Audit, Risk & Improvement Committee Agenda

14 September 2026

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Shire of Dalwallinu

NOTICE OF MEETING

NOTICE is hereby given that the next Audit, Risk and Improvement Committee Meeting of Council of the Shire of Dalwallinu will be held on Monday, 14 September 2026 in the Council Chambers, Dalwallinu commencing at 4.00pm.

Signed:

Jean Knight

Chief Executive Officer

09/09/2026

Date

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SHIRE OF DALWALLINU

AGENDA for the Audit, Risk and Improvement Committee Meeting of Council to be held in the Council Chambers, Shire Administration Centre, Dalwallinu on Monday 14 September 2026 at 4.00pm.

1 OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson opened the meeting at 0.00am.

2 ANNOUNCEMENTS OF PRESIDING MEMBER

3 ATTENDANCE RECORD

3.1 Present

Mr I Hyde
Mr N Wallis
Cr KL Carter
Cr SC Carter
Cr S Dawson
Cr MM Harms

Chief Executive Officer	Ms JM Knight	via electronic means
Manager Corporate Services	Mrs HK Jolly	
Executive Assistant	Mrs DJ Whitehead	via electronic means

3.2 Apologies

Nil

3.3 Leave of Absence Previously Granted

Nil

4 DECLARATIONS OF INTEREST

Nil

5 MINUTES OF PREVIOUS MEETINGS

5.1 Audit, Risk and Improvement Committee Meeting – 24 March 2026

MOTION

Moved Cr
Seconded Cr

That the Minutes of the Audit, Risk and Improvement Committee Meeting held on the 24 March 2026 be confirmed.

0/0

6 REPORTS

6.1 Shire of Dalwallinu Compliance Audit Return review*

Report Date	14 September 2026
Applicant	Shire of Dalwallinu
File Ref	GO/4 – Compliance Audit Return
Previous Meeting Reference	Nil
Prepared by	Hanna Jolly, Manager Corporate Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Local Government Compliance Audit Return 2025 Questions

Purpose of Report

The Audit Committee is requested to review the Compliance Audit Return (CAR) as presented for the year ended 31 December 2025.

Background

The Shire is required to carry out an annual audit of statutory compliance in accordance with Regulation 14 of the *Local Government (Audit) Regulations 1996*. The CAR ensures local governments review their compliance with key legislative requirements under the *Local Government Act 1995* and associated regulations. This process promotes accountability, transparency, and good governance across the sector.

The CAR must be completed by the local government administration, reviewed by the Audit, Risk and Improvement Committee (ARIC), and then adopted by the council before submission to the Local Government Inspector by 31 March of the year following the audit period. The deadline for the CAR for 1 January to 31 December has been deferred until 30 September 2026.

Consultation

Chief Executive Officer
Manager Works and Services

Legislative Implications

State
Local Government (Audit) Regulations 1996 s13, s14 and s15

Policy Implications

Nil

Financial Implications

Nil

General Function Implications

Nil

Strategic Implications

Nil

Site Inspection
Site inspection undertaken: Not applicable

Sustainability & Climate Change Implications
Economic implications
There are no known significant economic implications associated with this proposal.

Social implications
There are no known significant social implications associated with this proposal.

Environmental implications
There are no known significant environmental implications associated with this proposal.

Officer Comment
The Completed Compliance Audit Return for the period 1 January to 31 December 2025 is attached to this item for Audit, Risk and Improvement Committee's consideration and review.

Two items of non-compliance were identified for questions under *Local Government (Administration) Regulations 1996 r.19AE* and *Local government (Functions and General) Regulations 1996 Reg 15.*

Local Government (Administration) Regulations 1996 r.19AE
Shire of Dalwallinu Code of Conduct in place for 2025 did not specifically address required section of reporting and management of suspected breaches and misconduct'. A new code of conduct was adopted in February 2026, introducing updated provisions in this area.

Local government (Functions and General) Regulations 1996 Reg 15
Tender RFT2526-02 was submitted through the eQuotes portal. The tender submissions were opened after the closing date and time; however, only one local government employee was present during the opening process. The eQuotes portal is a secure system that prevents access to tender submissions prior to the specified closing date and time.

The tender opening procedure has been amended to require the presence of at least two local government employees when opening submissions received through eQuotes.

All other tenders conducted during 2025 were opened and managed in accordance with the applicable regulatory requirements.

Following Council's adoption, the 2025 Compliance Audit Return must be submitted to the Local Government Inspector by 30 September 2026.

Officer Recommendation
That the Audit, Risk and Improvement Committee:
1. Review the Compliance Audit Return for the period 1 January 2025 to 31 December 2025 and report to Council at the September 2025 Ordinary Council Meeting;
2. Requests that Council authorise the Shire President and Chief Executive Officer to sign the completed Compliance Audit Return and submit to the Local Government Inspector by 30 September 2026.

Officer Recommendation/Committee Resolution

<u>MOTION</u> Moved Cr/Mr Seconded Cr/Mr **0/0**

Local Government Inspector

GOVERNMENT OF WESTERN AUSTRALIA

2025 Compliance Audit Return

Local Government Authority: The Shire of Dalwallinu

Local Government Act 1995

s. 2.29

Has every person elected or appointed to a mayor, president, deputy, or councillor role made the required declaration in the prescribed form before a prescribed person, prior to acting in the office?

Response: Yes

s. 3.16

Has the local government reviewed local laws, which have not been reviewed in the previous 8 years, to ensure compliance with Schedule 9.3, Clause 65?

Response: Yes

Comments: Full review July 2020

s.3.57

Subject to Local Government (Functions and General) Regulations 1996, regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?

Response: Yes

s. 3.58(3)

Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the Local Government Act 1995 (unless section 3.58(5) applies)?

Response: Yes

s. 3.58(4)

Where the local government disposed of property under section 3.58(3) of the Local Government Act 1995, did it provide details, as prescribed by section 3.58(4) of the Act, in the required local public notice for each disposal of property?

Response: Yes

s. 3.59(2)(a)

Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2025?

Response: N/A

s. 3.59(2)(b)

Has the local government prepared a business plan for each major land transaction that was not exempt in 2025?

Response: N/A

s. 3.59(2)(c)

Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2025?

Response: N/A

s. 3.59(4)

Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2024?

Response: N/A

s. 3.59(5)

During 2025, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?

Response: N/A

s. 5.16 (1)

Were all delegations to committees resolved by absolute majority?

Response: N/A

Comments: No delegations to committees

s. 5.16 (2)

Were all delegations to committees in writing?

Response: N/A

s. 5.17

Were all delegations to committees within the limits specified in section 5.17 of the Local Government Act 1995?

Response: N/A

s. 5.18

Were all delegations to committees recorded in a register of delegations?

Response: N/A

s. 5.36(4) and s. 5.37(3)

Were all CEO and/or senior employee vacancies advertised in accordance with Local Government (Administration) Regulations 1996, regulation 18A?

Response: N/A

Comments: No vacancies in 2025

s. 5.37(2)

Did the CEO inform council of each proposal to employ or dismiss senior employee?

Response: Yes

Comments: Contract renewal for Manager Planning and Development Services May 2025

Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?

Response: N/A

s. 5.39B

Has the local government adopted and maintained model standards that incorporate the prescribed model standards within required timeframes (including amendments), ensured adoption by absolute majority, published an up-to-date version on its official website, and avoided including any inconsistent additional provisions?

Response: Yes

s. 5.42

Were all delegations to the CEO resolved by an absolute majority?

Response: Yes

Were all delegations to the CEO in writing?

Response: Yes

s. 5.43

Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Local Government Act 1995?

Response: Yes

s. 5.44(2)

Were all employees delegated authority by the CEO under Section 5.44(1), issued with a written instrument of delegation?

Response: Yes

s. 5.45(1)(b)

Were all decisions by the Council to amend or revoke a delegation made by absolute majority?

Response: Yes

s. 5.46

Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?

Response: Yes

Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2024/2025 financial year?

Response: Yes

Comments: 25/03/2025

Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Local Government (Administration) Regulations 1996, regulation 19?

Response: Yes

s. 5.50

If the local government paid a finishing employee an amount in addition to their entitlement, did the local government follow a policy it had adopted and published on its website outlining the circumstances in relation to payments made to terminated employees?

Response: N/A

If the local government made a payment to a finishing employee that is more than the amount set out in the policy, was local public notice given?

Response: N/A

s. 5.51A

Has the CEO prepared and implemented a code of conduct to be observed by employees of the local government?

Response: Yes

Has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?

Response: Yes

s. 5.67

Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the Local Government Act 1995, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?

Response: Yes

s. 5.68(2)

Were all decisions regarding participation approval in relation to Section 5.68(2), including the extent of participation allowed and, where relevant, the information required by the Local Government (Administration) Regulations 1996 regulation 21A, recorded in the minutes of the relevant council or committee meeting?

Response: Yes

s. 5.69(5)

Were all decisions regarding participation approval in relation to Section 5.69(5), including the extent of participation allowed recorded in the minutes of the relevant council or committee meeting?

Response: Yes

s. 5.70

Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?

Response: Yes

s. 5.71B(5) and (7)

Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the Local Government Act 1995 relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?

Response: N/A

Was any decision made by the Minister under section 5.71B(6) of the Local Government Act 1995, recorded in the minutes of the council meeting at which the decision was considered?

Response: N/A

s. 5.73

Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the Local Government Act 1995 recorded in the minutes of the meeting at which the disclosures were made?

Response: Yes

s. 5.75

Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?

Response: Yes

s. 5.76

Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2025?

Response: Yes

s. 5.77

On receipt of a primary or annual return, did the CEO, or the Mayor/President, as the case may be, give written acknowledgment of having received the return?

Response: Yes

s. 5.88

Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the Local Government Act 1995?

Response: Yes

Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?

Response: Yes

After a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the Local Government Act 1995, did the CEO remove from the register all returns relating to that person?

Response: Yes

Have all returns removed from the register in accordance with section 5.88(3) of the Local Government Act 1995 been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?

Response: Yes

s. 5.89A

Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the Local Government Act 1995, in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28A?

Response: Yes

Did the CEO publish an up-to-date version of the gift register on the local government's website?

Response: Yes

s. 5.90A

Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?

Response: Yes

s. 5.94

Does the local government have information available for members of the public to inspect, free of charge as prescribed under section 5.94 and Admin Reg 29, except where restricted under this section?

Response: Yes

s. 5.96

Where a person is entitled to inspect information under this Division, can the local government confirm that copies are available and that the price at which it sells copies does not exceed the cost of providing them, (unless prescribed otherwise)?

Response: Yes

s. 5.96A

Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the Local Government Act 1995?

Response: Yes

s. 5.104

Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct?

Response: Yes

Did the local government adopt additional requirements in addition to the model code of conduct?

Response: Yes

Does it comply with section 5.104(3) and (4) of the Local Government Act 1995?

Response: Yes

Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?

Response: Yes

s. 5.128

Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?

Response: Yes

s. 7.12A(3), (4) and (5)

Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the Local Government Act 1995 required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?

Response: N/A

Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?

Response: N/A

Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the Local Government Act 1995, did the CEO publish a copy of the report on the local government's official website?

Response: N/A

r. 18F

Were the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the Local Government Act 1995?

