



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
20 MAY 2020
COMMENCING AT 4.00 PM



**SHIRE OF THREE SPRINGS
ORDINARY COUNCIL MEETING NOTICE PAPER
20 MAY 2020**

President and Councillors,

An ordinary Meeting of Council is called for Wednesday, 20 May 2020, in the Council Chambers, Railway Road, Three Springs commencing at 4pm.

**Keith Woodward
Chief Executive Officer**

14 May 2020

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Three Springs for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Three Springs disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement occurring during Council/Committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Three Springs during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Three Springs. The Shire of Three Springs warns that anyone who has an application lodged with the Three Springs Shire Council must obtain and only should rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Three Springs in respect of the application.



Open Council Meetings - Procedures

1. All Council Meetings are open to the public, except for matters raised by Council under “Confidential Items”.
2. Members of the public may ask a question at an ordinary Council meeting under “public question time”.
3. Members of the public who are unfamiliar with meeting procedures are invited to seek advice at the meeting. If unsure about proceedings, just raise your hand when the presiding member announces public question time.
4. All other arrangements are in accordance with the Council’s standing orders, policies and decisions of the town.

Signed:

Chief Executive Officer

Date:

Disclosure of Interest Form

(Elected Members/Committee Members/Employees/Contractors)

Local Government Act 1995 (Section 5.65, 5.70 & 5.71)

To: Chief Executive Officer

☐ Ordinary Council Meeting held
on

☐ Special Council Meeting held
on

☐ Committee Meeting held on

☐ Other

Report No

Report Title

Name

☐ Elected
Member

☐ Committee

☐ Employee

☐ Contractor

Type of Interest (**see overleaf for further information*)

☐ Proximity

☐ Financial

☐ Impartiality

Nature of Interest

Extent of Interest (if intending to seek Council approval to be involved with debate and/or vote)

Name: _____ Signed: _____ Date: _____

Note 1: For Ordinary meetings of Council, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

Note 2: Employees or Contractors disclosing an interest in any matter apart from at meetings, where there is a conflict of interest including disclosures required by s5.71 are required to submit this form to the CEO as soon as practicable.

OFFICE USE ONLY

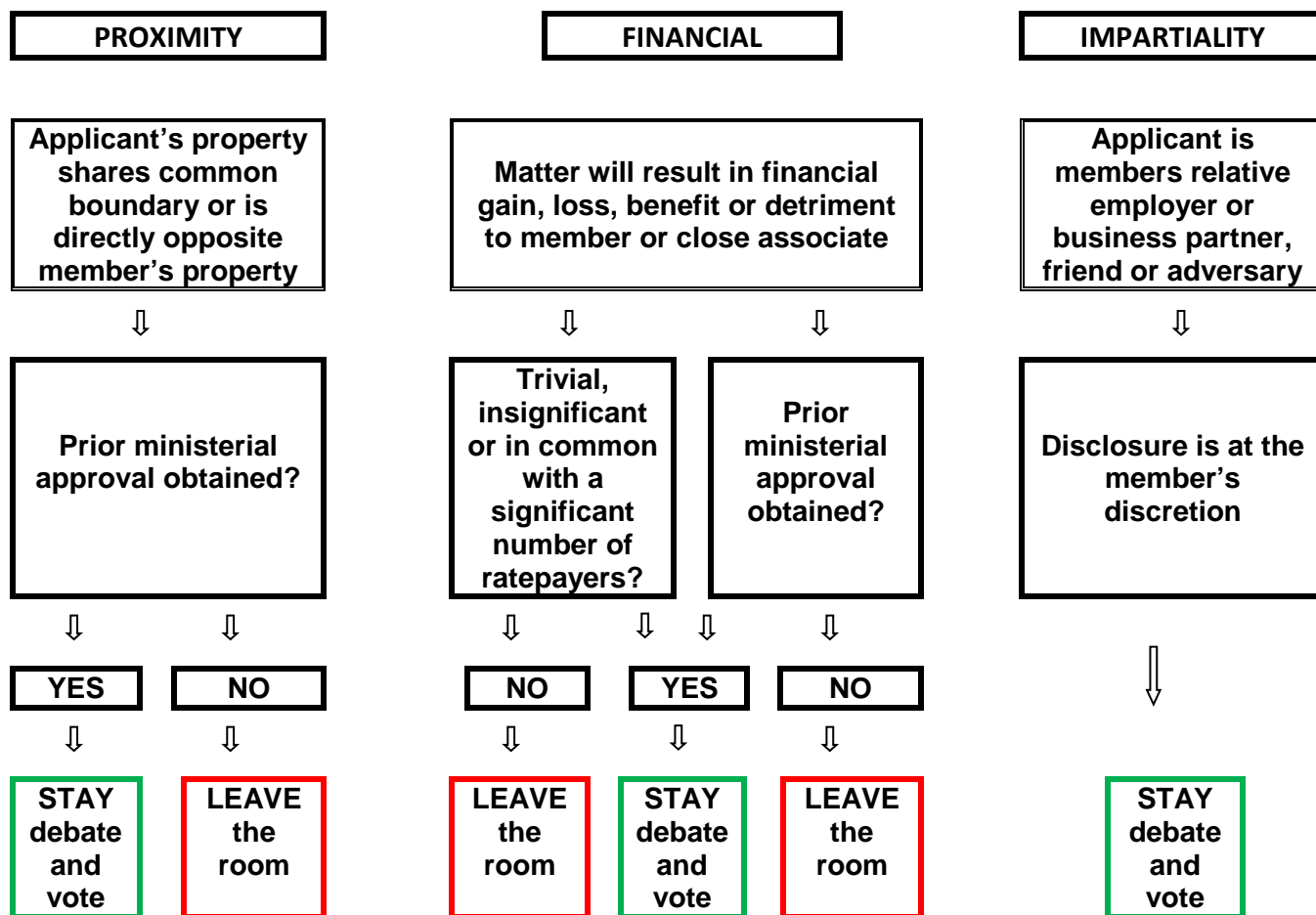
CEO

Signed:

Date:

:

* Declaring an Interest



Local Government Act 1995 - Extract

5.65 - Members' interests in matters to be discussed at meetings to be disclosed.

- (1) A member who has an interest in any matter to be discussed at a council or committee meeting that will be attended by the member must disclose the nature of the interest:
- (a) in a written notice given to the CEO before the meeting; or (b) at the meeting immediately before the matter is discussed. (Penalties apply).
- (2) It is a defence to a prosecution under this section if the member proves that he or she did not know:
- (a) that he or she had an interest in the matter; or (b) that the matter in which he or she had an interest would be discussed at the meeting.
- (3) This section does not apply to a person who is a member of a committee referred to in section 5.9(2)(f).

5.70 - Employees to disclose interests relating to advice or reports.

