



— *City of* —  
***Melville***

**AGENDA**

**FOR THE**

**ANNUAL GENERAL MEETING OF ELECTORS**

**TO BE HELD IN THE**

**CONFERENCE ROOM, MELVILLE CIVIC CENTRE**

**AT 6.30PM ON**

**25 NOVEMBER 2009**

**DISTRIBUTED: 13 NOVEMBER 2009**



— City of —  
**Melville**

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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, 25 November 2009**.

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

**DR SHAYNE SILCOX**  
**CHIEF EXECUTIVE OFFICER**

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## 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 West Australian Newspaper on Saturday 7 November 2009 and the Melville Times Community Newspaper on Tuesday 10 November 2009 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**

Electors are invited to the Annual General Meeting of Electors that will be held on **Wednesday 25 November 2009** in the Conference Room of the **Civic Centre, 10 Almondbury Road, Booragoon** commencing at **6.30pm**.

**Order of Business**

1. To receive the Annual Report for the year ended 30 June 2009
2. Presentation on the International Liveable Communities Awards achieved by the City in October 2009
3. 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](http://www.melvillecity.com.au) or please contact Denise Beilby 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 23 November 2009**.

Copies of the Annual Report will be available for inspection from **Friday 20 November 2009** at the **Melville Civic Centre** 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 2009**

**8. GENERAL BUSINESS**

**9. CLOSURE**