

# Shire of Tammin

## ORDINARY COUNCIL MEETING

### Minutes



#### NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Shire of Tammin will be held on **Wednesday 25<sup>th</sup> March 2026** at the Yorkrakine Hall at 18216 Nock Road North Tammin, commencing at **5:00pm**.

A handwritten signature in black ink, appearing to read 'Codey Redmond'.

Codey Redmond  
Acting Chief Executive Officer  
11 March 2026

#### 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 5.12 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 Rogers  
Cr Mackin

**In Attendance:** Acting CEO Codey Redmond  
MTS Michael Silver

#### **Guests:**

**Leave of Absence previously granted:**  
CEO Andrew Malone

#### **Apologies:**

### **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
25/03/2026	Char Thomson	EFT8190	Bh Thompson and sons payment in item 12.1 – Financial interest

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 – 25 February 2026**

**Officers Recommendation**

That the minutes of the Council Meeting held on the 25<sup>th</sup> of February 2026 be confirmed as a true and accurate record of proceedings.

Moved: Cr Rogers                      Seconded: Cr Thomson

Vote: Simple Majority

Carried/Lost: 6/0

For: Pr Thomson, Cr Nicholls, Cr Thomson, Cr Rogers, Cr Mackin, Cr Caffell

Against:

**9.2 Annual Electors Meeting – 25 February 2026**

**Officers Recommendation**

That the minutes of the Annual Electors Meeting held on 25<sup>th</sup> February 2026 be confirmed as a true and accurate record of proceedings. And that council notes the questions & request brought forward by the community.

Moved: Cr Nicholls                      Seconded: Cr rogers

Vote: Simple Majority

Carried/Lost: 6/0

For: Pr Thomson, Cr Nicholls, Cr Thomson, Cr Rogers, Cr Mackin, Cr Caffell

Against:

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

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

## 12. MATTERS FOR CONSIDERATION – FINANCE

### 12.1 List of Payments for February 2026

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Finance Officer
<b>Date:</b>	5 March 2026
<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 February 2026 totalling \$236,829.84 by way of:

Cheque numbers	01/02/2026 – 28/02/2026	Nil
Direct debit payments	01/02/2026 – 28/02/2026	\$12,077.26
Licensing transfers	01/02/2026 – 28/02/2026	\$6,425.30
Bank fees	01/02/2026 – 28/02/2026	\$88.65
VISA payments	01/02/2026 – 28/02/2026	\$914.71
EFT payments	EFT8189 – EFT8224	\$151,347.60
Salaries and wages	01/02/2026 – 28/02/2026	\$65,976.32
<b>Total payments</b>	<b>01/02/2026 – 28/02/2026</b>	<b>\$236,829.84</b>

**The Shire of Tammin made the following significant expenditure during the month of February 2026:**

<b>Creditor</b>	<b>Description</b>	<b>Amount</b>
B.H. Thomson & Sons	6487.10 tonnes of gravel for Tammin South Road	\$22,263.72
Gradow PTY LTD ATF AG & PF McWhirter T/AS Great Southern Fuel Supplies	4000L of diesel as per quoted price of \$1.48894L exc GST for depot	\$6,551.34
Wheatbelt Mobile Tyre Service	Fitting & supply of tyres for various vehicles - TN2334, TN365, TN3, TN1 & TN4	\$6,949.80
Aiden Thomas T/as Perth Garden Revival	40% deposit for Tamma Village reticulation project	\$6,937.60
Adapt Electrical Solutions	Electrical works: 1. Supply and install pump, irrigation and water quality package, truck fill standpipe and extra pipe work and accessories as per quote QU-0108 (final payment) 2. Various call outs at Memorial Park, Depot & Big Tanker to address issues 3. Supply sprinklers & solenoids for oval retic.	\$22,224.65
WCS Concrete	25% Procurement payment for footpaths & crossovers (Shields, Redmond & Walston Street) as per quote 116120	\$24,901.53
Water Corporation	Water consumption for various properties	\$26,837.83
WestOz Lock & Security	Deposit for renewal of master key system for town and buildings	\$10,000.00

**Comment**

Nil

**Financial Implications**

All liabilities have been settled in accordance with the Shire of Tammin 2025/2026 Operating Budget.

**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)
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 February 2026 to 28 February 2026 totalling \$236,829.84 as contained in attachments 12.1.

