



SHIRE OF WILLIAMS

MINUTES

ORDINARY COUNCIL MEETING
MONDAY 26 AUGUST 2024

SHIRE COUNCIL CHAMBERS
9 BROOKING STREET
WILLIAMS WA 6391



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SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2022-32

VALUES / VISION

Williams is an independent, growing and vibrant community, achieved by maintaining a balanced and caring approach to its people and environment.

- Community connectedness and great lifestyle.
- Support the young and care for the elderly.
- Ideal Location (proximity to regional centres and metropolitan areas)
- Relevant and well maintained facilities.
- Recognition of the need to care for the environment in a balanced approach.
- Effective communication and cooperation.

ECONOMIC

To support industry and business development of sustainable infrastructure and investment opportunities.

E1. Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.

E2. To have appropriate levels of housing to cater for population retention and growth.

SOCIAL & CULTURAL

To be a safe and welcoming community where everyone is valued and has the opportunity to contribute and belong.

SC1. To provide community infrastructure and facilities that meet the needs of the population.

SC2. To support a safe and healthy community with a strong sense of community pride.

SC3. To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural environment is valued, respected, promoted and celebrated.

LAND USE AND ENVIRONMENT

To have a balanced respect for our natural assets and built environment, retaining our lifestyle values and community spirit

LUE1. To enhance, promote, rehabilitate and leverage the natural environment so it continues to be an asset to the community

LUE2. Natural assets and public open spaces are accessible, well utilised and managed.

LUE3. To have safe and well maintained transport network that supports local economy.

LUE4. Recognising and implementing sustainability measures.



INNOVATION, LEADERSHIP & GOVERNANCE

To have a shire council that is an innovative, responsive partner to the community with strong civic leadership engaging in effective partnerships which reflect the aspirations of the community as a whole.

ILG1. The Shire is efficient in its operations; actively listens to the community and anticipates and responds to the community needs

ILG2. The revenue needs of the Shire are managed in an equitable, proactive and sustainable manner.

ILG3. Effective collaboration and shared services with other relevant Local, State and Federal Government agencies, industry and community organisations

ILG4. A strategically focused, unified Council functioning effectively ensuring compliance within the regulatory framework

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member, President Logie, will declare the Meeting open at 3:51 pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Elected Members

Cr Jarrad Logie - President
Cr Natalie Major - Deputy President
Cr Simon Harding
Cr Tracey Price
Cr Bernie Panizza
Cr Christine Cowcher
Cr John Macnamara

Staff

Peter Stubbs - Chief Executive Officer
Britt Logie – Community Development Officer / Minute Taker
Gemma Boyce – Executive Manager of Corporate Services
Cassie Barker – Senior Finance Officer

Visitors - Nil
Apologies - Nil
Leave of Absence – Nil

3. PUBLIC QUESTION TIME

Nil

4. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

5. DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	
Item No. / Subject	
Type of Interest	

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 22ND JULY 2024

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Cowcher

That the Minutes of the Ordinary Council Meeting held 22 July 2024, as previously circulated, be confirmed as a true and accurate record.

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Nil

Carried: 7/0

Resolution: 16/25

6.2 SPECIAL COUNCIL MEETING HELD 7TH AUGUST 2024

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Macnamara

That the Minutes of the Special Council Meeting held 7 August 2024, as previously circulated, be confirmed as a true and accurate record.

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Nil

Carried: 7/0

Resolution: 17/25

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

On behalf of Council, I congratulate former Councillor Moya Carne on receiving the Merit Award for her outstanding past contributions to Local Government and the Shire of Williams, and former CEO Geoff McKeown for his Distinguished Officer Award in recognition of his long career in Local Government. Both were worthy recipients. The WALGA presentation evening was a fitting event attended by Cr Major, Cr Cowcher, Britt Logie- Community Development Officer and myself.

I thank Cr Panizza, Cr Macnamara and our CEO for their attendance at the 'Bring Dowerin to Town' event, which promotes the Dowerin Field Day and the value of our agricultural industries to a broader audience.

I thank Cr Panizza and the CEO for meeting with the Acciona company in their proposal to build and operate a 400+ tower wind farm in the Shires of West Arthur, Wagin and Williams.

I state for the public record Councillors met with Lacour Energy and Neoen on their respective wind farm proposals on Monday 26 August 2024 and thank those companies for their briefings.

I thank Ms Avril Baxter for her presentation on vegetation preservation in road corridors provided on Monday 26 August 2024.

I attended the Central Country Zone meeting of Local Governments in Wagin on the 16 August 2024. Major issues debated included,

- Heavy haulage and the chain of custody for all parties.
- Road funding.
- Clearing, as it impacts roadside vegetation management.
- Wind farm proposals - concerns around Local Government

I congratulate all those who supported the Small Halls Concert held in Williams over the weekend, which was another quality event for our community.

8. MATTERS WHICH REQUIRE DECISIONS

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 NARROGIN WILLIAMS RAIL TRAIL STUDY.

File Reference	11.30.55
Statutory Reference	Various
Author	Britt Logie
Date	20.08.2024
Attachments	Nil

Background

In March 2024, The Shire of Narrogin approached the Shire of Williams for support in a Narrogin Williams Rail Trail. Narrogin applied for funding for a feasibility study in the Narrogin Williams Rail Trail. This project has been previously discussed in 2020 with Council support.

Comment

Rail Trails are shared use paths recycled from abandoned railway corridors. They can be used for walking, cycling and horse riding. In November 2008, a feasibility study was conducted on the Rail Trail between Williams and Darkan. Unfortunately on the Williams Darkan Trail, several private properties are entered making the logistics of this particular trail harder to complete.