Response: N/A

Comments: No vacancy in 2025

r. 19AB

Does the code of conduct contain the requirement that a local government employee (not including the CEO) must not accept a prohibited gift from an associated person?

Response: Yes

r. 19AC

Does the local government's code of conduct include requirements for the recording, storing, disclosure, and use of information relating to gifts accepted by local government employees (excluding the CEO) from associated persons, in accordance with regulatory requirements?

Response: Yes

r. 19AE

Does the local government's code of conduct include requirements addressing employee behaviour in the performance of duties, interactions with others, use and disclosure of information, use of local government resources and finances, the keeping of records, and the reporting and management of suspected breaches and misconduct, in accordance with regulatory requirements?

Response: No

Comments: The Code of Conduct in place during 2025 did not specifically address the 'reporting and management of suspected breaches or misconduct'. A new Code of Conduct was adopted in February 2026, introducing updated provisions in this area.

r. 19B

Did the local government include in its annual report all information required under section 5.53(2)(g) and (i) and regulation 3A(2), including number of employee's in salary bands over $130,000, remuneration and allowances paid, ordered payments, CEO remuneration, council member meeting attendance, available demographic information about council members, and details of any modifications to the strategic community plan or significant modifications to the corporate business plan?

Response: Yes

r. 19C

Has the local government adopted by absolute majority a strategic community plan?

Response: Yes

Adoption date or the date of the most recent review: 27/05/2025

r. 19DA

Has the local government reviewed its corporate business plan in accordance with Admin Regulation 19DA(4)?

Response: Yes

Date of review: 27/05/2025

Does the corporate business plan comply with the requirements of Local Government (Administration) Regulations 1996 19DA(2) & (3)?

Response: Yes

r. 22

No response required. This is covered by s5.75.

r. 23

No response required. This is covered by s5.76.

r. 28

No response required. This is covered by s5.88(1).

r. 28A

No response required. This is covered by s5.89A(1).

r. 29

No response required. This is covered by s5.94.

r. 29C

Does the local government publish all prescribed information on its official website— including up-to-date policies, required details of council member and employee returns, council member fees and allowances, and relevant public notices—within the specified timeframes and in accordance with legislative requirements?

Response: Yes

r. 35

Has every local government council member completed and passed the Council Member Essentials course, consisting of the five required modules and delivered by an approved provider, within 12 months of being elected?

Response: Yes

r. 36

Does the local government appropriately identify and document council members who are exempt from the training requirements under section 5.126(1), including verifying that the member:

- has completed an approved course within the specified 5-year period prior to election, or
- completed the LGASS00002 Elected Member Skill Set before 1 July 2019 within the relevant timeframe, or
- qualifies for the transitional exemption applicable to council members in office at the commencement of the 2019 regulatory amendments?

Response: Yes

r. 10

Was the auditor's report for the financial year ending 30 June 2025 received by the local government within 30 days of completion of the audit?

Response: Yes

r. 17

Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulations 1996 regulation 17 within the three financial years prior to 31 December 2025?

Response: Yes

Comments: Date field doesn't let me enter a date outside of 2025 dates. Our last review was adopted by the Council on 28/02/2023 and next review was adopted 24/02/2026.

Date of council's resolution to accept the report: 01/01/2025

r. 11FA

Did the CEO provide the Minister a report as to the result of the election within 14 days of the declaration and in the form of Form 20 of the Local Government (Elections) Regulations 1997, modified as necessary?

Response: Yes

r. 13

Were all required oaths, affirmations and declarations under section 2.42 (in relation to Commissioners) made in the correct form (Form 8), before the appropriate authorised person?

Response: Yes

r. 30G

Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the Local Government (Elections) Regulations 1997?

Response: Yes

Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the Local Government (Elections) Regulations 1997?

Response: Yes

Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the Local Government (Elections) Regulations 1997?

Response: Yes

r. 5

Has the CEO ensured efficient systems and procedures are established under provisions set out in Financial Management Regulations 5(1)(a) to (g)?

Response: Yes

r. 6

Has the local government ensured that any employee delegated responsibility for day-to-day accounting or financial management operations is not also delegated the responsibility for conducting internal audits, reviewing their own duties, or for managing, directing or supervising someone who carries out these functions?

Response: Yes

r. 7

Did the local government ensure it has regard to the needs of the inhabitants of the district as a whole and not keep separate ward accounts or determine expenditure on the basis of revenue from a ward?

Response: Yes

r. 8

Does the local government maintain separate accounts with a bank or other financial institution for money to be held in the municipal fund, trust fund and for reserve account purposes?

Response: Yes

r. 9

Did the local government keep separate financial records for each trading undertaking and each major land transaction?

Response: N/A

r. 11

Has the local government developed procedures for the authorisation of, and the payment of, accounts in accordance with Local Government (Financial Management) Regulations 11(1), (2) and (3)?

Response: Yes

r. 12

Were payments made from the municipal fund or trust fund made by the CEO under a delegated authority or authorised, in accordance with regulation 13(2), in advance by a council resolution?

Response: Yes

r. 13

Can the local government confirm that, where the CEO has been delegated authority to make payments from the municipal or trust fund, the CEO prepared accurate monthly lists that are presented at the next ordinary council meeting and recorded in the minutes?

- includes the payee's name, payment amount, payment date, and sufficient information to identify each transaction where payments have already been made; or
- includes the payee's name, payment amount, sufficient information to identify each transaction, and the date of the council meeting (to which the list will be presented) for accounts requiring council approval.

Response: Yes

r. 13A

Did the local government prepare a list each month of all payments made using employee-authorised credit, debit or other purchasing cards, and include the payee’s name, the amount of the payment, the date of the payment, sufficient information to identify the payment, and present the list at the next ordinary council meeting (and record in the minutes)?

Response: Yes

r. 19

Has the local government established and documented internal control procedures to enable identification of the nature and location of all investments and any related transactions?

Response: Yes

r. 19C

Has the local government ensured that all investments made under section 6.14(1) comply with statutory restrictions set out in Financial Management Reg. 19C?

Response: Yes

r. 7

No response required. This is covered by s3.59(2).

r. 9

No response required. This is covered by s3.59(2).

r. 10

No response required. This is covered by s3.59(2).

r. 11A

Did the local government comply with its current purchasing policy, adopted under the Local Government (Functions and General) Regulations 1996, regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, $250,000 or less or worth $250,000 or less?

Response: Yes

r. 11

No response required. This is covered by s3.57.

r. 12

Did the local government consider the implications of Local Government (Functions and General) Regulations 1996, Regulation 12 when deciding to enter into multiple contracts rather than a single contract?

Response: N/A

r. 14(1), (3) and (5)

If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?

Response: Yes

r. 15

Did the local government's procedure for receiving and opening tenders comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 15 and 16?

Response: No

Comments: Tender RFT2526-02 was submitted via eQuotes portal but opened after the closing date by only one local government employee in present. eQuotes portal is secure and doesn't allow access to the submissions before the close date and time. The procedure has been amended to ensure that at least two local government employees are present when opening eQuotes.

All other tenders complied with the regulations in 2025.

r. 16

No response required. This is covered by r. 15.

r. 17

Did the information recorded in the local government's tender register comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?

Response: Yes

r. 18(1) and (4)

Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?

Response: N/A

Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?

Response: N/A

r. 19

Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?

Response: Yes

r. 21

Does the local government's advertising and expression of interest processes for limiting who can tender comply with the requirements of the Local Government (Functions and General) Regulations 1996, Regulations 21 and 22?

Response: N/A

r. 22

No response required. This is covered by r. 21.

r. 23

Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?

Response: N/A

Were all expressions of interest that were not rejected under the Local Government (Functions and General) Regulations 1996, Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?

Response: N/A

r. 24

Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Local Government (Functions and General) Regulations 1996, Regulation 24?

Response: N/A

r. 24AD(2), (4) and (6)

Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Local Government (Functions & General) Regulations 1996 regulations 24AD(4) and 24AE?

Response: N/A

If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?

Response: N/A

r. 24AE

No response required. This is covered by r. 24AD(2), (4) and (6).

r. 24AF

No response required. This is covered by r. 24AD(2), (4) and (6).

r. 24AG

Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24AG?

Response: N/A

r. 24AH(1) and (3)

Did the local government reject any applications to join a panel of prequalified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?

Response: N/A

Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?

Response: N/A

r. 24AI

Did the CEO send each applicant written notice advising them of the outcome of their application?

Response: N/A

r. 24E

Where the local government gave regional price preference, did the local government comply with the requirements of Local Government (Functions and General) Regulations 1996, Regulation 24E and 24F?

Response: Yes

r. 24F

No response required. This is covered by r. 24E.

I certify this is a true and accurate copy of the 2025 Compliance Audit Return, as adopted by Council at the meeting of ______________________________ 2026.

CEO

Date

Mayor or President

Date

6.2 Shire of Dalwallinu Audit, Risk & Improvement Committee Risk Dashboard Report*

Report Date	14 September 2026
Applicant	Shire of Dalwallinu
File Ref	FM/9 – Financial Management – Financial Reporting
Previous Meeting Reference	Nil
Prepared by	Hanna Jolly, Manager Corporate Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Shire of Dalwallinu Risk Dashboard Report August 2026

Purpose of Report

The Audit, Risk & Improvement Committee is requested to note the actions in the Risk Dashboard Report August 2026.

Background

It is essential to monitor and review the management of risks as changing circumstances may result in some risks increasing or decreasing in significance. By regularly reviewing the effectiveness and efficiency of control and appropriateness of treatment/action, it can be determined if the organisation's resources are being put to the best use possible.

Consultation

Chief Executive Officer

Legislative Implications

State

Local Government (Audit) Regulations 1996 s16 and s17

Policy Implications

Nil

General Function Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Dalwallinu Council Plan 2025-2035

Outcome 11- Visionary leadership and responsible governance.

Site Inspection

Site inspection undertaken: Not applicable

Sustainability & Climate Change Implications

Economic implications

There are no known significant economic implications associated with this proposal.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment

The Risk Dashboard Report shows a snapshot of our current recognised risks and the current issues, actions and treatments for each risk. Following the snapshot is a detailed description of each risk and the potential causes, key controls and indicators for each risk.

This report is provided to the Audit, Risk and Improvement Committee to ensure that the organisation is monitoring and controlling all risks.

Officer Recommendation

That the Audit, Risk and Improvement Committee receives the Risk Dashboard Report for August 2026.

