SHIRE OF
WESTONIA
A vibrant community lifestyle

Minutes of the Audit, Risk and Improvement Committee

Audit, Risk and Improvements Committee Meeting To be held in Council Chambers, Wolfram Street Westonia
Thursday 30th July 2026
Commencing 4.00pm

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 17th December 2026 as a true and accurate record of the Audit Committee Meeting held 30th July 2026

……………………………………………
Mr Mark Crees
Shire President

All attachment items referred to in these minutes are available for public perusal at the Shire Office

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SHIRE OF WESTONIA

A vibrant community lifestyle

STRATEGIC COMMUNITY PLAN

SNAPSHOT

2018-2028

CORE DRIVERS

1. Relationships that bring us tangible benefits (to the Shire and our community)
2. Our lifestyle and strong sense of community.
3. We are prepared for opportunities and we are innovative to ensure our relevancy and destiny.

OUR VALUES

Respect – We value people and places and the contribution they make to the Shire.

Inclusiveness – Be receptive, proactive, and responsive.

Fairness and Equity – Provide services for a variety of ages and needs.

Communication – Create opportunities for consultation with the broad community.

OUR VISION

A vibrant community lifestyle

MISSION

Provide leadership and direction for the community.

ECONOMIC

Support growth and progress, locally and regionally…

Efficient transport connectivity in and around our Shire.

- Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
- RAV Ratings and Shire boundaries are consistent across local government boundaries.
- Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
- Actively participate in the Secondary Freight Network group.
- Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
- Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
- Educate road users about road safety and driving on gravel roads.
- Optimal and safe use of our plants and equipment assets.
- Ensure that appropriate RAV vehicles traverse correct RAV routes.
- Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Facilitate local business retention and growth.

- Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
- Council continue to have a role in facilitating the presence of a Co-op in our community.
- Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
- Improve our online tourism presence.
- We forward plan to improve the economic diversity in our community.
- In partnership with Council, the mine develops long term business plans for current mine assets.
- Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

SOCIAL

Provide community facilities and promote social Interaction…

Plan for community growth and changing demographics.

- Develop the Town Planning Scheme.
- Plan and develop residential and industrial land.
- Community safety and ease of access around town is a priority.
- Our lifestyle, facilities and sense of community is promoted.
- The CEACA project continues to expand the number of universally designed dwellings in our town.
- We support our emergency services.
- We enable visiting health professionals to our community.
- The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
- We facilitate healthy and active ageing in place
- Our cemetery is well presented.

Our community has the opportunity to be active, socialised and connected.

- We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
- Investigate motor sport opportunities around the Shire.
- Preserve and celebrate our local history.
- Support our volunteers and clubs to remain strong, dynamic, and inclusive.
- Encourage lifelong learning.
- Children and youth have active and social opportunities.
- Continue to provide high standard and accessible shire facilities.
- Retain and expand Westonia's unique tourism experience.

Natural spaces are preserved and bring us value.

- Sustainably manage our reserves and open spaces.
- Participate in best practice waste management.
- Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
- Investigate renewable energy generation technologies.

GOVERNANCE

Continually enhance the Shire's organisational capacity to service the needs of a growing community…

Be progressive and capture opportunities.

- Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
- Investigate joint resourcing and tendering
- Advocate and develop strong partnerships to benefit our community.
- Be prepared by forward planning our resources and focusing on continuous improvement.
- Identify risks and opportunities after the life of the mine.

The community receives services in a timely manner.

- Meet our legislative and compliance requirements.
- Work towards optimal management of our assets.
- Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
- Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
- Communicate and engage with our community regularly.

Financial resources meet the ongoing needs of the community.

- Seek external funding for significant capital improvements that deliver upon our strategic objectives.
- Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

Shire of Westonia: -
A vibrant community lifestyle.

