



Shire of
Collie

MINUTES

of the

AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING

held on

Tuesday, 31 March 2026



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Minutes of the Shire of Collie Audit Risk and Improvement Committee Meeting held in the Council Chambers, 87 Throssell Street Collie, on Tuesday, 31 March 2026.

The Presiding Member, Mr Alan Lamb, declared the meeting open at 4:05pm and welcomed independent members, councillors and staff.

1. OPENING/ATTENDANCE/APOLOGIES

Appointed members

Alan Lamb	Presiding Member
David Ransom	Deputy Presiding Member
Ian Miffling	Shire President
Joe Italiano	Councillor
Gary Faries	Councillor
John Kearney	Councillor
Michelle Smith	Councillor

Staff

Phil Anastasakis	Chief Executive Officer
Nicole Wasmann	Governance Coordinator
Geoff Lawrence	Finance and Business Excellence Coordinator
Alex Wiese	Director Development Services
Brad Grinter	Director Operations

2. PUBLIC QUESTION TIME

Nil.

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL INTEREST

Nil.

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

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

Nil.

7. CONFIRMATION OF THE PREVIOUS MINUTES OF COMMITTEE MEETING

7.1 Audit Committee Meeting – 19 May 2025**Officer's Recommendation/Committee Decision:****Moved:** Cr Italiano**Seconded:** Cr Faries

That the Committee confirms the Minutes of the Shire of Collie Audit Committee Meeting held on 19 May 2025.

Carried: 7/0**For:** Alan Lamb, David Ransom, Cr Miffing, Cr Italiano, Cr Faries, Cr Kearney, Cr Smith.**Against:** Nil**8. BUSINESS ARISING FROM THE PREVIOUS MINUTES**

Nil.

9. OFFICER REPORTS

9.1 Audit Risk and Improvement Committee Annual Audit Workplan 2026

Reporting Department:	Corporate and Community Services
Reporting Officer:	Nicole Wasmann – Governance Coordinator
Accountable Manager:	Phil Anastasakis – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/064
Appendices:	9.1.A Audit Workplan 2026
Voting Requirement	Simple Majority

Report Purpose:

For the Committee to receive and consider the Annual Audit Work Plan and to recommend to Council that the Plan to be received and endorsed.

Officer's Recommendation/Committee Decision:

Moved: Cr Miffing **Seconded:** Cr Italiano

That the Audit Risk and Improvement Committee recommends that Council receives and endorses the 2026 Annual Audit Work Plan for the Audit Risk and Improvement Committee.

Carried: 7/0

For: Alan Lamb, David Ransom, Cr Miffing, Cr Italiano, Cr Faries, Cr Kearney, Cr Smith.

Against: Nil.

Background:

To assist and guide the Audit Risk and Improvement Committee in fulfilling its functions, roles and responsibilities in accordance with the Committee's Terms of Reference and legislative requirements, an Annual Audit Work Plan has been prepared for consideration.

Statutory and Policy Implications:

Local Government (Audit) Regulations 1996

16.Functions of audit, risk and improvement committee

An audit, risk and improvement committee has the following functions —

- (a) *to receive and review reports on, and recommend to the council actions to be taken in relation to —*
- (i) *audits under Part 7 of the Act; and*
 - (ii) *compliance audits; and*
 - (iii) *reviews under regulation 17;*

- (b) *to otherwise receive and review reports on the appropriateness and effectiveness of, and recommend to the council improvements to, the local government’s systems and procedures in relation to —*
- (i) *financial management; and*
 - (ii) *legislative compliance; and*
 - (iii) *risk management;*
- (c) *to receive and review reports on, and recommend to the council improvements to, the implementation of any actions that the local government —*
- (i) *is required to take under section 7.12A(3); and*
 - (ii) *has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
 - (iii) *has otherwise decided to take in response to a report or recommendation referred to in paragraph (a) or (b); and*
 - (iv) *has stated it has done or proposes to do in written advice prepared under section 8.6(1)(a) or 8.23(4)(a);*
- (d) *any other function conferred on the audit, risk and improvement committee under these*

Budget Implications:

The implementation of the Annual Audit Work Plan for the Audit Risk and Improvement Committee is facilitated through staff resources funded by the employment costs budget.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

Nil.

