

About a Special Meeting of Electors

Special Meetings of Electors are held in accordance with section 5.28 of the Local Government Act 1995. They may be requested by electors to consider specific matters of concern.

A request must be signed by at least 300 electors or 5% of the district's electors, and must set out the details of the matters to be discussed. Special Meetings provide electors with an opportunity to ask questions, make statements, and move motions relating to the specified matters.

Meeting Procedures

In accordance with regulation 18 of the Local Government (Administration) Regulations 1996, the Presiding Member, generally the Shire President, is to preside at a Special Meeting of Electors and determine the procedure to be followed, as set out below.

Attendance

Members of the public may attend an electors' meeting and are required to sign the attendance register upon entering the venue, including their name and address.

Attendees must be verified as a Shire of Boddington elector by Shire officers upon arrival in order to be able to:

- Ask a question
- Move or second a motion
- Vote

Questions

Questions or statements may only relate to matters relevant to the purpose of this Special Meeting of Electors and will be accepted at the discretion of the Presiding Member in accordance with regulation 7 of the Local Government (Administration) Regulations 1996.

The Presiding Member has allocated a period of 45 minutes for questions and statements from electors as part of the procedures for this meeting.

Electors wishing to ask a question may ask up to two questions before other electors are invited to speak. Each elector is requested to clearly state their name and address each time they speak.

Each address is limited to a maximum of three minutes. An extension of time may only be granted with the agreement of a simple majority of electors present.

Questions that cannot be answered at the meeting will be taken on notice, with a written response provided following the meeting.

If a question is submitted before the meeting and the person who submitted it is not present, the Chief Executive Officer will provide a response by email shortly after the meeting.

To assist the Shire in preparing responses, electors are encouraged to submit questions no later than 12.00pm on Monday 5 October 2026 through the Shire website <https://www.boddington.wa.gov.au/forms/special-meeting-of-electors-submit-a-question/71>. Questions and statements may also be raised from the floor during the meeting. The livestream is provided for viewing purposes only, and questions or statements will not be accepted from online viewers during the meeting.

Conduct at Meetings

All attendees are required to conduct themselves respectfully and courteously and to comply with the directions and rulings of the Presiding Member. In accordance with the Shire of Boddington Standing Orders, members of the public must remain quiet unless invited to speak, and no person may use offensive or objectionable expressions or interrupt proceedings. The Presiding Member may direct a person to cease speaking, require an offensive or objectionable expression to be withdrawn, or order the removal of a person whose conduct is disorderly.

Further information is available in the Shire of Boddington Standing Orders.

Record of the Meeting

Minutes of the meeting will be available for inspection by members of the public at a later date.

Any motions arising from the meeting requiring action will be presented to the next available Ordinary Meeting of Council for consideration.

Public questions and comments are recorded. Speakers remain responsible for the comments they make and may be subject to legal action arising from those comments.

Recording and Streaming

The meeting, including all contributions from attendees, will be audio recorded.

Speakers are requested to use the microphone each time they speak. No other audio or visual recording is to be undertaken without the permission of the Presiding Member.

The Shire will livestream the meeting for viewing purposes. While all reasonable care and preparation will be undertaken, the Shire cannot guarantee that technical issues will not affect the availability or quality of the livestream or the ability to view the presentation.