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AGENDA
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
25 JUNE 2025
COMMENCING AT 5.30 PM

President and Councillors,

An ordinary meeting of Council is called for Wednesday, 25 June 2025, in the Council Chambers, Railway Road, Three Springs commencing at 5.30pm.

Keith Woodward PSM
Chief Executive Officer

19 June 2025

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.

Shire of Three Springs
PO Box 117, Three Springs
WA 6519

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:** ______________________

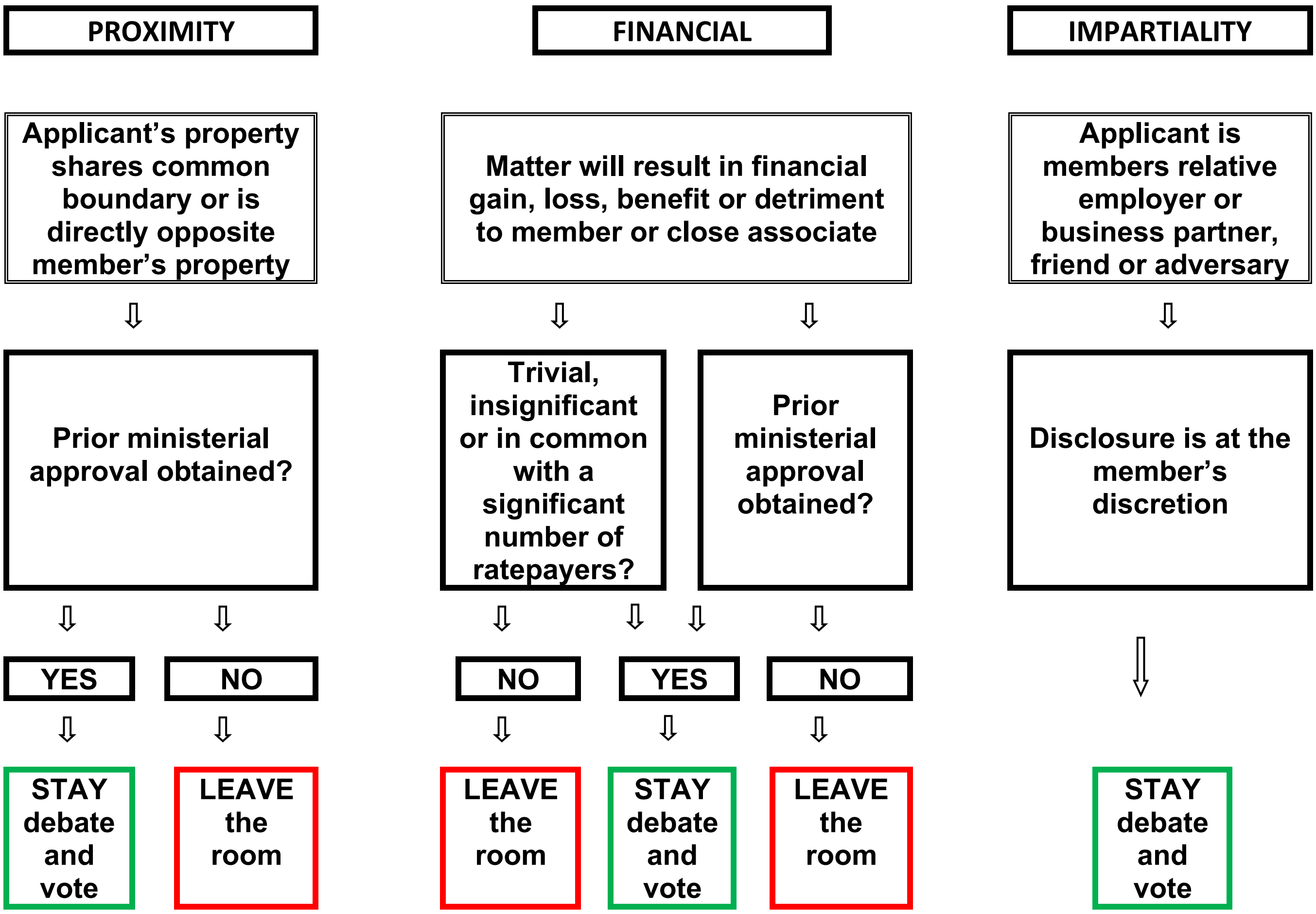
Note 1: For Ordinary meetings of Council, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

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: pm and would like to remind everyone that this meeting is being recorded.