- (1) In this section: 'employee' includes a person who, under a contract for services with the local government, provides advice or a report on a matter.
- (2) An employee who has an interest in any matter in respect of which the employee is providing advice or a report directly to the council or a committee must disclose the nature of the interest when giving the advice or report.
- (3) An employee who discloses an interest under this section must, if required to do so by the council or committee, as the case may be, disclose the extent of the interest. (Penalties apply).

5.71 - Employees to disclose interests relating to delegated functions.

- If, under Division 4, an employee has been delegated a power or duty relating to a matter and the employee has an interest in the matter, the employee must not exercise the power or discharge the duty and:
- (a) in the case of the CEO, must disclose to the mayor or president the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter; and (b) in the case of any other employee, must disclose to the CEO the nature of the interest as soon as practicable after becoming aware that he or she has the interest in the matter. (Penalties apply)

'Local Government (Administration) Regulations 1996 – Extract

In this clause and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996:

"Interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

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AGENDA

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at:

Welcome to Country:-

The Shire of Three Springs acknowledges the traditional owners of this land – the Yamatji people, and their continuing connection to land, water and community. We pay our respects to them and their cultures, and to elders both past, present and emerging.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

	Attendance	Apologies	Approved Leave of Absences
Councillor Lane			
Councillor Connaughton			
Councillor Heal			
Councillor Mutter			
Councillor Mills			
Councillor Ennor			
Councillor Eva			
Chief Executive Officer			
Deputy Chief Executive Officer			
Manager Works			
Minutes Clerk			

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

		OCM Month	Moved	Seconded	Vote	Date
5.1	Cr.		Cr.	Cr.		
5.2	Cr.		Cr.	Cr.		
5.3	Cr.		Cr.	Cr.		

6. CONFIRMATION OF PREVIOUS MEETING MINUTES

That the Minutes of the Council meeting are confirmed as true and accurate record of proceedings.					
		Date	Moved	Seconded	Vote
6.1	OCM eMeeting 15/04/2020		Cr.	Cr.	

7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

Councillor	Activity
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Cr. Lane	
Cr. Connaughton	
Cr. Heal	
Cr. Mutter	
Cr. Mills	
Cr. Ennor	
Cr. Eva	

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

10.2	Deputation - Strike Energy – Susanne Levett
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10. REPORTS OF OFFICERS

Executive Services

10.1. Good Governance in Practice	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0211
Disclosure of Interest:	Nil
Date:	11 May 2020
Author:	Chief Executive Officer
Attachment (s):	10.1.1 WALGA 8 May 2020. Additional Advice, PAI.

Council Role:

- ☐ Advocacy When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☒ Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☒ Legislative Includes adopting local laws, local planning schemes and policies.
- ☒ Review When Council reviews decisions made by Officers.
- ☐ Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

That Council Accepts:

1. The Governance Compliance Calendar report for month of April 2020.
2. Actions Performed under Delegated Authority for the month of April 2020.

Background:

Local Governments are required to fulfil duties and functions prescribed in legislation.

This expectation is prescribed in the *Local Government Act 1995* through the CEO duties which require the management of legislative compliance.

Officer's Comment:

Compliance Table for April 2020

Compliance Action	Compliance Requirement	Section / Ref	Good Practice Resources and LG Operational Procedures	Compliance Frequency	Position Title Officer Responsible for Action Compliance	Date Completed	Records Ref (Evidence of completion)
April - Take Action							
Monthly Financial Report LG is to prepare each month a statement of financial activity reporting on the revenue and expenditure as set out in the annual budget under FM.Reg.22(1)(d). Presented at an Ordinary Council meeting within 2-months after the end of the month to which the statement relates.	Local Government Act 1995	s.6.4 FM.Reg.34	DLGSC WA Local Government Accounting Manual	Monthly	DCEO	May 2020 OCM	April report submitted to the May OCM. Minutes
Emergency Services Levy - Option A Remittance Due by: 21st of the month Option A Remittance Report - see Form B Schedule 5 and ESL Assessment Profile Return Form A	DFES - ESL Manual of Operating Procedures	Clause 5.13.	DFES -ESL Manual of Operating Procedures	Monthly	DCEO	N/A	
Elections - Enrolment Eligibility Claims (Owners and Occupiers) Register - Prepare for Elections - Review register and take action re expired Eligibility Claims (no longer property owner / claim based on occupation or nominee expired)	Local Government Act 1995	s.4.35 Elections Regs.14 and 15 Form 6 and 7	WALGA Template Enrolment Eligibility Claims Register	Biannual (Apr & Nov)	CEO/ES	20/21	No Election this year

Audit - Compliance Audit Return Action Plan Prepare a Compliance Audit Return Action Plan that assigns responsibility and timeframes for implementing outcomes / actions arising from the Compliance Audit Return. Provide Compliance Audit Return Action Plan to Council via Audit Committee for endorsement.	n/a	n/a	Operational Practice	Annual or as required	CEO/DCEO	Lodged with the DLGSC prior to the 31 March 2020	March 2020 OCM Minutes
Audit - Compliance Audit Return Action Plan Prepare an Compliance Audit Return Action Plan progress report that details progress to completing outcomes / actions arising from the Audit Report. Provide Compliance Audit Return Action Plan Progress Report to Council via Audit Committee for endorsement.	n/a	n/a	Operational Practice	Annual or as required	CEO/DCEO	Mar-20	No action required

Public Access to Information - Audit Check LG website, Library and LG office to ensure all information listed in s.5.94 and Admin. Reg.29 is publicly accessible (see s.5.96 too) and that customer service staff are trained to provide access accordingly. Audit to note limitations: s.5.95 and Admin. Regs. 29A and 29B	Local Government Act 1995	s.5.94 Admin. Reg.29 s.5.95 s.5.96 Admin. Regs 29A and 29B	WALGA - Governance Subscription Guideline - Schedule of Public Information Access	Annual	CEO/ES	The Public Access to Information has been audited. Note the attached information
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Execution of Delegation for April 2020

Date	File Reference	Delegation Number	Decision Detail	Applicant	Officer	Comment
01-Apr-20	PMT ID: 157389396	CS002 - Payments from Municipal Fund and Trust Fund	Fortnightly Payroll	NAB	Deputy Chief Executive Officer	Fortnightly Payroll PPE 31 March 2020 - \$37,746.81
01-Apr-20	PMT ID: 157392369	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Deputy Chief Executive Officer	Transfer Funds to Licensing Account Banking 31/03/2020 - \$136.85
15-Apr-20	PMT ID: 158095802	CS002 - Payments from Municipal Fund and Trust Fund	Fortnightly Payroll	NAB	Deputy Chief Executive Officer	Fortnightly Payroll PPE 14 April 2020 - \$37,709.41
16-Apr-20	PMT ID: 158224306	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Payment - Creditors	NAB	Deputy Chief Executive Officer	Creditor Payment - EFT PMT ID 158224306 for \$1,153.38
16-Apr-20	PMT ID: 158230496	CS002 - Payments from Municipal	Transfer Funds from GFH Account to	NAB	Deputy Chief	Transfer \$400,000.00 from GFH A/C to Muni A/C to

		Fund and Trust Fund	Municipal Account		Executive Officer	cover Creditor Payments
17-Apr-20	PMT ID: 158231144	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Payment - Creditors	NAB	Deputy Chief Executive Officer	Creditor Payment - EFT PMT ID 158231144 for \$404,774.95
17-Apr-20	PMT ID: 158268263	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Deputy Chief Executive Officer	Transfer Funds to Licensing Account Banking (Split Cheque) 16/04/2020 - \$395.50
23-Apr-20	PMT ID: 158569546	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Payment - Creditors	NAB	Deputy Chief Executive Officer	Creditor Payment - EFT PMT ID 158569546 for \$5,642.40
29-Apr-20	PMT ID: 158891972	CS002 - Payments from Municipal Fund and Trust Fund	Fortnightly Payroll	NAB	Deputy Chief Executive Officer	Fortnightly Payroll PPE 28 April 2020 - \$37,481.17
01-Apr-20	PMT ID: 157389396	CS002 - Payments from Municipal Fund and Trust Fund	Fortnightly Payroll	NAB	Senior Finance Officer	Fortnightly Payroll PPE 31 March 2020 - \$37,746.81
03-Apr-20	PMT ID: 157574420	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Senior Finance Officer	Transfer Funds to Licensing Account Banking 02/04/2020 - \$1,971.05
07-Apr-20	PMT ID: 157749680	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Senior Finance Officer	Transfer Funds to Licensing Account Banking 06/04/2020 - \$2,976.70
15-Apr-20	PMT ID: 158095802	CS002 - Payments from Municipal Fund and Trust Fund	Fortnightly Payroll	NAB	Senior Finance Officer	Fortnightly Payroll PPE 14 April 2020 - \$37,709.41
15-Apr-20	PMT ID: 158098656	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Senior Finance Officer	Transfer Funds to Licensing Account Banking 14/04/2020 - \$1,782.80
15-Apr-20	PMT ID: 158120637	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Trust Account	NAB	Senior Finance Officer	Transfer Funds to Trust Account - Invoice # 14419 26/03/2020 - \$1,153.38
16-Apr-20	PMT ID: 158224306	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Payment - Creditors	NAB	Senior Finance Officer	Creditor Payment - EFT PMT ID 158224306 for \$1,153.38
16-Apr-20	PMT ID: 158230496	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from GFH Account to Municipal Account	NAB	Senior Finance Officer	Transfer \$400,000.00 from GFH A/C to Muni A/C to cover Creditor Payments
16-Apr-20	PMT ID: 158231144	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Payment - Creditors	NAB	Senior Finance Officer	Creditor Payment - EFT PMT ID 158231144 for \$404,774.95
17-Apr-20	PMT ID: 158268263	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Senior Finance Officer	Transfer Funds to Licensing Account Banking (Split Cheque) 16/04/2020 - \$395.50
17-Apr-20	Chq 11606	CS002 - Payments from Municipal Fund and Trust Fund	Creditors Payment - Shire Of Chapman Valley	NAB	Senior Finance Officer	Creditors Payment - Shire Of Chapman Valley # 11606 - \$968.00
17-Apr-20	Chq 11607	CS002 - Payments from Municipal Fund and Trust Fund	Creditors Payment - Western Diagnostic Pathology	NAB	Senior Finance Officer	Creditors Payment - Western Diagnostic Pathology # 11607 - \$106.54
22-Apr-20	PMT ID: 158498972	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Senior Finance Officer	Transfer Funds to Licensing Account Banking 21/04/2020 - \$480.75
22-Apr-20	PMT ID: 158505371	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Payment - Creditors	NAB	Senior Finance Officer	Creditor Payment - EFT PMT ID 158505371 for \$824.41
22-Apr-20	Chq 11608	CS002 - Payments from Municipal Fund and Trust Fund	Creditors Payment - Synergy	NAB	Senior Finance Officer	Creditors Payment - Synergy # 11608 - \$120.56
23-Apr-20	PMT ID: 158576043	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Senior Finance Officer	Transfer Funds to Licensing Account Banking 22/04/2020 - \$94.20
23-Apr-20	PMT ID: 158569546	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Payment - Creditors	NAB	Senior Finance Officer	Creditor Payment - EFT PMT ID 158569546 for \$5,642.40

29-Apr-20	PMT ID: 158891972	CS002 - Payments from Municipal Fund and Trust Fund	Fortnightly Payroll	NAB	Senior Finance Officer	Fortnightly Payroll PPE 28 April 2020 - \$37,481.17
30-Apr-20	PMT ID: 158968632	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Senior Finance Officer	Transfer Funds to Licensing Account Banking 29/04/2020 - \$913.05
01-Apr-20	PMT ID: 157392369	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Finance Officer	Transfer Funds to Licensing Account Banking 31/03/2020 - \$136.85
03-Apr-20	PMT ID: 157574420	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Finance Officer	Transfer Funds to Licensing Account Banking 02/04/2020 - \$1,971.05
07-Apr-20	PMT ID: 157749680	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Finance Officer	Transfer Funds to Licensing Account Banking 06/04/2020 - \$2,976.70
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30-Apr-20	PMT ID: 158968632	CS002 - Payments from Municipal Fund and Trust Fund	Transfer Funds from Muni Account to Licensing Account	NAB	Finance Officer	Transfer Funds to Licensing Account Banking 29/04/2020 - \$913.05
2-Apr-20	SCM 02 April 2020	GO003 Public Notice of Council and Committee Meetings	Advertisement of Special Council Meeting 1. COVID – 19 Relief Package and Acting Chief Executive Officer	Shire of Three Springs	Executive Secretary	Advertised on Website and Notice put on Notice Board outside Shire Office

Consultation:
Nil

Statutory Environment:

Local Government Act 1995, Administration Part 5, Division 4, S.5.40

5.41. Functions of CEO

The CEO's functions are to —

- (a) advise the council in relation to the functions of a local government under this Act and other written laws; and*
- (b) ensure that advice and information is available to the council so that informed decisions can be made; and*
- (c) cause council decisions to be implemented; and*
- (d) manage the day to day operations of the local government; and*
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and*
- (f) speak on behalf of the local government if the mayor or president agrees; and*
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and*
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*

- (i) *perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.*

Local Government (Audit) Regulations 1996

17. *CEO to review certain systems and procedures*

- (1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —*
- (a) *risk management; and*
 - (b) *internal control; and*
 - (c) *legislative compliance.*
- (2) *The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.*
- (3) *The CEO is to report to the audit committee the results of that review.*

Policy Implications:

Council Policy 1100 Risk Management. The risk management objectives of this policy are:

1. *Optimise the achievement of our vision, mission, strategies, goals and objectives.*
2. *Provide transparent and formal oversight of the risk and control environment to enable effective decision making.*
3. *Enhance risk versus return within our risk appetite.*
4. *Embed appropriate and effective controls to mitigate risk.*
5. *Achieve effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.*
6. *Enhance organisational resilience.*
7. *Identify and provide for the continuity of critical operations*

The Good Governance in Practice Principles 'compliance and reporting' align with Council policy and legislation reducing organisation's risk.