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1. DECLARATION OF OPENING

The President, Cr Crees welcomed Councillors and staff and declared the meeting open at 4pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr RM Crees	*Shire President*
Cr RA Della Bosca	*Deputy Shire President*
Cr A Faithfull	
Cr MJ Crews	
Cr DL Simmonds	Via Teams
Cr DL Geier	Via Teams

Staff:

Mr.AW Price	*Chief Executive Officer*
Mrs JL Geier	*Deputy Chief Executive Officer*

Apologies:

Mrs KM Day	Independent Member

3. PUBLIC QUESTION TIME (4.05 PM – 4.20PM)

NIL

4. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Audit, Risk and Improvement Committee held of Council held on 26th March 2026 be confirmed as a true and correct record.

RESOLUTION

Moved: **Cr Della Bosca** **Seconded:** **Cr Faithfull**

A01/07-26 **That the minutes of the Audit, Risk and Improvement Committee held of Council held on 26th March 2026 be confirmed as a true and correct record.**

CARRIED 6/0

5. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

Nil

6. MATTERS REQUIRING A COUNCIL DECISION

6.1 ADOPTION OF THE 2026/2027 BUDGET

Responsible Officer:	Bill Price, CEO	
Author:	Jasmine Geier, DCEO	
File Reference:	ES1.7.1	
Disclosure of Interest:	Nil	
Attachments:	**Attachment 9.1.6 – 2026/2027 Budget**	
Signature:	**Officer**	**CEO**

Purpose of the Report

☐ Executive Decision ☒ Legislative Requirement

The purpose of this report is to consider and adopt the Municipal Fund Budget for the 2026/2027 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, establishment of new reserve funds, setting of elected members fees for the year and other consequential matters arising from the budget papers.

Background

The draft 2026/2027 budget has been compiled based on the principles contained in the Strategic Community Plan and Plan for the Future. The 2026/2027 draft budget has been prepared in accordance with the presentations made to councillors at the budget workshop held on 16th July 2026

The proposed differential general rates were approved by the Council on 18th June 2026 and advertised for public comment. No submissions were received by 18th June 2026 when the public comment period closed. Ministerial approval to impose differential rates/minimum payments was received 30th July 2026.

Comment

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. The main features of the draft budget include:

- The budget has been prepared with a 3.0% rate increase in line with the forward financial plans contained in the Plan for the Future. This increase applies to all differential general rate categories.
- Fees and charges for the various services that the Shire provides are listed in pages 76 to 79 in the budget. Some Fees & Charges have had moderate changes although plant hire rates have been increased in consideration of rising fuel costs.
- A capital works program totalling $4.9m for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. Expenditure on road infrastructure is the major component of this ($1.9m) in line with Council's strategy to increase the investment in road and associated assets. An amount of $1.1m is provided for land and buildings of which $400k is for Singles Person Quarters & $500k for the Playground Redevelopment. An amount of $1m is provided for furniture and equipment of which $700k for the Playground Redevelopment & $200K of Museum Expansion Project.
- An estimated surplus of $2.4m is anticipated to be brought forward from 30 June 2026. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.

- Principal additional grant funding for the year is estimated from:
  - MRWA Funding - $697,600.
  - Roads to Recovery - $616,375.
  - The draft 2026/2027 budget continues to deliver on other strategies adopted by the Council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

Statutory Environment

LGA S6.2 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The draft 2026/2027 budget as presented is considered to meet statutory requirements.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 enables a local government to impose an annual charge in respect of premises provided with a waste service by the local government.

Section 5.98 of the Local Government Act 1995 sets out fees etc payable to Council members.

Section 5.98A of the Local Government Act 1995 sets out fees etc payable to set out allowances payable to Deputy Presidents or Deputy Mayors.

Section 78(2) of the Salaries and Allowances Act 1975 requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine –

- the amount of fees to be paid to Council members;
- the amount of expenses to be reimbursed to Council members;
- the amount of allowances to be paid to Council members.

