



# SHIRE OF WILLIAMS

# MINUTES

ORDINARY COUNCIL MEETING  
WEDNESDAY 16<sup>TH</sup> OCTOBER 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 3:36 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**

No members of the public present. No questions submitted.

**4. PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**5. DECLARATIONS OF INTEREST**

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

## 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 6.1 ORDINARY COUNCIL MEETING HELD 18<sup>TH</sup> SEPTEMBER 2024

#### OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

**Moved:** Cr Cowcher

**Seconded:** Cr Major

That the Minutes of the Ordinary Council Meeting held 18<sup>th</sup> September 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:** 34/25

## 7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

On Thursday 3<sup>rd</sup> October, Councillor Panizza and myself met with Mohammad Siddiqui, Director of Wheatbelt Region for Main Roads WA, and discussed the following matters;

- Bridge inspections & maintenance
- Truck access to and from Albany Highway for CBH Narrakine facility and Demeter Grains
- BP Roadhouse- proposed re-development and truck access
- Albany Highway- Pinjarra Road & Williams Road intersection
- Future access from Albany Highway into Lot 9000 – Shire of Williams Industrial land
- Main Roads long term plans for Albany Highway

I congratulate local businesses on receiving Regional Economic Development grants via the Development Commission and State Government. Locally, Price's Fabrication and the Darkan Hotel were beneficiaries of the grants to expand their businesses.

**8. MATTERS WHICH REQUIRE DECISIONS**

**8.1 CORPORATE AND COMMUNITY SERVICES**

**8.1.1 PAYMENT LISTING**

<b>File Reference</b>	4.23.15
<b>Statutory Reference</b>	Local Government (Financial Management) Regulations 1996
<b>Author</b>	Cassie Barker
<b>Date</b>	11.10.2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Payment listing for month ending September 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 2022 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 Panizza**

**Seconded: Cr Macnamara**

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 105030 – 105033 totalling \$539,135.38 approved by the Chief Executive Officer during the month of September 2024 be endorsed.