Financial/Resources Implications:

Nil

Strategic Implications:

This item is relevant to the Councils approved 'Strategic Community Plan 2018-2028'

'Strategic Community Plan 2018-2028'.	
Council Objectives:	Outcome:
A long term strategically focused Shire that is efficient, respected and	4.3.2. Ensure compliance with all relevant legislation.

accountable.	
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This item is relevant to the Councils approved 'Corporate Business Plan 2017 – 2021'.

'Corporate Business Plan 2017 – 2021'.	
Scope Statement:	Project Outputs:
Nil	Nil

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.1
<p>That Council Accepts:</p> <ol style="list-style-type: none"> 1. The Governance Compliance Calendar report for April 2020. 2. The Execution of Delegation report for April 2020. 	

10. REPORTS OF OFFICERS

Executive Services	
10.2. Proposed Workforce Accommodation – Amended Application	
Agenda Reference:	CEO / TP5/20-01
Location/Address:	Shire of Three Springs
Name of Applicant:	Strike Energy
File Reference:	A766
Disclosure of Interest:	Nil
Date:	05 May 2020
Author:	Simon Lancaster, DCEO/Planning Advisor Shire of Chapman and Keith Woodward, CEO
Attachment (s):	10.2(a) - Amended application 10.2(b) - Environment Plan Summary 10.2(c) - Traffic Management Plan 10.2(d) - Bushfire Management Plan 10.2(e) - Original Main Camp Application 10.2(f) - Original Drill Camp Application

Council Role:

- | | | |
|-------------------------------------|----------------|---|
| <input type="checkbox"/> | Advocacy | When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency. |
| <input type="checkbox"/> | Executive | The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. |
| <input type="checkbox"/> | Legislative | Includes adopting local laws, local planning schemes and policies. |
| <input checked="" type="checkbox"/> | Review | When Council reviews decisions made by Officers. |
| <input checked="" type="checkbox"/> | Quasi-judicial | When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT). |

Report Purpose:

That Council:

Grant approval for the amendment of its previous 20 March 2019 approval relating to the establishment of temporary (exploration phase) workforce accommodation camps upon Lots 10107 & 10938 Natta Road, Arrowsmith East to allow for the siting of both camps upon Lot 10107 and the relocating of the associated vehicle access point as outlined in Attachment 10.1, subject to the same conditions of approval as previously applied by Council.

Background:

The applicant has been issued with a petroleum exploration permit by the Department of Mines, Industry Regulation & Safety under the *Petroleum and Geothermal Energy Resources Act 1967* and has been conducting exploratory drilling of the West Erregulla tight gas field.

Council approved an application at its 20 March 2019 meeting for 2 temporary workers accommodation camps, one located at the drill site on Lot 10938 and the other on Lot 10107 immediately north of the drill site, with the following resolution:

"That Council grant planning approval for the establishment of temporary (exploration phase) workforce accommodation camps upon Lots 10107 & 10938 Natta Road, Arrowsmith East subject to the following:

Conditions:

- 1 Development shall be in accordance with the approved plan(s) dated 20 March 2019 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed*

plans shall not be modified or altered without the prior written approval of the local government.

- 2 Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) considered by the Chief Executive Officer to represent significant variation from the approved development plan requires further application and planning approval for that use/addition.*
- 3 The applicant is to prepare, submit and adhere to a Fire Management Plan (including a Bushfire Attack Level Assessment) that meets with the requirements of the Department of Fire & Emergency Services.*
- 4 The applicant is to adhere to the undertakings as outlined in the Environment Plan.*
- 5 The installation of any directional/traffic/warning/safety signage in the vicinity of the operation access points onto the wider road network and relating to the development shall be to the requirements of the local government, with all costs met by the applicant.*
- 6 All parking of vehicles associated with the development shall be provided for within the property boundary, and the road verge area shall be kept free of such vehicles.*
- 7 The location, design and construction/upgrading of the access points onto Natta Road shall be to the requirements of the local government, with all costs met by the applicant.*
- 8 Repairing of any damage to the road network is required by reason of use of the road(s) in connection with the development and associated operations to the requirements of the local government, with all costs met by the applicant.*
- 9 The applicant is to prepare, submit and adhere to a Post Camp Rehabilitation Plan, that details post-closure obligations and clean-up and rehabilitation of the site, to the approval of the local government, with all costs met by the applicant.*

Advice Notes:

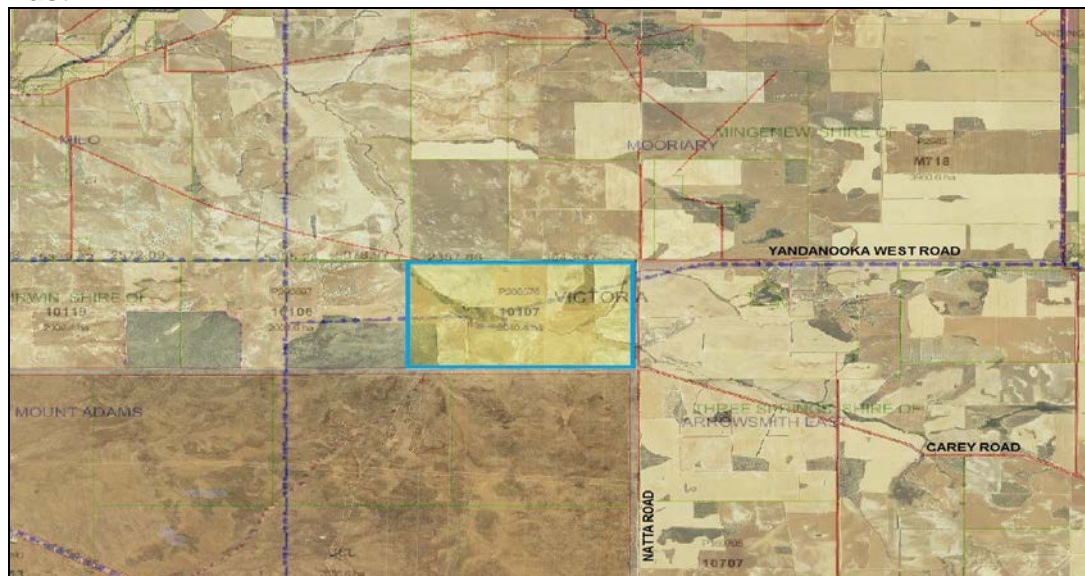
- (a) The applicant is advised that this planning approval does not negate the requirement for any additional approvals which may be required under separate legislation including but not limited to the obtaining of any required approvals from the Department of Health, the Department of Mines, Industry Regulation & Safety, the Department of Planning, Lands & Heritage, the Department of Racing, Gaming & Liquor, the Department of Water & Environment Regulation, and Main Roads WA. It is the applicant's responsibility to obtain any additional approvals required before the development/use lawfully commences.*
- (b) If an applicant is aggrieved by this determination there is a right pursuant to the Planning and Development Act 2005 to have the*

decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.”

