



MINUTES

Annual General Meeting of Electors

7.00pm, Wednesday 4 February 2026

Bindoon Hall, Great Northern Highway, Bindoon



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ITEM 1. ACKNOWLEDGEMENT OF COUNTRY

Good evening ladies and gentlemen, we wish to acknowledge the traditional custodians of the land within the Shire of Chittering, the Yued and Whadjuk peoples. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land, we acknowledge and respect their continuing culture, and the contributions made to this region.

ITEM 2. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS

The Presiding Member declared the meeting open at 7.00pm.

ITEM 3. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE / ANNOUNCEMENTS**Attendance**

The following members will be in attendance:

Cr Mark Campbell	President
Cr David Dewar	Deputy President
Cr Mary Angus	
Cr John Curtis	
Cr Beck Foulkes-Taylor	
Cr Nicholas Grayer	
Cr Kylie Hughes	

The following staff will be in attendance:

Melinda Prinsloo	Chief Executive Officer
Scott Clayton	Deputy Chief Executive Officer
Leo Pudhota	Executive Manager Technical Services
Jake Whistler	Executive Manager Development Services
Denaye Kerr	Executive Assistant

Members of the General Public: 7

R. Backer	Bindoon
T. Brown	Chittering
V. Howett	Bindoon
I. Hall	Muchea
J. Hall	Muchea
B. Hall	Muchea
L. Coles	Bindoon

Media: 0

Apologies

Nil

Approved leave of absence

Nil

ITEM 4. REPORTS

AGM01 – 02/26**Annual Report for the Shire of Chittering**

Applicant:	Shire of Chittering
File Ref:	SOCR-1845402348-41338
Prepared by:	Manager of Governance and Corporate Performance
Supervised by:	Chief Executive Officer
Voting requirements:	Absolute Majority
Attachments:	1. 2024/25 Annual Report

Executive Summary

The 2024/25 Annual Report for the Shire of Chittering is presented to the Annual Meeting of Electors.

Background

The *Local Government Act 1995* requires a local government to prepare an Annual Report for each financial year and to hold an Annual Electors Meeting. The meeting must be held within 56 days of the Annual Report being accepted by Council.

The Shire's annual audit was conducted by the Office of the Auditor General, with the audited financial statements signed off by the Senior Director Financial Audit, Tim Sanya, on 8 December 2025.

The Audit, Risk and Improvement Committee considered the Annual Report at its meeting held on 9 December 2025, prior to the report being presented to Council. The Annual Report, together with the audited financial statements, was subsequently presented to Council at the Ordinary Council Meeting on 12 December 2025.

The 2024/25 Annual Report includes a concise audited financial report as part of its comprehensive review of the Shire's performance for the financial year.

The Shire is committed to continually improving the quality of its reporting. This commitment has seen the Annual Report evolve from a purely statutory document into an integrated reporting, communication and engagement tool. This approach supports the transparent sharing of financial and operational information with both internal and external stakeholders.

Building on improvements made over recent years, the Shire undertook benchmarking for the third consecutive year with award-winning local governments to further strengthen transparency and the quality of performance reporting. This ongoing benchmarking process informed continued refinements to the Annual Report's structure, content and presentation.

The report is guided by the criteria of the Australasian Reporting Awards (ARA), which promote best-practice standards in financial and performance reporting.

In 2022/23, the Shire received a Silver Award at the Australasian Reporting Awards. Building on feedback received through the ARA adjudication process, the Shire implemented further improvements in structure, content and presentation for the 2023/24 Annual Report.

As a result, the Shire's 2023/24 Annual Report was awarded a Gold Award, representing the highest level of recognition and making the Shire of Chittering the smallest local government to achieve this status. This achievement reflects the Shire's ongoing commitment to transparency, accountability and high-quality governance.

The Annual Report is the primary mechanism for reporting on progress against the Shire's Strategic Community Plan and provides a comprehensive overview of achievements delivered through the Corporate Business Plan and Annual Operational Plan during the 2024/25 financial year.