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

**Against:** Nil

**Carried: 7/0**

**Resolution: 35/25**

**SHIRE OF WILLIAMS**  
**PAYMENT LISTING FOR THE MONTH ENDING 30 SEPTEMBER 2024**

DATE	NAME	DESCRIPTION	AMOUNT
<b>MUNICIPAL - EFT, BPAY, DIRECT DEBIT &amp; CHEQUES</b>			
04/09/2024	FDC Educators	FDC Educators PE 01/09/2024	\$31,900.89
04/09/2024	ALBANY IRRIGATION & DRILLING PTY LTD	13821 - Water Pump for Tarwonga Tank	\$2,978.80
04/09/2024	BROWN, NEAL.	Pre Employment Medical (Works Staff Member)	\$120.00
04/09/2024	GREAT SOUTHERN FUELS	Monthly Fuel Account August 2024	\$144.61
04/09/2024	HAMEL NURSERY (EFT)	13749 - Four Trays of Street Trees	\$307.20
04/09/2024	MCINTOSH & SON NARROGIN	13810 - Parts & Repairs, Fuels & Oils	\$75.44
04/09/2024	PRICE'S FABRICATION AND STEEL	13825 - One Length of Flat Bar for Attachment for Slasher	\$55.00
04/09/2024	STATE LIBRARY OF WA.	13909/13907 - Better Beginnings Bags	\$143.00
04/09/2024	TUTT BRYANT HIRE PTY LTD	13729 - Hire of Roller For Winter Grading 31/07/24 to 14/08/2024	\$2,500.72
04/09/2024	WILLIAMS GENERAL STORE	Monthly Refreshments & Consumables August 2024	\$187.79
04/09/2024	WA SUPER	Superannuation - August 2024	\$31,115.75
05/09/2024	SHIRE OF WILLIAMS	Salaries & Wages PE 04/09/2024	\$62,993.51
05/09/2024	BOYCE, GEMMA.	Reimbursement of Work Related Travel Expenses Aug/Sept 2024	\$2,416.53
05/09/2024	GRAND AUTOS	13914 - MOCS New 2024 Toyota Camry Hybrid	\$43,267.17
05/09/2024	INSTITUTE OF PUBLIC WORKS ENGINEERING AUS	13924 - Seminar Roads Database Training (P Stubbs)	\$85.00
16/09/2024	REGIONAL FIRE & SAFETY	13922 - Compliance Inspections (Various Buildings)	\$2,395.80
16/09/2024	STIRLING ASPHALT	13953 - Supply & Lay Asphalt to Town Hall Rear Access Road	\$37,481.18
18/09/2024	FDC EDUCATORS	FDC Educators PE 15/09/2024	\$33,219.78
19/09/2024	SHIRE OF WILLIAMS	Salaries & Wages PE 18/09/2024	\$61,593.20
26/09/2024	AVON WASTE	12341 - Monthly Refuse Charges August 2024	\$9,869.05
26/09/2024	BEST OFFICE SYSTEMS	12330 - Monthly Printing/Copying Charges	\$282.72
26/09/2024	BOC Ltd	13299 - August 2024 Container Service Fee	\$45.70
26/09/2024	CORSIGN WA PTY LTD	13730 - Road Sign (Dip Ahead)	\$165.00
26/09/2024	COWARAMUP AGENCIES	13962 - Repairs to Waste Water Pipe in Albany Highway Culvert	\$5,704.03
26/09/2024	DEPARTMENT OF THE PREMIER AND CABINET	13927 - Local Planning Scheme No 20 Amendment	\$388.68
26/09/2024	DUFF ELECTRICAL CONTRACTING	12349 - Replace Light Switch at Childcare Centre	\$80.00
26/09/2024	GREAT SOUTHERN FUELS	September - Bulk Fuel	\$13,188.16
26/09/2024	HARMONY SOFTWARE	Educators' Software Fees, Month of August 2024	\$381.60
26/09/2024	LANDGATE.	13902 - Title Searches & Valuations	\$1,118.41
26/09/2024	MAKIT NARROGIN HARDWARE	13748,13823 - PVC Fittings for 12 Growse St & Tarwonga Tank	\$128.10
26/09/2024	McINTOSH & SON	13827 - Parts & Oils for Tipper Truck WL128	\$3,153.60
26/09/2024	MCLEODS LAWYERS PTY LTD	13918 - Drafting of Contract of Sale & Lease Opt Industrial Land	\$2,872.89
26/09/2024	MELCHIORRE PLUMBING & GAS	13898, 13957,12348 - Plumbing Repairs (Various)	\$2,555.41
26/09/2024	METRO COUNT	13954 - 3 RoadPod Counters & Tubing, 2 Vent Plugs,Plus Freight	\$16,753.00
26/09/2024	NARROGIN CARPETS & CURTAINS.	13789 - Supply & Fit Blinds to 2A Wandoo Ct	\$4,900.20
26/09/2024	NARROGIN GLASS	13829 - Supply & Fit Windscreens to 2 Isuzu Trucks	\$1,443.90
26/09/2024	NARROGIN MAZDA	13920 - 50,000 km Service (Mazda Cx-5) WL036	\$394.27
26/09/2024	NARROGIN PUMPS SOLAR AND SPRAYING	13887, 13897 - Retic Burks & Town Park, PVC Fittings Pool	\$662.20
26/09/2024	NARROGIN TYREPOWER	13958 - Fitting of Four New Tyres & Disposal Fees WL076	\$1,364.00
26/09/2024	READ, DAVID M.	12339 - Installation of Cbond Fencing & 2 Gates (12 Growse St)	\$1,780.00
26/09/2024	SHIRE OF WANDERING.	13737 - LGIS Golf Tournament Fees	\$820.00
26/09/2024	SHIRE OF WILLIAMS	2024/2025 VROC Contribution	\$5,500.00
26/09/2024	ST LUKE'S FAMILY PRACTICE	13899 - Williams Medical Service (Dr Segun)	\$1,100.00
26/09/2024	TEAM GLOBAL EXPRESS	Freight (Various)	\$459.24
26/09/2024	THE GOODS	12345 - Cleaning Products & Consumables	\$443.14
26/09/2024	TOWN PLANNING INNOVATIONS	13881 - - General Planning Advice for August 2024	\$41.25
26/09/2024	TRUCK CENTRE (WA) PTY LTD	13826 - Parts and Oils	\$1,849.84
26/09/2024	WA LOCAL GOVERNMENT ASSOCIATION	13925 - WALGA Health & Safety Rep Training Course (A Wood)	\$1,199.00
26/09/2024	WALLIS COMPUTER SOLUTIONS	13919 - Equipt, Software, IT Security, IT Backups, IT Support	\$35,966.32
26/09/2024	WESFARMERS KLEENHEAT GAS PTY LTD	12346 - August - Bulk Gas (Pavilion)	\$592.90
26/09/2024	WESTRAC	13828 - Engine Oils ( Various Vehicles)	\$1,288.22
26/09/2024	WILLIAMS COMMUNITY RESOURCE CENTRE	Library Service at CRC - 1st Quarter 2024/2025	\$11,293.45
26/09/2024	WILLIAMS NEWSAGENCY	Monthly Account August 2024	\$132.00
26/09/2024	WILLIAMS RURAL SUPPLIES	13824 - Monthly Hardware Account - August 2024	\$4,517.97
26/09/2024	WILLIAMS SJA SUB CENTRE	SJA Subscriptions Collected in August 2024	\$64.00
26/09/2024	WOODLANDS DISTRIBUTORS & AGENCIES	13926 - Dog Waste Bags for Parks & Reserves	\$386.32
30/09/2024	SHIRE OF WILLIAMS	Rates (Rubbish Charges) for 2024/2025	\$23,314.70
2-30 Sep24	DEPARTMENT OF PLANNING & INFRASTRUCTURE	Licensing Payments Forwarded to Department of Transport	\$18,127.75
03/09/2024	CBA	CBA - Merchant Fees X 2023	\$250.11
16/09/2024	ANZ CARDS	Monthly Credit Card Expenses x 2 (See Details Below)	\$809.43
18/09/2024	WA TREASURY CORPORATION	Loan Repayment - #71 Mens Shed	\$10,198.07
02/09/2024	SYNERGY	Electricity to Swimming Pool 16/07/2024 to 19/08/2024	\$1,000.33
02/09/2024	TELSTRA	TIMMS & Swimming Pool	\$37.32
03/09/2024	BUILDING AND ENERGY	BSL collection - August 2024	\$56.65
04/09/2024	TELSTRA	Monthly Phone Usage to 19/August/2024	\$378.62
16/09/2024	AUSTRALIAN TAXATION OFFICE	BAS July 2024	\$11,464.00
17/09/2024	AUSTRALIAN TAXATION OFFICE	BAS August 2024	\$14,749.00
17/09/2024	TELSTRA	Mobile Phone Bill	\$319.49
26/09/2024	SYNERGY	Electricity to Swimming Pool to 16/09/2024	\$828.83



**SHIRE OF WILLIAMS**  
**PAYMENT LISTING FOR THE MONTH ENDING 30 SEPTEMBER 2024**

DATE	NAME	DESCRIPTION	AMOUNT
03/09/2024	WATER CORPORATION.	Water - Standpipes, Pool, Rec Ground, Industrial Shed	\$2,092.65
04/09/2024	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, June & July 2024	\$144.54
17/09/2024	SYNERGY	Electricity Bills (Various)	\$8,557.90
26/09/2024	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, August 2024	\$940.05
			<b>\$539,135.38</b>
16/09/2024	ANZ CARDS	Monthly Credit Card Expenses x 2	<b>-809.43</b>
<b>Sharon Palumbo - Manager of Childrens Services</b>			
	PLANT:P084 CX-5 2022 WL036 (FDC)	47.67 L ULP	82.73
	PLANT:P084 CX-5 2022 WL036 (FDC)	47.34 L ULP	78.28
	PLANT:P084 CX-5 2022 WL036 (FDC)	44.35 L ULP	72.94
		10.28 L ULP	18.18
		Band Aids, Cotton Balls, Paper Plates	14.32
		Broom	12.26
		Clock	16.36
<b>Peter Stubbs - CEO</b>			
		Coffee Pods	247.27
		Registrations for Fast Fill Trailers x 3	55.91
	PLANT:P083 Isuzu MU-X 2022 16WL	Diesel Fuel	46.44
		Marradong Trail Web Hosting VROC	18.47
		1 Year Subscription to marradongtrails.com Domain	19.95
		First Fleet Monthly Fee, Website Hosting	52.73
	AUSTRALIAN TAXATION OFFICE	Non-Cap. Acq. - Inc GST	73.59

