AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD ON

WEDNESDAY

26 APRIL 2023

COMMENCING AT 5.30 PM

SHIRE OF THREE SPRINGS
ORDINARY COUNCIL MEETING NOTICE PAPER
26 APRIL 2023

President and Councillors,

An ordinary meeting of Council is called for Wednesday, 26 April 2023, in the Council Chambers, Railway Road, Three Springs commencing at 5.30pm.

Keith Woodward PSM
Chief Executive Officer

20 April 2023

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:** ______________

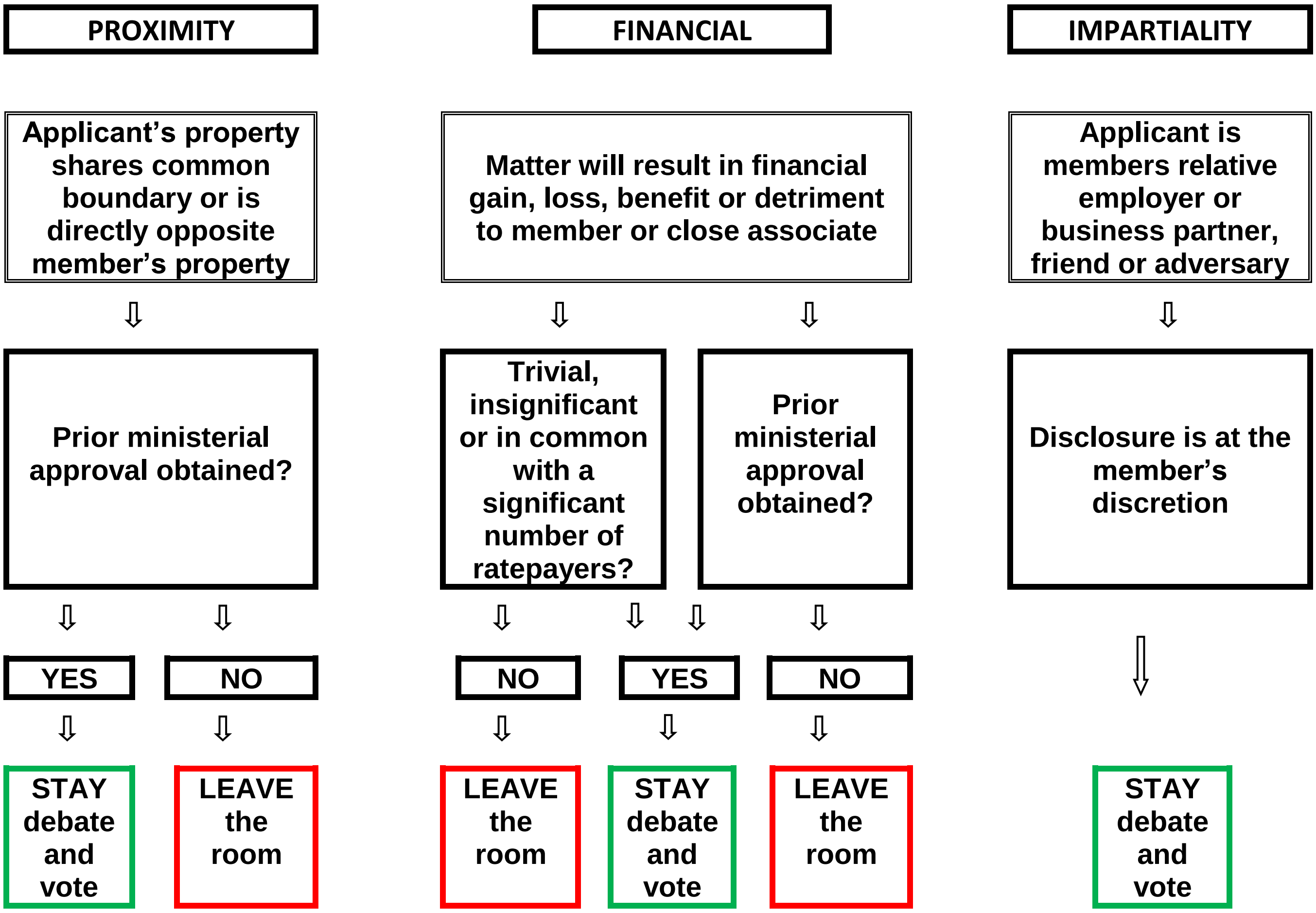
Note 1: For <u>Ordinary meetings of Council</u>, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

Note 2: Employees or Contractors disclosing an interest in <u>any matter apart from at meetings</u>, 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:

Acknowledgement of 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 Absence
Councillor Lane			
Councillor Connaughton			
Councillor Heal			
Councillor Mutter			
Councillor Mills			
Councillor Ennor			
Councillor Eva			
Chief Executive Officer			
Deputy Chief Executive Officer			
Community Development Officer			
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 are confirmed as true and accurate record of proceedings.					
		Date	**Moved**	**Seconded**	**Vote**
6.1	OCM	22.03.2023	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.

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

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

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

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:	26 April 2023
Author:	Keith Woodward, Chief Executive Officer
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:

That Council Accepts:

1. The Governance Compliance Calendar report for March 2023.
2. Actions Performed under Delegated Authority for March 2023.

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 Office of the CEO.

Officer's Comment:

Compliance Table for March 2023

Compliance Action	Compliance Requirement	Section / Ref	Good Practice Resources and LG Operational Procedures	Records Ref *(Evidence of completion)*	Comments. If Action not completed, report on plan to rectify non-compliance
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	March 2023 Report submitted to the March 2023 OCM. Reference 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	Option B Payment made 23/02/2023 – EFT18658	
Primary Returns - Request Primary Return from any new employee who is a Designated Employee. Return must be received by CEO within 3 months of the person's start day	Local Government Act 1995	s.5.75	**WALGA** - Governance Subscription - Guideline - Primary and Annual Returns Management **DLGSC** Operational Guideline No.21 Disclosure of Financial Interests in Returns	No new designated employees.	
Financial Interests Register - **Review** Review register to remove Primary and Annual Returns (not other interest disclosures) from the Financial Interest Register that relate to persons who are no longer Designated Employees (resigned or changed roles) or for Elected Members who have resigned. Returns that are removed are to be kept by the CEO as LG	Local Government Act 1995	s.5.88(3)(4)		Financial Interests Register is up to date.	

Record for at least 5 years after the person ceased to be a Designated Employee.					
Emergency Services Levy - Option B Payment Due by: 21 March and ESL Assessment Profile Return Form A	DFES - ESL Manual of Operating Procedures		**DFES** -ESL Manual of Operating Procedures	Form A 2022-2023 returned to DFES 22.08.2022	
Compliance Audit Return - Report to Audit Committee Compliance Audit Return, report considered by Audit Committee, with recommendations to Council. **<u>Note</u>** - Schedule Committee / Council consideration with sufficient time to enable submission to DLGSCI by 31 March	Local Government Act 1995	s.7.13(1)(i) Audit.Regs. 13, 14 and 15		Compliance Audit Return to the Audit & Risk Committee and then to Council on 22.03.2023.	
Compliance Audit Return - Report to DLGSCI Compliance Audit Return certified by CEO and President / Mayor. Copy of Compliance Audit Return and Council report / minutes provided to Executive Director of DLGSCI DUE: 31 March	Local Government Act 1995	s.7.13(1)(i) Audit.Regs. 13, 14 and 15		Completed and signed Compliance Audit Return 2022 to DLGSCI on 23.03.2023 with Minutes of Council Meeting of 22.03.2023.	
Valuer General Information **Due 14th day** of each month - providing schedules of: Prepared by the City of Geraldton • building licenses issued • building license works completed • registered plans and amendments under the Strata Titles Act 1985	Valuation of Land Act 1978	s.37		Prepared by the City of Geraldton.	

Execution of Delegation for March 2023

Date	File Ref	Delegation Number	Decision Detail	Applicant	Initiating Officer	1st Auth.	2nd Auth.	Comment
08-Mar-23	PMT ID: F303085441991	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	AFO	DCEO	CEO	Weekly Creditor Payments totalling $17,715.17 PMT ID: F303085441991
14-Mar-23	PMT ID: F303145779551	CS002 - Payments from Municipal Fund and Trust Fund	Transfer of Funds between the Maximiser and Municipal Accounts	CBA-Maxi	FO	DCEO	CEO	Transfer of Funds from the Maximiser Account to the Municipal Account $120,000.00 PMT ID: F303145779551
14-Mar-23	PMT ID: F303145806955	CS002 - Payments from Municipal Fund and Trust Fund	Fortnightly Payroll Through CBA Muni	CBA-Muni	FO	DCEO	CEO	Fortnightly Payroll through the CBA Muni Bank $42,462.96 PMT ID: F303145806955
15-Mar-23	PMT ID: F303155873345	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	AFO	DCEO	CEO	Weekly Creditor Payments totalling $49,485.79 PMT ID: F303155873345
15-Mar-23	PMT ID: F303155879842	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	AFO	DCEO	CEO	Weekly Creditor Payments totalling $93.50 PMT ID: F303155879842
21-Mar-23	PMT ID: F303216223750	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	FO	DCEO	CEO	Weekly Creditor Payments totalling $10,828.00 PMT ID: F303216223750
23-Mar-23	PMT ID: F303236376161	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	FO	DCEO	CEO	Weekly Creditor Payments totalling $55,691.05 PMT ID: F303236376161
24-Mar-23	PMT ID: F303246465084	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	FO	DCEO	CEO	Weekly Creditor Payments totalling $20,084.40 PMT ID: F303246465084
24-Mar-23	PMT ID: F303246465177	CS002 - Payments from Municipal Fund and Trust Fund	Funds Transfer between Maxi and Muni for payments	CBA-Muni	FO	DCEO	CEO	Funds Transfer form the Maximiser Account to the muni Account for Payroll and Creditor Payments totalling $150,000.00 PMT ID: F303246465177
30-Mar-23	PMT ID: F303306805470	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	AFO	DCEO	CEO	Weekly Creditor Payments totalling $19,900.67 PMT ID: F303306805470

30-Mar-23	PMT ID: F303306806432	CS002 - Payments from Municipal Fund and Trust Fund	Weekly Creditor Payments	CBA-Muni	AFO	DCEO	CEO	Weekly Creditor Payments totalling $$2,135.00 PMT ID: F303306806432

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 sub-regulation (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 accountable.	4.3.2. Ensure compliance with all relevant legislation.

This item is relevant to the Councils approved 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:	**10.1**
That Council Accepts: 1. The Governance Compliance Calendar report for March 2023. 2. The Execution of Delegation report for March 2023.	

10. REPORTS OF OFFICERS

Executive Services	
10.2. Lot 10 Glyde Street, Three Springs.	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	CEO
File Reference:	ADM
Disclosure of Interest:	
Date:	26 April 2023
Author:	Keith Woodward, Chief Executive Officer
Attachment (s):	Regional Development Assistance Program Application Regional Development Assistance Program Application 2

■	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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☐	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 approves:

1. The 2023 Shire of Three Springs Regional Development Assistance Program application to acquire Western Australian Planning Commission Development Approval for the construction of a new subdivision on Lot 10 Glyde Street, Three Springs. The application will consist of two phases:

    - Phase one will focus on obtaining Western Australian Planning Commission Development approval to make the project shovel-ready. This approval will be valid for four years.
    - Phase two involves the construction of the subdivision by Development WA, provided there is sufficient demand for the land.

2. These processes require Lot 10 Glyde Street, Three Springs, to be ceded to Development WA.

3. The Chief Executive Officer, in conjunction with Development WA, investigate the specialised development of the section of Lot 10 that was previously developed by Karara Mining.

Background:

The Shire of Three Spring Council and Chief Executive Officer (CEO) determined that one of the 2023 strategic objectives was to *'Obtain approved development plans for Lot 10 Glyde Street Site in conjunction with Development WA'*. In response to this strategic directive, the CEO met with Development WA in Three Springs, assessed the site and discussed a way forward. The outcome of these meetings was:

1. The Shire of Three Springs (Shire) is the owner of Lot 10 Glyde Street.

2. The Shire plans to seek Regional Development Assistance Program (RDAP) funding to develop a small residential subdivision that will address the housing needs of the upcoming infrastructure projects in the area. The Shire believes that enabling the operational workforce associated with these projects to live in the Three Springs townsite will have a positive impact on the region's economic and social sustainability. However, due to the Shire's lack of expertise, financial resources, and personnel, they are requesting Development WA's assistance in undertaking this development.

3. The proposed residential subdivision is estimated to yield 20 lots which will be for residential use. The minimum size of the residential lots will be 807m2, with an average size of 855m2. Ten of the proposed lots will have frontage to Gooch Street, an existing sealed and gazetted road. To provide road frontage to the remaining lots, an extension of Millard Drive and Walster Street is proposed. The extensions of both roads will have a road reserve width of 20 metres to maintain consistency with the existing road network. The extension of Walster Street will form a loop road, improving accessibility to the new lots.

4. Should Development WA approve the Shire's submission of Three Springs, the Shire will be required to cede Lot 10 Glyde Street to Development WA.

5. Development WA has introduced a new lot price strategy:

   - *New Lots developed under RDAP released from 1 June 2022 will be the greater of:*
     - *the valuation, where the pricing would equal or exceed the cost of production; or*
     - *the valuation plus 25% (with a minimum lot list price of $40,000 (GST inclusive)).*

6. The Shire will be required to submit a Regional Development Assistance Program application.

7. A Western Australian Planning Commission (WAPC) *'Approval Subject To Conditions Freehold (Green Title) Subdivision'* should be obtained.

8. The aforementioned WAPC approval would mean that the subdivision project would be shovel-ready if demand from prospective purchasers (such as industry groups and/or a pre-commitment from the Shire) can be established.

Officer's Comment:
Housing availability has become a pressing challenge for Three Springs with a significant gap between supply and demand leading to an increasing lack of affordability. This situation threatens the town's ability to sustain the growth of a productive working population, attract investment in diverse housing typologies, and allocate adequate stock to supply social and affordable housing. Stakeholders have identified critical shortages for government workers, key industry, and seasonal workers, including those employed in the agricultural, tourism, construction, and mining/resources sectors.

The Regional Development Assistance Program (RDAP), with funding support from the State Government, helps local authorities build communities across Western Australia. The RDAP was created to tackle the high costs linked with regional WA's subdivision development, which can make it unfeasible for developers and the release of land supply in regions where privately developed land is often scarce or non-existent.

Through the RDAP, the State Government provides funding to deliver regional projects which are essential in supporting revitalisation and growth of regional towns and centres. Potential projects are assessed against established criteria outlined in the submission guide.

Under the RDAP, local authorities can apply to Development WA for assistance to progress potential land development projects in their local government areas.

Consultation:
Development WA
Midwest Development Commission
Infrastructure Australia

Statutory Environment:
Planning and Development Act 2005.

Policy Implications:
Nil

Financial/Resources Implications:
Although Council does not receive any financial return from the sale of the land, its rate base will increase over time.

Strategic Implications:
This item is relevant to the Council's Strategic Community Plan 2018-2028.

Strategic Community Plan 2018-2028	
Council Objectives:	**Outcome:**
Foundation 1: Economic Development	1.1.2 Approach Landcorp to assist in the development of land and services for industry and housing.
Foundation 4: Civic Leadership	1.6.2 Develop and maintain attractive and affordable housing 4.2 A long-term, strategically focused Shire that is efficient, respected and accountable.

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

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
Outcome 1.2 Increase the availability of land and improve services for housing and industry.	1.2.2 Approach Landcorp to assist in the development of land and services for industry and housing.
Outcome 1.6 Attract and maintain a stable workforce.	1.6.2 Develop and maintain attractive and affordable housing.

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.2**
That Council approves: 1. The 2023 Shire of Three Springs Regional Development Assistance Program submission. 2. To cede Lot 10 Glyde Street or part of Lot 10 Glyde Street to Development WA. 3. The Chief Executive Officer, in conjunction with Development WA, to investigate the specialised development of the section of Lot 10 that was previously developed by Karara Mining.	

10. REPORTS OF OFFICERS

Executive Services	
10.3. Proposed Extractive Industry (Gravel)	
Agenda Reference:	
Location/Address:	Lot 10213 Ding Road, Arrowsmith East
Name of Applicant:	C & R Patmore
File Reference:	ADM0168
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Simon Lancaster, Planning Advisor Keith Woodward, Chief Executive Officer
Attachment (s):	Attachment 10.3.1 – received application Attachment 10.3.2 – received submissions Attachment 10.3.3 – Schedule of Submissions

Council Role:

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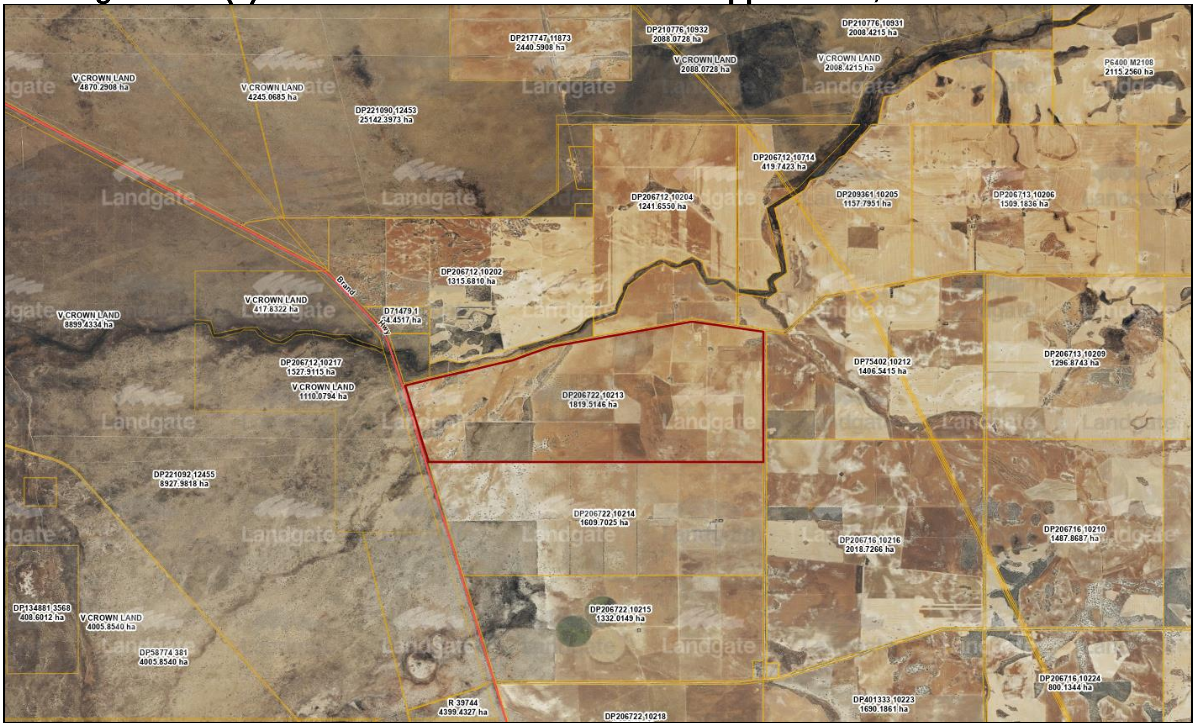
☐	Legislative	Includes adopting local laws, local planning schemes and policies.
☐	Review	When Council reviews decisions made by Officers.
■	Quasi-judicial	When Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation 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:
Council is in receipt of an application to establish a second commercial gravel pit upon Lot 10213 Ding Road, Arrowsmith East. This report recommends that Council grant conditional approval to the application for a period of 5 years.

