



# SHIRE OF WILLIAMS AGENDA

ORDINARY COUNCIL MEETING  
WEDNESDAY 16 FEBRUARY 2022



## NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member & Community Members,

You are respectfully advised the next Ordinary Meeting of the Shire of Williams will be held on Wednesday 16 February 2022, in the Shire of Williams Council Chambers, 9 Brooking Street, Williams, commencing at 3.30 pm.

A handwritten signature in black ink, appearing to read 'Geoff McKeown', is positioned above the printed name.

Geoff McKeown  
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 2017-2032

### ECONOMIC

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

**ED1.** Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.

**ED2.** To have appropriate levels of housing to cater for population retention and growth.

### SOCIAL AND CULTURAL

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

**SCD1.** To provide community infrastructure and facilities that meet the needs of the population.

**SCD2.** To support a safe and healthy community with a strong sense of community pride.

**SCD3.** 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 & 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.** Recognising and implementing sustainability measures.

**LUE4.** To have safe and well maintained transport network that supports local economy.

### CIVIC LEADERSHIP

**Strong civic leadership representing the whole of the Shire which engages in effective partnerships and reflects the aspirations of an engaged community.**

**CL1.** The Shire is efficient in its operations, actively listens to the community and anticipates and responds to the community needs.

**CL2.** The revenue needs of the Shire are managed in an equitable, proactive and sustainable manner.

**CL3.** Effective collaboration and shared services with other relevant Local, State and Federal Government agencies, industry and community organisations.

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## AGENDA

### 1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member, President Jarrad Logie, will declare the Meeting open at 3.30pm.

### 2.0 Record of Attendance / Apologies / Leave of Absence

#### Elected Members

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

#### Staff

Geoff McKeown - Chief Executive Officer  
Alan Lamb – Manager of Corporate Services  
Britt Logie - Community Development Officer  
Manuela Lenehan – Minute Taker

Visitors – Nil  
Apologies - Nil  
Leave of Absence – Nil

### 3.0 Public Question Time

Nil

### 4.0 Petitions / Deputations / Presentations

Nil

### 5.0 Declarations of Interest

Nil

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

**6.0 Confirmation of Minutes of Previous Meetings**

**6.1 Ordinary Council Meeting Held 15 December 2021**

**Officer's Recommendation**

That the Minutes of the Ordinary Council Meeting held 15 December 2021, as previously circulated, be confirmed as a true and accurate record.

**6.2 Electors' Meeting Held 18 January 2022**

**Officer's Recommendation**

That the Minutes of the Meeting held 18 January 2022, as previously circulated, be received.

**7.0 Announcements by Presiding Member Without Discussion**

Nil

**8.0 Matters Which Require Decisions**

**8.1 Corporate and Community Services**

**8.1.1 Synthetic Cricket Pitch Replacement**

<b>File Reference</b>	11.70.40
<b>Statutory Ref.</b>	Local Government Act 1995
<b>Author &amp; Date</b>	Britt Logie 11 February 2022
<b>Attachments</b>	Nil

**Background**

The Williams Cricket Club has recently replaced the synthetic cricket pitch at the town oval. The Club have quite a large membership base of both senior and junior players. Each year, Williams hosts many games as well as school cricket carnivals. The Club received \$1,000 of the Live Local Love Local Community Chest funding to go towards the pitch replacement. On further consideration, the Club would like the Shire to consider contributing 70% of the \$5,445 incl GST replacement cost. As they have already received \$1,000, this would be an additional allocation of \$2,811 incl GST.

The Williams Cricket Club currently pay \$539.50 as a yearly ground hire fee, the grounds are also used by Kent Street and other schools around the district during carnivals. It is in the Shire's best interest to have these facilities maintained and in the best order. The Shire has contributed to other sporting clubs and groups in the past with capital projects.

**Comment**

This additional contribution has not been included in the 2021/2022 Budget. It is a requirement of the *Local Government Act 1995* that any expenditure incurred from the Municipal Fund, that is not included in the Annual Budget, is authorised by Council by absolute majority. Section 6.8 states:

**6.8. Expenditure from municipal fund not included in annual budget**

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
  - (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
  - (b) is authorised in advance by resolution\*; or
  - (c) is authorised in advance by the mayor or president in an emergency.

\* Absolute majority required.

- (1a) In subsection (1) —
  - additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government —
  - (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and
  - (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

**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):

SCD 1.1 Provide, maintain and improve community infrastructure.

- ED 1.4 Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest.
- CL 2.1 Maximise and leverage grant funding opportunities to balance and support Council investment.

**Financial Implications**

An allocation of \$2,815 to the Williams Cricket Club can be approved by Council as unbudgeted expenditure.

**Voting Requirements**

Absolute Majority

**Officer's Recommendation**

That Council support the request for additional funding from the Williams Cricket Club for the cricket pitch replacement and agrees to make a further contribution of \$2,811 to the project, acknowledging it is unbudgeted expenditure in the 2021/22 financial year.