**8.1.2 FINANCIAL STATEMENTS**

<b>File Reference</b>	4.23.15
<b>Statutory Reference</b>	Local Government (Financial Management) Regulations 1996
<b>Author</b>	Cassie Barker
<b>Date</b>	11.10.2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Financial Statements ending September 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 Harding**

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

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

**Against:** Nil

**Carried: 7/0**

**Resolution: 36/25**



**MONTHLY FINANCIAL REPORT**  
**(Containing the required statement of financial activity and statement of financial position)**  
**For the period ended 30 September 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 30 SEPTEMBER 2024**

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
Rates	9	2,368,869	2,366,869	<b>2,373,250</b>	6,381	0.27%	▲
Grants, subsidies and contributions	12	601,094	189,370	<b>200,592</b>	11,222	5.93%	▲
Fees and charges		1,230,062	307,404	<b>329,661</b>	22,257	7.24%	▲
Interest revenue		136,000	36,148	<b>26,320</b>	(9,828)	(27.19%)	▼
Other revenue		45,175	10,500	<b>27,057</b>	16,557	157.69%	▲
Profit on asset disposals	5	5,000	0	<b>0</b>	0	0.00%	
		<b>4,386,200</b>	<b>2,910,291</b>	<b>2,956,880</b>	46,589	1.60%	
<b>Expenditure from operating activities</b>							
Employee costs		(2,031,747)	(516,461)	<b>(540,938)</b>	(24,477)	(4.74%)	▼
Materials and contracts		(1,212,566)	(362,193)	<b>(270,729)</b>	91,464	25.25%	▲
Utility charges		(262,119)	(54,177)	<b>(33,474)</b>	20,703	38.21%	▲
Depreciation		(2,193,426)	(548,367)	<b>(597,888)</b>	(49,521)	(9.03%)	▼
Finance costs		(18,435)	0	<b>(1,874)</b>	(1,874)	0.00%	
Insurance		(195,191)	(97,596)	<b>(89,232)</b>	8,364	8.57%	▲
Other expenditure		(25,000)	(2,500)	<b>(2,495)</b>	5	0.20%	
		<b>(5,938,484)</b>	<b>(1,581,294)</b>	<b>(1,536,630)</b>	44,664	2.82%	
Non-cash amounts excluded from operating activities	Note 2(b)	2,189,926	548,367	<b>597,888</b>	49,521	9.03%	▲
<b>Amount attributable to operating activities</b>		<b>637,642</b>	<b>1,877,364</b>	<b>2,018,138</b>	140,774	7.50%	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	13	3,374,570	15,000	<b>124,497</b>	109,497	729.98%	▲
Proceeds from disposal of assets	5	60,000	0	<b>0</b>	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans		23,299	0	<b>0</b>	0	0.00%	
		<b>3,457,869</b>	<b>15,000</b>	<b>124,497</b>	109,497	729.98%	
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	4	(3,350,897)	(319,250)	<b>(161,558)</b>	157,692	49.39%	▲
Payments for construction of infrastructure	4	(1,985,920)	(162,055)	<b>(166,330)</b>	(4,275)	(2.64%)	
		<b>(5,336,817)</b>	<b>(481,305)</b>	<b>(327,888)</b>	153,417	31.88%	
Non-cash amounts excluded from investing activities	Note 2(c)	0	18,299	<b>0</b>	(18,299)	(100.00%)	▼
<b>Amount attributable to investing activities</b>		<b>(1,878,948)</b>	<b>(448,006)</b>	<b>(203,391)</b>	244,615	54.60%	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Transfer from reserves	3	305,000	0	<b>0</b>	0	0.00%	
		<b>305,000</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>Outflows from financing activities</b>							
Repayment of borrowings	10	(90,375)	(22,026)	<b>(22,026)</b>	0	0.00%	
Transfer to reserves	3	(129,270)	0	<b>0</b>	0	0.00%	
		<b>(219,645)</b>	<b>(22,026)</b>	<b>(22,026)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>85,355</b>	<b>(22,026)</b>	<b>(22,026)</b>	0	0.00%	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>		1,155,950	1,155,950	<b>1,155,950</b>	0	0.00%	
Amount attributable to operating activities		637,642	1,877,364	<b>2,018,138</b>	140,774	7.50%	▲
Amount attributable to investing activities		(1,878,948)	(448,006)	<b>(203,391)</b>	244,615	54.60%	▲
Amount attributable to financing activities		85,355	(22,026)	<b>(22,026)</b>	0	0.00%	
<b>Surplus or deficit after imposition of general rates</b>		<b>0</b>	<b>2,563,282</b>	<b>2,948,671</b>	385,389	15.03%	▲

**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 30 SEPTEMBER 2024**

	30 June 2024	30 September 2024
	\$	\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	3,308,734	4,260,517
Trade and other receivables	88,344	1,178,666
Other financial assets	23,299	23,299
Inventories	25,252	17,420
Other assets	956	956
<b>TOTAL CURRENT ASSETS</b>	<b>3,446,585</b>	<b>5,480,858</b>
<b>NON-CURRENT ASSETS</b>		
Other financial assets	184,402	184,402
Property, plant and equipment	25,680,414	25,680,478
Infrastructure	69,812,261	69,521,830
Investment property	61,117	61,117
<b>TOTAL NON-CURRENT ASSETS</b>	<b>95,738,194</b>	<b>95,447,827</b>
<b>TOTAL ASSETS</b>	<b>99,184,779</b>	<b>100,928,685</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	267,562	103,357
Other liabilities	74,376	459,760
Borrowings	90,374	78,402
Employee related provisions	281,975	281,975
<b>TOTAL CURRENT LIABILITIES</b>	<b>714,287</b>	<b>923,494</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	361,489	351,435
Employee related provisions	27,144	27,144
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>388,633</b>	<b>378,579</b>
<b>TOTAL LIABILITIES</b>	<b>1,102,920</b>	<b>1,302,073</b>
<b>NET ASSETS</b>	<b>98,081,859</b>	<b>99,626,612</b>
<b>EQUITY</b>		
Retained surplus	23,576,867	25,121,615
Reserve accounts	1,678,854	1,678,854
Revaluation surplus	72,826,141	72,826,141
<b>TOTAL EQUITY</b>	<b>98,081,862</b>	<b>99,626,612</b>

