



# Annual General Meeting 2014

## Role of AGM

Council's AGM is held to provide members of the public with an opportunity to review and make formal representation on Council's operating performance over the preceding year and as a platform for Council to consult with community.

## Procedural Information

The following procedures will apply in the conduct of this meeting:

1. The meeting requires a quorum, which in this instance is an absolute majority of Councillors being present.
2. Only attendees at the meeting who are Flinders electors and have registered at the Minute Taker's desk upon arrival are entitled to vote.
3. Councillors are expected to fulfill their elected role and act in their capacity as a representative of the community.
4. The Mayor will present an overview of the Annual Report.
5. At the conclusion of the presentation any submissions which have been lodged within the advertised timeframe in respect to the Annual Report will be discussed.
6. Questions and comments regarding the submissions lodged in respect of the Annual Report should be concise to allow as many people as possible to have an opportunity to speak.
7. No person is to be interrupted while they are speaking.
8. Persons wishing to address the meeting must stand, as a matter of courtesy, and identify themselves to the Chair before speaking.
9. All discussion and questions are to be addressed through the Chair.
10. Attendees are requested to refrain from making any personal reflections on any Councillor, Council employee or member of the public; disrupt the meeting; or use any offensive language. If in the opinion of the Chair an individual is disrupting the meeting, making offensive statements or using offensive language the person may be requested to leave the meeting immediately.

11. Any attendee who is a Flinders elector and has registered at the Minute Taker's desk may move a motion or ask a question. The following procedures apply:
- a) Stand and await acknowledgement from the Chair.
  - b) All motions must be moved and seconded before debate is permitted.
  - c) Only one motion may be before the Chair at anyone time.
  - d) Voting is by a show of hands and only Flinders electors who have registered upon arrival are entitled to vote.
  - e) A resolution is passed if a majority of electors who vote do so in its favour.
  - f) In speaking to a motion, individuals may speak only once and for no longer than 5 minutes.
  - g) A motion passed at the AGM will be considered at the next meeting of Council whereby sufficient time is available to include the item in the Agenda.