Officer’s Comment:

Lot 10107 is a 2,040ha freehold title located on the north-western side of the Natta Road and Carey Road intersection, the property has been largely cleared and is used for farming purposes with some remnant vegetation along a watercourse running through the property.

Figure 10.1(b) – Aerial Photo of Lot 10107 Natta Road, Arrowsmith East



The applicant is proposing to return the main temporary accommodation camp to the same location upon Lot 10107 where it was previously approved by Council and operated in 2019. The main camp would operational on-site in July/August 2020 and would again be located within a 1ha footprint in the south-east corner of the lot. The camp would accommodate 45 - 50 personnel and consist of 7 transportable accommodation buildings, transportable recreation building, transportable laundry building, transportable joined kitchen/dining/storage buildings and associated water storage and pump units, generator and fuel storage, waste disposal and car parking areas.

Development approvals are generally considered under Schedule 2 Part 9 Regulation 71 of the *Planning and Development (Local Planning Schemes) Regulations 2015* to be for a period of 2 years from the date on which the determination is made unless an alternative time period is specified.

Given that the main workers accommodation camp would be located in the same position as that previously approved by Council on 20 March 2019, and it is within the 2 year approval timeframe, it is not considered that this aspect of the application requires a new Council determination.

However, the proposed relocating of the smaller temporary workers accommodation camp from the previously approved location upon Lot 10938 to a new location 3.8km north upon Lot 10107 is considered an amendment and hence this aspect of the application has been returned to Council for its consideration.

The applicant is proposing to site the smaller exploration drill site temporary workers accommodation camp within the southern boundary of Lot 10107 and approximately 2.7km back from/west of the Natta Road frontage.

The camp at the drilling site was originally approved to operate within an approximately 3.7ha footprint sited immediately alongside the drill pad and consisted of 2 transportable accommodation buildings, 3 transportable office buildings, 3 transportable workshop/storage buildings and a transportable dining building, supporting the 24 hours a day/7 days a week drilling operations.

A copy of the amended application has been provided as **separate Attachment 10.1(a)** for Council's consideration, a copy of the Environment Plan Summary as **separate Attachment 10.1(b)**, the Traffic Management Plan as **separate Attachment 10.1(c)** and Bushfire Management Plan as **separate Attachment 10.1(d)**. Copies of the original camp applications are provided as **separate Attachments 10.1(e) & (f)**.

The applicant is also seeking to relocate the 14.14m wide vehicle access point for operations on Lot 10107 approximately 200m north of the location previously used. Shire staff raise no objection to this proposal, noting that this would create a greater separation distance to the Carey Road and Natta Road intersection. It is also noted that the original application was approved subject to the following conditions, and it is recommended that any approval of this amended application be made subject to the same conditions:

- "5 The installation of any directional/traffic/warning/safety signage in the vicinity of the operation access points onto the wider road network and relating to the development shall be to the requirements of the local government, with all costs met by the applicant.*
- 6 All parking of vehicles associated with the development shall be provided for within the property boundary, and the road verge area shall be kept free of such vehicles.*
- 7 The location, design and construction/upgrading of the access points onto Natta Road shall be to the requirements of the local government, with all costs met by the applicant.*
- 8 Repairing of any damage to the road network is required by reason of use of the road(s) in connection with the development and associated operations to the requirements of the local government, with all costs met by the applicant."*

Figure 10.1(c) – Proposed location for 2 camps and access point onto Natta Road



Figure 10.1(d) – View looking north along Natta Road from Carey Road intersection



Figure 10.1(e) – View looking west towards camp sites from Natta Road

**Consultation:**

The original application was advertised for comment from 13 February 2019 until 2 March 2019 with the Shire undertaking the following actions:

- notice inviting comment being placed in the Mid West Times on 13 February 2019;
- correspondence inviting comment being sent to all landowners within 5km of the application site;
- correspondence inviting comment being sent to the following government agencies and service authorities:
 - ATCO Gas
 - Department of Aboriginal Affairs
 - Department of Biodiversity, Conservation & Attractions
 - Department of Fire & Emergency Services
 - Department of Health
 - Department of Jobs, Tourism, Science & Innovation
 - Department of Lands
 - Department of Mines, Industry Regulation & Safety
 - Department of Primary Industries & Regional Development
 - Department of Water & Environment Regulation
 - Horizon Power
 - Mid West Development Commission

- Water Corporation
- Western Power
- display of the application at the Shire office; &
- display of the application on the Shire website.

The Shire received 8 submissions, with 6 of these being from government agencies either offering no objection or minor technical comment, 1 submission objecting on the basis that the workers should be housed in Three Springs to benefit local businesses, and 1 landowner submission in support of the application. Copies of the received submissions, along with the applicant's response in relation to the issues raised during the advertising period, were provided to Councillors with the 20 March 2019 Council Agenda.

Statutory Environment:

Schedule 2 Part 9 Regulation 77 of the *Planning and Development (Local Planning Schemes) Regulations 2015* states:

"77 Amending or cancelling development approval

- (1) *An owner of land in respect of which development approval has been granted by the local government may make an application to the local government requesting the local government to do any or all of the following –*
 - (a) *to amend the approval so as to extend the period within which any development approved must be substantially commenced;*
 - (b) *to amend or delete any condition to which the approval is subject;*
 - (c) *to amend an aspect of the development approved which, if amended, would not substantially change the development approved;*
 - (d) *to cancel the approval.*
- (2) *An application under subclause (1) –*
 - (a) *is to be made in accordance with the requirements in Part 8 and dealt with under this Part as if it were an application for development approval; and*
 - (b) *may be made during or after the period within which the development approved must be substantially commenced.*
- (3) *Despite subclause (2), the local government may waive or vary a requirement in Part 8 or this Part in respect of an application if the local government is satisfied that the application relates to a minor amendment to the development approval.*
- (4) *The local government may determine an application made under subclause (1) by –*
 - (a) *approving the application without conditions; or*
 - (b) *approving the application with conditions; or*
 - (c) *refusing the application."*

Given that the amendment would not alter the scale or purpose of the temporary workers accommodation camp and relates only to its relocation (onto a lot previously approved to house the accompanying camp) Council may therefore pursuant to Regulation 77(1)(c) consider this matter.

Lot 10107 Natta Road, Arrowsmith East is zoned 'Rural' under Shire of Three Springs Local Planning Scheme No.2.

The Scheme lists the objective of the 'Rural' zone as being:

"To provide for the sustainable use of land for the agricultural industry and other uses complementary to sustainable agricultural practices, which are compatible with the capability of the land and retain the rural character and amenity of the locality."