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

# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 30 SEPTEMBER 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 09 October 2024

**SHIRE OF WILLIAMS**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2024**

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

	Supplementary Information	Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 30 September 2024
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>		\$	\$	\$
Cash and cash equivalents	2	1,949,064	3,308,733	4,260,517
Trade and other receivables		23,926	88,344	1,178,666
Other financial assets		88,344	23,299	23,299
Inventories	7	25,252	25,252	17,420
Other assets	7	935	956	956
		2,087,521	3,446,584	5,480,858
<b>Less: current liabilities</b>				
Trade and other payables	8	(269,729)	(267,563)	(103,357)
Other liabilities	11	(48,727)	(74,376)	(459,760)
Borrowings	10	(80,919)	(90,374)	(78,402)
Employee related provisions	11	(281,975)	(281,975)	(281,975)
		(681,350)	(714,288)	(923,494)
<b>Net current assets</b>		<b>1,406,171</b>	<b>2,732,296</b>	<b>4,557,364</b>
<b>Less: Total adjustments to net current assets</b>	Note 2(d)	(1,583,402)	(1,576,346)	(1,608,692)
<b>Closing funding surplus / (deficit)</b>		<b>(177,231)</b>	<b>1,155,950</b>	<b>2,948,672</b>

**(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*.

	Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>			
	\$	\$	\$
<b>Adjustments to operating activities</b>			
Less: Profit on asset disposals	5	(5,000)	0
Add: Depreciation		2,193,426	597,888
Movement in current employee provisions associated with restricted cash		1,500	
<b>Total non-cash amounts excluded from operating activities</b>		<b>2,189,926</b>	<b>597,888</b>

**(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*.

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

**(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.

	Supplementary Information	Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 30 September 2024
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	3	(1,678,854)	(1,678,854)	(1,678,854)
Less: Financial assets at amortised cost - self supporting loans	7	(23,299)	(22,693)	(23,299)
- Current financial assets at amortised cost - self supporting loans				
- Rates receivable				(22,774)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	10	80,919	90,374	78,402
- Current portion of employee benefit provisions held in reserve	3	37,833	37,833	37,833
<b>Total adjustments to net current assets</b>	Note 2(a)	<b>(1,583,401)</b>	<b>(1,576,346)</b>	<b>(1,608,692)</b>

**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 30 SEPTEMBER 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. % %	
<b>Revenue from operating activities</b>			
<b>Rates</b>	6,381	0.27%	▲
Interim Changes			
<b>Grants, subsidies and contributions</b>	11,222	5.93%	▲
Timing Variance			
<b>Fees and charges</b>	22,257	7.24%	▲
\$9k Instalment Charges above budget & Employee Rent Recoup			
<b>Interest revenue</b>	(9,828)	(27.19%)	▼
OCDP interest under budget			
<b>Other revenue</b>	16,557	157.69%	▲
Unbudgeted additional 'other revenue'			
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	(24,477)	(4.74%)	▼
Timing Issue			
<b>Materials and contracts</b>	91,464	25.25%	▲
Timing Variance			
<b>Utility charges</b>	20,703	38.21%	▲
Budget Allocation higher than anticipated			
<b>Depreciation</b>	(49,521)	(9.03%)	▼
Budget estimate variance with Asset Revaluations too low			
<b>Insurance</b>	8,364	8.57%	▲
Timing Variance			
<b>Non-cash amounts excluded from operating activities</b>	49,521	9.03%	▲
Timing Variance			
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	109,497	729.98%	▲
Timing Variance			
<b>Outflows from investing activities</b>			
<b>Payments for property, plant and equipment</b>	157,692	49.39%	▲
Timing Variance			
<b>Non-cash amounts excluded from investing activities</b>	(18,299)	(100.00%)	▼
Timing Variance			
<b>Surplus or deficit after imposition of general rates</b>	385,389	15.03%	▲
Due to variances described above			



## 8.2 ROAD INFRASTRUCTURE REPORT

### 8.2.1 MAINTENANCE GRADING ACTIVITY

<b>File Reference</b>	4.1.20
<b>Statutory Reference</b>	Various
<b>Author</b>	Tony Kett
<b>Date</b>	11.10.2024
<b>Attachments</b>	Nil

#### Background

Maintenance grading is performed to prevent potholes, washouts, and uneven surfaces, promoting safety and reducing long-term repair costs. It is also used to prevent soil erosion and improve drainage on the roads.

#### Comment

Grading has been carried out on the following roads:

