

SHIRE OF WYNDHAM EAST KIMBERLEY

Special Audit, Risk and Improvement Committee Unconfirmed Minutes

Thursday 17 September 2026



CONTENTS

1. DECLARATION OF OPENING.....	3
2. RECORD OF ATTENDANCE / APOLOGIES	3
3. DECLARATION OF INTEREST	3
4. CONFIRMATION OF MINUTES	3
5. REPORTS.....	3
5.1. COMPLIANCE AUDIT RETURN 2025.....	4
6. MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	6
7. CLOSURE	6

**SHIRE OF WYNDHAM EAST KIMBERLEY
SPECIAL AUDIT, RISK AND IMPROVEMENT COMMITTEE
UNCONFIRMED MINUTES
KUNUNURRA COUNCIL CHAMBERS
TO BE HELD ON THURSDAY 17 SEPTEMBER 2026 AT 5:00 PM**

1. DECLARATION OF OPENING

Members of the Public are advised that recommendations to Council contained within this Agenda and decisions arising from the Committee meeting can be subject to alteration.

Applicants and other interested parties should refrain from taking any action until such time as written advice is received confirming Council's decision with respect to any particular issue.

An audio and/or video record will be made of these proceedings to assist in the taking of minutes.

I declare the Meeting open at 5:00 pm.

2. RECORD OF ATTENDANCE / APOLOGIES

D Vo	Independent Presiding Member (via videoconference)
B Kyne	Deputy Independent Presiding Member
Cr T Chafer	Deputy Shire President (via videoconference)
Cr B Robinson	Councillor
Cr V Goulden	Councillor
S Dyson	Acting Chief Executive Officer
N Bray	Minute Taker

Leave of Absence

Nil

Apology

Cr K Bond	Councillor
V Lawrence	Chief Executive Officer

Absent

Nil

3. DECLARATION OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

Nil

5. REPORTS

5.1. COMPLIANCE AUDIT RETURN 2025

AUTHOR:	Governance Officer
RESPONSIBLE OFFICER:	Vernon Lawrence, Chief Executive Officer
FILE NO:	CM.13.2
DISCLOSURE OF INTERESTS:	Nil
COUNCIL'S ROLE IN THE MATTER:	Regulator - enforce state legislation and local laws
VOTING REQUIREMENT:	Simple Majority

OFFICER'S RECOMMENDATION

That the Audit, Risk and Improvement Committee recommend:

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Minute Number: 17/09/2026 - AC729

Moved: Cr B Robinson

Seconded: Cr Vina Goulden

That Council:

1. Reviews the Shire of Wyndham East Kimberley 2025 Compliance Audit Return at Attachment 1 in accordance with regulation 14 of the *Local Government (Audit) Regulations 1996*;
2. Reports to Council that it has completed its review of the 2025 Compliance Audit Return; and
3. Recommends that Council adopt the 2025 Compliance Audit Return, subject to any amendments arising from the Committee's review, for submission to the Local Government Inspector by 30 September 2026.

Decision: 5/0

For: D Vo, B Kyne, Cr B Robinson, Cr V Goulden, Cr T Chafer

Against: Nil

PURPOSE

To present the Shire of Wyndham East Kimberley 2025 Compliance Audit Return (CAR) to the Audit, Risk and Improvement Committee (ARIC) for review and recommendation to Council prior to statutory submission to the Local Government Inspector.

BACKGROUND / PREVIOUS CONSIDERATIONS BY COUNCIL OR COMMITTEE

Regulation 14 of the *Local Government (Audit) Regulations 1996* requires each local government to carry out an annual compliance audit for the period 1 January to 31 December and prepare a Compliance Audit Return in the form approved by the Local Government Inspector. The 2025 CAR assesses the Shire's compliance with the prescribed statutory requirements for the period 1 January to 31 December 2025.

The 2026 local government reforms amended the CAR process to require the completed return to be reviewed by the ARIC before it is considered and adopted by Council. The statutory deadline for submission of the 2025 CAR has been deferred to 30 September 2026.

As the next scheduled ARIC meeting occurs after the submission deadline, this Special ARIC Meeting has been convened to enable the Committee's review to be completed before the CAR is presented to the Ordinary Council Meeting on 22 September 2026 for adoption.

COMMENTS

Administration has coordinated the completion of the 2025 CAR across relevant business areas and reviewed available records and supporting documentation to verify the responses. The completed CAR is provided at Attachment 1.

The role of ARIC is to review the return, consider the accuracy and adequacy of the responses and supporting information, and report the results of its review to Council. ARIC may make any recommendations it considers appropriate in relation to the CAR.

Following ARIC review, the CAR and the Committee's recommendation will be presented to Council on 22 September 2026. Following Council adoption, the signed CAR, ARIC recommendations, relevant Council minute and any additional explanatory or qualifying information will be submitted to the Local Government Inspector by 30 September 2026.

Any matters identified through the CAR as requiring corrective action will be recorded and monitored through the Shire's governance and compliance processes.

STATUTORY IMPLICATIONS

Local Government (Audit) Regulations 1996

Regulation 14(3) and (4) provides:

(3) The audit, risk and improvement committee must - (a) review the compliance audit return; and (b) report to the council the results of that review.

(4) When reporting to the council, the audit, risk and improvement committee must make any recommendations that the committee considers appropriate in relation to the compliance audit return.

Regulation 20(2) provides that the information relating to the compliance audit for the period beginning on 1 January 2025 and ending on 31 December 2025 must be given to the Inspector no later than 30 September 2026.

POLICY IMPLICATIONS

There are no direct policy implications arising from consideration of the CAR. Any identified non-compliance or improvement opportunities may result in future review of relevant policies, procedures or administrative controls.

STRATEGIC IMPLICATIONS

This matter relates to the following sections of the *Strategic Community Plan 2023-2033*:

Focus Area: SUSTAINABILITY

Goal 10: Community-driven Leadership - Leaders work with the community to develop and implement change in delivering positive outcomes

Goal Outcome 10.3: Advocacy - Strong and consistent advocacy for local needs and priorities

Strategy 10.3: The Shire will influence decisions of others in a way that recognises and prioritises the needs of our local community

RISK IMPLICATIONS

Risk: Compliance / Reputational - failure to complete, accurately report or submit the CAR within the statutory timeframe may result in regulatory non-compliance and reputational impact.

Control: ARIC review, verification of responses against supporting records, Council adoption, and submission to the Local Government Inspector within the prescribed timeframe.

FINANCIAL IMPLICATIONS

There are no material financial implications associated with consideration and submission of the CAR. Administrative costs are accommodated within existing operational resources.

Current and Future Asset Considerations

Nil

COMMUNITY ENGAGEMENT

Community engagement is not required. The CAR is a statutory compliance and governance process.

ATTACHMENTS

1. 5.1.1. CAR questions 2025 - Draft

6. MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

Nil

7. CLOSURE

D Vo declared the meeting closed at 5:05pm