Officer Recommendation/Committee Resolution

MOTION

Moved Cr/Mr

Seconded Cr/Mr

0/0

Shire of Dalwallinu
Risk Dashboard Report
Aug-26

[Misconduct](#)		Risk	Control
		Low	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Review Purchasing Policy and Procurement Process	*Mar-26*	*CEO/MCS*	
Review and Document Organisations Controls and Systems	*Ongoing*	*CEO/MCS*	
Centralise Checklists, Controls and Procedures	*Ongoing*	*CEO/MCS*	

[External Theft & Fraud](#)		Risk	Control
		Moderate	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Review Fraud & Corruption Control Plan (review undertaken Sept 2025)	*Sep-27*	*CEO*	
Review Key Register Quarterly - locked cabinets installed Oct 2025	*Sep-26*	*TSO*	

[Business Disruption](#)		Risk	Control
		High	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Review Business Continuity Plan - Council Agenda March 2024	*Mar-27*	*CEO*	
Admin Generator maintained and serviced quarterly (if not activated)	*Sep-26*	*WS*	

[Damage to Physical Assets](#)		Risk	Control
		Moderate	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
All plant to have prestarts before each use or as instructed	*Ongoing*	*All Staff*	

[Errors, omissions, delays](#)		Risk	Control
		Moderate	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Procedure Manuals to be tested regularly	*Ongoing*	*MCS*	

[Failure of IT &/or Communciations Systems and Infrastructure](#)		Risk	Control
		Moderate	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Staged migration from Synergy to Maqic commencing 25-26 - Go Live	*Ongoing*	*MCS*	

[Failure to fulfil statutory, regulatory or compliance requirements](#)		Risk	Control
		Low	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Corporate Governance Calendar Checklist to be monitored monthly	*Ongoing*	*CEO*	

[Providing inaccurate advice/information](#)		Risk	Control
		Moderate	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	

[Inadequate Project/Change Management](#)		Risk	Control
		Moderate	*Effective*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	

[Inadequate Organisation and Community Emergency Management](#)		Risk	Control
		Moderate	*Adequate*
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Lack of resources in LG		*CEO*	

Shire of Dalwallinu
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Inadequate Document Management Processes		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Undertake monthly records audits	*Monthly*	*MCS/FO*	
Annual Refresher for all Employees on Records Management	*Dec-26*	*CEO*	

Work Health & Safety		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Check all contractors have been inducted prior to commencing work	*ongoing*	*Management*	

Inadequate engagement of Community/Stakeholders/Elected Members		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Review Communication Plan (every two years) - Last Review June 202	*May-27*	*CEO*	
Review Community Engagement Plan (every two years) - Last Review June 2025 M10427	*May-27*	*CEO*	

Inadequate Procurement, Disposal or Tender Practices		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Annual Review of Purchasing Policy	Mar-27	CEO	
Annual Review of Tender Register	Jun-26	EA	

Inadequate Asset Management		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Maintain training register	*Ongoing*	*MWS*	
Organise SOP's to be completed for all plant and equipment - all completed May 2025	*Completed*	*MWS*	
Develop and maintain footpath plan for Dalwallinu and Kalannie townsites	*Completed*	*MWS*	

Inadequate Financial, Accounting or Business Acumen		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	

Inadequate Natural Environmental Management		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	

Inadequate Stock Management		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Monthly Stocktake for fuel & bulk oils	*Monthly*	*MCS/FO*	

Inadequate supplier/Contract Management		Risk: Moderate	Control: Adequate
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	

Ineffective People Management		Risk: Moderate	Control: Effective
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Review Performance Appraisal documentation - done annually in Mar	*Mar-27*	*CEO*	
Review Workforce Plan - Council March 2026	*Jun-27*	*CEO*	

Ineffective management of Facilities/Venues/Events		Risk: Moderate	Control: Effective
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Develop Event Management Framework - Not completed	*Sep-23*	*MPDS*	
Booking forms, facility checks completed for each hire	*Ongoing*	*CSO/MCS*	

Not meeting Community expectations		Risk: Moderate	Control: Effective
Current Issues/Actions/Treatments	**Due Date**	**Responsibility**	
Conduct Community Satisfaction Survey - Survey Completed Oct 2024	*Dec-26*	*CEO*	

Misconduct — Aug-26

Intentional activities in excess of authority granted to an employee, which circumvent endorsed policies, procedures or delegated authority. This would include instances of:
-Relevant authorisations not obtained.
-Distributing confidential information.
-Accessing systems and / or applications without correct authority to do so.
-Misrepresenting data in reports.
-Theft by an employee
-Inappropriate use of plant, equipment or machinery
-Inappropriate use of social media.
-Inappropriate behaviour at work.
-Purposeful sabotage
This does not include instances where it was not an intentional breach - refer Errors, Omissions or Delays, or Inaccurate Advice / Information.

Potential causes include;

Inadequate training of code of conduct \ induction	Greed, gambling or sense of entitlement
Changing of job roles and functions/authorities	Collusion between internal & external parties
Delegated authority process inadequately implemented	Password sharing
Disgruntled employees	Sharing of confidential information
Lack of internal checks	Low level of Supervisor or Management oversight
Covering up poor work performance	Believe they'll get away with it
Poor enforcement of policies and procedures	Undue influence from Manager / Councillor
Information leaked to Tenderers during the Tender process	Poor work culture
Insubordination	By-passing established administrative procedures

Key Controls	Type		Rating
Delegated authority for procurement	Preventative		*Effective*
Delegation control / framework	Detective		*Effective*
External Audits	Detective		*Effective*
Police clearances	Detective		*Effective*
Annual drivers licence checks	Preventative		*Effective*
Cash handling policy and procedures	Preventative		*Adequate*
IT security access framework (profiles & passwords)	Preventative		*Effective*
Induction Process (Code of Conduct)	Preventative		*Effective*
Segregation of duties (Financial / I.T.)	Preventative		*Effective*
Social Media policy	Preventative		*Effective*
Strong management culture (Zero tolerance for misconduct)	Preventative		*Effective*
Insurance for loss	Recovery		*Effective*
		Overall Control Ratings:	*Effective*

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Rare (1)*
	Overall Risk Ratings:	*Low*

Indicators	Type	Benchmark
Budget variances	Lagging	5%
Audit notifications	Lagging	Zero
Incidents warranting dismissal	Lagging	Zero
Wilful breach of segregation of duties	Leading	Zero
Suppliers not being paid or complaints from suppliers (not involved in collusion or bribery with staff)	Lagging	Zero
Disregarding or manipulating procurement process for own benefit	Leading	Zero
Internal and external complaints (PID)	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Review Purchasing Policy and Procurement Process	Mar-26	CEO/MCS
Review and Document Organisations Controls and Systems	Ongoing	CEO/MCS
Centralise Checklists, Controls and Procedures	Ongoing	CEO/MCS

External Theft & Fraud — Aug-26

Loss of funds, assets, data or unauthorised access, (whether attempted or successful) by external parties, through any means (including electronic), for the purposes of;
-Fraud: benefit or gain by deceit
-Malicious Damage: hacking, deleting, breaking or reducing the integrity or performance of systems
-Theft: stealing of data, assets or information

Potential causes include;	
Inadequate security of equipment/supplies/cash	Inadequate provision for patrons belongings
Robbery	Lack of supervision
Scam Invoices	Collusion with intenal staff
Cyber Crime	

Key Controls	Type		Rating
Building Security access controls (alarms, CCCTV, keypad access)	Preventative		*Effective*
Equipment storage security access controls (locked after hours and whne unmanned)	Preventative		*Effective*
Cash handling processes	Preventative	*Responsibility*	*Effective*
Spare keys in strong room/key cabinet	Preventative		*Effective*
Stringent IT security systems	Preventative		*Effective*
Insurance for loss	Recovery		*Adequate*
Photographic record of assets	Recovery		*Effective*
Care when opening emails with attachments	Preventative		*Effective*
Fraud & Corruption Control Plan	Preventative		*Effective*
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Cyber breaches	Lagging	Zero
Insurance Claims	Lagging	Zero
Number of incidents of theft or fraud	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Review Fraud & Corruption Control Plan (review undertaken Sept 2025)	Sep-27	CEO
Review Key Register Quarterly - locked cabinets installed Oct 2025	Sep-26	TSO

Business Disruption Aug-26

Failure to adequately prepare and respond to events that cause disruption to the local community and / or normal business activities. This could be a natural disaster, weather event, or an act carried out by an external party (e.g. sabotage / terrorism). This includes;

-Lack of (or inadequate) emergency response / business continuity plans.

-Lack of training for specific individuals or availability of appropriate emergency response.

-Failure in command and control functions as a result of incorrect initial assessment or untimely awareness of incident.

-Inadequacies in environmental awareness and monitoring of fuel loads, curing rates etc

This does not include disruptions due to IT Systems or infrastructure related failures - refer "Failure of IT & communication systems and infrastructure".

Potential causes include;	
Cyclone, storm, fire, earthquake	Extended utility outage
Terrorism / sabotage / criminal behaviour	Economic factors
Epidemic / Pandemic	Loss of Key Staff
Loss of suppliers	Loss of key infratructure
Climate change	

Key Controls	Type		Rating
Regular Local and District Emergency Management Committee meeting (LEMC/DEMC)	Detective		***Effective***
Community recovery preparation	Preventative	*Responsibility*	***Effective***
Community fire prevention education	Preventative		***Effective***
Current Emergency Management Plan	Preventative		***Effective***
Business Continuity Framework	Preventative		***Effective***
Generator (Admin centre)	Recovery		***Adequate***
IT Disaster Recovery Plan	Recovery		***Effective***
Insurance for Loss	Recovery		***Effective***
Generator (Rec Centre Precinct)	Recovery		***Effective***
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Major (4)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***High***

Indicators	Type	Benchmark
Missed LEMC/DEMC Committee meetings	Lagging	Zero
Non Compliance with EM legislation	Lagging	Zero
Resignations/terminations of key personnel	Lagging	

Current Issues / Actions / Treatments	Due Date	Responsibility
Review Business Continuity Plan - Council Agenda March 2024	Mar-27	CEO
Admin Generator maintained and serviced quarterly (if not activated)	Sep-26	WS

Damage to Physical Assets Aug-26

Damage to buildings, property, plant & equipment (all assets) that does not result in a disruption to business objectives (refer Business Disruption). This could be a result of a natural disaster or other events, or an act carried out by an external party (inc graffiti and/or vandalism)

Potential causes include;	
Cyclone, storm, fire, earthquake	
Vandalism	

Key Controls	Type		Rating
Locking of unmanned areas	Preventative		*Effective*
CCTV	Preventative		*Effective*
			Effective
		Responsibility	*Effective*
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Damage to Physical Assets	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
All plant to have prestarts before each use or as instructed	Ongoing	All Staff

Errors, omissions, delays	Aug-26

Errors, omissions or delays in operational activities as a result of unintentional errors or failure to follow due process including incomplete, inadequate or inaccuracies in advisory activities to customers or internal staff. Examples include;
-Incorrect planning, development, building, community safety and Emergency Management advice
-Incorrect health or environmental advice
-Inconsistent messages or responses from Customer Service Staff
-Any advice that is not consistent with legislative requirements or local laws.
-Human error
-Inaccurate recording, maintenance, testing or reconciliation of data.
-Inaccurate data being used for management decision-making and reporting.
-Delays in service to customers
This excludes process failures caused by inadequate / incomplete procedural documentation - refer "Inadequate Document Management Processes".

Potential causes include;	
Human Error	Incorrect information
Inadequate formal procedures or training	Miscommunication
Lack of trained staff	Work pressure/stress
Poor use of procedures	Lack of understanding
Unrealistic expectations from community, council or management	Health issues
Poor internal communications between teams	Historical decisions/advice
Disconnect between financial receipting and systems	Complex legislation
Changes to legislation	

Key Controls	Type	Responsibility	Rating
Membership of professinal associations	Detective		*Effective*
Complaints register	Detective		*Effective*
Documented information sheets / website information / FAQ's to assist in providing advice to customers	Preventative		*Effective*
External consultants such as legal	Preventative		*Effective*
External stakeholder communications (website, news articles)	Preventative		*Effective*
Staff training program (mentoring, formal & on-the-job)	Preventative		*Adequate*
Draw information from other Government agencies (DWER etc)	Preventative		*Effective*
Complaints resolution process	Recovery		*Effective*
Procedure Manuals tested by other Officers	Preventative		*Effective*
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Referral to Ombudsman/Management/Council	Lagging	Zero
Substantiated complaints regarding errors, omissions, delays or inaccurate advice/information	Lagging	Zero
Insurance Claims	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility

Procedure Manuals to be tested regularly	Ongoing	MCS
Review checklists for weekly/monthly tasks	Ongoing	MCS

Failure of IT &/or Communciations Systems and Infrastructure Aug-26

Instability, degradation of performance, or other failure of IT or communication system or infrastructure causing the inability to continue business activities and provide services to the community. This may or may not result in IT Disaster Recovery Plans being invoked. Examples include failures or disruptions caused by:
-Hardware or software
-Networks
-Failures of IT Vendors
This also includes where poor governance results in the breakdown of IT maintenance such as;
-Configuration management
-Performance monitoring

This does not include new system implementations - refer "Inadequate Project / Change Management".

Potential causes include;	
Weather impacts	Non renewal of licenses
Power outage on site or at service provider	Inadequate IT incidents, problem management & Disaster Recovery Processes
Out dated, inefficient or unsupported hardware or software	Lack of process and training
Incompatibility between operating systems	Vulnerability of user error
Cyber crime and viruses	Failure of vendor
Turnover of system adminsitration support	Equipment purchases without input from IT department
Software vulnerability	

Key Controls	Type	Responsibility	Rating
Performance monitoring by contractor	Detective		***Effective***
Maintenance program	Preventative		***Effective***
Formal IT Infrastructure replacement / refresh program	Preventative		***Effective***
IT security access protocols and firewalls	Preventative		***Effective***
Service level agreement with contractor / Vendor	Preventative		***Effective***
Disaster Recovery Plan	Recovery		***Adequate***
Multiple data back-up systems	Recovery		***Effective***
Generator	Recovery		***Effective***
UPS (90min)	Recovery		***Effective***
Computer/Server/UPS Replacement Plan	Preventative		***Effective***
Moving Syerngy programs to Altus	Preventative		***Adequate***
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Major (4)*
	Likelihood:	*Unlikely (2)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Cyber breaches	Lagging	Zero
Non availability of network infrastructure during business hours	Lagging	1 day per year
System downtime	Lagging	1 week

Current Issues / Actions / Treatments	Due Date	Responsibility
Staged migration from Synergy to Maqic commencing 25-26 - Go Live date 12/10/2026	Ongoing	MCS

Scoping with Maqic commencing March 2026	Oct-26	MCS

Failure to fulfil statutory, regulatory or compliance requirements   Aug-26

Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This could result in fines, penalties, litigation or increase scrutiny from regulators or agencies. This includes, new or proposed regulatory and legislative changes, in addition to the failure to maintain updated legal documentation (internal & public domain) to reflect changes. This does not include: Issues in relation to WHS, procurement, HR based legislation

Potential causes include;	
Lack of training, awareness and knowledge	Lack of legal expertise
Staff turnover	No Compliance Officer or person responsible for Compliance oversight and enforcement
Inadequate record keeping/failure of corporate electronic systems	Breakdowns in the tender or procurement process
Ineffective polciies & processes	Ineffective monitoring of changes to legislation
Impulsive decision making	Attidunal problems
Councillor turnover	

Key Controls	Type		Rating
Compliance Audit Return (DLGC)	Detective	*Responsibility*	***Effective***
External Auditor reviews (compliance)	Detective		***Effective***
Membership of professional associations (AIBS, Building Commission)	Detective		***Effective***
Strict tender and procurement process (including eQuotes)	Preventative		***Adequate***
Compliance framework / calendar & standard operating procedures	Preventative		***Effective***
Subscriptions (WALGA / DLGC / LGMA and other peak bodies)	Preventative		***Effective***
Audit Committee	Preventative		***Effective***
Standardised forms & checksheets	Preventative		***Adequate***
State Administrative Tribunal / Ombudsman	Recovery		***Adequate***
Corporate Governance Calendar Checklist	Preventative		***Effective***
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Rare (1)*
	Overall Risk Ratings:	***Low***

Indicators	Type	Benchmark
Internal monitoring of operations and procedures	Leading	
Audit notifications	Leading	
Increased scrutiny from regulators or agencies	Lagging	
Litigation, fines or penalties	Lagging	

Current Issues / Actions / Treatments	Due Date	Responsibility
Corporate Governance Calendar Checklist to be monitored monthly	Ongoing	CEO

Providing inaccurate advice/information — Aug-26

Incomplete, inadequate or inaccuracies in professional advisory activities to customers or internal staff.

Potential causes include;	
Unqualified staff	
Not following procedures	

Key Controls	Type		Rating
Employ qualified Staff	Preventative		***Effective***
Ensure staff are following procedures	Preventative		***Effective***
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Number of Complaints	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility

Inadequate Project/Change Management Aug-26

Inadequate analysis, design, delivery and / or status reporting of change initiatives, resulting in additional expenses, time delays or scope changes. This includes:
-Inadequate change management framework to manage and monitor change activities.
-Inadequate understanding of the impact of project change on the business.
-Failures in the transition of projects into standard operations.
-Failure to implement new systems
-Inadequate handover process
This does not include new plant & equipment purchases. Refer "Inadequate Asset Sustainability Practices"

Potential causes include;	
Lack of communication and consultation	Excessive growth (too many projects)
Lack of investment	Inadequate monitoring and review
Ineffective management of expectations	Project risks not managed effectively
Inadequate project planning	Loack of project methodology knowledge and reporting requirements
Failures of project Vendors/Contractors	Geographic or transport difficulties sourcing equipment/materials
External consultants underquoting on costs	Pandemic - escalating costs and contractor shortage

Key Controls	Type		Rating
Post-project debriefs	Detective	*Responsibility*	***Adequate***
Adhere to formal project management methodology	Preventative		***Not Rated***
Community engagement policy and framework	Preventative		***Adequate***
Preferred list of contractors	Preventative		***Adequate***
Risk assessments are conducted before, during and after handover	Preventative		***Not Rated***
Stakeholder meetings and consultation	Preventative		***Effective***
Follow Project Management Methodology	Preventative		***Effective***
Implement Risk Assessment Process for all Projects	Preventative		***Effective***
Photos are taken during projects and completed works	Recovery		***Effective***
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Missed deadlines/milestones	Lagging	10%
Budget overruns/blow outs	Lagging	5%
Failed objectives	Lagging	Zero
Deviations from the project scope	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility

Inadequate Organisation and Community Emergency Management

Aug-26

Failure to adequately conduct Prevention, Preparation, Response and Recovery (PPRR) in the organisation structure and community elements, inclusive of the management of all emergencies.

Potential causes include;

Lack of (or inadequate) emergency response plans	Failure in command and control functions as a result of incorrect initial assessment or untimely awareness of incident
Lack of training to specific individuals or availability of appropriate emergency response	Inadequacies in environmental awareness of fuel loads, curing rates etc

Key Controls	Type		Rating
Response Plans reviewed	Preventative		***Adequate***
Training for Staff	Preventative		***Not Rated***
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Not well managed emergency	Lagging	zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Lack of resources in LG		CEO

Inadequate Document Management Processes Aug-26

Failure to adequately capture, store, archive, retrieve, provide or dispose of documentation. This includes:
-Contact lists.
-Procedural documents, personnel files, complaints.
-Applications, proposals or documents.
-Contracts.
-Forms or requests.

Potential causes include;	
Spreadsheet/database/document corruption or loss	Outdated record keeping practices
Inadequate access and / or security levels	Lack of system/application knowledge
Inadequate Storage facilities (including climate control)	High workloads and time pressures
High Staff turnover	Standard Operating Policies not followed
Incompatible systems	Incomplete Authorisation Trails
Lack of awareness of the State Records Act	Lack of awareness of use of network drives and folders
Historical legacies	

Key Controls	Type	Responsibility	Rating
Record Keeping Plan	Detective		***Adequate***
Records traning on Induction	Preventative		***Adequate***
Annual Refresher on Records Management	Preventative		***Not Rated***
Documentation Management Audits	Detective		***Effective***
Records Management Procedures	Preventative		***Adequate***
Archival processes	Preventative		***Adequate***
Document disaster recovery plan	Recovery		***Adequate***
Electronic records back up (Synergy)	Recovery		***Adequate***
Training for Staff	Preventative		***Adequate***
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Number of documents without relevant attachments	Leading	Zero
Number of outstnading records per month	Lagging	<10 per month
Complaints relating to lost documentation	Lagging	<2 per month

Current Issues / Actions / Treatments	Due Date	Responsibility
Undertake monthly records audits	Monthly	MCS/FO
Annual Refresher for all Employees on Records Management	Dec-26	CEO

Work Health & Safety — Aug-26

Non compliance with Work, Health & Safety (WHS) Act and associated regulations and standards. It is also the inability to ensure the physical security requirements of staff, contractors and visitors. Other considerations are:
- Inadequate Policy, Frameworks, Systems and Structure to prevent the injury of workers, volunteers, visitors, staff, contractors and/or tenants - Inadequate Organisational Emergency Management requirements (evacuation diagrams, drills, wardens etc), Inadequate security protection measures in place for buildings, depots and other places of work (vehicle, community etc), Public Liability Claims, due to negligence or personal injury, Employee Liability Claims due to negligence or personal injury, Inadequate or unsafe modifications to plant & equipment.

Potential causes include;

Inadequate Policy, Frameworks, Systems and Structure to prevent the injury of visitors, staff, contractors and/or tenants in the provision of a working or business environment	Public Liability Claims, due to negligence or personal injury
Inadequate security protection measures in place for buildings, depots and other places of work	Employee Liability Claims due to negligence or personal injury

Key Controls	Type		Rating
Online and Part B Employee Inductions	Preventative		***Adequate***
Online and Part B Contractor Inductions	Preventative		***Adequate***
Onlien and Part B Volunteer Inductions	Preventative		***Adequate***
Sign in register in Admin Centre	Preventative		***Adequate***
Depot gates locked when no one in attendance	Preventative	*Responsibility*	***Adequate***
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Unlikely (2)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Employee/Contractors/Volunteers with no completed induction	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Check all contractors have been inducted prior to commencing work	ongoing	Management

Inadequate engagement of Community/Stakeholders/Elected Members — Aug-26

Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and / or Elected Members. This includes activities where communication, feedback or consultation is required and where it is in the best interests to do so. For example;
-Following up on any access & inclusion issues
-Infrastructure Projects
-Local planning initiatives
-Strategic planning initiatives
This does not include instances whereby Community expectations have not been met for standard service provisions such as Community Events, Library Services and / or Bus/Transport services.

