

Procedures for Special Meeting of Electors – 24 April 2024

The following procedures have been approved by the presiding member for the special meeting of electors to be held on 24 April 2024. The application of these procedures are subject to the discretion of the presiding member. Any other rules or procedures that are not defined are to be determined by the presiding member.

Only City of Busselton electors may speak or vote at the special meeting of electors.

Minutes of the special meeting of electors will be available for inspection by members of the public later. All decisions made at the meeting are to be considered at the next ordinary Council meeting or at a Special meeting called for that purpose whichever happens first.

Statements from electors

1. The presiding member has agreed to allow a short period of time for electors to make statements to the Council about matters that pertain to the purpose of the meeting.
2. The presiding member will allow a minimum of 15 minutes for statements from electors. The maximum time will be at the discretion of the presiding member.
3. Electors wishing to make a statement will have a maximum of five minutes in which to make their statement.
4. When addressing the meeting a person is to:
 - a. Rise and move to the microphone (unless unable to do so);
 - b. State their name and suburb; and
 - c. Address the meeting through the presiding member.

Motions

1. The presiding member will call for motions from electors with precedence given to those motions submitted prior to the meeting via the online form on the City's website.
2. When addressing the meeting to move a motion a person is to:
 - a. Rise and move to the microphone (unless unable to do so);
 - b. State their name and suburb; and
 - c. Address the meeting through the presiding member.
3. When called forward the mover of the motion will be asked to read out their motion; the presiding member will then call for a seconder. Motions are to be moved and seconded before any debate is to occur.
4. If a motion is moved and seconded the presiding member will allow the mover to speak to their motion (for a period of up to five minutes). The presiding member will also allow the seconder to speak to the motion (for a period of up to five minutes).
5. The presiding member will then facilitate debate on the motion allowing electors to speak for or against the motion (each for a period of up to five minutes).
6. Debate will be limited to three speakers for the motion and three speakers against the motion.
7. The presiding member may allow the mover of a motion a right of reply of up to three minutes which is to be confined only to rebutting arguments raised by previous speakers.
8. Once debate has concluded and any right of reply exercised the presiding member will put the motion to a vote.
9. Voting is by a show of hands and decisions are to be made by a simple majority vote.