AGENDA
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
27 MAY 2026
COMMENCING AT 5.30 PM

Councillors,

An ordinary meeting of Council is called for Wednesday, 27 May 2026, in the Council Chambers, Railway Road, Three Springs commencing at 5.30pm.

Mark Dacombe
Temporary Chief Executive Officer
21 May 2026

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

Disclosure of Interest Form

(Elected Members/Committee Members/Employees/Contractors)

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

To: Chief Executive Officer

- ☐ **Ordinary Council Meeting held on** ______________________
- ☐ **Special Council Meeting held on** ______________________
- ☐ **Committee Meeting held on** ______________________
- ☐ **Other** ______________________

Report No ______________________

Report Title ______________________

Name ______________________

☐ **Elected Member** ☐ **Committee** ☐ **Employee** ☐ **Contractor**

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

☐ **Proximity** ☐ **Financial** ☐ **Impartiality**

Nature of Interest

____

____

____

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

____

____

Name:______________________ **Signed:**______________________**Date:** ______________________

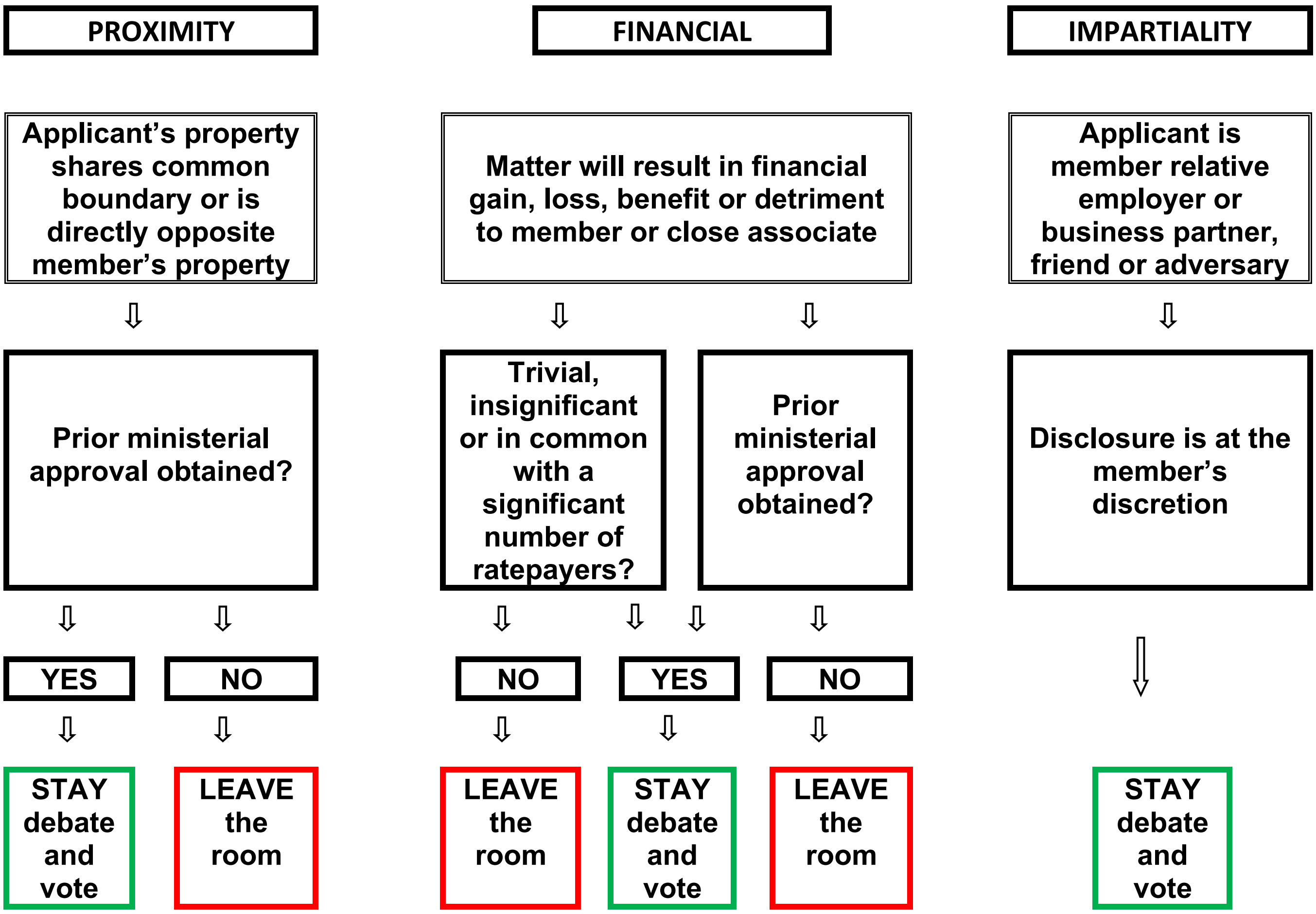
Note 1: For Ordinary <u>meetings of Council</u>, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

