THREE SPRINGS SHIRE COUNCIL

Heart of North Midlands

AGENDA
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
25 MARCH 2026
COMMENCING AT 5.30 PM

WILDFLOWER COUNTRY

Councillors,

An ordinary meeting of Council is called for Wednesday, 25 March 2026, in the Council Chambers, Railway Road, Three Springs commencing at 5.30pm.

Krys East
Temporary Chief Executive Officer
20 March 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:** ______________________

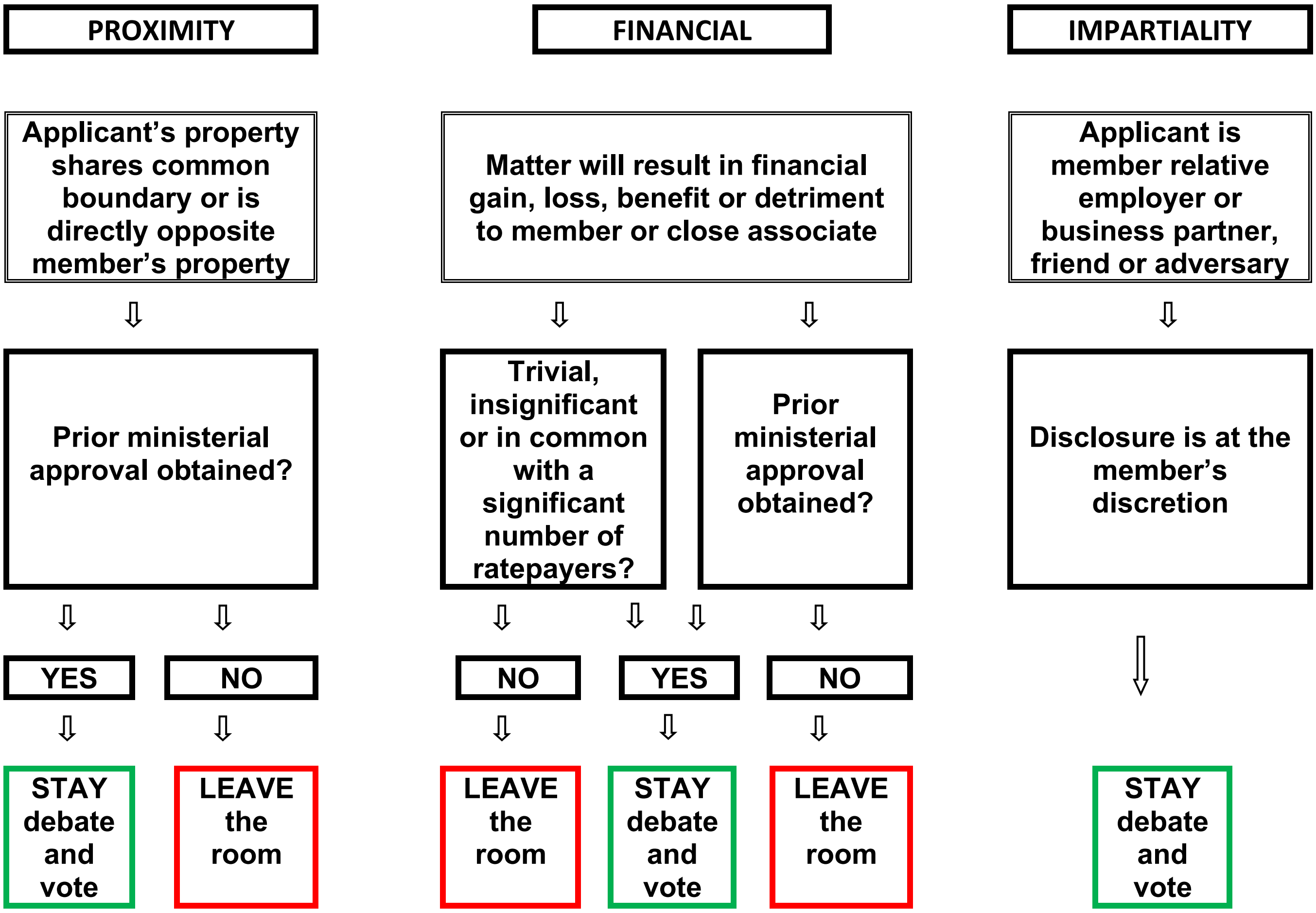
Note 1: For Ordinary <u>meetings of Council</u>, elected members and employees are requested to submit this completed form to the Chief Executive Officer prior to the meeting. Where this is not practicable, disclosure(s) must be given to the Chief Executive Officer prior to the matter being discussed.