ROAD NAME	TOTAL LENGTH GRAVEL RD	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
BATES ROAD	3.52			3.5				3.5					
BULLIED ROAD	1.61			1.6				1.6					
CHAPMAN ROAD	2.13			2.1				2.1					
CHURCH ROAD	1.0			1.0									
CONGELIN – NARROGIN ROAD	3.0		3.1			3.0			3.1				
COWCHER ROAD	4.04			4.1				4.1					
CULBIN – BORANING ROAD	17.70		17.7		17.7				17.7				
CURTIS ROAD	4.29			4.2									
DARDADINE ROAD	21.50		21.5		21.5		21.50		10.5				
DARDADINE – SOUTH ROAD	.48						0.48						
DARKAN-QUINDANNING ROAD	4.6		4.1		4.6			4.6					
DEEP DEAN ROAD	5.7				5.7	5.7							
EDDINGTON ROAD	2.09			2.1					2.1				
ENGLISH ROAD	6.5							6.5	6.5				
EXTRACTS ROAD	12.25			12.2		12.25							
FAWCETT ROAD	2.87			2.8									
FOLLAND ROAD	2.09		2.1					2.1					
GILLET ROAD	1.12			1.1				1.1					
GLENFIELD ROAD	8.6			8.6					8.6				
GRAHAM ROAD	1.95			1.9					1.9				
GULL STREET	0.48								0.48				
HARDIE ROAD	2.0									2.0			
HIGHAM ROAD	3.31		3.3						3.3				
HILLMAN ROAD	1.78		1.7		1.7		1.78						
HURLEY ROAD	13.84		13.8			13.8							
JOHNSTONE ROAD	1.29			1.2			1.29						
KELLY ROAD	8.42		8.4		8.4			8.4					
KENNEDY ROAD	2.74			2.7			2.74						
MAJOR ROAD	1.21		1.2				1.21						
MARLING ROAD	7.14		7.1		7.1			7.1					
MARTIN ROAD	3.86		3.8					3.8					
MATTHEWS ROAD	2.16							2.16	2.16				
MCKENZIE ROAD	5.43			5.4				5.4					
MEDLEN ROAD	8.2				8.2		8.26						
MUNDAYS ROAD	8.71			8.7				8.7					
MUNTHOOLA ROAD	2.1								2.1				
NARRAKINE ROAD	8.1			8.1			8.1						
NASH ROAD	5.88			5.8					5.88				
NORWOOD ROAD	0.9									0.9			
OLD SOLDIERS ROAD	3.92			3.9				3.9					
PETCHELL ROAD	2.09			2.1					2.1				

PHILLIPPE ROAD	1.77							1.77	1.77				
PIG GULLY ROAD	11.00		11.0					11.0					
PLANK ROAD	4.78		4.7		4.7			4.7					
PLAYLE ROAD	3.75			3.7				3.7					
RICHMOND STREET	0.27							0.27					
ROCHI ROAD	4.13		4.1		4.1			4.13					
SATTLER ROAD	5.42		5.4		5.4	5.4							
TAYLOR ROAD	9.1		9.1					9.10					
TIN SHED ROAD	2.53			2.5				2.5					
TOP END ROAD	1.13			1.1				1.1					
WALDOCK ROAD	1.8									1.8			
WANGERLING GULLY ROAD	8.86		8.8		8.8		8.86						
WESTMERE ROAD	5.01			5.1			5.01						
YARABIN ROAD	4.5			4.5			4.5						
ZILKO ROAD	19.31			19.3			19.31		19.31				
<b>TOTAL LENGTH GRADED</b>			<b>130.9</b>	<b>118.3</b>	<b>97.9</b>	<b>55.12</b>	<b>74.3</b>	<b>103.1</b>	<b>87.5</b>	<b>4.7</b>			

**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):

- LUE 4.1** Strive for high-quality, well-constructed and maintained local road network.
- LUE 4.2** Ensure adequate and appropriate drainage is considered in all road upgrades and maintenance for both town and rural roads.

**Financial Implications**

Funds for the Maintenance Grading Program are included in the 2024/2025 Annual Budget.

**Voting Requirements**

Simple Majority

**OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION**

**Moved: Cr Harding**

**Seconded: Cr Major**

That the maintenance grading report for the month of September 2024 be received.

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

**Against:** Nil

**Carried: 7/0**

**Resolution: 37/25**

## 8.2.2 2023/24 ROAD CONSTRUCTION PROGRAM

<b>File Reference</b>	Various
<b>Statutory Reference</b>	Nil
<b>Author</b>	Tony Kett
<b>Date</b>	11/09/2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Nil

### Background

The following table shows progress towards the 2024/25 Road Construction Program:

**TABLE DISPLAYED ON FOLLOWING PAGE.**

### Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Community Plan 2022 to 2032. Specifically, it relates to the following strategy(s):

- LUE 4.1** Strive for high-quality, well-constructed and maintained local road network.
- LUE 4.2** Ensure adequate and appropriate drainage is considered in all road upgrades and maintenance for both town and rural roads.

### Financial Implications

Funds for the Road Construction Program are included in the 2024/2025 Annual Budget.

### Voting Requirements

Simple Majority

### OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

**Moved: Cr Harding**

**Seconded: Cr Panizza**

That the Road Construction Program report for the month of September 2024 be received.

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

**Against:** Nil

**Carried: 7/0**

**Resolution: 38/25**

**Road Construction Program 2024-2025**

<b>Rd No</b>	<b>Road Name</b>	<b>Description of Work</b>	<b>Start SLK</b>	<b>End SLK</b>	<b>Budget Total</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>Comment</b>
14	Narrakine Rd	Stabilise pavement	7.21	7.27	\$34,800		July 24	Drainage Completed Seal completed after winter
2	Quindanning Darkan Rd	Seal 7m wide	21.98	19.68	\$374,910	07/10/2024		Started Tree Clearing
4	Congelin- Narrogin Rd	Seal 7m wide	3.75	5.00	\$191,367	20/08/2024		Commenced vegetation management, gravel prep. Gravel in mixed. Seal is not yet confirmed.
	Glenfield Rd (RTR)	Reseal 5.37km			\$129,275			EOI has been sent out to 3 companies
9	Dardadine Rd (RTR)				\$85,000			
7	Clayton Rd (RTR)	Reseal			\$66,837			EOI has been sent out to 3 companies
9	Dardadine Rd (RTR)	Clear widen & form. Extend culverts	15.44	21.50	\$131,222			
	Williams – Darkan Rd (WSFN)	WSFN Development project	0.00	25.5	\$294,867			
	Brooking Street (LRCI)	Culvert Replacement	0.08	0.85	\$320,000			RFQ under development
	Brooking Street	Rebuild and reseal	0.07	1.1	\$120,000			
89	Cemetery Rd	Reseal	0.00	0.42	\$51,145			
	Town Hall Laneway	Reseal (hotmix)	0.00	0.10	\$37,482			COMPLETED