Background:
Lot 10213 is a 1,819.5ha farming property bordered by the Brand Highway to the west, Skipper Road to the north and Ding Road to the east.

Figure 10.3(a) – Location Plan for Lot 10213 Skipper Road, Arrowsmith East



The landowner of Lot 10213 (C & R Patmore) currently operates a gravel pit that accesses onto Skipper Road at a location approximately 6km east of the Brand Highway intersection that was first approved by Council at its 18 May 2011 meeting, with condition that the approval was for 12 months and for the extraction of 6,000m³ of gravel.

On 31 October 2011 the landowner applied to extend the gravel extraction operation to 50,000m³ and this was approved by the Shire.

The landowner applied for subsequent extensions of approval with 2015 correspondence from the carting contractor (Dudawa Haulage) estimating gravel extraction to have been 25,000m³ in the period 2011-2015, with potential for up to 10,000m³ annually in future years dependant upon demand (typically Main Roads WA or Shire projects).

The most recent approval of the Skipper Road gravel pit by Council was at the 20 November 2019 meeting, the minutes from which can be viewed at the following link:
[1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS (threesprings.wa.gov.au)]

However, this existing gravel pit is now encroaching into an area close to a farm residence that the landowner would prefer not to disturb. The landowner is therefore seeking to develop a new gravel pit upon Lot 10213 that would be 2.3km to the south-east of the existing pit. The proposed new gravel pit would access Ding Road at a location approximately 2.5km south of the Skipper Road and Ding Road intersection.

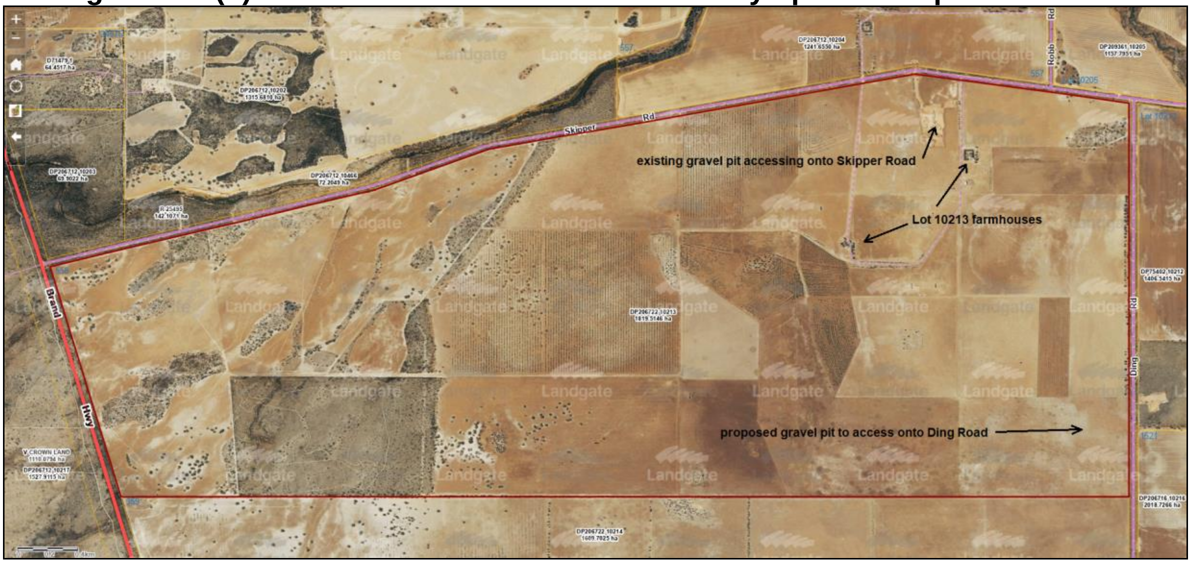
A copy of the 2nd gravel pit application has been provided as **Attachment 10.3.1**.

In support of their application the landowner has advised:

> *"The pit will be adjacent to the road.*
> *Stockpiles will be in various parts of the pit and maximum 3m high.*
> *Depth of excavation will be 1m.*
> *Approx 3000 cubic metres per year based on past work.*

Total will depend on the extent of the resource which is currently unknown.
Hours of operation will be daylight hours only.
Truck movements (based on 3000 cubes per year) will be 2 per week on average.
Machinery used will be one dozer, one loader and several trucks, but only spasmodic.
Road signage as needed. Clear vision long distance in both directions.
Gate will be closed as needed. Machinery not kept on site except occasionally.
Lifespan depends on resource. Maybe 5 years.
Rehabilitation by replacing overburden (topsoil)."

Figure 10.3(b) – Aerial Photo of Extractive Industry operation upon Lot 10213



Officer's Comment:
The proposed 2nd gravel pit location would be located upon a previously cleared portion of Lot 10213, away from areas of remnant vegetation or watercourses.

The Environmental Protection Authority's 'Guidance for the assessment of environmental factors – separation distances between industrial and sensitive land uses' notes that dust and noise are the impacts most commonly associated with Extractive Industries (that do not involve blasting).

The EPA Guidelines do not prescribe a buffer distance for Gravel Extractive Industries, instead deeming that buffer distances should be set on a case by case basis. However, as some form of indication it is noted that the EPA Guidelines prescribe a buffer distance of 300-500m for Sand Extractive Industries (dependent upon the size of the operation).

The nearest third-party residence to the proposed new gravel pit site is located 1.87km to the south upon Lot 10214 which is owned by Australian Executor Trustees Limited.

The next closest residence is 2.05m north-west of the proposed gravel pit, but this would not be deemed a third-party residence, given it is located upon the same property (Lot 10213) as the Extractive Industry.

Figure 10.3(c) – Closest residences to proposed Extractive Industry (Gravel)

The impacts often associated with extractive industries, other than noise and dust impacts from the quarrying activities themselves, can relate to associated truck movements. It is noted that the existing Skipper Road gravel pit upon Lot 10213 has operated on an intermittent, as required, basis since its commencement and it is considered likely that this would continue to be the case with the Ding Road gravel pit.

The applicant has previously advised that the anticipated traffic impacts associated with the Extractive Industry would be as follows:

> *"The maximum truck movements per day would be around 10. However there has only been a total of 16 truck movements for the entire year of 2019 and 90 for 2018. I don't anticipate any major changes in forthcoming years. This is a small scale operation."*

The proposed gravel pit would access onto a straight, flat section of Ding Road that would offer reasonable sightlines in both directions, particularly from the raised elevation afforded to truck drivers, when entering onto the road network. Council has the ability, should it approve the application, to impose condition that the crossover must be located in a position that is to its satisfaction, and must also be constructed and maintained to its requirements.

Consultation:
The application was advertised for comment from 2 March 2023 until 24 March 2023 with the Shire writing to all landowners within 5km of the proposed gravel pit site inviting comment, placing a copy of the application on its website and available for viewing at the Shire office, and also writing to the following government agencies and service authorities:

- ATCO Gas;
- Australian Gas Infrastructure Group;
- Department of Biodiversity, Conservation & Attractions;
- Department of Fire & Emergency Services;
- Department of Health
- Department of Jobs, Tourism, Science & Innovation;

- Department of Mines, Industry Regulation & Safety;
- Department of Planning, Lands & Heritage;
- Department of Primary Industries & Regional Development;
- Department of Water & Environment Regulation;
- Main Roads WA;
- Telstra;
- Water Corporation;
- Western Power.

The Shire received 10 submissions, with all of these being from government agencies either offering no objection or technical comment, no objections were received. A copy of the received submissions has been provided as **Attachment 10.3.2** and a Schedule of Submissions that summarises the nature of the received submissions, and provides individual comment upon the raised issues, has been provided as **separate Attachment 10.3.3**. The applicant was also provided with a copy of the received submissions and invited to make further comment, however, no further response was received.

Statutory Environment:
Lot 10213 is zoned 'Rural' under the Shire of Three Springs Local Planning Scheme No.2 ('the Scheme'). The western portion of Lot 10213 is also within the 'Special Control Area 2 – Strategic Mineral Resource Protection' although the proposed gravel pit is outside of this.

The Scheme lists the objective for 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."*

The proposed gravel quarrying operation would meet with the land use definition of 'Extractive Industry' which is defined by the Scheme as follows:

> *"means premises, other than premises used for mining operations, that are used for the extraction of basic raw materials including by means of ripping, blasting or dredging and may include facilities for any of the following purposes —*
>
> *(a) the processing of raw materials including crushing, screening, washing, blending or grading;*
>
> *(b) activities associated with the extraction of basic raw materials including wastewater treatment, storage, rehabilitation, loading, transportation, maintenance and administration."*

'Extractive Industry' is listed as an 'A' land use (i.e. a use that must be advertised prior to determination) in the 'Rural' zone.

Section 9 of the Scheme sets out the following:

> *"The aims of this Scheme are —*
>
> *(a) To assist the effective implementation of regional plans and policies including the State Planning Strategy;*
>
> *(b) To protect areas of agricultural significance for sustainable food production;*

(c) To encourage economic growth in rural areas by identifying appropriate areas for more intensive and diversified use of rural land for high value products compatible with surrounding farm practices;

(d) To encourage processing and value adding industries to be located within the Shire, and promoting tourism;

(e) To provide opportunities for planned, contained and sustainable settlements in locations with access to services and infrastructure;

(f) To ensure development in rural areas is planned so as not to prejudice productive rural land uses, to protect and enhance rural landscapes and environmental values, and to ensure accessibility to services and facilities;

(g) To protect the natural environment and biodiversity while ensuring appropriate development opportunities within the local government are realised;

(h) To promote and safeguard public health, safety and general welfare of the community;

(i) To promote the sustainable management of natural resources including energy, water, land, minerals and basic raw materials by preventing land degradation and integrating land and catchment management with land use planning; and

(j) To protect the character of significant landscapes as part of the environmental heritage and sense of place and as a resource for tourism."