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

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

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

	Attendance	Approved Leave of Absence	Absent
Councillor Eva			
Councillor Mutter			
Councillor Ennor			
Councillor Connaughton			
Councillor Trant			
Councillor Burnett			
Councillor Young			
Temporary Chief Executive Officer			
Deputy Chief Executive Officer			
Executive Secretary			

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE PUBLIC QUESTION TIME

4. APPLICATIONS FOR LEAVE OF ABSENCE

		OCM Month	Moved	Seconded	Vote	Date
5.1						

5. CONFIRMATION OF PREVIOUS MEETING MINUTES

That the Minutes of the Council meeting is confirmed as true and accurate record of proceedings.					
		Date	**Moved**	**Seconded**	**Vote**
6.1	Ordinary Council Meeting	22.04.2026	Cr.	Cr.	

7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

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

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

8. ANNOUNCEMENTS/REPORTS OF ELECTED MEMBERS

Councillor	Activity
Cr. Eva	
Cr. Mutter	
Cr. Ennor	
Cr. Connaughton	
Cr. Trant	
Cr. Burnett	
Cr. Young	

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

10. REPORTS OF OFFICERS

Executive Services	
10.1 Chief Executive Officer Recruitment – Recommencement of Process	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	CEO
File Reference:	ADM0520
Disclosure of Interest:	The Temporary CEO has a financial interest in this item
Date:	27 May 2026
Author:	Mark Dacombe, Temporary Chief Executive Officer
Attachment (s):	Attachment 1 – Policy 2.18 Chief Executive Officer Recruitment, Performance and Termination Policy Attachment 2 – Summary of CEO Recruitment Process **Confidential 3**– Chief Executive Officer Application Package **Attachment 4** – Terms of Reference for Recruitment Selection Panel

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:

1. Recommence the process for the recruitment of the Chief Executive Officer.

2. Establish the Chief Executive Officer Recruitment Selection Panel and appoint the following elected members to the Panel:

   a. Cr Eva (current member)
   b. Cr Connaughton (current member)
   c. Cr Ennor (current member)
   d. Cr Mutter (current member)
   e. Cr Trant (new member)

f. Cr Burnett (new member)
g. Cr Young (new member)

3. Appoint Caroline Robinson as the Independent Panel member to the CEO Recruitment Selection Panel.

4. Confirm Lydia Highfield as the Recruitment Specialist (Recruitment Consultant/Independent Facilitator) contracted to assist the Council with the process.

5. Amend and adopt the Terms of Reference for the CEO Recruitment Selection Panel

6. Consider the Chief Executive Officer Application Package containing the advertisement, job description, remuneration and benefits offered ensuring it reflects the position requirements, selection criteria, and recruitment approach agreed by Council.

Background:
At its Ordinary Council Meeting on 25 June 2025, the Council resolved to commence the CEO recruitment process – See Minutes Resolution - 040/2025.

At its Ordinary Council Meeting on 23 July 2025, the Council established the Selection Panel, appointed the Independent Panel Member and endorsed the Terms of Reference for the CEO Recruitment Selection Panel - See Minutes Resolution - 044/2025.

At its Ordinary Council Meeting held on 27 August 2025 the Council endorsed the Chief Executive Officer Application package to enable the recruitment process to proceed - See Minutes Resolution - 052/2025**.**

At a Special Council Meeting held on 11 March 2026, the Council approved a recommendation from the CEO Recruitment Consultant to defer the current process and not appoint any of the applicants. The Council asked the Temporary CEO to report to the Council no later than the May OCM on the recommended steps necessary to progress the recruitment process - See Minutes Resolution - 008/2026.

Officer's Comment:
The recruitment of a Chief Executive Officer must follow the process prescribed by the Local Government Act 1995 and the Local Government (Administration) Regulations 1996.

At the conclusion of the process, the local government must formally certify by absolute majority that the new CEO was employed in accordance with the Model Standards adopted by Council (Policy 2.18 Chief Executive Officer Recruitment, Performance and Termination Policy).

Policy 2.18, which gives effect to the model standards provides at Clause 9 (3), *"If the selection panel considers that none of the applicants are suitable to be employed in the position of CEO, the selection panel must recommend to the local government — (a) that a new recruitment and selection process for the position be carried out in accordance with these standards; and (b) the changes (if any) that the selection panel considers should be made to the duties and responsibilities of the position or the selection criteria".*

The summary of the CEO Recruitment Process prepared for the Shire of Three Springs is also attached to this report.

Given that:

1. none of the applicants in the first rounds were considered suitable to be employed in the position of CEO, and

2. three new Council members are joining the Panel, following an extraordinary election,

it is considered prudent that the Council should carry out a new recruitment and selection process in accordance with the Standards as adopted by the Council in Policy 2.18.

It is proposed that the Terms of Reference for the Selection Panel remain as previously adopted but amended to provide for the addition of the three new Council Members.

The Panel, in the light of the process to date having not produced a preferred appointee, should consider the selection criteria and whether any changes are necessary or desirable. It is proposed that a workshop be held as soon as possible for this purpose, and to fully brief the new members of the Panel. The Application Package would then be presented to a Special Meeting of the Council to enable the recruitment process to proceed.

Consultation:
The WALGA Governance Team has been consulted and confirms that commencing a new process will ensure legal compliance and will give the opportunity for new Council members to fully participate in the process.

Statutory Environment:
- Local Government Act 1995 – section 5.39
- Local Government (Administration) Regulations 1996 – Schedule 2, Division 2.

Policy Implications:
Policy 2.18 Chief Executive Officer Recruitment, Performance and Termination Policy
Financial/Resources Implications:
The 2025/26 budget includes $30,000 to recruit the CEO.

Strategic Implications:

Strategic Community Plan 2024-2034 – Leadership and Governance:

- Deliver strong, transparent, and accountable leadership.

- Ensure compliance with statutory and regulatory requirements

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

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

Corporate Business Plan 2020-2024

Scope Statement:	Project Outputs:
Nil	Nil

Voting Requirements:
Simple majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.1

That Council:

1. Establish the Chief Executive Officer Recruitment Selection Panel

2. Appoint the following Council Members to the Selection Panel:

   a. Cr Eva
   b. Cr Mutter
   c. Cr Connaughton
   d. Cr Ennor
   e. Cr Burnett
   f. Cr Trant
   g. Cr Young

3. Adopt the Terms of Reference for the CEO Recruitment Selection Panel as attached.

4. Re-appoint Caroline Robinson as the Independent Panel Member to the CEO Recruitment Selection Panel.

5. Re-confirm Lydia Highfield, as the Recruitment Specialist (Recruitment Consultant/Independent Facilitator).

6. Hold a workshop as soon as possible to brief the Panel and review the selection criteria.

7. Convene a Special Council meeting following the workshop, to approve the Application Package to enable the recruitment process to proceed.

10. REPORTS OF OFFICERS

Executive Services	
10.2 Endorsement of Implementation Plan – 2025 Regulation 17 Review Report and Financial Management Systems Review Report	
Agenda Reference:	TCEO
Location/Address:	132 Railway Road, Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0081
Disclosure of Interest:	Nil
Date:	27 May 2026
Author:	Mark Dacombe, Temporary Chief Executive Officer
Attachment (s):	Implementation Plan – 2025 Regulation 17 Review Report and Financial Management Systems Review Report

Council Role:

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

Report Purpose:
The purpose of this report is to present for Council endorsement the consolidated Implementation Plan developed in response to the findings and recommendations arising from the:

- 2025 Regulation 17 Review Report; and
- 2025 Financial Management Systems Review Report.

