



# SHIRE OF WILLIAMS COUNCIL AGENDA

ORDINARY COUNCIL MEETING  
WEDNESDAY 18 SEPTEMBER 2024

SHIRE COUNCIL CHAMBERS  
9 BROOKING STREET  
WILLIAMS WA 6391



## NOTICE OF ORDINARY COUNCIL MEETING

Dear Elected Member and Community Members,

You are respectfully advised the next Ordinary Council Meeting of the Shire of Williams will be held on Wednesday 18<sup>th</sup> September 2024, in the Shire of Williams Council Chambers, 9 Brooking Street, Williams, commencing at 3:30pm.

Peter Stubbs

Chief Executive Officer

### DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Williams for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Williams disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Williams during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Williams. The Shire of Williams warns that anyone who has any application lodged with the Shire of Williams must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Williams in respect of the application.



# 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 3:30 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 – 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

## 4. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

## 5. DECLARATIONS OF INTEREST

<b>DECLARATION OF INTEREST</b>	
Name / Position	Cr Jarrad Logie
Item No. / Subject	8.3.3 & 8.3.4
Type of Interest	Proximity Interest

<b>DECLARATION OF INTEREST</b>	
Name / Position	Cr Simon Harding
Item No. / Subject	8.3.5
Type of Interest	Financial Interest

## **6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **6.1 ORDINARY COUNCIL MEETING HELD 26<sup>TH</sup> AUGUST 2024**

#### **OFFICERS RECOMMENDATION**

That the Minutes of the Ordinary Council Meeting held 26<sup>th</sup> August 2024, as previously circulated, be confirmed as a true and accurate record.

## **7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

## 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>	13.09.2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Payment listing for month ending August 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

That Municipal Fund EFT, Bpay, and Direct Debits totalling \$568,932.08 approved by the Chief Executive Officer during the month of August 2024 be endorsed.

