

# 2024 Notice of WALGA Annual General Meeting

WEDNESDAY, 9 OCTOBER 2024

2:30PM

AT PERTH CONVENTION AND EXHIBITION CENTRE

21 MOUNTS BAY RD, PERTH WA 6000

The Annual General Meeting (AGM) of the Western Australian Local Government Association (WALGA) will be held at the Perth Convention and Exhibition Centre on **Wednesday, 9 October 2024 at 2:30pm**.

Attendance at the AGM is free for all Elected Members and Officers from Member Local Governments. Voting Delegates and Proxies must be registered (registration information below).

The AGM is being held in conjunction with the Local Government Convention 2024 (the Convention). Further information on the Convention will be announced shortly.

## VOTING INFORMATION

### Voting entitlement

Each Member Local Government is entitled to be represented by two Voting Delegates. A Voting Delegate is entitled to one vote.

A Proxy is entitled to vote in the absence of a Voting Delegate.

Voting Delegates and Proxies may be Elected Members or Officers.

### Registration of Delegates and Proxies

Voting Delegates and Proxies must be registered by the Local Government Chief Executive Officer.

The Chief Executive Officer of each Member Local Government will be sent the Delegate registration link via email. We ask that registration be completed via the link provided prior to **5:00pm on Friday, 27 September 2024**. However, Delegate registrations can be completed or amended up until the start of the AGM at **2:30pm on Wednesday, 9 October 2024**.

### Voting process

Information on how voting will be conducted at the AGM will be sent to all registered Voting Delegates and Proxies prior to the AGM.

## MEMBER MOTIONS

### Submission

Member Local Governments are invited to submit motions for inclusion in the Agenda for consideration at the AGM.

Motions should be submitted by the Chief Executive Officer of the Member Local Government to the Chief Executive Officer of WALGA via email at [association.governance@walga.asn.au](mailto:association.governance@walga.asn.au).

#### Closing date

Member motions must be submitted prior to **5.00pm on Friday, 23 August 2024**.

#### Guidelines for motions

Please refer to the [Guideline for the submission of Member Motions](#) for detailed information on the submission of motions.

## MEETING DOCUMENTS

#### Notice of proposed amendments to the Association Constitution

The Chief Executive Officer of WALGA will give not less than 60 days notice of any proposal to amend the Association Constitution. This notice will be given via email to all Local Government Chief Executive Officers by **5:00pm Thursday, 8 August 2024**.

#### Agenda

The Chief Executive Officer of WALGA will publish the Agenda of the AGM not less than 30 days prior to the AGM. The Agenda will be published by **5:00pm Friday, 6 September 2024** on the WALGA website. All Elected Members and CEOs will be advised of the availability of the Agenda via email.

Hardcopy meeting documents will not be distributed.

The Order of Business shall be:

1. Record of attendance and apologies
2. Announcements
3. Confirmation of minutes of previous meetings
4. President's report
5. Financial report for the Financial Year, and
6. Consideration of Executive and Member Motions

## MEETING CONDUCT

The AGM will be conducted in accordance with the [WALGA AGM Standing Orders](#).

## QUERIES

Please direct all enquiries relating to the registration of Delegates or the submission of Member motions to Meghan Dwyer, Executive Officer Governance on (08) 9213 2050 or at [association.governance@walga.asn.au](mailto:association.governance@walga.asn.au).



President Cr Karen Chappel AM JP  
WALGA President



Nick Sloan  
WALGA Chief Executive Officer