Strategic Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	5	Our Organisation
Objective:	5.1	Innovative leadership, forward planning, and mutually beneficial partnerships
Strategic Priority:	5.1.6	To provide Good Governance across the organisation.

Relevant Precedents:

Nil.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.															
Risk Event	Audit Risk and Improvement Committee Annual Audit Work Plan 2026														
Inherent Risk Rating (prior to treatment or control)	Low (1 - 4)														
Risk Action Plan (treatment or controls proposed)	As the Residual Risk is below 12, this is not applicable.														
Residual Risk Rating (after treatment or controls)	As the Residual Risk Rating is below 12, this is not applicable.														
Risk Category Assessed Against (Health, Financial Impact, Service Interruption, Legal and Compliance, Reputational, Environmental, Property)	<table border="0"> <tr> <td>Health</td> <td>Nil.</td> </tr> <tr> <td>Financial</td> <td>Nil.</td> </tr> <tr> <td>Service Interruption</td> <td>Nil.</td> </tr> <tr> <td>Legal and Compliance</td> <td>Not adopting an Annual Work Plan could result in areas of compliance not being addressed by Committee and Council.</td> </tr> <tr> <td>Reputational</td> <td>Council’s reputation could be negatively impacted if the functions of the Audit Risk and Improvement Committee are not met.</td> </tr> <tr> <td>Environment</td> <td>Nil.</td> </tr> <tr> <td>Property</td> <td>Nil.</td> </tr> </table>	Health	Nil.	Financial	Nil.	Service Interruption	Nil.	Legal and Compliance	Not adopting an Annual Work Plan could result in areas of compliance not being addressed by Committee and Council.	Reputational	Council’s reputation could be negatively impacted if the functions of the Audit Risk and Improvement Committee are not met.	Environment	Nil.	Property	Nil.
Health	Nil.														
Financial	Nil.														
Service Interruption	Nil.														
Legal and Compliance	Not adopting an Annual Work Plan could result in areas of compliance not being addressed by Committee and Council.														
Reputational	Council’s reputation could be negatively impacted if the functions of the Audit Risk and Improvement Committee are not met.														
Environment	Nil.														
Property	Nil.														

Comment:

The Plan provides guidance to Staff and the Committee on functions which may be undertaken in the 2026 calendar year. It is anticipated that the Plan will be further developed and expanded for 2027.

The Committee is asked to consider and to make recommendation to Council to receive and endorse the 2026 Annual Audit Work Plan.

9.2 Office of the Auditor General – Audit Reports	
Reporting Department:	Corporate and Community Services
Reporting Officer:	Nicole Wasmann – Governance Coordinator
Accountable Manager:	Phil Anastasakis – Chief Executive Officer
Legislation	<i>Local Government Act 1995</i>
File Number:	GOV/064
Appendices:	9.2.A OAG Performance Audit – Maintaining Regional Local Roads 9.2.B OAG Financial Audit Results – Status of Local Government Audits 2025
Voting Requirement	Simple Majority

Report Purpose:

To highlight recent reports published by the Western Australian Auditor General.

Officer’s Recommendation/Committee Decision:

Moved: Cr Miffling

Seconded: Cr Kearney

That the Audit Risk and Improvement Committee notes the following Audit reports tabled by the Office of the Auditor General:

1. *Performance Audit - Maintaining Regional Local Roads (OAG Report 3:2025-26).*
2. *Financial Audit Results - Status of Local Government Audit 2025 (OAG Report 8:2025-26).*

Carried: 7/0:

For: Alan Lamb, David Ransom, Cr Miffling, Cr Italiano, Cr Faries, Cr Kearney, Cr Smith.

Against: Nil.

Background:

The Auditor General has tabled the following reports which are relevant to the Shire of Collie Audit Risk and Improvement Committee:

- Performance Audit - Maintaining Regional Local Roads (OAG Report 3:2025-26).
- Financial Audit Results - Status of Local Government Audit 2025 (OAG Report 8:2025-26).

The reports are included as appendices.