DATE	NAME	DESCRIPTION	AMOUNT
<b>MUNICIPAL - EFT, BPAY, DIRECT DEBIT &amp; CHEQUES</b>			
01/08/2024	LGIS	INSURANCE - PAYMENT 1 OF 2	\$140,395.92
07/08/2024	FDC Educators	FDC Educators PE 04/8/2024	\$24,060.12
07/08/2024	BODDINGTON MEDICAL CENTRE	Pre Employment Medical (Julie Hoskins)	\$250.00
07/08/2024	CORNER'S AUTOMOTIVE ELECTRICS	Repairs - P090 Isuzu D-Max WL19	\$89.10
07/08/2024	GREAT SOUTHERN FUELS	Monthly Fuel Account July 2024	\$817.87
07/08/2024	IN2BALANCE	12336 - Annual Software Licences (Rates, Assets)	\$35,200.00
07/08/2024	THINKPROJECT AUSTRALIA PTY LTD	12340 - Annual Service Fee RAMM (2024-2025)	\$8,536.98
07/08/2024	WILLIAMS GENERAL STORE	Monthly Account July 2024	\$148.18
08/08/2024	SHIRE OF WILLIAMS	Salaries & Wages PE 07/08/2024	\$61,282.82
14/08/2024	BOYCE, GEMMA.	Reimbursement of Work Related Travel Expenses July 2024	\$2,359.80
14/08/2024	RF CONCRETING	13867 - Concrete Works (Entry Statement East End of Town)	\$3,685.00
21/08/2024	FDC Educators	FDC Educators PE 18/8/2024	\$27,925.28
22/08/2024	SHIRE OF WILLIAMS	Salaries & Wages PE 21/08/2024	\$68,772.88
29/08/2024	AIR RESPONSE	13774 - Repairs to AC, Parts & Replacement of Insulation to Pipes	\$847.14
29/08/2024	AVON WASTE	12341 - Monthly Refuse Charges July 2024	\$12,318.84
29/08/2024	BELVEDERE NURSERY	13747 - Plants for Lions Park	\$210.00
29/08/2024	BEST OFFICE SYSTEMS	12330 - Monthly Printing/Copying Charges	\$796.14
29/08/2024	BGL SOLUTIONS PTY LTD	Lawn Trencher Hire	\$566.50
29/08/2024	BOC Ltd	13904 - July 2024 Container Service Fee	\$121.91
29/08/2024	CANNON HYGIENE	13906 - Hygiene Service (29/9/2024-28/03/2024)	\$1,306.24
29/08/2024	CITY OF ALBANY (EFT)	12333 - Regional WA Library Consortium Contribution 2024/2025	\$3,659.70
29/08/2024	DFES.	ESLB 1st Qtr Contribution 2024/25	\$21,694.53
29/08/2024	DORMAKABA AUSTRALIA PTY LTD	13886 - Installation of 2 lengths of 12mm Edge Strips to Glass Entry Doors	\$590.44
29/08/2024	DUFF ELECTRICAL CONTRACTING	13952 - Connection of New Oven & Installation of Power Point	\$328.30
29/08/2024	EDWARDS ISUZU UTE	13888 - 60000 km Service 16WL	\$619.85
29/08/2024	FUEL DISTRIBUTORS OF WA PTY LTD	13742 - Bulk Fuel	\$13,887.84
29/08/2024	GOODYEAR AUTOCARE NARROGIN	13822 - Fitting of Grader Tyre to New Rim	\$145.00
29/08/2024	GREAT SOUTHERN FUELS	July 2024 - Bulk Fuel	\$14,118.31
29/08/2024	HARMONY SOFTWARE	Educators' Software Fees, Month of July 2024	\$381.60
29/08/2024	HERSEY'S SAFETY PTY LTD	13820 - Depot Consumables & Safety Items	\$464.75
29/08/2024	JOONDALUP GOLF MANAGEMENT	Accommodation for LGWA Conference	\$940.00
29/08/2024	JP UPHOLSTERY & CANVAS	13745 - Repair of Shade Sail From Pavilion	\$220.00
29/08/2024	LGIS	12343 - Insurance Adjustments (Vehicles)	\$1,308.29
29/08/2024	LOCAL HEALTH AUTH. ANALYTICAL COMM	13892 - Annual Analytical Expenses 2024/2025	\$526.90
29/08/2024	LOGIE, BRITT E.	Reimbursement For Purchases for Festival of Small Halls	\$596.45
29/08/2024	McINTOSH & SON	13805 - 1 x Directional Switch for Case Loader	\$1,042.81
29/08/2024	METRO COUNT	13746 - Parts for Traffic Counter	\$789.80
29/08/2024	NARROGIN CARPETS & CURTAINS.	13776 - Blind Repairs U6 Sandlewood CT & 4 & 12 Jamtree Lane	\$225.00
29/08/2024	P A GREAVES & CO	13743 - 46m3 of Sand for Tarwonga Drought Relief Tank	\$303.60
29/08/2024	QUESADA PTY LTD	13903 - Trolley for Electric Piano in Williams Hall	\$550.00
29/08/2024	RJ SMITH ENGINEERING	Supply & Cut Sheets of Metal for Repairs to Bridge 0884	\$500.00
29/08/2024	RURAL INFRASTRUCTURE SERVICES	13916 - Consultancy Services (14 Mile Brook Floodway)	\$1,473.40
29/08/2024	SD & A DE GARIS	13915 - Fast Fill Fire Unit on Trailer With Pump (Glenfield)	\$10,532.50
29/08/2024	SHIRE OF DUMBLYUNG	13910 - 3 Tickets for CEO & 2 Councillors to Bringing Dowerin Downtown E	\$600.00
29/08/2024	ST LUKE'S FAMILY PRACTICE	13899 - Williams Medical Services (Dr Segun)	\$1,100.00
29/08/2024	STAR TRACK EXPRESS	Freight Ex MetroCount	\$47.96
29/08/2024	TEAM GLOBAL EXPRESS	Freight Various	\$222.24
29/08/2024	THE WILLIAMS COMMUNITY NEWSPAPER.	13890 - Public Relations	\$119.20
29/08/2024	THE WILLIAMS WOOL SHED.	13905 - Catering for Council Meeting 26/08/24	\$78.00
29/08/2024	TOWN PLANNING INNOVATIONS	13881 - General Planning Advice for June 2024	\$371.25
29/08/2024	TUTT BRYANT EQUIPMENT (BT EQUIPMENT P/L)	13729 - Hire of Multi Tyred Roller 30/06/2024 to 31/07/2024	\$3,332.34
29/08/2024	WA CONTRACT RANGER SERVICES	13913 - Ranger Services - 08/08/2024, 23/08/2024	\$866.25
29/08/2024	WA LOCAL GOVERNMENT ASSOCIATION	12329 - Central Country Zone Annual Subscription 2024/2025	\$1,100.00
29/08/2024	WESFARMERS KLEENHEAT GAS PTY LTD	13901 - Bulk Gas (Pavilion & Town Hall)	\$684.09
29/08/2024	WESTRAC	13815 - 2000 Hour Service on Cat Roller WL812	\$3,464.08
29/08/2024	WHITNEY CONSULTING	12337 - Grant Application for Housing Support Program Hynes Court	\$1,315.60
29/08/2024	WILLIAMS COMMUNITY RESOURCE CENTRE	State Library Travel Grant 2024/2025	\$854.94
29/08/2024	WILLIAMS HOTEL - STRICKO'S	Refreshments for Council Meetings	\$408.89
29/08/2024	WILLIAMS NEWSAGENCY	Monthly Account July 2024	\$140.20
29/08/2024	WILLIAMS RURAL SUPPLIES	Monthly Hardware Account - July 2024	\$3,163.93
29/08/2024	WILLIAMSON, WENDY..	Reimbursement for Purchase of Protective Clothing	\$70.00
1-31/08/24	DEPARTMENT OF PLANNING & INFRASTRUCTURE	Licensing Payments Forwarded to Department of Transport	\$30,826.00