'Workforce Accommodation' is listed as an A (i.e. a use that must be advertised prior to determination) in the 'Rural' zone. The Scheme (and the Regulations) define 'Workforce Accommodation' as being:

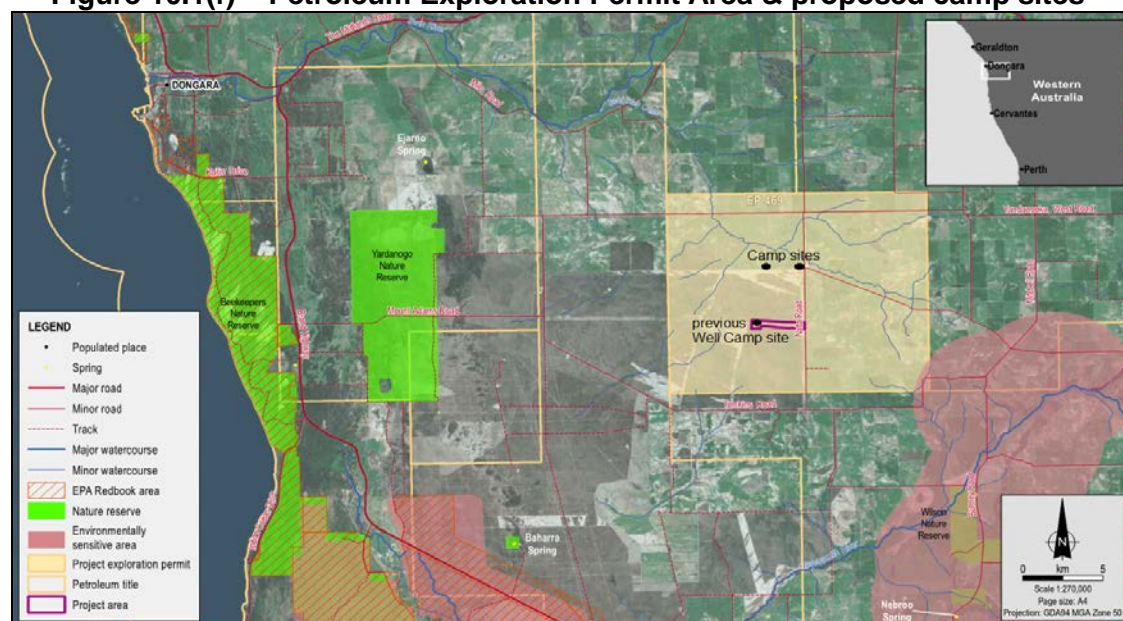
"workforce accommodation means premises, which may include modular or relocatable buildings, used –

- (a) primarily for the accommodation of workers engaged in construction, resource, agricultural or other industries on a temporary basis; and*
- (b) for any associated catering, sporting and recreation facilities for the occupants and authorised visitors."*

Section 38 of the *Petroleum and Geothermal Energy Resources Act 1967* allows the registered holder of a petroleum exploration permit to explore for petroleum and to carry on such operations and execute such works as are necessary for that purpose in the permit area. Under Section 5 of the Act petroleum is defined to include any naturally occurring hydrocarbon whether in gaseous, liquid or solid state.

The applicant has previously been issued with a petroleum exploration permit by the Department of Mines, Industry Regulation & Safety and the scope of this application to Council is limited to the matters of the 2 camps and the access point onto, and use of the local road network, and not the ultimate purpose for which these works are being undertaken as this is addressed by the overriding state approval.

Figure 10.1(f) – Petroleum Exploration Permit Area & proposed camp sites



Lot 10107 is located outside of the Arrowsmith Water Reserve.

Policy Implications:

Nil

Financial/Resources Implications:

In the event that the applicant's operations have an impact on the condition of the local road network, it is considered reasonable that a contribution to maintenance be required of the applicant to avoid financial burden on the Shire, and ensure the applicant provides compensation commensurate with additional wear imposed by traffic movements associated with their operations.

The applicant has been charged the relevant development fee of \$2,139.72 for the assessment of amended plans (calculated at 66% of the original Shire application fee).

Strategic Implications:

This item is relevant to the Councils approved 'Strategic Community Plan 2018-2028'

'Strategic Community Plan 2018-2028'.	
Council Objectives:	Outcome:
The Shire of Three Springs Strategic Community Plan 2018-2028 identifies the community's visions and is the Shire's principal strategic guide for future planning and activities, and lists the following outcomes.	Promote existing and new industry opportunities to increase employment.
	Encourage business to employ local where possible.

This item is relevant to the Councils approved 'Corporate Business Plan 2017 – 2021'.

'Corporate Business Plan 2017 – 2021'.	
Scope Statement:	Project Outputs:

The exploration phase of this project is considered to have limited short-term economic benefit to the local area, but in the event that the applicant proceeds to a following stage then there would likely be local employment opportunities created.

The Vision for the Shire of Three Springs Local Planning Strategy notes that:

"The Shire recognises the growth of the mining and resources industry within the Mid West region and considers this to be an opportunity to create new businesses and jobs. Three Springs will play a key role in providing infrastructure for industry, particularly in respect to power generation. It is noted, however, that the Shire will not encourage the extraction, storage or use of nuclear materials including power generation."

Section 3.3.1 of the Strategy lists the objective for the 'Rural Hinterland' objective as being *"to support the sustainable continuation of primary industry and agriculture activity as key economic drivers for the Shire"* and notes the following of relevance to this application:

Strategies	Actions
To only consider the establishment of Transient Workforce Accommodation facilities within the 'General Agriculture' zone when it can be demonstrated that there is no opportunity to house workers within an existing settlement.	Include 'Transient Workforce Accommodation' as an 'A' (discretionary subject to advertising) use in the 'General Agriculture' zone and a prohibited use in the 'Priority Agriculture' zone.

One of the received submissions during the advertising period made argument that *"every effort should be made to utilise the camp being unused in Three Springs"* on the basis that *"Flow on benefits in an economic sense will flow to local business operators"*.

The applicant's response to this issue was sought with the following response being received:

"During planning for the West Erregulla 2 well, Strike considered a variety of options for workforce accommodation, including being based in local communities such as Three Springs. Accommodation in Three Springs was considered unsuitable due to its distance from the well site (approximately 55km each way by road). As the drilling operations will be conducted on a 24/7 basis, Strike must, for safety reasons, minimise travel time between accommodation and the well site. In addition, shift changes at odd hours would likely introduce a noise and light impact on residents of Three Springs if the camp were to be located there. Strike recognises the opportunity to have a positive economic impact on Three Springs and will endeavour to source services and supplies from local communities wherever possible. If the West Erregulla 2 well is a success, there will be further opportunity to work with the local communities."

Council might consider that the temporary exploration drilling workers should be based in the Three Springs townsite or take the alternate view that given the property is located approximately 50km north-west of the Three Springs townsite (via Midlands Road, Arrino West Road and Carey Road) that this is not a viable proposition and they should be accommodated at, and immediately adjacent to, the drill site.