Background:
As part of the Shire's legislative and governance obligations under the Local Government Act 1995 and associated regulations, external reviews were undertaken in 2025 comprising:

- A Regulation 17 Review of systems and procedures; and
- A Financial Management Systems Review.

Both reports identified several recommendations aimed at strengthening governance, improving internal controls, enhancing financial management practices, and ensuring ongoing compliance with statutory requirements.

Officer's Comment:
A consolidated Implementation Plan has been developed to ensure all recommendations from both audit reports are addressed in a coordinated and structured manner.

The Plan assigns responsibility for each action, establishes realistic timeframes for completion, and provides a framework for monitoring and reporting progress. This approach ensures transparency, accountability, and alignment with best practice governance standards.

Endorsement of the Implementation Plan will authorise officers to proceed with implementation and allow progress to be formally tracked and reported to Council.

Consultation:
Chief Executive Officer
Deputy Chief Executive Officer
Finance Department
Relevant Shire officers responsible for implementation actions

Statutory Environment:
This item aligns with the Shire of Three Springs Strategic Community Plan 2024–2034, particularly objectives relating to:

- Strong and accountable governance
- Effective financial management
- Continuous organisational improvement

Policy Implications:
Nil

Financial/Resources Implications:
Implementation of recommendations may have resource implications; however, these will be managed within existing operational budgets where possible. Any additional funding requirements will be presented to Council for consideration through future budget processes.

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

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
• Strong and accountable governance	• A transparent, ethical and accountable local government that demonstrates strong leadership, effective decision-making, and builds community trust through open and responsible governance practices.
• Effective financial management	• A financially sustainable Shire that

	manages public funds responsibly, ensures long-term financial viability, and applies sound budgeting, reporting, and asset management practices.
• Continuous organisational improvement	• A high-performing organisation that continually improves systems, processes, and services through innovation, performance monitoring, and a culture of learning and efficiency.

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

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
• Strong and accountable governance	• The Corporate Plan supports this outcome by ensuring governance systems are in place to maintain accountability, manage risk, and support informed Council decision-making.
• Effective financial management	• The Corporate Plan operationalises financial sustainability through structured budgeting, asset renewal planning, and financial oversight processes to ensure long-term viability.
• Continuous organisational improvement	• The Corporate Plan drives improvement by embedding efficiency, capability development, and service optimisation across all Shire operations.

Voting Requirements:
Simple Majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.2**
That Council: 1. Receives the consolidated Implementation Plan prepared in response to the 2025 Regulation 17 Review Report and the 2025 Financial Management Systems Review Report; 2. Endorses the Implementation Plan for implementation by the Chief Executive Officer and relevant officers; and 3. Notes that progress against all actions will be monitored and reported to Council through the Audit, Risk and Improvement Committee at scheduled reporting intervals.	

10. REPORTS OF OFFICERS

Executive Services	
10.3 Appointment of Bush Fire Control Officers	
Agenda Reference:	TCEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0146
Disclosure of Interest:	Nil
Date:	27 May 2026
Author:	Mark Dacombe, Temporary Chief Executive Officer
Attachment (s):	Minutes of the meeting of the Advisory Committee held Wednesday 11 March 2026.

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 considers appointing persons to the positions of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Bush Fire Control Officers for the Shire of Three Springs, and the associated Shire of Three Springs Volunteer Bush Fire Brigade.

Background:
The Three Springs Bush Fire Brigade Advisory Committee meeting was held on the 11 March 2026 - see attached Minutes.

Officer's Comment:
In accordance with the *Bush Fire Act 1954*, Section 38(1), the local government must appoint individuals to be Bush Fire Control Officers.

These appointments are statutory appointments under the provisions of the *Bush Fire Act 1954* and are typical.

Consultation:
Ash Bone, Chief Bush Fire Control Officer

Statutory Environment:
The *Bush Fires Act 1954*, Part IV, Division 1, Section 38.

Policy Implications:
Nil

Financial/Resources Implications:
Nil

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

Strategic Community Plan 2024- 2034	
Council Objectives:	**Outcome:**
People are motivated, work together and have an increased pride and participation in the community.	Maintain and improve the provision of emergency services. Support and acknowledge volunteers Continue to support community organisations.

