



17 Queen Street, Pingelly
Western Australia 6308
Telephone: 9887 1066
admin@pingelly.wa.gov.au

General Electors Meeting Agenda

Shire of Pingelly

General Electors Meeting

Wednesday 18 February 2026

7:00 pm

Pingelly, positive by nature. Let's grow together!



Shire of Pingelly

Notice of Meeting

Notice is given that a meeting of the Council will be held in the Council Chambers, 17 Queen Street on Wednesday 18 February 2026, commencing at 7:00pm.

Your attendance is respectfully requested.

Disclaimer

The recommendations contained in this agenda are officers' recommendations only and should not be acted upon until Council has resolved to adopt those recommendations. The resolutions of Council should be confirmed by perusing the minutes of the Council meeting at which these recommendations were considered. Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Councils decision.

A handwritten signature in black ink, appearing to be "A. Dover", is located to the left of the name and title.

Andrew Dover
Chief Executive Officer

PUBLIC QUESTION TIME INFORMATION

The Shire of Pingelly welcomes community participation during public question time. This document is to be read in conjunction with the *Shire of Pingelly Standing Orders Local Law 2017* and the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996*.

1. A member of the public who raises a question during question time must:
 - a. be in attendance at the meeting;
 - b. first state their name and address;
 - c. direct the question to the Presiding Member;
 - d. ask the question briefly and concisely;
 - e. limit any preamble to matters directly relevant to the question; and
 - f. ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except where necessary to explain the question.
2. Each member of the public with a question is entitled to ask up to 3 questions before other members of the public will be invited to ask their questions.
3. Where a member of the public seeks a written response to their questions to be tabled at a meeting, the member of the public must submit their questions to Council by no later than 12 noon on the day prior to the meeting date of which the response is to be tabled.
4. Where a member of the public submits their questions after 12 noon on the day prior to the meeting date of which the response is to be tabled, a written response may be provided at the discretion of the presiding member.
5. Where a member of the public submits a written question after 12 noon the day prior to the meeting at which they are to be tabled, a verbal response may be provided at the meeting.
6. A member of the public may ask questions without notice at a meeting, provided they present a written copy of their questions to Council prior to the commencement of the meeting.

Questions may be submitted by e-mail to admin@pingelly.wa.gov.au.

Risk Framework

Consequence Rating

| Impact | Health | Financial | Service Interruption | Compliance | Reputational | Property | Environment |
|---------------|--------------------------------|----------------------|---|--|--|---|---|
| Insignificant | Negligible injuries | Less than \$2,000 | No material service interruption | No noticeable regulatory / statutory impact | Low impact, single complaint, low profile or 'no news' item | Inconsequential or no damage | Contained, reversible impact managed on site response |
| Minor | First aid injuries | \$2,001 - \$10,000 | Short term temporary interruption – backlog cleared < 1 day | Some temporary non-compliance | Low impact, a small number of complaints | Localised damage rectified by routine internal procedures | Contained, reversible impact managed by internal response |
| Moderate | Medical type injuries <5 days | \$10,001 - \$50,000 | Medium term temporary interruption – backlog cleared by additional resources < 1 week | Short term non-compliance but with significant regulatory requirements imposed | Public embarrassment, moderate impact, low or moderate news profile | Localised damage requiring external resources to rectify | Contained, reversible impact managed by external agencies |
| Major | Lost time injury >5 days | \$50,001 - \$200,000 | Prolonged interruption of services – additional resources; performance affected < 1 month | Non-compliance results in termination of services or imposed penalties | Public embarrassment, high impact, high news profile, third party actions | Significant damage requiring internal & external resources to rectify | Uncontained, reversible impact managed by a coordinated response from external agencies |
| Catastrophic | Fatality, permanent disability | More than \$200,000 | Indeterminate prolonged interruption – non-performance > 1 month | Non-compliance results in litigation, criminal charges or significant damages | Public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions | Extensive damage requiring prolonged period of restitution. Complete loss of property | Uncontained, irreversible impact |

Likelihood Rating

| | Description |
|----------------|--|
| Almost Certain | The event is expected to occur in most circumstances > once per year > 90% chance of occurring |
| Likely | The event will probably occur in most circumstances At least once per year 60% - 90% chance of occurring |
| Possible | The event should occur at some time At least once in 3 years 40% - 60% chance of occurring |
| Unlikely | The event could occur at some time At least once in 3 years 10% - 40% chance of occurring |
| Rare | The event may only occur in exceptional circumstances Less than once in 15 years < 10% chance of occurring |

Risk Matrix

| Consequence Likelihood | Insignificant | Minor | Moderate | Major | Catastrophic |
|------------------------|---------------|--------|----------|--------|--------------|
| Almost Certain | M (5) | H (10) | H (15) | E (20) | E (25) |
| Likely | L (4) | M (8) | H (12) | H (16) | E (20) |
| Possible | L (3) | M (6) | M (9) | H (12) | H (15) |
| Unlikely | L (2) | L (4) | M (6) | M (8) | H (10) |
| Rare | L (1) | L (2) | L (4) | L (4) | M (5) |

Risk Acceptance Criteria

| | Description | Criteria | Responsibility |
|--------------|---------------|--|----------------|
| Low (L) | Acceptable | Acceptable with adequate controls, managed by routine procedures and subject to annual monitoring | Staff Member |
| Moderate (M) | Monitor | Acceptable with adequate controls, managed by specific procedures, subject to semi-annual monitoring | Senior Manager |
| High (H) | Urgent action | Acceptable with effective controls, managed by senior management, subject to monthly monitoring | Senior Manager |
| Extreme (E) | Unacceptable | Only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by the CEO and subject to continuous monitoring | CEO |

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman to declare the meeting open.

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Willman Noongar people of this area and recognise their continuing connection to land, waters and community. We pay respect to Elders past, present and emerging.

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

Please turn your mobile phones to silent, any calls are to be taken outside of the Chambers.
Thank you.

4. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

5.1. Confirmation of Minutes of Previous Meetings – 22 January 2025

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are to be kept and submitted to the next ordinary meeting of the council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

Recommendation:

That the Minutes of the General Electors Meeting of the Council of the Shire of Pingelly held in the Council Chambers on 22 January 2025 be confirmed.

Moved: _____ Seconded: _____

6. ANNUAL REPORT 2024 / 2025

The Shire President to call for questions on the Annual Report, including the Annual Financial Report and Auditors Report.

Voting Requirements:

Simple Majority

Recommendation:

That the Annual Report, inclusive of the Shire Presidents Report, Annual Financial Report and Auditors Report of the Shire of Pingelly for the year ending 30 June 2025, be received.

Moved: _____ Seconded: _____

7. GENERAL BUSINESS

The Shire President to call for any questions from Electors concerning matters under the jurisdiction of the Shire of Pingelly.

8. CLOSURE OF MEETING

The Chairman to declare the meeting closed.