8.1.2 Payment Listing

<b>File Reference</b>	4.23.15
<b>Statutory Ref.</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Author &amp; Date</b>	Alan Lamb 8 February 2022
<b>Attachments</b>	Payment listings for months ending 31 December 2021 and 31 January 2022

**Background**

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shires 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**

*Local Government (Financial Management) Regulations 1996 - Reg 13*

(1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*

- (a) *the payee's name; and*
- (b) *the amount of the payment; and*
- (c) *the date of the payment; and*
- (d) *sufficient information to identify the transaction.*

**Comment**

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

**Strategic Implications**

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

CL 2.2 Maintain accountability, transparency and financial responsibility

**Financial Implications**

As listed in the recommendation below.

**Voting Requirements**

Simple Majority

<b>Officer's Recommendation</b>	That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104910 – 104913 totalling \$842,846.63 approved by the Chief Executive Officer during the month of December 2021, and Municipal Fund EFT, Bpay, Direct Debits and Cheques 104914 – 104916 totalling \$354,007.59 approved by the Chief Executive Officer during the month of January 2022 be endorsed.
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## SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 DECEMBER 2021

DATE	NAME	DESCRIPTION	AMOUNT
<b>MUNICIPAL - EFT, BPAY, DIRECT DEBIT &amp; CHEQUES</b>			
01/12/2021	FDC EDUCATORS	FDC Educators PE 28/11/2021	\$ 19,267.89
01/12/2021	HALL, DOMENIQUE	Reimburse Pre-employment Medical (Childcare Staff)	\$ 126.00
01/12/2021	INNOVATIVE ENERGY SYSTEMS	12275 - 13kVA Generator (Men's Shed)	\$ 13,777.64
01/12/2021	LR & MD MARTIN & SON	Sand Royalties (Men's Shed)	\$ 126.00
01/12/2021	WA SUPER	Superannuation - November 2021	\$ 49,739.94
02/12/2021	SHIRE OF WILLIAMS	Salaries & Wages PE 01/12/2021	\$ 49,575.05
08/12/2021	BUILDING AND ENERGY	BSL collection - November 2021	\$ 56.65
08/12/2021	VIZONA PTY LTD	12295 - Flood Lights, Mesh Guards (Pmt 2 of 2)	\$ 2,016.96
15/12/2021	FDC EDUCATORS	FDC Educators PE 12/12/2021	\$ 19,403.40
15/12/2021	ALBANY IRRIGATION & DRILLING PTY LTD	12376 - Pump & Fittings	\$ 2,450.46
15/12/2021	HALL ELECTRICAL AND DATA SERVICES	12310 - Upgrade to Data Cables & Server Room	\$ 8,313.11
15/12/2021	IRRI-TEC	12197 - Reset Irrigation (Oval/Lions Park)	\$ 4,515.50
15/12/2021	JUNCTION BROOK PTY LTD	12410 - Filters (Various)	\$ 1,162.70
15/12/2021	SNAP ELIZABETH QUAY	12387 - Print History Book (inc. Design Charges)	\$ 7,665.52
15/12/2021	SYSTEM MAINTENANCE	12096 - Remedial Work (Sewerage Pump System, Pavilion)	\$ 11,093.78
15/12/2021	WALLIS COMPUTER SOLUTIONS	12385, 12311, 12374 - IT Services (Various)	\$ 7,779.20
15/12/2021	WESTRAC	12279 - Caterpillar 140 (Grader)	\$ 256,080.00
16/12/2021	SHIRE OF WILLIAMS	Salaries & Wages PE 15/12/2021	\$ 19,425.75
15/12/2021	STIRLING ASPHALT	12373, 12371 - Supply, Sweep, Seal & Kerbing (Various)	\$ 195,031.54
15/12/2021	T-QUIP.	12353 - Purchase Reelmaster Mower; 12402 - Blades, Toro Mower	\$ 43,620.20
22/12/2021	ALAN LAMB	Reimbursement - Medical (A Lamb)	\$ 130.00
22/12/2021	AUSTRALIA WIDE TAXATION & PAYROLL	12378 - Staff Training (Admin)	\$ 495.00
22/12/2021	AVON WASTE	11015 - Monthly Refuse Charges November 2021	\$ 10,391.80
22/12/2021	BELVEDERE NURSERY	12299 - Plants (Pavilion & Surrounds)	\$ 125.80
22/12/2021	BERTY BEE'S GARDENING	11883 - Contract Gardening Services - November 2021	\$ 2,244.00
22/12/2021	BEST OFFICE SYSTEMS	12087 - Monthly Printing/Copying Charges	\$ 73.43
22/12/2021	BOC Ltd	12091 - November 2021 Container Service Fee	\$ 41.91
22/12/2021	BODDINGTON CARPET CARE	12246, 12231 - Floor Cleaning (Various)	\$ 1,227.00
22/12/2021	BOYA EQUIPMENT	12420 - Filters (Kubota GenSet)	\$ 88.58
22/12/2021	BP TRUST	Monthly Fuel Account November 2021	\$ 535.80
22/12/2021	CONTRACT AQUATIC SERVICES	12369 - Monthly Swimming Pool Management December 2021	\$ 14,058.00
22/12/2021	CONWAY Highbury PTY LTD	12290 - Consultancy (Local Laws)	\$ 440.00
22/12/2021	CORSIGN WA PTY LTD	12195 - Traffic Signs (Rural Roads)	\$ 1,356.30
22/12/2021	DAVID GRAY & CO	12416 - Carmel Carrier (Mosquito Fogging)	\$ 588.72
22/12/2021	DAWSONS FUNERAL HOME.	12379 - Plaque for 150th Anniversary	\$ 1,118.00
22/12/2021	DICKSON DECALS	12393 - Banner for 150 Year Anniversary	\$ 250.80
22/12/2021	DUFF ELECTRICAL CONTRACTING	12236, 12237, 12242, 12300 - Electrical Works (Various)	\$ 7,476.83
22/12/2021	FARMERS CENTRE (1978) PTY LTD	12415 - Parts (Case Loader)	\$ 206.16
22/12/2021	GEOFF PERKINS FARM MACHINERY CENTRE	12412 - Parts (Case Loader)	\$ 441.41
22/12/2021	HARMONY SOFTWARE	Educators' Software Fees, Month of November 2021	\$ 277.30
22/12/2021	IYOGAPROPS	12377 - Yoga Equipment (S32 Grant)	\$ 2,208.91
22/12/2021	LG PROFESSIONALS WA	12267 - Job Vacancy Advertisement (Manager of Corporate Services)	\$ 150.00
22/12/2021	LGIS RISK MANAGEMENT	12396 - Regional Risk Coordinator Fee 2021/22 (1st Instalment)	\$ 3,516.02
22/12/2021	MAKIT NARROGIN HARDWARE	12192 - Stormwater Pipe (Brooking St)	\$ 270.00
22/12/2021	MARKETFORCE.	12366, 123678 - Advertising (Elections)	\$ 745.09
22/12/2021	McINTOSH & SON	12422 - Parts & Oil (Mini Excavator)	\$ 427.76
22/12/2021	MELCHIORRE PLUMBING & GAS	12196, 12243, 12245, 12389, 12200 - Plumbing Work (Various)	\$ 2,812.59
22/12/2021	MIRACLE RECREATION EQUIPMENT	12381 - Playground Equipment / Replacement	\$ 1,072.50
22/12/2021	MJB INDUSTRIES PTY LTD	12194, 12193 - Stormwater Components (Rosselloty St)	\$ 835.58
22/12/2021	NARROGIN BEARING SERVICE	12413 - Parts (Road Sweeper)	\$ 206.33
22/12/2021	NARROGIN BETTA HOME LIVING	12244 - Gas Stove (U5 Sandalwood Ct)	\$ 1,049.00
22/12/2021	NARROGIN HIRE SERVICE	12238, 12414 - Reticulation Components (Various)	\$ 575.60
22/12/2021	PRIME AG SERVICES - WILLIAMS	12184 - Herbicide & Insecticide	\$ 3,278.00
22/12/2021	R MUNNS ENGINEERING CONSULTING SERVICES	12199 - Consulting Work (Rosselloty St)	\$ 279.00
22/12/2021	REPCO	12403 - Parts (Nissan Fire Unit)	\$ 248.60
22/12/2021	SOUTH WEST ISUZU	12419, 12408 - Filters (Various)	\$ 870.84
22/12/2021	THE GOODS	12383 - Cleaning Products & Consumables (Various)	\$ 1,120.18
22/12/2021	THE WILLIAMS COMMUNITY NEWSPAPER.	12274 - Photocopy Charges for Shire Notes	\$ 142.50
22/12/2021	THE WILLIAMS WOOL SHED.	12314, 12391 - Refreshments (Various)	\$ 91.00
22/12/2021	TOLL TRANSPORT PTY LTD	Freight - Various	\$ 179.30
22/12/2021	TOWN PLANNING INNOVATIONS	12397 - General Planning Advice for November 2021	\$ 742.50
22/12/2021	WA CONTRACT RANGER SERVICES	12084 - Ranger Services - 6/11/2021, 29/11/2021	\$ 561.00
22/12/2021	WALLIS COMPUTER SOLUTIONS	12309 - IT Upgrade (Childcare & Shire Office)	\$ 4,961.74
22/12/2021	WESFARMERS KLEENHEAT GAS PTY LTD	12384 - Yearly Facility Fees In Advance	\$ 1,669.80
22/12/2021	WILLIAMS COMMUNITY RESOURCE CENTRE	Printing & Stationery (Signs, Calendar, Cardstock)	\$ 35.30
22/12/2021	WILLIAMS MENS SHED	12394 - Cook BBQ (150th Anniversary)	\$ 100.00
22/12/2021	WILLIAMS NEWSAGENCY	Monthly Account November 2021	\$ 65.50

**SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 DECEMBER 2021**

DATE	NAME	DESCRIPTION	AMOUNT
22/12/2021	WILLIAMS RURAL SUPPLIES	12409, 12411, Monthly Hardware Account - November 2021	\$ 2,695.17
22/12/2021	WILLIAMS RUSTIC GROCER	Monthly Refreshments & Consumables, November 2021	\$ 130.29
23/12/2021	SHIRE OF WILLIAMS	Salaries & Wages PE 29/12/2021	\$ 44,630.32
23/12/2021	FISHERS WELDING SERVICE	12249 - Fabricate & Fit Sliding Door (Depot)	\$ 1,732.50
01/12/2021	SYNERGY	Electricity - Communication Tower Bates Rd, to 26/11/2021	\$ 315.94
01/12/2021	TELSTRA	Pool Telephone to 19/11/2021	\$ 32.33
08/12/2021	SYNERGY	Electricity to Streetlights to 2/12/2021	\$ 2,781.14
08/12/2021	TELSTRA	Phone Usage to 19/11/2021	\$ 424.41
15/12/2021	TELSTRA	Mobile Phone Services to 1/12/2021	\$ 243.46
15/12/2021	TELSTRA	TIMS SMSs, Month to 6/12/2021	\$ 378.61
22/12/2021	TELSTRA	WS Home Phone to 7/12/2021	\$ 55.00
01/12/2021	WESTNET	Monthly CEO Internet Charges, December 2021	\$ 54.99
03/12/2021	CBA	CBA - Merchant Fees November 2021	\$ 357.64
17/12/2021	ANZ CARDS	Monthly Credit Card Expenses x 3	\$ 3,006.99
29/12/2021	WA TREASURY CORPORATION	Loan Repayment - #70 Industrial Land	\$ 13,701.24
02/12/2021	WATER CORPORATION.	Water Services - Various	\$ 8,847.13
07/12/2021	WILLIAMS LICENSED POST OFFICE	Petty Cash Recoup	\$ 143.85
21/12/2021	WATER CORPORATION.	Water Services - Various	\$ 11,959.68
21/12/2021	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, November 2021	\$ 347.17
			<u>\$ 872,846.63</u>

## SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 JANUARY 2022

DATE	NAME	DESCRIPTION	AMOUNT
<b>MUNICIPAL - EFT, BPAY, DIRECT DEBIT &amp; CHEQUES</b>			
04/01/2022	FDC EDUCATORS	FDC Educators PE 26/12/2021	\$ 16,396.94
05/01/2022	BUILDING AND ENERGY	BSL collection - December 2021	\$ 56.65
06/01/2022	WA SUPER	Superannuation - December 2021	\$ 29,211.63
11/01/2022	BODDINGTON CARPET CARE	12239 - Carpet & Tile Cleaning (Various)	\$ 3,006.00
11/01/2022	REPLAS	12560 - Bollards & Sleeves (Public Events)	\$ 850.81
12/01/2022	FDC EDUCATORS	FDC Educators PE 09/01/2022	\$ 2,774.53
12/01/2022	BUBBLE VENTURES	12559 - Bubble Themed Event (Australia Day)	\$ 1,650.00
12/01/2022	CARO TELFER, PHOTOGRAPHER	12400 - Australia Day Photography	\$ 1,980.00
13/01/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 12/01/2022	\$ 45,568.07
20/01/2022	WILLIAMS CRICKET CLUB	Community Chest Grant	\$ 1,000.00
21/01/2022	GRANDSTAND AGENCY	12388 - Live Entertainment (Australia Day Event)	\$ 2,750.00
21/01/2022	PERTH FACE PAINTER	12556 - Face Painting (Australia Day)	\$ 1,300.00
21/01/2022	SPINDIZZY TECHNOLOGIES PTY LTD	12555 - Bin Enclosures (50% Payment)	\$ 2,695.00
21/01/2022	TIMBECON	12567 - Planer/Thicknesser (Men's Shed)	\$ 3,591.98
25/01/2022	FDC EDUCATORS	FDC Educators PE 23/01/2022	\$ 13,299.39
25/01/2022	Lehman, Barry & Elizabeth	Dog Rego 21/12/21 - Adjustment (Sterilisation)	\$ 75.00
27/01/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 26/01/2022	\$ 43,668.10
28/01/2022	AAA ASPHALT SURFACES	12454 - Coldmix (Rural Roads)	\$ 3,267.00
28/01/2022	ALBANY IRRIGATION & DRILLING PTY LTD	12554 - 2x Pumps	\$ 5,127.51
28/01/2022	AVON WASTE	11015 - Monthly Refuse Charges December 2021	\$ 10,245.88
28/01/2022	BERTY BEE'S GARDENING	11883 - Contract Gardening Services - December 2021	\$ 4,345.00
28/01/2022	BEST OFFICE SYSTEMS	12087 - Monthly Printing/Copying Charges	\$ 195.37
28/01/2022	BOC Ltd	12091 - December 2021 Container Service Fee	\$ 43.32
28/01/2022	BODDINGTON MEDICAL CENTRE	11866 - Support Doctor's Visit to Williams, 4th Qtr 2021	\$ 1,892.00
28/01/2022	BP TRUST	Monthly Fuel Account December 2021	\$ 446.20
28/01/2022	BW TRUCK PARTS	12427, 12428, 12429, 12433 - Parts (Various)	\$ 1,723.40
28/01/2022	EARL STREET SURGERY	Pre-employment Medica (D Green)	\$ 110.00
28/01/2022	EDWARDS ISUZU UTE	12382, 12116 - Parts & Service (Various)	\$ 1,373.82
28/01/2022	FUEL DISTRIBUTORS OF WA PTY LTD	12453 - Bulk Fuel	\$ 15,610.71
28/01/2022	HARMONY SOFTWARE	Educators' Software Fees, Month of December 2021	\$ 282.00
28/01/2022	JP UPHOLSTERY & CANVAS	12557 - Banner for 150 Year Celebration	\$ 541.50
28/01/2022	LANDGATE.	Title Search (5 Marjidin Way), Valuation Expenses	\$ 97.60
28/01/2022	LEWIS JOHNSTONE T/AS LUGWARDINE FARM	Gravel Extraction (Narrakine Rd)	\$ 531.70
28/01/2022	MAKIT NARROGIN HARDWARE	12417, 12247 - Parts & Materials (Lions Park & Office)	\$ 142.20
28/01/2022	MELCHIORRE PLUMBING & GAS	12501, 12245 - Plumbing Works (Various)	\$ 2,064.59
28/01/2022	NARROGIN BETTA HOME LIVING	12568 - Refrigerator (Men's Shed), Freezer (RSL Hall)	\$ 1,144.00
28/01/2022	NARROGIN GLASS	11966 - Repairs to Sliding Doors (Various)	\$ 2,953.50
28/01/2022	NARROGIN HIRE SERVICE	12504, 12562, 12505 - Reticulation Supplies (Various)	\$ 634.80
28/01/2022	PRICE'S FABRICATION AND STEEL	12553, 12351, 12563 - Water Tanks a.o. (Various)	\$ 49,261.77
28/01/2022	PUBLIC LIBRARIES WA INC	2021/22 Membership to Public Libraries WA	\$ 170.00
28/01/2022	RJ SMITH ENGINEERING	12430 - Drum Brake & Parts Cleaner	\$ 100.00
28/01/2022	SHIRE OF NARROGIN.	EHO Wages & Travel December 2021	\$ 348.00
28/01/2022	SOUTH WEST ISUZU	12421 - Part (Isuzu Truck)	\$ 258.16
28/01/2022	STAR TRACK EXPRESS	Freight ex Hersey Safety - Part (GenSet)	\$ 48.23
28/01/2022	STATE LIBRARY OF WA.	Freight for Library Exchange Books 2021-22	\$ 163.72
28/01/2022	T-QUIP.	12426 - Parts (Mower)	\$ 75.75
28/01/2022	THE GOODS	12503 - Hand Towels (Depot)	\$ 359.70
28/01/2022	THE WILLIAMS WOOL SHED.	12455 - Protective Clothing (Works)	\$ 270.00
28/01/2022	TOLL TRANSPORT PTY LTD	Freight (Various)	\$ 193.06
28/01/2022	TOWN PLANNING INNOVATIONS	General Planning Advice for December 2021	\$ 206.25
28/01/2022	WA CONTRACT RANGER SERVICES	12084 - Ranger Services - 16/12/2021	\$ 187.00
28/01/2022	WILLIAMS COMMUNITY RESOURCE CENTRE	Library Service at CRC	\$ 10,642.07
28/01/2022	WILLIAMS DISTRICT CLUB	12561 - Refreshments (Council & Staff Christmas Function)	\$ 3,112.00
28/01/2022	WILLIAMS NEWSAGENCY	Monthly Account December 2021	\$ 52.00
28/01/2022	WILLIAMS RURAL SUPPLIES	Monthly Hardware Account - December 2021	\$ 2,850.70
28/01/2022	WILLIAMS RUSTIC GROCER	Monthly Refreshments & Consumables, December 2021	\$ 484.42
28/01/2022	WORKWEAR GROUP	12364, 12304 - Staff Uniforms (G McKeown, C Barker)	\$ 602.40
05/01/2022	TELSTRA	Telephone Charges - Various	\$ 426.56
12/01/2022	SYNERGY	Electricity Charges - Bowling Club & Recreation House	\$ 2,110.25
19/01/2022	SYNERGY	Electricity to Swimming Pool 21/12/2021 to 18/1/2022	\$ 968.53
19/01/2022	TELSTRA	Telephone Charges - Mobiles, SMSs & Data (Various)	\$ 746.31
27/01/2022	AUSTRALIAN TAXATION OFFICE	BAS December 2021	\$ 46,961.00
01/01/2022	WESTNET	Monthly CEO Internet Charges, January 2022	\$ 54.99
04/01/2022	CBA	CBA - Merchant Fees December 2021	\$ 109.04
17/01/2022	ANZ CARDS	Monthly Credit Card Expenses x 3	\$ 2,318.13
24/01/2022	WA TREASURY CORPORATION	January 2022 GFEE	\$ 2,157.03
05/01/2022	SYNERGY	Electricity Charges (Various)	\$ 5,508.29
11/01/2022	SHIRE OF WILLIAMS	Vehicle Registration (Tipper Truck)	\$ 228.30
21/01/2022	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, December 2021	\$ 387.73
			<b>\$ 354,007.59</b>