05/08/2024	CBA	CBA - Merchant Fees JULY 2024	\$65.52
07/08/2024	TELSTRA	Monthly Phone Usage to 19/07/2024	\$396.14
14/08/2024	SYNERGY	Electricity to Streetlights to 24/07/2024	\$2,872.92
14/08/2024	WATER CORPORATION.	Various Water Accounts	\$427.54
16/08/2024	ANZ CARDS	Monthly Credit Card Expenses July 2024	\$544.63
19/08/2024	SYNERGY	Electricity to Marjidin Way Shed to 09/07/2024	\$283.66
19/08/2024	TELSTRA	Mobile Phone Services to 31/07/2024	\$313.99
20/08/2024	BOND ADMINISTRATOR	Housing Bonds	\$2,838.00
14/08/2024	WA SUPER	Superannuation July 2024	\$28,606.80
06/08/2024	SHIRE OF WILLIAMS	Regos due 01/08/2024	\$8,757.45
14/08/2024	WATER CORPORATION.	Water Use & Supply - Housing & Parks	\$10,470.67
			<hr/>
			<b>\$568,932.08</b>

16/08/2024	ANZ CARDS	Monthly Credit Card Expenses July 2024	-544.63
		Meals	37.72
		Accommodation - Victoria Hotel Toodyay 18th July	168.18
	PLANT:P084 CX-5 2022 WL036 (FDC)	L ULP Docket Lost	66.74
	PLANT:P084 CX-5 2022 WL036 (FDC)	50.57L ULP	84.55
		Baby Wipes & Cream, Bin Bags	105.91
		Ipad Cover & Screen Protector	35.45
	AUSTRALIAN TAXATION OFFICE	Non-Cap. Acq. - Inc GST	46.08
			<hr/>
			544.63

## 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>	13.09.2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Financial Statements ending August 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

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



**MONTHLY FINANCIAL REPORT**  
**(Containing the required statement of financial activity and statement of financial position)**  
**For the period ended 31 August 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 AUGUST 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>2,370,434</b>	3,565	0.15%	
Grants, subsidies and contributions	12	601,094	189,370	<b>193,498</b>	4,128	2.18%	
Fees and charges		1,230,062	190,380	<b>203,377</b>	12,997	6.83%	▲
Interest revenue		136,000	21,332	<b>16,719</b>	(4,613)	(21.62%)	▼
Other revenue		45,175	8,000	<b>15,696</b>	7,696	96.20%	▲
Profit on asset disposals	5	5,000	0	<b>0</b>	0	0.00%	
		<b>4,386,200</b>	<b>2,775,951</b>	<b>2,799,724</b>	23,773	0.86%	
<b>Expenditure from operating activities</b>							
Employee costs		(2,031,747)	(346,255)	<b>(394,689)</b>	(48,434)	(13.99%)	▼
Materials and contracts		(1,212,566)	(234,430)	<b>(208,629)</b>	25,801	11.01%	▲
Utility charges		(262,119)	(39,284)	<b>(24,872)</b>	14,412	36.69%	▲
Depreciation		(2,193,426)	(365,580)	<b>(395,688)</b>	(30,108)	(8.24%)	▼
Finance costs		(18,435)	0	<b>(1,729)</b>	(1,729)	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>(1,085,645)</b>	<b>(1,117,334)</b>	(31,689)	(2.92%)	
Non-cash amounts excluded from operating activities	Note 2(b)	2,189,926	365,580	<b>395,688</b>	30,108	8.24%	▲
<b>Amount attributable to operating activities</b>		<b>637,642</b>	<b>2,055,886</b>	<b>2,078,078</b>	22,192	1.08%	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	13	3,374,570	15,000	<b>14,550</b>	(450)	(3.00%)	
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>14,550</b>	(450)	(3.00%)	
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	4	(3,350,897)	(68,621)	<b>(99,281)</b>	(30,660)	(44.68%)	▼
Payments for construction of infrastructure	4	(1,985,920)	(24,573)	<b>(38,846)</b>	(14,273)	(58.08%)	▼
		<b>(5,336,817)</b>	<b>(93,194)</b>	<b>(138,127)</b>	(44,933)	(48.21%)	
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>(59,895)</b>	<b>(123,577)</b>	(63,682)	(106.32%)	
<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)	(11,972)	<b>(11,972)</b>	0	0.00%	
Transfer to reserves	3	(129,270)	0	<b>0</b>	0	0.00%	
		<b>(219,645)</b>	<b>(11,972)</b>	<b>(11,972)</b>	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>85,355</b>	<b>(11,972)</b>	<b>(11,972)</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	2,055,886	<b>2,078,078</b>	22,192	1.08%	▲
Amount attributable to investing activities		(1,878,948)	(59,895)	<b>(123,577)</b>	(63,682)	(106.32%)	▼
Amount attributable to financing activities		85,355	(11,972)	<b>(11,972)</b>	0	0.00%	
<b>Surplus or deficit after imposition of general rates</b>		<b>0</b>	<b>3,139,969</b>	<b>3,098,479</b>	(41,490)	(1.32%)	▼