In July 2020, The Williams Shire was approached by the Shire of Narrogin whether there is an interest in assessing the potential for a Rail Trail between Williams and Narrogin. Narrogin are in the process of an upgrade of their Railway Station and a link to a rail trail would be the next step. With the popularity of rail trails and the previous interest expressed from the Williams community for walk trails, I feel this would be a fantastic opportunity for the Shire to invest in. The rail trail within the Williams Shire remains fairly intact and does not cross through any private property – the biggest hurdle that will be faced will be the five Bridges that have been made impassable by PTA to prevent crossing. Images of some of these bridges are below.



The remainder of the trail requires clearing of small trees on most of the trail. Some of the trail has rail sleepers still intact which adds to the charm of the “rustic” Rail Trail. In March 2024, The Shire of Narrogin was successful with funding to produce a feasibility study on the Rail Trail. The Shire of Williams contribution to the feasibility study will be approximately \$5000.00.

The Shire of Narrogin have engaged consultants to prepare the Narrogin Williams Rail Trail Feasibility Study and are holding 2 community consultation sessions in September to determine whether a trail for cyclists and hikers has merit

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 – 2032. Specifically, it relates to the following strategy(s):

- SC1.5** Continue to support and develop tourism opportunities for the Shire
- LUE 1.1** Ensure that the townsite is maintained to a high standard.
- ILG 2.1** Maximise and leverage grant funding opportunities to balance and support Council investment

Financial Implications

Financial support from the Shire of Williams has been included in the 2024/2025 Budget

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Macnamara

Seconded: Cr Price

That Council support joint Shires evaluation of the trail concept on the disused Public Transport Authority rail corridor between Williams and Narrogin, and give further consideration to that after receipt of the final feasibility study.

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Nil

Carried: 7/0

Resolution: 18/25

8.1.2 BUDGET AMENDMENT 2024-2025

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Peter Stubbs, Gemma Boyce & Cassie Barker
Date	21.08.2024
Disclosure of Interest	The Authors have no Impartiality, Financial or Proximity Interests that require disclosure
Attachments	2024-25-Statutory-Budget-Template-FINAL ADJUSTED AFTER ADOPTED CHANGES & AMENDED

Background

The 2024/25 budget was adopted on the 7 August 2024.

Staff have since discovered an error related to the budget template document which picks up the information and filters this into the financial reports.

This has amounted in a budget over allocation of \$358,640. This reflects in Council's Investing Activities not reconciling to the Assets Supplementary page. The Investing Activities should also reflect the total in the Budget Note 5: Property Plant & Equipment.

Statutory Implications

The Local Government (Financial Management) Regulations 1996 govern annual budget reviews. Review and amendments to budgets can be made at any time by Absolute Majority.

Local Government (Financial Management) Regulations 1996 Section 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 —
 - (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
 - (b) consider the local government's financial position as at the date of the review; and
 - (c) review the outcomes for the end of that financial year that are forecast in the budget; and
 - (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.
- (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.

***Absolute majority required.**

Comment

To balance the 2024-25 budget the following budget amendments are recommended:

Value	Removal of the following Items from the 2024-25 Budget	Explanatory Comments
\$21,000	Record System	The record system needs to be considered carefully with regard to the planned new ERP system. While introducing a modern State Record compliant Record System in 2024-25 would lessen complexity at the time of the ERP introduction, it can be deferred to 2025-26 without compromising the Shire operations in the year ahead.
\$15,000	Skate Park Improvements	\$12,000 has recently invested in improving the Park. While it is desirable to continue further improvements deferring this will not adversely impact park users.
\$13,745	Reduction in allocation for Strategic Planning E042015	Reduction can be accommodated and could be offset by a pending grant.
\$200,000	Marjidin Way/Narrogin Road Intersection Upgrade	To implement the upgrade to RAV use requires a road safety audit, traffic management plan, and design before accurate costing for the RAV changes can be obtained. In addition Main Roads approval for the above is required. That is at least a 6-month process at an estimated cost of \$15,000. Effort will be made to complete the required preliminaries and approvals in 2024-25 to set up the intersection changes in 2025-26.
\$51,145	Cemetery Road-reseal 0.00 to 042SLK (23/24 & 24/25 program)	Defer and review in 10-year Road program
\$57,750	Medlen Road-gravel sheet 2.10 to 5.60SLK CF 2023/24 \$57,750	Defer and review in 10-year Road program

Strategic Implications

This item is key matter pertaining to the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

Reduced Budget allocations of \$358,640 to rebalance the 2024-25 budget,

Voting Requirements

Absolute Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Major

Seconded: Cr Harding

That following an identified error in the budget template documents underpinning the adopted 2024-25 budget the following budget amendments be approved to correct that and re balance the budget;

Deletion from the budget of the following budget allocations

\$21,000	Record Keeping system
\$15,000	Skate Park Improvements
\$13,745	Reduction in Strategic Planning
\$200,000	Marjidin Way Intersection re-build
\$51,145	Cemetery Road reseal
\$57,750	Medlen Road re sheeting

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Major, Cr Price.

Against: Cr Macnamara, Cr Panizza

Carried: 5/2

Resolution: 19/25

8.1.3 PAYMENT LISTING

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Cassie Barker
Date	21.08.2024
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Payment listing for month ending July 2024

Background

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shire's municipal or trust account. In exercising their authority, and in accordance with the Local Government (Financial Management) Regulation, it is a requirement to produce a list of payments made from Councils Municipal Fund and Trust Fund bank accounts to be presented to Council in the following month.