8.1.3 Financial Statements

<b>File Reference</b>	4.23.15
<b>Statutory Ref.</b>	<i>Local Government (Financial Management) Regulations 1996</i>
<b>Author &amp; Date</b>	Alan Lamb 8 February 2022
<b>Attachments</b>	Financial Statements ending 31 December 2021 and 31 January 2022

**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

**Officer's Recommendation**

That the financial statements presented for the periods ending 31 December 2021 and 31 January 2022 be received.



# SHIRE OF WILLIAMS

## MONTHLY FINANCIAL REPORT

For the Period Ended 31 December 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Prepared by : Manager of Finance  
Date prepared : All known transactions up to 12 January 2022

## **BASIS OF PREPARATION**

### **REPORT PURPOSE**

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

### **BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the Local Government Act 1995 and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. 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 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 Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

## **SIGNIFICANT ACCOUNTING POLICIES**

### **GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

### **CRITICAL ACCOUNTING 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 that are 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.

### **ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.



**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**STATUTORY REPORTING PROGRAMS**

The Shire of Williams operations as disclosed in these financial statements encompass the following service orientated activities/programs.

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.
<b>GENERAL PURPOSE FUNDING</b>	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b>	To provide services to help ensure a safer community.	Supervision and enforcement of local laws, fire prevention and suppression activities and animal control.
<b>HEALTH</b>	To provide an operational framework for good community health.	Health inspection and advisory services, analytical services, mosquito control, collection agent for Williams St John Ambulance subscriptions and assist with providing medical services.
<b>EDUCATION AND WELFARE</b>	To provide a framework that enables community needs in these areas are met.	Provision and maintenance of premises for the Williams Community Resource Centre and Willi Wagtails Childcare Centre. Provide administration services for the Childcare centre.
<b>HOUSING</b>	To help ensure the availability of adequate housing for the community needs.	Management, administration and maintenance of Williams Community Homes, Sandalwood Court, Wandoo Cottages, Jamtree Lane Units and New Street units.
<b>COMMUNITY AMENITIES</b>	Provision of amenities required by the community.	Refuse management, protection of the environment, maintenance of cemeteries and public conveniences.
<b>RECREATION AND CULTURE</b>	To establish and manage efficiently all infrastructure and resources which will meet the recreational and cultural needs of the community.	Maintenance of halls, recreational facilities and reserves. Operation of Library and compilation and maintenance of local heritage register.
<b>TRANSPORT</b>	To provide safe, effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges and drainage. Cleaning and lighting of streets, depot maintenance and on-line agent for Department of Transport.
<b>ECONOMIC SERVICES</b>	Promotion of Williams and improvement of economic wellbeing of the district and its inhabitants.	Tourism services, area promotion, implementation of buildings controls, provision of standpipe water, maintenance and management of Williams Stud Breeders pavilion.
<b>OTHER PROPERTY AND SERVICES</b>	Efficient utilisation of Council resources, plant repairs and operations, management of Williams Town Planning Scheme.	Provision of private works to public, maintenance of Council plant, approvals and monitoring of town planning activities.