Voting Requirements:

Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:**10.2**

That Council:

That Council grant approval for the amendment of its previous 20 March 2019 approval relating to the establishment of temporary (exploration phase) workforce accommodation camps upon Lots 10107 & 10938 Natta Road, Arrowsmith East to allow for the siting of both camps upon Lot 10107 and the relocating of the associated vehicle access point as outlined in Attachment 10.1, subject to the same conditions of approval as previously applied by Council.

Works and Services	
10.3. Capital Works Status Report	
Agenda Reference:	ADM1112
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0155
Disclosure of Interest:	Nil
Date:	11 May 2020
Author:	Manager of Works
Attachment (s):	10.3.1 Capital Works Status Report

Council Role:

- ☐ Advocacy When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☐ Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☐ Legislative Includes adopting local laws, local planning schemes and policies.
- ☒ Review When Council reviews decisions made by Officers.
- ☐ Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

That Council accepts:

The Capital Works Report for April 2020.

Background:

This report provides Council with the 2019-2020 Capital Works progress update.

Officer's Comment:

Refer to the attached status report.

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

Purchasing Policy 3007.1

Financial/Resources Implications

Shire of Three Springs Adopted Budget 2019-2020

Strategic Implications:

This item is relevant to the Council's approved 'Strategic Community Plan 2018-2028'

'Strategic Community Plan 2018-2028'.	
Council Objectives:	Outcome:
Nil	Nil

This item is relevant to the Council's approved 'Corporate Business Plan 2017 – 2021'.

'Corporate Business Plan 2017 – 2021'.	
Scope Statement:	Project Outputs:
<i>Built Environment /Infrastructure</i>	Road condition Improvement
Roads Program	Safer roads
<i>Community</i>	Paths which link key arrears and increase accessibility
Pathways Program	

Voting Requirements:

Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.3
That Council accepts: The Capital Works Report for April 2020.	

10.4 REPORTS OF OFFICERS

Corporate Services

10.4. Financial Statement for Period Ending 30 April 2020

Agenda Reference:	201107
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	
Disclosure of Interest:	Nil
Date:	7 April 2020
Author:	Deputy Chief Executive Officer
Attachment (s):	10.4.1 SOTS Financial Report April 2020

Council Role:

- ☐ Advocacy When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☐ Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☒ Legislative Includes adopting local laws, local planning schemes and policies.
- ☐ Review When Council reviews decisions made by Officers.
- ☐ Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

That Council accepts:

The monthly financial report for the period ending 30 April 2020.

Background:

The Provision of the FM Regulations 1996 and associated regulations requires a monthly financial report to be presented at an ordinary council meeting within 2 months of the period end date.

- (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.

Officer's Comment:

Refer to Financial/Resources Implications

Consultation:

Nil

Statutory Environment:

The preparation of Monthly Financial reports is prepared under Section 6.4 of the Local Government Act 1995.

In accordance with FM regulation 34 (5), a report must be compiled on variances greater than the materiality threshold adopted by the council of \$10,000 or 10% whichever is greater. As this report is composed at a program level, variances commentary considers the most significant items that comprise the variance.

34. Financial activity statement required each month (Act 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); and*
- (b) budget estimates to the end of the month to which the statement relates; and*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
- (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; and*
- (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.*
- (5) *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:

Nil

Financial/Resources Implications:

As at 30 April 2020 the operating revenue was \$3,083,550. The operating Revenue is made up of Rates 70%, Grants & Subsidies 18%, Fees and Charges 7% and others 5%.

The Operating Expenditure is \$3,689,997. The Operating expenditure is made up of Employee Costs 35%, Depreciation 39%, Insurance 5%, Materials & Contracts 14%, Utilities 5% and others 2%.

Shire has collected as at 30 April 2020 – 94.10% of total outstanding rates. Outstanding rates debtors \$129,058 and General Debtors \$70,514.

Total Cash Available is \$2,500,723. Total cash is made up of Unrestricted cash \$1,003,263 and Restricted cash \$1,497,460 backed by various reserves.

Strategic Implications:

This item is relevant to the Council's approved 'Strategic Community Plan 2018-2028'

'Strategic Community Plan 2018-2028'.	
Council Objectives:	Outcome:
Nil	Nil

This item is relevant to the Council's approved 'Corporate Business Plan 2017 – 2021'.

'Corporate Business Plan 2017 – 2021'.	
Scope Statement:	Project Outputs:
Nil	Nil

Voting Requirements:

Simple Majority.

OFFICERS RECOMMENDATION:	10.4
That Council accepts:	
The monthly financial report for the period ending 30 April 2020.	

10.5 REPORTS OF OFFICERS

Corporate Services

10.5. Elected Members' Fees and Allowances For 2020-2021

Agenda Reference:	201107
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0201
Disclosure of Interest:	Nil
Date:	12 May 2020
Author:	Deputy Chief Executive Officer
Attachment (s):	10.5.1 SAT Determination April 2020

Council Role:

- ☐ Advocacy When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☐ Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☒ Legislative Includes adopting local laws, local planning schemes and policies.
- ☐ Review When Council reviews decisions made by Officers.
- ☐ Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

Report Purpose:

That Council authorises the Elected Members' Fees and Allowances for 2020-2021 as prescribed in this report.

Background:

The Elected Members of the Shire of Three Springs have unanimously decided to reduce their Fees and Allowances for 2020-21 by 26%, due to the impact of the COVID-19 pandemic. The reduction in Fees and Allowances is to support the local community in a very challenging time.

Officer's Comment:

This initiative highlights very strong leadership and commitment from the Elected Members to support the community of Three Springs in a very challenging and unprecedented time – the COVID-19 pandemic.

All Elected Members should be recognised for their forward thinking in making hard decisions to support their constituents. This demonstrates the Civic Leadership that is part of the Shire of Three Springs Strategic Community Plan.

The initiative to reduce Fees and Allowances will yield \$15,000. The savings will be transferred to the Three Springs Community Fund in the 2020-2021 Budget, which will be available for the local community via a grant process, and will be used for local projects. Shire will contribute more funds in each years' budget to build a stronger and bigger Community Fund.

The Application process and guidelines are currently being developed and will be released in 2020-21.

Consultation:

Nil

Statutory Environment:

Salary and Allowances Tribunal Determination April 2020 as per attachment 10.5.1.

Policy Implications:

Nil

Financial/Resources Implications:

The 2020/2021 Fees and Allowances for Councillors:

Annual Allowances:	2020-21	2019-20
President	\$7,500	\$10,000
Deputy President	\$1,875	\$ 2,500
Annual ICT Allowances:	\$2,000	\$ 2,000
Meeting Attendance Fees:		
President	\$200	\$400
Councillors	\$100	\$200
Prescribed Meeting Attendance Fees:		
Prescribed meeting fees	\$100	\$100

This initiative will provide an estimated savings of \$15,000 which is a 26% reduction in the Fees and Allowances when compared to 2019/2020. The associated savings will be transferred into a future community fund.

All other expenses can be reimbursed as per the Salary and Allowances Tribunal Determination April 2020.