Potential causes include;

Relationship breakdowns with community groups	Short lead times
Leadership inattention to current issues	Miscommunication / poor communication
Inadequate documentation or procedures	Inadequate Regional or District Committee
Budget / funding issues	Inadequate involvement with, or support of
Geographic distance	Media attention

Key Controls	Type		Rating
Advisory groups (as required)	Detective		*Effective*
Availability of staff for meetings on demand	Preventative	*Responsibility*	*Effective*
Community based forums and workshops	Preventative		*Effective*
Community Engagement Plan	Preventative		*Effective*
Communication Plan	Preventative		*Effective*
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Number of substantied complaints referring to poor engagement	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Review Communication Plan (every two years) - Last Review June 2025 M10426	May-27	CEO
Review Community Engagement Plan (every two years) - Last Review June 2025 M10427	May-27	CEO

Inadequate Procurement, Disposal or Tender Practices — Aug-26

Failure in the procurement, acquisiton, acceptance or disposal process for assets as governed by the Act.

Potential causes include;	
Lack of formalised process to identify specific requirements prior to procurement	Acceptance of assets wihtout reference to a formalised process to ensure correct receipt and/or notification of receipt
Disposing of P&E (either through sale or decommissioning) that did not meet exectations from either a time or financial perspective	Failures in the Tender process from RTF preparation, advertising, due diligence and awarding

Key Controls	Type		Rating
Council's Purchasing Policy	Preventative		*Effective*
Tender register	Detective		*Effective*
RFQ Register	Detective		*Effective*
Internal Audit by third party to the process	Detective		*Effective*
		Overall Control Ratings:	*Adequate*

Consequence Category	Risk Ratings	Rating
Reputation / Finance	*Consequence:*	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	*Moderate*

Indicators	Type	Benchmark
Number of purchases not adhered to policy/process	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Annual Review of Purchasing Policy	Mar-27	CEO
Annual Review of Tender Register	Jun-26	EA

Inadequate Asset Management — Aug-26

Failure or reduction in service of infrastructure assets, plant, equipment or machinery.
These include fleet, buildings, roads, playgrounds, boat ramps and all other assets during their lifecycle from procurement to disposal. Areas included in the scope are;
-Inadequate design (not fit for purpose)
-Ineffective usage (down time)
-Outputs not meeting expectations
-Inadequate maintenance activities.
-Inadequate financial management and planning (capital renewal plan).
It does not include issues with the inappropriate use of the Plant, Equipment or Machinery. Refer Misconduct.

Potential causes include;	
Skill level & behaviour of operators	Unavailability of parts
Lack of trained staff	Lack of formal or appropriate scheduling
Outdated equipment	Unexpected breakdowns
Insufficient budget to maintain or replace assets	

Key Controls	Type		Rating
Asset Management System (Synergy)	Detective		*Adequate*
Asset Management System (Roads - RAMM)	Detective		*Adequate*
10 Yr Plant Replacement Program	Preventative	*Responsibility*	*Effective*
Staff skills training and licencing	Preventative		*Effective*
10 Year Building Maintenance Plan	Preventative		*Effective*
Insurance for loss	Recovery		*Effective*
Routine maintenance program (roads, footpaths)	Preventative		*Effective*
Routine maintenance program (parks, reserves)	Preventative		*Effective*
Tender register	Detective		*Effective*
Staff training for all large plant	Preventative		*Adequate*
RFQ Register	Detective		*Effective*
Internal Audit by third party to the process	Detective		*Effective*
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Accidents and/or damage to equipment	Lagging	Zero
Breakdowns	Lagging	2 per month

Current Issues / Actions / Treatments	Due Date	Responsibility
Maintain training register	Ongoing	MWS
Organise SOP's to be completed for all plant and equipment - all completed May 2025	Completed	MWS
Develop and maintain footpath plan for Dalwallinu and Kalannie townsites	Completed	MWS

Inadequate Financial, Accounting or Business Acumen	**Aug-26**

Inadequate identification or quantification of financial exposure or risk associated with decisions to invest in land transactions, financial derivatives or investments or poor long term forecasting/assumptions.

Potential causes include;	
Poor credit management (short or long term borrowing restricting capacity or flexibility)	Ineffective market analysis
Ineffective Business Planning (poor scope/competition analysis)	Ineffective financial modelling, forecasting and projection techniques/processes

Key Controls	**Type**		**Rating**
Project Plans for all projects	Preventative		***Adequate***
		Overall Control Ratings:	***Adequate***

Consequence Category	**Risk Ratings**	**Rating**
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	**Type**	**Benchmark**
Poor financial decisions	Lagging	Zero
Poor project planning	Lagging	Zero

Current Issues / Actions / Treatments	**Due Date**	**Responsibility**

Inadequate Natural Environmental Management	**Aug-26**

Inadequate prevention, identification, enforcement and management of environmental issues.
The scope includes;
-Lack of adequate planning and management of coastal erosion issues.
-Failure to identify and effectively manage contaminated sites (including groundwater usage).
-Waste facilities (landfill / transfer stations).
-Weed & mosquito / Vector control.
-Ineffective management of water sources (reclaimed, potable)
-Illegal dumping.
-Illegal clearing / land use.

Potential causes include;	
Inadequate management of landfill sites	Inadequate reporting / oversight frameworks
Lack of understanding / knowledge	Community apathy
Inadequate local laws / planning schemes	Differing land tenure (land occupancy or ownership conditions)
Prolific extractive industry (sand, limestone, etc)	Competing land use (growing population vs conservation)
Poor management of contaminated sites	Weed and pest management difficulties
Clandestine drug labs disposing of chemicals illegally	Bio-diversity hotspots
Weather events / natural disasters	Fuel or chemical spills
Climate change	Illegal firewood collection / burning / hunting
Complex legislation	

Key Controls	Type		Rating
Soil and water testing	Detective		*Adequate*
Support environment and land care groups	Preventative		*Effective*
Conduct environmental health inspections	Preventative		*Adequate*
Litter collection schedules	Preventative		*Adequate*
Encourage recycling	Recovery		*Effective*
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Tonnes per capita recyclable generation	Leading	>5 Tonnes
Decline in vegetation cover	Lagging	5% since last GIS data set (12
Number of validated environmental incidents	Lagging	5 per year
Complaints from environmental groups	Lagging	

Current Issues / Actions / Treatments	Due Date	Responsibility

Inadequate Stock Management Aug-26

Lack of stock to ensure continuity of operations or oversupply of stock resulting in dormant (non performing) assets. Stock includes consumables, stationery, spare parts and other items used for operational purposes.

Potential causes include;

Incorrect recording on fuel usage sheets	Lack of stock management

Key Controls	Type		Rating
Fuel Audits	Detective		***Adequate***
Cleaning Materials Distibution List	Detective		***Adequate***
Stationery Monitoring	Detective		***Adequate***
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Not being able to account for monthly fuel discrepancies	Lagging	<50 litres per month
Cleaning materials utilised too quickly	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Monthly Stocktake for fuel & bulk oils	Monthly	MCS/FO

Inadequate supplier/Contract Management	Aug-26

Inadequate management of external Suppliers, Contractors, IT Vendors or Consultants engaged for core operations. This includes issues that arise from the ongoing supply of services or failures in contract management & monitoring processes. This also includes:

- Contract issues (contracts awarded to one supplier)
- Vendor sustainability

Potential causes include;

Insufficient funding	Inadequate contract management practices
Complexity and quantity of work	Ineffective monitoring of deliverables
Inadequate tendering process	Lack of planning and clarity of requirements
Contracts not renewed on time	Historical contracts remaining
Suppliers not willing to provide quotes	Limited availability of suppliers
Pandemic	

Key Controls	Type		Rating
Strict tender/procurement processes	Preventative	*Responsibility*	***Effective***
Utilise WALGA preferred supplier	Preventative		***Effective***
WHS Inductions	Preventative		***Effective***
Tender Register to monitor expiration dates	Detective		***Effective***
		Overall Control Ratings:	***Adequate***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Moderate (3)*
	Likelihood:	*Unlikely (2)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Number of expired contracts not yet renewed	Lagging	Zero
Tender processes not adhered to	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility

Ineffective People Management Aug-26

Failure to effectively manage and lead human resources (full-time, part-time, casuals, temporary and volunteers).
This includes:
-Not having appropriately qualified or experienced people in the right roles.
-Insufficient staff numbers to achieve objectives.
-Breaching employee regulations.
-Discrimination, harassment & bullying in the workplace.
-Poor employee wellbeing (causing stress).
-Key person dependencies without effective succession planning in place.
-Industrial activity.

Potential causes include;	
Leadership failures	Ineffective performance management programs or procedures
Key / single-person dependencies	Limited staff availability - labour market conditions
Poor internal communications / relationships	Inadequate induction practices
Ineffective Human Resources policies, procedures and practices	Inconsistent application of policies

Key Controls	Type		Rating
Annual Performance Appraisals	Detective		*Effective*
Encurage staff social activities	Preventative		*Adequate*
Induction process on commencement	Preventative	*Responsibility*	*Effective*
WHS Induction on commencement	Preventative		*Effective*
Workforce Plan	Preventative		*Adequate*
Employee Assistance Program	Preventative		*Effective*
Staff training programs as required	Preventative		*Adequate*
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Likely (4)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Employee Satisfaction Survey	Leading	
Suitable budget for training	Leading	Zero
Average absenteeism	Lagging	10% per annum
Employee turnover	Lagging	20% per annum
Workers Compensation (Stress) Claims	Lagging	Zero
Suitable budget for training	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Review Performance Appraisal documentation - done annually in March	Mar-27	CEO
Review Workforce Plan - Council March 2026	Jun-27	CEO

Ineffective management of Facilities/Venues/Events — Aug-26

Failure to effectively manage the day to day operations of facilities, venues and / or events. This includes;
-Inadequate procedures in place to manage quality or availability.
-Poor crowd control
-Ineffective signage
-Booking issues
-Stressful interactions with hirers / users (financial issues or not adhering to rules of use of facility)
-Inadequate oversight or provision of peripheral services (e.g.. cleaning / maintenance)

Potential causes include;

Double bookings	Traffic congestion or vehicles blocking entry or exit
Illegal / excessive alcohol consumption	Insufficient time between bookings for cleaning or maintenance
Bond payments poorly managed	Difficulty accessing facilities / venues.
Inadequate oversight or provision of peripheral services (e.g.. cleaning / maintenance)	Poor service from contractors (such as catering or cleaning)
Falsifying hiring agreements (alcohol on site / lower deposit)	Renovations
Unaccompanied minors/children	Animal Contamination
Failed chemical / health requirements	

Key Controls	Type	Responsibility	Rating
Bookings Procedure followed	Preventative		*Effective*
Cleaning Audits of all Shire Facilities	Detective		*Effective*
Shire approval for significant events	Preventative		*Effective*
Key Bonds taken/returned	Preventative		*Effective*
Insurances for hirers checked	Preventative		*Effective*
Booking forms completed	Preventative		*Effective*
Well organised Shire events	Preventative		*Effective*
10 Year Building Maintenance Plan	Detective		*Effective*
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Attendance at Shire events	Leading	Within 20% of anticipated numbers
Community complaints regarding faciltiies	Lagging	<5 per annum
Injuries/incidents	Lagging	Zero

Current Issues / Actions / Treatments	Due Date	Responsibility
Develop Event Management Framework - Not completed	Sep-23	MPDS
Booking forms, facility checks completed for each hire	Ongoing	CSO/MCS

Not meeting Community expectations — Aug-26

Failure to provide expected levels of service, events and benefit to the community. This includes where precedents have set Community perceptions or where services are generally expected. This will normally result in reputational impacts, however may have financial considerations with re-work, compensations or refunds.