Policy Implications:
Council adopted its Extractive Industry Local Planning Policy at its 18 May 2011 meeting. The Policy Statement for which is as follows:

"1 The extraction of basic raw materials to a depth of 1m or less to be used for improvements the same farming property or for municipal purposes, including the building of roads, is exempt from obtaining planning consent.

2 Extractive industry will only be approved where Council is satisfied that the proposal will not result in unacceptable environmental impacts as a result of noise, dust, light spill, odour, visual intrusion or contamination.

3 No extractive industry will be approved until such time as Council has received advice from the Indigenous Affairs Department and Department of Environment and Conservation in relation to heritage and flora and fauna issues respectively. An extractive industry will not be approved if there are substantiated objections from either of these agencies.

4 An application for an extractive industry will not be favourably considered by Council unless the following information has been submitted with the application for planning consent form:

- *A surveyed plan of the site showing the proposed area of extraction in relation to topographical features, area of remnant vegetation, existing and proposed access and internal roads, existing buildings, proposed stockpile area and setback distances from property boundaries;*
- *A cross section of the proposed extraction area showing the depth of extraction, height and battering of the pit walls and face, and access ramp/area;*

- *A rehabilitation plan for the area of extraction prepared in accordance with DEC guidelines showing the re-contouring of the land and areas of re-planting.*
- *Written submission detailing the type and quantity of material to be mined, stages of extraction (if applicable), depth of extraction, life expectancy of the resource, specific hours of operation; number of vehicular movements per week and machinery to be used.*

5 *Depending on the nature of the proposed extractive industry, local wind, topography and vegetation conditions, setback distances from site boundaries and existing watercourse or bodies may need to be increased. When determining such setbacks Council shall consider existing and potential land-uses on adjoining and nearby properties.*

6 *Council may require the preservation and/or planting of a vegetated buffer strip ensuring that the extraction activities are adequately screened from the road and adjoining properties.*

7 *Where an extractive industry has direct access to a sealed road and the projected number of vehicle movements from the site would justify such a requirement (as determined by Council), the Council may require crossover and vehicle access areas within 50m of the road to be constructed with a stable, impervious surface, with stormwater runoff being controlled.*

8 *Where an extractive industry is being developed with or without direct access to a sealed road, the Council may require assistance to upgrade and maintain the road/s that will be affected by heavy vehicle movements associated with the extractive industry. Such upgrading contributions may be financial or in-kind and shall be calculated on a case-by-case basis.*

9 *The Council will <u>not</u> support the operation of extractive industry outside of the following hours, unless it can be demonstrated the proposed extraction area/activity is at least 1km from the closest neighbouring residence upon which the Council may entertain extended operating times:*
- *Monday to Saturday - 7:00am to 6:00pm;*
- *Sundays and Public Holidays - no operations.*

10 *The Extractive industry will generally be approved for a 1 year period from the date of issue. Operations that continue beyond one year's duration will be subject to a renewed application for planning consent on an annual basis. For large scale mining operations an extended period of approval may be entertained by Council, based on individual merit.*

11 *Should there be any conflict between this Policy and the Shire of Three Springs Town Planning Scheme, the Town Planning Scheme shall prevail."*

Financial/Resources Implications:
Nil

Strategic Implications:
Section 3.3.5 of the Shire of Three Springs Local Planning Strategy notes the following strategies of relevance to this application:

"To support the extraction of basic raw materials in areas that are suitable in terms of existing land use and environmental considerations.

To ensure appropriate buffer distances between inappropriate and incompatible development and existing or future basic raw materials sites.

To ensure that mining transport routes are appropriately maintained to a safe and responsible standard."

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

Strategic Community Plan 2018-2028	
Council Objectives:	**Outcome:**
Maintain and improve road conditions to create safer roads	2.6 - Efficient Use of Resources 2.6.3 - Effectively manage the acquisition of gravel and rehabilitation of gravel pits.

Voting Requirements:
Simple Majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.3**

That Council grant planning approval for the proposed Extractive Industry (2nd Gravel Pit) upon Lot 10213 Ding Road, Arrowsmith East subject to the following:

Conditions:

1 Development shall be in accordance with the attached approved plan(s) dated 26 April 2023 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 Shire Chief Executive Officer to represent significant variation from the approved development plan requires further application and planning approval for that use/addition.

3 The approval is valid for a period of 5 years (until 26 April 2028) after which time the application shall be returned to Council for its consideration as to any impacts arising from the operation of the development in its determination on whether to grant any extension to the approval period.

4 The vehicle access point(s) from the road network into the development shall be located, installed and maintained to the satisfaction of the local government.

5 Repairing of any damage to Ding Road or the Ding Road/Skipper Road intersection including the surface is required by reason of use of the road in connection with the development to the approval of the local government with all costs met by the landowner.

6 The landowner is responsible to ensure that no parking of vehicles associated with the development occurs within a public carriageway, including the road verge.

7 The activities upon Lot 10213 shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product, water or otherwise.

8 The landowner is responsible to ensure that biosecurity protocols are maintained for the site.

9 No blasting of material is permitted as part of extraction operations.

10 The permitted hours of operation for the development, inclusive of the on-site operation of the extractive industry and all associated vehicle movements are:
- Monday to Saturday - 7:00am to 6:00pm;
- Sundays and Public Holidays - no operations.

11 The development must comply with the *Environmental Protection (Noise) Regulations 1997* and the *Environmental Protection Act 1986* in respect to noise emissions and should noise or dust monitoring be required in relation to the extractive operations as they take place upon Lot 10213, all costs shall be met by the landowner.

12 The landowner must undertake post-closure rehabilitation of the development to the approval of the local government, and post-closure obligations shall have regard for the following documents to ensure that the rehabilitation of the Extractive Industry site improves the visual and conservation values of the landscape:
- Department of Planning Lands & Heritage's 'Visual Landscape Planning in Western Australia';
- Department of Mines, Industry Regulations & Safety's 'Mining Proposal and Mine Closure Plan for Small Mining Operations; &
- Department of Water & Environment Regulation's 'Water Quality Protection Note WQPN 15: Basic raw material extraction'.

13 Post closure requirements shall become applicable upon the earlier of the following events:
- acknowledgement by the landowner that extractive activities are completed; or
- the approval period for the development having expired.

Advice Notes:

(a) In relation to condition 4 the local government may, in the event of safety concern, require the landowner to undertake works including (but not necessarily limited to) the following, with all costs met by the landowner:
- installation of Advanced Warning and Trucks Entering signage along Ding Road;
- upgrading works to, or relocation of, the access point.

(b) In relation to condition 7 the local government may, in the event of complaint being received give direction for landscaping to be installed and maintained, and this shall be undertaken by the landowner at their expense, to the approval of the local government.

(c) In regards to condition 8 the Department of Primary Industries & Regional Development have advised that biosecurity protocols are be maintained for the site to minimise biosecurity risks for the landowner, adjoining farms and along the transport route and should further information be required on appropriate practices the applicant should contact DPIRD in this regard.

(d) The applicant is advised that this planning approval does not negate the requirement for any additional approvals, or compliance, that may be required under separate legislation including but not limited to the following where required, *Environmental Protection Act 1986* and the *Mines Safety and Inspection Act 1994*. It is the landowner's responsibility to obtain any additional approvals required before the development lawfully commences.

(e) The applicant will need to consult with the Main Roads WA Heavy Vehicle Services branch to ascertain any approval requirements that may be required for their proposed heavy vehicle combinations, transport routes and operations.

(f) The Department of Water & Environment Regulation have previously advised that the property is located within the Arrowsmith groundwater area, and if groundwater is required for the Extractive Industry operation the landowner will need to contact the Department's licensing section.

(g) 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.

10. REPORTS OF OFFICERS

Executive Services	
10.4 Proposed Temporary Workforce Accommodation	
Agenda Reference:	
Location/Address:	2135 (Lot 10711) Tomkins Road, Arrowsmith East
Name of Applicant:	Beach Energy Limited
File Reference:	A12
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Simon Lancaster, Planning Advisor Keith Woodward, Chief Executive Officer
Attachment (s):	Attachment 10.4.1 – received application Attachment 10.4.2 – received submissions Attachment 10.4.3 – Schedule of Submissions Attachment 10.4.4 – applicant response to submissions

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).

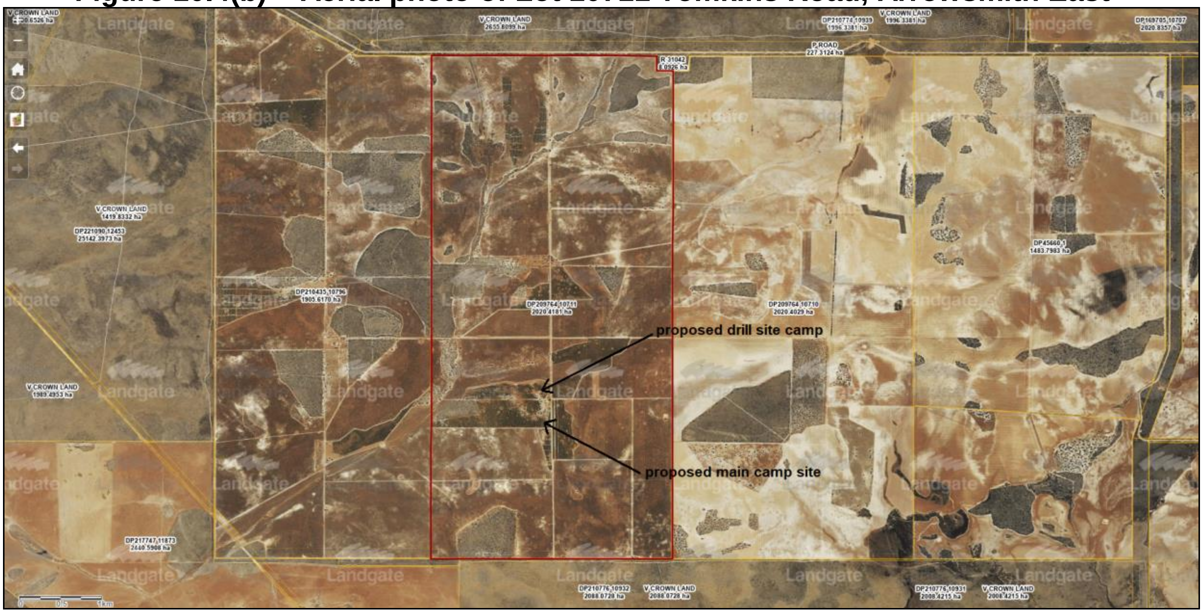
Report Purpose:
Council is in receipt of an application to establish temporary workforce accommodation upon 2135 (Lot 10711) Tomkins Road, Arrowsmith East. This report recommends that Council approve the application subject to conditions.