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			
Temporary Chief Executive Officer			
Manager of Infrastructure			
Executive Secretary			

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

Questions received from Joy Ridley, Three Springs dated 8 March as follows:

1. CBH & the railway land along Railway Rd & Slaughter Street has still not had any fire mitigation work done. At the November 2025 OCM, this was brought to the attention of the Shire. I was told they had 2 more days to carry out that work, or an infringement notice would be issued.

This has been an ongoing problem every year in that area. When will the work be done?

2. At the November OCM I asked if the eucalyptus saplings growing on the road shoulders were going to be slashed & sprayed. I have sent in many photos of saplings growing right on the bitumen verge, on Dudawa Rd, Morawa Rd, & Perenjori Rd. These roads are the school bus route I drive 5 days a week. These trees are becoming a real safety issue, as I see kangaroo’s almost every day on these roads.

3. Does the Shire have Spill Kits for hydrocarbon & oil spill? The spill on the corner of Morawa& Perenjori Rd was only covered with yellow sand.

4. Our pigeon problem is not going away. Is the potential sterilization program going to happen? Pigeons are rats with wings,& a public health issue.

5. Can we please have a spraying program this winter for the road verges & the town streets & drains. The road verges have not been sprayed for 4 to 5 years, & slashing has not occurred. No summer weeds have been sprayed this year, & since our 33ml of rain caltrop is making its presents felt. I did notice on Friday that a yellow flowering weed has made its way to the swimming pool lawn from the main street lawn & Dominican Park. This

is happening because the lawn mowers are not cleaned down before they move from one area to another.

6. Why are we paying a reticulation contractor $63,444.76 for work on multiple shire properties when we have a Reticulation Officer on the staff?

7. In the Key Budget Highlights for the 2025/2026 year ,solar panels were going to be installed at the swimming pool, renovations for the pavilion changerooms, upgrade of the pavilion playground, & $6000k for new staff housing. Are these projects going to be completed this financial year?

8. Does the Shire have specific permission from the Water Corporation to run reticulation on parks & gardens more than twice a week? The accounts from Water Corporation paid in January & February were $35,462.94. This seems excessive.

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	25.02.2026	Cr.	Cr.	
6.2	Special Council Meeting	11.03.2026	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	

9. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

10. REPORTS OF OFFICERS

Executive Services	
10.1 Local Government Electoral Reform – WALGA's Advocacy	
Agenda Reference:	CEO
Location/Address:	
Name of Applicant:	WALGA
File Reference:	ADM
Disclosure of Interest:	Nil
Date:	25 March 2026
Author:	Mark Dacombe, Temporary Chief Executive Officer
Attachment (s):	WALGA Electoral Reform Discussion Paper

Council Role:

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

Report Purpose:
To provide Council endorsed responses to the WALGA Discussion Paper on Local Government Electoral Reform. This feedback will inform an item to be presented to the WALGA State Council

Background:
WALGA is undertaking sector engagement regarding Local Government electoral reforms expected to be proposed by the State Government.

In June 2025, Hon Hannah Beazley MLA, Minister for Local Government, expressed support for a four-year election cycle, citing concerns about voter fatigue and the rising costs of conducting biennial elections. These messages were repeated in Minister Beazley's address at WALGA's 2025 Local Government Convention, which also raised the possibility of compulsory voting. These comments have prompted renewed interest and discussion across the sector.

WALGA has contacted both the Department of Local Government, Industry Regulations and Safety (LGIRS) and the Minister's office seeking details of any consultation on these matters, but no further information has been provided.

By proactively progressing this consultation, WALGA is seeking to obtain sector feedback that will ensure WALGA's positions reflect the sector's current views and enable timely, well-informed and effective engagement with the anticipated State Government reform proposals.

Officer's Comment:
The WALGA Discussion Paper sets out the key considerations with respect to 'election frequency' and 'compulsory or voluntary voting' and poses a set of questions for each topic, these being:

Election Frequency

1. Does your Local Government support half spill elections every two years or full spill elections every four years?
2. What are the key considerations informing this view?
3. If full spill elections every four years were introduced, what transitional arrangements and consequential amendments may be required?
4. Any other comments?

Compulsory Voting

1. Does your Local Government support compulsory voting or voluntary voting in Local Government elections?
2. If the frequency of Local Government elections were changed to every 4 years, would your Local Government support compulsory or voluntary voting?
3. What are the key considerations informing this view?
4. Any other comments?

It is proposed that Council give guidance to officers to enable a submission to be finalised.

Consultation:
The purpose of this item is to consult with elected members regarding these two electoral issues.

