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Council Minutes

Shire of Pingelly

Special Council Meeting

22 October 2025

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 declared the meeting open at 5pm.

CEO Andrew Dover is presiding in the absence of a Shire President, which is the first order of business. Andrew Dover thanks visitors for attending the Special Meeting of Council.

1.1. Election of President

Background

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

The term of the positions is for two (2) years (until the next ordinary election).

Comment

The process of election is the same *mutatis mutandis* as the process for election of that of a Councillor.

The CEO is to preside at the meeting until the Office of President is filled. Once a Councillor has been elected and completed the declaration, the President is to assume the Chair.

Statutory Implications

Section 2 of Schedule 2.3 of the *Local Government Act* provides that, in relation to the Office of President:

- (1) The office is to be filled as the first matter dealt with —
 - (a) at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day.

Section 3 provides that the CEO is to preside at the meeting until the Office is filled. Section 4 provides:

- (1) the Council is to elect a councillor to fill the office.
- (2) the election is to be conducted by the CEO in accordance with the procedure prescribed.
- (3) nominations for the Office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.
- (3a) nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.
- (4) if a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.
- (5) the councillors are to vote on the matter by secret ballot as if they were electors voting at an election.
- (6) Subject to clause 5(1), the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of the election) as if those votes were votes cast at an election.
- (7) As soon as is practicable after the result of the election is known, the CEO is to declare and give notice of the result in accordance with regulations, if any.

In relation to the role of the President Section 2.8 provides that:

- (1) The president —
 - (a) presides at meetings in accordance with this Act;
 - (b) provides leadership and guidance to the community in the district;
 - (c) carries out civic and ceremonial duties on behalf of the local government;
 - (d) speaks on behalf of the local government;
 - (e) performs such other functions as are given to the president by this Act or any other written law; and
 - (f) liaises with the CEO on the local government's affairs and the performance of its functions.

Section 5.34 provides that if —

- (a) the office of President is vacant; or
- (b) the President is not available or is unable or unwilling to perform the functions of the mayor or president, then the deputy President may perform the functions of president.

Regulation 13 of the *Local Government (Constitution) Regulations* (Oaths, affirmations and declarations) provides that:

- (1) For the purposes of sections 2.29 and 2.42 —
- (c) the form of declaration for a mayor, president, deputy mayor, deputy president or councillor is that in Form 7;
- (d) the form of declaration for a commissioner is that in Form 8.
- (2) A declaration required by section 2.29 to be made by a person elected as a mayor or president is to be made before —
 - (a) the immediate predecessor of the person in the office of mayor or president; or
 - (b) an authorised person.
- (3) A declaration required by section 2.29 to be made by a person elected as a councillor, deputy mayor or deputy president is to be made before an authorised person.
- (4) A declaration required by section 2.42 to be made by a person appointed as a commissioner is to be made before an authorised person.
- (5) In this regulation —

“authorised person” means a person before whom a statutory declaration can be made under the *Oaths, Affidavits and Statutory Declarations Act 2005*

Council Elected the president unopposed.

Cr Jackie McBurney was elected Shire President by Council.

Council and visitor’s applause.

Cr Jackie McBurney resumes position of Chairperson for the Council Meeting.

President Jackie McBurney:

“Thank you very much to my fellow Councillors for having faith in me and putting me back in as President. I absolutely love this position, and I am looking forward to working with all of you. Welcome to the new Councillors, and I am really looking forward to working with all of you. Thank you all very much.”

1.2. Election of Deputy President

Background

Council is required to elect the President and Deputy President as the first item at the first meeting following an ordinary election day.

Comment

The process of election is the same as the process for election of that of President.

Statutory Implications

In relation to the Office of Deputy President, Section 7 provides:

- (2) If the local government has a councillor president the office of deputy president is to be filled —
- (a) as the next matter dealt with after the president is elected at the first meeting of the council after an ordinary elections day;

In relation to the role of the Deputy President Section 2.9 provides that the deputy President performs the functions of the President when authorised to do so under section 5.34.

