



Agenda

Audit, Risk and Improvement Committee Meeting

Tuesday, 22 September 2026

Date:	Tuesday 22 September 2026
Time:	8:30 AM
Location:	Council Chambers, Onslow Shire Complex, Second Avenue, Onslow
Distribution Date:	Thursday 17 September 2026



Shire of Ashburton

Please be advised an Audit, Risk and Improvement Committee Meeting will be held at 8:30 AM on Tuesday 22 September 2026 at Council Chambers, Onslow Shire Complex, Second Avenue, Onslow.

A handwritten signature in black ink, appearing to read 'L. Smith'.

Disclaimer

The recommendations contained in the agenda are subject to confirmation by Council. The Shire of Ashburton warns anyone who has an application lodged with Council must obtain, and should only rely on, written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by Council in respect of the application. No responsibility whatsoever is implied, or accepted, by the Shire of Ashburton for any act, omission, statement, or intimation occurring during a Council meeting. Artificial intelligence tools may have been used in the preparation of this Agenda.

Contents

1	Declaration Of Opening	4
1.1	Acknowledgement Of Country	4
2	Announcement Of Visitors	4
3	Attendance.....	4
3.1	Present	4
3.2	Apologies	5
3.3	Approved Leave Of Absence	5
4	Declaration By Members.....	5
4.1	Due Consideration By Elected Members To The Agenda	5
4.2	Declaration Of Interest.....	5
5	Confirmation Of Minutes.....	5
5.1	Confirmation of Previous Minutes	5
5.1.1	Minutes Of The Audit, Risk and Improvement Committee Meeting Held On 11 August 2026.....	5
6	Public Agenda Items	6
6.1	2025 Compliance Audit Return	6
7	New Business Of An Urgent Nature Introduced By Committee Decision	9
8	Confidential Agenda Items	9
9	Next Meeting	9
10	Closure Of Meeting	9

1 Declaration Of Opening

The Presiding Member declared the meeting open at [enter time](#).

1.1 Acknowledgement Of Country

As representatives of the Shire of Ashburton Council, we respectfully acknowledge the local Indigenous people, the traditional custodians of this land where we are meeting upon today and pay our respects to them and all their elders past and present.

2 Announcement Of Visitors

The Presiding Member welcomed members of the public to the gallery.

3 Attendance

3.1 Present

Elected Members:	Mr S Brown APM SP A Smith Cr L Rumble JP Cr A Sullivan	Presiding Member Shire President Paraburdoo Ward Paraburdoo Ward
Employees:	K Woodward C McGurk D Kennedy K Williams G Harris D Weerasingha A Johnston S Fernandes J Rouse M Malinowska	Chief Executive Officer Director Community Development Director Corporate Services Director Development & Regulatory Services Director Infrastructure Services Internal Auditor Manager Media and Communications Manager Governance Governance Officer Council Support Officer
Guests:	Enter names	
Members of Public:	There were enter number members of the public in attendance at the commencement of the meeting.	
Members of media:	There were enter number members of the media in attendance at the commencement of the meeting.	

3.2 Apologies

To be informed at the meeting.

3.3 Approved Leave Of Absence

Cr K Day	Tom Price Ward	From 22 September 2026 to 22 September 2026
Cr B Noone	Tom Price Ward	From 1 September 2026 to 31 October 2026

4 Declaration By Members

4.1 Due Consideration By Elected Members To The Agenda

Elected Members will be requested to note they have given due consideration to all matters contained in this agenda.

4.2 Declaration Of Interest

A member who has an Impartiality, Proximity or Financial interest in any matter to be discussed at this meeting must disclose the nature of the interest either in a written notice, given to the Chief Executive Officer, prior to the meeting, or at the meeting immediately before the matter is discussed.

A member who makes a disclosure in respect to an interest must not preside at the part of the meeting which deals with the matter, or participate in, or be present during any discussion or decision-making process relative to the matter, unless the disclosing member is permitted to do so under Section 5.68 or Section 5.69 of the *Local Government Act 1995*.

The following declarations of interest are disclosed –

To be advised at the meeting.

5 Confirmation Of Minutes

5.1 Confirmation of Previous Minutes

5.1.1 Minutes Of The Audit, Risk and Improvement Committee Meeting Held On 11 August 2026

Officer Recommendation

That the Minutes of the Audit, Risk and Improvement Committee Meeting held 11 August 2026 (Item 5.1.1 Attachment 1) be confirmed as a true and accurate record.

