



TOWN OF
VICTORIA PARK



Annual Meeting of Electors Agenda – 30 May 2023



WE'RE OPEN
VIC PARK

Notice is hereby given that an **Annual Meeting of Electors** will be held at **6:30pm** on **30 May 2023** in the **Council Chambers**, Administration Centre at 99 Shepperton Road, Victoria Park.

Mr Anthony Vuleta – Chief Executive Officer
24 May 2023

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 - Audio and video recording and live streaming of Council meetings, Agenda Briefing forums, committees and electors meetings.

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. The meeting will be conducted in line with the Town of Victoria Park's Meeting Procedures Local Law 2019. Where the Meeting Procedures Local Law makes no provision, the procedures shall be otherwise as determined by the Presiding Member.
3. There will be no adverse reflection from any elector at the meeting and any elector addressing the meeting shall extend due courtesy and respect to Elected Members, Town employees and members of the community and must comply with the direction of the Presiding Member. Should an elector reflect adversely on another person or not extend due respect to another, the question or statement will be ruled out of order and the elector may be asked to rephrase or to cease speaking.
4. Questions, statements and motions are limited to matters within the remit of the Town under the *Local Government Act 1995*.

Questions

5. Electors will be offered an opportunity to ask a maximum of 4 questions each.
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.

Motions

8. Any motions are to be moved and seconded before anyone speaks to the motion.
9. A mover of a motion has 3 minutes in which to speak on the motion.
10. The Presiding Member will ask all electors present if there is any dissent to the motion, and if not, the motion will be put to the vote.
11. If there is any dissent, those speakers in dissent have 3 minutes in which to speak against the motion.
12. Following speakers against the motion, the mover of a motion has the right of reply, for up to 2 minutes.

13. All motions are determined by a simple majority vote of electors' present.

Voting

14. Voting is to be conducted by a show of hands, so that no voter's vote is secret. When directed, electors will raise their hand to show support for or against the motion.
15. Each elector present at the meeting is entitled to 1 vote on each matter to be decided but does not have to vote.

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1 Declaration of opening

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 kaadijtin, 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 Announcements from the Presiding Member

3 Attendance

Mayor	Ms Karen Vernon
A/Chief Executive Officer	Ms Natalie Martin Goode
Chief Operations Officer	Ms Natalie Adams
Chief Financial Officer	Mr Duncan Olde
Manager Governance and Strategy	Ms Bernadine Tucker
Secretary	Ms Felicity Higham
Public liaison	Ms Alison Podmore
	Ms Natasha Horner

4 Discussion about contents of Annual Report 2021/2022

4.1 Mayor's report

4.2 Chief Executive Officer's report

4.3 Chief Financial Officer's report

4.4 Highlights from the annual report (Annual Report 2021-2022 attached)

5 Update on decisions from previous Annual Meeting of Electors (Update on decisions from previous Annual Meeting of Electors attached)

6 General business

6.1 Questions

6.2 Statements

6.3 Motions

7 Closure