Regulations 30-34AD of the Local Government (Administration) Regulations 1996 set the limits, parameters and types of allowances that can be paid to elected members.

Policy Implications

There are no known policy implications arising from this report.

Strategic Implications

The draft 2026/2027 budget has been developed having regard for the Shire Plan for the Future and Corporate Business Plan adopted by council.

Financial Implications

Specific financial implications are as outlined in the body of this report and as itemised in the draft 2026/2027 budget attached for adoption.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Budget for 2026 /2027

Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopt the Budget as contained in Attachment 6.1 of this agenda and the minutes, for the Shire of Westonia for the 2026/2027 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type.
- Statement of Cash Flows.
- Rate Setting Statement.
- Notes to and Forming Part of the Budget.

RESOLUTION

Moved: **Cr Crews** **Seconded:** **Cr Faithfull**

A02/07-26 **That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Budget for 2026 /2027**

Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, Council adopt the Budget as contained in Attachment 6.1 of this agenda and the minutes, for the Shire of Westonia for the 2026/2027 financial year which includes the following:

- **Statement of Comprehensive Income by Nature and Type.**
- **Statement of Cash Flows.**
- **Rate Setting Statement.**
- **Notes to and Forming Part of the Budget.**

CARRIED BY Absolute Majority 6/0

☐ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit, Risk and Improvement Committee recommends to Council that it adopts the General Rates, Minimum Payments, Instalment Payment Arrangements, Discounts And Interest

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Recommendation 1 above, Council pursuant to Sections 6.32, 6.33, 6.34 and 6.34 of the *Local Government Act 1995* impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

GRV Residential/Commercial	$795,008– same as last year.
GRV Mining -	$1,216,200 – same as last year.
UV Rural -	$96,691,660 - increase of 15.34 % from last year; and
UV Mining -	$270,451– increase of 2.08% from last year.
Rating	
GRV Residential -	8.2310 cents in the $.
GRV Comm/Industrial/Other-	8. 2310 cents in the $.
GRV Mining -	24.9626 cents in the $.
UV Rural -	0.9452 cents in the $; and

UV Mining -		0.9452 cents in the $.
Minimum Rate	UV Mining	$200.00
	All Other	$370.00

2. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalments:

- Option 1 (Full Payment)
  - Full amount of rates and charges including arrears, to be paid on or before 15 September 2026 or 35 days after the date of issue appearing on the rate notice whichever is the later.
- Option 2 (Two Instalments)
  - First instalment to be made on or before 15 September 2026 or 35 days after the date of Issue appearing on the rate notice whichever is later, including all arrears and half the current rates and service charges; and
  - Second instalment to be made on or before 15 November 2026, or 2 months after the due date of the first instalment, whichever is later.
- Option 3 (Four Instalments)
  - First instalment to be made on or before 15 September 2026 or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and a quarter of the current rates and service charges;
  - Second instalment to be made on or before 15 November 2026, or 2 months after the due date of the first instalment, whichever is later;
  - Third instalment to be made on or before 18th January 2027, or 2 months after the due date of the second instalment, whichever is later; and
  - Fourth instalment to be made on or before 21st March 2027

  54, or 2 months after the due date of the third instalment, whichever is later.

4. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of $12 for each instalment after the initial instalment is paid.
5. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
6. Pursuant to Section 6.51 (1) and subject to Section 6.51 (4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

RESOLUTION

Moved: **Cr Faithfull** **Seconded:** **Cr Simmonds**

A03/07-26 **That the Audit, Risk and Improvement Committee recommends to Council that it adopts the General Rates, Minimum Payments, Instalment Payment Arrangements, Discounts And Interest**

1. **For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Recommendation 1 above, Council pursuant to Sections 6.32, 6.33, 6.34 and 6.34 of the *Local Government Act 1995* impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.**

