

GENERAL AND FINANCIAL COMPLIANCE CHECKLIST MAY 2026

Reporting Area	Task	Frequency	Detail	Status Comment
CEO/Council	Dual Officers Appointment	Annual	Advise surrounding Shires of dual FCO appointments following Bush Fire Brigades AGM – section 40 <i>Bush Fire Act 1954</i>	Completed
CEO/Council	Bush Fire Control Officers Appointment	Annual	Determine to allow information to be included with annual fire break/prevention notice – section 38 <i>Bush Fire Act 1954</i>	Completed
CEO/Council	Delegation Manual Review	Annual	To be considered and adopted by Absolute Majority at June 2026 Ordinary Council Meeting	Attached to Agenda
CEO/Council	APOG and Policy Manual Review	Annual	To be considered and adopted by Absolute Majority at June 2026 Ordinary Council Meeting	Attached to Agenda
EMGR	Letters to tenants regarding Shire housing rental increases	Annual	To be completed following adoption of 2026/2027 fees & charges	To be actioned
EMW	Spray caltrop golf course	Summer rain	As required	Completed
EMW	Varley Airstrip	Monthly	Confirm strip remains in good condition	Ongoing