**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

	Note	Adopted Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>OPENING FUNDING SURPLUS (DEFICIT)</b>	1(b)	401,575	401,575	375,119	(26,456)	(7%)	
<b>Revenue from operating activities</b>							
Governance		1,000	0	0	0		
General Purpose Funding - Rates	5	2,028,853	2,028,853	2,030,620	1,767	0%	
General Purpose Funding - Other		268,372	137,719	195,118	57,399	42%	▲
Law, Order and Public Safety		37,448	15,516	21,419	5,903	38%	▲
Health		1,200	300	300	0	0%	
Education and Welfare		510,806	257,478	344,761	87,283	34%	▲
Housing		248,779	111,570	113,114	1,545	1%	
Community Amenities		211,630	123,400	104,029	(19,370)	(16%)	▼
Recreation and Culture		51,674	77,134	56,009	(21,125)	(27%)	▼
Transport		103,957	89,237	128,228	38,991	44%	▲
Economic Services		158,979	50,091	44,049	(6,042)	(12%)	▼
Other Property and Services		74,430	34,215	22,087	(12,128)	(35%)	▼
		<b>3,697,128</b>	<b>2,925,512</b>	<b>3,059,735</b>	<b>134,222</b>		
<b>Expenditure from operating activities</b>							
Governance		(209,500)	(120,299)	(93,453)	26,847	22%	▲
General Purpose Funding		(104,351)	(43,656)	(40,064)	3,592	8%	▲
Law, Order and Public Safety		(105,825)	(67,623)	(58,642)	8,981	13%	▲
Health		(60,204)	(31,317)	(26,537)	4,780	15%	▲
Education and Welfare		(521,951)	(260,449)	(227,301)	33,148	13%	▲
Housing		(196,366)	(102,256)	(107,864)	(5,608)	(5%)	▼
Community Amenities		(339,478)	(174,862)	(162,417)	12,445	7%	▲
Recreation and Culture		(824,929)	(433,457)	(411,346)	22,111	5%	▲
Transport		(1,518,285)	(758,994)	(882,080)	(123,087)	(16%)	▼
Economic Services		(238,875)	(147,706)	(76,224)	71,483	48%	▲
Other Property and Services		(128,007)	(122,564)	(105,064)	17,499	14%	▲
		<b>(4,247,771)</b>	<b>(2,263,182)</b>	<b>(2,190,992)</b>	<b>72,190</b>		
<b>Non-Cash Amounts excluded from operating activities</b>							
Add back Depreciation		1,264,609	632,305	632,118	(186)	(0%)	
Adjust (Profit)/Loss on Asset Disposal	6	33,625	0	(37,559)	(37,559)		▼
Adjust Fair Value to financial assets		0	0	0	0		
Adjust Provisions and Accruals		5,128	0	0	0		
<b>Amount attributable to operating activities</b>		<b>752,719</b>	<b>1,294,635</b>	<b>1,463,303</b>	<b>168,668</b>		
<b>Investing Activities</b>							
Grants, Subsidies and Contributions	8	953,493	12,272	59,272	47,000	383%	▲
Proceeds from Disposal of Assets	6	136,000	0	183,617	183,617		▲
Proceeds from Self Supporting Loans		107,023	107,023	107,023	0	0%	
Capital Acquisitions	6	(2,412,193)	(181,155)	(1,072,758)	(891,603)	492%	
<b>Amount attributable to investing activities</b>		<b>(1,215,677)</b>	<b>(61,860)</b>	<b>(722,846)</b>	<b>(660,986)</b>		
<b>Financing Activities</b>							
Proceeds from New Borrowings		200,000	0	0	0		
Transfer from Reserves	3	236,955	0	0	0		
Repayment of Debentures		(195,514)	(129,533)	(160,404)	(30,871)	(24%)	▼
Transfer to Reserves	3	(180,058)	(30)	(215)	(185)	(616%)	
<b>Amount attributable to financing activities</b>		<b>61,383</b>	<b>(129,563)</b>	<b>(160,619)</b>	<b>(31,056)</b>		
<b>NET OPERATIONS, CAPITAL, FINANCING</b>		<b>(401,575)</b>	<b>1,103,212</b>	<b>579,838</b>	<b>(523,374)</b>		
<b>CLOSING FUNDING SURPLUS (DEFICIT)</b>	1(b)	<b>0</b>	<b>1,504,787</b>	<b>954,957</b>	<b>(549,830)</b>		

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021/22 year is \$5,000 or 5% whichever is the greater.