Background:
The applicant has been issued with a petroleum exploration permit (EP320) by the Department of Mines, Industry Regulation & Safety under the *Petroleum and Geothermal Energy Resources Act 1967* over the western portion of the Shire of Three Springs and south-eastern portion of the Shire of Irwin.

Lot 10711 is a 2,020.4181ha property owned by Mallee Land Company Pty Ltd that fronts Tomkins Road along its northern boundary and has the farm track informally known as ‘Robb Road’ running north-south through its centre.

Figure 10.4(a) – Location map for Lot 10711 Tomkins Road, Arrowsmith East

Figure 10.4(b) – Aerial photo of Lot 10711 Tomkins Road, Arrowsmith East



Officer's Comment:

The proposed development would be located towards the centre of Lot 10711 and setback approximately 4.6km from Tomkins Road.

The drill rig site would have activities conducted on a 24-hour basis for an anticipated 80-95 day period, with up to 8 personnel on-site in a rig camp. The main workforce accommodation camp would be sited 300m south of the drill rig site and would house up to 60 personnel and would include the cooking and associated utility facilities.

The camps would generally consist of 3 & 4 person transportable accommodation buildings and other modular buildings (typically 12m x 3m) delivered to the site by truck (estimated 20 loads). The camps would be serviced by a mobile wastewater system and water would be brought to site in mobile water tankers.

A copy of the submitted application which includes the applicant's Environment Plan, Traffic Management Plan, and Health, Safety and Environmental Plan is provided as **separate Attachment 10.4.1**.

Figure 10.4(c) – Site layout for main camp and drill camp upon Lot 10711

Given that the drill is required to be manned at all times and will be operating 24 hours a day for an approximate 3 month period it is considered appropriate in this instance that the workforce should be housed at the drill site rather than a remote location (e.g. Three Springs townsite 46km to the east or Dongara 45km to the north-west).

Consultation:

The application was advertised for comment from 1 March 2023 until 24 March 203 with the Shire undertaking the following actions:

- copy of the application being placed on the Shire website;
- correspondence inviting comment being sent to the landowners within 10km of the proposed temporary workforce accommodation camp sites;
- correspondence inviting comment being sent to the following government agencies and service authorities:
  - Australian Gas Infrastructure Group;
  - ATCO Gas
  - Department of Biodiversity, Conservation & Attractions

  - Department of Fire & Emergency Services
  - Department of Health
  - Department of Jobs, Tourism, Science & Innovation
  - Department of Mines, Industry Regulation & Safety
  - Department of Planning, Lands & Heritage
  - Department of Primary Industries & Regional Development
  - Department of Water & Environment Regulation
  - Main Roads WA
  - Telstra
  - Water Corporation
  - Western Power

- display of the application at the Shire office.

At the conclusion of the advertising period the Shire has received 9 submissions, with 8 of these being from government agencies either offering no objection or technical comment, and 1 from a nearby landowner seeking further information.

A copy of the received submissions has been included as **separate Attachment 10.4.2**.

A Schedule of Submissions that summarises the nature of the received submissions, and provides individual comment upon the raised issues, has been provided as **separate Attachment 10.4.3**.

The applicant was provided with a copy of the received submissions and their responses to the raised issues has been provided as **separate Attachment 10.4.4**.

Statutory Environment:
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 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 matter of the temporary workforce accommodation camps and the access points onto, and use of the local road network, and not the ultimate purpose for which the camps are required to serve, as this is addressed by the overriding State approval.

Lot 10711 Tomkins Road, Arrowsmith East is zoned ‘Rural’ under the Shire of Three Springs Local Planning Scheme No.2 (‘the Scheme’).

The application would meet the definition of 'Workforce Accommodation' which is classified as an 'A' use within the 'Rural' Zone which is a use that must be advertised for comment prior to consideration.

'Workforce Accommodation' is defined under the Scheme and Schedule 1 Part 6 Clause 38 of the *Planning and Development (Local Planning Schemes) Regulations 2015* as follows:

> *"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."*

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."*

Schedule 2 Part 9 Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the following relevant matters to be considered by local government in considering a development application:

> *"(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;…*
> *(fa) any local planning strategy for this Scheme endorsed by the Commission;…*
> *…(m) the compatibility of the development with its setting, including –*
> *(i) the compatibility of the development with the desired future character of its setting; and*
> *(ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
> *(n) the amenity of the locality including the following —*
> *(i) environmental impacts of the development;*
> *(ii) the character of the locality;*
> *(iii) social impacts of the development;*
> *(o) the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;…*
> *…(q) the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;*
> *(r) the suitability of the land for the development taking into account the possible risk to human health or safety;*
> *(s) the adequacy of —*
> *(i) the proposed means of access to and egress from the site; and*
> *(ii) arrangements for the loading, unloading, manoeuvring and parking of vehicles;*

(t) the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;…
… (x) the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;
(y) any submissions received on the application;…
…(zb) any other planning consideration the local government considers appropriate."

Policy Implications:
The Western Australian Planning Commission's 'Workforce Accommodation Position Statement' provides guidance in relation to the assessment of this application. The Position Statement notes that under the *Planning and Development Act 2005* planning decision-makers can:

Control	Not control
1 Where a planning application is required, the terms of an approval related to: (a) timeframe (b) setbacks (c) landscaping (d) parking and access (e) location & appearance of buildings (f) integration with surrounding areas (g) any other land use planning matters relevant to the site. 2 Where a planning application is required the ability to approve /refuse a proposal considering local planning scheme requirements.	1 Any matters specified by a State Agreement Act. 2 The issuing of a mining tenement made under the *Mining Act 1978* – which can include a general purpose lease for 'any other purpose directly connected with mining operations' (may be located in a townsite). 3 That workforce accommodation needs to be met by permanent accommodation rather than 'camps'. 4 That workforce accommodation be located in a town rather than a mine-site. 5 Whether the land for workforce accommodation is owned by the Crown or held in fee simple. 6 Requirement for 'community contributions' by workforce accommodation proponents. 7 Requirements for workforce accommodation to achieve 'legacy benefits'.

A copy of the WAPC Position Statement can be viewed at the following link:
https://www.wa.gov.au/system/files/2021-07/POS-Position-Statement_Workforce_Accommodation.pdf

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.

Strategic Implications:
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 MidWest 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.

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

Strategic Community Plan 2018-2028				
Ref	Strategy	Still Relevant	Priority	Time frame
1.3.1	Promote existing and new industry opportunities to increase employment	Yes	High	Ongoing
4.2.4	Encourage business to employ local where possible.	Yes	High	Ongoing

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.

Voting Requirements:
Simple majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION: 10.4

That Council grant planning approval for the establishment of temporary (exploration phase) workforce accommodation camps upon Lot 10711 Tomkins Road, Arrowsmith East subject to the following:

Conditions:

1 Development shall generally be in accordance with the approved plans dated 26 April 2023 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 development 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 Management Plan to the approval of the local government.

4 The applicant is to implement and maintain reporting mechanisms for complaints concerning the operation of the development. In the event of a substantiated complaint being received the applicant is required to demonstrate mitigation response(s) to the approval of the local government. Such response(s) will be treated as conditions of approval/required modifications to the Management Plan.

5 The location, design and construction/upgrading of the access point(s) onto the road network shall be to the requirements of the local government.

6 The installation of any directional/traffic/warning/safety signage in the vicinity of the development's access point(s) onto the road network and relating to the development shall be to the requirements of the local government.

7 All parking of vehicles associated with the development shall be provided for within the property boundary.

8 The applicant shall make payment to the local government for the repair, reinstatement or replacement of any road infrastructure that is damaged, becomes unsafe or fails to meet appropriate engineering standards where the damage to the road network is caused by reason of use of the road in connection with the approved development (or where agreed to by the local government, the applicant may instead arrange for such repair, reinstatement or replacement works to be undertaken to the satisfaction of the local government).

9 The development shall be connected to on-site wastewater and effluent disposal systems that are located, designed, installed and operated to the requirements of the Department of Health and the approval of the local government.

10 The development shall comply with the requirements of the *Food Act 2008* and *Food Regulations 2009*.

11 The landowner is responsible to ensure that biosecurity protocols are maintained for the site.

12 The applicant must obtain any/all necessary consents of the landowners relevant to the site and the access to the sites.

Advice Notes:

(a) In relation to condition 3 the Management Plan is to include sections relating to Fire Management, Emergency Response Plan, Waste Management, Noise/Light/Dust Management and Post Camp Rehabilitation (that details post-closure obligations and clean-up and rehabilitation of the site) to the approval of the local government.

(b) In regards to condition 11 the Department of Primary Industries & Regional Development have advised that biosecurity protocols are be maintained for the site to minimise biosecurity risks for the landowner, adjoining farms and along the transport route and should further information be required on appropriate practices the applicant should contact DPIRD in this regard.

(c) 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 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.