Potential causes include;

Reducing the number or quality of events	Loss of new or ongoing funding requirements for projects, events and other initiatives
Withdrawing support (or not supporting) other initiatives to provide relief/benefits to the community	Technology expectations

Key Controls	Type		Rating
Annual Street Party is held	Preventative		*Effective*
Youth Programs are funded	Preventative		*Effective*
Communication Plan adhered to	Preventative		*Effective*
		Overall Control Ratings:	***Effective***

Consequence Category	Risk Ratings	Rating
Reputation / Finance	***Consequence:***	*Minor (2)*
	Likelihood:	*Possible (3)*
	Overall Risk Ratings:	***Moderate***

Indicators	Type	Benchmark
Annual Street Party held	Leading	
Youth Programs funded	Leading	

Current Issues / Actions / Treatments	Due Date	Responsibility
Conduct Community Satisfaction Survey - Survey Completed Oct 2024	Dec-26	CEO

6.3 Shire of Dalwallinu Property Insurance Review*

Report Date	14 September 2026
Applicant	Shire of Dalwallinu
File Ref	FM/2 – Financial Management – Insurance Policies
Previous Meeting Reference	Nil
Prepared by	Hanna Jolly, Manager Corporate Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Shire of Dalwallinu Property Insurance List 2026/2027

Purpose of Report

The Audit, Risk and Improvement Committee is requested to review the Property Insurance list for 2026/2027.

Background

Shire holds current insurance policies with Local Government Insurance Scheme (LGIS) for property, plant & equipment and various other risks. Property, Plant and Equipment insurance was last time reviewed by the council at the Ordinary Meeting held 28 June 2016 Council resolved the following:

'MOTION 8631

Moved *Cr KL Carter*
Seconded *Cr KJ Christian*

1. *The Shire of Dalwallinu insurance be renewed as per the Schedule presented, with an excess on property claims of $5,000, subject to the opportunity being given to the Dalwallinu and Kalannie "Sports Club," to opt for indemnity/agreed valuations on the buildings they control, by 28th June 2016.*
2. *That the savings in agreeing to a property claim excess of $5,000, amounting to approximately $16,000, be placed in an "Insurance Claim Reserve".*

CARRIED BY ABSOLUTE MAJORITY 8/0'

Insurance expenditure is approved as part of annual budgets every year. Insurance excess reserve has a balance of $160,935 as at 30 June 2026.

Consultation

Chief Executive Officer

Legislative Implications

State

Nil

Policy Implications

Nil

General Function Implications

Nil

Financial Implications

Nil

Strategic Implications
Shire of Dalwallinu Council Plan 2025-2035
Outcome 11- Visionary leadership and responsible governance.

Site Inspection
Site inspection undertaken: Not applicable

Sustainability & Climate Change Implications
Economic implications
There are no known significant economic implications associated with this proposal.

Social implications
There are no known significant social implications associated with this proposal.

Environmental implications
There are no known significant environmental implications associated with this proposal.

Officer Comment
This report is provided to the Audit, Risk and Improvement Committee to ensure the organisation continues to monitor and manage property-related risks effectively.

A report detailing property insurance values is attached. This report also includes buildings that are not currently insured. These uninsured buildings are considered assets that would not be replaced in the event of significant damage or loss.

As at 30 June 2026, the Insurance Excess Reserve balance was $160,935. This reserve provides additional financial coverage should an incident affect an uninsured property or various claims arise that are below the $5,000 insurance excess threshold.

The current insurance model has been in place since 2016. No major insurance claims have been submitted during this period. The Insurance Excess Reserve has been utilised on one occasion, during 2021/2022, to fund repairs to the balance tanks at the Dalwallinu Aquatic Centre.

Property values are currently being revalued during the 2026/2027 financial year. As a result, the 2027/2028 insurance schedule will be updated to reflect the revised property valuations. Should any other changes to be recommended, these would be incorporated in the 2027/2028 insurance schedule.

Officer Recommendation
That the Audit, Risk & Improvement Committee:
1. Reviews the Property insurance schedule for 2026/2027;
2. Confirms the insurance values as contained within the attachment;
3. Retains the property excess of $5,000.

Officer Recommendation/Committee Resolution

<u>MOTION</u> Moved Cr/Mr Seconded Cr/Mr **0/0**

ASSET TYPE	DESCRIPTION	STREET NAME	INSURANCE VALUE TOTAL ($)
	SWIMMING POOL	Reserve 15242	$ -
Aquatic/Leisure Centre	Aquatic Centre - Plant Centre & Kiosk	Colin Anderson Drive, Dalwallinu	$ 325,000.00
Aquatic/Leisure Centre	Aquatic Centre - Shade structures	Colin Anderson Drive, Dalwallinu	$ 168,000.00
Aquatic/Leisure Centre	Aquatic Centre - Main Swimming Pool bowl	Colin Anderson Drive, Dalwallinu	$ 1,400,000.00
Aquatic/Leisure Centre	Aquatic Centre - Junior Swimming Pool bowl	Colin Anderson Drive, Dalwallinu	$ 306,000.00
	DALWALLINU GENERAL BUILDINGS		$ -
Sporting Facility	Recreation Centre - pavillion,meeting rooms,basketball court,changerooms & kitchen	Reserve 15242	$ 7,100,000.00
Sporting Facility	Dalwallinu Squash Court Building at Rec Centre Grounds	Reserve 15242	$ 100,000.00
Treatment Works/Waste Disposal	Dalwallinu Precinct Ablution Block	Reserve 15242	$ 100,000.00
Sporting Facility	Dalwallinu Recreation Centre Hockey Pavillion	Reserve 15242	$ 410,000.00
Warehouse/Storage Facility	Dalwallinu Recreation Centre Gardeners Shed	Reserve 15242	$ 180,000.00
Caravan/Tourist Park	Caravan Park Amenities Building	Reserve 29295	$ 285,000.00
Caravan/Tourist Park	Caravan Park New Amenities Building 2022	Reserve 29295	$ 325,000.00
Clinic/Childcare Facility/Aged Care Facility	Multi Purpose Early Childhood Education Building	67 - 69	$ 2,800,000.00
Treatment Works/Waste Disposal	Dalwallinu Ablution	Reserve 21590	$ 300,000.00
Treatment Works/Waste Disposal	Dalwallinu Sewerage Scheme - metal shed A and Imhoff tank	Reserve 35177	$ 355,000.00
Park/Reserve/Playgrounds	Dalwallinu Town Park - Playground Equipment inc Shade Shelter	Johnston Street, Dalwallinu	$ 135,000.00
Other	RFD - transfer building	Nugadong West Road, Dalwallinu	$ 135,000.00
Other	Aerdrom Runway Lights & PAALC System	Nugadong West Road, Dalwallinu	$ 200,000.00
Community Centre/Hall	Community Arts Building	Reserve 21590	$ 330,000.00
Works Depot	Works Depot	10 Deacon Street, Dalwallinu	$ 1,800,000.00
Commercial Premises (Eg Retail, Restaurar	Dalwallinu Medical Centre	Reserve 44814	$ 930,000.00
Office/Administration Centre	Administration Centre	Reserve 21590	$ 4,400,000.00
Library	Library Stock	Reserve 21591	$ 75,000.00
Community Centre/Hall	Dalwallinu Discovery Centre	Johnston Street, Dalwallinu	$ 4,100,000.00
Council Chambers/Town Hall	Dalwallinu Town Hall	Johnston St, Dalwallinu	$ 1,000,000.00
Treatment Works/Waste Disposal	Richardson Park Ablution Block	Lot 369 Leahy St, Dalwallinu	$ 60,000.00
Treatment Works/Waste Disposal	Cemetery Ablution Block	Sullivan Road, Dalwallinu	$ 75,000.00
	WUBIN GENERAL BUILDINGS		$ -
Fire/Emergency Services	Fire Shed	Reserve 32304	$ 40,000.00
Entertainment Centre/Museum/Gallery	Station Building (Museum)	Railway Reserve	$ 250,000.00
	WUBIN SPORTSGROUND		$ -
Sporting Facility	Sports Pavilion	Reserve 21059	$ 510,000.00
	KALANNIE GENERAL BUILDINGS		$ -
Council Chambers/Town Hall	Town Hall 2/3 of one building	Reserve 20502	$ 1,710,000.00
Fire/Emergency Services	Emergency Vehicle Shed	Reserve 32451	$ 80,000.00
Caravan/Tourist Park	Caravan Park - ablution block	Reserve 42409	$ 216,000.00
Community Centre/Hall	Kalannie Community Building (CRC) 1/3 of one building	Reserve 20502	$ 720,000.00
Other	Kalannie Station Building	Railway Reserve	$ 465,000.00
Community Centre/Hall	Community Building - Kindergarten playgroup	Kalannie	$ 100,000.00
Other	Kalannie Ablution Facility	Roche Street, Kalannie	$ 60,000.00
	KALANNIE SPORTS GROUND		$ -
Sporting Facility	Kalannie Sports Ground - Pavilion & Changerooms	Reserve 21573	$ 1,310,000.00
Sporting Facility	Kalannie Sports Ground - Amenities Block	Sanderson Terrace, Kalannie	$ 305,000.00
	BUNTINE GENERAL BUILDINGS		$ -
Fire/Emergency Services	Emergency Services Shed	Reserve 42800	$ 236,000.00
	AGED HOUSING		$ -
Clinic/Childcare Facility/Aged Care Facility	Pioneer House	27 McNeill Street, Dalwallinu	$ 800,000.00
Residential	Wilfred Thomas Lodge	27 McNeill Street, Dalwallinu	$ 430,000.00
residential	Sullivan Lodge	27 McNeill Street, Dalwallinu	$ 370,000.00
Residential	Aged Dwelling	8 Pioneer Pl	$ 290,000.00
residential	Over 55's Dwelling	Unit 1, 11 James St	$ 290,000.00
Residential	Over 55's Dwelling	Unit 2, 11 James St	$ 290,000.00
	DWELLINGS		$ -
Residential	Dwelling	65 Johnson St	$ 340,000.00
Residential	Dwelling (Caravan Park)	10 Dowie St, Dalwallinu	$ 330,000.00
Residential	Dwelling	68 Annetts Rd	$ -
Residential	Duplex Unit 1	13 Rayner St	$ 260,000.00
Residential	Duplex Unit 2	15 Rayner St	$ 210,000.00
Residential	Dwelling	3 Salmon Gum Place, Dalwallinu	$ 610,000.00
Residential	Dwelling	Lot 72 Prior St	$ 360,000.00
Residential	Dwelling	6 McLevie Way	$ 370,000.00
Residential	Dwelling	21 Rayner St	$ 310,000.00
Residential	Dwelling	23 Rayner St	$ 330,000.00

