

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 27th May 2026** at the Council Chambers at 1 Donnan Street Tammin, commencing at **5:00pm**.

A handwritten signature in blue ink, appearing to read 'Andrew Malone', is written over a horizontal line.

Andrew Malone
Chief Executive Officer
20 May 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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|--|----|
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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 Rogers
Cr Mackin

In Attendance: CEO Andrew Malone
MF Codey Redmond
MTS Michael Silver

Guests:

Leave of Absence previously granted:

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 |
|------|------|---------|--------|
| | | | |

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 – 22 April 2026

Officers Recommendation

That the minutes of the Council Meeting held on the 22 April 2026 be confirmed as a true and accurate record of proceedings.

Moved: Seconded:

Vote: Simple Majority

Carried/Lost:

For:

Against:

10. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

11. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

12. MATTERS FOR CONSIDERATION – FINANCE

12.1 List of Payments for April 2026

| | |
|--------------------------------|--|
| Location: | Shire of Tammin |
| Applicant: | Finance Officer |
| Date: | 8 May 2026 |
| Author: | Kelsey Pryer |
| Item Approved by: | Chief Executive Officer |
| Disclosure of Interest: | Nil |
| File Reference: | FIN05 |
| Attachment/s: | 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 April 2026 totalling \$241,315.64 by way of:

| | | |
|-----------------------|--------------------------------|---------------------|
| Cheque numbers | 01/04/2026 – 30/04/2026 | Nil |
| Direct debit payments | 01/04/2026 – 30/04/2026 | \$12,141.66 |
| Licensing transfers | 01/04/2026 – 30/04/2026 | \$7,542.05 |
| Bank fees | 01/04/2026 – 30/04/2026 | \$10.00 |
| VISA payments | 01/04/2026 – 30/04/2026 | \$2,793.10 |
| EFT payments | EFT8297 – EFT8338 | \$156,901.05 |
| Salaries and wages | 01/04/2026 – 30/04/2026 | \$61,927.78 |
| Total payments | 01/04/2026 – 30/04/2026 | \$241,315.64 |

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

| Creditor | Description | Amount |
|--|---|---------------|
| WestOz Lock & Security | Shire Key System - Renewal (minus deposit) as per capex | \$10,883.30 |
| Youlie and Son Spreading Services | 115 Hours of water truck carting for Bungulla North Road project over 17 Days Total of 77 hours over 9 days for works on North Bungulla Road & 3 hours of maintenance grading at cemetery 4500 tonne of gravel for the widening and reconstruction of Bungulla North Rd | \$55,080.38 |
| ACD Carpentry and Construction | Final payment - CWA building refurb (ceilings up, flushing complete & painting commencing 13/04/26) | \$24,200.00 |
| Path WA PTY LTD | 22hrs of Road Train Side Tipper Wet hire + mobilisation | \$6,270.00 |
| Water Corporation | Water consumption for various properties | \$22,930.26 |

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 | Possible (3) | Moderate (3) | Moderate (5-9) | REPUTATIONAL Unsubstantiated, low impact, low profile or 'now news' item | Manage by internal policies and procedures |

| | | | | | |
|------------------------|--|--|--|--|--|
| Supplier Relationships | | | | | |
|------------------------|--|--|--|--|--|

Risk Matrix

| Consequence | | Insignificant | Minor | Moderate | Major | Extreme | |
|-------------|----------------|---------------|--------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 | |
| Likelihood | 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

| | |
|--|----|
| Risk Rating | 9 |
| Does this item need to be added to the Town’s Risk Register | No |
| Is a Risk Treatment Plan Required | 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 April 2026 to 30 April 2026 totalling \$241,315.64 as contained in attachments 12.1.

Municipal Fund payments totalling \$241,315.64 detailed:

| | | |
|-----------------------|--------------------------------|---------------------|
| Cheque numbers | 01/04/2026 – 30/04/2026 | Nil |
| Direct debit payments | 01/04/2026 – 30/04/2026 | \$12,141.66 |
| Licensing transfers | 01/04/2026 – 30/04/2026 | \$7,542.05 |
| Bank fees | 01/04/2026 – 30/04/2026 | \$10.00 |
| VISA payments | 01/04/2026 – 30/04/2026 | \$2,793.10 |
| EFT payments | EFT8297 – EFT8338 | \$156,901.05 |
| Salaries and wages | 01/04/2026 – 30/04/2026 | \$61,927.78 |
| Total payments | 01/04/2026 – 30/04/2026 | \$241,315.64 |

Moved:

Seconded:

Vote: Simple Majority

Carried/Lost:

For:

Against:

12.2 Financial Management Report for the month of April 2026

| | |
|--------------------------------|---|
| Location: | Shire of Tammin |
| Applicant: | Manager of Finance and Corporate Services |
| Date: | 20 May 2026 |
| Author: | Codey Redmond |
| Item Approved by: | Chief Executive Officer |
| Disclosure of Interest: | Nil |
| File Reference: | Nil |
| Attachment/s: | Attachment Item 12.2 April 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 April 2026 inclusive of the Statement of Financial Activity, Current Ratios and Capital Expenditure Report.