**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 AUGUST 2024**

	<b>30 June 2024</b>	<b>31 August 2024</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	3,308,734	3,133,861
Trade and other receivables	88,344	2,509,939
Other financial assets	23,299	23,299
Inventories	25,252	19,329
Other assets	956	956
<b>TOTAL CURRENT ASSETS</b>	<b>3,446,585</b>	<b>5,687,384</b>
<b>NON-CURRENT ASSETS</b>		
Other financial assets	184,402	184,402
Property, plant and equipment	25,680,414	25,664,387
Infrastructure	69,812,261	69,550,359
Investment property	61,117	61,117
<b>TOTAL NON-CURRENT ASSETS</b>	<b>95,738,194</b>	<b>95,460,265</b>
<b>TOTAL ASSETS</b>	<b>99,184,779</b>	<b>101,147,649</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	267,562	164,015
Other liabilities	74,376	455,821
Borrowings	90,374	78,402
Employee related provisions	281,975	281,975
<b>TOTAL CURRENT LIABILITIES</b>	<b>714,287</b>	<b>980,213</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	361,489	361,499
Employee related provisions	27,144	27,144
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>388,633</b>	<b>388,643</b>
<b>TOTAL LIABILITIES</b>	<b>1,102,920</b>	<b>1,368,847</b>
<b>NET ASSETS</b>	<b>98,081,859</b>	<b>99,778,802</b>
<b>EQUITY</b>		
Retained surplus	23,576,867	25,273,807
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>99,778,802</b>

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

# NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 AUGUST 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 12 September 2024

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

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

	Supplementary Information	Adopted Budget	Last Year	Year to Date
		Opening	Closing	Date
		30 June 2024	30 June 2024	31 August 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	\$ 3,133,861
Trade and other receivables		23,926	88,344	2,509,939
Other financial assets		88,344	23,299	23,299
Inventories	7	25,252	25,252	19,329
Other assets	7	935	956	956
		<u>2,087,521</u>	<u>3,446,584</u>	<u>5,687,384</u>
<b>Less: current liabilities</b>				
Trade and other payables	8	(269,729)	(267,563)	(164,015)
Other liabilities	11	(48,727)	(74,376)	(455,821)
Borrowings	10	(80,919)	(90,374)	(78,402)
Employee related provisions	11	(281,975)	(281,975)	(281,975)
		<u>(681,350)</u>	<u>(714,288)</u>	<u>(980,213)</u>
<b>Net current assets</b>		<b>1,406,171</b>	<b>2,732,296</b>	<b>4,707,171</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>3,098,479</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	YTD Actual
	\$	(a)	(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	395,688
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>395,688</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	Last Year	Year to Date
	\$	Closing	Date
<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.

	Adopted Budget	Last Year	Year to Date
	Opening	Closing	Date
	30 June 2024	30 June 2024	31 August 2024
<b>Adjustments to net current assets</b>			
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			
- 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
- Current portion of employee benefit provisions held in reserve	3	37,833	37,833
<b>Total adjustments to net current assets</b>	Note 2(a)	<b>(1,583,401)</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 31 AUGUST 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>Fees and charges</b>	12,997	6.83%	▲
Timing Variance			
<b>Interest revenue</b>	(4,613)	(21.62%)	▼
Timing Variance			
<b>Other revenue</b>	7,696	96.20%	▲
Unbudgeted additionl 'other revenue'			
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	(48,434)	(13.99%)	▼
Timing Variance			
<b>Materials and contracts</b>	25,801	11.01%	▲
Timing Variance			
<b>Utility charges</b>	14,412	36.69%	▲
Timing Variance			
<b>Depreciation</b>	(30,108)	(8.24%)	▼
Timing Variance			
<b>Insurance</b>	8,364	8.57%	▲
Timing Variance			
<b>Non-cash amounts excluded from operating activities</b>	30,108	8.24%	▲
Timing Variance			
<b>Outflows from investing activities</b>			
<b>Payments for property, plant and equipment</b>	(30,660)	(44.68%)	▼
Timing Variance			
<b>Payments for construction of infrastructure</b>	(14,273)	(58.08%)	▼
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>	(41,490)	(1.32%)	▼
Due to variances described above			



## 8.2 CHIEF EXECUTIVE OFFICER'S REPORT

### 8.2.1 RENEWABLE ENERGY (WIND FARM) – COMMUNITY BENEFITS

<b>File Reference</b>	14.60.20
<b>Statutory Reference</b>	Various Legislation Applies
<b>Author</b>	Peter Stubbs
<b>Date</b>	13.09.2024
<b>Disclosure of Interest</b>	The Author has no Impartiality, Financial or Proximity Interests.
<b>Attachments</b>	Clean Energy Council of Australia – A Guide to Benefit Sharing Options for Renewable Energy Projects

#### Background

There are four private companies that have approached the Shire of Williams advising of their interest in establishing wind farms in and around the Shire district.