Municipal Fund payments totalling \$236,829.84 detailed:

Cheque numbers	01/02/2026 – 28/02/2026	Nil
Direct debit payments	01/02/2026 – 28/02/2026	\$12,077.26
Licensing transfers	01/02/2026 – 28/02/2026	\$6,425.30
Bank fees	01/02/2026 – 28/02/2026	\$88.65
VISA payments	01/02/2026 – 28/02/2026	\$914.71
EFT payments	EFT8189 – EFT8224	\$151,347.60
Salaries and wages	01/02/2026 – 28/02/2026	\$65,976.32
<b>Total payments</b>	<b>01/02/2026 – 28/02/2026</b>	<b>\$236,829.84</b>

Moved: Cr Mackin

Seconded: Cr Caffell

Vote: Simple Majority

Carried/Lost:6/0

For: Pr Thomson, Cr Nicholls, Cr Thomson, Cr Rogers, Cr Mackin, Cr Caffell

Against:

### 12.3 Financial Management Report for the month of February 2026

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Manager of Finance and Corporate Services
<b>Date:</b>	03 March 2026
<b>Author:</b>	Codey Redmond
<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 February 2026 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 February 2026 inclusive of the Statement of Financial Activity, Current Ratios and Capital Expenditure Report.

#### **Comment**

As we move through February, the Shire continues to maintain a strong financial position. Operational and maintenance programs remain on track, and several major capital works projects are set to progress in the coming months. Cash flow remains positive, supported by strong rates collection earlier in the year. This stability ensures we are well placed to deliver the increased level of activity scheduled for the second half of the financial year. A comprehensive Mid-Year Budget Review is also presented to Council in this agenda, providing an updated view of our year-to-date performance and realigning our goals.

#### **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 may 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 12.2 for the period ending 28 February 2025 comprising.

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

Moved: Cr Thomson

Seconded: Cr Mackin

Vote: Simple Majority

Carried/Lost: 6/0

For: Pr Thomson, Cr Nicholls, Cr Thomson, Cr Rogers, Cr Mackin, Cr Caffell

Against:

### 12.3 Mid-Year Budget Review 2025/26 Financial Year

<b>Location:</b>	Shire of Tammin
<b>Applicant:</b>	Manager of Finance and Corporate Services
<b>Date:</b>	25 February 2026
<b>Author:</b>	Codey Redmond
<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 12.3 – FY 2025-26 Mid-Year Budget Review

#### Proposal/ Summary

The purpose of this report is for the Shire of Tammin to consider and adopt the Budget Review Report, as at 28 February 2025 with any amendments, for the financial Year 1 July 2025 to 30 June 2026.

#### Background

The Local Government Act provides for local governments, including regional local governments, to prepare an annual budget.

The Local Government (Financial Management) Regulations 1996 33A- require local governments to undertake a review of the Annual Budget and forward *a copy of the review and determination to the Department*.

A comprehensive review of the 2025/26 Budget and year to date actuals to 28 February 2025 has been undertaken and is presented in Appendix 1. Officers have reported on major variances in accordance with the above resolution and provided comments where applicable.

#### Comment

As part of the annual budget preparation, Officers across the organisation are assigned projects and accounts within the budget for which they are responsible to monitor and manage. At the close of the second quarter, the Executive Leadership Team met to analyse these accounts and consider any variations required to the adopted budget. The review considers progress during the first part of the financial year including actual spending up to 28 February 2026, the likely operating environment over the remaining months and the estimated impact on the Shire's financial position at year end.

Note 4 provides detailed explanations for all predicted variances, identified as part of this review, outlining the drivers behind changes in income and expenditure across the budget.

Note 5 presents the detailed movement schedule for the Budget Review, showing how each proposed adjustment affects the overall financial position and the alignment to municipal funds, reserves, and project budgets.

The 2025/26 Annual Budget Review reflects the most current financial information available, comparing actuals to 28 February 2026 with updated forecasts for revenue, expenditure, and operational priorities for the remainder of the financial year.

