



AGENDA

Annual Electors Meeting

To be held at the Dowerin Community Club
East Street, Dowerin WA 6461
Monday 3 February 2026
Commencing 6.00pm

ABN: 35 939 977 194

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NOTICE OF MEETING

Dear President and Councillors,

The Annual Electors Meeting of the Shire of Dowerin will be held on Monday 3 February 2026 at the Dowerin Community Club, East Street, Dowerin commencing at 6.00pm.

The purpose of the meeting will be to adopt the 2024/25 Annual Report and any other general business.

Manisha Barthakur
Chief Executive Officer
3 February 2026

DISCLAIMER

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Dowerin expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

It should be noted that the Attachment hyperlinks may not be functional from this document when sourced from the Shire of Dowerin's website. Attachment copies follow on from the end of the Council Agenda and Minutes.

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**Shire of Dowerin
Annual Electors Meeting
6.00pm Monday 3 February 2026**



1. Official Opening

The President welcomes those in attendance and declares the Meeting open at 6.00pm.

2. Record of Attendance / Apologies / Leave of Absence

Councillors:

Cr DP Hudson	President
Cr RI Trepp	Deputy President
Cr JA Graffin	
Cr AR Jones	
Cr CJ Meakins	
Cr AJ Metcalf	

Staff:

Ms M Barthakur	Chief Executive Officer
Mr B Forbes	Manager of Infrastructure and Projects
Ms K Rose	Manager of Governance and Community Services
Ms S Shirt	Manager of Corporate Services
Ms C Skinner	Compliance Officer

Members of the Public:

Apologies: Cr JC Sewell

Approved Leave of Absence:

3. Confirmation of Minutes of the Previous Meeting(s)

3.1 Annual Electors Meeting held on 3 February 2025

Attachment 3.1A

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation – 3.1

That, in accordance with Section 5.32 of the *Local Government Act 1995*, the Minutes of the Annual Electors Meeting held on 3 February 2025, as presented in Attachment 3.1A, be confirmed as a true and correct record of proceedings.

4. OFFICER'S REPORTS – CORPORATE AND COMMUNITY SERVICES

4.1 Receipt of the 2024/25 Annual Report

<h2>Corporate & Community Services</h2>		
Date:	3 February 2026	
Location:	Not applicable	
Responsible Officer:	Manisha Barthakur, Chief Executive Officer	
Author:	Kahli Rose, Manager of Governance and Community Services	
Legislation:	<i>Local Government Act 1995</i>	
SharePoint Reference:	Organisation/Corporate Management/Reporting	
Disclosure of Interest:	Nil	
Attachments:	Attachment 4.1A – 2024/25 Annual Report	

Purpose of Report



Executive Decision



Legislative Requirement

Summary

This Item presents the 2024/25 Annual Report to the Annual Electors Meeting.

Background

The annual financial statements for the year ended 30 June 2025 have been completed, as has the annual audit of those financial statements by Council's auditors, Macri Partners Chartered Accountants (Macri).

The Audit & Risk Committee adopted the 2024/25 Annual Report at its December 2025 Meeting, with Council also adopting the 2024/25 Annual Report at its December 2025 Ordinary Council Meeting (CMRef 1229).

The 2024/25 Annual Report is provided as Attachment 4.1A.

Comment

The 2024/25 Annual Report consists of the following parts:

1. 2024/25 Annual Financial Statements;
2. Independent Auditor's Report;
3. President's Report;
4. CEO's Report; and
5. Statutory Reports.

In addition, reports on the activities and events undertaken by the Shire for the financial year are included.

Consultation

Local Public Notice provided from 19 December 2025

19 December 2025 Ordinary Council Meeting

19 December 2025 Audit & Risk Committee

OAG & Macri Partners

Senior Management

Policy Implications

Nil

Strategic Implications

Strategic Community Plan

Community Priority: Our Organisation

Objective: Implement and monitor the annual budget to support timely progress toward strategic goals

Outcome: 4.1

Reference: 4.1c

Asset Management Plan

Nil

Long Term Financial Plan

Nil

Statutory Implications

Section 5.27 of the *Local Government Act 1995* states that a general meeting of electors is to be held once every financial year on a day selected by the local government but not more than 56 days after the adoption of the annual report.

Section 5.29 of the *Local Government Act 1995* states that the CEO is to convene an electors' meeting by giving 14 days local public notice.

Regulation 15 of the *Local Government (Administration) Regulations 1996* state that the matters to be discussed at an Annual Electors Meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.

Risk Implications

Risk Profiling Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Category	Compliance
Risk Description	No noticeable regulatory or statutory impact
Consequence Rating	Insignificant (1)
Likelihood Rating	Rare (1)
Risk Matrix Rating	Low (1)
Key Controls (in place)	Governance Management Framework
Action (Treatment)	Document Governance Management Framework
Risk Rating (after treatment)	Adequate

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

Officer's Recommendation – 4.1

That, pursuant to Section 5.27 of the *Local Government Act 1995* and Regulation 15 of the *Local Government (Administration) Regulations 1996*, the 2024/25 Annual Report, as presented in Attachment 4.1A, be received.

5. General Business

The President will address questions received on prior notice and accept questions from the floor.

At the time of the release of this Agenda no prior notice of questions had been received. Any questions raised from the floor at the meeting will be addressed in the Minutes.

6. Closure