The Shire of Williams has received regular updates from each of the four proponents. The driving force behind the proponents interest is the State Governments intent to reduce or phase out coal and gas power generation and replace that with renewable energy sources.

The proximity of the Williams district to the Collie power infrastructure is also a key consideration for the renewable energy proponents.

The four proponents that have approached the Shire of Williams are;

Neoen	<a href="http://narroginwindfarm.com.au">narroginwindfarm.com.au</a>
Lacour Energy & Woodside Energy	<a href="http://lacour.com.au">lacour.com.au</a>
RES	<a href="http://dardadinewindfarm.com.au">dardadinewindfarm.com.au</a>
Acciona	<a href="http://acciona.com.au">acciona.com.au</a>

The proponents are yet obtain all approvals and to make a final investment decision to proceed. Among other issues, is the transmission capability to move power generated from site to the South-West Interconnected System (SWIS)-electricity grid. Western Power has ownership and controls transmission infrastructure, and it has consultants undertaking surveys this Spring to assess transmission options including in the Williams district.

There may be other proponents considering projects as well, but if so, they have not approached the Shire of Williams.

#### Comment

The above projects may not proceed for a range of reasons, but if they do then there would be over 600 wind tower/turbines in, or in, close proximity to the Williams district. The outcome would represent a major new land use, industry, and an investment in the order of \$10billion to create the renewable power infrastructure.

#### Planning Framework

The scale of these projects and investment means that Local Governments will not be the decision-making authority to approve or set conditions for the development and operation of wind farms. For this reason and to clarify the Shire of Williams expectations of renewable power projects and in particular wind farms, Council adopted a Local Planning Policy seeking to guide the development and operation of projects like this. The Local Planning Policy is not enforceable but exists to signal the

Council's expectations and it would expect those expectations to be considered by the decision-making authority and proponents.

Decision making will be made at the State level through the State Development Assessment Unit.

### Construction

Given approval and proponent financial investment decision processes it is not expected that construction would commence in these projects until 2026 or later.

Construction will require workforces in the order of 150 people for the smallest project and potentially up to 500 people for the largest project. This represents both opportunity and challenges for things like accommodation, servicing- matters, and competition for resources- matters yet to be resolved.

Construction will take place over a period of years, potentially between 2026 and 2034.

Construction will require considerable inputs, Materials and supplies will need to be moved across road networks from Ports and major supply centres. This may require some road infrastructure changes. Locally there will be increased demand for labour, and for raw materials like gravel, aggregate, sand, and water.

### Community Benefit

Individual landholders with renewable energy infrastructure on or adjacent to their properties are expected to receive some financial benefit. That benefit is usually confidential.

Other businesses in the district may benefit financially from business opportunities created through the various projects as they proceed.

Proponents typically seek to gain wider community support by offering annual community benefit funds to support community life, not for profit groups, and the like. This is often in the order of \$100,000 to \$150,000 per year, and this process is common with other resource projects.

The Clean Energy Council of Australia has published guidelines to support consideration of community benefits from renewable energy projects.

It is recommended that Council consider and make clear its expectations on the matter of community benefits and communicate this to the State Government, decision making authorities, and proponents. The aim being to mitigate and offset the impacts projects cause and ensure that the local community receives fair and reasonable benefit for to social and material impacts that will result.

### **Strategic Implications**

The transition to increased renewable energy for all current and future consumers on the SWIS is strategically important. The reliability and cost of electricity, as well its source are matters of high public interest.

Wind farms and manner in which community benefits are applied have the potential to link strongly to Councils strategic objectives such as;

- 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.
- 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

### **Financial Implications**

The financial implications to the Shire of Williams are not quantified but potentially include;

1. Increased road network, culvert and bridge maintenance costs to support the increased trucks movements and weights during the construction phase.
2. Increased costs of labour and raw materials because of the additional demand.
3. Increase difficulty in securing employees from the increased competition for staff.

There may also be opportunities (such as increased housing) but these have not been determined at this time.

### **Voting Requirements**

Simple Majority

#### **OFFICERS RECOMMENDATION**

That Council write to all wind farm proponents, the Premier, and Ministers for Energy and Regional Development, advising that in keeping with the broad guidelines of the Clean Energy Council of Australia regarding community benefits from wind farms, that it expects the benefits to be \$1,000 per MW of power capacity per year for the life of the project.

That the benefit be in an appropriate contractual form with the Shire of Williams on behalf of the community.

