

# SHIRE OF DENMARK



## Special Electors Meeting Procedures

These procedures are consistent with requirements under the Local Government Act 1995 and the Local Government (Administration) Regulations 1996.

- The Shire President will preside over the meeting [s 5.30].
- The only matter to be discussed at this meeting is the matter detailed in the Special Meeting Request.
- All electors present are required to sign the Attendance Register with their name and address.
- Only electors are permitted to vote.
- Each elector who is present is entitled to one vote on each matter to be decided at the meeting but does not have to vote [r 17].
- Voting is to be conducted so that no voter's vote is secret [r 17].
- All decisions are to be made by a simple majority of electors present [r 17].
- The presiding person will call for a mover and a seconder for any motions.
- If a motion is moved and seconded, it becomes live, and the presiding person will facilitate debate.
- Debate will be limited to 3 speakers for the motion, and 3 speakers against the motion.
- Speakers for, or against, the motion will be limited to 3 minutes each.
- All decisions made at the meeting are to be considered at the next Ordinary Council meeting or, if that is not practicable, at the first Ordinary Council meeting after that meeting; or at a Special Meeting called for that purpose, whichever happens first [s 5.33].
- There will be no public question time [r 5].
- The meeting procedure to be followed, other than those listed above, is to be determined by the person presiding [r 18].