

GENERAL AND FINANCIAL COMPLIANCE CHECKLIST SEPTEMBER 2026

Reporting Area	Task	Frequency	Detail	Status Comment
CEO	Transport R2R	Annual	Road to Recovery Reporting – audited annual report for R2R due 31 October	In progress
EMFS	Submit Financial Statements to Auditor	Annual	Submission by 30 September 2026 – section 6.4(3) <i>Local Government Act 1995</i>	Completed
EMFS	Dog/Cat Licence Renewals due	Annual	Licences expire 31 October – send reminder notices	Completed
CEO/EMFS/EMW	Local Government Road Assets and Expenditure Report	Annual	Complete and lodge in October 2026	In progress
EMW	Commodity Route submissions	Annual	Submit MCA's for jobs by year for RRG Technical Committee Assessment	Reviewed – no current eligible projects
EMW	Varley Airstrip	Monthly	Confirm strip remains in good condition	Ongoing
EMW	Road construction and maintenance review	Monthly	Review previous month road construction and maintenance – complete recoups, MRD line marking requests, MRD Form 8 etc as required, invoices for MRD and private works recovery as required	Completed
EMGR	Bushfire Firebreaks	Annual	Advertise and send out firebreak reminders to rural property owners (section 33 of the <i>Bush Fires Act 1954</i>)	Completed
EMW	Bushfire Firebreak Inspections	Annual	Firebreak/clean-up reminders to townsite properties. Remind residents to slash grass and clean up	Inspections currently underway – Compliance not required until 1 November as per Annual Firebreak order