



SHIRE OF JERRAMUNGUP

ANNUAL GENERAL MEETING OF ELECTORS

To the President and Councillors,

Please be advised that the Annual General Meeting of Electors of the Shire of Jerramungup is to be held on

Wednesday, 20 March 2019
At the Council Chambers,
Jerramungup
Commencing at 1:30pm

Martin Cuthbert
CHIEF EXECUTIVE OFFICER
13 February 2019

AGENDA

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ANNUAL GENERAL MEETING OF ELECTORS PROCEDURES

Prepare Annual Report

The *Local Government Act 1995* requires that the local government is to prepare an Annual Report (section 5.53), accept the Annual Report (section 5.54), advertise its availability to the public (section 5.55) and hold an Annual General Meeting of Electors within 56 days of accepting the Annual Report (section 5.27).

Matters for Discussion at the Annual General Meeting of Electors

In accordance with section 5.27(3) of the *Local Government Act 1995* and regulation 15 of the *Local Government (Administration) Regulations 1996* – the matters to be discussed at the Annual General Meeting of Electors are firstly the contents of the Annual Report for the previous financial year and then any other General Business.

Shire President to Preside at the Annual General Meeting of Electors

Section 5.30 of the *Local Government Act 1995* stipulates that the Shire President (or if not available the Deputy Shire President) is to preside at the Electors Meeting.

Voting at the Annual General Meeting of Electors

Regulation 17 of the *Local Government (Administration) Regulations 1996*, outlines the voting provisions at an Electors Meeting, being:

- Each Elector at the meeting is entitled to one vote on each matter to be decided, but does not have to vote;
- All decisions are to be made by a "Simple Majority" vote; and
- Voting is to be conducted so that no voter's vote is secret.

Procedure at the Annual General Meeting of Electors

Regulation 18 of the *Local Government (Administration) Regulations 1996*, states that the procedure at an Annual General Meeting of Electors is to be determined by the person presiding (Shire President or Deputy Shire President) at the meeting.

Decisions made at an Annual General Meeting of Electors

In accordance with section 5.33 of the *Local Government Act 1995* all decisions made at an Annual General Meeting of Electors Meeting are to be considered at the next Ordinary Meeting of Council or, if that is not practicable–

- At the first Ordinary Meeting of Council after that meeting; or
- At a Special Meeting called for that purpose.

If at a Meeting of the Council a local government makes a decision in response to a decision made at an Annual General Meeting of Electors Meeting, the reasons for the decision are to be recorded in the minutes of the Council Meeting.

Definition of Elector

An elector is defined under the *Local Government Act 1995* as a person who is eligible to vote in an election of the Shire of Jerramungup.

Speaking at Annual General Meeting of Electors Meeting and Manner of Conduct

- Speakers must be Electors of the Shire of Jerramungup;
- When addressing the meeting, all speakers are asked to clearly give their name and address each time they speak for minute taking purposes;
- No persons are to use offensive or objectionable expressions in reference to any Member, Employee of Council, or any other Person;
- All Elected Members, the Chief Executive Officer and Senior Managers attend this Meeting to observe the proceedings and hear comments from Electors. All questions and comments should be directed to the Shire President who may invite a response from the Chief Executive Officer, Presiding Members of Committees, Senior Staff or Elected Members.

Shire of Jerramungup
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Wednesday 20 March 2019

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ANNUAL GENERAL MEETING OF ELECTORS AGENDA

1.0 DECLARATION OF OPENING, ANNOUNCEMENT OF VISITORS

The meeting was opened atpm by the Presiding Member.

2.0 RECORD OF ATTENDANCE

2.1 ATTENDANCE

ELECTED MEMBERS:

STAFF:

VISITORS:

GALLERY:

2.2 APOLOGIES

Martin Cuthbert, Chief Executive Officer

2.3 ON LEAVE OF ABSENCE

3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Annual General Meeting of Electors of the Shire of Jerramungup held 21 March 2018.

That the Minutes of the Annual General Meeting of Electors of the Shire of Jerramungup held at the Council Chambers, Vasey Street Jerramungup on 21 March 2018 be CONFIRMED.

4.0 PRESENTATION OF THE 2017/2018 ANNUAL REPORT

The 2017/2018 Annual Report is provided under separate cover.

OFFICER RECOMMENDATION:

That the Annual Report for the period 1 July 2017 to 30 June 2018 as presented, be received.

6.0 GENERAL BUSINESS

7.0 CLOSURE OF MEETING

The Presiding Member closed the meeting atpm

These minutes were confirmed at a meeting held

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Signed:

Presiding Person at the meeting at which these minutes were confirmed

Date: