

# Shire of Tammin

## ORDINARY COUNCIL MEETING

### Agenda



#### NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Shire of Tammin will be held on **Wednesday 23<sup>rd</sup> April 2025** at the Yorkrakine Hall at 1 Donnan Street Tammin, commencing at **5:00pm**.

Andrew Malone  
Chief Executive Officer  
15 April 2025

#### MISSION STATEMENT

*"Together with the people of Tammin we will provide leadership, vision and progress to achieve sustainability and growth"*

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## **AGENDA**

### **1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Shire President will declare the meeting open at \_\_\_\_ pm.

### **2. ACKNOWLEDGEMENT TO COUNTRY**

We begin today by acknowledging the Ballardong Noongar People as traditional custodians of the land and skies on which we gather, and we pay our respects to their Elders, past, present and emerging.

### **3. PRESENT / IN ATTENDANCE / LEAVE OF ABSENCE PREVIOUSLY GRANTED / APOLOGIES**

**Present:** President Charmaine Thomson  
Deputy President Nicholls  
Cr Courtney Thomson  
Cr Caffell  
Cr Leslie  
Cr Rogers

**In Attendance:** CEO Andrew Malone

**Leave of Absence previously granted:**

**Apologies:** Manager of Finance & Corporate Services Racheal King

### **4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

### **5. PUBLIC QUESTION TIME**

### **6. APPLICATIONS FOR LEAVE OF ABSENCE**

**7. DECLARATION OF MEMBER'S INTERESTS IN AGENDA ITEMS**

In accordance with section 5.65 of the Local Government Act 1995, the following disclosures of **financial** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with section 5.65 of the Local Government Act 1995, the following disclosures of **Closely Associated Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with sections 5.60B and 5.65 of the Local Government Act 1995, the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason

**8. DECLARATION OF RELATED PARTY DISCLOSURE IN AGENDA ITEMS**

**9. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**9.1 Ordinary Council Meeting Minutes – 26 March 2025**

**Officers Recommendation**

That the minutes of the Ordinary Council Meeting held on 26 March 2025 be confirmed as a true and accurate record of proceedings.

Moved: Cr

Seconded: Cr

Vote: Simple Majority

Carried/Lost:

**10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

**11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

## 12. MATTERS FOR CONSIDERATION – FINANCE

### 12.1 List of Payments for March 2025

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Finance Officer
<b>Date:</b>	11 April 2025
<b>Author:</b>	Kelsey Pryer
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	FIN05
<b>Attachment/s:</b>	Attachment Item 12.1 – Payment Listing Attachment Item 12.1 - Credit Card Statement and Summary Attachment Item 12.1 – Fuel allocation costs

#### **Purpose of Report**

For Council to ratify the accounts paid under delegated authority.

#### **Background**

The attached List of Accounts paid during the month of March 2025 totaling \$313,182.16 by way of:

Cheque numbers	01/03/2025- 31/03/2025	Nil
Direct debit payments	01/03/2025- 31/03/2025	\$10,745.06
Licensing transfers	01/03/2025- 31/03/2025	\$5,190.25
Bank fees	01/03/2025- 31/03/2025	\$84.87
VISA payments	01/03/2025- 31/03/2025	\$3,795.87
EFT payments	EFT7547- EFT7598	\$238,843.64
Salaries and wages	01/03/2025- 31/03/2025	\$54,522.47
<b>Total payments</b>	<b>01/03/2025- 31/03/2025</b>	<b>\$313,182.16</b>

The Shire of Tammin made the following significant expenditure during the month of March 2025:

<b>Creditor</b>	<b>Description</b>	<b>Amount</b>
<b>Bobcat plus PTY LTD</b>	Clearing drains by the Dog Park to Station Road, including replacing a culvert wall.	\$9,350.00
<b>D&amp;A Plumbing and Gas</b>	Pre lay for Shire oval men's toilet refurbishment. Install leach drains and hook up drains at Yorkrakine Hall.	\$6,596.08
<b>Department of Fire and Emergency Services</b>	2024/25 ESLB 3rd Quarter Contribution	\$10,801.80
<b>Luke Stephen Stewart</b>	Supply materials, repair cracks and prepare walls at Men's Toilet, Donnan Park. Construct step for urinal and complete tiling in Men's Toilet, Donnan Park.	\$16,351.00
<b>Water Corporation</b>	Water consumption for various properties.	\$46,181.56
<b>Youlie and Son Spreading Services</b>	Hire of semi water tanker from 09/02/25- 23/02/25. Goldfields Rd project from 03/02/25 - 14/02/25.	\$24,601.50
<b>DJ &amp; D JASPER</b>	Supply 3923m3 of gravel from pit on Goldfields Rd for resheeting works.	\$ 8,630.60
<b>Intelife Group Ltd</b>	Tree pruning on Ralston Rd from 11/02/2025- 21/02/2025. Mobilisation of excavator to worksite for February 2025. Mulch the maintenance zone along Tammin South Rd including mobilisation. Tree pruning on Clack Rd to provide safe passage.	\$40,370.00
<b>Luke Stephen Stewart</b>	Demolish inside and outside of men's toilet block at Yorkrakine Hall. Supply and fit new strap bolt lock to Tammin and Yorkrakine Hall. Prepare and paint peeling areas at Yorkrakine Hall. Supply and fit panel to brick work at Donnan Park Men's Public toilets.	\$17,017.00
<b>Youlie and Son Spreading Services</b>	Semi Water Tanker hire (42.5 hours) for RRG Tammin-York Rd.	\$ 7,713.75
<b>Bobcat plus PTY LTD</b>	Clean inlets and outlets to culverts on Yorkrakine Road.	\$ 9,900.00

#### **Comment**

Nil

#### **Financial Implications**

All liabilities have been settled in accordance with the Shire of Tammin 2024/2025 Operating Budget.

#### **Risks**

<b>Risk</b>	<b>Risk Likelihood</b>	<b>Risk Impact / Consequence</b>	<b>Risk Rating (Prior to</b>	<b>Principal Risk Theme</b>	<b>Risk Action Plan (Controls or</b>
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	(based on history & with existing controls)		Treatment or Control)		Treatment proposed)
Payments are made without appropriate budget authority	Unlikely (2)	Moderate (3)	Moderate (5-9)	COMPLIANCE Minor regulatory or statutory impact	Manage by internal controls, policies and procedures
Accounting Fraud	Unlikely (2)	Extreme (5)	Moderate (5-9)	FINANCIAL IMPACT \$50,000 - \$250,000	Manage by internal controls, policies and procedures
Delayed Payments Leading to Penalties or Loss of Supplier Relationships	Possible (3)	Moderate (3)	Moderate (5-9)	REPUTATIONAL Unsubstantiated, low impact, low profile or 'now news' item	Manage by internal policies and procedures

### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

### Risk Rating

<b>Risk Rating</b>	9
<b>Does this item need to be added to the Town's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	No

### Policy Implications

Nil

## **Statutory Implications**

### ***Local Government (Financial Management) Regulations 1996***

#### **11. Payment of accounts**

- (1) A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of —*
  - a) cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and*
  - b) Petty cash systems.*
- (1) A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.*
- (2) Payments made by a local government —*
  - a) Subject to sub-regulation (4), are not to be made in cash; and*
  - b) Are to be made in a manner which allows identification of —*
    - (i) The method of payment;*
    - (ii) The authority for the payment; and*
    - (iii) The identity of the person who authorised the payment.*
- (3) Nothing in sub-regulation (3) (a) prevents a local government from making payments in cash from a petty cash system.*

*[Regulation 11 amended in Gazette 31 Mar 2005 p. 1048.]*

#### **12. Payments from municipal fund or trust fund**

- (1) A payment may only be made from the municipal fund or the trust fund —*
  - a) If the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*
  - b) Otherwise, if the payment is authorised in advance by a resolution of the council.*
- (2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

*[Regulation 12 inserted in Gazette 20 Jun 1997 p. 2838.]*

#### **13. Lists of accounts**

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
  - a) The payee's name;*
  - b) The amount of the payment;*
  - c) The date of the payment; and*
  - d) Sufficient information to identify the transaction.*



- (2) *A list of accounts for approval to be paid is to be prepared each month showing —*
  - a) *For each account which requires council authorisation in that month —*
    - (i) *The payee's name;*
    - (ii) *The amount of the payment; and*
    - (iii) *Sufficient information to identify the transaction; and*
  - b) *The date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under sub-regulation (1) or (2) is to be —*
  - a) *Presented to the council at the next ordinary meeting of the council after the list is prepared; and*
  - b) *Recorded in the minutes of that meeting.*

### **Strategic Plan & Corporate Business Plan Implications**

#### **Civic Leadership Strategies**

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 6.1 Strong governance and leadership, demonstrating fair and equitable community values

- 6.1.1 Deliver sustainable governance through transparent and robust policy and processes
- 6.1.2 Undertake the civic duties of Council with the highest degree of ethics

Outcome 6.2 An efficient and effective organisation

- 6.2.1 Ensure sound long-term financial management and deliver value for money
- 6.2.2 Provide community leadership and lobby Federal and State Government to strengthen service provision within the Shire. Explore diverse income streams including grants

**Officers Recommendation**

That Council, pursuant to Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to payments made from municipal funds for the period 1 March 2025 to 31 March 2025 totaling \$313,182.16 as contained in attachments 12.1.

Municipal Fund payments totaling \$313,182.16 detailed:

Cheque numbers	01/03/2025- 31/03/2025	Nil
Direct debit payments	01/03/2025- 31/03/2025	\$10,745.06
Licensing transfers	01/03/2025- 31/03/2025	\$5,190.25
Bank fees	01/03/2025- 31/03/2025	\$84.87
VISA payments	01/03/2025- 31/03/2025	\$3,795.87
EFT payments	EFT7547- EFT7598	\$238,843.64
Salaries and wages	01/03/2025- 31/03/2025	\$54,522.47
<b>Total payments</b>	<b>01/03/2025- 31/03/2025</b>	<b>\$313,182.16</b>

Moved: Cr

Seconded: Cr

Vote: Simple Majority

Carried/Lost:

## 12.2 Financial Management Report for the month of March 2025

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Manager of Finance and Corporate Services
<b>Date:</b>	16 March 2025
<b>Author:</b>	Racheal King
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Attachment Item 12.2 March 2025 Monthly Financial Report

### **Purpose of Report**

For Council to receive the Monthly Financial Statement.

### **Background**

Enclosed is the Monthly Financial Report for the month of March 2025 inclusive of the Statement of Financial Activity, Current Ratios and Capital Expenditure Report.

### **Comment**

Rates were issued on 20<sup>th</sup> August 2024 with payments due in full by 28 October 2024. As of 28 February 2025, 86.50% of rates have been received, with a number of rate payers selecting the installment option. Payment arrangements will be made for those requiring it.

### **Financial Implications**

There are currently no financial implications as income and expenditure is in accordance with Budget. Amendments will be made at Budget review in terms of Grant Income and Expenditure.

## Risks

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Errors or inaccuracies in financial reports	Possible (3)	Moderate (3)	Moderate (5-9)	COMPLIANCE Minor regulatory or statutory impact	Manage by following internal policies and procedures
Non-compliance with financial reporting standards	Unlikely (2)	Major (4)	Moderate (5-9)	COMPLIANCE Some temporary non-compliances	Manage by following internal policies and procedures
System failure delaying financial reporting	Possible (3)	Moderate (3)	Moderate (5-9)	COMPLIANCE Some temporary non-compliances	Manage by following internal policies and procedures
External audit findings impacting future reporting	Unlikely (2)	Moderate (3)	Moderate (5-9)	COMPLIANCE Some temporary non-compliances	Manage by following internal policies and procedures

## Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

#### Risk Rating

<b>Risk Rating</b>	9
<b>Does this item need to be added to the Town's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	No

#### Statutory Implications

#### **Local Government (Financial Management) Regulations 1996**

#### **34. Financial activity statement report — s. 6.4**

(1A) In this regulation — **committed assets** means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —
  - a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
  - b) budget estimates to the end of the month to which the statement relates;
  - c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
  - a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
  - c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity December be shown —
  - a) according to nature and type classification; or
  - b) by program; or
  - c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
  - a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - b) recorded in the minutes of the meeting at which it is presented.

Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

### **Policy Implications**

Council resolved that in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* a variance percentage of 10% or \$10,000, whichever is greater, be adopted for reporting material variances.

### **Strategic Plan & Corporate Business Plan Implications**

#### **Civic Leadership Strategies**

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

The following outcomes and strategies have been identified to achieve this vision.

Outcome 6.1 Strong governance and leadership, demonstrating fair and equitable community values

6.1.1 Deliver sustainable governance through transparent and robust policy and processes

6.1.2 Undertake the civic duties of Council with the highest degree of ethics

Outcome 6.2 An efficient and effective organisation

6.2.1 Ensure sound long-term financial management and deliver value for money

6.2.2 Provide community leadership and lobby Federal and State Government to strengthen service provision within the Shire. Explore diverse income streams including grants

#### **Officers Recommendation**

That Council, pursuant to the *Local Government (Financial Management) Regulations 1996* adopt the Monthly Financial Report as contained in attachment 12.3 for the period ending 31 March 2025 comprising;

- a) Statement of Financial Activity
- b) Note 1 to Note 12

Moved: Cr

Seconded: Cr

Vote: Simple Majority

Carried/Lost:

### 12.3 Transfer and Sale of 36 and 38 Walston Street Tammin

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Country Women Association
<b>Date:</b>	24 March 2025
<b>Author:</b>	Chief Executive Officer
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Nil

#### **Purpose of Report**

This report is for Council to consider the purchase of the current Tammin CWA property:

- 36 Walston Road Lot 33 on plan 223141 Certificate of Title Volume 1069 Folio 322
- and the transfer of the current Tammin CWA property:
- 38 Walston Road Lot 34 on plan 223141 Certificate of Title Volume 1069 Folio 321
- to the Shire of Tammin.

#### **Background**

The Shire has been approached by the Tammin CWA Members for the possible transfer of the Tammin CWA property to be transferred to the Shire, but the CWA being able to continue the use of the facility.

CWA are prepared to transfer the property to the Shire of Tammin providing that the Shire covers the legal fees for the transfer and as part of the Agreement and purchases 36 Walston Road Lot 33 on plan 223141 Certificate of Title Volume 1069 Folio 322 for \$5,000. The Shire once rectification works are undertaken to the building and the building is made good will provide continued access to the building to the CWA Tammin branch, as well as facilitating the building to be utilised by other community organisations.

#### **Comment**

In recent times, the Tammin CWA have found the increasing cost of insurance and other building costs a burden on the small group of members, and with the recent damage to the building caused by a storm, the building is in critical need of repair. Unfortunately, the cost burden to the CWA for such works is significant. The Shire through the transfer of these properties can secure the tenure of the building for the CWA and improve the building for wider community use.

CWA as an institution has provided many benefits to the community and to the state as a whole. The group is wanting to continue to serve the community, but the financial costs of the building may be prohibitive. The building was originally gifted to CWA by a local resident and the current members want to ensure the facility still remains part of the community and the group can continue to function.

In initial discussions, a price was considered for the property, but as it was initially gifted to CWA, the CEO/ President felt that it was not right for the property to be 'sold' to the Shire for market value. Also

considering the extent of work required to the building, it was considered Council undertaking these works was compensative for the value of the property.

In discussions with the CEO from CWA Western Australia, CWA are proposing to gift the property to the Shire as long as the Shire pays for legal fees associated with the transfer and an associated cost of \$5,000 for the second lot.

The transfer/ sale of the property to the Shire will enable costs associated with the upkeep and refurbishment of the building to be met by the Shire and reduce the burden to the local members.

The Tammin CWA group is still wanting to continue, but as the group is small, costs are proving to be a burden. For many of the members, the activities of CWA do allow them to participate with others which can have many health benefits. The benefits to the Shire of allowing the continued use of the facility arrangement will be that the building will still be used on a regular basis to ensure that the maintenance of the facility is kept.

The Shire will also review community use and will facilitate the building to be allowed by the community, including any potential commercial arrangements for local business or any State Department agency.

### **Financial Implications**

The CWA are looking to transfer/ sell the properties to the Shire for the following:

- 36 Walston Road Lot 33 on plan 223141 Certificate of Title Volume 1069 Folio 322 – Sale \$5,000
- 38 Walston Road Lot 34 on plan 223141 Certificate of Title Volume 1069 Folio 321 – Gifted to the Shire of Tammin.

And all associated legal fees for the land transfer and sale. At the current time, these fees are approximately \$3,500, but an outstanding Mortgagee on the property is still listed, which to CBH – so this will be required to be lifted. This should be much simple process to discharge. There is no money owing over the mortgage, it is simply a very old mortgage that was paid out but not physically discharged at the time. An additional expense is expected but are not expected to be excessive.

The transfer of the building and surrounds will have maintenance and refurbishment costs associated with the building. The maintenance cost should be able to be covered within the Shire current property portfolio. The refurbishment costs are unknown at this point, however estimates are up to \$100,000 depending on the extent of work required. The Shire will maintain the garden of the property with assistance from the local CWA.

### **Risks**

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)



The building costs for refurbishment and maintenance costs escalate.	Unlikely (2)	Moderate (3)	Moderate (5-9)	FINANCIAL IMPACT \$50,000 - \$250,000	Manage by scheduling works appropriately and managing budgets.
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#### Risk Matrix

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

#### Risk Rating

<b>Risk Rating</b>	6
<b>Does this item need to be added to the Shire's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	No

#### Consultation

County Women's Association WA INC  
County Women's Association Tammin Branch  
Elected Members

#### Statutory Implications

Nil

#### Policy Implications

Nil

#### Strategic Plan & Corporate Business Plan Implications

#### Civic Leadership

*Objective 1 Strong governance and leadership, demonstrating fair and equitable community values.*

*CL6.1.1 Deliver sustainable governance through transparent and robust policy and processes.*

*Objective 2: An efficient and effective organisation.*

*CL6.2.1 Ensure sound long-term financial management and deliver value for money.*

**Officers Recommendation**

That Council

1. AGREES to the transfer of the CWA Property 38 Walston Road Lot 34 on plan 223141 Certificate of Title Volume 1069 Folio 321, Tammin to the Shire.
2. AGREES to purchase from the CWA 36 Walston Road Lot 33 on plan 223141 Certificate of Title Volume 1069 Folio 322 Tammin for a price of \$5,000.
3. AGREES to pay for all the legal costs associated with the sale and transfer of land for both lots on behalf of the CWA of WA.
4. **AUTHORISES** the Shire President and Chief Executive Officer to sign the transfer documents for the Tammin CWA building and affix the Shire of Tammin Common Seal.

Moved: Cr

Seconded: Cr

Vote: Absolute Majority

Carried/Lost:

## 12.4 Budget Amendment – Dam Grant & expenditure

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Manager of Finance
<b>Date:</b>	16 April 2025
<b>Author:</b>	Racheal King
<b>Item Approved by:</b>	Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	Nil

### **Proposal/Summary**

For Council to endorse an amendment to the 2024/25 Budget to allow for the receipt and expenditure of funds towards proposed works to the infrastructure supporting the Dam.

### **Background**

The Shire of Tammin has been facing quite a challenge with their current water management pump system. There has been a significant long-time issue in the pumping system at the Town Dams that has led to high water bills from the Water Corporation. The Shire are taking proactive steps to address these issues with valuable upgrades to the Town Dam electrics board and pumping system as a whole.

Shire has been successful in receiving \$83,000 from DWER for upgrades to the electrics board at the dam, installation of a standpipe, weather station and moisture readers for the soil at the oval. It is expected this project will take several months, primarily because the equipment will take time to order and construct from the supplier. Once installed the operation of the retic will be fully automated which will save significant time and water. The installation of a standpipe will also be important for long term supply for emergency services and water supply for construction projects, again saving significant money for the Shire.

With the upgrades to the electrics board and pumping system, which includes a weather station and moisture readers for the soil will see a reduction in scheme water usage and therefore a significant reduction in water costs. There will be improvements in efficiency and sustainability overall, which the system will be fully automated.

Adding a weather station to the system will enhance the accuracy of the watering schedules, ensuring that the town oval is maintained efficiently. This integration should help in conserving water and reducing costs even further.

The Shire is seeking further grants for the necessary earthworks on the existing dam and construction of a new southern dam through DWER which demonstrates the Shire's and DWER's commitment to making the system run at its full potential and increasing efficiency.

### **Comments**

The project sees the Shire of Tammin upgrading their Town Dam overall pumping and water access system with new technologies and remote access. They will be using a 22KW wall-mounted Variable Speed Drive (VSD) pump controller with Neo/Core connectivity that is designed to manage and optimize the operation of pumps.

