



TOWN OF
VICTORIA PARK



Annual Meeting of Electors Agenda – 29 March 2022



WE'RE OPEN
VIC PARK

Notice is hereby given that an **Annual Meeting of Electors** will be held at **6.30pm** on **Tuesday 29 March 2022** in the **Council chamber**, administration centre at 99 Shepperton Road, Victoria Park.

Mr Anthony Vuleta – Chief Executive Officer
24 March 2022

About the Annual Meeting of Electors

The Annual Meeting of Electors is required to be held once every financial year for the purpose 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 Town of Victoria Park employees

Appropriate senior officers may attend electors' meetings to provide information, as required.

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 Town 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.

An update on the decisions made at the Annual Meetings of Electors will be provided at the following years' Annual Meeting of Electors.

Recording of meetings

Meetings of electors that are held in the Council chambers are to be recorded and live-streamed in accordance with Policy 052 – Recording and live streaming.

No other audio or visual recording may be undertaken without the permission of the presiding person.

The minutes of an electors' meeting will record a summary of the meeting and the decisions made. It will not be recorded verbatim.

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.

The following procedures have been determined by the Mayor for this Annual Meeting of Electors.

General

1. Only electors of the Town of Victoria Park are entitled to speak and vote.
2. There will be no adverse reflection on elected members or Town 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 Town 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. Electors present at the meeting will be provided with green and red cards for voting on motions raised.
16. Voting is to be conducted by a show of hands, so that no voter's vote is secret.
17. When directed, electors will raise their green card to show support for the motion. A red card will be raised when not in support of the motion.
18. Each elector present at the meeting is entitled to 1 vote on each matter to be decided but does not have to vote.

Table of contents

1 Declaration of opening and acknowledgement of country5

2 Attendance6

3 Announcements from the Presiding Member6

4 Presentation of the Annual Report 2020-20216

 4.1 Mayor's report6

 4.2 Chief Executive Officer's report.....6

 4.3 Acting Chief Financial Officer's report.....6

 4.4 Highlights from the annual report.....6

5 Update on decisions from previous Annual Meeting of Electors6

6 General business6

 6.1 Questions.....6

 6.2 Statements6

 6.3 Motions6

7 Closure6

1 Declaration of opening and acknowledgement of country

Acknowledgement of country

Ngany djerapiny Wadjak – Noongar boodja-k yaakiny, nidja bilya bardook.

I am honoured to be standing on Whadjuk - Nyungar country on the banks of the Swan River.

Ngany kaaditj Noongar moort keny kaadak nidja Wadjak Noongar boodja. Ngany kaaditj nidja Noongar birdiya – koora, ye-ye, boorda, baalapiny moorditj Noongar kaaditjin, moort, wer boodja ye-ye.

I acknowledge the traditional custodians of this land and respect past, present and emerging leaders, their continuing cultural heritage, beliefs and relationship with the land, which continues to be important today.

Ngany youngka baalapiny Noongar birdiya wer moort nidja boodja.

I thank them for the contribution made to life in the Town of Victoria Park and to this region.

2 Attendance

Presiding Member	Mayor Karen Vernon
Chief Executive Officer	Mr Anthony Vuleta
Chief Operations Officer	Ms Natalie Adams
Chief Community Planner	Ms Natalie Martin Goode
A/Chief Financial Officer	Mr Luke Ellis
Manager Governance and Strategy	Ms Bana Brajanovic
Secretary	Ms Amy Noon
Public liaison	Ms Alison Podmore

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