



Shire of Derby / West Kimberley

(C5) COUNCIL MEETINGS – DATE, TIME AND VENUE

POLICY OBJECTIVE

To set suitable dates, times and locations for Councillors to meet and to provide the public with access to Council meetings at Fitzroy Crossing, Derby and other appropriate venues within the Shire of Derby/West Kimberley.

POLICY STATEMENT

The ordinary meetings of Council shall be held monthly (except January) and venues, months and commencement times for the ordinary meetings of Council will be as follows (unless otherwise decided by Council/advertised):

Meeting Location	Month of Meeting	Day of Meeting	Time of Meeting
Derby	February, April, May, July, August, September, October; and December.	The last Thursday of the month	5.30pm
Fitzroy Crossing	March, June; and November.	The last Thursday of the month	1.00pm
Other venues.	As Advertised	As Advertised	As Advertised

Council will endeavour to hold mid-month meetings (Councillor Briefing; Concept Forums and Committee Meetings) in Fitzroy Crossing.

The dates, times and venues for the ordinary meetings of Council shall be advertised locally prior to each meeting, and at least once annually.



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Policy Details			
Original Adoption date:	28 February 2019 (Item 9.1.1, Res. 005/2019)	Review Frequency:	Every 2 years following an Election.
		Next Review Due:	February 2026
Policy Implementing Officer or Team:	Executive Services Coordinator	Policy Reviewer:	Deputy Chief Executive Officer
Legislative Head of Power (Act, Regulation, or Local Law):	Local Government Act 1995 S.s.5.5 Convening council meetings		
Related Documents (other Policies, Operational Procedures, Delegations, etc.):			
Version Control Council Meeting Review Details:			
Review #:	Council Meeting Date:	Item/Resolution#:	
1.	24 June 2021	Item 11.2 Res. 57/21	
2.	24 February 2022	Item 11.5 Res. 07/22	
3.	19 January 2024	The Director Strategic Business utilised AUTHO33 Local Government Act 1995 s.5.45 Other matters relevant to delegations under this Division (Acting Through on behalf of the Chief Executive Officer), to make minor changes using delegation 1.1.34 Minor Amendments to Policies and Delegations. Synergy Record No. N21078	
4.	29 February 2024	Item 12.3 Res. 09/24	