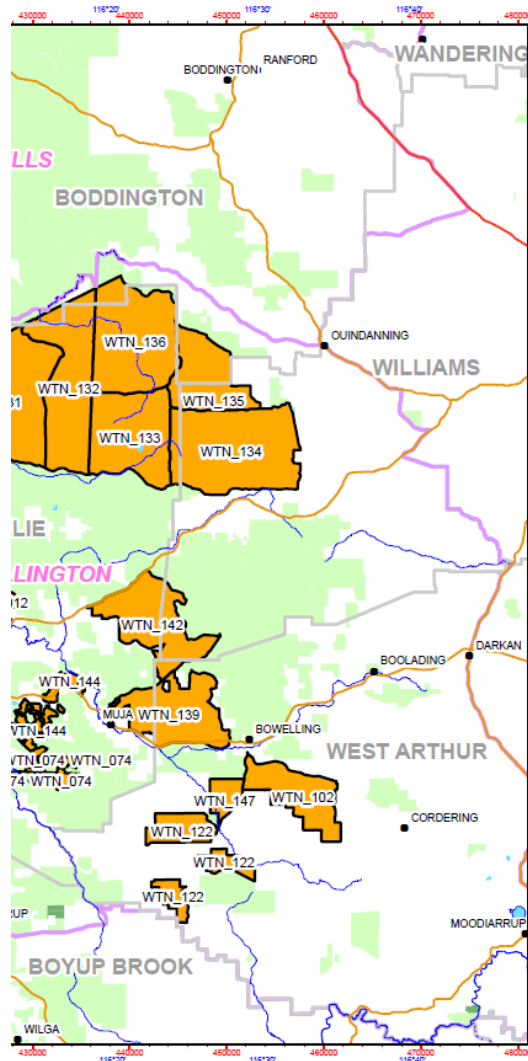
## 8.2.2 PRESCRIBED BURNING 2024-25. DBCA

<b>File Reference</b>	5.10.60
<b>Statutory Reference</b>	Bushfires Act & Regulations 1954
<b>Author</b>	Peter Stubbs
<b>Date</b>	02.09.2024
<b>Disclosure of Interest</b>	The Author has no Impartiality, Financial or Proximity Interests.
<b>Attachments</b>	Nil

### Background

The Department of Biodiversity Conservation Attractions (DBCA) has advised of its proposed 2024-25 prescribed burning program and requested written support for that from the Shire of Williams for activities which might occur in the Williams district.

Prescribed burning is proposed in accordance with the map below, and this may impact for Shire roadsides. DBCA also seeks permission to treat hazardous trees within the shire road reserves as an extension of the DBCA's approach to risk mitigation.

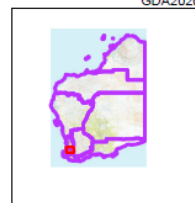
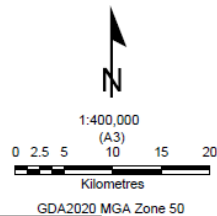


### DISTRICT OVERVIEW

#### Wellington District Prescribed Burn Options Program 2024-25

##### Legend

- WA Townsites
  - Highway\_Freeway
  - Roads\_(Main\_Sealed)
  - Hydrography
  - Local Govt. Authorities (LGA)
  - DBCA Districts
  - WA Ocean Mask
  - Lake
  - Reservoir
  - 2024-25\_Burn\_Options\_Program
- Interest Tenure**
- Interest Tenure
  - Managed Tenure



Produced by the  
Department of  
Biodiversity, Conservation  
and Attractions



## Comment

The Shire has provided the requested written support to DBCA for its proposed prescribed burning with the following conditions.

- Advice is provided daily to the Chief Bush Fire Control Officer (CBFCO) or delegate each day burning is proposed.
- The permission is temporary and may be revoked at any time.
- All prescribed burns to be carried out under an DBCA approved prescribed fire plan.
- The decision to commence ignition and the conduct of each burn is in accordance with DBCA processes and procedures, peer reviewed and with advice from the Bureau of Meteorology.
- The responsibility for the management of fire applied to the Shire land remains with the DBCA until the controlled burn is considered safe by the CBFCO.
- DBCA manages roads and traffic in accordance with its approved traffic management plan.
- Hazardous trees in roadsides are removed by either falling or use of machines to push them, appropriate traffic management to be applied to mitigate risks to road users.

Details of the DBCA proposed prescribed burning can be found at this link

[dbca.wa.gov.au/management/fire/prescribed-burning/burn-options-program](https://dbca.wa.gov.au/management/fire/prescribed-burning/burn-options-program)

## 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 1.5.** Continue to ensure appropriate compliance in fire safety mitigation measures within the townsite and work with relevant agencies to address issues on public land.

## Voting Requirements

Simple Majority

### Officer's Recommendation

That Council note the Department of Biodiversity, Conservation, and Attractions advice of its prescribed burning for 2024-25 fire seasons, and the conditions agreed too for the Shire of Williams support.

### 8.2.3 LEASE LOT 6 MARJIDIN WAY – INNOVATIVE AG

<b>File Reference</b>	14.25.30
<b>Statutory Reference</b>	Local Government Act 1995, Section 3.58 (3)
<b>Author</b>	Peter Stubbs
<b>Date</b>	02.09.2024
<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. Innovative Ag have now requested to exercise the 1-year lease extension option through until 1 November 2025.

The lessee is up to date with lease payments.

#### **Comment**

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 if and 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.

#### **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, and this will be adjusted by CPI from 1 November 2024 as per the lease provisions

#### **Voting Requirements**

Simple Majority

#### **Officer's Recommendation**

That Council note the 1 year lease extension option by Innovative Ag for Lot 406 Marjidin Way will be enacted, with the Lease now due to expire on 1<sup>st</sup> November 2025.