GRV Residential/Commercial **$795,008– same as last year.**

GRV Mining - **$1,216,200 – same as last year.**

UV Rural - **$96,691,660 - increase of 15.34 % from last year; and**

UV Mining - **$270,451– increase of 2.08% from last year.**

Rating

GRV Residential -		**8.2310 cents in the $.**
GRV Comm/Industrial/Other-		**8. 2310 cents in the $.**
GRV Mining -		**24.9626 cents in the $.**
UV Rural -		**0.9452 cents in the $; and**
UV Mining -		**0.9452 cents in the $.**
Minimum Rate	**UV Mining**	**$200.00**
	All Other	**$370.00**

2. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment in full by instalments:

- **Option 1 (Full Payment)**
  - **Full amount of rates and charges including arrears, to be paid on or before 15 September 2026 or 35 days after the date of issue appearing on the rate notice whichever is the later.**
- **Option 2 (Two Instalments)**
  - **First instalment to be made on or before 15 September 2026 or 35 days after the date of Issue appearing on the rate notice whichever is later, including all arrears and half the current rates and service charges; and**
  - **Second instalment to be made on or before 15 November 2026, or 2 months after the due date of the first instalment, whichever is later.**
- **Option 3 (Four Instalments)**
  - **First instalment to be made on or before 15 September 2026 or 35 days after the date of issue appearing on the rate notice, whichever is later, including all arrears and a quarter of the current rates and service charges;**
  - **Second instalment to be made on or before 15 November 2026, or 2 months after the due date of the first instalment, whichever is later;**
  - **Third instalment to be made on or before 18th January 2027, or 2 months after the due date of the second instalment, whichever is later; and**
  - **Fourth instalment to be made on or before 21st March 2027**

54, or 2 months after the due date of the third instalment, whichever is later.

4. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of $12 for each instalment after the initial instalment is paid.

5. Pursuant to Section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, Council adopts an

interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.

6. **Pursuant to Section 6.51 (1) and subject to Section 6.51 (4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.**

CARRIED BY Absolute Majority 6/0

☐ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Fees And Charges For 2026/2027

Pursuant to Section 6.16 of the Local Government Act 1995 and other relevant legislation, Council adopts the Fees and Charges included at pages 76 to 79 inclusive of the draft 2026/2027 budget included as Attachment 6.1 of this agenda and minutes.

RESOLUTION

Moved: **Cr Della Bosca** **Seconded:** **Cr Geier**

A04/07-26 **That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Fees And Charges For 2026/2027**

Pursuant to Section 6.16 of the Local Government Act 1995 and other relevant legislation, Council adopts the Fees and Charges included at pages 76 to 79 inclusive of the draft 2026/2027 budget included as Attachment 6.1 of this agenda and minutes.

CARRIED BY Absolute Majority 6/0

☐ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Elected Members' Fees And Allowances For 2026/2027

In accordance with Section 5.98(1)(b) of the Local Government Act 1995, Regulation 30 Local Government (Financial Management) Regulations 1996, Part 6.2 (1) and Part 6.3 (1)(a) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act 1975, Councillor meeting attendance fees be set at $401.81 per Council meeting.

In accordance with Section 5.98(1) (b) of the Local Government Act 1995, Regulation 30 Local Government (Financial Management) Regulations 1996, Part 6.2 (1) and Part 6.3 (1)(a) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act 1975, meeting attendance fees for the President be set at $401.81 per Council meeting.

In accordance with Section 5.98(5) of the Local Government Act 1995, Regulation 33 Local Government (Financial Management) Regulations 1996 and Part 7.2 (1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act 1975, the annual allowance for the Shire President be set at $6,500.00

RESOLUTION

Moved: **Cr Crews** **Seconded:** **Cr DellaBosca**

A05/07-26 **That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Elected Members' Fees And Allowances For 2026/2027**

In accordance with Section 5.98(1)(b) of the Local Government Act 1995, Regulation 30 Local Government (Financial Management) Regulations 1996, Part 6.2 (1) and Part 6.3 (1)(a) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act 1975, Councillor meeting attendance fees be set at $401.81 per Council meeting.