Regulation 13 of the *Local Government (Constitution) Regulations* provides that:

- (1) For the purposes of sections 2.29 and 2.42 —
 - (c) the form of declaration for a mayor, president, deputy mayor, deputy president or councillor is that in Form 7;
 - (d) the form of declaration for a commissioner is that in Form 8.
- (2) A declaration required by section 2.29 to be made by a person elected as a mayor or president is to be made before —
 - (a) the immediate predecessor of the person in the office of mayor or president; or
 - (b) an authorised person.
- (3) A declaration required by section 2.29 to be made by a person elected as a councillor, deputy mayor or deputy president is to be made before an authorised person.
- (4) A declaration required by section 2.42 to be made by a person appointed as a commissioner is to be made before an authorised person.
- (5) In this regulation —

“authorised person” means a person before whom a statutory declaration can be made under the *Oaths, Affidavits and Statutory Declarations Act 2005*.

Cr Peter Wood:

“I would like to thank you for nominating me, whoever the Darling was. I would like to just say that, as I have been doing the job for the last 2 or 3 years or however long, I have enjoyed the process. I don't exactly consider myself president material because I'm not very good at meetings as what's-a-name (Jackie). But anyway, I'm in for another 4-year term. And I think 4 years, by then I might be getting a bit grumpy, (Jackie laughs “You mean you might be” – Cr Woods Laughs) so I think that will probably be it for me, but while I'm happy to serve as the Deputy to you Jackie. We certainly have a good relationship. Thank you”

Cr Bryan Hotham:

“I wish to express my interest in standing for the position of Deputy President. With 8 years of dedicated service on the shire, I believe I possess the experience, commitment and vision necessary to contribute effectively to our shires continued growth and development. Throughout my tenure I have gained valuable insights into the workings of the shire and have consistently demonstrated my ability to represent our community's interest. I am confident that I am the right person, in the right place at the right time to support our leadership and our advanced collective goals. I'm eager to bring my experience, dedication and leadership to this new role. I look forward to the opportunity to serve our community in a greater capacity. Thank you.”

Secret Ballard performed.

Cr Peter Wood was elected Deputy President by Council.

Council and visitor’s applause.

Cr Peter Wood resumes position of Deputy President.

President Jackie McBurney:

“Congratulations. Congratulations Cr Wood. Cr Hotham, thank you very much for nominating, I really appreciate that. We look forward to your continued involvement and contributions. Thank you.”

Swearing in of the President, Cr Jackie McBurney.

Swearing in of the Deputy President, Cr Peter Wood.

Council thank Ms Cheryle Lee for conducting the Swearing in of Councillors for the Shire of Pingelly.

1.3. Seating Arrangements

CEO conducted the draw of seating arrangements in the Shire Chambers.

Cr Jackie McBurney	President
Cr Peter Wood	Deputy President
Cr Clinton Cheney	
Cr Robert Howell	
Cr Danielle Summers	
Cr Bryan Hotham	
Cr Angela Trethewey	

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

Members Present

Cr J McBurney	President
Cr P Wood	Deputy President
Cr C Cheney	
Cr B Hotham	
Cr R Howell	
Cr D Summers	
Cr A Trethewey	

Staff in Attendance

Mr A Dover	Chief Executive Officer
Mr M Hudson	Executive Manager Works
Mrs S Nyssen	Governance and Executive Officer

Public Members

Ms Cheryle Lee
Ms Caris Cunningham
Ms Essie Howell

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. DISCLOSURES OF INTEREST

Nil

8. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

To be resolved.

9. REPORTS OF COMMITTEES OF COUNCIL

To be resolved.

10. REPORTS OF COUNCILLORS

Nil

11. OFFICE OF THE CHIEF EXECUTIVE OFFICER

11.1. Council Delegates to Committees

File Reference:	ADM0008
Location:	Shire of Pingelly
Applicant:	Shire of Pingelly
Author:	Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	Nil

Summary

Council to consider reviewing and appointing members, delegates, and deputies to Committees (internal and external).

Background

Council has the following Committees:

- Audit Committee Full Council

Charter:

To:

- assist the auditor and ensure that audits are conducted successfully and timely;
- meet with the auditor at least once a year;
- examine the auditor's report and ensure appropriate action is taken; and
- report on actions taken in respect of any issues raised by the auditor to council.

- Bushfire Advisory Committee

Charter:

To advise Council on all matters relating to:

- the prevention, controlling and extinguishing of bush fires;
- prosecutions for breaches of the Bush Fire Act;
- the formation and de-formation of bush fire brigades;
- the co-ordination of the efforts and activities of the bush fire brigades; and
- any other matter relating to bush fire control.

