



**SHIRE OF EAST PILBARA**

# **AGENDA**

## **ANNUAL ELECTORS' MEETING**

**NOTICE IS HEREBY GIVEN** that the  
Annual Meeting of Electors will be held,  
in the Council Chambers, Newman  
5:00pm, Wednesday, 8 June 2022

**Steven Harding**  
**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: \_\_\_\_\_  
Steven Harding  
Chief Executive Officer

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## ANNUAL ELECTORS' MEETING

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## **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 East Pilbara.

***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 public participation form and return it to the Shire's governance staff.

**1 DECLARATION OF OPENING/ ACKNOWLEDGMENT OF COUNTRY**

**2 RECORD OF ATTENDANCES/APOLOGIES/LEAVE OF ABSENCE**

**2.1 ATTENDANCES**

**Councillors**

Cr Anthony Middleton	Shire President
Cr Wendy McWhirter-Brooks	Deputy Shire President
Cr Matthew Anick	Councillor
Cr Peta Baer	Councillor
Cr Langtree Coppin OAM	Councillor
Cr Anita Grace	Councillor
Cr Annabell Landy	Councillor
Cr Karen Lockyer	Councillor
Cr Stacey Smith	Councillor
Cr Adrienne Mortimer	Councillor

**Officers**

Steven Harding	Chief Executive Officer
Emma Landers	Deputy CEO / Director Organisation Development
Steve Leeson	Director Corporate Services
Eric Plet	Director Community Services
Vic Etherington	Acting Director Commercial Services
Joshua Brown	Manager Governance and Risk
Sally Fry	Governance

**2.2 APOLOGIES**

**2.3 LEAVE OF ABSENCE**

- 3 DISCLOSURES OF INTEREST**
- 4 SHIRE PRESIDENT'S REPORT**
- 5 CONSIDERATION OF THE SHIRE OF EAST PILBARA 2020/21 ANNUAL REPORT**

Council accepted the Annual Report for the 2020/21 financial year at its special meeting on 18 May 2022.

In accordance with section 5.27 of the Act 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.

[Shire of East Pilbara Annual Report 2020/2021](#)

**OFFICER'S RECOMMENDATION**

**That the Shire of East Pilbara Annual Meeting of Electors receive the President's Report and the Annual Report for the 2020/21 Financial Year.**

**6 CONFIRMATION OF MINUTES OF PREVIOUS ELECTORS' MEETING**

[Unconfirmed Annual Electors Meeting\2021\Minutes January 2021](#)

**OFFICER'S RECOMMENDATION**

**That the Minutes of the Annual Electors' Meeting held on 29 January 2021 as published on the Shire's website, be confirmed as a true and correct record of proceedings.**

**7 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.

**8 CLOSURE**