Statutory Implications

Regulation 13 of the *Local Government (Financial Management) Regulations 1995* states:

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.*

Comment

The list of accounts for payment is a separate attachment to this agenda.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Cowcher

Seconded: Cr Major

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 105023 – 105025 totalling \$604,955.56 approved by the Chief Executive Officer during the month of July 2024 be endorsed.

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Nil

Carried: 7/0

Resolution: 20/25

SHIRE OF WILLIAMS
PAYMENT LISTING FOR THE MONTH ENDING 31 JULY 2024

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
01/07/2024	WA SUPER	Superannuation June 2024	\$27,704.17
02/07/2024	FUEL DISTRIBUTORS OF WA PTY LTD	13853 - Stock Fuel	\$16,064.78
02/07/2024	GREAT SOUTHERN FUELS	Monthly Fuel Account May 2024	\$1,317.91
02/07/2024	RURAL INFRASTRUCTURE SERVICES	13858 - Provision of Consultancy Services Brook Street Culvert	\$5,657.91
03/07/2024	FAWCETT, CALLUM	Reimbursement for 3 x Cat Traps	\$449.85
04/07/2024	AVON WASTE	May & June Monthly Accounts, Bin Purchases	\$20,775.21
04/07/2024	BELVEDERE NURSERY	13767 - Landscaping Plants (Wandoo Crt)	\$98.00
04/07/2024	BENARA NURSERIES	13778 - Landscaping Plants (Arts & Craft Centre)	\$399.30
04/07/2024	BEST OFFICE SYSTEMS	13353 - Monthly Printing/Copying Charges	\$421.15
04/07/2024	BOC Ltd	13299 - Depot & Pool Operating Costs	\$130.74
04/07/2024	BUILDING AND ENERGY	BSL collection - June 2024	\$2.20
04/07/2024	CITRUS WHEEL MARKETING	13372 - Area Promotion	\$840.00
04/07/2024	CITY OF KALAMUNDA	Building Surveyor Wages 19/12/2023 to 28/05/2024	\$541.12
04/07/2024	CORSIGN WA PTY LTD	13490 , 13727, 13721, 13709 - Council & Town Mtce & Traffic Signs	\$5,767.30
04/07/2024	COUNTRY BUILDING AND MAINTENANCE WA	13851 - 8 Fry Street - 1st 50% of renovations to ensuite	\$11,907.50
04/07/2024	DIAMOND LOCK & SECURITY	13770 - 2 Master & Grand Master Keys For Admin Building	\$125.00
04/07/2024	DM READ	13865 - Remove & Replace Colourbond Fence To A & C Centre	\$4,364.00
04/07/2024	DUFF ELECTRICAL CONTRACTING	13777, 13764 - Replace & Install Smoke Alarms & Ceiling Fans	\$2,202.90
04/07/2024	FUEL DISTRIBUTORS OF WA PTY LTD	13853 - Bulk Fuel (Unleaded)	\$422.48
04/07/2024	GOODYEAR AUTOCARE NARROGIN	13806 - 4 Tyres & Fitting for Cat Grader P080 & WL16	\$7,999.50
04/07/2024	GREAT SOUTHERN FUELS	13735 - June 2024 - Bulk Fuel (Diesel)	\$13,096.45
04/07/2024	HANCOCKS HOME HARDWARE	13726 - 2 x Gas Cylinders For Roadside Burning Hurley Road	\$44.40
04/07/2024	HARMONY SOFTWARE	Educators' Software Fees, Month of May 2024	\$339.20
04/07/2024	HICKS HANDYMAN	13771 - Painting of Hallway, Laundry and Bathroom (8 Fry Street)	\$495.00
04/07/2024	HUBHELLO AUSTRALIA PTY LTD	13862 - Annual Hubworks Licence July 2024 to July 2025	\$1,793.00
04/07/2024	LANDGATE.	Rural UV's Chargeable 11/05/2024-24/05/2024, Mining Tenements	\$272.50
04/07/2024	LOCAL GOVERNMENT WORKS ASSOCIATION OF WA	13733 - Registration LGWA Works & Parks Conf & Dinner (3 Staff)	\$3,217.50
04/07/2024	MADEJ CONCRETING	13736 - Set up & Pour Concrete Pathway at Williams Weir	\$1,595.00
04/07/2024	MELCHIORRE PLUMBING & GAS	13773,13769,13766,13761,13779,13864 - Plumbing Repairs Various	\$4,101.92
