



## **Shire of Wyalkatchem Audit and Risk Committee (ARC)**

### **Minutes**

**held on Thursday 18 December 2025,**

**commencing at 3.01pm in the Council Chambers,**

**Honour Avenue, Wyalkatchem**

*Regulation 16 of the Local Government (Audit) Regulations 1996 states that:*

*“An audit committee —*

- a) is to provide guidance and assistance to the local government —*
  - i. as to the carrying out of its functions in relation to audits carried out under Part 7 of the Act; and*
  - ii. as to the development of a process to be used to select and appoint a person to be an auditor; and*
- b) may provide guidance and assistance to the local government as to —*
  - i. matters to be audited; and*
  - ii. the scope of audits; and*
  - iii. its functions under Part 6 of the Act; and*
  - iv. the carrying out of its functions relating to other audits and other matters related to financial management; and*
- c) is to review a report given to it by the CEO under regulation 17(3) (the CEO’s report) and is to —*
  - i. report to the council the results of that review; and*
  - ii. give a copy of the CEO’s report to the council.”*

### Preface

When the Chief Executive Officer approved these Minutes for distribution they are in essence "*Unconfirmed*" until the following Audit and Risk Management Meeting where the minutes are to be confirmed subject to any amendments.

The "*Confirmed*" Minutes are then signed off by the Presiding Member.

### Unconfirmed Minutes

These unconfirmed minutes were approved for distribution on the  
19 December 2025



Ian McCabe  
**Acting Chief Executive Officer**

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## 7. MATTERS REQUIRING A COMMITTEE DECISION

### 7.1. CORPORATE SERVICES REPORTS

#### 7.1.1. ANNUAL REPORT AND FINANCIAL STATEMENTS

Applicant:	Shire of Wyalkatchem
Location:	Shire of Wyalkatchem
Date:	12 December 2025
Reporting Officer:	Claire Trenorden, Manager Corporate Services
Disclosure of Interest:	No interest to disclose
File Number:	12.10.02
Attachment Reference:	Attachment 7.1.1 – 2024 / 25 Annual Report and Financial Statements for the period ending 30 June 2025

#### SUMMARY

The Audit Committee is requested to endorse and recommend to Council to accept the 2024 / 25 Annual Report and Financial Statements for the period ending 30 June 2025.

#### BACKGROUND

In accordance with Section 5.54(1) of the *Local Government Act 1995* Council is required to prepare and accept the Annual Report for each financial year no later than 31 December after that financial year.

#### COMMENT

The final audit of Council's finances and operations commenced 25 September 2025. The final audit report from the Office of the Auditor General was received by the Shire on Friday 28 November 2025.

Council is required to accept the Annual Report and select a date for the Electors meeting that is no more than 56 days from the acceptance of the annual report. The Electors meeting time and date is also required to be advertised for 14 days.

The date of the Electors Meeting has been set for Thursday 12 February 2026 at 6:00pm and Public Notice has been given. This date is 56 days following the proposed acceptance of the Annual Report.

Public Notice of the Annual Electors Meeting and availability of the Annual Report will be displayed on public notice boards, Wylie Weekly and advertised on Council's Website and via social media. In addition, residents can request a copy to be mailed to them or view a copy at the Shire Office.

#### STATUTORY ENVIRONMENT

*Local Government Act 1995 section 5.54(1)*

#### POLICY IMPLICATIONS

There are no direct policy implications in relation to this item.

#### FINANCIAL IMPLICATIONS

Advertising, printing and posting costs included in the 2025/2026 budget.

## COMMUNITY & STRATEGIC OBJECTIVES

The matter before the Council generally accords with the Shire's desired outcome, as expressed in the revised Shire of Wyalkatchem Strategic Community Plan.

<b>Pillar 4 Civic Leadership</b>	<b>Statement of Strategic Outcome:</b> We lead with accountability, connection and openness through best-practice systems, policies and financial controls
<b>Goal No.</b>	<b>GOAL 11.</b> High standard of governance
11.3	Ongoing long term financial planning and transparent financial management

## **VOTING REQUIREMENT**

## Absolute Majority

## ***That Audit and Risk Management Committee:***

1. Accepts the Annual Report and Financial Statements for the year ended 30 June 2025 as provided for in attachment 7.1.1.

***That the Audit and Risk Committee recommends that Council;***

1. *Accepts the Annual Report and Financial Statements for the year ended 30 June 2025.*
2. *Holds a General Meeting of Electors on the 12 February 2026 commencing at 6pm in the Shire of Wyalkatchem Council Chambers.*

**CARRIED 7/0**

**Voted for: Cr Petchell, Cr Stratford, Cr Begley, Cr Loton, Cr Gamble,  
Cr Lawson Kerr, Cr Dickson**

## 8. CLOSURE OF THE MEETING

There being no further business, Cr Stratford closed the meeting at 3.04pm.