What it will do;

- Speed Control; It has the ability to adjust the speed of the motor to match the required flow rate, which helps in reducing energy consumption and operating costs
- Enhanced Monitoring and Control; Neo/Core connectivity allows for advanced monitoring and remote control of the pump system. This means the Shire can access and manage the pump's performance from a distance, ensuring better diagnostics and maintenance
- Protection Features: The controller includes various protective functions such as overload protection, short circuit protection, and thermal protection to ensure safe and reliable operation
- User-Friendly Interface: It often comes with an intuitive interface for easy setup and operation, including features like a larger screen display and multi-pump capability. The project includes a durable and corrosion-resistant, galvanised truck fill with a threeway valve that will allow for flexible control of water flow at the Town Dam, with a dual card reader and keypad for accessing the water from the Pump Shed.

Shire has received \$83,000 from DWER for upgrades to the electrics board at the dam. This will provide full funding for all the material and installation costs. There will no impact to the Shire's budget, as this will be receipt and expenditure of the same amount, with the exception of potential delivery costs for the equipment which has not been included in the costings, however this is considered to have a negligible impact to the Shire budget.

### **Consultation**

Dan Jackson – Adapt Electrical  
Department of Water and Environmental Regulation

### **Statutory Implications**

#### **Local Government Act, 1995**

#### **6.8. Expenditure from municipal fund not included in annual budget**

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.

*\* Absolute majority required*

### **Policy Implications**

N/A

### **Financial Implications**

Costs of the works will be funded through a grant provided by the Department of Water and Environmental Regulation for \$83,000 (inc of gst). There is no impact to the current budget as the Shire are not required to provide own source funds for the project.

### **Risks**

Risk	Risk Likelihood (based on history & with existing controls)	Risk Impact / Consequence	Risk Rating (Prior to Treatment or Control)	Principal Risk Theme	Risk Action Plan (Controls or Treatment proposed)
Non-compliance with budget policies and procedures	Unlikely (2)	Major (4)	Moderate (5-9)	COMPLIANCE Some temporary non-compliances	Manage by following internal policies and procedures
Audit or regulatory scrutiny of fund reallocation	Unlikely (2)	Major (4)	Moderate (5-9)	COMPLIANCE Minor regulatory or statutory impact	Manage by following internal policies and procedures
Insufficient funds remaining for unforeseen expenses in the completed job	Possible (3)	Minor (2)	Moderate (5-9)	FINANCIAL IMPACT Less than \$10,000	Manage by following internal policies and procedures

### **Risk Matrix**

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Extreme
		1	2	3	4	5
Almost Certain	5	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

A risk is often specified in terms of an event or circumstance and the consequences that may flow from it. An effect may be positive, negative or a deviation from the expected and may be related to the following objectives: occupational health and safety, financial, service interruption, compliance, reputation and

environment. A risk matrix has been prepared and a risk rating is provided below. Any items with a risk rating over 16 will be added to the Risk Register, and any item with a risk rating over 16 will require a specific risk treatment plan to be developed.

Risk Rating

<b>Risk Rating</b>	8
<b>Does this item need to be added to the Town's Risk Register</b>	No
<b>Is a Risk Treatment Plan Required</b>	No

### **Strategic Implications**

#### **Civic Leadership Strategies**

Our Councillors and community leaders have vision, are accessible, act with transparency and integrity, and act in good faith on behalf of their constituents.

#### **Outcome 6.2 An efficient and effective organisation**

6.2.1 Ensure sound long-term financial management and deliver value for money

#### **Officers Recommendation**

That Council, *pursuant to Section 6.8 of the Local Government Act 1995*, approve the below budget amendment:

- Create an expenditure budget for Job number TD003 for \$83,000
- Create an income budget for Job number 11130090 Grant Income – Other Sport & Rec for \$83,000

Moved: Cr \_\_\_\_\_

Seconded: Cr \_\_\_\_\_

Vote: Absolute Majority

Carried/Lost: \_\_\_\_/\_\_\_\_

#### **13 MATTERS FOR CONSIDERATION – ADMINISTRATION**

Nil

#### **14. MATTERS FOR CONSIDERATION – BUILDING & HEALTH**

Nil

#### **15. MATTERS FOR CONSIDERATION – TOWN PLANNING**

Nil

**16. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**17. MATTERS FOR WHICH THE MEETING MAY BE CLOSED (S`5.23)**

**18. CLOSURE OF MEETING**

There being no further business the Shire President declared the meeting closed at \_\_\_\_pm