Acknowledgement of Country: -
The Shire of Three Springs acknowledges the traditional owners of this land – the Southern 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	**Approved Leave of Absence**	**Absent**
Councillor Lane			
Councillor Eva			
Councillor Heal			
Councillor Mutter			
Councillor Ennor			
Councillor Connaughton			
Councillor Mills			
Chief Executive Officer			
Deputy Chief Executive Officer			
Manager of Infrastructure			
Executive Secretary			

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 is confirmed as true and accurate record of proceedings.					
		Date	**Moved**	**Seconded**	**Vote**
6.1	Ordinary Council Meeting	28.05.25	Cr.	Cr.	
6.2	Special Council Meeting	12.06.25	Cr.	Cr.	

7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

The Shire President reminds Council Members and Staff of the requirements of Section 5.65 of the *Local Government Act* to disclose any interest during the meeting prior to the matter being discussed.

Members of the public are cautioned against taking any action on Council decisions, on items in which they may have an interest, until such time as they have seen a copy of the Minutes of the meeting or have been advised in writing by Shire of Three Springs staff.

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

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

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

10. REPORTS OF OFFICERS

Executive Services	
10.1 Mid-West Grain Freight Route Projects- Project Update	
Agenda Reference:	
Location/Address:	Shire of Three Springs
Name of Applicant:	Manager of Infrastructure
File Reference:	ADM0523
Disclosure of Interest:	Nil
Date:	25 June 2025
Author:	Seeko Johnson, Manager of Infrastructure
Attachment (s):	Nil

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:
To provide Council with a comprehensive progress update on the Mid-West Grain Freight Route Projects as of June 2025, including construction progress, financial status, health and safety, and key issues requiring ongoing Council oversight.

Background:
In December 2024, Council awarded Tender RFT 24.25-01 to Red Dust Holdings (RDH). The project upgrades approximately 47.58 km of freight routes across several key corridors, funded via 80% Federal and 20% State contributions. GHD Pty Ltd continues as the Superintendent's Representative.

Officer's Comment:

Project Status Update:
The project is divided into four key road sections, each at varying stages of completion. The scope of works includes widening the road shoulders, sealing the pavement, reinstating the table drains, and extending the culverts.

Detour Management:

- Stage 1 detour was completed on 20 May 2025.
- Stage 2 Detour Route: Local traffic to use Wilton Well Road → Dookanooka → Turkey Flat Road. All detour works for Stage 2 are scheduled to be completed by Monday, June 30th. The contractor will demobilise on June 30 and restart the works in September depending on weather conditions.
- Stage 3 Detour Planning (in September 2025): The contractor is evaluating a sealed road detour option through Nebru Road and Arrino South Road, with final plans to be confirmed before the June 30 demobilisation. There will also be one-lane traffic controllers stationed at two locations on the Stage 3 detour.
- All associated maintenance responsibilities during detours fall under the contractor (RDH), ensuring no additional operational burden on Shire resources.
- The Shire has shared detour maps and regular updates through Facebook notifications and the Three Springs website to ensure wider community visibility. Additionally, an SMS text alert system is now implemented to provide timely notifications to residents regarding detour-related road works.

1. **Three Springs–Eneabba Road (SLK 12–40.16):**
   Subgrade preparation and embankment works have progressed significantly during May 2025, with multiple stages of gravel import, rolling and balance completed.

   The embankment works from SLK 28.0 to SLK 24.0 RHS and LHS were completed progressively with mixer preparation ongoing.

   Sealing commenced on 17 May and reached SLK 24 by 29 May.

2. **Inering Road (SLK 0–2.02):**

   Practical Completion (PC) was achieved on 13 May 2025.
   Minor outstanding work includes primer sealing at SLK 19.6 access point.

3. **Perenjori–Three Springs Road (SLK 16.4–23.9):**

   PC achieved on 13 May 2025.
   Remaining tasks include two culvert headwalls (SLK 16.87 and SLK 19.6).