**OPERATING ACTIVITIES****Operating Revenues – net decrease of \$16,825**

General rates	<ul style="list-style-type: none"> <li>• additional revenue brought in from interim rates adjustment</li> </ul>
Grants, subsidies and contributions	<ul style="list-style-type: none"> <li>• Reduction in anticipated Lotterywest Grant</li> </ul>
Fees and charges	<ul style="list-style-type: none"> <li>• Minor adjustments to fees and charges budget based on actuals</li> </ul>
Other revenue	<ul style="list-style-type: none"> <li>• Reduction in other revenue based on one off income received in 24/25.</li> <li>• increase in revenue for scrap metal income</li> </ul>

**Operating Expenses – net decrease of \$37,843**

Materials and contracts	<ul style="list-style-type: none"> <li>• Reallocation of Operating funds based on actuals</li> </ul>
Utility charges	<ul style="list-style-type: none"> <li>• Underbudgeted standpipe charges as a result of new water truck and grading program</li> </ul>
Insurance	<ul style="list-style-type: none"> <li>• Higher than anticipated Insurance for worker compensation due to 24/25 adjustment</li> </ul>
Other expenditure	<ul style="list-style-type: none"> <li>• higher FBT tax than budgeted</li> <li>• reduction in subscriptions</li> </ul>

**Investing Activities – net increase of \$389,023**

Capital grants, subsidies and contributions	<ul style="list-style-type: none"> <li>• Reallocation of Operating funds based on actuals</li> </ul>
Purchase of plant and equipment	<ul style="list-style-type: none"> <li>• Saving from original budget for water truck &amp; mower</li> </ul>
Purchase and construction of infrastructure-roads	<ul style="list-style-type: none"> <li>• Road grading project budget moved from capital to operational</li> </ul>
Purchase and construction of infrastructure-other	<ul style="list-style-type: none"> <li>• Increase in Masterkey expenditure (9k)</li> <li>• addition DWIR Dam Project offset by matching grant income (80k)</li> </ul>

**Financing Activities – net decrease of \$360,577**

Transfers from reserve accounts	<ul style="list-style-type: none"> <li>• Reduction in transfer from reserves due to underspend in Plant and Equipment,</li> </ul>
Transfers to reserve accounts	<ul style="list-style-type: none"> <li>• Transfer of Surplus funds to Asset Development Reserve</li> </ul>

**Other Items – net decrease of \$106,778**

Surplus or deficit at the start of the financial year	<ul style="list-style-type: none"> <li>• Difference between original adopted budget and the current closing.</li> </ul>
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### **Consultation**

Chief Executive Officer  
 Manager of Works & Services

### **Financial Implications**

The Mid-Year Budget Review realigns the Shire’s income and expenditure forecasts to reflect year-to-date performance and updated expectations for the remainder of the financial year. The review is based on maintaining a balanced budget, ensuring that any adjustments to spending or revenue targets continue to support the Shire’s overall financial sustainability.

### **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

<b>Consequence</b>  <b>Likelihood</b>	<b>Insignificant</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Extreme</b>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>

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>	1
<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 Act 1995*

##### *s6.2. Local government to prepare annual budget*

- (1) *During the period from 1<sup>st</sup> June in a financial year to 31<sup>st</sup> August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30<sup>th</sup> June next following that 31<sup>st</sup> August.*

*\*Absolute majority required.*

##### *Local Government (Financial Management) Regulations 1996, Regulation 33A*

##### *33A. Review of Budget*

- (1) *Between 1<sup>st</sup> January and 31<sup>st</sup> March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
- (a) consider the local government's financial performance in the period beginning on 1<sup>st</sup> July and ending no earlier than 31<sup>st</sup> December in that financial year; and*
  - (b) consider the local government's financial position as at the date of the review; and*
  - (c) review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

*\*Absolute majority required*

- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

### **Policy Implications**

Financial controls required to ensure sustainability of Shire operations and services to the community

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

#### **Infrastructure & Transport Strategies**

Our local town, amenities and facilities will be maintained and enhanced, ensuring that our town is one that community loves to be in and is proud of.

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

Outcome 5.1 A well-connected and serviced community accessible to all

5.1.1 Advocate for the needs of our residents for improved levels of health, water, energy, communications and transport infrastructure to be provided by State Government, to meet increasing demand and to support our growth as a community

#### **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 organization

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

**Officers Recommendation**

That Council:

1. Adopt the 2025/26 Annual Budget Review, as presented in Attachment Item 12.3 – FY 2025/26 Budget Review and notes that the estimated closing funds are based on current revenue and expenditure trends.
2. Authorize the budget amendments as per the attachment to item 12.3.
3. Determine any changes it wishes to be made.

Moved: Cr Caffell

Seconded: Cr Nicholls

Vote: Simple Majority

Carried/Lost: 6/0

For:

Against:

**13 MATTERS FOR CONSIDERATION – ADMINISTRATION**

**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 5.26 pm.