



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Audit, Risk & Improvement
Committee Meeting

MINUTES

Thursday 27 August 2026



NOTICE OF AN AUDIT COMMITTEE MEETING

Dear Council Member,

The next Audit, Risk and Improvement Committee Meeting of the Shire of Perenjori will be held on Thursday, 27 August 2026 at the Shire of Perenjori Council Chambers, Perenjori WA 6620, commencing at 2.00 pm.

A handwritten signature in black ink, appearing to read 'C. Strugnell', is positioned above the printed name.

Clinton Strugnell

CHIEF EXECUTIVE OFFICER

Date: 29 July 2026

Table of Contents

1. Declaration of Opening/Acknowledgement of Traditional Custodians/Audio Recording:.....	5
2. Opening Prayer/Acknowledgement of Pioneers:	5
3. Disclaimer Reading:	5
4. Record of Attendance/Apologies/Leave of Absence:	5
4.1 ATTENDANCE.....	5
5. Confirmation of Minutes of Previous Meetings:	6
5.1 AUDIT COMMITTEE MEETING HELD ON 18 DECEMBER 2025.....	6
6. Declaration of Interest:	7
7. Reports:	8
7.1 REGULATION 17 AND FINANCIAL MANAGEMENT REVIEW.....	8
7.2 COMPLIANCE AUDIT 1/1/2025 – 31/12/2025.....	10
8. Closure of Meeting:.....	11

Council Roles

Advocacy:

When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.

Executive/Strategic:

The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Legislative:

Includes adopting local laws, town planning schemes and policies.

Review:

When Council reviews decisions made by Officers.

Quasi-Judicial:

When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

Disclaimer

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

Minutes for the Shire of Perenjori Audit, Risk and Improvement Committee Meeting to be held on Thursday 27 August 2026, at the Shire of Perenjori Council Chambers, Perenjori WA 6620.

1. Declaration of Opening/Acknowledgement of Traditional Custodians/Audio Recording:

The Independent Presiding Member declared the meeting open and welcomed those in attendance at 2.00pm

In accordance with r.14I of the *Local Government (Administration) Regulations 1996*, this meeting was recorded and made publicly available on the Shire's website, with publication of meeting minutes.

Acknowledgement of Traditional Custodians: -

As per the Shire of Perenjori Policy (N° 1021) The Independent Presiding Member acknowledged the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badimia People. It is a privilege to be standing on Badimia Country.

2. Opening Prayer/Acknowledgement of Pioneers:

The Independent Presiding Member read the opening prayer.

Acknowledgement of Pioneers;

The Independent Presiding Member acknowledged the pioneers who settled this country, developed the land and turned it into the productive country we know today.

3. Disclaimer Reading:

As printed.

4. Record of Attendance/Apologies/Leave of Absence:

4.1 ATTENDANCE

Independent Presiding Member: Mr Laurie Butler

Elected Members: Cr Jude Sutherland (President)
Cr Andrew Fraser
Cr Dakota Curtin
Cr Brian Campbell
Cr Roger Dring

Staff: Clinton Strugnell (Chief Executive Officer)
Nola Comerford (Manager Corporate Community Services)

Distinguished Visitors: Nil

Members of The Public: Nil

Leave of Absence: Nil

Apologies: Cr Les Hepworth
Cr Daniel Bradford

5. Confirmation of Minutes of Previous Meetings:

5.1 AUDIT COMMITTEE MEETING HELD ON 18 DECEMBER 2025

COMMITTEE DECISION

Audit Committee Resolution Number: 270826.1

Moved: Cr Sutherland

Seconded: Cr Campbell

That the Minutes of the Audit Committee Meeting held on the 18 December 2025, be confirmed as true and correct subject to no corrections.

Motion put and carried 5/0

For: Cr Sutherland, Cr Fraser, Cr Curtin, Cr Campbell, Cr Dring

Against: Nil

[Next Item](#)

Unconfirmed

6. Declaration of Interest:

“Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”

Unconfirmed

7. Reports:

7.1 REGULATION 17 AND FINANCIAL MANAGEMENT REVIEW

Applicant:	Shire of Perenjori
File:	ADM0833
Date:	27 August 2026
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Clinton Strugnell – Chief Executive Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	7.1.1 Perenjori 2025 FMSR Report

Summary

The purpose of this item is for the Audit Risk and Improvement Committee to receive the outcomes of the Regulation 17 and Financial Management Reviews and to monitor the outcome of required improvements.