04/07/2024	MORGAN RURAL SERVICES PTY LTD	13233 - Roadside Weed Spraying (Various)	\$15,140.40
04/07/2024	NARROGIN BETTA HOME LIVING	13855 - Westinghouse Electric Pyrolytic Oven, (8 Fry Street)	\$979.00
04/07/2024	NARROGIN GLASS	13763 - Rewire Front FlyDoor with Alum Wire (Sandlewood Court)	\$86.99
04/07/2024	NARROGIN PUMPS SOLAR AND SPRAYING	13869 - 2 x 50m Rolls 25mm Poly Pipe	\$150.70
04/07/2024	NARROGIN TOYOTA	13611 - Handle for Chainsaw	\$62.68
04/07/2024	OFFICE LINE	13684 - Office Furniture for CEO's Office	\$3,333.00
04/07/2024	OFFICEWORKS	13854, 12327, - Office Stationery & Furniture	\$2,019.09
04/07/2024	PAUL BABIC.	13765 - Supply & Replace 6 Verandah Post Stirrups (A&C Centre)	\$476.00
04/07/2024	PRICE'S FABRICATION AND STEEL	13804 - 2 Lnths Steel to Manufactor Ramps For Coastmac Trailer	\$107.80
04/07/2024	QUEST INNALOO	13758 - Staff Training DoT (Accommodation & Parking Deb Martin)	\$905.00
04/07/2024	RJ SMITH ENGINEERING	13802 - 2 Hydraulic HoseS & Fittings for Cat Grader WL 361	\$592.00
04/07/2024	SHIRE OF BODDINGTON	13868 - Hotham Williams VROC Strategic Planning	\$3,866.50
04/07/2024	SHIRE OF NARROGIN.	13731, - Wet Hire of Street Sweeper, EHO Wages & Travel	\$7,293.70
04/07/2024	ST LUKE'S FAMILY PRACTICE	13693 - Williams Clinic (Dr Segun)	\$1,100.00
04/07/2024	STAR TRACK EXPRESS	13762 - Freight	\$66.40
04/07/2024	TEAM GLOBAL EXPRESS	Freight Various	\$581.28
04/07/2024	TJ DEPIAZZI & SONS	13866 - 50m3 Tree Mulch (Parks & Reserves)	\$2,218.70
04/07/2024	TOWN PLANNING INNOVATIONS	13857 - General Planning Advice for May 2024	\$1,608.75
04/07/2024	TUTT BRYANT HIRE PTY LTD	13729 - Hire of Multi Tyre Roller For Winter Grading	\$2,290.98
04/07/2024	UNIFORMS AT WORK	13695,13872- Uniforms - Three Staff	\$848.15
04/07/2024	WA CONTRACT RANGER SERVICES	13300 - Ranger Services - 29/05/2024, 13/06/2024, 25/06/2024	\$940.50
04/07/2024	WALLIS COMPUTER SOLUTIONS	13696, 13870 - Laptop for Ex Man, Upgrade to Lib S/Ware & Screen	\$4,945.60
04/07/2024	WESFARMERS KLEENHEAT GAS PTY LTD	June - Bulk Gas (Pavilion & Town Hall)	\$742.49
04/07/2024	WESTRAC	13808, 13803 - 2 X 20L Drums Oil, Air Comp Governor Cat Grader	\$390.38
04/07/2024	WILD HARVEST CAFE	13667 - Refreshments for Council MeetingS April & June 2024	\$143.00
04/07/2024	WILLIAMS COMMUNITY RESOURCE CENTRE	Library Service at CRC - 4th Quarter 23/24, Travel Grant 24/25	\$11,338.41
04/07/2024	WILLIAMS GENERAL STORE	Monthly Refreshments & Consumables June 2024	\$98.03
04/07/2024	WILLIAMS NEWSAGENCY	Monthly Account May 2024	\$266.95
04/07/2024	WILLIAMS RURAL SUPPLIES	Montly Accounts for May & June 2024	\$11,425.42
04/07/2024	WILLIAMS SJA SUB CENTRE	SJA Subscriptions Collected in May 2024	\$171.00
10/07/2024	FDC - EDUCATORS	FDC Educators PE 07/07/2024	\$26,226.36
11/07/2024	Shire Of Willams	Salaries & Wages PE 10/07/2024	\$62,251.47
11/07/2024	ESSENTIAL COFFEE PTY LTD	13782 - 500 Compostable Coffee Cups & 50 Lids	\$168.52
11/07/2024	NARROGIN TOYOTA	13734,13732 - 2 Secateur Kits, New Chainsaw Chain + Sharpen	\$683.98
11/07/2024	PRICE'S FABRICATION AND STEEL	13683 - Sup & Install Pioneer Tank and Fittings at Tarwonga Hall	\$13,274.00
11/07/2024	WA LOCAL GOVERNMENT ASSOCIATION	13876 - Four Local Government Award Tickets	\$660.00