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:

OFFICERS RECOMMENDATION: 10.3

That Council appoint the following persons to the positions of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Bush Fire Control Officer:

Shire of Three Springs Volunteer Bush Fire Brigade:

1. Ash Bone to the position of Chief Bush Fire Control Officer

2. Jim Heal to the position of Deputy Chief Bush Fire Control Officer

Town Brigade:

3. Rod Ennor to the position of Town Captain

4. Norm Houdek to the position of Town Lieutenant

East Brigade:

5. Liam Mutter to the position of East Captain

6. Kyle Mutter to the position of East Lieutenant

West Brigade:

7. Jim Heal to the position of West Captain
8. Chad Eva to the position of West Lieutenant

Arrino Brigade:

9. Ash Bone to the position of Captain

10. Kade Mutter to 1st Lieutenant

11. Bailey Mutter to 2nd Lieutenant

10. REPORTS OF OFFICERS

Corporate Services	
10.4 Monthly Financial Report for Period 30 April 2026	
Agenda Reference:	Temporary CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0243
Disclosure of Interest:	Nil
Date:	27 May 26
Author:	Gillian Smith, Bob Waddell & Associates, Consultant
Attachment (s):	Monthly Financial Report 30 April 2026.

Council Role:

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

Report Purpose:
That Council accepts the monthly financial report for the period ending 30 April 2026.

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 2025-2026 Budget was adopted at the Ordinary Council Meeting held on 27 August 2025

Further information can be found by referring to Financial/Resources Implications.

Consultation:
Nil

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

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

"34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

Committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and

(b) budget estimates to the end of the month to which the statement relates; and

(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

(e) the net current assets at the end of the month to which the statement relates.

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

(a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and

(b) an explanation of each of the material variances referred to in sub regulation (1)(d); and

(c) such other supporting information as is considered relevant by the local government.

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

(a) according to nature and type classification; or

(b) by program; or

(c) by business unit.

(4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —

(a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

(b) recorded in the minutes of the meeting at which it is presented.

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances."

Policy Implications:
Nil

Financial/Resources Implications:

The total Cash Available as of 30 April 2026 is $5,465,899 Cash available comprises Unrestricted cash of $3,022,982 and Restricted cash of $2,442,916 primarily made up of various reserves.

Rates Debtors balance as of 30 April 2026 is $256,788. Rates Notices for 2025-26 were issued in September 2025. The rates collected as at end of April 2026 was $3,204,838 – 97.74%

April 2026:

Operating Revenue – Operating revenue of $4,561,404 is made up of Rates – 45%, Grants - 47%, Fees and Charges - 6%, Other Revenue - 1% and Interest Earnings – 1%.

Operating Expenses – Operating expenses of $6,176,106 is made of Depreciation - 36%, Employee Costs – 34%, Materials and Contracts – 19%, Insurance – 3%, Utilities – 7%, Loss on Disposal of Assets – 0% and Other Expenditure – 1%.

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

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

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

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

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.4**
That Council accepts the monthly financial report for the period ending 30 April 2026	

10. REPORTS OF OFFICERS

Corporate Services	
10.5 Accounts for Payments 30 April 2026	
Agenda Reference:	CEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0083
Disclosure of Interest:	Nil
Date:	27 May 2026
Author:	Jelena Brown, Assistant Finance Officer
Attachment (s):	List of creditors paid as at 30 April 2026

Council Role:

☐	Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.
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■	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 2025-2026.

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

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

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

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

Voting Requirements:
Simple Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	10.5

That Council accepts:

1. The accounts for payment as presented for April 2026 from the CBA Municipal Fund totalling $349,054.00.
2. Represented by Electronic Fund Transfers No's 21579 – 21638 and Direct Debits 18039.1 – 18047.1, 18053.1, 18080.1 – 18123.1.
3. Licensing Fund totalling $18,984.20 represented by Direct Debit No. 18051.1 – 18052.1, 18054.1, 18132.1 – 18148.1.

Total Payments for March 2026 $368,038.20

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 June 2026 @ 5.30pm.

16. CONFIDENTIAL ITEMS

17. MEETING CLOSURE

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

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

Signed: ____
Presiding Officer

Date: 27 May 2026