Peppermint Grove
The Garden Shire

AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING

AGENDA

TO BE HELD ON THE

24th November 2026 AT 04:30 PM

NOTICE OF MEETING

Dear Committee Member,

It is advised that the **Audit, Risk and Improvement Committee Meeting** will be held in the Council Chambers at the **Shire of Peppermint Grove,** 1 Leake Street, Peppermint Grove, on 24th November 2026 at 04:30 pm.

MEETING AGENDA ATTACHED

Yours faithfully



Mr Don Burnett
CHIEF EXECUTIVE OFFICER

DATE 19th November 2026

Peppermint Grove
The Garden Shire

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AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING AGENDA

24th November 2026

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1 DECLARATION OF OFFICIAL OPENING

At _____ pm, the Presiding Member declared the meeting open.

2 RECORDING OF ATTENDANCE, APOLOGIES AND LEAVES OF ABSENCE

3.1 ATTENDANCE

Presiding Member	Mr D Price
Deputy Shire President	Cr P Dawkins
Elected Member	Cr C Hohnen
Elected Member	Cr J Mahony
Elected Member	Cr P Macintosh
Chief Executive Officer	Mr D Burnett
Manager Corporate and Community Services	Mr J Clapham

3.2 GUESTS

Director - Office of the Auditor General	Steve Hoar
Executive Director - Pitcher Partners	Marius van der Merwe

3.3 APOLOGIES

Nil

3.4 LEAVES OF ABSENCE

4 DECLARATIONS OF INTEREST

4.1 FINANCIAL INTEREST

4.2 PROXIMITY INTEREST

4.3 IMPARTIALITY INTEREST

4.4 INTEREST THAT MAY CAUSE A CONFLICT

4.5 STATEMENT OF GIFTS AND HOSPITALITY

5 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

6 CONFIRMATION OF MINUTES

OFFICER RECOMMENDATION – ITEM 6.1

Moved: **Seconded:**

That the Minutes of the Audit, Risk and Improvement Committee Meeting of the Shire of Peppermint Grove held in the Council Chambers on 11 August 2026 be confirmed as a true and accurate record.

7 OFFICER REPORTS

7.1 2025/26 DRAFT AUDITED ANNUAL FINANCIAL REPORT AND REPORT TO THE AUDIT COMMITTEE – OFFICE OF THE AUDITOR GENERAL AND PITCHER PARTNERS

ATTACHMENT DETAILS

Attachment No	Details
Attachment	Draft Audited 2025/26 Annual Financial Statements – SOPG AFR 2025-26 V3 final.pdf
Attachment	Pitcher Partners – Report to the ARIC - FY26 Shire of Peppermint Grove- Closing Report FINAL.pdf

Voting Requirement	Simple Majority
Subject Index	Financial management Audit
Disclosure of any Interest	Nil
Responsible Officer	Jeremy Clapham, Manager Corporate & Community Services
Authorising Officer	Don Burnett, CEO

PURPOSE OF REPORT

The purpose of this report is to receive the Draft Audited Annual Financial Statements for the year ended 30 June 2026 and the Report to the Audit Committee prepared by Pitcher Partners.

SUMMARY AND KEY ISSUES

- The 2025/26 Draft Audited Annual Financial Statements have been prepared and the Committee is requested to receive the document.
- There were no issues identified during the audit for management to address (no issues in 2024/25).
- There were a few adjusting journals, which have been processed.

BACKGROUND

The financial statements for the year ended the 30 June 2026, were presented to the Auditor for audit purposes and following the required amendments were presented to the Office of the Auditor General (OAG) for signing. Once the ARIC has received the Draft Annual Financial Statements, the audit report will be signed. It will then be presented to Council at the December Ordinary Council Meeting.

CONSULTATION

Pitcher Partners and the Office of the Auditor General.

STRATEGIC IMPLICATIONS

Strategic Priority 5- Governance

Item 5.1- Continue to monitor the financial sustainability of the Shire's resources

POLICY IMPLICATIONS

Financial Management Policies

STATUTORY IMPLICATIONS.

Section 6.4 of the Local Government Act states:
6.4 Financial report
(1) A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.
(2) The financial report is to —
(a) be prepared and presented in the manner and form prescribed; and
(b) contain the prescribed information.
(3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —
(a) the accounts of the local government, balanced up to the last day of the preceding financial year;
and
(b) the annual financial report of the local government for the preceding financial year.

FINANCIAL IMPLICATIONS

There are no Financial Implications in respect to this matter.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time

SOCIAL IMPLICATIONS

There are no Social Implications identified at this time.

