



— *City of* —
Melville

AGENDA

FOR THE

ANNUAL GENERAL MEETING OF ELECTORS

TO BE HELD ON

26 NOVEMBER 2008

DISTRIBUTED: 7 NOVEMBER 2008



— City of —
Melville

10 Almondbury Road Booragoon WA 6154
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NOTICE OF MEETING

I respectfully bring to the attention of Elected Members that a General Meeting of Electors will be held in the Conference Room, Melville Civic Centre, 10 Almondbury Road, Booragoon commencing at **6.30pm on Wednesday, 26 November 2008**.

The business paper for the Meeting is scheduled below and your attendance is requested.

DR SHAYNE SILCOX
CHIEF EXECUTIVE OFFICER

AGENDA

1. **PRESENT**
2. **IN ATTENDANCE**
3. **APOLOGIES**
4. **LEAVE OF ABSENCE**
5. **INTRODUCTION OF ELECTED MEMBERS AND OFFICERS**

6. BUSINESS**6.1 NOTICE OF ANNUAL GENERAL MEETING OF ELECTORS**

The following Notice of Meeting was advertised in the Melville Times Community Newspaper on Tuesdays 4 & 11 November 2008 in addition to being displayed on public notice boards at all the City of Melville libraries and the Civic Centre. The notice read:

ANNUAL GENERAL MEETING OF ELECTORS

Notice is hereby given that the Annual General Meeting of Electors will be held on Wednesday, 26 November 2008 in the Conference Room of the Civic Centre, 10 Almondbury Road, Booragoon commencing at 6.30 pm.

Order of Business

1. To receive the Annual Report for the year ended 30 June 2008
 - 1.1 Discussion regarding City of Melville investments.
2. General Business

The Elected Members and Staff welcome your questions regarding the City of Melville, the Annual Report or any matter relating to the Notice of Meeting. A Question Form can be obtained from the City of Melville website www.melvillecity.com.au or please contact Ms Claire Rourke on 9364 0607 for alternative arrangements.

In order for complex questions to be answered at the Meeting, questions must be received by 5.00pm on Monday, 24 November 2008.

Copies of the Annual Report will be available for inspection from Friday, 21 November 2008 at the Council Office and all City of Melville Libraries. A copy will also be available on the City of Melville website.

**DR SHAYNE SILCOX
CHIEF EXECUTIVE OFFICER**

6.2 MANNER OF CONDUCT OF THE MEETING

1. All present are required to sign the attendance register at the entry to the Conference Room.
2. Speakers must be Electors of the City of Melville.
3. The proceedings are being taped for the purpose of production of the minutes and speakers are requested to use the microphones each time they speak.
4. No other audio or visual recording is to be undertaken without the permission of the Presiding Member.
5. Speakers are asked to clearly give their name and address each time they speak.
6. Upon a motion being proposed, each speaker is to address the Chair.
7. All addresses are to be limited to a maximum of five (5) minutes. Extension of time is permissible only with the agreement of a simple majority of Members present (9.6 of Standing Orders).
8. No persons are to use offensive or objectionable expressions in reference to any Member, employee of the Council, or any other person (8.3 of Standing Orders).

7. PRESENTATION OF ANNUAL REPORT INCLUDING FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2008

8. GENERAL BUSINESS

9. CLOSURE