Residential	Dalwallinu Club Mgrs Res - Resve 32191	Colin Anderson Drive	$	300,000.00
Residential	Dwelling Unit 1	11A Anderson Way	$	370,000.00
Residential	Dwelling Unit 2	11B Anderson Way	$	310,000.00
Residential	Dwelling	1 Salmon Gum Place, Dalwallinu	$	690,000.00
Residential	Dwelling Unit 1	36 Annetts Road	$	330,000.00
Residential	Dwelling Unit 2	1 Wattle Close	$	330,000.00
Residential	Dwelling Unit 1 (staff housing)	6A Cousins Road	$	530,000.00
Residential	Dwelling Unit 2 (staff housing)	6B Cousins Road	$	565,000.00
Residential	Dwelling - Kalannie Country Club Manager	26 Locke Street, Kalannie	$	400,000.00
Residential	Residence	4 Dowie Street, Dalwallinu	$	210,000.00
Residential	Residence	2 Dowie Street, Dalwallinu	$	210,000.00
Residential	Residence	10 Roberts Road, Dalwallinu	$	210,000.00
Residential	Dwelling Unit 1	38 Leahy Street, Dalwallinu	$	330,000.00
Residential	Dwelling Unit 2	1 South Street, Dalwallinu	$	350,000.00
Residential	Dwelling Unit 3	3 South Street, Dalwallinu	$	350,000.00
Residential	Dwelling	7 South Street, Dalwallinu	$	330,000.00
Residential	Dwelling	5 South Street, Dalwallinu	$	-
Residential	Dwelling	46 Leahy Street, Dalwallinu	$	330,000.00
Residential	Dwelling Unit 3	Unit 3, 11 James St, Dalwallinu	$	220,000.00
Residential	Dwelling Unit 4	Unit 4, 11 James St, Dalwallinu	$	220,000.00
Residential	Dwelling	3 Bell Street, Dalwallinu	$	610,000.00
Residential	Dwelling Unit 3 rear	Unit 3, 68 Annetts Road, Dalwallinu	$	255,000.00
Residential	Dwelling	Unit 2, 68 Annetts Road, Dalwallinu	$	390,000.00
Residential	Dwelling	Unit 1, 68 Annetts Road, Dalwallinu	$	460,000.00
Residential	Dwelling	Unit 5, 5 Myers Street, Dalwallinu	$	250,000.00
Residential	Dwelling	Unit 4, 5 Myers Street, Dalwallinu	$	250,000.00
	SPORTS CLUBS		$	-
Sporting Facility	Dalwallinu Sports Club	Reserve 32191	$	1,860,000.00
sporting Facility	Dalwallinu Sports Pavillion - Artificial Bowling Green	Colin Anderson Drive, Dalwallinu	$	400,000.00
Sporting Facility	Dalwallinu Sports Club - Equipment Shed	Reserve 32191	$	85,000.00
sporting Facility	Kalannie Country Club	Reserve 27128	$	1,810,000.00
Sporting Facility	Kalannie Country Club Artificial Bowling Green	Reserve 27128	$	200,000.00
	MISCELLANEOUS		$	-
Park/Reserve/Playgrounds	Nature Playground	Lot 369 Leahy St, Dalwallinu	$	160,000.00
Other	Road Survey Equipment	Located at the works depot or Shire A	$	35,000.00
Warehouse/Storage Facility	3 Factory/Industrial Units	18 Huggett Dr Dalwallinu	$	650,000.00
Park/Reserve/Playgrounds	Community Hub - Dalwallinu Recreation Centre inc playground equipment	Reserve 15242	$	112,000.00
Fire/Emergency Services	2 Fire Hydrant tanks & pumps	Reserve 15242	$	50,000.00
Sporting Facility	Multipurpose Courts	Reserve 15242	$	194,000.00
Sporting Facility	Gym equipment	Reserve 32191	$	40,000.00
Park/Reserve/Playgrounds	Pithara Park (Play Equipment, Shelter)	Reserve 25014	$	50,000.00
Other	Water Tanks Dalwallinu x 3	Reserve	$	60,000.00
Other	Water Tanks Kalannie x 3	Reserve 21573	$	60,000.00
Car park	Car Park Shade Structure x 2	Reserve 32191	$	50,000.00
	PROPERTIES NOT INSURED			
	Wubin Ablution Block	Wubin Rest Area - Great Northern Hi	$	-
	Wubin Railway Reserve - Ablution Block Shelter	Wubin Railway Reserve	$	-
	Pithara Speedway Ablution Block & Surrounds	Pithara Speedway - East Pithara Rd	$	-
	8 Harris Street, Dalwallinu	Vet - Harris St	$	-
	Pithara Town Hall Supper Room	Pithara	$	-
	Old Courthouse (Craft Shop)	Park Drive	$	-
	Wubin Town Hall/Supper Room	Arthur Street	$	-
	Pithara Town Hall/Supper Room/Toilet	Pithara	$	-
	Pithara Town Hall Ladies Ablutions	Pithara	$	-
	Pithara Town Hall Mens Ablutions	Pithara	$	-
	Buntine Town Hall/Supper Room	Nelson Street	$	-
	Buntine Town Hall/Supper - Toilets A	Nelson Street	$	-
	Buntine Town Hall/Supper - Toilets B	Nelson Street	$	-
	Dalwallinu Caravan Park - Camp Kitchen	Dalwallinu	$	-
	Dalwallinu Sportsman's Club - Golf Club Shed	Dalwallinu	$	-
	Dalwallinu Recreation Centre - Machinery Shed	Dalwallinu	$	-
	Dalwallinu Recreation Centre - Showground Refreshment Bar	Dalwallinu	$	-
	Dalwallinu Recreation Centre - Agricultural Show Pens	Dalwallinu	$	-
	Dalwallinu Recreation Centre - Agricultural Show Horse Pens	Dalwallinu	$	-
	Dalwallinu Recreation Centre - Ticket Box	Dalwallinu	$	-
	Buntine Bowling Club	Buntine	$	-
	McIntosh Park Pithara - Gents Toilet	Pithara Speedway - East Pithara Rd	$	-
	McIntosh Park Pithara - Ladies Toilet	Pithara Speedway - East Pithara Rd	$	-
	Kalannie Sports Pavilion - Tennis Shed	Kalannie	$	-
	Kalannie Sports Pavilion - Bar Area 'Kennel'	Kalannie	$	-

6.4 Shire of Dalwallinu – Tender and Quote Register*

Report Date	14 September 2026
Applicant	Shire of Dalwallinu
File Ref	FM/9 – Financial Management – Financial Reporting
Previous Meeting Reference	Nil
Prepared by	Hanna Jolly, Manager Corporate Services
Supervised by	Jean Knight, Chief Executive Officer
Disclosure of interest	Nil
Voting Requirements	Simple Majority
Attachments	Shire of Dalwallinu Tender and Quote Register 2025/2026 & 2026/2027

Purpose of Report

The Shire of Dalwallinu Tender Register and summary of 'Request for Quotes' from 20 November 2025 to 31 August 2026 is provided to the Audit, Risk and Improvement Committee to be received.

Officer Recommendation

That the Audit, Risk and Improvement Committee receives the Tender Register and Summary of Requests for Quotes to 31 August 2026.

Officer Recommendation/Committee Resolution

MOTION

Moved Cr/Mr

Seconded Cr/Mr

0/0

Shire of Dalwallinu
Place of wheat and wattle

TENDER REGISTER

TENDER DETAILS			
TENDER NO:	**RFT2526-05**	**FILE NO:**	FM/28
TENDER TITLE:	Removal & Replacement of Bowling Green Surface (Dalwallinu)		
RESPONSIBLE OFFICER:	Marc Bennett		
DESCRIPTION OF GOODS OR SERVICES Removal of existing and replacement of synthetic turf to Dalwallinu Bowling Greens.			
EXPRESSION OF INTEREST DETAILS:	N/A		

ADVERTISING DETAILS	
STATEWIDE NOTICE:	The West – Saturday 29 November 2025
OTHER:	Shire Website Shire Facebook Page Totally Locally & Kalannie Kapers Admin & Library Noticeboards
WEBSITE:	www.dalwallinu.wa.gov.au
CLOSING DATE AND TIME:	2pm, Wednesday 21 January 2026

TENDER OPENING DETAILS		
OPENING DATE AND TIME:	2:04pm, Wednesday 21 January 2026	
OPENED IN THE PRESENCE OF:	NAME	POSITION
	Jean Knight	Chief Executive Officer
	Christie Andrews	Finance Officer
	Sheree Sundstrom	Technical Support Officer

TENDERS RECEIVED FROM		
BUSINESS NAME	**ADDRESS**	**ABN**
Evergreen Synthetic Surfaces	23 Langar Way LANDSDALE W A 6067	36 086 981 162

TENDER REGISTER

TENDER AWARD			
DATE OF COUNCIL MEETING:	24 February 2026	**MINUTE NO:**	M10517
SUCCESSFUL TENDERER NAME:	Evergreen Synthetic Surfaces		
CONTRACT VALUE:	$410,100 ex GST	**CONTRACT TERM**	N/A

ADVERTISEMENT

RFT2526-05 – REMOVAL & REPLACEMENT OF SYNTHETIC BOWLING GREEN SURFACE

The Shire of Dalwallinu is seeking to engage a suitably qualified and experienced synthetic turf contractor to remove the existing and replace the bowling green surface at the Dalwallinu Bowling Greens.

All requests for tender documentation can be directed to Deb Whitehead via email ea@dalwallinu.wa.gov.au.

All tenders must be received prior to the tender deadline, contained in a sealed envelope, clearly marked with the tender number and tender name and lodged in the tender box situated in the office of Shire of Dalwallinu, 58 Johnston Street, Dalwallinu WA 6609, by post to PO Box 141 Dalwallinu 6609 or emailed to tenders@dalwallinu.wa.gov.au.

Tenders close at 2pm, Wednesday 21 January 2026.

Jean Knight JP
Chief Executive Officer

TENDER REGISTER

TENDER DETAILS			
TENDER NO:	**RFT2526-06**	**FILE NO:**	FM/28
TENDER TITLE:	Bitumen Sealing Works		
RESPONSIBLE OFFICER:	Marc Bennett		
DESCRIPTION OF GOODS OR SERVICES Provision of Bitumen Sealing Works for a three (3) year period.			
EXPRESSION OF INTEREST DETAILS:	N/A		

ADVERTISING DETAILS	
STATEWIDE NOTICE:	The West – Saturday 28 March 2026
OTHER:	Shire Website Shire Facebook Page Totally Locally & Kalannie Kapers Admin & Library Noticeboards
WEBSITE:	www.dalwallinu.wa.gov.au
CLOSING DATE AND TIME:	2pm, Wednesday 29 April 2026

TENDER OPENING DETAILS		
OPENING DATE AND TIME:	2:42pm, Wednesday 29 April 2026	
OPENED IN THE PRESENCE OF:	NAME	POSITION
	Jean Knight	Chief Executive Officer
	Marc Bennett	Manager Works & Services
	Charlotte Kressmann	Customer Service Officer

TENDERS RECEIVED FROM		
BUSINESS NAME	**ADDRESS**	**ABN**
Bitutek Pty Ltd	PO Box 2229, ELLENBROOK WA 6069	86 154 879 080
Roadform Services Pty Ltd	56 Cocos Drive, BIBRA LAKE WA 6163	48 687 564 923
Roadmac Pty Ltd	12/16 Brodie Hall Drive, BENTLEY WA 6102	623 405 390
SuperCivil Pty Ltd	36 Austine Ave, KENWICK W A 6107	28 145 130 383

TENDER REGISTER

TENDER AWARD			
DATE OF COUNCIL MEETING:	26 May 2026	**MINUTE NO:**	M10565
SUCCESSFUL TENDERER NAME:	Bitutek Pty Ltd		
CONTRACT VALUE:	Refer to end of document	**CONTRACT TERM**	3 years

ADVERTISEMENT

RFT2526-06 – BITUMEN SEALING WORKS

The Shire of Dalwallinu is seeking to engage a suitably qualified and experienced contractor for the provision of bitumen sealing works for a three (3) year period.