Statutory Environment:
Local Government Act 1995 and associated Regulations

Policy Implications:
Nil

Financial/Resources Implications:
There are no financial implications associated with making a submission on these matters

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

Strategic Community Plan 2024-2034	
Council Objectives:	**Outcome:**
• Civic Leadership and Governance • Community Engagement and Representation	• Council demonstrates strong leadership and advocacy on issues impacting the Local Government sector. • Community interests are represented

	through informed decision-making and participation in electoral reform discussions.

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

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
• Deliver effective governance and strengthen organisational capacity	• Coordinate and prepare submissions on sector reforms and legislative changes • Support Council in fulfilling its governance and advocacy responsibilities • Ensure Council positions reflect community interests and sector best practice

Voting Requirements:
Simple majority

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.1**
That Council: Reviews the WALGA Discussion Paper on electoral reform and requests the CEO to finalise a submission responding to the questions and incorporating the Council's views.	

10. REPORTS OF OFFICERS

Executive Services	
10.2 Appointment of Independent Members to the Audit Committee	
Agenda Reference:	CEO
Location/Address:	
Name of Applicant:	Shire of Three Springs
File Reference:	ADM081
Disclosure of Interest:	Nil
Date:	25 March 2026
Author:	Mark Dacombe, Temporary Chief Executive Officer
Attachment (s):	Audit Committee Terms of Reference

Council Role:

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

Report Purpose:
To review and approve the procedure for appointing an independent Presiding Member, as well as considering the potential selection of a second independent member.

Background:
Recent legislative changes require the Council to appoint a presiding member and allow the appointment of a deputy presiding member of an Audit Risk and Improvement Committee (ARIC). The appointment of an Independent Presiding Member is to ensure independence, leadership, and strong governance oversight within the Committee.
Members of ARIC are appointed for a two-year term aligned with election cycles.

Officer's Comment:
It is noted that the Council's Terms of Reference (ToR) for the Audit Committee allow for the appointment of independent members. Notwithstanding that the ToR require to be updated to reflect the recent legislative changes.

WALGA has assembled a list of suitably qualified people who are available for appointment. It is suggested however that in the interests of transparency an open Expression of Interest process be conducted with the WALGA Panel being invited to apply.

Consultation:
Deputy CEO

Statutory Environment:
Local Government Act 1995
Section 5.10 – Council appoints committee members.
Section 5.12 – Council must appoint a presiding member and may appoint a deputy presiding member (absolute majority required).
Local Government Amendment Act 2024 introduces new provisions:
• s7.1A(3) – Presiding Member of ARIC cannot be a council member of any local government.
• s7.1A(4) – Deputy Presiding Member of ARIC cannot be a council member of any local government.

Policy Implications:
Nil

Financial/Resources Implications:
Sitting fees for the Independent Presiding Member are payable. The Council will need to determine the appropriate fee.
.
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 governance, leadership and informed decision-making • Transparent and accountable local government	• Council demonstrates effective governance through independent oversight and robust audit processes • Increased community confidence in Council's financial management, risk management and compliance frameworks

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

Corporate Business Plan 2020-2024	
Scope Statement:	**Project Outputs:**
To ensure effective governance systems, compliance and risk management practices are in place and regularly reviewed	• Appointment of an Independent Presiding Member to the Audit, Risk and Improvement Committee • Updated Audit, Risk and Improvement Committee Terms of Reference aligned with legislative requirements • Implementation of a transparent and compliant appointment process

Voting Requirements:
The appointment of independent members will be by absolute majority.
The officer's recommendation on this report requires a simple majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION:	**10.2**
That Council request the Chief Executive Officer to: 1. Conduct an Expression of Interest process for and Independent Presiding Member for the Audit, Risk and Improvement Committee, 2. Review and update the Terms of Reference of the Audit Committee, 3. Provide a report to the April 2026 Ordinary Council meeting.	

10. REPORTS OF OFFICERS

Corporate Services	
10.3. Mid-Year Budget Review 2025-26	
Agenda Reference:	TCEO
Location/Address:	Shire of Three Springs
Name of Applicant:	Shire of Three Springs
File Reference:	ADM0130
Disclosure of Interest:	Nil
Date:	25 March 2026
Author:	Krys East, Deputy Chief Executive Officer
Attachment (s):	2025-26 Budget Review List of Budget Changes for Adoption (Confidential) 2025-26 Annual Budget Review reports. 2025-26 Significant amendments (Confidential)

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 adopts the 2025-2026 Mid-Year Budget review prepared based on figures as of 31 December 2025.

Background:
The mid-year budget report incorporates year-to-date variations and forecasts to 30 June 20265 based on figures as at 31 December 2025.