6 Public Agenda Items

6.1 2025 Compliance Audit Return

File Reference	GV32
Applicant or Proponent(s)	Not Applicable
Author	R Marlborough, Senior Governance Officer
Authorising Officer	D Kennedy, Director Corporate Services
Previous Meeting Reference	Audit, Risk and Improvement Committee Meeting – 11 August 2026 – Item 6.1
Disclosure(s) of interest	Author – Nil
	Authorising Officer – Nil
Attachments	1. 2025 Compliance Audit Return

Report Purpose

The purpose of this report is to present the updated 2025 Compliance Audit Return, following inclusion of an omitted question, for Committee review and Council endorsement.

Background

The 2025 CAR was presented to the Audit, Risk and Improvement Committee (ARIC) at its meeting on 11 August 2026.

Following ARIC approval, officers identified that one question had been inadvertently omitted from the 2025 CAR. At its Ordinary Meeting on 18 August 2026, Council deferred endorsement of the CAR to allow ARIC to reconvene and consider the corrected return.

This report corrects that oversight so the CAR can be submitted to the Local Government Inspector by the statutory deadline of 30 September 2026.

Comments

The updated 2025 Compliance Audit Return at Attachment 1 now includes the omitted question. Question 5 relates to section 3.58(4) of the *Local Government Act 1995*, which requires local public notice to be given for each disposal of property. The Shire was compliant with this requirement.

Including this question updates the number of answerable questions in the return, as reflected in the summary table below.

The updated 2025 Compliance Audit Return contains 97 questions.

The following table summarises the Shire's updated performance across each category:

Category	Answerable Questions	Compliance Rating
Local Government Act 1995	42 [#]	97.6%
Local Government (Administration) Regulations 1996	15	100%
Local Government (Audit) Regulations 1996	2	100%
Local Government (Constitution) Regulations 1998	3	100%
Local Government (Elections) Regulations 1997	1	100%
Local Government (Financial Management) Regulations 1996	11	100%
Local Government (Functions and General) Regulations 1996	23	100%
Total	97	98.96%

The one non-compliant question related to an elected member's annual return not being lodged by the due date while the member was overseas. The annual return was completed on the member's return. The matter was reported to the Department of Local Government, Industry Regulation and Safety and the Crime and Corruption Commission for investigation, with no adverse findings made.

It is recommended that ARIC accepts the updated 2025 CAR and recommends that Council endorse it. If endorsed by Council, the CAR must be certified by the Chief Executive Officer and Shire President before being lodged electronically with the Local Government Inspector by 30 September 2026.

Consultation

Relevant Directors, Managers and officers provided responses to the questions in the CAR.

Strategic Community Plan

Shire of Ashburton Strategic Community Plan 2022-2032

Strategic Objective	4. Performance - We will lead the organisation, and create the culture, to deliver demonstrated performance excellence to the community.
Strategic Outcome	4.6 Visionary community leadership with sound, diligent and accountable governance
Strategy	3 Deliver best practice governance and risk management.

Council Policy

Nil

Financial Implications

Current Financial Year

Nil

Future Financial Year(s)

Nil

Legislative Implications

In accordance with regulation 14 and 15 of the *Local Government (Audit) Regulations 1996*, the local government is to carry out a compliance audit for the period 1 January to 31 December each year and submit a copy of the return to the Local Government Inspector.

Risk Management

Risk has been assessed against the Shire of Ashburton Risk Management Framework.

Theme	Risk	Likelihood	Consequence	Inherent Risk Rating	Risk Treatment
Compliance	2025 CAR not submitted within the statutory reporting timeframe.	Unlikely (2)	Moderate (3)	Moderate (5-9)	Council endorsement of the completed 2025 CAR and submission to the Local Government Inspector as statutorily required.

Based on the inherent risk rating and risk treatments, the residual risk to the Shire is considered to be low.

Voting Requirements

Simple Majority

Officer Recommendation

That the Audit, Risk and Improvement Committee recommends that Council:

1. Endorse the updated 2025 Compliance Audit Return for the period 1 January 2025 to 31 December 2025, as detailed in Attachment 1; and
2. Authorise the Shire President and Chief Executive Officer to jointly certify the 2025 Compliance Audit Return for submission to the Local Government Inspector by 30 September 2026.

7 New Business Of An Urgent Nature Introduced By Committee Decision

8 Confidential Agenda Items

9 Next Meeting

The next Audit, Risk and Improvement Committee will be held at 8:30am on Tuesday 8 December 2026 at Clem Thompson Sports Pavilion, Stadium Road, Tom Price.

10 Closure Of Meeting

There being no further business, the Presiding Member closed the meeting at [enter time](#).