local Law		

#### PURPOSE

To determine the meeting schedule for ordinary council meetings and forums.

#### POLICY

1. Ordinary meetings of Council shall be held on the 2<sup>nd</sup> Tuesday of each month, with the exception of January each year.
2. The Ordinary meeting of Council shall be held on the 4<sup>th</sup> Tuesday of January each year.
3. In a local government election year the timing of special meetings to elect the Shire President and Deputy President and to appoint committee members will be determined by the date of the election.
4. Council forums shall be held on the 4<sup>th</sup> Tuesday of each month except for December and January each year and October in an election year.
5. All meetings and forums shall commence at 6.30 pm.
6. Special forums of Council shall be arranged as required.
7. Special meetings of Council shall be arranged as required and in accordance with the *Local Government Act 1995* and the Shire of Mundaring *Meeting Procedures Local Law*.