SHIRE OF WILLIAMS
PAYMENT LISTING FOR THE MONTH ENDING 31 JULY 2024

MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES

11/07/2024	WILLIAMS NEWSAGENCY	Monthly Account June 2024	\$191.60
11/07/2024	JLT	13884 - Regional Risk Co-ordinator Fee June 2024 & Marine Cargo	\$4,793.04
11/07/2024	TOWN PLANNING INNOVATIONS	13881 - General Planning Advice for June 2024	\$866.25
11/07/2024	WHEATBELT BUSINESS NETWORK	WBN Annual Membership 2024/25	\$220.00
15/07/2024	BOYCE, GEMMA.	Reimbursement of Work-Related Travel Expenses June 2024	\$1,949.40
15/07/2024	MARTIN, DEBORAH.	Reimbursement of Travel, Meals and Police Clearance June 2024	\$466.91
24/07/2024	FDC EDUCATORS	FDC Educators PE 21/07/2024	\$24,014.66
25/07/2024	SHIRE OF WILLIAMS	Salaries & Wages PE 24/07/2024	\$60,921.49
25/07/2024	ACUMENTIS	13856 - Valuation of Industrial Shed	\$4,950.00
25/07/2024	APRA LTD	13883 - Annual Fees For Music at Shire Venues	\$378.55
25/07/2024	CHAMDEN FARMING	13740 - Williams River Weir Path Concrete, Slurry & Weldmesh	\$3,751.00
25/07/2024	CONTRACT AQUATIC SERVICES	13877, 13878, 13879, 13537 - Monthly Swim Pool Mgmt 2023/2024	\$9,768.00
25/07/2024	CORSIGN WA PTY LTD	13738 - Traffic Signs (Various)	\$4,110.70
25/07/2024	DORMAKABA AUSTRALIA PTY LTD	Automatic Door Servicing (x 2)	\$253.00
25/07/2024	DUFF ELECTRICAL CONTRACTING	13777 - Light Switch Rec House, Exhaust fan 2B Wandoo Ct	\$205.40
25/07/2024	GOODYEAR AUTOCARE NARROGIN	13889, 13813/16 - 4 Tyres 16WL, PunC Repair WL19, Fit Tyre Rim	\$2,947.00
25/07/2024	HARMONY SOFTWARE	Educators' Software Fees, Month of June 2024	\$450.50
25/07/2024	HICKS HANDYMAN	13788 - Painting of Unit 2A Wandoo Court	\$3,976.50
25/07/2024	INDUSTRIAL AUTOMATION GROUP	13874 - Glenfield Standpipe Remote Access 2024-25	\$1,437.70
25/07/2024	LOGIE, BRITT E.	Reimburse Five Adobe Subscriptions 01/07/2024 to 30/06/2025	\$2,089.95
25/07/2024	MELCHIORRE PLUMBING & GAS	13780,13773,12328 - Plumbing Repairs Various	\$1,361.58
25/07/2024	NARROGIN CARPETS & CURTAINS.	13786 - Sup & Install Carpet and Vision Planks (2a Wandoo CT)	\$5,940.00
25/07/2024	NARROGIN CHAMBER OF COMMERCE INC	13894 - Narrogin Chamber of Commerce Membership 2024-2025	\$300.00
25/07/2024	NARROGIN GLASS	13756, 13763 - Various Flywire Door Repairs	\$2,001.29
25/07/2024	SD & A DE GARIS	13871 - 2 Fast Fill Fire Units (Incl of Pumps) on Single Axle Trailer	\$21,065.00
25/07/2024	SHIRE OF DUMBLYUNG	13882 - Portion of 4WDL VROC Grant Application Draft	\$1,096.33
25/07/2024	STUBBS, PETER	Reimbursement- Marradong Domain Name	\$73.30
25/07/2024	TEAM GLOBAL EXPRESS	Freight Various	\$506.70
25/07/2024	THE GOODS	13873 - Cleaning Products & Consumables	\$1,121.16
25/07/2024	THE WILLIAMS COMMUNITY NEWSPAPER.	13890 - Public Relations	\$60.80
25/07/2024	THE WILLIAMS WOOL SHED.	13785 - Refreshments (Council Meeting)	\$93.50
25/07/2024	WA LOCAL GOVERNMENT ASSOCIATION	13893 - WALGA Subscriptions	\$25,472.85
25/07/2024	WALLIS COMPUTER SOLUTIONS	13677, 13698 - IT Support Gemma, Replacement UPS	\$9,611.10
25/07/2024	WESTRAC	13811, 13646 repairs Cat Roller, Service Cat Grader	\$7,257.89
25/07/2024	Y ROC LIMESTONE PTY LTD	13860 - Completion of Limestone Wall at Town Hall Park	\$11,640.00
30/07/2024	BEST OFFICE SYSTEMS	12330 - Photocopying Charges 20/06/2024 to 20/07/2024	\$359.10
30/07/2024	CORNER'S AUTOMOTIVE ELECTRICS	13814 - 3 Switches (WL19, WL635, WL16)	\$156.20
30/07/2024	JP UPHOLSTERY & CANVAS	13768 - Install of Rubber Edging Around Sandpit at Willy Wagtails	\$954.00
30/07/2024	WA CONTRACT RANGER SERVICES	13300 - Ranger Services - 09/07/2024, 26/07/2024	\$837.38
30/07/2024	CENTREPAY	Centrepay Payments - Marlena Williams	\$747.03
1-31 July24	DEPARTMENT OF PLANNING & INFRASTRUCTURE	Licensing Payments Forwarded to Department of Transport	\$21,578.35
01/07/2024	WA TREASURY CORPORATION	Loan Repayment - #70 Industrial Land	\$13,701.24
03/07/2024	CBA	CBA - Merchant Fees June 2024	\$274.11
23/07/2024	WA TREASURY CORPORATION	June 2024 GFEE	\$1,640.50
04/07/2024	TELSTRA	Phone Charges Pool, Office, Childcare	\$435.81
04/07/2024	SYNERGY	Electricity to Swimming Pool 28/05/2024 to 17/06/2024	\$617.11
17/07/2024	DEPARTMENT OF TRANSPORT.	Coastmac Boxtop Trailer Licence Transfer Fee	\$20.40
19/07/2024	AUSTRALIAN TAXATION OFFICE	BAS June 2024	\$26,287.00
22/07/2024	TELSTRA	Mobile Phone Charges	\$315.89
30/07/2024	SYNERGY	Electricity Charges Various	\$1,529.60
30/07/2024	TELSTRA	Pool Telephone to 19/07/2024	\$34.54
30/07/2024	WATER CORPORATION.	Annual Trade Waste Permit 2024/25	\$252.32
04/07/2024	WILLIAMS LICENSED POST OFFICE	Stationery & Stamps	\$287.92
22/07/2024	SYNERGY	Electricity Charges Various	\$7,304.73
30/07/2024	SHIRE OF WILLIAMS	Licensing Charges - Number Plate Remake WL49	\$222.90
18/07/2024	ANZ CARDS	Monthly Credit Card Expenses x 1 (See Details Below)	\$2,457.06
			\$604,955.56
18/07/2024	ANZ CARDS	Monthly Credit Card Expenses x 1	-\$ 2,457.06
01/06/2024		Accommodation Farmers Home Hotel Northam	\$ 365.00
	PLANT:P084 CX-5 2022 WL036 (FDC)	45.18L ULP	\$ 78.40
	PLANT:P084 CX-5 2022 WL036 (FDC)	41.90L ULP	\$ 73.02
		Meal	\$ 41.00
		Accommodation Fairway Manor Northam	\$ 200.00
		Meals x 2	\$ 25.43