## 8.2.4 INDUSTRIAL LAND DEVELOPMENT

<b>File Reference</b>	14.25.30
<b>Statutory Reference</b>	Local Government Act 1995, Section 3.58 (3)
<b>Author</b>	Peter Stubbs
<b>Date</b>	02.09.2024
<b>Disclosure of Interest</b>	The Author has no Impartiality, Financial or Proximity Interests.
<b>Attachments</b>	Nil

### Background

Council owns Lot 9000 Albany Highway (23.27 hectares) shown bordered in red outline below. The land is zoned industrial. Some years ago, Council engaged Development WA, then called Landcorp, to create the Marjidin Way industrial area as Stage 1 (6 Lots) of what was intended to be future and larger industrial area. There are currently no industrial Lots for sale or available to support business growth.



### Comment

There are potentially three businesses known at present interested in gaining industrial land in Williams. Facilitating an outcome where business can invest, grow and contribute positively to the local and regional economy is a key objective Council has in its Strategic Plan.

The cost to sub divide, create, and service additional industrial Lots is substantial. Development WA is Western Australia's development agency with a mandate to develop where there is potential to grow regional areas, and it has annual funding allocations to progress that.

Development WA has invited the Shire of Williams to lodge application to its Regional Development Assistance Program seeking support to expand the Marjidin Way Industrial area and to create more services Lots. The potential to rectify the Marjidin Way intersection with Narrogin Road for RAV access at the same time has been discussed with Development WA and there is broad agreement that could be done at the same time as road extensions to service new Lots was done.

The lodgment process to the Regional Development Assistance Program requires a Council decision to evidence Council request and support for formal assessment by Development WA.

### **Strategic Implications**

A key aspiration in Councils 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**

Financial implications will not be known until Development WA firstly agree to assess a formal application, and then enter into planning discussion with the Shire of Williams about the scope of works. An indicative Development WA estimate is that service extensions would likely be at least \$1million for creation of 6 to 10 Lots, which Development WA has a mandate to potentially fund, even though it may be loss making project given the value of land.

It would be expected at a minimum that the Shire of Williams keep Lots created slashed, presentable, and maintain marketing signage and assist in promoting Lot sales.

### **Voting Requirements**

Simple Majority

### **Officer's Recommendation**

That Council approve the preparation and lodgement of application to the Development WA Regional Development Assistance Program to support the creation of new services industrial Lots on a portion of Lot 9000, Albany Highway.



## 8.2.5 LOCAL GOVERNMENT ELECTION – REVIEW OF WALGA ADVOCACY POSITION

<b>File Reference</b>	4.1.40
<b>Statutory Reference</b>	Local Government Amendment Act 2023
<b>Author</b>	WALGA & Peter Stubbs, CEO
<b>Date</b>	13 September 2024
<b>Disclosure of Interest</b>	Nil
<b>Attachments</b>	Nil

### Background

The *Local Government Amendment Act 2023* introduced a range of electoral reforms that came into effect prior to the 2023 Local Government ordinary elections:

- the introduction of Optional Preferential Voting (OPV);
- extending the election period to account for delays in postal services;
- changes to the publication of information about candidates;
- backfilling provisions for extraordinary vacancies after the 2023 election;
- public election of the Mayor or President for larger Local Governments;
- abolishing wards for smaller Local Governments; and
- aligning the size of councils with the size of populations of each Local Government (change to representation)

Following requests from several Zone's, WALGA undertook a comprehensive review and analysis of 5 ordinary election cycles up to and including the 2023 Local Government election against the backdrop of these legislative reforms. The review and report focused on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), with the analysis finding evidence of the rising cost and a reduction in service of conducting Local Government elections in Western Australia.

### Comment

The Elections Analysis Review and Report was presented to State Council 4 September 2024, with State Council supporting a review of WALGA's Local Government Elections Advocacy Positions.

WALGA is requesting Councils consider the current and alternative Elections Advocacy Positions and provide a response back to WALGA for the December 2024 State Council meeting.

*WALGA State Council current advocacy positions:*

The following is a summary of WALGA's current Advocacy Positions in relation to Local Government Elections:

### 2.5.15 ELECTIONS

Position Statement:

The Local Government sector supports:

1. Four year terms with a two year spill
2. Greater participation in Local Government elections
3. The option to hold elections through:
  - Online voting
  - Postal voting, and
  - In-person voting
4. Voting at Local Government elections to be voluntary

5. The first past the post method of counting votes  
The Local Government sector opposes the introduction of preferential voting, however if 'first past the post' voting is not retained then optional preferential voting is preferred.

Background:

The first past the post (FPTP) method is simple, allows an expression of the electorate's wishes and does not encourage tickets and alliances to be formed to allocate preferences.

