



SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

AGENDA

Annual Electors Meeting

To be held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday, 27 September 2022
Commencing 6.00pm



Notice of Meeting



Dear President and Councillors,

The Annual Electors Meeting of the Council of the Shire of Merredin will be held on Tuesday, 27 September 2022 in the Council Chambers, Corner King & Barrack Streets, Merredin. The format of the meeting will be:

6.00pm

Annual Electors Meeting

Lisa Clack
Chief Executive Officer
21 September 2022

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Merredin expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Common Acronyms Used in this Document	
CBP	Corporate Business Plan
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
DCEO	Deputy Chief Executive Officer
EA	Executive Assistant to CEO
EMCS	Executive Manager of Corporate Services
EMDS	Executive Manager of Development Services
EMES	Executive Manager of Engineering Services
ES	Executive Support Officer
GECZ	Great Eastern Country Zone
GO	Governance Officer
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media and Communications Officer
MoU	Memorandum of Understanding
MP	Manager of Projects
MRCLC	Merredin Regional Community and Leisure Centre



Shire of Merredin Annual Electors Meeting

Contents

1. Official Opening	5
2. Record of Attendance / Apologies and Leave of Absence	5
3. Confirmation of Minutes of Previous Meetings	5
4. 2020/21 Annual Report	6
5. General Business	6
6. Closure	6

ELECTORS' GENERAL MEETING PROCEDURES

The following provides an overview of the legislative provisions governing the format and procedure for the Annual Meeting of Electors.

Prepare Annual Report

The *Local Government Act 1995* ("the Act") 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 Meeting of Electors within 56 days of accepting the Annual Report (Section 5.27).

Matters for discussion at the Annual Meeting of Electors

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

President to preside at the Annual Meeting of Electors

Section 5.30 of the Act stipulates that the President (or if not available, the Deputy President) is to preside at an Electors Meeting.

Voting at the Annual Meeting of Electors

Regulation 17 of the Regulations outlines the voting provisions at an Electors Meeting as follows:

1. Each elector at the meeting is entitled to one vote on each matter to be decided, but does not have to vote;
2. All decisions are to be made by a simple majority vote; and
3. Voting is to be conducted so that no voter's vote is secret.

Procedure at the Annual Meeting of Electors

Regulation 18 of the Regulations states that the procedure at an Annual Meeting of Electors is to be determined by the person presiding (President or Deputy President) at the meeting.

Decisions made at an Annual Meeting of Electors

In accordance with Section 5.33 of the Act, all decisions made at an Annual Meeting of Electors are to be considered at the next Ordinary Meeting of Council or, if that is not practicable:

1. At the first Ordinary Meeting of Council after that meeting; or
2. 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 Meeting of Electors, 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 Act as a person who is eligible to vote in an election of the Shire of Merredin.

Speaking at Electors Meetings

When addressing the Meeting, electors are asked to step up to the lectern and state their name and address for minute taking purposes. Electors will also be asked to complete the Question Submission form and return it to the Shire's governance staff.

Shire of Merredin
Annual Electors Meeting
6:00pm Tuesday, 27 September 2022



1. Official Opening

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr M McKenzie	President
Cr R Billing	
Cr D Crook	Deputy President
Cr J Flockart	
Cr R Manning	
Cr P Patroni	
Cr P Van Der Merwe	

Staff:

L Clack	CEO
C Townsend	A/DCEO
L Boehme	EMCS
L Mellor	EMES
P Zenni	EMDS
M Wyatt	EA/ES
O Mellor	GO

Members of the Public:

Apologies:

Approved Leave of Absence:

3. Confirmation of Minutes of Previous Meetings

- 3.1 Annual Electors Meeting held on 20 July 2021.
Attachment 3.1A

Voting Requirements



Simple Majority



Absolute Majority

Officers Recommendation

That the Minutes of the Annual Electors Meeting held on 20 July 2021 be confirmed as a true and accurate record of proceedings.

4. 2020/21 Annual Report

- 4.1 Receipt of the 2020/21 Annual Report
Attachment 4.1A

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That the Annual Report, as presented in Attachment 4.1A, for the financial year ended 30 June 2021 be received.

5. General Business

In accordance with Section 5.27 of the *Local Government Act 1995*, and Regulation 15 of the *Local Government (Administration) Regulations 1996*, electors present at the Annual General Meeting of Electors are invited to raise any items of general business for discussion.

6. Closure

This page has intentionally
been left blank