



AGENDA

ELECTORS GENERAL MEETING

An Electors General Meeting of the Shire of Halls Creek will be held at **4.00pm** on **Thursday 5 September 2024** in the Council Chambers, 2 Halls Street, Halls Creek.

A handwritten signature in cursive script that reads 'Susan Leonard'.

Sue Leonard
Chief Executive Officer
4 September 2024

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Notes for Members of the Public

PUBLIC QUESTION TIME

The Shire of Halls Creek welcomes you in attending any Shire meeting.

The Shire sets aside a period of 'Public Question Time' to enable a member of the public to put questions. Questions should only relate to the business of the Shire and should not be a statement or personal opinion. Upon receipt of a question from a member of the public, the Presiding Member may either answer the question or direct it to an officer to answer, or it will be taken on notice.

Any comments made by a member of the public become a matter of public record as they are minuted by Council. Members of the public are advised that they are deemed to be held personally responsible and legally liable for any comments made by them that might be construed as defamatory or otherwise considered offensive by any other party.

Notes for Elected Members

DECLARATIONS OF INTEREST

Section 5.65 and 5.70 of the *Local Government Act 1995* requires an Elected Member or officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Elected Member or officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

An Elected Member who makes a disclosure under section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow an Elected Member to speak, the extent of the interest must also be stated.

APPLICATION FOR LEAVE OF ABSENCE

In accordance with Section 2.25 of the *Local Government Act 1995*, an application for leave requires a Council resolution granting leave requested. Council may grant approval for Leave of Absence for an Elected Member for ordinary Council meetings for up to but not more than six consecutive meetings. The approval of the Minister is required for leave of absence greater than six ordinary Council meetings.

This approval must be by Council resolution and differs from the situation where an Elected Member records their apologies for the meeting. A failure to observe the requirements of the Act that relates to absence from meetings can lead to an Elected Member being disqualified should they be absent without leave for three consecutive meetings.

DISCLAIMER

The purpose of Council Meetings is to discuss, and where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the *Local Government Act 1995* (Section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person. The Shire of Halls Creek expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

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ATTACHMENTS

Attachment No	Description	Page No
	Minutes – Electors General Meeting held 17 August 2024	Provided under separate cover
4.1.1A	Annual Report 2022/23	Provided under separate cover

ELECTORS GENERAL MEETING

AGENDA

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The meeting was opened at by.....

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Halls Creek for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within the minutes of this meeting.

2. RECORD OF ATTENDANCE/ LEAVE OF ABSENCE (PREVIOUSLY APPROVED)/ APOLOGIES/ LATE ARRIVALS

2.1 Attendance

Shire President	Cr Malcolm Edwards
Deputy President	Cr Patricia McKay
Councillors	Cr Virginia O'Neil
	Cr Rosemary Stretch
	Cr Bonnie Edwards
	Cr Chris Loessl
	Cr Raymond Simpson

Chief Executive Officer	Susan Leonard
Minutes	Dianne Hayes (online)

2.2 Apologies

2.3 Late Arrivals

2.5 Declaration of Interests

Councillor/Staff Member	Item No.	Interest	Comments
Nil			

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Officer's Recommendation

That Council confirms the minutes of the Electors General Meeting held 17 August 2023 as a true and accurate record.

Moved: Cr

Seconded: Cr

Note: The minutes of the Council meeting listed above is provided under separate cover via www.halls creek.wa.gov.au

4.1.1. Annual Report 2022/2023 and Audited Financial Statements

ITEM NUMBER:	4.1.1
REPORTING OFFICER:	Susan Leonard, Chief Executive Officer
SENIOR OFFICER	Susan Leonard, Chief Executive Officer
MEETING DATE:	5 September 2024
DISCLOSURE OF INTEREST:	Nil

1.0 Matter for Consideration

1.1 The purpose of this meeting is for the presentation of the 2022/2023 Annual Report and Audited Financial Statements.

2.0 Background

2.1 Local governments are required to hold a general meeting of electors once every financial year, in accordance with the *Local Government Act 1995*, to consider the contents of the Annual Report and to raise other general business.

2.2 Once the Annual Report is accepted by Council, the Electors General Meeting for the Shire must be held within 56 days of that acceptance date.

2.3 The Annual General Meeting was advertised pursuant to section 5.29 of the *Local Government Act 1995* via The Shire of Halls Creek Website, Facebook page and noticeboards.

3.0 Comments

Nil.

4.0 Statutory Environment

4.1 *Local Government Act 1995*

Section 2.7(2) Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies.

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Division 2 – Council meetings, committees and their meetings and elector’s meetings

Subdivision 4 – Electors’ meetings

5.27 Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

5.29. Convening electors' meetings

- (1) The CEO is to convene an electors' meeting by giving -
 - (a) at least 14 days' local public notice; and
 - (b) each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.
- (2) The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time the notice is first given and is to continue in the prescribed way until the meeting has been held.

5.0 Strategic Implications

5.1 Objective:

4. Civic: Working together to strengthen leadership and effective governance.

5.2 Outcome:

Civic - 4.1 A local government that is respected and accountable

5.3 Strategy:

Civic - 4.3.5 Encourage all residents to initiate discussions on matters of concern regarding Shire business and to provide feedback to the Shire

6.0 Policy Implications

6.1 Nil

7.0 Financial Implications

7.1 Nil

8.0 Sustainability Implications

8.1 Environmental

There are no significant identifiable environmental impacts arising from adoption of the officer's recommendation.

8.2 Economic

The adoption of the policy is expected to have a positive effect on the local economy by encouraging local business and employment.

8.3 Social

The adoption of the policy is expected to have positive social impacts on the local community by encouraging local business and employment.

8.4 Risk

There are no significant identifiable risk impacts arising from adoption of the officer's recommendation.

9.0 Officers Recommendation

That:

The Annual Report, including the Audited Financial Statements and Auditors report for the 2022/2023 financial year, be received.

VOTING REQUIREMENT: Simple Majority

Appendix:

4.1.1A: 2022/2023 Annual Report

5. QUESTIONS FROM THE FLOOR

6. CLOSURE OF MEETING