State Council Resolution:

February 2022 – 312.1/2022  
December 2020 – 142.6/2020  
March 2019 – 06.3/2019  
December 2017 – 121.6/2017  
October 2008 – 427.5/2008

Supporting Documents:

[Advocacy Positions for a New Local Government Act](#)

[WALGA submission: Local Government Reform Proposal \(February 2022\)](#)

## **2.5.16 METHOD OF ELECTION OF MAYOR**

Position Statement:

Local Governments should determine whether their Mayor or President will be elected by the Council or elected by the community.

State Council Resolution:

February 2022 – 312.1/2022  
March 2019 – 06.3/2019  
December 2017 – 121.6/2017

## **2.5.18 CONDUCT OF POSTAL ELECTIONS**

Position Statement:

The Local Government Act 1995 should be amended to allow the Australian Electoral Commission (AEC) and any other third party provider including Local Governments to conduct postal elections.

Background:

Currently, the WAEC has a legislatively enshrined monopoly on the conduct of postal elections that has not been tested by the market.

State Council Resolution:

May 2023 – 452.2/2023  
March 2019 – 06.3/2019  
December 2017 – 121.6/2017  
March 2012 – 24.2/2012

**WALGA has requested the following advocacy positions be considered by Councils:**

**1. PARTICIPATION**

- (a) The sector continues to support voluntary voting at Local Government elections.
- OR
- (b) The sector supports compulsory voting at Local Governments elections.

**2. TERMS OF OFFICE**

- (a) The sector continues to support four-year terms with a two year spill;
- OR
- (b) The sector supports four-year terms on an all in/all out basis.

**3. VOTING METHODS**

- (a) The sector supports First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections
- OR
- (b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for general elections.

**4. INTERNAL ELECTIONS**

- (a) The sector supports First Past the Post (FPTP) as the preferred voting method for all internal elections.
- OR
- (b) The sector supports Optional Preferential Voting (OPV) as the preferred voting method for all internal elections.

**5. VOTING ACCESSIBILITY**

- The sector supports the option to hold general elections through:
- (a) Electronic voting; and/or
  - (b) Postal voting; and/or
  - (c) In-Person voting.

**6. METHOD OF ELECTION OF MAYOR**

- The sector supports:
- (a) As per the current legislation with no change – Class 1 and 2 local governments directly elect the Mayor or President (election by electors method), with regulations preventing a change in this method.
  - (b) Return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.
  - (c) Apply current provisions to all Bands of Local Governments – apply the election by electors method to all classes of local governments.

**Comment**

WALGA recently undertook a comprehensive review and analysis of 5 ordinary election cycles up to and including the 2023 Local Government election against the backdrop of legislative reforms to the Local Government electoral process. The review and report focused on postal elections conducted exclusively by the Western Australian Electoral Commission (WAEC), with the analysis finding evidence of the rising cost of conducting Local Government elections in Western Australia.

The report was presented to State Council 4 September 2024, with State Council supporting a review of WALGA's Local Government Elections Advocacy Positions.

Since 2008, WALGA has surveyed the sector on five occasions and at all times the sector has supported the following:

- first-past-the-post method of counting votes,
- voting at Local Government elections to be voluntary, and
- four-year terms with a two-year spill.

All Local Governments are now being asked to provide a Council decision on WALGAs advocacy positions as they relate to Local Government Elections, to see if the positions are still current.

To inform an item for the December meeting of State Council, Council decisions are requested by **Monday 28 October 2024**. Local Governments will also be able to provide feedback through the November round of Zone meetings. To assist Councils in compiling their positions, WALGA has drafted a template Agenda Item.

#### **OFFICERS RECOMMENDATION**

That Council recommends that WALGA adopt the following Local Government Election Advocacy Positions:

1. PARTICIPATION – Council support the advocacy position to continue to support voluntary voting at Local Government elections
2. TERMS OF OFFICE - Council support the advocacy position to support four-year terms with a two year spill
3. VOTING METHODS - Council support the advocacy position for First Past the Post (FPTP) as the preferred voting method for general elections. If Optional Preferential Voting (OPV) remains as the primary method of voting, the sector supports the removal of the 'proportional' part of the voting method for general elections
4. INTERNAL ELECTIONS - Council support the advocacy position for First Past the Post (FPTP) as the preferred voting method for all internal elections.
5. VOTING ACCESSIBILITY - Council support the advocacy position for Electronic voting; and/or, Postal voting, and/or In-Person voting.
6. METHOD OF ELECTION OF MAYOR - Council support the advocacy position for the return to previous legislated provisions – all classes of local governments can decide, by absolute majority, the method for electing their Mayor or President.

## 8.2.6 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>	02.09.2024
<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;

	Decision Type	Name/Property	Date of Decision	Purpose
<b>1</b>	Food Business Registration	Williams Supermarket	29/08/2024	Compliance with the Food Act.
<b>2</b>	Grant of Building Permits	Lot 18 & 20 New Street, Williams	16/09/2024	Construction of two residential houses.

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 the above decisions.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the period 27<sup>th</sup> August to 16<sup>th</sup> September 2024.

**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**