In accordance with Section 5.98(1) (b) of the Local Government Act 1995, Regulation 30 Local Government (Financial Management) Regulations 1996, Part 6.2 (1) and Part 6.3 (1)(a) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act 1975, meeting attendance fees for the President be set at $401.81 per Council meeting.

In accordance with Section 5.98(5) of the Local Government Act 1995, Regulation 33 Local Government (Financial Management) Regulations 1996 and Part 7.2 (1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the Salaries and Allowances Act 1975, the annual allowance for the Shire President be set at $6,500.00

CARRIED BY Absolute Majority 6/0

☐ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Material Variance Reporting For 2026/2027

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, the level to be used in statements of financial activity in 2026/2027 for reporting material variances shall be 15% or $10,000, whichever is the greater.

RESOLUTION

Moved: **Cr Crews** **Seconded:** **Cr Faithfull**

A06/07-26 **That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Material Variance Reporting For 2026/2027**

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, the level to be used in statements of financial activity in 2026/2027 for reporting material variances shall be 15% or $10,000, whichever is the greater.

CARRIED BY Absolute Majority 6/0

6.2 COMPLIANCE AUDIT RETURN 2025

Responsible Officer:	Bill Price, CEO	
Author:	Bill Price, CEO	
File Reference:	ES1.6.1	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	**Officer**	**CEO**

Purpose of the Report

☐ Executive Decision ☒ Legislative Requirement

The purpose of this report is for Council to adopt the 2025 Annual Compliance Audit Return as presented.

Background

In accordance with the Local Government (Audit) Regulations 1996, a local government is required to carry out a compliance audit for the period 1st January to 31st December each year against the requirements included in the Compliance Audit Return (CAR).

The completed CAR is required to be presented to the Council Audit Committee prior to presentation to the Council for consideration and adoption, signed by the Shire President and CEO and subsequently submitted to the Director General of the Department of Local Government has been deferred until 30 September 2026.

Comment

The Compliance Audit Return has been a mandatory requirement since the Local Government (Audit) Regulations 1999, were amended and made applicable from 1 January 2000.

Senior staff have been involved in the completion of the Compliance Audit Return, certifying their actions and that of the Council, relating to the return covering the 2025 calendar year.

Staff involved in the process included.

- Chief Executive Officer
- Deputy CEO

The Return is to be jointly certified by the Shire President and the Chief Executive and subsequently submitted to the Director General of the Department of Local Government as been deferred until 30 September 2026.

Statutory Environment

Local Government (Audit) Regulations 1996 – Regulations 13, 14 & 15 – Compliance Audit Returns.

Policy Implications

Council does not have a policy in relation to this matter.

Strategic Implications

The Local Government Act 1995 and Local Government (Audit) Regulations 1996 apply.

Financial Implications

Nil.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Local Government Compliance Audit Return (CAR) as presented, for the Shire of Westonia for the period 1 January 2025 to 31 December 2025

RESOLUTION

Moved: **Cr Crews** **Seconded:** **Cr DellaBosca**

A07/07-26 **That the Audit, Risk and Improvement Committee recommends to Council that it adopts the Local Government Compliance Audit Return (CAR) as presented, for the Shire of Westonia for the period 1 January 2025 to 31 December 2025**

CARRIED BY Absolute Majority 6/0

6.3 REGULATION 17 REVIEW

Responsible Officer:	Bill Price, CEO	
Author:	Jasmine Geier, DCEO	
File Reference:	F1.3.3	
Disclosure of Interest:	Nil	
Attachments:	**Attachment 6.3** Audit Regulation 17	
Signature:	**Officer**	**CEO**

Purpose of the Report

The purpose of this report is to present to the Council the results of the CEO's triennial review at the end of 2024 of the appropriateness and effectiveness of the organisation's risk management, internal control and legislative compliance systems and procedures. Various actions arising from the review are also presented.

