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UPDATED MEETINGS PRACTICE NOTE

The Division of Local Government, Department of Premier and Cabinet has now revised and updated Practice Note 16 - Meetings Practice.

The Practice Note was developed to help councillors and staff conduct council meetings in accordance with best practice standards.

The Practice Note explains the provisions of the *Local Government Act 1993* and the Local Government (General) Regulation 2005 as they relate to council meetings and decision-making processes.

It is a general guide to council meetings and provides the answers to frequently asked questions.

The revision has taken into account:

- legislative changes that have occurred since the Practice Note was first published on 31 January 2006 and
- questions raised by councillors during the Councillor Information Seminars, which were conducted by the Department late in 2008.

The revised version of Practice Note No 16 is available from the 'Publications' page of the Division's website at www.dlg.nsw.gov.au.



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