Statutory and Policy Implications:

Local Government (Audit) Regulations 1996

16.Functions of audit, risk and improvement committee

An audit, risk and improvement committee has the following functions —

- (a) to receive and review reports on, and recommend to the council actions to be taken in relation to —
 - (i) audits under Part 7 of the Act; and
 - (ii) compliance audits; and
 - (iii) reviews under regulation 17;
- (b) to otherwise receive and review reports on the appropriateness and effectiveness of, and recommend to the council improvements to, the local government’s systems and procedures in relation to —
 - (i) financial management; and
 - (ii) legislative compliance; and
 - (iii) risk management;
- (c) to receive and review reports on, and recommend to the council improvements to, the implementation of any actions that the local government —
 - (i) is required to take under section 7.12A(3); and
 - (ii) has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and
 - (iii) has otherwise decided to take in response to a report or recommendation referred to in paragraph (a) or (b); and
 - (iv) has stated it has done or proposes to do in written advice prepared under section 8.6(1)(a) or 8.23(4)(a);
- (d) any other function conferred on the audit, risk and improvement committee under these

Budget Implications:

Nil.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

Nil.

Strategic Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	5	Our Organisation
Objective:	5.1	Innovative leadership, forward planning, and mutually beneficial partnerships
Strategic Priority:	5.1.6	To provide Good Governance across the organisation.

Relevant Precedents:

Nil.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.															
Risk Event	Office of the Auditor General – Audit Reports														
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)														
Risk Action Plan (treatment or controls proposed)	As the Residual Risk Rating is below 12, this is not applicable.														
Residual Risk Rating (after treatment or controls)	As the Residual Risk Rating is below 12, this is not applicable.														
Risk Category Assessed Against (Health, Financial Impact, Service Interruption, Legal and Compliance, Reputational, Environmental, Property)	<table border="0"> <tr> <td>Health</td> <td>Nil.</td> </tr> <tr> <td>Financial</td> <td>Nil..</td> </tr> <tr> <td>Service Interruption</td> <td>Nil.</td> </tr> <tr> <td>Legal and Compliance</td> <td>Not considering the risks, controls and recommendations arising from the Auditor General’s reports could have an impact on Council not meeting its compliance requirements.</td> </tr> <tr> <td>Reputational</td> <td>The Shire of Collie’s reputation could be seen in a negative light if implications of the matters raised in the Auditor General’s reports were not considered.</td> </tr> <tr> <td>Environment</td> <td>Nil.</td> </tr> <tr> <td>Property</td> <td>Nil.</td> </tr> </table>	Health	Nil.	Financial	Nil..	Service Interruption	Nil.	Legal and Compliance	Not considering the risks, controls and recommendations arising from the Auditor General’s reports could have an impact on Council not meeting its compliance requirements.	Reputational	The Shire of Collie’s reputation could be seen in a negative light if implications of the matters raised in the Auditor General’s reports were not considered.	Environment	Nil.	Property	Nil.
Health	Nil.														
Financial	Nil..														
Service Interruption	Nil.														
Legal and Compliance	Not considering the risks, controls and recommendations arising from the Auditor General’s reports could have an impact on Council not meeting its compliance requirements.														
Reputational	The Shire of Collie’s reputation could be seen in a negative light if implications of the matters raised in the Auditor General’s reports were not considered.														
Environment	Nil.														
Property	Nil.														

Comment:

Reports tabled by the Auditor General will be presented to future meetings of this Committee.

The Committee is asked to note the reports referenced in this item.

9.3 Water Corporation Consumption Review	
Reporting Department:	Chief Executive Officer/Operations/Development Services/Corporate and Community Services
Reporting Officer:	Geoff Lawrence – Finance and Business Excellence Coordinator
Accountable Manager:	Phil Anastasakis – Chief Executive Officer
Legislation	Not applicable
File Number:	GOV/064
Appendices:	9.3.A Water Consumption Schedule 9.3.B Water Corporation Consumption Review
Voting Requirement	Simple Majority

Report Purpose:

For consideration of a report prepared in relation to Water Corporation Consumption. The Report presents an analysis of Water Corporate invoices across Shire operated facilities to assess whether current expenditure levels are driven by seasonal demand or potential leakage and inefficiencies.

Officer's Recommendation:

That the Audit Risk and Improvement Committee:

1. **Notes** the findings of the water consumption review.
2. **Acknowledges** seasonal demand as the primary cost driver.
3. **Recommends** that Council
 - a) *Endorses the implementation of improved monitoring and reporting controls.*
 - b) *Requests a follow up report to the Audit Risk and Improvement Committee within 6-12 months including:*
 - *Trend analysis;*
 - *Outcomes of site inspections; and*
 - *Identified savings or leak rectifications.*

Committee Decision:

Moved: Cr Faries

Seconded: Cr Italiano

That the matter be deferred to the next Committee meeting to enable further investigation into water consumption.