Local Government Financial Regulations 33A requires that the local government conduct a budget review between 1 January and 31 March each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 14 days of the adoption of the review. The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulation 1996 and Australian Accounting Standards.

Local governments are required to conduct a budget review to establish whether they are meeting their budget commitments and/or determining any areas of savings, overspend/concern or required changes, and considering receipt of income and incurred expenditure in accordance with the adopted budget.

Once officers have completed the review, the Council is required to consider the submission and determine whether or not to adopt the review or any recommendations made.

When adopting the 2025-2026 annual budget, the Council adopted 10% or $10,000 as the trigger point for reporting material variances to be used in the statements of financial activity.

Officer's Comment:
For a comprehensive list of all budget amendments requested, refer to the attached 2025-26 Budget Review List of Budget Changes for Adoption and the 2025-26 Annual Budget Review reports.

Operating revenue has been adjusted to reflect:

- Confirmed grant funding allocations and timing variations
- Changes in Financial Assistance Grants where applicable
- Variations in fees and charges based on actual activity levels

These adjustments ensure revenue projections are aligned with actual performance and known funding arrangements.

Operating expenditure has been reviewed across all categories to reflect current and forecast requirements:

Minor variations have occurred with employee costs as a result of higher overheads associated with a shortage of outdoor staff. While there have been some changes within the administration team, positions have remained vacant for short periods, limiting any immediate financial benefit. In addition, the absence of a Deputy CEO for the last four months of the reporting period would typically have resulted in savings; however, this has been largely offset by costs associated with the termination of a CEO and other employees. As a result, the overall impact on the budget has been minimal, and it is anticipated that this will stabilise over the remainder of the financial year.

A reduction in operating materials and contracts expenditure can be attributed to changes in key management positions during the financial year. The transition to new staff within these roles resulted in a temporary slowdown in the planning, coordination, and delivery of budgeted works and contracted services. As a result, a number of projects and operational activities did not progress as originally scheduled, leading to lower-than-anticipated expenditure in this area. However, a number of these works have not been cancelled and will be carried over into the next financial year for completion. It is expected that as staffing stabilises and new personnel become fully embedded in their roles, delivery will improve and expenditure will realign more closely with budget forecasts.

The increase in utility charges is attributable to the Water Corporation utilising a standpipe to draw water for supply to a nearby town following a failure in their infrastructure. This additional usage has resulted in higher utility costs for the Shire during the reporting period. However, these costs are fully offset by a corresponding increase in Fees and Charges, as the Water Corporation has been invoiced for the water usage, resulting in a neutral overall impact on the Shire's financial position.

The capital program has been reviewed and amended to reflect a reallocation of funding between projects and the deferral of selected projects, including the purchase and disposal of plant to the 2026–2027 financial year. These deferrals are primarily due to resource constraints, contractor availability, and the level of project readiness at this stage of the financial year. Where projects are externally funded, these changes represent timing differences only and do not adversely impact the Shire's financial position.

The planned drawdown from reserve funds for the development of new housing and for drainage works on the main street will not occur within the current financial year and will instead be carried over to the next financial year. The timing of these projects is dependent on a number of factors, including grant application, project readiness, approvals, resource availability, weather to assess drainage issues and contractor scheduling. As a result, the associated reserve movements have been deferred to 2026-27.

The overall budget impact of all these changes, if adopted as presented to the Council, combined with previously adopted budget amendments, is that there will be a surplus of $1,104,485. The shire may also receive an advance on the 2026/27 Financial Assistance Grant in late June 2026, as this has occurred for a number of years, which will increase the surplus further. This has not been factored into this budget review.

Consultation:
Chief Executive Officer
Shire Staff

Statutory Environment:
Regulation 33A of the Local Government (Financial Management) Regulation 1996 requires:

33A. Review of budget

(1) Between 1 January and the last day of February in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) The review of an annual budget for a financial year must —

1. (a) consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and

2. (b) consider the local government's financial position as at the date of the review; and

3. (c) review the outcomes for the end of that financial year that are forecast in the budget; and

4. (d) include the following —

   (i) the annual budget adopted by the local government;

   (ii) an update of each of the estimates included in the annual budget;

   (iii) the actual amounts of expenditure, revenue and income as at the date of the review;

(iv) adjacent to each item in the annual budget adopted by the local government that states an amount, the estimated end-of-year amount for the item.

(2) The review of an annual budget for a financial year must be submitted to the council on or before 31 March in that financial year.

(3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*Absolute majority required.

