



MINUTES FOR THE
SPECIAL COUNCIL MEETING
HELD ON
MONDAY
9 AUGUST 2021
COMMENCING AT 5PM



Disclosure of Interest Form
(Elected Members/Committee Members/Employees/Contractors)

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

To: Chief Executive Officer

☐ Ordinary Council Meeting held
on _____

☐ Special Council Meeting held
on _____

☐ Committee Meeting held on _____

☐ Other _____

Report No _____

Report Title _____

Name _____

☐ Elected
Member

☐ Committee

☐ Employee

☐ Contractor

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

☐ Proximity

☐ Financial

☐ Impartiality

Nature of Interest

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

Name: _____ Signed: _____ Date: _____

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

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

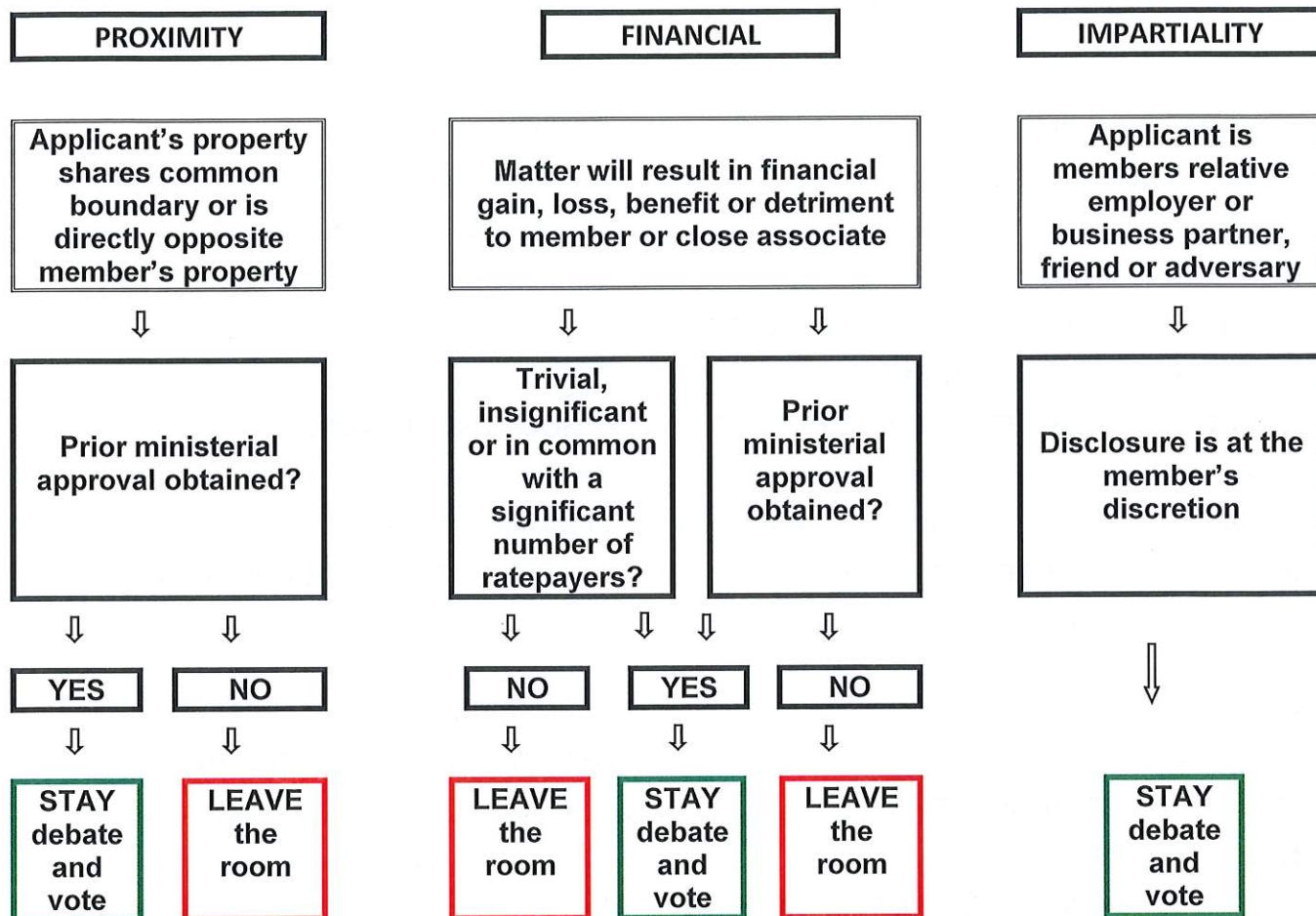
OFFICE USE ONLY

CEO
:

Signed: _____

Date: _____

Declaring an Interest



Local Government Act 1995 - Extract

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

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

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

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

5.71 - Employees to disclose interests relating to delegated functions.

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

'Local Government (Administration) Regulations 1996 – Extract

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

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

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MINUTES

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at: 5.07pm

Welcome to Country:-

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

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

	Attendance	Apologies	Approved Leave of Absences
Councillor Lane	Present		
Councillor Connaughton	Present		
Councillor Heal	Present		
Councillor Mutter	Present		
Councillor Mills		Apology	
Councillor Ennor	Present		
Councillor Eva	Present		
Chief Executive Officer	Present		
Deputy Chief Executive Officer	Present		
Manager of Works & Services	Absent		
Executive Secretary	Present		

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

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		Cr.	Cr.	

7. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION

Nil

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

Nil

10. REPORTS OF OFFICERS

Corporate Services	
10.1. Report Title 2021-2022 Annual Budget	
Agenda Reference:	DCEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0116
Disclosure of Interest:	Nil
Date:	9 August 2021
Author:	Rajinder Sunner, Deputy Chief Executive Officer
Attachment (s):	Shire of Three Springs Statutory Budget 2021-22

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 approves the Shire of Three Springs Annual Budget 2021-2022.

Background:

The Annual Budget 2021-2022 has been prepared in accordance with the Corporate Business Plan and the Strategic Resources Plan (Long Term Financial Plan) as adopted by Council.

The Budget has been workshopped with Council in July-August 2021.

Officer's Comment:

The Annual Budget 2021-2022 has been formulated in consultation with Council. The final version of the Budget is attached.

There are still several outstanding invoices and the end of year calculation has to be completed. Once this occurs the carried forward surplus may change as a result of 2020-2021 final audit.

The Shire has received a letter of request from Three Springs Sporting Club Inc. {TSSC} for a loan of \$80,000. The loan is in support of replacement of bowling green at club. The Shire will source a loan of \$80,000 from Western Australia Treasury Corporation for a term of two years with 4 semi-annual repayments. There will be deed of Loan and acknowledgement of debt signed by both parties prior to releasing the funds to TSSC.

Consultation:

Council
Bob Waddell
WATC
Executive
Staff

Statutory Environment:

Local Government Act 1995, section 6.2 & 6.35 (5)
Local Government Financial Management Regulation 22-33

Policy Implications:

This Budget is based on the principles of the Strategic Resource Plan 2020-2035 (Long Term Financial Plan), the Strategic Community Plan 2018-2028, the Forward Capital Works Plan 2021-2022 and the Corporate Business Plan 2020-2024.

Financial/Resources Implications:

Attached Annual Shire Budget 2021-2022.

Strategic Implications:

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

Strategic Community Plan 2018 - 2028	
Council Objectives:	Outcome:

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

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

Voting Requirements:

Absolute Majority required as shown.

Officer's Recommendation:

062/2021 OFFICER'S RECOMMENDATION and COUNCIL RESOLUTION 10.1

MOVED: Cr. Eva
SECONDED: Cr. Ennor

Officer's Recommendation:

- 1) That Council in accordance with section 6.2 (a) of the Local Government Act 1995 adopt the Budget for the financial year ending 30 June 2022 as resolved below:-

General Rates

Impose general rate on rateable land within the Shire of Three Springs in accordance with section 6.33 of Local government Act 1995 the following schedule rates:

Rate Category	Rate in the Dollar Cents	Minimum payment \$
Residential {GRV}	12.3195	470
Mining {GRV}	12.3195	470
Rural and Arrino {UV}	1.3861	470
Mining {UV}	1.3861	470

Payment options of Rates and Due Dates

Set the due date for payment of rate instalments as follows:

- **Option 1** – Single payment due no later than 4:00pm on 27 September 2021
- **Option 2** – Four Instalments:
 - First instalment due no later than 4:00pm on 27 September 2021
 - Second instalment due no later than 4:00pm on 29 November 2021
 - Third instalment due no later than 4:00pm on 31 January 2022
 - Fourth instalment due no later than 4:00pm on 4 April 2022

Administration Charges in instalments

Set an administration charge of \$12.00 per rate instalment notice where the instalment plan is selected

Interest on Rate Instalments

Set as an additional charge of way of interest where instalment plan is selected a rate of 5.50%

Late Payments Interest Charge

Set an interest rate of 7.0% as a penalty interest for the late payment of rates and charges

Material Variance

The 2021-2022 Financial Statement presented to the Council during the financial year for review and comparison to budget will indicate Variance Value (+) or minus (-) of 10% or \$10,000 whichever is greater

Elected Members Entitlements

President:

- | | | |
|----|----------------------------|-------------------|
| 1. | Meeting Attendance | \$400 per meeting |
| 2. | Committee Attendance | \$200 per meeting |
| 3. | Other Meeting – Prescribed | \$115 per meeting |

Councillors:

- | | | |
|----|----------------------------|-------------------|
| 4. | Committee Attendance | \$200 per meeting |
| 5. | Other Meeting – Prescribed | \$115 per Meeting |

Allowance to be paid in addition to the meeting Fees

- | | | |
|-----|---|--------------------|
| 6. | President | \$15,000 Per Annum |
| 7. | Deputy President | \$ 3,750 Per Annum |
| 8. | ICT Allowance | \$2,000 Per Annum |
| 9. | Travel Allowance | |
| 10. | \$0.5837 per kilometre for engine displacement 1600cc & under | |
| 11. | \$0.7087 per kilometre for engine displacement 1600cc to 2600cc | |
| 12. | \$0.9901 per kilometre for engine displacement 2600cc & over | |

2. Self-Supporting Loan of \$80,000 for Three Springs Sporting Club Inc.

- | | | |
|----|-------------|--------------------------|
| 1. | Loan Amount | \$80,000 |
| 2. | Term | Two Years |
| 3. | Repayments | 4 Semi Annual repayments |

CARRIED:

VOTED: 6/0

11. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

- | | |
|-------|-----------------|
| 12.1. | ELECTED MEMBERS |
| 12.2. | STAFF |

13. QUESTIONS BY MEMBERS WITHOUT NOTICE

Nil

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

Nil

15. TIME AND DATE OF NEXT MEETING

The Next Ordinary Council Meeting will be held on Wednesday 25 August 2021 @ 5pm.

16. CONFIDENTIAL ITEMS

Nil

17. MEETING CLOSURE

There being no further business the Presiding Officer closed the meeting at 5.18pm.

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

Signed: _____

Presiding Officer

Date: 25 August 2021