All requests for tender documentation can be directed to Deb Whitehead via email ea@dalwallinu.wa.gov.au.

All tenders must be received prior to the tender deadline, contained in a sealed envelope, clearly marked with the tender number and tender name and lodged in the tender box situated in the office of Shire of Dalwallinu, 58 Johnston Street, Dalwallinu WA 6609, by post to PO Box 141 Dalwallinu 6609 or emailed to tenders@dalwallinu.wa.gov.au.

Tenders close at 2pm, Wednesday 29 April 2026.

Jean Knight JP

Chief Executive Officer

Schedule of Rates

Description	Rate (Contractor Supplied Aggregate)
Rate to apply 14 mm/cutback 170 bitumen seal (area = >5000 m2/visit) @ 2.0L/m2	$6.41
Rate to apply 14 mm/cutback 170 bitumen seal (area = <5000 m2/visit) @ 2.0L/m2	$10.58
Rate to apply 10 mm/cutback 170 bitumen seal (area = >5000 m2/visit) @ 1.80L/m2	$5.84
Rate to apply 10 mm/cutback 170 bitumen seal (area = <5000 m2/visit) @ 1.8L/m2	$10.02
Rate to apply 2 coat primer seal/cutback 170 bitumen@95% binder 5% cutter (area> 5000m2 / visit) 14mm/10mm @1.6L/m2(1st coat) and 1.0L/m2 (second coat)	$10.20
Rate to apply 2 coat primer seal/cutback 170 bitumen@95% binder 5% cutter (area< 5000m2 / visit) 14mm/10mm @1.6L/m2(1st coat) and 1.0L/m2 (second coat)	$13.14
Rate to apply 2 coat primer seal/cutback 170 bitumen@95% binder 5% cutter (area> 5000m2 / visit) 14mm/7mm @1.6L/m2(1st coat) and 0.8L/m2 (second coat)	$9.67
Rate to apply 2 coat primer seal/cutback 170 bitumen@95% binder 5% cutter (area< 5000m2 / visit) 14mm/7mm @1.6L/m2(1st coat) and 0.8L/m2 (second coat)	$12.61
Rate to apply 10 mm/cutback bitumen primerseal (area >5000 m2/visit) @95% binder 5% cutter @ 1.50L/m2	$5.37
Rate to apply 10 mm/cutback bitumen primerseal (area <5000 m2/visit) @95% binder 5% cutter @ 1.5L/m2	$9.54
Rate to apply 14 mm/cutback bitumen primerseal (area >5000 m2/visit) @95% binder 5% cutter @ 1.50L/m2	$5.58
Rate to apply 14 mm/cutback bitumen primerseal (area <5000 m2/visit) @95% binder 5% cutter @ 1.5L/m2	$9.76
Rate to apply 14 mm S45R crumb rubber bitumen seal (area >5000 m2/visit) @2.0L/m2	$6.89
Rate to apply 14 mm S45R crumb rubber bitumen seal (area <5000 m2/visit) @2.0L/m2	$11.07
Rate to apply 10 mm S45R crumb rubber bitumen seal (area >5000 m2/visit) @2.0L/m2	$6.68
Rate to apply 10 mm S45R crumb rubber bitumen seal (area <5000 m2/visit) @2.0L/m2	$10.85

TENDER REGISTER

TENDER DETAILS			
TENDER NO:	**RFT2627-01**	**FILE NO:**	FM/28
TENDER TITLE:	Supply & Lay Asphalt		
RESPONSIBLE OFFICER:	Marc Bennett		
DESCRIPTION OF GOODS OR SERVICES Supply & Lay 15,339m2 Asphalt for 26-27 road projects.			
EXPRESSION OF INTEREST DETAILS:	N/A		

ADVERTISING DETAILS	
STATEWIDE NOTICE:	WALGA E-Quote Portal
OTHER:	N/A
WEBSITE:	www.dalwallinu.wa.gov.au
CLOSING DATE AND TIME:	2pm, Monday 17 August 2026

TENDER OPENING DETAILS		
OPENING DATE AND TIME:	2:02pm, Monday 17 August 2026	
OPENED IN THE PRESENCE OF: *(downloaded from E-Quote Portal)*	NAME	POSITION
	Marc Bennett	Manager Works & Serv ices
	Jean Knight	Chief Executive Officer

TENDERS RECEIVED FROM		
BUSINESS NAME	**ADDRESS**	**ABN**
Stirling Asphalt	PO Box 685, INNALOO WA 6918	21 133 560 317
Jackson Asphalt	PO Box 27, MADDINGTON W A 6989	14 681 337 404
WCP Civil Pty Ltd	PO Box 579, FLOREAT FORUM WA 6014	44 168 729 977

TENDER REGISTER

TENDER AWARD			
DATE OF COUNCIL MEETING:	25 August 2026	**MINUTE NO:**	M10607
SUCCESSFUL TENDERER NAME:	WCP Civil Pty Ltd		
CONTRACT VALUE:	$376,002.84 ex GST	**CONTRACT TERM**	N/A

ADVERTISEMENT

Not applicable. Advertised on the WALGA E-Quote Portal

TENDER REGISTER

TENDER DETAILS			
TENDER NO:	**RFT2627-02**	**FILE NO:**	FM/28
TENDER TITLE:	Supply & Delivery of New Wheel Loader		
RESPONSIBLE OFFICER:	Marc Bennett		
DESCRIPTION OF GOODS OR SERVICES Supply & Delivery of New Wheel Loader			
EXPRESSION OF INTEREST DETAILS:	N/A		

ADVERTISING DETAILS	
STATEWIDE NOTICE:	WALGA E-Quote Portal
OTHER:	N/A
WEBSITE:	www.dalwallinu.wa.gov.au
CLOSING DATE AND TIME:	2pm, Monday 17 August 2026

TENDER OPENING DETAILS		
OPENING DATE AND TIME:	2:02pm, Monday 17 August 2026	
OPENED IN THE PRESENCE OF: *(downloaded from E-Quote Portal)*	NAME	POSITION
	Marc Bennett	Manager Works & Services
	Jean Knight	Chief Executive Officer

TENDERS RECEIVED FROM		
BUSINESS NAME	**ADDRESS**	**ABN**
Westrac Pty Ltd	128-136 Great Eastern Hwy, South Guildford WA 6055	63 009 342 572
AFGRI Equipment Australia Pty Ltd	80 Great Eastern Hwy, South Guildford WA 6055	52 008 686 002
Hitachi Construction Machinery	107 Allen Rd, Forrestdale WA 6112	62 000 080 179

TENDER REGISTER

TENDER AWARD			
DATE OF COUNCIL MEETING:	25 August 2026	**MINUTE NO:**	M10608
SUCCESSFUL TENDERER NAME:	Westrac Pty Ltd		
CONTRACT VALUE:	$347,586.31 ex GST	**CONTRACT TERM**	N/A

Shire of Dalwallinu
Place of wheat and wattle

ADVERTISEMENT

Not applicable. Advertised on the WALGA E-Quote Portal

SHIRE OF DALWALLINU

REQUEST FOR QUOTES

2025-2026 (from 20/11/25) and 2026-2027

RFT Number	Description
RFQ2526-22	Feature Survey – Memorial Park – Completed (Brook & Marsh)
RFQ2526-23	Supply & Replacement of Filter Sand – Completed (Aquatic Services WA)
RFQ2526-24	Wetmix for capital works Completed (West Coast Civil)
RFQ2526-25	Basketball Court Lights Outdoor Completed (Rowdy's Electrical)
RFQ2526-26	Kalannie Cleaning Contract Completed (Wiz's Maintenance Service)
RFQ2526-27	Kalannie Townscape Contract Completed (Wiz's Maintenance Service)
RFQ2627-01	Oval Renovations - (Awarded to Newground)
RFQ2627-02	Push Gravel – (Awarded to Marty Grant)
RFQ2627-03	Verge Mulching – (Awarded to Twinkarri)
RFQ2627-04	Supply & Lay Footpaths – (Awarded to WCS Concrete)
RFQ2627-05	Supply & Lay Kerbing – (Awarded to Rylan Concrete)
RFQ2627-06	Supply & Install PVC Fencing – (Awarded to B&K Fencing)
RFQ2627-07	Supply Drainage Materials – (Closes 5 August 2026)
RFQ2627-08	Supply & Deliver New Tractor – (Awarded to Boekemans)
RFQ2627-09	Mower Attachment – (Awarded to T-Quip)
RFQ2627-10	3200Lt Portable EVAC Unit – (Awarded to Vacuum Truck Supplies)
RFQ2627-11	Supply & Deliver 3 Utes – (Awarded to Boekemans)
RFQ2627-12	Repairs to Craft Building – (Closes 9 September 2026)
RFQ2627-13	30,000L Fuel Tank with Card System – (Awarded to Refuel)
RFQ2627-14	Traffic Management – (Awarded to Contraflow)
RFQ2627-15	Planter Boxes - (Awarded to Woodlands)
RFQ2627-16	Wet Mix - (Awarded to WCP Civil)
RFQ2627-17	Bathroom Upgrades x 2 - (Awarded to HC Construction)
RFQ2627-18	Medical Centre Roof - (Awarded to Coastal Maintenance)
RFQ2627-19	Safety Cabinets - (Awarded to Seaton)
RFQ2627-20	Niche Wall - (Awarded to Coastal Maintenance)
RFQ2627-21	L&B Valuations - (Awarded to AVI Asset Valuation Advisory)
RFQ2627-22	Shelter for Kalannie Playground (Awarded to Fair Dinkum Builds Moora)
RFQ2627-23	Pump Track/Skate Park Design (NIL received)
RFQ2627-24	Supply & Install Fencing – Aged Units (Awarded to B&K Fencing)

7 CLOSURE

There being no further business, the Chairperson closed the meeting at 0.00pm.

8 CERTIFICATION

I, Ian William Hyde, certify that the minutes of the Audit, Risk & Improvement Committee meeting held on Thursday 14 September 2026 as shown on pages 1 to 73 were confirmed as a true record at the meeting held on 00 Month, 0000.

CHAIRPERSON

DATE