

9.7 Annual Electors Meeting 10 February 2026 (for 2024/2025)

File Reference	
Report Date	20 February 2026
Applicant/Proponent	Shire of Victoria Plains
Officer Disclosure of Interest	Nil
Previous Meeting Reference	Nil
Prepared by	Candice Watson - PACEO
Senior Officer	Sean Fletcher - Chief Executive Officer
Authorised by	
Attachments	1. Unconfirmed AEM Minutes - 10 February 2026

PURPOSE

To consider decisions made at the Annual Electors Meeting regarding the 2024/2025 financial year and other matters held on 10 February 2026.

BACKGROUND

Council resolved at its meeting on 17 December 2025 to hold the Annual meeting of Electors on 10 February 2026.

COMMENT

As there were no questions raised, no additional motions were resolved however it would be prudent for Council to familiarise itself with the content of the minutes. These are provided in Attachment 1 to this report.

CONSULTATION

Nil

STATUTORY CONTEXT***Local Government Act 1995***

- (1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable:
 - (a) at the first ordinary council meeting after that meeting; or
 - (b) at a special meeting called for that purpose

CORPORATE CONTEXT

Strategic Business Plan/Corporate Business Plan

STRATEGIC PRIORITIES	WE KNOW WE ARE SUCCEEDING WHEN
4. CIVIC LEADERSHIP	
4.2 Shire communication is regular, clear and transparent	Residents and community groups believe they are being listened to and fairly treated
	Positive feedback through our customer survey
	Council and Staff work closely with the community to successfully achieve projects or outcomes that deliver upon priorities

Delegation

Nil

Policy Implications

Nil

Other Corporate Document

Nil

Risk Analysis

Consequence	Consequence Rating:	Likelihood Rating:	Risk Rating	Risk Acceptance/ Controls	Mitigation and Outcome
The Shire is required to conduct an Annual Electors Meeting once per year under the LG 1995 Act.	Minor (2) That Council in accordance with section 5.33(1) of the <i>Local Government Act 1995</i> note that there were no decisions made for its consideration at the Annual Electors Meeting held on 10 February 2025.	Likely (4) At least once per year	Moderate (6) Substantiated, low impact, low news profile Example Local paper / Industry news article, Facebook item seen by multiple groups	Low Risk acceptable with adequate controls, managed by routine procedures and subject to annual monitoring Control Rating: Effective	By Council resolving to conduct, and the CEO implementing, the Annual Electors Meeting the above keeps the risk very low.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

Officer Recommendation

That Council in accordance with section 5.33(1) of the *Local Government Act 1995* **ACKNOWLEDGE** there were no decisions made and accept the minutes of the Annual Electors Meeting held on 10 February 2026.

PUBLIC AGENDA

Minutes Annual Meeting of Electors 2024/2025

Tuesday, 10 February 2026
Calingiri Emergency Services Building
Cnr Yulgering Rd and Edmonds St
Commencing @ 6.00PM

PUBLIC AGENDA

Date 8 January 2026

Version 2.0

Space to Grow

Bolgart Calingiri Gillingarra Mogumber
New Norcia Piawaning Yerecoin

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PUBLIC AGENDA

A copy of the meeting guidelines is provided on Page 4

A Copy of the Shire’s 2024/2025 Annual Report is on the Shire’s Website:
<https://www.victoriaplains.wa.gov.au/documents/annual-reports>

A hard copy of the Annual Report can be requested from the Shire Office.
There will be some copies made available at the Meeting.

1 Declaration of Opening and

Announcement of Visitors

The Meeting opened at 6:00PM.

The Shire Deputy President extended a warm welcome to attendees at this year's Annual Elector's Meeting.

2 Attendance, Apologies and Leave of Absence Granted

Elected Members:

Cr S Woods - Deputy Shire President - Elected Member – Presiding Member

Cr R Johnson – Elected Member

Cr E Williams – Elected Member

Cr N Smith – Elected Member

CEO:

Mr S Fletcher

Staff:

Mr C Ashe

Mr S Brenzi

Ms C Watson

Ms B Ralph

Apology:

Cr P Bantock – Shire President

Members of the Public:

Mr Steven Woods

Ms Anne Marie Byrne

3 Confirmation of Minutes

Moved: Cr R Johnson

Seconded: Mr Steven Woods

STAFF RECOMMENDATION

That the minutes of the AGM of Electors held Wednesday 5 February 2025 be accepted as a true and correct record of proceedings.

3.1 Matters arising from the Minutes – Wednesday 5 February 2025

NIL

4 Annual Report

Moved: Cr N Smith

Seconded: Ms Anne Marie Byrne

STAFF RECOMMENDATION

That the Annual Report for the financial year ended 30 June 2025 be received.

4.1 Matters arising from the Annual Report for Financial Year ended 30 June 2025:

4.1.1 Presentation by Management

5 Any Other General Business

NIL

6 Declaration of Closure

The Shire Deputy President declared the meeting closed at 6:50PM

PUBLIC AGENDA

A: MEETING OF ELECTORS GUIDELINES

Purpose

In accordance with the *Local Government Act 1995*, a general meeting of electors must be held each financial year after a local government accepts the annual report.

The matters to be discussed at the general electors' meeting are in accordance with Regulation 15 of the *Local Government (Administration) Regulations 1996*. This includes the contents of the annual report for the previous financial year and then any other general business.

Procedures

The procedure to be followed at a general or special meeting of electors is to be determined by the presiding member (this also includes specific regard to the Shire of Victoria Plains Meeting Procedures Local Law).

Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote. All decisions at a general or special meeting of electors are to be made by a simple majority of votes. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

All decisions made at an electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable at the first ordinary council meeting after that meeting or at a special meeting called for that purpose, whichever happens first.

An elector is someone on the State Electoral Roll for the District of Victoria Plains or an Owner/Occupier in the Shire of Victoria Plains.

Minutes

Minutes of the proceedings at an electors' meeting are to be kept and preserved. They are published on the Shire's website for a period of not less than 5 years and are also made available for inspection by members of the public.

Shire of Victoria Plains Meeting Procedures Local Law

Specific clauses to be observed regarding a Meeting of Electors are:

18.8 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.