Background

The Local Government Audit Regulations 1996 require that the Chief Executive Officer must review the appropriateness and effectiveness of the Local Governments systems and procedures at least once every four financial years. The Shire of Perenjori review was last undertaken in January 2023.

Quotes were sought from three independent accounting firms to conduct the Shires current review. The work was awarded to AMD Chartered Accountants.

Statutory Environment

Local Government Audit Regulations 1996

17. CEO to review certain systems and procedures

(1) The CEO must review the appropriateness and effectiveness of the local government's systems and procedures in relation to the following matters —

- (a) financial management;
- (b) legislative compliance;
- (c) risk management.

(2) Under sub regulation (1), the CEO may review any or all of the matters referred to in sub regulation (1)(a) to (c) at any time but must review each of those matters not less than once in every 4 financial years.

(3) The CEO must report to the audit, risk and improvement committee the results of each review carried out under sub regulation (1).

Policy Implications

Nil

Consultation

Nola Comerford – Manager Corporate and Community Services

Ally Bryant – Finance Manager

Financial Implications

Nil

Strategic Community Plan

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The attached spreadsheet details each of the issues identified by AMD Chartered Accountants during the review of the Shires systems and procedures. The spreadsheet also indicates the level of risk or importance that the reviewer placed against each issue. It is important to note that these issues are not legislated compliance issues but rather best practice recommendations.

The issues identified have been reviewed by the Chief Executive Officer and Finance Manager and a remedy to each issue has been recommended long with a timeframe for implementation and the allocation of a responsible officer.

COMMITTEE DECISION

Audit Committee Resolution Number: 270826.2

Moved: Cr Fraser

Seconded: Cr Dring

That the Audit Risk and Improvement Committee;

- 1. Receive the Regulation 17 and Financial Management Review**
- 2. Note the Chief Executive Officers response to the issues identified in the review**

Motion put and carried 5/0

For: Cr Sutherland, Cr Fraser, Cr Curtin, Cr Campbell, Cr Dring

Against: Nil

[Next Item](#)

7.2 COMPLIANCE AUDIT 1/1/2025 – 31/12/2025

Applicant:	Shire of Perenjori
File:	ADM0540
Date:	27 August 2026
Disclosure of Interest:	Nil
Voting Requirements:	Simple majority
Author:	Clinton Strugnell – Chief Executive Officer
Responsible Officer:	Clinton Strugnell – Chief Executive Officer
Attachments:	7.2.1 Compliance Audit Return 2025

Summary

The purpose of this item is for the Audit Risk and Improvement Committee to receive the 2025 Compliance Audit and recommend its adoption to the Council.

Background

The Local Government Act 1995 and Local Government Audit Regulations 1996 require that a Local Government completes an annual Compliance Audit. The Compliance Audit is a self-compliance audit comprising a range of questions to determine if the Local Government has complied with its legislated obligations.

The 2025 Compliance Audit process is being overseen by the Local Government Inspectors Office and is required to be adopted by Council and submitted no later than 30th September 2026.

Statutory Environment

Local Government Act 1995 Section 7.13 (1)

Local Government Audit Regulations 1996 – Regulation 14

Policy Implications

Nil

Consultation

Shire of Perenjori administration and finance staff

Financial Implications

Nil

Strategic Community Plan

4.6. The organisation, assets and finances of the Shire are managed responsibly

Officer Comment

The 2025 Compliance Audit has been completed for the Shire of Perenjori and has not identified any instances of non – compliance.

COMMITTEE DECISION

Audit Committee Resolution Number: 270826.3

Moved: Cr Campbell

Seconded: Cr Sutherland

That the Audit Risk and Improvement Committee

- 1. Receive the 2025 Compliance Audit.**
- 2. Confirm that the 2025 Compliance Audit does not identify any instances of non-compliance.**
- 3. Recommend that the Council adopt the 2025 Compliance Audit.**

Motion put and carried 5/0

For: Cr Sutherland, Cr Fraser, Cr Curtin, Cr Campbell, Cr Dring

Against: Nil

8. Closure of Meeting:

The Independent Presiding Member thanked those in attendance and declared the meeting closed at 2.37pm.