

# GENERAL AND FINANCIAL COMPLIANCE CHECKLIST MARCH 2026

Reporting Area	Task	Frequency	Detail	Status Comment
EMGR	Budget submissions from Councillors	Annual	Invite budget submissions from Councillors	Completed
EMGR	Budget submissions from the public	Annual	Invite submissions from the public – advertise in the update – due 31 March for the Corporate Business Plan	Completed
CEO	Bushfire Restricted Burning Period ends – consideration of variations	Annual	Sections 17 and 18 of the <i>Bushfire Act 1954</i> provides the power to vary the closure of the restricted burning period or the associated prescribed conditions by up to 14 days and prescribes advertising requirements	Not applicable
EMGR	Landowners to be advised of requirement for 3 metre firebreak	Annual	To be enforced in 2026 – send letter and local notice	Completed
EMGR/CEO	Audit, Risk and Improvement Committee (ARIC)	Quarterly	ARIC Meeting scheduled for 15 April 2026	Confirmed for completion
EMGR	Budget review	Annual (31 March)	Budget review presented to March 2026 Ordinary Council Meeting and adopted	Completed
EMGR	Budget review submitted to Department of Local Government	Annual	Budget review required to be submitted within 30 days of Council's review of the budget	Completed
EMFS	Fuel Facility	Annual	Review fuel facility fees and charges and provide an update on the price	Completed
EMW	Roads Inspection	Annual	Arrange for April roads inspection for budget input	To be advised
EMW	Occupational Health Safety Review	Quarterly	Occupational Health and Safety Committee meeting – review, commence inspections and recommendations for Budget – <i>Occupational Health Safety Act 1984</i>	Completed
EHO	Swimming Pool Water Sampling	March	Due once a month in opening season	Completed