Consultation/Communication Implications

Local

- Chief Executive Officer
- Audit, Risk and Improvement Committee
- Executive Management Team
- Key staff across all service areas
- An integrated consultation approach was undertaken to ensure all services delivered during the 2024/25 financial year, and their associated performance, were accurately captured.

State

- Nil

Legislative Implications

State

- Local Government Act 1995, Section 5.54(2)
(2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.'*
- Local Government Act 1995, Section 5.55
That Council give local public notice of the availability of the Annual Report once adopted by Council.
- Local Government Act 1995, Section 5.27
Electors' general meetings
 - (1) *A general meeting of the electors of a district is to be held once every financial year.*
 - (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
 - (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*
- Local Government Act 1995 Section 5.29
Convening electors' meetings
 - (1) *The CEO is to convene an electors' meeting by giving—*
 - (a) *at least 14 days' local public notice; and*
 - (b) *each council member at least 14 days' notice of the date, time, place and purpose of the meeting.*

Local

Nil

Policy Implications

State

Nil

Local

Nil

Financial Implications

Nil

Strategic ImplicationsState

Nil

Local

- Strategic Community Plan 2024-2034
Theme: Administration and Governance
Aspiration: Council Accountability and transparency

Site Inspection

Site inspection undertaken: Not applicable

Environmental Consideration

Environment consideration given: Not applicable

Risk Assessment / Implications

Risk	Likelihood	Consequences	Risk Analysis	Mitigation
Risk Category: Compliance	Likely	Moderate	High	Presentation of the Annual Report to the electors within the statutory 56-day timeframe mitigates this risk and ensures legislative compliance.
Opportunity: Nil				

Officer Comment/Details

The Annual Report provides an accurate and comprehensive overview of the Shire's activities for the period 1 July 2024 to 30 June 2025. It outlines progress against strategic objectives, key projects and service delivery outcomes, supported by audited financial statements approved by the Shire's external auditors.

The Annual Report has been adopted by Council and published on the Shire website for public information prior to this Annual Electors Meeting which enables Electors to ask questions about the contents of the Report.

ITEM 5. GENERAL BUSINESS**GB01 – 02/26 Liz Coles, Bindoon**

Liz spoke about the possibility of a divider being put into the hall for an extra space to be leased out for use. It was in the planning stages a couple of years ago, however, it was put on hold at the request of the Bindoon Belle's.

The Chief Executive Officer advised that we are currently going into Budget deliberations and if you could please email through chatter to request this be placed into the Budget for consideration.

GB02 – 02/26 Tuarn Brown, Chittering

Tuarn mentioned that at the time when the Shire was approving sites for mobile phone towers, we had the concern raised about back up power to those towers so that they would have continuous power through solar or battery. At the time the comment from the Shire and Councillors was that it wasn't the Shire's place to ask that, but I would beg to differ, that it is totally the Shire's place when representing its community to say to the provider that it is an expectation of this community that these towers will not be reliant on main power and whilst it is not the Shire's place to be stipulating these conditions, by not putting that expectation in your approval, you are letting the community down, as was demonstrated recently with power outages.

MOTION / ELECTORS DECISION**Moved Tuarn Brown, seconded Bailey Hall****Request that the Shire as a matter of policy requires security of back up power for phone towers for its community.****CARRIED: 7 / 0**

Tuarn brought up the issue of road safety along Blue Plains Road. As has been brought up in the past the road still appears as 110km an hour as there is nothing to say otherwise. My concern is that somewhere in the system, perhaps at Main Roads end, there is an attitude with roads that they do not want to put speed limits on them, in particular Blue Plains Road as it is seen as an access road from Toodyay to the top end of the freeway. That is not practical for the people who live on that road. I don't think the public should have to raise these issues; it needs to be identified by the Shire and/or Main Roads.

MOTION / ELECTORS DECISION**Moved Tuarn Brown, seconded Ian Hall****That a speed limit be set on Blue Plains Road of 80km/hr.****CARRIED: 7 / 0**

ITEM 6. CLOSURE

The President closed the meeting at 7.20pm.