26	Medlen Rd	Gravel Sheet	2.10	5.60	\$57,750			
	Bridge works 884				\$100,000	Aug 24	Oct 24	Quote called 12pprox.. \$5,000 for minor maintenance. 11 Props (jacks) recommended & still to be clarified.
	Marjidin Way Ngn Rd intersection				\$200,000	Sept start design	Feb 25 for design & costings	<p>Revised quote and design options being sought via Rod Munns. To get mature costings requires;</p> <p>Full MRWA design process (Traffic Impact Assessment with concept plan in lieu of a Design Report, then upon acceptance of this, 15% design Drawings and review, then 85% design Drawings and review and then 100% design Drawings and acceptance.</p> <p>Approx. cost \$10,000</p> <p>Traffic Plan cost ~\$4,000</p>

### 8.3 CHIEF EXECUTIVE OFFICER'S REPORT

#### 8.3.1 PROPOSED OUTBUILDING – Lot 13314 (No 1) RICHMOND STREET, WILLIAMS

<b>File Reference</b>	10.60.15
<b>Statutory Reference</b>	Shire of Williams Town Planning Scheme No 2
<b>Author</b>	Liz Bushby, Town Planning Innovations
<b>Date</b>	4 October 2024
<b>Disclosure of Interest</b>	Nil
<b>Attachments</b>	Nil

#### Background

Lot 1 has an approximate area of 4.9 hectares and is vacant. An outbuilding is proposed in the south east portion of the lot.



Location Plan



Aerial – Not Accurate or to Scale. Partial site plan showing outbuilding in south east portion of the lot

**Comment:**

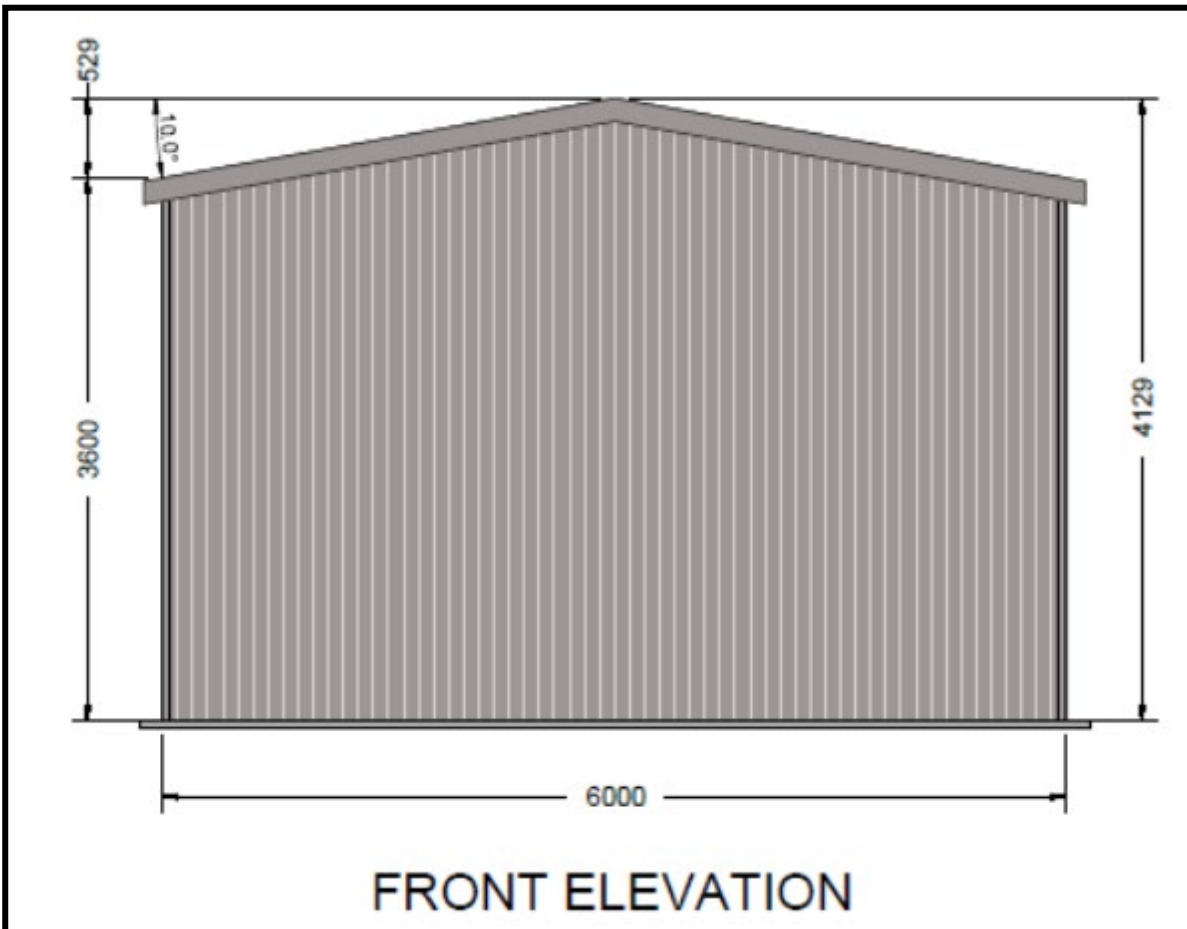
**Proposed Development**

The owner has applied for an outbuilding with a 15 metre by 6 metre floor area (90m<sup>2</sup>). It is proposed with a 3.6 metre wall height and 4.129 metre ridge height to the peak of the roof.

The structure is proposed to be setback 10 metres from the nearest south boundary, and 30 metres from Richmond Road.

The plans lodged are not to scale, so the outbuilding size/location is not accurate, however is shown on an aerial below for reference.

The proposed elevation is included below.



Ordinarily TPI would request better quality scaled plans, however there was insufficient time prior to the October 2024 agenda deadline.