Comment

The Shire maintains a strong financial position, with capital activities nearing completion and preparations underway for the 2026–27 budget

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 | | Insignificant | Minor | Moderate | Major | Extreme | |
|-------------|----------------|---------------|--------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 | |
| Likelihood | 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

| | |
|--|----|
| Risk Rating | 9 |
| Does this item need to be added to the Town's Risk Register | No |
| Is a Risk Treatment Plan Required | 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 30 April 2026 comprising.

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

Moved:

Seconded:

Vote: Simple Majority

Carried/Lost:

For:

Against:

12.3 Confidential Item - Sundry Debtors Write-off

| | |
|--------------------------------|---|
| Location: | Shire of Tammin |
| Applicant: | Manager of Finance and Corporate Services |
| Date: | 20 May 2026 |
| Author: | Codey Redmond / Teresa Brindley-Stevens |
| Item Approved by: | Chief Executive Officer |
| Disclosure of Interest: | Nil |
| File Reference: | Nil |
| Attachment/s: | Nil |

Purpose of Report

To seek Council approval to write off sundry debtor amounts deemed unrecoverable.

Background

Sundry Debtor #322 – Bevan Klein

An amount of \$2,761.20 remains outstanding for Sundry Debtor #322 (Bevan Klein) and has been overdue since March 2025. This debt has been assessed by staff as unrecoverable.

During his employment with the Shire of Tammin, Mr Klein occupied a Shire-owned residence. The debt relates to water and electricity charges incurred in excess of the limits specified in his employment contract. The total amount exceeding his contractual allowance was \$2,881.20.

Upon his departure, an agreement was reached with the CEO for Mr Klein to repay the debt at a rate of \$30.00 per month. Payments were made intermittently, totalling \$120.00, with the last payment received in November 2025.

Mr Klein has since relocated to the Philippines, which significantly limits recovery options. On attempted communication with Mr Klein as at May, Mr Klein became abusive and threatening. It is believed that continued communication will only agitate Mr Klein's already fragile mental health. Any legal action would require his return to Australia and is considered economically unviable, with estimated recovery costs ranging between \$3,000 and \$6,000, exceeding the remaining debt.

Recovery Action to date:

- First invoice for total outstanding 10/04/2025
- Statement 05/05/2025
- Statement with warning sticker 19/06/2025
- Statement with final warning sticker 25/06/2025
- All the above were returned to sender. Also received a phone call from debtor's brother not impressed mail was being sent to his address and asked for it to stop immediately, advised he has nothing to do with his brother, does not know where he is.
- Emails from the CEO sent:
- 03/07/2025, with a 14-day notice for payment, reply received 14/07/2025 requesting payment plan of \$30.00 per month.

- Follow up email 10/10/2025, due to only one payment on the 29/07/2025 being received. Reply received same day and a \$60.00 payment made.
- Further email sent 01/12/2025, no reply received.
- Email sent 27/01/2026.
- Final Notice email sent 01/05/2026. Threatening reply received from debtor informing the CEO he has no intentions of paying anymore of the debt

Comment

Despite these efforts, the debts remain unpaid and are now considered uneconomical or impractical to pursue further due to factors such as age of the debt, lack of response from debtors and debtors’ location outside of country.

Financial Implications

The write-off will result in a minor adjustment to the Shire’s accounts but will not impact the current budget position.

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) |
|--|---|---------------------------|---|---|---|
| Continued communications for the recover the debt may result in impacted mental health or possible continued threats from Mr Klein | Possible (3) | Moderate (3) | Moderate (5-9) | REPUTATIONAL Substantiated, low impact, low news item | Accept Officer Recommendation |

Risk Matrix

| Consequence | | Insignificant | Minor | Moderate | Major | Extreme | |
|-------------|----------------|---------------|--------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 | |
| Likelihood | 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

| | |
|--|----|
| Risk Rating | 9 |
| Does this item need to be added to the Town's Risk Register | No |
| Is a Risk Treatment Plan Required | 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.

(3) 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 —

- f) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- g) budget estimates to the end of the month to which the statement relates;
- h) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- i) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
- j) the net current assets at the end of the month to which the statement relates.

(4) Each statement of financial activity is to be accompanied by documents containing —

- d) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
- e) an explanation of each of the material variances referred to in sub regulation (1)(d); and
- f) such other supporting information as is considered relevant by the local government.

(4) The information in a statement of financial activity may be shown —

- d) according to nature and type classification; or
- e) by program; or
- f) by business unit.

- (5) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be –
- c) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - d) 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

2.1.7 Rates/ Sundry Debtor Recovery (Debt Collection)

Legal action – debts will be assessed to ascertain the ability to recover. If the cost of legal action exceeds the amount of the debt, the amount may be considered for write off, subject to Council delegation, once all non-legal recovery actions have been exhausted.

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 Section 6.12(1)(c) of the Local Government Act 1995, deems the debt of \$2,761.20 owing by debtor 322 to be unrecoverable and authorises the write-off of the outstanding amount.

Moved:

Seconded:

Vote: Simple Majority

Carried/Lost:

For:

Against:

12.4 Rates – Sales of Land A1085, A335 & A512, A377

| | |
|--------------------------------|-------------------------|
| Location: | N/A |
| Applicant: | Shire of Tammin |
| Date: | 20/05/2026 |
| Author: | Teresa Brindley-Stevens |
| Item Approved by: | Chief Executive Officer |
| Disclosure of Interest: | Nil |
| File Reference: | Nil |
| Attachment/s: | |

Proposal/Summary

For Council to consider a report for the proposed sale of land to recover outstanding rates and charges in excess of 3 years, in accordance with Section 6.64(1)(b) of the *Local Government Act 1995*.

Background

There are currently 4 properties that have rates outstanding by three or more years for which it has not been possible to enter into acceptable and successful arrangements for the payment of the balance owing. In each instance, a written notification has been directed to the last known postal address of the ratepayer advising that it will be the Shire's intention to refer the matter to Council with a recommendation to sell the property in order to recover the outstanding balance.

The following is a list of those properties that have rates currently in arrears by three or more years, together with a brief history of the action taken to date.

| 1. | |
|---------------------------|---|
| Assessment | A1085 |
| Type/Zoning | Residential - Vacant Land |
| Period Outstanding | 2019/20 – 2025/26 |
| Amount Outstanding | \$3601.15 |
| Last Payment | 01/12/2023 |
| Response | Owner has not been responding to our contact or the efforts of Cloud group. |

| 2. | |
|---------------------------|---------------------------|
| Assessment | A335 |
| Type/Zoning | Residential – Vacant Land |
| Period Outstanding | 2019/2020 – 2025/26 |
| Amount Outstanding | \$6716.70 |

| | |
|---------------------|---|
| Last Payment | 16/04/2020 |
| Response | Owner has not been responding to our contact or the efforts of Cloud group. |

| | |
|---------------------------|---|
| 3. | |
| Assessment | A377 |
| Type/Zoning | Residential – Vacant Land |
| Period Outstanding | 2019/2020 – 2025/26 |
| Amount Outstanding | \$6401.34 |
| Payment | 10/09/2019 |
| Response | Owner has not been responding to our contact or the efforts of Cloud group. |

| | |
|---------------------------|---|
| 4. | |
| Assessment | A512 |
| Type/Zoning | Residential – Vacant Land |
| Period Outstanding | 2019/2020 – 2025/26 |
| Amount Outstanding | \$6401.34 |
| Payment | 10/09/2019 |
| Response | Owner has not been responding to our contact or the efforts of Cloud group. |

A summary of the owners of the properties referred to above is contained in a confidential attachment to this Agenda.

Comment

Options

Option 1 – Exercise the provisions of Section 6.64 of the *Local Government Act 1995*.

- Given the high level of debt, and the amount of time that has been afforded to enable the ratepayers to either clear or reduce the debt, it is appropriate to apply the relevant section of the *Local Government Act 1995*, empowering the sale of land provision in relation to unpaid rates and charges.

Option 2 – Exercise the provisions of Section 6.74 of the *Local Government Act 1995*

- Apply to the Minister to have the land re-vested in the Crown in the right of the State.

Option 3 – Exercise the provisions of Section 6.75 of the *Local Government Act 1995*

- Make application for the land to be vested in the Local Government

Conclusion

It is suggested that Council apply the provisions of Section 6.64 of the *Local Government Act 1995* and sell the land in respect of the unpaid rates and charges, which are in arrears for a period of excess of 3 years.

Consultation

Other Local Governments

Cloud Collections

Policy Implications

Council Policy 2.1.7 Rates and Sundry Debtor Recovery (Debt Collection)

2. Options to recover rates debt where rates are in arrears for in excess of three (3) years.

(ii) Sale of Property

If rates and service charges which are due to Council in respect of any ratable land have been unpaid for at least three (3) years, Council may take possession of the land under the provisions of Section 6.64 of the Local Government Act 1995. The approval of Council is required to be obtained before this course of action is undertaken.