☐ Executive Decision ☒ Legislative Requirement

Background

Regulation 17 of the *Local Government (Audit) Regulations 1996* require the CEO to conduct a review of systems and procedures relating to legislative compliance, risk management and internal controls on a triennial basis.

The Regulation 17 Audit incorporates the requirement under Regulation 5 (2) (c) of the *Local Government (Financial Management) Regulations 1996* which provides the Chief Executive Officer to: 'Undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once every 3 financial years) and report to the local government the results of those reviews.'

The most recent review conducted in compliance of Regulation 17 of the Audit Regulations was reported to the Audit Committee on 17 March 2024.

Comment

Regulation 17 of the Local Government (Audit) Regulations 1996 (**Audit Regs**) requires that every three years, the CEO is to present to the Audit Committee the results of a review of the appropriateness and effectiveness of the organisation's risk management, internal control and legislative compliance systems and procedures.

Consistent with this requirement, a review was completed at the end of 2024 This report presents the results, and actions arising from the review, to the Audit Committee.

Statutory Environment

Local Government Act 1995
Section 5.46. Register of, and records relevant to, delegations to CEO and employees

(4) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
(5) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
(6) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

Policy Implications

Risk Management Policy has been adopted and outlines the Shire's commitment and approach to managing risks that may impact on its day-to-day operations and threaten the achievement of its objectives

Strategic Implications

A Council's internal control environment includes the following components:
- Structure of the organisation;
- Culture of the organisation;
- Knowledge, skills and experience of employees;
- Processes employed by the organisation to conduct business.

The Chief Executive Officer should play a key role in the establishment and development of an effective internal control environment, as it ultimately sets the operational tone of the Council, and should reflect the ethics, integrity and values espoused by the Council.

An effective and transparent internal control environment would focus on the following key areas:
- Integrity and ethical values;
- Management's philosophy and operating style;
- Organisation structure;
- Performance measures;
- Policies and procedures;
- Human resources policy;
- Internal Audit function;
- The Audit Committee.

The role of the audit committee is to govern the integrity of the entity's financial information, systems of internal control, and the legal and ethical conduct of management and employees. The responsibility of the audit committee will differ depending upon the Council's size, scale of operations, and any specific requirements. The key role of internal audit is to provide assistance to the Council's audit committee in discharging its governance responsibilities. It does this by:
- Providing an objective assessment of existing risks and the internal control framework;
- Performing reviews of the compliance framework and specific compliance issues;
- Conducting regular analysis of business processes and associated controls;
- Performing ad hoc reviews for specific areas of concern, including unacceptable levels of
- risk;

Reviewing the operational performance of the Council and providing recommendations for more effective and efficient use of resources.

Financial Implications

There are no known financial implications for this matter.

Voting Requirements

☐ Simple Majority ☒ Absolute Majority

OFFICER RECOMMENDATIONS

That the Audit, Risk and Improvement Committee recommends to Council that it receives and reviews the Shire of Westonia Regulation 17 Review Report presented by the Chief Executive Officer under Regulation 17 (3) of the Local Government (Audit) Regulations 1996.

RESOLUTION

Moved: **Cr Faithfull** **Seconded:** **Cr Simmonds**

A08/07-26 **That the Audit, Risk and Improvement Committee recommends to Council that it receives and reviews the Shire of Westonia Regulation 17 Review Report presented by**

the Chief Executive Officer under Regulation 17 (3) of the Local Government (Audit) Regulations 1996.

CARRIED BY Absolute Majority 6/0

7. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING

8. DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on Thursday schedule 17th December 2026 commencing at 2.30pm.

9. MEETING CLOSURE

There being no further business the President Mark Crees declared the meeting closed at 4.15pm