OFFICER COMMENT

The audit for the 2025/26 financial year has been completed and provides an overview of the financial activities for the 2025/26 financial year. There were no issues identified during the audit for management to address (no issues in 2024/25). There were a few adjusting journals, which were required to be processed to make the required corrections to items picked up by the auditors. These adjustments have been processed.

The Report to the Audit Committee is provided in connection with the audit of the Shire of Peppermint Grove's annual financial report for the year ended 30 June 2026 for the purpose of expressing an opinion as to whether the annual financial report is fairly presented in accordance with the Local Government Act 1995, the Local Government (Financial Management) Regulations 1996 and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

The following categories of representation have been made:

- General
- Fair value measurements and disclosures
- Contingent liabilities
- Commitments for capital expenditure
- Contaminated sites
- Related entities
- Related parties
- Key management personnel compensation
- Subsequent events
- Internal control
- Insurance
- Risk management
- Accounting misstatements
- Electronic presentation of the audited financial report and auditors report
- Other (unaudited) information in the annual report

The Draft Annual Report, covering operational aspects of the Shire for 2025/26 will be presented to Council at the December Ordinary Council Meeting on 15th December 2026 with the view of being formatted for presentation at the Annual Electors Meeting.

The Shire is required to hold an Annual Electors Meeting within 56 days of the annual report being accepted; and it is recommended that this be held at 5.00pm on Tuesday 9th February 2027 in the Council Chambers. The meeting will be immediately prior to the agenda forum meeting scheduled for 5.30pm.

OFFICER RECOMMENDATION – ITEM 7.1

That Council

1. **Receives the draft audited 2025/26 Annual Financial Statements and the Report to the Audit Committee as prepared by Pitcher Partners,**

2. **Holds the Annual Electors Meeting on Tuesday 9th February 2027 at 5.00pm in the Council Chambers.**

7.2 MATTERS FOR INFORMATION AND NOTING

ATTACHMENT DETAILS

Attachment No	Description
Attachments	Grove Library audited AFR 2025-26 – Grove Library and Community Centre - Audited AFR 25-26.pdf Roads to Recovery Funding audit report 2025-26 - Roads to Recovery Audit Report 25-26.pdf

Voting Requirement	Simple Majority
Subject Index	Financial management Audit
Disclosure of any Interest	Nil
Responsible Officer	Jeremy Clapham, Manager Corporate & Community Services
Authorising Officer	Don Burnett, CEO

PURPOSE OF REPORT

The Shire of Peppermint Grove regularly receives and produces information for receipt by the ARIC (Audit, Risk and Improvement Committee) Members. The purpose of this item is to keep ARIC Members informed on items of information received and produced by the Shire.

SUMMARY AND KEY ISSUES

- The Grove Library received a clean bill of health during the 2025-26 audit.
- The Roads to Recovery funding received by the Shire also received a positive audit outcome.

CONSULTATION

Consultation with Pitcher Partners for the Grove Library audit and with Horizon Nexus Audit for the Roads to Recovery audit.

STRATEGIC IMPLICATIONS

Strategic Priority 5- Governance

Item 5.1- Continue to monitor the financial sustainability of the Shire's resources

POLICY IMPLICATIONS

Financial Management Policies

STATUTORY IMPLICATIONS.

Local Government (Financial Management) Regulations 1996.

FINANCIAL IMPLICATIONS

Budgeted costs to undertake the ICT review.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no Social Implications identified at this time.

OFFICER COMMENT

Grove Library Audit

The Grove Library gets audited separately from the Shire. It is not a statutory audit, therefore does not get audited by the Office of Thes Auditor General (OAG). This year it was audited by Pitcher Partners and received an unqualified audit report with no management items to address.

Roads to Recovery Funding

Roads to Recovery (R2R) Funding for 2025/26 was audited by Horizon Nexus Audit and received an unqualified audit with n management items to address. The funds received from R2R in the amount of $112,856 were used for the resurfacing of part of The Esplanade Road Project completed in June 2026.

OFFICER RECOMMENDATION – ITEM 7.2

That Council receives the information in this report.

8 CONFIDENTIAL ITEMS OF BUSINESS

8.1 ICT SECURITY REPORTING AND ACCOUNTS RECEIVABLE MONITORING - CONFIDENTIAL

This matter is considered confidential under Section 5.23 (4) (e) of the Local Government Act, and the ARIC is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter regarding information on ICT security reporting and accounts receivable monitoring.

OFFICER RECOMMENDATION – ITEM 8.1

Moved: **Seconded:**

That ARIC considers the confidential report in a meeting closed to the public in accordance with Section 5.23 (4) (e) of the Local Government Act 1995.

9 CLOSURE

There being no further business, the meeting closed at …….