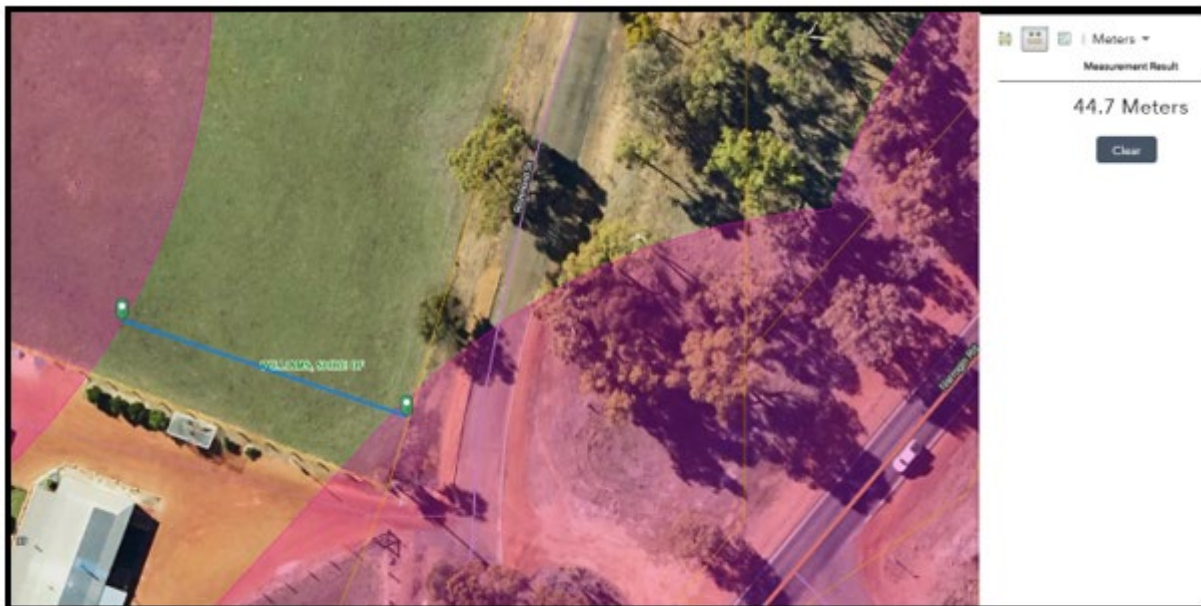
- **Bushfire Prone Areas**

A significant portion of Lot 13314 is within a declared bushfire prone area.

The applicant has lodged a map asserting that the outbuilding will be located outside of the bushfire prone area, however TPI has taken measurements on the bushfire map and the most western part of the building will likely encroach into the bushfire prone area.

It is not recommended that Bushfire Attack Level (BAL) assessment be required as the outbuilding is for non-habitable purposes, will not be actively occupied, and is not near to any house on the same lot.





Above: Bushfire prone area shown in pink

**Consultation**

The application is being advertised for public comment until the 28 October 2024, via the Williams newspaper, Facebook, and the Shire website. The adjoining neighbour has been notified by letter.

**POLICY REQUIREMENTS:**

Not applicable.

**LEGISLATIVE REQUIREMENTS:**

Planning and Development (Local Planning Schemes) Regulations 2015

The Regulations include 'deemed provisions' which automatically apply to the Shire, without the need to amend the Shires Scheme.

Clause 67 of the deemed provisions outlines 'matters to be considered by Council' including but not limited to orderly and proper planning, the compatibility of the development with it's setting including the relationship to development on adjoining land, the amenity of the locality, the adequacy of proposed means of access to and from the site, the amount of traffic to be generated by the development, and any submission received.

Clause 82(1) and 82(2) provides Council with the ability to grant delegated authority to the Chief Executive Officer to determine the application. This will expedite determination of the application (after advertising). Any delegation must be made by an Absolute Majority of Council.

Shire of Williams Town Planning Scheme No 2 (the Scheme) – The lot is zoned 'Rural'.

There are no specific setback requirements for the Rural zone under the Scheme.



**Strategic Implications:**

There are known strategic implications associated with this report.

**Financial Implications:**

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice.

**Voting Requirements**

Absolute Majority- for delegated authority.

**STAFF (CONSULTANT PLANNER) RECOMMENDATION AND COUNCIL RESOLUTION**

**Moved: Cr Major**

**Seconded: Cr Harding**

That Council:

1. Note that the application for an outbuilding on Lot 13314 (No 1) Richmond Street, Williams is being advertised for public comment.
2. Pursuant to Clause 82(1) and 82(2) of the Planning and Development (Local Planning Schemes) Regulations 2015 grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the development application for an outbuilding on Lot 13314 (No 1) Richmond Street, Williams.

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

**Against:** Nil

**Carried: 7/0**

**Resolution: 39/25**

**8.3.2 LEASE LOT 6 MARJIDIN WAY, INNOVATIVE AG**

<b>File Reference</b>	Various
<b>Statutory Reference</b>	Local Government Act 1995
<b>Author</b>	Peter Stubbs
<b>Date</b>	11 October 2024
<b>Disclosure of Interest</b>	The Author has no Impartiality, Financial or Proximity Interests.
<b>Attachments</b>	Nil

**Background**

Council leased Lot 406 Marjidin Way to the Innovative Ag company in November 2023. The lease commenced for 1-year on 1 November 2023, with a 1-year extension option.

Council received a report on the 1-year lease extension option being exercised at its September 2024 meeting.

Subsequent to that meeting, Innovative Ag asked if the Lease could be extended a further year to end in November 2026 to give it tenure security for a longer period as it seeks a more permanent presence in Williams.

The lessee is up to date with lease payments.

Innovative Ag have requested to buy approximately 4 hectares of Council land, a portion of Lot 9000 Albany Highway, adjacent to Lot 406 Marjidin Way and zoned for industrial land use. That matter will be bought to Council when Innovative Ag provide the required written documentation to support Council consideration of that.

If Council wishes to negotiate a land disposal, other than by public auction or tender, it needs to follow the process outlined in Section 3.58(3) of the Local Government Act 1995, which require the details of a proposed land sale to be publicised, and consideration given to public submissions received.

**Comment**

Leasing of land is defined as 'disposal' of land under the Local Government Act 1995.

Council advertised the intended lease of Lot 6 Marjidin Way to Innovative Ag for public comment prior to establishing the Lease.

The current lease has no provision to extend beyond November 2025. To offer a further lease term therefore requires public advertising of that intent again.

