



SHIRE OF EAST PILBARA

MINUTES

ANNUAL ELECTORS MEETING

NOTICE IS HEREBY GIVEN that an Annual Meeting of Electors was held, in the Council Chambers, Newman 9:30am, Friday 14th December 2018

Jeremy Edwards
CHIEF EXECUTIVE OFFICER



DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of East Pilbara for any act, omission or statement or intimation occurring during Council or Committee Meetings. The Shire of East Pilbara disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee Meeting does so at that person's or legal entity's own risk.

In particular and without derogating any planning application or application of a licence, any statement or intimation of approval made by any member or Officer of the Shire of East Pilbara during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of East Pilbara.

The Shire of East Pilbara warns that anyone who has any application lodged with the Shire of East Pilbara must obtain and should only rely on

WRITTEN CONFIRMATION

of the outcome of the application and any conditions attaching to the decision made by the Shire of East Pilbara in respect of the application.

Signed: _____
Jeremy Edwards
Chief Executive Officer

ANNUAL ELECTORS MEETING
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1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 9:35am, and welcomed the visitors in the public gallery.

2 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE

2.1 ATTENDANCES

Councillors

Cr Lynette Craigie Shire President

Cr Anita Grace

Cr Craig Hoyer

Cr Anthony Middleton

Cr Geraldine Parsons

Cr Bridget Schill

Cr Dean Hatwell

Cr Michael Kitchin

Cr Carol Williams

Officers

Mr Jeremy Edwards Chief Executive Officer

Ms Sian Appleton Executive Manager Corporate Services

Mr Ben Lewis Executive Manager Commercial Services

Ms Lisa Clack Executive Manager Customer & Community Services

Mrs Kylie Bergmann Coordinator Governance

Mrs Gabrielle Anderson Governance Administration Officer

2.2 APOLOGIES

Cr Jeton Ahmedi Deputy Shire President

Cr Langtree Coppin OAM

2.3 LEAVE OF ABSENCE

3 CONFIRMATION OF MINUTES OF PREVIOUS ELECTORS MEETING

OFFICER'S RECOMMENDATION:

MOVED: Cr Geraldine Parsons,

SECONDED: Cr Anita Grace

THAT the minutes of the Annual Electors Meeting held at Newman Council Chambers on the 2nd February 2018, be confirmed as a true and correct record of proceedings.

CARRIED UNANIMOUSLY

To be actioned by Mrs Kylie Bergmann, Coordinator Governance

4 PUBLIC NOTICE OF AGM AND ANNUAL REPORT

Section 5.29 of the *Local Government Act 1995*, requires that members of the public must be notified of a forthcoming Annual Meeting of Electors, and of the availability of the Annual Report, by way of notice appearing in a newspaper circulating throughout the district. Public notice must be given at least 14 days prior to the date of the meeting.

In accordance with this requirement, the Shire of East Pilbara gave public notice of the forthcoming Annual Meeting of Electors, and the availability of the Annual Report, in the West Australian on 1 December 2018.

In addition, the notice also appeared on the Shire of East Pilbara website and Facebook page, and on official notice boards at the Shire of East Pilbara Administration Centre in Newman and Marble Bar, Newman Library, Marble Bar Library and Nullagine Library.

5 CONSIDERATION OF THE 2017/18 ANNUAL REPORT

The Annual Financial Statements for the 2017/18 financial year were adopted by Council at its meeting on 23 November 2018, with the 2017/18 Annual report being received at a Special Council Meeting on 30 November 2018.

Consistent 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 for discussion any matters concerning the content of the Annual Report and Financial Statements.

8 FOOTNOTES

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

Prepare Annual Report

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 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 reside at an Electors Meeting.

Voting at the Annual Meeting of Electors

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

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 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 –

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 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 East Pilbara.

Speaking at Electors Meetings

When addressing the Meeting, please step up to the lectern and state your name and address for minute taking purposes.