- Chief Executive Officer Performance Review Committee

Charter:

- To oversee the Annual Performance Review of the Chief Executive Officer.

Outgoing members/delegates to committees are detailed below:

COMMITTEES OF COUNCIL

- | | |
|------------------------------------|---|
| • Audit & Risk Committee | Full Council |
| • Bush Fire Advisory Committee | Member – Cr Hotham
Deputy – Deputy President |
| • CEO Performance Review Committee | Member – Shire President
Member – Deputy President
Member – Cr Cheney
Member – Cr Hotham |

COUNCIL DELEGATES ON EXTERNAL COMMITTEES

- | | |
|---|---|
| • Central Country Zone of WALGA | Delegate – Shire President
Delegate – Deputy President |
| • Hotham-Dale Regional Road Sub-Group | Delegate – Shire President
Deputy – Deputy President |
| • Pingelly Recreation & Cultural Centre Board | Member – Shire President |
| • Development Assessment Panel | Delegate – Shire President
Delegate – Cr Cheney
Deputy – Cr Hotham
Deputy – Cr Singh |
| • Pingelly Tourism Group | Delegate – Cr Singh
Deputy – Shire President |
| • Shires of Pingelly and Wandering Joint Local Emergency Management Committee | Delegate – Shire President
Delegate – Deputy President
Deputy – Cr Cheney |
| • Pingelly Early Years Network | Delegate – Shire President
Deputy – Cr Trethewey |
| • Pingelly Community Wellbeing Plan Working Group | Delegate – Shire President
Deputy – Cr Hotham |
| • Pingelly Museum and Historical Group | Delegate – Cr Hotham
Deputy – Cr Singh
Deputy – Cr Trethewey |
| • Pingelly Youth Advisory Group | Mentor – |

Historically, Council had representation on the Pingelly Somerset Alliance (PSA) Board. However, this representation ceased in 2023. The Shire has an MOU with the PSA with regard to the management of Shire properties. Representation on external committees are useful and important for communication and mutual understanding.

In addition to these external committees, the Peel Harvey Catchment Council (PHCC) has written to all local governments within their district inviting Council to nominate an Elected Member to be a Member

or Proxy Member of their Board. Following receipt, all applications are considered by an independent panel which makes recommendations on appointment to the PHCC. A determination on the successful applicant is then made and endorsed by the PHCC Board during the December Board Meeting. The successful applicant will become the Local Government Member (or Proxy), representing all Inland local governments within the Peel Harvey Catchment. A minimum of six PHCC Board meetings are held annually, usually on the third Thursday of every second month, with travel costs for these meetings reimbursed by the PHCC. The successful applicant will be provided clarity as to membership expectations via an induction process and mentoring.

- Peel Harvey Catchment Council Member –

Comment

At the local government elections, all positions and appointees to committees and other representation as members of Council are vacated and fresh appointments should be made to continue this representation.

It is also recommended that Council formally request the Pingelly Somerset Alliance Board to allow a Council delegate to join the Board as a member.

It is now a requirement that the Audit and Risk Committee includes 2 independent members, including an independent chairperson. The name of this Committee now has been altered in legislation to the ‘Audit, Risk and Improvement Committee’. It is recommended that Council invite Mr William Mulroney and Mr Mark Sewell to be the independent members. Mr Mulroney has extensive experience chairing and being a member of this committee having served on Council for 18 years, 6 of which were as Shire President. Mr Mark Sewell is an eminently qualified and respected accountant.

A further legislation change has now mandated that the Council Committee chairperson is appointed by Council. At the Ordinary Council Meeting of 21 May 2025, Council resolved the following:

Motion # 13569

That Council appoints the following presiding members and deputy presiding members to the following Committees of Council:

- | | |
|------------------------------------|---|
| • CEO Performance Review Committee | Chairperson – President McBurney |
| • CEO Performance Review Committee | Deputy Chair – Deputy President Wood |
| • Audit and Risk Committee | Chairperson – President McBurney |
| • Audit and Risk Committee | Deputy Chair – Deputy President Wood |
| • Bush Fire Advisory Committee | Chairperson – Chief Bush Fire Control Officer |

These changes have been reflected in the Officer’s Recommendation.

Consultation

Chief Executive Officer and Councillors.

Statutory Environment

Section 5.8 of the *Local Government Act* (Establishment of committees) provides that a local government may establish* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.

*Absolute majority required.

