



City of
Melville

AGENDA

ANNUAL GENERAL MEETING OF ELECTORS

NOTICE OF MEETING

I respectfully bring to the attention of Elected Members that the Annual General Meeting of Electors will be held in the Conference Room, Melville Civic Centre, 10 Almondbury Road, Booragoon on Monday, 6 February 2023 commencing at 6.00pm.

Marten Tieleman
Chief Executive Officer

The City of Melville acknowledges the Bibbulmun people as the Traditional Owners and custodians of the lands on which the City stands today and pays its respect to the Whadjuk people, and Elders both past, present and emerging.

Register to attend electronically [AGM – Monday 6 February 2023](#)



City of
Melville

Our Vision

Engaging with our diverse community to achieve an inclusive, vibrant and sustainable future.

Our Mission

To provide good governance and quality services for the City of Melville community.

Our Values

Excellence

Striving for the best possible outcomes

Participation

Involving, collaborating and partnering

Integrity

Acting with honesty, openness and with good intent

Caring

Demonstrating empathy, kindness and genuine concern



Audio Recording/ Access to Recording

In accordance with the Council Policy CP- 088 Creation, Access and Retention of Audio Recordings of the Public Meetings this meeting is electronically recorded. All recordings are retained as part of the City's records in accordance with the State Records Act 2000 and the General Disposal Authority for Local Government Records. The Audio recording may be accessed at www.melvillecity.com.au/agendas.

CONTENTS

Attendance and Apologies 3

8. PRESENTATION OF CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2021-2022 7

8.1 Questions on the Community Annual Report 2021-2022 7

9. GENERAL BUSINESS 7

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

The Members' and Officers' attention is drawn to the following provisions of the *Local Government Act 1995* regarding disclosures of interest:

6.1 FINANCIAL INTERESTS

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the matter the subject of the declaration.

6.2 DISCLOSURE OF INTEREST THAT MAY CAUSE A CONFLICT

Councillors and staff are required, in addition to declaring any financial interest, to declare any interest arising from the City of Melville Code of Conduct that might cause a conflict. The member / employee is also encouraged to disclose the nature of the interest. The member / employee must consider the nature and extent of the interest and whether it will affect their impartiality. If the member / employee declares that their impartiality will not be affected then they may participate in the decision making processes.

7. BUSINESS

7.1 NOTICE OF ANNUAL GENERAL MEETING OF ELECTORS

The following Notice of Meeting was advertised:

- on the City's website;
- on public notice boards at the Civic Centre and all the City of Melville libraries;
- in Perth Now Melville on Thursday, 12 January 2023;
- in the City's electronic Newsletter; and
- via the City's social media platforms.

The notice read:

"We invite City of Melville residents to the City of Melville Annual General Meeting of Electors (AGM) to receive the Community Annual Report 2021-2022.

Date: Monday, 6 February 2023
Time: 6.00pm
Venue: Conference Room, City of Melville Civic Centre,
10 Almondbury Road, Booragoon
and live-streamed via Zoom.

The AGM will be delivered in an in-person and live-stream format.

In line with our sustainability policy, limited printed copies of the Community Annual Report 2021-2022 will be available at the meeting. You can pick up a copy at our libraries and the City of Melville Civic Centre or read it online at [City of Melville Community Annual Report 2021-2022](#).

We welcome your questions on the Community Annual Report 2021-2022. Questions need to be submitted by 12noon Monday 30 January 2023.

To submit a question, register for the live-stream or in-person attendance, and view the most up to date information about meeting, visit www.melvillecity.com.au/AGM"

7.2 MANNER OF CONDUCT OF THE MEETING

Welcome to the City of Melville Annual Elector's Meeting. The purpose of the meeting is to discuss the City of Melville Annual Report and any other general business pertaining to the business of the City of Melville. In accordance with the *Local Government (Administration) Regulations 1996*, the Mayor is to preside at a general or special meeting of electors and is to determine the procedure to be followed and will give regard to the *City of Melville Local Government (Meeting Procedures) Local Law 2022*.

1. In the event of an emergency, everyone should take direction from officers who will guide you to the exit points of the building.
2. Toilets are located immediately before the entry to the Council Chambers.
3. All physically present are required to sign the attendance register at the entry to the meeting.
4. Each person who participates in a vote or speaks must be an Elector of the City of Melville.
5. The proceedings are being recorded for the purpose of production of the Minutes and speakers are requested to use the microphones each time they speak. The Minutes will include a summary of any questions asked and a summary of the responses provided.
6. Speakers are asked to clearly give their name and address each time they speak and are required to address the Mayor as the Chair of the meeting.
7. Only Electors of the City of Melville may move or second a motion. Motions are to be submitted in writing prior to the commencement of the meeting.
8. 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 Electors present (*Local Government (Administration) Regulations 1996 Regulation 17*).
9. The community are welcome to participate in the meeting. To ensure the efficient conduct of the meeting, please participate in a concise and respectful manner.
10. All Elected Members and officers attend this meeting to observe the proceedings and hear comments from Electors. All questions and comments should be directed to the Mayor who may invite a response from the Chief Executive Officer, Presiding Members of Committees or Elected Members.

8. PRESENTATION OF CITY OF MELVILLE COMMUNITY ANNUAL REPORT 2021-2022 INCLUDING FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2022.

8.1 Questions on the Community Annual Report 2021-2022

9. GENERAL BUSINESS

10. CLOSURE