SHIRE OF WILLIAMS
PAYMENT LISTING FOR THE MONTH ENDING 31 JULY 2024

MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES

	Meal	\$ 25.14
	Baby Wipes	\$ 30.00
PLANT:P084 CX-5 2022 WL036 (FDC)	47.43L ULP	\$ 74.55
PLANT:P084 CX-5 2022 WL036 (FDC)	41.20L ULP	\$ 68.51
	Children's Books (Christmas Party)	\$ 36.35
	Baby Wipes	\$ 30.00
	Baby Wipes & Cooking Supplies	\$ 30.41
	FDCA Membership	\$ 317.27
	In-Venue Membership (M DeBeer)	\$ 112.73
	Laminating Pouches & Clear Sleeves	\$ 41.88
	Vacuum Cleaner Hat Holder	\$ 95.45
	Department of Communities Membership	\$ 256.36
	Department of Communities Membership	\$ 387.27
AUSTRALIAN TAXATION OFFICE	Non-Cap. Acq. - Inc GST	\$ 168.29
		\$ 2,457.06

8.1.4 FINANCIAL STATEMENTS

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Cassie Barker
Date	21.08.2024
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Financial Statements ending July 2024

Background

In accordance with the *Local Government Act 1995*, a statement of financial activity must be presented at an Ordinary Meeting of Council. This is required to be presented within two months, after the end of the month, to which the statement relates.

The statement of financial activity is to report on the revenue and expenditure as set out in the annual budget for the month, including explanations of any variances. *Regulation 34*, from the *Local Government (Financial Management) Regulations 1996* sets out the detail that is required to be included in the reports.

Statutory Implications

Local Government (Financial Management) Regulations 1996 – Regulation 34.

Comment

The attached monthly financial statements and supporting information have been compiled to meet compliance with the *Local Government Act 1995* and associated Regulations.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As disclosed in the financial statements.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price **Seconded:** Cr Cowcher

That financial statements presented for the period ending July 2024 be received.

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Nil

Carried: 7/0

Resolution: 21/25



MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 31 July 2024

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF WILLIAMS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2024

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates	9	2,368,869	0	(93)	(93)	0.00%	
Grants, subsidies and contributions	12	601,094	179,370	155,703	(23,667)	(13.19%)	▼
Fees and charges		1,240,103	87,329	82,171	(5,158)	(5.91%)	▼
Interest revenue		136,000	10,666	8,013	(2,653)	(24.87%)	▼
Other revenue		45,175	3,000	4,443	1,443	48.10%	▲
Profit on asset disposals	5	5,000	0	0	0	0.00%	
		4,396,241	280,365	250,237	(30,128)	(10.75%)	
Expenditure from operating activities							
Employee costs		(2,012,078)	(170,031)	(192,116)	(22,085)	(12.99%)	▼
Materials and contracts		(1,239,840)	(154,061)	(114,350)	39,711	25.78%	▲
Utility charges		(262,119)	(14,892)	(8,102)	6,790	45.59%	▲
Depreciation		(2,193,426)	(182,790)	(169,908)	12,882	7.05%	▲
Finance costs		(18,435)	0	(1,729)	(1,729)	0.00%	
Insurance		(195,191)	(97,596)	(77,433)	20,163	20.66%	▲
Other expenditure		(25,000)	(2,500)	(1,641)	859	34.36%	▲
		(5,946,089)	(621,870)	(565,279)	56,591	9.10%	
Non-cash amounts excluded from operating activities	Note 2(b)	2,189,926	182,790	169,908	(12,882)	(7.05%)	▼
Amount attributable to operating activities		640,078	(158,715)	(145,134)	13,581	8.56%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	13	3,374,570	0	0	0	0.00%	
Proceeds from disposal of assets	5	60,000	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans		18,299	0	0	0	0.00%	
		3,452,869	0	0	0	0.00%	
Outflows from investing activities							
Payments for property, plant and equipment	4	(3,319,397)	0	(30,789)	(30,789)	0.00%	▼
Payments for construction of infrastructure	4	(2,014,855)	0	(2,884)	(2,884)	0.00%	
		(5,334,252)	0	(33,672)	(33,672)	0.00%	
Non-cash amounts excluded from investing activities	Note 2(c)	0	18,299	0	(18,299)	(100.00%)	▼
Amount attributable to investing activities		(1,881,383)	18,299	(33,672)	(51,971)	(284.01%)	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	3	305,000	0	0	0	0.00%	
		305,000	0	0	0	0.00%	
Outflows from financing activities							
Repayment of borrowings	10	(90,375)	(11,972)	(11,972)	0	0.00%	
Transfer to reserves	3	(129,270)	0	0	0	0.00%	
		(219,645)	(11,972)	(11,972)	0	0.00%	
Amount attributable to financing activities		85,355	(11,972)	(11,972)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		1,155,950	1,155,950	1,158,956	3,006	0.26%	
Amount attributable to operating activities		640,078	(158,715)	(145,134)	13,581	8.56%	▲
Amount attributable to investing activities		(1,881,383)	18,299	(33,672)	(51,971)	(284.01%)	▼
Amount attributable to financing activities		85,355	(11,972)	(11,972)	0	0.00%	
Surplus or deficit after imposition of general rates		0	1,003,562	968,178	(35,384)	(3.53%)	▼