4. **Three Springs–Eneabba Road (SLK 2.14–12):**
   Works postponed pending Native Vegetation Clearing Permit (NVCP) approvals.

   Ground truthing completed on 13 May 2025 identified regrowth and Environmentally Sensitive Areas (ESAs) requiring full NVCP compliance.

Photographic Record of Completed Works –

Perenjori–Three Springs Road (SLK 16.4–23.9):

Inering Road (SLK 0–2.02):

Key Milestones:

- SP3 & SP4 Practical Completion: 13 May 2025
- Sealing SP2 (SLK 40.16 to SLK 24): Completed by 29 May 2025
- Winter Construction Pause: From 30 June 2025 until September 2025
- Pending Native Vegetation Clearing Permit (NVCP) approvals required in stage 3.
- Ground truthing completed on 13 May 2025 identified regrowth and Environmentally Sensitive Areas (ESAs) requiring full NVCP compliance.
- Stage 2 Detour: The Stage 2 detour will be in place from 21 May 2025 to 30 June 2025. The designated detour route for stage 2 will follow Turkey Flat Road, Dookanooka Road, and Wilton Well Road.

Health, Safety, and Environment (HSE):

- No significant HSE incidents reported.
- Detour road speed limit concerns remain unresolved due to regulatory restrictions on gravel roads.
- Vegetation clearing approvals remain critical for remaining sections.

Key Issues and Risks:

- NVCP delays for SLK 24-12 may impact post-winter schedules.
- Stage 2 Detour unsealed roads condition (Turkey Flat, Dookanooka, Wilton Well Roads) require continued monitoring.
- Approval still pending for ecological sensitive areas.

Financial Status:

Category	Amount
• Total Project Budget	• $11,500,000
• Federal Grant (80%)	• $9,200,000
• State Grant (20%)	• $2,300,000
• Approved Contractor Budget	• $10,341,788
• Consultant Budget	• $525,000 (as of 14/04/2025)
• Variations Pending Approval	• $197,797.40
• Progress Claim 1 (March 2025)	• $363,782 (Reimbursement Received)
• Progress Claim 2 (April 2025)	• $2,204,283 (Reimbursement Received)
• Progress Claim 3 (May 2025)	• $3,474,909.96 (Submitted to MRWA on 18th June)
• Balance Remaining from Budget	• Pre-Claim 03: $8,909,891 • Post-Claim 03: $5,434,981.04 (after deducting Progress Claim 3)

Reimbursement Timeline:

- Progress Claim 1 (March 2025): MRWA payment received on 22 May 2025.
- Progress Claim 2 (April 2025): MRWA payment received on 22 May 2025.
- Payment to RDH for Progress Claim 2 was made on 3 June 2025.
- Progress Claim 3 documents were received on 18 June 2025. These documents will be forwarded to MRWA on 18 June 2025. The reimbursement payment from MRWA typically takes approximately 10 working days from the submission of the payment claim and documents to MRWA.

Strategic and Corporate Alignment:

This item is relevant to the SoTS Corporate Business Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Outcome 1.1.C	Safe, efficient and connected transport network
Outcome 6.1	Collaborate with Main Roads WA, neighbouring Shires, and regional groups to advance freight infrastructure projects.

This item is relevant to the SoTS Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Strategy 2.3.2	Completion of key road construction projects.

Voting Requirements:
Simple Majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.1**
That Council: 1. Notes the update for the Mid-West Grain Freight Route Projects. 2. The Manager of Infrastructure will provide another report to the July OCM.	

10. REPORTS OF OFFICERS

Corporate Services	
10.2 Monthly Financial Report for Periods 31 May 2025	
Agenda Reference:	DCEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0243
Disclosure of Interest:	Nil
Date:	25 June 2025
Author:	Gillian Smith, Bob Waddell & Associates, Consultant
Attachment (s):	Monthly Financial Report 31 May 2025

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 31 May 2025

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:
The 2024-2025 Budget was adopted at the Special Council Meeting held on 15 August 2024.

Further information can be found by referring 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 complied on variances greater than the materiality threshold adopted by the council of $10,000 and 10%. 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:

May 2025:

The total Cash Available as of 31 May 2025 is $7,875,184. Cash available comprises Unrestricted cash of $5,731,687 and Restricted cash of $2,143,497 primarily made up of various reserves.

