



TOWN OF  
**Bassendean**

# **CONFIRMED MINUTES**

## **Audit and Governance Committee Meeting Wednesday 11 March 2026**

Held in the Council Chamber,  
48 Old Perth Road, Bassendean

These minutes are confirmed as a true and correct record.

Presiding Member's signature: \_\_\_\_\_

Date: \_\_\_\_\_

24/03/26

## **1 Declaration Of Opening; Acknowledgment of Country; Acknowledgment of Visitors; Disclaimer**

The Presiding Member declared the meeting open at 5.30 pm and welcomed all those in attendance.

### **Acknowledgement of Country**

The Town of Bassendean acknowledges the Whadjuk people of the Noongar Nation as the Traditional Custodians of this land. We pay our respects to Elders past and present and acknowledge their continuing culture and the contribution they make to the region.

## **2 Announcements by the Presiding Member without Discussion**

## **3 Attendances, Apologies and Leave of Absence**

### Committee Members

Cr Hayden Long (Presiding Member)  
Cr Kathryn Hamilton, Mayor  
Cr Jamayne Burke – via teams, joined the meeting at 5.50pm  
Ms Sasha Rademakers – (Community Member)

### Officers

Mrs Amanda Alderson, Director Corporate Services  
Mr Dale Ballantyne, Manager Governance & Strategy  
Mr Tristan Loney, Manager Information and Technology

### Advisor to the Committee

Mr Ron Back

### Public

No members of the public were in attendance

### Apologies

Mr Cameron Woods, Chief Executive Officer  
Ms Waruni De Silva, Manager Financial Services  
Mrs Jo Burges, Special Projects Officer

Ms Nayan Ranica, Office of the Auditor General

## 9 Reports

| 9.1 Audit Findings Log |                                                                                          |
|------------------------|------------------------------------------------------------------------------------------|
| Property Address       | N/A                                                                                      |
| Landowner/Applicant    | N/A                                                                                      |
| File Reference         | GOVN/CCLMEET/1                                                                           |
| Department             | Corporate Services                                                                       |
| Previous Reports       | 10 December 2025                                                                         |
| Authority/Discretion   | <b>Executive</b><br>The substantial direction setting and oversight role of the Council. |
| Attachments            | 1. CONFIDENTIAL REDACTED - Mar 2026 Audit Findings Log [9.1.1 - 3 pages]                 |

### Purpose

The purpose of this report is to provide the Audit and Governance Committee with the Town's Audit Findings Log, with updated actions since the meeting of the Committee on 10 December 2025.

### Background

The Audit Findings Log presents a summary of the audit findings and recommendations made in recent internal and external audit reports relating to the Town and provides an update on actions taken or proposed to address the recommendations.

### Proposal

For the Audit and Governance Committee to receive the Audit Findings Log and consider the action taken or proposed to address the recommendations.

### Communication and Engagement

Nil.

### Strategic Implications

#### Performance Area 5: Performance

9.1 Continuously improve operational performance and service delivery.

|    |                                                    |                                                     |                                                       |
|----|----------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------|
| 9  | Vulnerability Management                           | IT General Controls Audit, OAG, December 2024       | Dependent upon Item 3 progress                        |
| 10 | Disaster Recovery                                  | IT General Controls Audit, OAG, December 2024       | Dependent upon Item 3 progress                        |
| 11 | IT Governance - Standards, Policies and Procedures | IT General Controls Audit, OAG, December 2024       | Dependent upon Item 3 progress                        |
| 12 | Procurement Documents, Forms and Templates         | Tenders and Requests for Quote, Paxon, August 2024  | On track to be completed by 31/03/2026.               |
| 13 | Library Business Plan                              | Library Services Audit, William Buck, February 2023 | Defer until Library modifications have been finalised |

### Statutory Requirements

Local Government (Audit) Regulations 1996, Regulation 16, states:

An audit committee has the following functions —

- (a) to guide and assist the local government in carrying out —
  - (i) its functions under Part 6 of the Act; and
  - (ii) its functions relating to other audits and other matters related to financial management;
- (b) to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;
- (c) 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;
- (d) to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —
  - (i) regulation 17(1); and
  - (ii) the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);
- (e) to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;
- (f) to oversee the implementation of any action that the local government —
  - (i) is required to take by 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 accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and

1. That the Audit and Governance Committee receive the Audit Findings Log and notes the action taken or proposed action to be taken to address the recommendations.
2. The Audit & Governance Committee is of the view in support of better governance; consideration is given to the Chief Executive Officer to review the term and appropriateness of the existing policies and report back to the Committee.

**Voting requirements: Simple Majority**

**AGC 2026-03-11/2**

**CARRIED UNANIMOUSLY 4/0**

**For:** Cr Hayden Long, Ms Sasha Rademakers, Cr Jamayne Burke and Cr Kathryn Hamilton

**Against:** Nil

## Financial Considerations

Nil.

## Risk Management Implications

### Compliance

Low

### Environmental

Low

### Financial Risk

Low

### Reputational

Low

## Declaration of Conflicts of Interest

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

## **Officer Recommendation – Item 9.2**

That the Committee notes the update from the Office of the Auditor General as provided in the Attachment to this report.

## **Voting requirements: Simple Majority**

*This item was withdrawn as no report was received from the OAG due to a change in OAG staff.*

## **10 Motions of Which Previous Notice Has Been Given**

Nil

## **11 Announcements of Notices of Motion for the Next Meeting**

Nil

## **12 Confidential Business**

Nil