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

* Refer to Note 3 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF WILLIAMS
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 JULY 2024

	30 June 2023	31 July 2024
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	3,308,734	3,279,348
Trade and other receivables	88,344	60,306
Other financial assets	23,299	23,299
Inventories	25,252	23,766
Other assets	956	956
TOTAL CURRENT ASSETS	3,446,585	3,387,675
NON-CURRENT ASSETS		
Other financial assets	184,402	184,402
Property, plant and equipment	25,680,414	25,672,914
Infrastructure	69,812,261	69,683,528
Investment property	61,117	61,117
TOTAL NON-CURRENT ASSETS	95,738,194	95,601,961
TOTAL ASSETS	99,184,779	98,989,636
CURRENT LIABILITIES		
Trade and other payables	267,562	161,056
Other liabilities	74,376	312,749
Borrowings	90,374	78,402
Employee related provisions	281,975	281,975
TOTAL CURRENT LIABILITIES	714,287	834,182
NON-CURRENT LIABILITIES		
Borrowings	361,489	361,489
Employee related provisions	27,144	27,144
TOTAL NON-CURRENT LIABILITIES	388,633	388,633
TOTAL LIABILITIES	1,102,920	1,222,815
NET ASSETS	98,081,859	97,766,821
EQUITY		
Retained surplus	23,576,867	23,261,826
Reserve accounts	1,678,854	1,678,854
Revaluation surplus	72,826,141	72,826,141
TOTAL EQUITY	98,081,862	97,766,821

This statement is to be read in conjunction with the accompanying notes.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JULY 2024

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supporting information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 14 to these financial statements.

Judgements and estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimated useful life of intangible assets

SIGNIFICANT ACCOUNTING POLICES

Significant accounting policies utilised in the preparation of these statements are as described within the 2023-24 Annual Budget. Please refer to the adopted budget document for details of these policies.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 20 August 2024

SHIRE OF WILLIAMS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2024

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	Adopted Budget Opening 30 June 2024 \$	Last Year Closing 30 June 2024 \$	Year to Date 31 July 2024 \$
Current assets				
Cash and cash equivalents	2	1,949,064	3,308,733	3,279,348
Trade and other receivables		23,926	88,344	60,306
Other financial assets		88,344	23,299	23,299
Inventories	7	25,252	25,252	23,766
Other assets	7	935	956	956
		2,087,521	3,446,584	3,387,675
Less: current liabilities				
Trade and other payables	8	(269,729)	(267,563)	(161,056)
Other liabilities	11	(48,727)	(74,376)	(312,749)
Borrowings	10	(80,919)	(90,374)	(78,402)
Employee related provisions	11	(281,975)	(281,975)	(281,975)
		(681,350)	(714,288)	(834,182)
Net current assets		1,406,171	2,732,296	2,553,493
Less: Total adjustments to net current assets	Note 2(d)	(1,583,402)	(1,573,340)	(1,585,315)
Closing funding surplus / (deficit)		(177,231)	1,158,956	968,178

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Non-cash amounts excluded from operating activities	Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
Adjustments to operating activities			
Less: Profit on asset disposals	5	(5,000)	0
Add: Depreciation		2,193,426	182,790
Movement in current employee provisions associated with restricted cash		1,500	
Total non-cash amounts excluded from operating activities		2,189,926	182,790

(c) Non-cash amounts excluded from investing activities

The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

Adjustments to investing activities	Adopted Budget \$	YTD Budget (a) \$	YTD Actual (b) \$
Movement in current other provision associated with restricted cash		18,299	
Total non-cash amounts excluded from investing activities		0	18,299

(d) Current assets and liabilities excluded from budgeted deficiency

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets	Adopted Budget Opening 30 June 2024 \$	Last Year Closing 30 June 2024 \$	Year to Date 31 July 2024 \$
Less: Reserve accounts	3	(1,678,854)	(1,678,854)
Less: Financial assets at amortised cost - self supporting loans	7	(23,299)	(23,299)
- Current financial assets at amortised cost - self supporting loans			
Add: Current liabilities not expected to be cleared at the end of the year:			
- Current portion of borrowings	10	80,919	90,374
- Current portion of employee benefit provisions held in reserve	3	37,833	37,833
Total adjustments to net current assets	Note 2(a)	(1,583,401)	(1,573,340)

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

SHIRE OF WILLIAMS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2024

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.

The material variance adopted by Council for the 2024-25 year is \$5,000 or 5.00% whichever is the greater.

Description	Var. \$	Var. %	
		%	
Revenue from operating activities			
Grants, subsidies and contributions	(23,667)	(13.19%)	▼
Timing Variance			
Fees and charges	(5,158)	(5.91%)	▼
Timing Variance			
Interest revenue	(2,653)	(24.87%)	▼
Timing Variance			
Other revenue	1,443	48.10%	▲
Timing Variance			
Expenditure from operating activities			
Employee costs	(22,085)	(12.99%)	▼
Timing Variance			
Materials and contracts	39,711	25.78%	▲
Timing Variance			
Utility charges	6,790	45.59%	▲
Timing Variance			
Depreciation	12,882	7.05%	▲
Timing Variance			
Insurance	20,163	20.66%	▲
Timing Variance			
Other expenditure	859	34.36%	▲
Timing Variance			
Non-cash amounts excluded from operating activities	(12,882)	(7.05%)	▼
Timing Variance			
Outflows from investing activities			
Payments for property, plant and equipment	(30,789)	0.00%	▼
Timing Variance			
Non-cash amounts excluded from investing activities	(18,299)	(100.00%)	▼
Timing Variance			
Surplus or deficit after imposition of general rates	(35,384)	(3.53%)	▼
Due to variances described above			

8.2 CHIEF EXECUTIVE OFFICER'S REPORT

8.2.1 HOUSING POLICY

File Reference	4.1.10
Statutory Reference	Local Government Act 1995
Author	Peter Stubbs
Date	23.08.2024
Disclosure of Interest	The Author has a Financial Interests that requires disclosure as he rents a house from Council
Attachments	Draft Housing Policy

Background

Council has 21 houses or units of accommodation in its portfolio in Williams. Six (6) of these are occupied by staff.