**Strategic Implications**

A key aspiration in Council's strategic plan is to expand business through the Marjidin Way land zoned for industrial use. This links to the following strategic objectives:

- E.1** Develop infrastructure and investment that is suitable and an ongoing legacy to the Shire.
- E.2** To have appropriate levels of housing to cater for population retention and growth.

**Financial Implications**

The lease fee is currently \$35,760 plus GST per year, this will be adjusted by CPI from 1 November 2024 as per the lease provisions. This will increase the lease to \$37,011.60 for the period November 2024 to November 2025.

For the period of lease requested, November 2025 to November 2026 an assumed 3.5% CPI increase would take the lease to \$38,307.00.

An assumed 5% lease increase above the period November 2024 to November 2025 would be \$38,862.18.

**Voting Requirements**

Absolute Majority- for delegation to the CEO

**OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION**

**Moved: Cr Major**

**Seconded: Cr Harding**

That Council

Approve in principle the requested Lease of Lot 6 Marjidin Way, Williams by Innovative Ag, from 1 November 2025 to 1 November 2026.

Advertise the proposed Lease to Innovative with the Lease fee at \$38,862.18 for the period 1 November 2025 to 1 November 2026.

Delegate to the CEO and Shire President to execute a Lease after considering public comments received from advertising of the proposed Lease.

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

**Against:** Nil

**Carried:** 7/0

**Resolution:** 40/25

### 8.3.3 ST LUKES DOCTOR SERVICE

<b>File Reference</b>	Various
<b>Statutory Reference</b>	Local Government Act 1995
<b>Author</b>	Peter Stubbs
<b>Date</b>	11 October 2024
<b>Disclosure of Interest</b>	The Author has no Impartiality, Financial or Proximity Interests.
<b>Attachments</b>	Nil

#### Background

At the August 2024 Councillor Forum a report was presented on the Doctor service for Williams.

St Lukes (Katanning based) commenced a one day per month Doctor service in Williams in February 2024 under a MOU with the Shire of Williams. The MOU has been extended to December 2024. The St Lukes service cost to the Shire is \$1,000 per day plus GST (\$12,000 per year). The service is being used by an average of 11 people for day on the days the Doctor is present.

Boddington Medical Centre approached the Shire with a proposal to provide a one day per week Doctor service from the WACHS facility in Williams. The cost for this level of service would be \$50,000 to \$55,000 per year.

The Shire has discussed with St Lukes option to extend their Doctor service and they are prepared to extend that to one day per fortnight, and believe that a more regular service would be beneficial to the community and with good promotion lead to increase use.

#### Strategic Implications

The provision of health and medical services to the community is consistent with Councils strategic goals of:

- SC 1.1.** To provide, maintain and improve community infrastructure.
- SC 2.1** Advocate and support service provision for Seniors
- SC 2.4** Continue to support health service provision for the community (doctor, allied health, Medical Centre)

#### Financial Implications

Funds for the current arrangement with St Lukes for a one-day per month Doctor Service (\$12,000 per year) are included in the 2024/2025 Annual Budget. Any additional service arrangement would require a budget amendment.

Increasing the St Lukes Doctor services to one day per fortnight would increase cost to Council by an additional \$12,000 per year (\$24,000 per allocation required).

For a one day per fortnight service to commence in December 2024 would require a budget amendment to make provision for an additional 7 months of service for remainder of the 2024-25 year- a \$7,000 additional allocation.

#### Voting Requirements

Absolute Majority- for budget amendment

**OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION**

**Moved: Cr Price**

**Seconded: Cr Harding**

That Council:

Amend its MOU with the St Lukes Doctors service to support a doctor service in Williams one day per fortnight on a trial basis through until December 2025.

Amend its 2024-25 Budget to allocate the required additional \$7,000 for the 2024-25 year for that purpose, with those funds being reallocated from savings from the cancelled sale of the budgeted water truck.

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

**Against:** Cr Macnamara, Cr Panizza

**Carried: 5/2**

**Resolution: 41/25**

*Note; Cr Panizza and Cr Macnamara are supportive of the provisions for the St Lukes Doctor's service to be increased to fortnightly, however, voted against the funds being reallocated from the cancelled sale of the water truck.*

**8.3.4 USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY**

<b>File Reference</b>	Various
<b>Statutory Reference</b>	Local Government Act 1996
<b>Author</b>	Peter Stubbs
<b>Date</b>	14 October 2024
<b>Disclosure of Interest</b>	The Author has no Impartiality, Financial or Proximity Interests.
<b>Attachments</b>	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;

<b>Decision Type</b>		<b>Name/Property</b>	<b>Date of Decision</b>	<b>Purpose</b>
<b>1</b>	Food Business Registration	Chatterbox Cafe	18 Sept 2024	Registration of Food Business
<b>2</b>	Building Permit	24 Hynes Court, Mr James Scott	24 Sept 2024	Residential House Construction
<b>3</b>	Planning Approval	Lot 90 Richardson St Mr Jack Babic	24 Sept 2024	Residential House Planning Approval- compliant with R Codes

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 2022 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 to the above decisions.

### **Voting Requirements**

Simple Majority

### **OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION**

**Moved: Cr Harding**

**Seconded: Cr Macnamara**

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the period 18<sup>th</sup> September 2024 to 11<sup>th</sup> October 2024.

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

**Against:** Nil

**Carried: 7/0**

**Resolution: 42/25**

**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**

**10.2 OFFICERS**

**11. APPLICATION FOR LEAVE OF ABSENCE**

**12. CLOSURE OF MEETING**

There being no further business for discussion, the President, Cr Logie, declared the meeting closed at 4:07pm.

**CERTIFICATION OF MINUTES**

CERTIFIED THAT THESE MINUTES, PAGES 1 – 25  
ARE AN ACCURATE RECORD OF PROCEEDINGS  
AND WERE CONFIRMED ON

**20<sup>TH</sup> NOVEMBER 2024**



**JARRAD LOGIE**  
SHIRE OF WILLIAMS PRESIDENT







# SHIRE OF WILLIAMS COUNCIL FORUM

Final Audit Report

2024-11-27

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