



# SHIRE OF MUKINBUDIN

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10<sup>th</sup> December 2025

Hon. Hannah Beazley MLA  
Department of Creative Industries, Tourism and Sport  
GPO Box 8349  
PERTH BUSINESS CENTRE WA 6849

Dear Minister

## **Report on Significant Matter – IT Governance (2024/25 Final Audit) in accordance with Section 7.12A of the Local Government Act 1995**

In accordance with Section 7.12A(4)(a) of the *Local Government Act 1995*, the Shire of Mukinbudin is providing a report on the significant matter raised in its 2024/25 Final Audit regarding IT Governance.

### **Audit Finding – IT Governance**

The Auditor General identified that although the Shire has an ICT Use Policy and a Cybersecurity Incident Response Plan, they lack specific provisions addressing key cybersecurity controls, including password management, logical access control, backup procedures, physical access control, patch management, vulnerability assessment, and IT asset management. It was also noted that the Shire does not have an IT Strategic Plan to guide long-term ICT priorities.

### **Actions Taken and Planned**

The Shire acknowledges the importance of strengthening its IT governance framework and has committed to the following corrective actions:

1. **Development of a Formal ICT and Cybersecurity Policy**
  - The Shire worked with its external IT provider, Wallis Computer Solutions (WCS), and developed an ICT and Cybersecurity Policy that incorporates all critical cybersecurity controls.
  - This policy was completed after 30<sup>th</sup> June 2025, therefore it will be assessed in the 2025/26 audit process.
2. **Implementation of an IT Strategic Plan**
  - The Shire will develop a long-term IT Strategic Plan to guide decision-making on ICT infrastructure, cybersecurity, and technology investments.
  - This plan will be integrated with the Shire's broader risk management framework and reviewed periodically.
3. **Staff Training and Ongoing Review**
  - Cybersecurity awareness training will continue to be provided to staff to ensure compliance with the new policies.
  - The Shire will implement regular policy reviews to keep pace with evolving cybersecurity threats and best practices.

**Compliance with Section 7.12A(5)**

A copy of this report will be published on the Shire's website within 14 days, as required under Section 7.12A(5) of the *Local Government Act 1995*.

The Shire of Mukinbudin is committed to addressing the concerns raised in the audit and ensuring a strong and secure IT governance framework. Should you require any further information, please do not hesitate to contact me on 08 9047 2100 or [ceo@mukinbudin.wa.gov.au](mailto:ceo@mukinbudin.wa.gov.au).

Yours sincerely



Tanika McLennan  
**CHIEF EXECUTIVE OFFICER**