(4) Within 14 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

[Regulation 33A inserted: Gazette 31 Mar 2005 p. 1048-9; amended: Gazette 20 Jun 2008 p. 2723-4; SL 2023/106 r. 18.]

Policy Implications:
Nil

Financial/Resources Implications:
Specific financial implications are outlined in the 2025-26 Budget Review List of Budget Changes for Adoption.

The budget review is a legislative requirement and establishes a system for sound and prudent financial management of the shire, as the budget underpins the Shire's ability to meet current and future demands/requirements for works, services and programmes.

Following incorporation of all proposed amendments, the forecast financial position at 30 June 2026 is a surplus of $1,104,485.

Strategic Implications:
The adopted budget and subsequent review have been developed using the existing strategic planning documents adopted by the Council.

The budget is based on principles contained in the Community Strategic Plan, Corporate Business Plan, and Forward Capital Works Plan, as well as other operational plans that comprise the integrated planning framework.

Strategic Community Plan 2024-2034	
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:
Absolute Majority.

Officer's Recommendation:

OFFICER'S RECOMMENDATION 10.3

That Council adopt:

1. The budget review for the period 1 July 2025 to 31 December 2025 as per the projected figures indicated in the Budget Review Reports.

2. The 2025-2026 budget be amended as follows:-

Operating Revenue	Rates	Decrease provision by	$1,177.00
Operating Revenue	Grants, Subsidies and Contributions	Decrease provision by	$36,659.00
Operating Revenue	Fees and Charges	Increase provision by	$88,905.00
Operating Revenue	Profit on Disposal of Assets	Decrease provision by	$2,650.00
Operating Revenue	Other Revenue	Increase provision by	$10,880.00
Operating Expense	Employee Costs	Decrease provision by	$3,631.00
Operating Expense	Materials and Contracts	Decrease provision by	$227,492.00
Operating Expense	Utility Charges	Increase provision by	$96,464.00
Operating Expense	Depreciation	Increase provision by	$3,300.00
Operating Expense	Insurance Expenses	Increase provision by	$7,134.00
Operating Expense	Other Expenditure	Decrease provision by	$24,425.00
Capital Revenue	Capital Grants, Subsidies and Contributions	Decrease provision by	$1,721,221.00
Capital Expenditure	Land and Buildings	Decrease provision by	$1,673,490.00
Capital Expenditure	Plant and Equipment	Decrease provision by	$714,501.00
Capital Expenditure	Infrastructure Assets - Roads	Decrease provision by	$1,101,798.00
Capital Expenditure	Infrastructure Assets - Parks and Ovals	Decrease provision by	$10,000.00
	Surplus Carried Fwd	Decrease provision by	$80,854.00

10. REPORTS OF OFFICERS

Corporate Services	
10.4 Monthly Financial Report for Periods 28 February 26	
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:	17 March 26
Author:	Gillian Smith, Bob Waddell & Associates, Consultant
Attachment (s):	Monthly Financial Report 28 February.

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:
That Council accepts the monthly financial report for the period ending 31 February 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 28 February 2026 is $5,921,704 Cash available comprises Unrestricted cash of $3,495,085 and Restricted cash of $2,426,619 primarily made up of various reserves.

Rates Debtors balance as of 28 February 2026 is $276,955. Rates Notices for 2025-26 were issued in September 2025. The rates collected as at end of February 2026 was $3,001,578 – 91.55%

February 2026:

Operating Revenue – Operating revenue of $4,385,277 is made up of Rates – 46%, Grants - 48%, Fees and Charges - 4%, Other Revenue - 1% and Interest Earnings – 1%.

Operating Expenses – Operating expenses of $5,090,651 is made of Depreciation - 35%, Employee Costs – 32%, Materials and Contracts – 20%, Insurance – 6%, Utilities – 6%, 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 28 February 2026	

10. REPORTS OF OFFICERS

Corporate Services	
10.5 Accounts for Payments 28 February 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:	25 March 2026
Author:	Jelena Brown, Assistant Finance Officer
Attachment (s):	List of creditors paid as at 28 February 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 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 January 2026 from the CBA Municipal Fund totalling $208,058.80. 2. Represented by Cheque 11690 and Electronic Fund Transfers No's 21495 – 21525 and Direct Debits 17855.1 – 17856.1, 17867.1, 17871.1, 17893.1, 17895.1 – 17897.1, 17922.1 – 17931.2, 17947.1 – 179571. 3. Licensing Fund totalling $27,828.50 represented by Direct Debit No. 17857.1, 17868.1, 17890.1 – 178921, 17894.1, 17918.1 – 17921.1, and 17932.1. **Total Payments for February 2026 $235,887.30.**	

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, 22 April 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: 25 March 2026