Rates Debtors balance as at 31 May 2025 is $137,864. Rates Notices for 2024-25 were issued on 26 August 2024. The rates collected as at end of May 2025 was $2,969,393 – 95.56%

Operating Revenue – Operating revenue of $3,880,243 is made up of Rates – 42%, Grants - 51%, Fees and Charges - 4%, Other Revenue - 1% and Interest Earnings – 2%.

Operating Expenses – Operating expenses of $5,934,228 is made of Depreciation - 41%, Employee Costs – 31%, Materials and Contracts – 18%, Insurance – 4%, Utilities – 5%, Loss on Disposal of Assets – 0% and Other Expenditure – 1%.

Strategic Implications:
This item is relevant to the Council's approved Strategic Community Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Nil	Nil

This item is relevant to the Council's Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Nil	Nil

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.2**
That Council accepts the monthly financial reports for the periods ending 31 May 2025	

10. REPORTS OF OFFICERS

Corporate Services	
10.3 Accounts for Payments 30 April 2025	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0083
Disclosure of Interest:	Nil
Date:	25 June 2025
Author:	Jelena Brown, Assistant Finance Officer
Attachment (s):	List of creditors paid as at 30 April 2025

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 the motion from the Ordinary Meeting of Council held on the 28 May 2025, Agenda Item 10.8 Resolution 027/2025 be revoked and replaced with the correct April 2025 report.

That Council accepts the payment of creditors in accordance with Local Government (Financial Management) Regulations 1996 section 13 (1).

Background:
Council is required to revoke Resolution 027/2025 from the Ordinary Meeting of Council held on 28 May 2025 as the agenda item presented was a duplicate of Agenda Item 10.8. The correct report is presented below for Council consideration.

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 the 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 2024-2025.

Strategic Implications:
This item is relevant to the Council's Strategic Community Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Nil	Nil

This item is relevant to the Council's Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Nil	Nil

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.3**

That Council accepts:

1. That the motion from the Ordinary Meeting of Council held on the 28 May 2025, Resolution 027/2025 be revoked.
2. The accounts for payment as presented for April 2025 from the CBA Municipal Fund totalling $465,160.93.
3. Represented by Electronic Fund Transfers No's 20746 – 20794 and Direct Debits 16882.1 – 16915.1, 16921.1 – 16922.1, 16931.1 – 16933.1 and 16969.1 – 16979.1.
4. Licensing Fund totalling $18,798 represented by Direct Debit No. 16916.1 – 16920.1, 16925.1, 16934.1 – 16968.2 and 16980.1.

Total Payments for April 2025 $483,958.93

10. REPORTS OF OFFICERS

Corporate Services	
10.4 Accounts for Payments 31 May 2025	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0083
Disclosure of Interest:	Nil
Date:	25 June 2025
Author:	Jelena Brown, Assistant Finance Officer
Attachment (s):	List of creditors paid as at 31 May 2025

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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☐	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 the 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 2024-2025.

Strategic Implications:
This item is relevant to the Council's Strategic Community Plan 2024-2034.

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
Nil	Nil

This item is relevant to the Council's Corporate Business Plan 2020-2024.

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Nil	Nil

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION: 10.4

That Council accepts:

1. The accounts for payment as presented for May 2025 from the CBA Municipal Fund totalling $482,873.11.
2. Represented by Electronic Fund Transfers No's 20795 – 20869 and Direct Debits 16958.1 – 16958.7, 17002.1 – 17003.1, 17020.1 – 17023.1 and 17037.1.
3. Licensing Fund totalling $4,433.40 represented by Direct Debit No. 16993.1 – 16996.1, 17008.1 – 17015.1, 17026.1 – 17036.1 and 17038.1.

Total Payments for May 2025 $487,306.51

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. QUESTIONS BY MEMBERS WITHOUT NOTICE

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

15. TIME AND DATE OF NEXT MEETING

The Next Ordinary Council Meeting will be held on Wednesday, 23 July 2025 @ 5.30pm.

16. CONFIDENTIAL ITEMS

17. MEETING CLOSURE

There being no further business the Presiding Officer closed the meeting at pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this Council.

Signed: ____
Presiding Officer

Date: 23 July 2025