Financial Implications

The sale of all 3 properties will equate to a decrease in the level of outstanding rates debt of \$34,906.45. and any additional costs associated with the sale of the properties including legal costs and real estate agent fees.

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) |
|---|---|---------------------------|---|---|---|
| Council chose to sell the properties as per the Officer Recommendation | Possible (3) | Minor (2) | Moderate (5-9) | REPUTATIONAL Substantiated, low impact, low news item | Accept Officer Recommendation |
| Council do not accept the Officer's recommendation and rates remain unpaid. | Unlikely (2) | Moderate (3) | Moderate (5-9) | FINANCIAL IMPACT \$10,000 - \$50,000 | Accept Officer Recommendation |

Risk Matrix

| Consequence | | Insignificant | Minor | Moderate | Major | Extreme | |
|-------------|----------------|---------------|--------------|--------------|-----------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 | |
| Likelihood | 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

| | |
|---|----|
| Risk Rating | 6 |
| Does this item need to be added to the Shire’s Risk Register | No |
| Is a Risk Treatment Plan Required | No |

Strategic Implications

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
- Outcome 6.2 An efficient and effective organization
 - 6.2.1 Ensure sound long-term financial management and deliver value for money

Recommendation

That Council pursuant to Section 6.64(1)(b) of the *Local Government Act 1995*, proceed to sell the properties listed hereunder which have rates in arrears for 3 or more years, and recover from the proceeds of sale the outstanding balances which total \$23,120.53 and any additional costs associated with the sale of the properties including administration and legal costs and real estate agent fees.

List of Properties by Assessment Number:

- Assessment 377
- Assessment 512
- Assessment 335
- Assessment 1085

Moved: Cr _____

Seconded: Cr _____

Vote: Absolute Majority

Carried/Lost:

For:

Against:

13 MATTERS FOR CONSIDERATION – ADMINISTRATION

13.1 2026/27 Community Grant Applications

| | |
|--------------------------------|--|
| Location: | Shire of Tammin |
| Applicant: | Manager of Finance and Corporate Services |
| Date: | 20 May 2026 |
| Author: | Codey Redmond |
| Item Approved by: | Chief Executive Officer |
| Disclosure of Interest: | Nil |
| File Reference: | Nil |
| Attachment/s: | Attachment Item 13.1 Tammin Hockey Club Grant_Application_2026_27 |
| | Attachment Item 13.2 TAMMIN PLAYGROUP - Community Grant Application Form 2026.27 - UPDATED |

Purpose of Report

Council to consider including funds in the following financial year budget to contribute towards the projects planned and outlined in the attached Community Grant applications.

Background

In April 2026, Council advertised for Community Grant applications for all sporting, community or welfare groups/organisations requiring financial assistance from Council in the 2026/27 financial year.

Applications were to be received by Tuesday, 5th May 2026 4pm.

Comment

Council received 2 application this year:

1. Tammin Women's Hockey Club
2. Tammin Playgroup

Please see the following table for a list of application requests including project specifications and amounts requested.

| No | Organization | Project | Total Project Cost | Self-Contribution | Amount requested |
|----|----------------------------|--|--------------------|--|------------------|
| 1 | Tammin Women's Hockey Club | Purchase Cutlery and equipment for Donnan park Pavillion kitchen to be used by all clubs for functions | \$500 | Club to contribute any costs exceeding \$500 | \$500 |

| | | | | | |
|-------|------------------|--|-------|--|---------|
| 2 | Tammin Playgroup | arts and crafts supplies, a large foam play mat, indoor soft play equipment including a mini ball pit, as well as cleaning supplies. | \$500 | | \$500 |
| Total | | | | | \$1,000 |

Financial Implications

A budget consideration for 2026/27 to be made for each community grant of up to \$500

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) |
|--|---|---------------------------|---|---|---|
| Council do not endorse the grant applications. | Unlikely (2) | Moderate (3) | Moderate (5-9) | REPUTATIONAL Substantiated, low impact, low news item | Accept Officer Recommendation |

Risk Matrix

| Consequence | | Insignificant | Minor | Moderate | Major | Extreme | |
|-------------|----------------|---------------|--------------|--------------|--------------|--------------|--------------|
| | | 1 | 2 | 3 | 4 | 5 | |
| Likelihood | 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

| | |
|--|----|
| Risk Rating | 4 |
| Does this item need to be added to the Town's Risk Register | No |
| Is a Risk Treatment Plan Required | No |