(d) The applicant will need to consult with the Main Roads WA Heavy Vehicle Services branch to ascertain any approval requirements that may be required for their proposed heavy vehicle combinations, transport routes and operations.

(e) 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.

10. REPORTS OF OFFICERS

Works and Services	
10.5 Capital Works Progress Update 2022-2023	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Keith Woodward, Chief Executive Officer
Attachment (s):	Capital Works Report 2022-2023 Grade Map

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 March 2023.

Background:
This report provides Council with the 2022-2023 Capital Works progress update.

Officers 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 2022-2023

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 2020–2024.

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

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.5
That Council accepts the Capital Works Report for March 2023.	

10. REPORTS OF OFFICERS

Executive Services	
10.6. Shire of Three Springs Community Fund Assessment Committee	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	CEO
File Reference:	ADM0467
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Keith Woodward, Chief Executive Officer
Attachment (s):	Community Small Grant Application – Three Springs Golf Club

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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 endorses the recommendation from the Shire of Three Springs Community Fund Assessment Committee and approve the Three Springs Golf Club request for $3,000.00.

Background:
On 15 June 2021, the Shire of Three Springs Community Fund Assessment Committee elected Cr. Ennor to the position of Presiding Member and Cr. Eva to the position of Deputy Presiding Member.

Officer's Comment:
The Committee assessed one grant submission against the Community Fund Guidelines, and the Committee recommends to Council that Three Springs Golf Club submission be approved.

Consultation:
Committee of Council, Community Fund Assessment Committee.

Qualitative Criteria	Weighting %	"Alignment with Policy Purpose" (Yes/No)	Weighting % (Assessed Value)
Social / community well	50%	Yes	50
Economic weighting (estimate of local spend to be provided)	10%	Yes	10
Strategic Plan Alignment weighting 40%	40%	Yes	40

Statutory Environment:
Nil

Policy Implications:
Shire of Three Springs Council Policy 2.8 Community Small Grants Fund.

Financial/Resources Implications:

Members Donations to Community Groups Balance	$39,872.73
Three Springs Golf Club	-$ 3,000.00
Balance	$36,872.73

Strategic Implications:
This item is relevant to the Council's Strategic Community Plan 2018-2028.

Strategic Community Plan 2018-2028	
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:	**10.6**
That Council endorses the recommendation from the Shire of Three Springs Community Fund Assessment Committee and approve the Three Springs Golf Club request for $3,000.00.	

10. REPORTS OF OFFICERS

Corporate Services	
10.7 Elected Members' Fees and Allowances For 2023-2024	
Agenda Reference:	
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0206
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Krys East - Deputy 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).

Report Purpose:
Council to consider and set the member sitting fees and allowances for the 2023/24 financial year, within the range determined by the Salaries and Allowances Tribunal (SAT).

Background:
The Local Government Act 1995 and Local Government (Administration) Regulations 1996 give an entitlement to elected members of a sitting fee for attending Council and Committee meetings. SAT made slight increases to allowance rates/ranges from the previous determination applicable to Three Springs Council on 6 April 2023, effective from 1 July 2023. The Shire of Three Springs does have the capacity within its current band to increase sitting fees.

Officer's Comment:
SAT determines the range of payments and allowances within which local governments set the actual amount. The Shire of Three Springs is a Band 4 Council. All figures presented within this item apply to Band 4.

Meeting attendance fees and Annual allowance for Presidents and Deputy Presidents

The Shire of Three Spring's Policy 2.11 states:
"1.1 Presidents Allowance
The President shall be entitled to an annual Local Government allowance equal to the maximum amount permitted to be paid to the President as determined by the Salaries and Allowances Tribunal.
1.2 Deputy President Allowance
The President shall be entitled to an annual Local Government allowance equivalent to 25% of the President Allowance.
1.3 Meeting Attendance Allowance
The President and Council members shall be entitled to an annual meeting attendance allowance equal to the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal."

All state "shall be entitled", therefore Council are required to set the Allowance amounts.

The following table shows the change in Allowances over the four preceding years.

Item	2018/19	2019/20	2020/21	2021/22	22/23
President's Allowance per annum	$7,500	$10,000	$7,500	$15,000	$15,000
Deputy President's Allowance per annum	$1,375	$2,500	$1,875	$3,750	$3,750
Council Meeting – President per meeting	$264	$400	$200	$500	$500
Council Meeting – Councillor per meeting	$132	$200	$100	$200	$200
Committee & Prescribed Meeting – All – per meeting		$100	$100	$115	$115

The following table shows the fees and allowances set in the preceding year (2022/23), the SAT Ranges effective from 1 July 2023 and the SAT Range median for each fee and allowance.

Item	Previous Year (2022/23) Adopted fees and allowances	SAT Range from 1 July 2023	Median $ of SAT Range
President's Allowance per annum	$15,000	$535 - $20,875	$10,705
Deputy President's Allowance per annum	$3,750	$133.75 – $5218.75	$2,676
Council Meeting – President per meeting	$400	$95 - $510	$303
Council Meeting – Councillor per meeting	$200	$95 - $250	$173
Committee Meeting – All – per meeting	$115	$50 - $125	$88

There is the option for Councillors to be paid an Annual attendance fee instead of meeting fees.

The SAT range for the Annual Attendance fees are:

	Councillor		President	
	Minimum	Maximum	Minimum	Maximum
Band 4	$3,735	$9,890	$3,735	$20,325

If Council determines to pay the Annual Attendance Fee, a Councillor who only attends the minimum required number of meetings may be paid the same as a Councillor who attends all meetings, including Committee meetings.

<u>Annual allowances in lieu of reimbursement of expenses - ICT</u>

As per the SAT determination of 6 April 2023, ICT expenses (Information & Communication Technology) means:

1. *rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or*
2. *any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations; or*
3. *any expenses, including the purchase costs, of ICT hardware provided to elected members.*

"

Council Policy states:

"*1.4 Telecommunications Allowance*

Council members shall be entitled to an annual telecommunications allowance equal to 60% of the maximum amount permitted to be paid as determined by the Salaries and Allowances Tribunal to cover all information and communications technology costs that are a kind of expense for which Council members may be reimbursed as prescribed by Regulations 31(1)(a) and 32(1) of the Local Government (Administration) Regulations 1996."

In 2022/23, the Shire of Three Springs ICT annual allowance was $2,100.

SAT has determined that the minimum annual allowance for ICT expenses is $500 and the maximum annual allowance is $3,500. Adhering to the Policy, the ICT annual allowance for 2022/23 remains at $2,100.

<u>Annual allowances in lieu of reimbursement of expenses – Travel and Accommodation</u>

SAT has set an annual allowance for travel and accommodation expenses at $100. Council Policy provides for reimbursing of these expenses, so an Annual allowance is not applicable following policy.

Reimbursement for travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the Local Government Officers' (Western Australia) Award 2021 (Award) as at the date of this determination (6 April 2023) as per determination 8.2 (5).

The following are the rates stated in the Award:

30.6 Rates of hire for use of an Officer's own motor vehicle on official business shall be as follows: Engine displacement (in cubic centimetres)			
Area and Details	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
Cents per kilometre			

Metropolitan area	93.97	67.72	55.85
South West Land Division	95.54	68.66	56.69
North of 23.5 Latitude	103.52	74.12	61.21
Rest of state	99.01	70.87	58.37
Motor cycle		Rate c/km	
Distance travelled		32.55	

- Motor vehicles with rotary engines are to be included in the 1600 – 2600 category.
- Metropolitan area means that area within a radius of 50 kilometres from the Perth Railway Station.
- South West Land Division means the South West Land Division as defined by Section 28 of the Land Act.
- Other areas means that area of the State south of 23.5 degrees South Latitude, north of 23.5 degrees South Latitude, excluding the Metropolitan area and the South West Land Division.

Consultation:
Keith Woodward – CEO

Statutory Environment:
Salaries and Allowances Tribunal Determination 2022
Sections 5.98 – 5.100 of the Local Government Act 1995
Regulation 30 of the Local Government (Administration) Regulations 1996
Section 30.6 of the Local Government Officers' (Western Australia) Award 2021

Policy Implications:
Adherence to Policy 2.11

Financial/Resources Implications:
Council sitting fees, travel reimbursement, ICT allowance and President's/Deputy President's allowances will be included in the 2023/24 budget at the endorsed levels.

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 ➢ A well engaged and informed community that actively participates ➢ A long term strategically focused Shire that is efficient, respected and accountable ➢ Continue to provide quality local government services and	A Collaborative and forward thinking community that is guided by strong leadership

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 2020 – 2024'.

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

Voting Requirements:
Absolute Majority.

OFFICERS RECOMMENDATION: 10.7

That Council adopts:

Elected Members' Fees and Allowances for 2022-2023.

1. Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administration) Regulations 1996*, council adopts the following fees for payment of elected members individual meeting attendance fees:

   President $_____ per meeting
   Councillors $_____ per meeting

2. Pursuant to section 5.98(2) (b) and (2a) (b) of the *Local Government Act 1995* and regulation 30 (3A) of the *Local Government (Administration) Regulations 1996*, council adopts the following fees for payment of elected members Prescribed meeting attendance fees:

   Elected Members $____ per meeting

3. Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

   President $______ PA
   Deputy President $______ 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	$2,100 PA

10. REPORTS OF OFFICERS

Corporate Services	
10.8. 2023/2024 - Setting of The Annual Rate In The Dollar	
Agenda Reference:	
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Krys East - Deputy Chief Executive Officer
Attachment (s):	Proposed Objects and Reasons for 2023/24 Differential Rates.

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.
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Report Purpose:
Council to determine the Rates in the dollar and minimum rates for the 2023-2024 financial year.

Attachment:
Proposed Objects and Reasons for 2023/24 Differential Rates.

Background:
The raising of rates is the primary source of revenue for all Councils throughout Australia. The purpose of levying rates is to meet Council's proposed budget requirements each year in a manner that is fair and equitable to the ratepayers of the community.