Section 5.9 (Types of committees) provides that:

- (1) In this section **other person** means a person who is not a council member or an employee.

- (2) A committee is to comprise —
- (a) council members only;
 - (b) council members and employees;
 - (c) council members, employees and other persons;
 - (d) council members and other persons;
 - (e) employees and other persons; or
 - (f) other persons only.

Section 5.10 (Appointment of committee members) provides that:

- (1) A committee is to have as its members —
- (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
 - (b) persons who are appointed to be members of the committee under subsection (4) or (5).
- *Absolute majority required.
- (2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.
- (3) Section 52 of the *Interpretation Act 1984* applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the local government.
- (4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.
- (5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —
- (a) to be a member of the committee; or
 - (b) that a representative of the CEO be a member of the committee,
- The local government is to appoint the CEO or the CEO's representative, as the case maybe, to be a member of the committee.

Section 5.11A (Deputy committee members) provides:

- (1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.
- *Absolute majority required.
- (2) A person who is appointed as a deputy of a member of a committee is to be —
- (a) if the member of the committee is a council member — a council member; or
 - (b) if the member of the committee is an employee — an employee; or
 - (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
 - (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.
- (3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.
- (4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

Section 5.11 (Tenure of committee membership)

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —

- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
 - (b) the person resigns from membership of the committee;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
whichever happens first.
- (2) Where a person is appointed as a member of a committee other than under section 5.10(4) or (5), the person's membership of the committee continues until —
- (a) the term of the person's appointment as a committee member expires;
 - (b) the local government removes the person from the office of committee member or the office of committee member otherwise becomes vacant;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,
whichever happens first.

Section 5.12 (Election of presiding members and deputies)

- (1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —
- (a) to "office" were references to "office of presiding member";
 - (b) to "council" were references to "committee"; and
 - (c) to "councillors" were references to "committee members".
- (2) The members of a committee may elect a deputy presiding member from amongst themselves, but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —
- (a) to "office" were references to "office of deputy presiding member";
 - (b) to "council" were references to "committee";
 - (c) to "councillors" were references to "committee members"; and
 - (d) to "mayor or president" were references to "presiding member".

Section 5.15 (Reduction of quorum) provides that the local government may reduce* the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.

*Absolute majority required.

Section 5.16 (Delegation of some powers and duties to certain committees) provides that:

- (1) Under and subject to section 5.17, a local government may delegate* to a committee any of its powers and duties other than this power of delegation.

*Absolute majority required.

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —
- (a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and
 - (b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.
- (4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

Section 5.17 (Limits on delegation of powers and duties to certain committees)

- (1) A local government can delegate —
- (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —
 - (i) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and

- (ii) any other power or duty that is prescribed;
and
- (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and
- (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
 - (i) the local government's property; or
 - (ii) an event in which the local government is involved.
- (2) A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).

Section 5.19 (Quorum for meetings) provides that the quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

Section 7.1A (Audit committee) provides that:

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it. The members of the audit committee of a local government are to be appointed * by the local government and at least 3 of the members, and the majority of the members are to be council members.

*Absolute majority required.

- (2) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent him or her as a member of an audit committee.
- (3) An employee is not to be a member of an audit committee.

Section 67 of the *Bush Fires Act* provides that:

- (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bushfire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those specified in this subsection.
- (2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.
- (3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
 - (a) make rules for the guidance of the committee;
 - (b) accept the resignation in writing of, or remove, any member of the committee; and
 - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
 - (a) may from time to time meet and adjourn as the committee thinks fit;
 - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
 - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

Section 5.8 of the *Local Government Act 1995* and section 38 of the *Emergency Management Act 2005*, establishes the Shires of Pingelly and Wandering Joint Local Emergency Management Committee;

- 1. In accordance with provisions of Section 5.9 of the *Local Government Act 1995* resolves that the

Local Emergency Management Committees are to comprise of Councillors, Staff and Other Persons;

Policy Implications

There are no policy implications.

Financial Implications

The new independent members each receive an honorarium of \$450 per meeting.

Strategic Implications

Business as usual.

Risk Implications

Risk:	Removing Councillors from committees can pose governance and accountability risks, potentially resulting in suboptimal decisions, reduced transparency, and lower public confidence in council processes.		
Consequence Theme:	Reputational	Impact:	Moderate
Consequence:	Public embarrassment, Moderate impact, low or moderate news profile.		
Likelihood Rating:	Unlikely	Risk Matrix:	Moderate (6)
Action Plan:	Risk is acceptable with adequate controls, managed by routine procedures and subject to annual monitoring.		

