

INTERNAL CONTROL

Purpose

To ensure that appropriate internal controls are implemented in order to:

- fulfil the statutory obligations under the Local Government (Financial Management) Regulations 1996 and Local Government (Audit) Regulations 1996; and
- ensure that the Shire of Plantagenet's (the Shire's) assets are safe from loss due to fraud and mismanagement.

Policy

1. The Council will, through the Chief Executive Officer (CEO), ensure that appropriate and efficient internal controls are in place covering:
 - a) staffing and segregation of duties;
 - b) information technology;
 - c) documented procedures and processes covering the recording, reporting and authorisation of transactions; and
 - d) monitoring performance and adherence.

Document Control			
Document Responsibilities			
Owner	Chief Executive Officer	Business Unit	Corporate & Community Services
Reviewer	Executive Manager	Approval	Council
Document Compliance			
Legislation	<ul style="list-style-type: none">Local Government (Financial Management) Regulations 1996Local Government (Audit) Regulations 1996		
Other			
Document Management			
Version #	Effective Date	Sections Modified (if applicable)	
1	27 May 2014	Adopted	
2	17 June 2025	Reviewed	