In Western Australia land is valued by Landgate Valuation Services (Valuer General's Office which is a State Government agency) and those values are forwarded to each Local Government.

There are two types of values calculated:

- Gross Rental Value (GRV) for urban areas; and
- Unimproved Value (UV) for rural area

To calculate the rate payable, councils multiply a rate in the dollar by the supplied value. The rate in the dollar is determined by the level of revenue the council wishes to raise and is dependent on their proposed budget.

Apart from the need to ensure sufficient revenue to meet its expenditure needs Council must be mindful of the impact and affordability of rates to the community.

Council must take into account many factors when setting the rate in the dollar. These factors include:

- Consideration of the proposed budget deficiency;
- Substantial increases in rates need to be justified. It cannot just be Consumer Price Index (CPI) without valid reasoning substantiating this.

Land in the Shire of Three Springs is rated according to its unimproved value or gross rental value and Council had previously adopted the rating practice of differentiating between land zoned rural and mining for UV and land zoned Residential/Commercial or Mining for GRV.

The process is quite complicated if Council intends to impose Differential Rating:

- Objects and Reasons are required to be prepared which explain the logic behind each different rate and minimum payment;
- Advertising the proposed differential rates and minimum payments for the required minimum of twenty-one days (the first day being the day after publication date);
- Consulting with individual ratepayers if only a small number are affected by a significant change to their rates;
- Considering whether the minimum payment applies to more than fifty per cent of the properties in any rating category other than vacant land; and
- Ensuring that compliance with Section 6.33(3) if Council intend to impose a differential general rate which is more than twice the lowest differential general rate by ensuring Ministerial approval is granted prior to imposition of the rates.

The Shire of Three Springs considers the key values of objectivity, fairness, consistency, transparency and administrative efficiency when setting rates each year.

The Statement of Objects and Reasons gives clear reasons as to why one category is subject to a higher rate than another, irrespective of the ratepayers' supposed capacity to pay. This is a requirement under s 6.36(3)(c) of the Act and applies to all differential rates and minimum rates.

Council is satisfied that the services and facilities it provides are managed efficiently and effectively and that it is appropriate to rate differentially in order to meet the budget deficiency.

Two factors greatly influence the proposed rates in the dollar this year.

The first being that the Shire of Three Springs Strategic Resource Plan specifies Rate revenue is forecast to increase by 3% (CPI 2.0% + 1%) throughout the term of the Plan. These increases are to assist in the long-term financial sustainability of the Shire and to maintain the level of service to the community in the face of forecast reductions in external grants and contributions.

The following table shows CPI increase over the recent years.

Year	December Quarter Perth	December Quarter Australia	March Quarter Perth	March Quarter Australia
2019-20	1.6	1.8	2.1	2.2
2020-21	-0.1	1.1	1	1.1
2021-22	5.7	3.5	7.6	5.1
2022-23	8.3	7.8	March quarter to be released 26/04/2023	

Unfortunately CPI has increased significantly higher than the expected 2% in recent years. To ensure that there is sufficient funds available to meet it's obligations to the community and ratepayers the calculated 3% increase will not suffice unless Council continue to source ways to reduce costs e.g. solar and alternative water sources.

The second major consideration for rate in the $ this year is bringing back differential rating.

The following table show the rates in the dollar as adopted over the preceding 6 years:

	UV			GRV	
	Rural	Mining	Arrino Town	Residential	Mining
2017 - 2018	1.5033	11.7261	1.5033	11.7261	23.4522
2018 - 2019	1.5334	3.0667	1.5334	11.9606	23.9212
2019 - 2020	1.5334	1.5334	1.5334	11.9606	11.9606
2020 - 2021	1.4416	1.4416	1.4416	11.9607	11.9607
2021 - 2022	1.3861	1.3861	1.3861	12.3195	12.3195
2022 - 2023	1.2917	1.2917	1.2917	12.7549	12.7549

Noticeably UV Mining rate in the $ was reduced from 11.7261 to 3.0667 in 2018-19 and in the following year the GRV Mining rate was reduced as well from 23.9212 to 11.9606. Both of these reductions were not intentional but were a quick solution to meet time constraints after not following due process to receive Ministerial approval. In the intervening years the rate has not reverted back to the 2017-18 and 2018-19 respective values.

Only one ratepayer falls in the GRV Mining category. If Council apply the rate as per 2018-19 (23.9212) this ratepayer would be paying $60,401.03. Slightly less than what was raised in rates for this assessment in 2018-19 but almost double what he has paid in the 4 years since. In 2022/23 the rates for this assessment was $32,206.12.

Thirty-nine ratepayers fall in the UV Mining category. Of these, twenty tenements have been granted since the rate reduction in 2018/19 so have always received the lower rate in $. Five of the twenty were granted in 2022/23. These new assessments have increased the valuation for the UV Mining rating category by almost $440,000 with one new assessment having a valuation of $295,350.

If reinstating the 2017-18 rate in the dollar, the impact for some could be quite substantial.

Not including the new assessments, the maximum impact would see an increase from $1,072.19 to $9,733.37. The average increase (again omitting the new assessments) would be $1,548.85 and the number of assessments on the minimum rate would reduce from thirty-one to thirteen.

The following table shows the total rates revenues raised for the preceding six years and increase/decrease in rate revenue both in terms of $ and % value.

	Overall Effects							
	Rateable Value $	Increase / Decrease	$ Change	% Change	Total Revenue $	Increase / Decrease	$ Change	% Change
16-17	103,789,792				1,992,495			
17-18	114,410,137	↑	10,620,345	10.23%	2,037,806	↑	45,311	2.27%
18-19	114,012,354	↑	-397,783	-0.35%	2,040,426	↑	2,620	0.13%
19-20	123,295,452	↑	9,283,098	8.14%	2,148,221	↑	107,795	5.28%
20-21	131,005,537	↑	7,710,085	6.25%	2,148,202	↓	-19	0.00%
21-22	141,169,512	↑	10,163,975	7.76%	2,228,195	↑	79,993	3.72%
22-23	156,704,873	↑	15,535,361	11.00%	2,313,086	↑	84,891	3.81%

In 2022/23 the rates in the dollar and minimum payments for surrounding shires was:

	Three Springs	Carnamah	Mingenew	Coorow	Morowa	Perenjori
GRV - Residential	12.7549	16.82	15.921	13.4448	8.4538	8.8584
GRV - Mining	12.7549	33.64	-	-	-	8.8584
UV - Rural & Arrino Town	1.2917	1.541	1.082	1.3426	2.4439	1.6972
UV - Mining	1.2917	1.541	10.824	17.5978	30.1974	32.3509
Minimum	$ 500	$ 875	$764 GRV	$880	GRV & UV Rural $324.50; UV Mining $683	$ 374

As can be seen from the preceding table, Three Springs is at the lower end of the range for Mining UV and Rural UV rate in the $.

The Shire of Three Springs is in the middle of range for rate in the $ for GRV Town and GRV Mining and the Minimum rate

Officer's Comment:
<u>Minimums</u>
Council should be aware that in accordance with Local Government Act 1995 Section 6.35 no more than half the properties can be subject to the minimum within each category. The current minimum amounts would need to be increased substantially for this to be an issue for the Shire of Three Springs.

If Council increases the rate in the dollars to the previous higher rates, and maintains the minimum of $500, the following table shows the number of properties that would be on the Minimum.

	Minimum Amount	Total No. of Properties	No. of properties on Minimum
GRV	500	228	22
UV	500	244	57

Minimums imposed over the preceding five years were:

Minimums

	UV			GRV	
	Rural	Mining	Arrino Town	Residential	Mining
2018 - 2019	455	275	455	455	455
2019 - 2020	455	455	455	455	455
2020 - 2021	455	455	455	455	455
2021 - 2022	470	470	470	470	470
2022 - 2023	500	500	500	500	500

<u>Rating scenarios</u>
Following is a table showing three possible rating scenarios.

	2022-23 Valuations	2023-24 Current Valuation as at 17 April 2023
Non rateable	9,256	9,256
UV - Rural	153,806,500	153,768,500
GRV - TS Town	2,034,833	2,035,353
UV Arrino Town	25,650	25,650
GRV - Mining	252,500	252,500
UV - Mining	585,390	925,098
Total	156,714,129	157,016,357

			Scenario 1		Scenario 2		Scenario 3	
			Retain Same Rate in $ for all		Same rates for all but GRV Mining (increase to rate imposed in 2018-19) and UV Mining (increase to rate imposed in 2017-18)		Same rates for all but GRV Mining (increase to rate imposed in 2018-19) and UV Mining (increase to achieve LTFP rate revenue)	
	2022-23		2023-24		2023-24		2023-24	
	% increase from 2021-22	Rate in $	% increase	Rate in $	% increase	Rate in $	% increase	Rate in $
UV - Rural	-6.81%	1.2917	0%	1.2917	0.00%	1.2917	0.00%	1.2917
GRV - TS Town	3.53%	12.7549	0%	12.7549	0.00%	12.7549	0.00%	12.7549
UV Arrino Town	-6.81%	1.2917	0%	1.2917	0.00%	1.2917	0.00%	1.2917
GRV - Mining	3.53%	12.7549	0%	12.7549	87.55%	23.9212	87.55%	23.9212
UV - Mining	-6.81%	1.2917	0%	1.2917	807.80%	11.7261	370.70%	6.0800
	% increase from 2021-22	Rates Revenue	% increase	Rates Revenue	% increase	Rates Revenue	% increase	Rates Revenue
UV - Rural	3.59%	1,991,964	-0.02%	1,991,473	-0.02%	1,991,473	-0.02%	1,991,473
GRV - TS Town	3.83%	268,296	0.02%	268,363	0.02%	268,363	0.02%	268,363
UV Arrino Town	6.38%	2,000	0.00%	2,000	0.00%	2,000	0.00%	2,000
GRV - Mining	3.53%	32,206	0.00%	32,206	87.55%	60,401	87.55%	60,401
UV - Mining	34.33%	18,619	28.55%	23,934	497.98%	111,337	229.28%	61,308
Total Rates Revenue		2,313,086		2,317,976		2,433,574		2,383,545
(increase / decrease to last year)	3.81%	84,891	0.21%	4,891	5.21%	120,489	3.05%	70,460

Scenario 1
Council to impose the same rate in $ for all categories

- there will be no differential rating again this year. UV Rural & Arrino Town and UV Mining will continue to have the same rate in the dollar applied. GRV Mining and GRV – TS Town will also have the same rate in the dollar applied. This is not ideal as it is acknowledged that mining is generally transient in nature, more impactful on Shire's road infrastructure and removes finite resources from the shire than the other categories.

