



Shire of
Collie

NOTICE OF MEETING

ANNUAL ELECTORS

Electors are advised that an Annual Electors' Meeting will be held in the Council Chambers at 87 Throssell Street, Collie WA on:

Tuesday 12 April 2022

At 6.30pm

AGENDA

1 OPENING OF MEETING

2 APOLOGIES

3 DISCLAIMER

All decisions made at the meeting tonight will be considered at the next practicable Ordinary meeting of Council. As such, any decisions made at the meeting tonight could be revoked pursuant to the Local Government Act. Therefore, no person should rely on, or act on, the basis of any advice by an Elected Member or officer, or on the content of any discussion occurring during the course of the meeting. No person should rely on any decisions until formal notification in writing by Council has been received.

4 ANNUAL REPORT PRESENTATION

5 DISCUSSION OF 2020/2021 ANNUAL REPORT

6 GENERAL BUSINESS

6.1 Questions

6.2 Statements

6.3 Motions

7 CLOSE OF MEETING



About the Annual Meeting of Electors

The annual meeting of electors is required to be held once every financial year for the purposes of discussing the annual report and any other general business.

Role of person presiding

The role of the presiding person is to run the meeting in accordance with the order of proceedings. The person presiding is entitled to move, second, speak to and vote on motions in their capacity as an elector.

Role of elected members

Elected members may attend electors' meetings and are able to move, second, speak to and vote on motions in their capacity as an elector.

Role of electors

An elector is a person who is eligible to be enrolled to vote at elections for the district.

Electors are required to sign the attendance register to provide their name and address to confirm whether they are electors of the Shire before participating in the meeting.

Electors' meetings are open to all members of the public however, only electors may move, second, speak to and vote on motions. Electors may raise any motion that is related to the responsibilities and functions of local government.

Each elector present at a meeting of electors is entitled to one vote on each matter to be decided but is not required to vote.

Consideration of decisions made at electors' meetings

Decisions made at electors' meetings will be considered by Council at the next Ordinary Council meeting, or as soon as reasonably practicable.

Participating at the Annual Meeting of Electors

In accordance with Regulation 18 of the *Local Government (Administration) Regulations 1996*, the procedures to be followed at electors' meetings are to be determined by the person presiding over the meeting.

Annual Elector Meeting Procedures

The following procedures have been determined by the Shire President for this Annual Meeting of Electors in accordance with Regulation 18 of the *Local Government (Administration) Regulations 1996*.

General

1. Only electors of the Shire of Collie are entitled to speak and vote.
2. There will be no adverse reflection on elected members or Shire employees. Should this occur, the question or statement will be ruled out of order and the elector may be asked to rephrase or to cease speaking.
3. Questions, statements and motions are limited to matters within the remit of the Shire under the *Local Government Act 1995*.

Questions

4. Electors will be offered an opportunity to ask 3 questions at a time.
5. Electors will be offered another opportunity to ask further questions following all other electors being provided an opportunity to ask questions.
6. Any questions unable to be responded to at the Annual Meeting of Electors will be taken on notice.

In this case, a written response will be provided as soon as possible and included on the agenda of the next Council meeting, or if that is not possible, the agenda for the following Council Meeting.

Statements

7. Electors wishing to make a statement have a maximum of 2 minutes in which to make their statement.
8. Electors will be offered another opportunity to make further statements of up to 2 minutes following all other electors being provided an opportunity to make statements.

Motions

9. Any motions are to be moved and seconded before anyone speaks to the motion.
10. A mover of a motion has 3 minutes in which to speak on the motion.
11. The seconder of a motion has 3 minutes in which to speak on the motion.
12. All other speakers have 2 minutes in which to speak on the motion.
13. The mover of a motion has the right of reply, for up to 2 minutes.
14. All motions are determined by a simple majority vote of electors' present.

Voting

15. Voting is to be conducted by a show of hands, so that no voter's vote is secret.
16. Each elector present at the meeting is entitled to 1 vote on each matter to be decided but does not have to vote.