Carried: 7/0

For: Alan Lamb, David Ransom, Cr Miffing, Cr Italiano, Cr Faries, Cr Kearney, Cr Smith.

Against: Nil.

Background:

At the Audit Committee Meeting held 11 March 2025, the Audit Committee made recommendation to Council which was subsequently endorsed at the March Ordinary Meeting of Council, resolution 9558.

“That Council support the Audit Committee’s request to receive a report on the current Water Corporation water consumption invoices and locations to assess whether season water consumption or leakage is the cause of current expenditure levels.”

A report has been prepared and is included in Appendix 9.3.B.

Statutory and Policy Implications:

Not applicable.

Budget Implications:

The implementation of the report’s recommendations will primarily be facilitated through staff resources funded by the employment costs budget. Any material costs associated with changes to monitoring systems would be considered as part of future budgets.

Improved monitoring has the potential to provide savings in water consumption costs.

Budget – Whole of Life Cost:

As this report does not propose new assets, there are no direct whole of life or ongoing cost implications.

Communications / Consultation Requirements:

Nil.

Strategic Implications:

STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN		
GOAL:	5	Our Organisation
Objective:	5.1	Innovative leadership, forward planning, and mutually beneficial partnerships
Strategic Priority:	5.1.6	To provide Good Governance across the organisation.

Relevant Precedents:

Nil.

Risk Assessment:

The Risk Management Governance Framework has been considered in arriving at the Officer Recommendation.

TIER 2 – ‘Low’ or ‘Moderate’ Inherent Risk.															
Risk Event	Water Corporation Consumption Review														
Inherent Risk Rating (prior to treatment or control)	Moderate (5 - 11)														
Risk Action Plan (treatment or controls proposed)	As the Residual Risk Rating is below 12, this is not applicable.														
Residual Risk Rating (after treatment or controls)	As the Residual Risk Rating is below 12, this is not applicable.														
Risk Category Assessed Against (Health, Financial Impact, Service Interruption, Legal and Compliance, Reputational, Environmental, Property)	<table border="0"> <tr> <td>Health</td> <td>Nil</td> </tr> <tr> <td>Financial</td> <td>Lack of adequate monitoring of water consumption could result in excess water use.</td> </tr> <tr> <td>Service Interruption</td> <td>Service to the community will be disrupted if the water irrigation systems are not monitored.</td> </tr> <tr> <td>Legal and Compliance</td> <td>Nil.</td> </tr> <tr> <td>Reputational</td> <td>The Shire of Collie’s reputation could be damaged if water use is not managed appropriately.</td> </tr> <tr> <td>Environment</td> <td>High unmonitored water use is not sustainable.</td> </tr> <tr> <td>Property</td> <td>Nil.</td> </tr> </table>	Health	Nil	Financial	Lack of adequate monitoring of water consumption could result in excess water use.	Service Interruption	Service to the community will be disrupted if the water irrigation systems are not monitored.	Legal and Compliance	Nil.	Reputational	The Shire of Collie’s reputation could be damaged if water use is not managed appropriately.	Environment	High unmonitored water use is not sustainable.	Property	Nil.
Health	Nil														
Financial	Lack of adequate monitoring of water consumption could result in excess water use.														
Service Interruption	Service to the community will be disrupted if the water irrigation systems are not monitored.														
Legal and Compliance	Nil.														
Reputational	The Shire of Collie’s reputation could be damaged if water use is not managed appropriately.														
Environment	High unmonitored water use is not sustainable.														
Property	Nil.														

Comment:

The Report included at Appendix 9.3.B identifies a plan for implementation of improved monitoring and reporting controls and makes recommendation for further reports to be presented to the Committee in 6-12 months.

The Committee is asked to note the findings of the review and make recommendation to Council for further monitoring and reports.

10. **MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN**
Nil.
11. **QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN**
Nil.
12. **URGENT BUSINESS APPROVED**
Nil.
13. **ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILORS**
Nil.
14. **CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC**
Nil.
15. **CLOSE**

There being no further business, the Presiding Member thanked those present for their attendance and declared the meeting closed at 4:47pm.