- The rate revenue increases by $4891 but is $64,438.89 below the LTFP forecasted rate revenue in 2023-24.

Scenario 2
The imposition of the previous former highest rates in $ for UV and GRV Mining being 11.7261 and 23.9212 respectively and no change to UV- Rural, GRV – TS Town and UV Arrino Town.

- Rate revenue raised will exceed the LTFP forecasted rate revenue by $51,159.29. As the cost of all goods and services has risen considerably in the last couple of years the excess rates raised will ensure that the Shire can meet the increased costs and maintain services and facilities.

- Only one ratepayer is in the GRV Mining category. Their rates will increase from $32,206.12 to $60,401.03 which is slightly lower than the rate that was raised for the 2018/19 period.

- The overall revenue from the 39 assessments that are in the UV Mining category would increase by $92,718 on the budgeted 2022/23 rate revenue but it should be noted that 5 tenements have been granted during the 2022/23 financial year with one of these new assessments having a valuation of almost $300k.

- The average increase on UV Mining would be $1,548.85 with changes ranging from no change to $8,661.18.

- The number of properties on minimum in the UV Mining category would reduce from 34 to 13.

- Increasing the rate from 1.2917 to 11.7261 for UV Mining is an 807.8% increase.

- Ministerial approval would be required

Scenario 3

Meet the 3% rate revenue as required in the LTFP

- this could be achieved by increasing the rates in the $ for GRV Mining to 23.9212, which is the same rate as imposed in 2018-19 (87.75% increase) and increasing UV Mining rate in $ from 1.2917 to 6.0800. This is a 370.70% increase on the rate in 2022/23 but significantly less than the rate in the $ imposed in 2017/18 of 11.7261.

- no change to UV- Rural, GRV – TS Town and UV Arrino Town.

- If the rate in the $ to UV Mining imposed is 6.0800 the average increase is $638.68 with increases ranging from no change up to a maximum of $3,974.57.

- rate revenue for UV mining would increase by $40,759 on the budgeted 2022/23 rate revenue.

- The number of properties on minimum in the UV Mining category would reduce from 34 to 19.

- Ministerial approval would be required

In all three scenarios the minimum charged across all categories has remained at $500.

Consultation:
Council
Staff

Statutory Environment:
Local Government Act 1995 – Section 6.32 Rates and service charges.

"6.32. Rates and service charges

(1) When adopting the annual budget, a local government —

(a) in order to make up the budget deficiency, is to impose a general rate on rateable land within its district, which rate may be imposed either —*

(i) uniformly; or

(ii) differentially;

and

(b) may impose on rateable land within its district —*

(i) a specified area rate; or

(ii) a minimum payment;

and

(c) may impose a service charge on land within its district.*

** Absolute majority required.*

(2) Where a local government resolves to impose a rate it is required to —

(a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and

(b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.

(3) A local government —

(a) may, at any time after the imposition of rates in a financial year, in an emergency, impose a supplementary general rate or specified area rate for the unexpired portion of the current financial year; and*

(b) is to, after a court or the State Administrative Tribunal has quashed a general valuation, rate or service charge, impose a new general rate, specified area rate or service charge.*

** Absolute majority required.*

(4) Where a court or the State Administrative Tribunal has quashed a general valuation the quashing does not render invalid a rate imposed on the basis of the quashed valuation in respect of any financial year prior to the financial year in which the proceedings which resulted in that quashing were commenced.

[Section 6.32 amended by No. 55 of 2004 s. 690.]"

Local Government Act 1995 – Section 6.33 Differential general rates

"6.33. Differential general rates

(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —

(a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or

(b) a purpose for which the land is held or used as determined by the local government; or

(c) whether or not the land is vacant land; or

(d) any other characteristic or combination of characteristics prescribed.

(2) Regulations may —

(a) specify the characteristics under subsection (1) which a local government is to use; or

(b) limit the characteristics under subsection (1) which a local government is permitted to use.

(3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

(4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.

(5) A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation[1] is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

[Section 6.33 amended by No. 38 of 2005 s. 15; No. 17 of 2009 s. 39; No. 28 of 2010 s. 34.]"

Local Government Act 1995 – Section 6.35 Minimum payment

"6.35. Minimum payment

(1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.

(2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.

(3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —

(a) 50% of the total number of separately rated properties in the district; or

(b) 50% of the number of properties in each category referred to in subsection (6),

on which a minimum payment is imposed.

(4) A minimum payment is not to be imposed on more than the prescribed percentage of —

(a) the number of separately rated properties in the district; or

(b) the number of properties in each category referred to in subsection (6),

unless the general minimum does not exceed the prescribed amount.

(5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.

(6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —

(a) to land rated on gross rental value; and

(b) to land rated on unimproved value; and

(c) to each differential rating category where a differential general rate is imposed."

Local Government Act 1995 – Section 6.36 Notice of certain rates.

"6.36. Local government to give notice of certain rates

(1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.

(2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).

(3) A notice referred to in subsection (1) —

(a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to

apply on the basis of the local government's estimate of the budget deficiency; and

(b) is to contain —

(i) details of each rate or minimum payment the local government intends to impose; and

(ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and

(iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;

and

(c) is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.

(4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.

(5) Where a local government —

(a) in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or

(b) proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),

it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment."

Policy Implications:
Nil

Financial/Resources Implications:

Precursor to 2022 – 2023 Budget discussions

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 2020 – 2024.

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

Voting Requirements:
Simple Majority required as shown.

Officer's Recommendation:

OFFICERS RECOMMENDATION and COUNCIL DECISION: 10.8

That Council:

- in arriving at the proposed rates in the dollar have attempted to balance the need for revenue to fund essential services and facilities with the desire to limit any increase on the ratepayer to affordable levels.

- acknowledge that it reviews its expenditure and considers efficiency measures as part of budget deliberations.

- authorise that the following proposed rates in the dollar for differential rates be advertised for 21 days on or after 1st of May 2023 (as per Local Government Act 1995 Section 6.36).

Unimproved Value - Rural	1.2917 cents (0 % change)	Minimum $500
Gross Rental Value - TS Town	12.7549 cents (0 % change)	Minimum $500
Unimproved Value - Arrino Town	1.2917 cents (0 % change)	Minimum $500
Gross Rental Value - Mining	23.9212 cents (87.55% change)	Minimum $500
Unimproved Value - Mining	6.0800 cents (370.70 % change)	Minimum $500

- consult individually with GRV Mining ratepayers as the category has fewer than 30 ratepayers.

- furthermore, if no submissions are received at close of the advertising period, staff are to proceed with seeking Ministerial approval to allow for these rates to be adopted as part of the 2023/24 Budget adoption.

- adopts the Objects and Reasons for the 2023/24 differential rates as presented.

10. REPORTS OF OFFICERS

Corporate Services	
10.9 Monthly Financial Report for Period 31 March 2023	
Agenda Reference:	DCEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0243
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Krys East, Deputy Chief Executive Officer
Attachment (s):	Monthly Financial Report 28 February 2023

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 March 2023.

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 2022-2023 Budget was adopted in August 2022.

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 or 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

© 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

© 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

© 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

© 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:
Total Cash Available as at 31 March 2023 is $4,906,963, Cash available is made up of Unrestricted cash $3,088,522 and Restricted cash of $1,818,441 being primarily made up of various reserves.

Rates Debtors balance as at 31 March is $181,545. Rates Notices for 2022-23 were issued in August 2022. Rates collected as at end of March 2023 was $2,285,682 92.64%.

March 2023:

Operating Revenue – Operating revenue of $3,246,813 is made up of Rates – 52%, Grants - 41%, Fees and Charges - 5%, Other Revenue - 1% and Interest Earnings – 1%.

Operating Expenses – Operating expenses of $4,096,435 is made of Depreciation - 43%, Employee Costs – 27%, Materials and Contracts – 15%, Insurance – 4%, Utilities – 4%, Loss on Disposal of Assets – 6% and Other Expenditure – 1%.

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 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:	**10.9**
That Council accepts the monthly financial report for the period ending 31 March 2023.	

10. REPORTS OF OFFICERS

Corporate Services	
10.10 Accounts for Payments 31 March 2023	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0083
Disclosure of Interest:	Nil
Date:	26 April 2023
Author:	Donna Newton, Finance and Payroll Officer
Attachment (s):	List of creditors paid as at 31 March 2023

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 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 2022-2023.

Strategic Implications:
This item is relevant to the Council's Strategic Community Plan 2018-2028.

Strategic Community Plan 2018-2028	
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:	10.10

That Council accepts:

1. The accounts for payment as presented for *March* 2023 from the CBA Municipal Fund totalling $221,967.01

2. Represented by Electronic Fund Transfers No's 18689 – 18783 and Direct Debits 14624.1- 14671.1and 14641.1 - 14646.1.

3. Licensing Fund totalling $12,671.65represented by Direct Debit No. 14696.1 - 14704.1, 14725.1 and 14737.1 - 14748.1.

Total Payments for March 2023 $234,638.66

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, 24 May 2023 @ 5.30pm.

17. CONFIDENTIAL ITEMS

18. 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: 24 May 2023