Strategic Implications:

This item is relevant to the Council's approved 'Strategic Community Plan 2018-2028'

'Strategic Community Plan 2018-2028'.	
Council Objectives:	Outcome:
Foundation 4: Civic Leadership <ul style="list-style-type: none"> ➤ A well engaged and informed community that actively participates ➤ A long term strategically focused Shire 	A Collaborative and forward thinking community that is guided by strong leadership

<p>that is efficient, respected and accountable</p> <ul style="list-style-type: none"> ➤ Continue to provide quality local government services and facilities ➤ Improved long term planning and strategic management ➤ Working in partnership with all community, government and corporate stakeholders ➤ To be strong advocates representing the community's interest 	
--	--

This item is relevant to the Council's approved 'Corporate Business Plan 2017 – 2021'.

'Corporate Business Plan 2017 – 2021'.	
Scope Statement:	Project Outputs:
Nil	Nil

Voting Requirements:

Absolute Majority.

OFFICERS RECOMMENDATION:	10.5				
<p>That Council authorises the Elected Members' Fees and Allowances for 2020-2021 as prescribed in this report.</p>					
<p>1. Pursuant to section 5.99 of the <i>Local Government Act 1995</i> and regulation 34 of the <i>Local Government (Administration) Regulations 1996</i>, council adopts the following fees for payment of elected members individual meeting attendance fees:</p> <table> <tr> <td>President</td><td>\$200 per meeting</td></tr> <tr> <td>Councillors</td><td>\$100 per meeting</td></tr> </table>		President	\$200 per meeting	Councillors	\$100 per meeting
President	\$200 per meeting				
Councillors	\$100 per meeting				
<p>2. Pursuant to section 5.98(2) (b) and (2a) (b) of the <i>Local Government Act 1995</i> and regulation 30 (3A) of the <i>Local Government (Administration) Regulations 1996</i>, council adopts the following fees for payment of elected members Prescribed meeting attendance fees:</p> <table> <tr> <td>Elected Members</td><td>\$100 per meeting</td></tr> </table>		Elected Members	\$100 per meeting		
Elected Members	\$100 per meeting				
<p>3. Pursuant to section 5.98(5) of the <i>Local Government Act 1995</i> and regulation 33 of the <i>Local Government (Administration) Regulations 1996</i>, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:</p> <table> <tr> <td>President</td><td>\$7,500 PA</td></tr> <tr> <td>Deputy President</td><td>\$1,875 PA</td></tr> </table>		President	\$7,500 PA	Deputy President	\$1,875 PA
President	\$7,500 PA				
Deputy President	\$1,875 PA				

4. Pursuant to section 5.99(A) of the *Local Government Act 1995*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

ICT Allowance

\$2,000 PA

5. Transfer \$15,000 into the Community Fund

Corporate Services	
10.6 Accounts for Payments as at 30 April 2020	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	
Disclosure of Interest:	Nil
Date:	11 May 2020
Author:	Finance and Payroll Officer
Attachment (s):	10.6.1 Lists of creditors paid as at 30 th April 2020 is attached at

Council Role:

- ☐ Advocacy When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☒ Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☒ Legislative Includes adopting local laws, local planning schemes and policies.
- ☐ Review When Council reviews decisions made by Officers.
- ☐ Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).
-

Report Purpose:

That Council accepts:

The payment of creditors in accordance with Local Government (Financial Management) Regulations 1996 section 13 (1).

Background:

Financial regulations require a schedule of payments made through the Council's bank accounts be presented to Council for their inspection. The list includes details for each account paid incorporating payee's name, amount of the payment, date of payment and sufficient information to identify the transaction.

Officer's Comment:

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costing and that the amounts shown were due for payment.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995 Section 6.4.

Local Government (Financial Management) Regulations 1996 Section 12 and 13.

12. Payments from municipal fund or trust fund, restrictions on making

- (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.*

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (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; and*
 - (b) *the amount of the payment; and*
 - (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; and*
 - (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.*

Policy Implications:

Nil

Financial/Resources Implications:

Funds available to meet expenditure in accordance with Shire of Three Springs adopted budget 2019-2020.

Strategic Implications:

This item is relevant to the Council's approved 'Strategic Community Plan 2018-2028'

'Strategic Community Plan 2018-2028'.	
Council Objectives:	Outcome:
Nil	Nil

This item is relevant to the Council's approved 'Corporate Business Plan 2017 – 2021'.

'Corporate Business Plan 2017 – 2021'.	
Scope Statement:	Project Outputs:
Nil	Nil

Voting Requirements:

Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.6
<p>That Council accepts:</p> <ol style="list-style-type: none"> 1. The accounts for payment as presented for April, 2020 from the Municipal Fund totalling \$445,706.90, Represented by Electronic Fund Transfers No's 16038 - 16093, Cheque No's 11606 – 11608 and Direct Debits 12247.1, 12265.1, 12266.1, 12267.1, 12267.1 – 12276.7, 12292.1, 12301.1 – 12301.70 & 12305.10. 2. Licensing Fund totalling \$28,246.15 represented by Direct Debit No 12311.1. <p>and</p> <ol style="list-style-type: none"> 3. Trust Fund totalling \$1,153.38 represented by Electronic Fund Transfer No's 16036 & 16037. 	

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12. BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

- 12.1. ELECTED MEMBERS
- 12.2. STAFF

13. CONFIDENTIAL ITEMS

13.1. RECOMMENDATION TO CLOSE COUNCIL MEETING
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Reason for Confidentiality. Local Government Act 1995: Section 5.23 (2) (c) “a contract entered into, or which may be entered into, by the local government and which relates to as matter to be discussed at the meeting”.

It is a requirement of the *Freedom of Information Act 1992* that all this information is returned to the Chief Executive Officer at the completion of these items for appropriate filing to maintain confidentiality.

Once all negotiations have been completed for Agenda Item 13.1.1 this will be considered an “exempt document” in accordance with Schedule 1 of the *Freedom of Information Act 1992* denying public access.

Executive Services

13.1.1 Matter to be Considered Behind Closed Doors -Three Springs Doctor

Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0204
Disclosure of Interest:	Nil
Date:	13 May 2020
Author:	Chief Executive Officer
Attachment (s):	

Council Role:

- ☐ Advocacy When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
- ☒ Executive The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
- ☐ Legislative Includes adopting local laws, local planning schemes and policies.
- ☐ Review When Council reviews decisions made by Officers.
- ☐ Quasi-judicial When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice e.g. local planning applications, building permits, other permits/licences (e.g. under Health Act, Dog Act or local laws) and other decisions that may be appealable to the State Administrative Tribunal (SAT).

13.2. RECOMMENDATION TO RE-OPEN COUNCIL MEETING

OFFICERS RECOMMENDATION 13.2.

That Council re-open the meeting to members of the public after discussion of confidential items.

14. QUESTIONS BY MEMBERS WITHOUT NOTICE

15. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

16. TIME AND DATE OF NEXT MEETING

The Next Ordinary Council Meeting will be held on Wednesday 17 June 2020 at 4pm.

17. MEETING CLOSURE