Comment

The provision of housing support is key consideration for employees and business. Local Governments especially in regional areas have provide housing support in various ways to attract and retain staff for decades.

The Shire of Williams provides rental accommodation to 6 staff at rates discounted to the market rent, and some cases this is part of employment contracts.

For employees who have or provide their own accommodation Councils has approved housing allowances of \$110 per fortnight for full time employees and a pro rata amount for employees working less than full time. This is an important and valued part of the employment benefits employees receive.

There is a range of legislation and regulations pertaining the rental tenancies that the Shire of Williams must comply with in its housing management.

Councillors requested a Housing Policy be developed for transparency and consistency purposes.

A draft policy is attached for Council consideration.

Strategic Implications

This item aligns the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

To have appropriate levels of housing to cater for population retention and growth.

Financial Implications

The policy is reflected in Councils fees and charges adopted as part of the annual budget, and these are reviewed at least annually.

Voting Requirements

Absolute Majority

OFFICERS RECOMMENDATION

That Council adopt the Housing Policy attached to this report.

COUNCIL RESOLUTION

Moved: Cr Major

Seconded: Cr Price

That Council adopt the Housing Policy attached to this report with the following amendment:

Council will provide the first 300kl of water used at staff occupied shire owned houses, and 150kl at shire and joint venture owned units of Wandoo Court, Sandalwood Court and Jam Tree Lane. This incentive is subject to the occupants maintaining the gardens and lawns.

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Nil

Carried: 7/0

Resolution: 22/25

Note; Council amended the draft Housing Policy presented clarify expectations of water provided at no charge to encourage residents to maintain the garden amenity in accordance with the size of properties.

8.2.2 USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY

File Reference	Various
Statutory Reference	Local Government Act 1996
Author	Peter Stubbs
Date	19 June 2024
Disclosure of Interest	The Author has no Impartiality, Financial or Proximity Interests.
Attachments	Nil

Background

The purpose of this Agenda Item is to report to Council for endorsement, the use of the Common Seal and actions performed under delegated authority requiring referral to Council.

The *Local Government Act 1995* requires that the Delegations Register is reviewed annually by Council. A procedure included in the Delegations Register is to report to Council the activities or actions that have been performed under delegated authority. A report completed for Council at meetings identifies: (1) use of the Common Seal, and (2) actions performed under the delegated authority requiring referral to Council as per the Delegations Register.

Comment

The Common Seal was not used since the last Council meeting.

Decisions by the CEO using delegated authority are provided in the table below;

Decision Type	Name/Property	Date of Decision	Purpose
1	Building Approval	Richmond Street	6 August 2024 Patio- \$19,000
2	Defer, Grant Discounts, Waive or Write Off Debts	Williams Primary School	6 August 2024 Williams school sports carnival use of oval and ablutions.

Payment from the Municipal or Trust Funds – Delegation 1.1.19 Authority to make payments from the municipal or trust funds with the authority limited to making payments subject to annual budget limitations.

Action - Payments from the Municipal Fund and Trust Fund are as per the payments listing attached to this Agenda.

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2017 to 2032. Specifically, it relates to the following strategy(s):

- CL 2.2** Maintain accountability, transparency and financial responsibility.
- CL 4.4** Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications

The standard approved Council fees were applied the above decisions.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Macnamara **Seconded:** Cr Harding

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the period 20 July to 23 August 2024.

For: Cr Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Nil

Carried: 7/0 **Resolution: 23/25**

Note; The decision made under delegated authority number 2 was not used by the Williams Primary School due to weather conditions, the school sports carnival was held on the school oval.

9. ELECTED MEMBERS' MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

10.1 ELECTED MEMBERS

10.1.1 WATER TRUCK INVESTIGATION

Councillor Macnamara addresses the issue of the budget shortfall. On further discussion, the need of the recently ordered water truck was questioned. If the order of the Water truck was able to be cancelled or sold on, there would be an additional \$300,000 reallocated into the budget, which in turn, would re-instate the projects that have been removed due to the budget shortfall.

The water truck is in the final stages prior to delivery, if there is an option to cancel the order or to on sell the truck without the Shire facing consequences, this option would be the best outcome.

COUNCIL RESOLUTION

Moved: Cr Major

Seconded: Cr Harding

That Council request for the CEO, Peter Stubbs, to investigate any possibilities for the cancellation of the recently ordered Water Truck.

If there is an opportunity to cancel / delay the order, then Council approves the cancellation request.

For: Cr Cowcher, Cr Harding, Cr Macnamara, Cr Major, Cr Panizza, Cr Price.

Against: Cr Logie

Carried: 6/1

Resolution: 24/25

10.2 OFFICERS

11. APPLICATION FOR LEAVE OF ABSENCE

Nil

12. CLOSURE OF MEETING

There being no further business for discussion, the President, Cr Logie, declared the meeting closed at 5:15pm.