13645 Cr Clinton Cheney moved, Cr Bryan Hotham seconded

Voting Requirements:

Simple Majority

Council Decision:

That Council Suspend Standing Orders.

Carried Unanimously 7 votes to 0

For:	President Jackie McBurney, Deputy Peter Wood, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers and Cr Angela Tretheway
Against:	Nil

13646 Cr Clinton Cheney moved, Cr Angela Trethewey seconded

Voting Requirements:

Simple Majority

Council Decision:

That Council Reinstate Standing Orders.

Carried Unanimously 7 votes to 0

For:	President Jackie McBurney, Deputy Peter Wood, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers and Cr Angela Trethewey
Against:	Nil

13647 Cr Clinton Cheney moved, Cr Dani Summers seconded

Voting Requirements:

Absolute Majority

Council Decision:

That Council:

1. invites Mr William Mulroney to be the independent member of the Audit, Risk and Improvement Committee;
2. authorise the payment of an honorarium of \$450 per meeting to each of the above independent members;
3. appoints the following delegates to Committees of Council and External Committees:

COMMITTEES OF COUNCIL

- | | |
|---|---|
| • Audit, Risk and Improvement Committee | Chairperson - Mr William Mulroney
Independent Member – (TBA)
Full Council |
| • Bush Fire Advisory Committee | Chairperson – Chief Bush Fire -
Control Officer
Member – Cr Bryan Hotham
Deputy – Deputy President |
| • CEO Performance Review Committee | Chairperson – Shire President
Deputy Chairperson – Deputy -
President
Member – Cr Bryan Hotham |

COUNCIL DELEGATES ON EXTERNAL COMMITTEES

- | | |
|---|---|
| • Central Country Zone of WALGA | Delegate – Shire President
Delegate – Deputy President
Observer – Cr Robert Howell
Observer – Cr Danielle Summers |
| • Hotham-Dale Regional Road Sub-Group | Delegate – Deputy President
Deputy – Cr Angela Trethewey |
| • Pingelly Recreation & Cultural Centre Board | Member – Shire President |
| • Development Assessment Panel | Delegate – Cr Clinton Cheney
Delegate – Cr Danielle Summers
Deputy – Cr Robert Howell
Deputy – Cr Angela Trethewey |
| • Pingelly Tourism Group | Delegate – Cr Bryan Hotham
Deputy – Cr Angela Trethewey |

•	Shires of Pingelly and Wandering Joint Local Emergency Management Committee	Delegate – Shire President Delegate – Deputy President Deputy – Cr Clinton Cheney
•	Pingelly Early Years Network	Delegate – Cr Danielle Summers Deputy – Shire President
•	Pingelly Community Wellbeing Plan Working Group	Delegate – Shire President Deputy – Cr Robert Howell
•	Pingelly Museum and Historical Group	Delegate – Cr Bryan Hotham Deputy – Cr Angela Trethewey Deputy – Cr Danielle Summers
•	Pingelly Youth Advisory Group	Mentor – Shire President
•	Peel Harvey Catchment Council	Member (nominee) – Cr Angela Trethewey
4.	writes to the Pingelly Somerset Alliance Board to allow a Council delegate to join the Board as a member.	
Carried Unanimously 7 votes to 0		
For:	President Jackie McBurney, Deputy Peter Wood, Cr Clinton Cheney, Cr Bryan Hotham, Cr Robert Howell, Cr Danielle Summers and Cr Angela Tretheway	
Against:	Nil	

12. DIRECTORATE OF CORPORATE AND COMMUNITY SERVICES

Nil

13. DIRECTORATE OF WORKS

Nil

14. ELECTED MEMBERS MOTIONS WITH PREVIOUS NOTICE

Nil

15. NEW OR URGENT BUSINESS INTRODUCED BY DECISION OF THE MEETING

Nil

16. CONFIDENTIAL ITEMS

Nil

17. CLOSURE OF MEETING

The Chairman declared the meeting closed at 6.02pm.

These minutes were confirmed by Council at the
Ordinary Council Meeting held on19/11/25.....

Signed.....
Presiding Person at the meeting at which the minutes were
confirmed.