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



## **SIGNIFICANT ACCOUNTING POLICIES**

### **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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

### **EMPLOYEE BENEFITS**

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave  
*(Short-term Benefits)*

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

### **PROVISIONS**

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

### **INVENTORIES**

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS

	Note	Year to Date Actual 31 Dec 2021	This Time Last Year 31 Dec 2021	This Years Opening 1 July 2021
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	3	1,411,527	1,787,196	862,396
Cash Restricted	3	747,328	764,882	747,113
Receivables - Rates	4	310,726	617,896	12,116
Receivables -Other	4	185,796	69,417	135,087
Accrued Revenue		37,972	3,608	43,567
Loans Receivable - clubs	7	0	8,045	107,023
Inventories		17,045	30,243	22,190
		<u>2,710,394</u>	<u>3,281,288</u>	<u>1,929,492</u>
<b>Less: Current Liabilities</b>				
Payables		(323,159)	(205,851)	(262,217)
Contract Liabilities	8	(369,571)	(249,362)	(122,634)
Provisions		(341,041)	(356,517)	(341,041)
Long Term Borrowings	7	(35,111)	(94,541)	(211,480)
		<u>(1,068,882)</u>	<u>(906,271)</u>	<u>(937,372)</u>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash Reserves	3	(747,328)	(764,882)	(747,113)
Less: Loans Receivables	7	0	(8,045)	(107,023)
Add: Leave Entitlements Cash Backed		25,661	20,592	25,655
Add: Long Term Borrowings	7	35,111	94,541	211,480
<b>Adjusted Net Current Assets</b>		<b>954,957</b>	<b>1,717,222</b>	<b>375,119</b>

**SIGNIFICANT ACCOUNTING POLICIES**

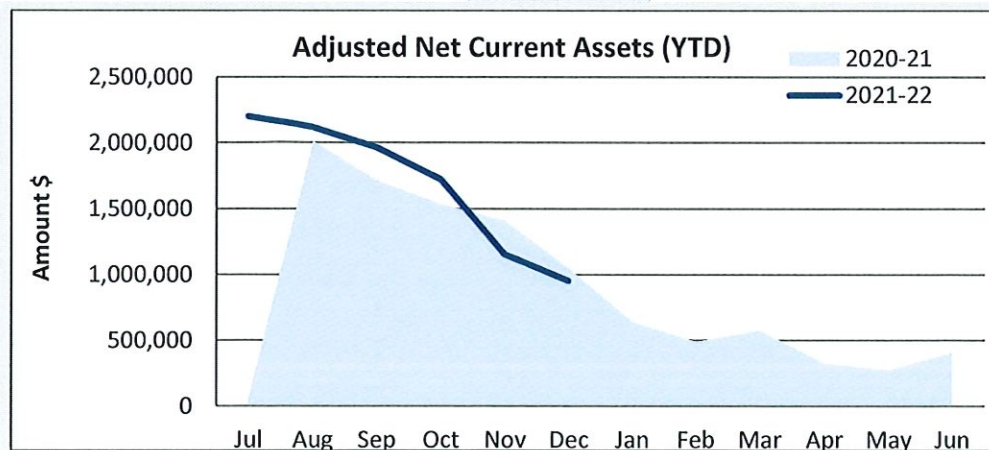
Please see Note 1 (a) for information on significant accounting policies relating to Net Current Assets.

**KEY INFORMATION**

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is negative) as presented on the Rate Setting statement.

**This Year YTD**  
**Surplus (Deficit)**  
**\$954,957**

**Last Year YTD**  
**Surplus(Deficit)**  
**\$1,717,222**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 2  
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 budget materially.

The material variance adopted by Council for the 2021/22 year is \$5,000 or 5% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	0				
General Purpose Funding - Rates	1,767	0%			
General Purpose Funding - Other	57,399	42%	▲	Permanent	Budget calculation of Financial Assistance Grant was based on advance payment paid in June 21. Actual amount to be allocated will be \$80,000 more by year end.
Law, Order and Public Safety	5,903	38%	▲	Permanent	DFES Operating Grant reimbursement of over expenditure from 2020-2021.
Health	0	0%			
Education and Welfare	87,283	34%	▲	Timing	Childcare Centre fees currently exceeding budget expectations.
Housing	1,545	1%			
Community Amenities	(19,370)	(16%)	▼	Timing	Income for Rural Tip Passes purchased at the beginning of year.
Recreation and Culture	(21,125)	(27%)	▼	Timing	
Transport	38,991	44%	▲	Timing	
Economic Services	(6,042)	(12%)	▼	Timing	
Other Property and Services	(12,128)	(35%)	▼	Timing	Private works currently below budget expectations.
<b>Operating Expense</b>					
Governance	26,847	22%	▲	Timing	
General Purpose Funding	3,592	8%	▲	Timing	
Law, Order and Public Safety	8,981	13%	▲	Timing	Delay in expenditure to be incurred.
Health	4,780	15%	▲	Timing	Delay in expenditure to be incurred.
Education and Welfare	33,148	13%	▲	Timing	Expenditure within Childcare services still to be incurred.
Housing	(5,608)	(5%)	▼	Timing	
Community Amenities	12,445	7%	▲	Timing	Delay in expenditure to be incurred.
Recreation and Culture	22,111	5%	▲	Timing	Expenditure in Parks & Gardens and at the Recreation Ground still to be incurred.
Transport	(123,087)	(16%)	▼	Timing	Maintenance road work being undertaken ahead of time. This will reduce as capital project works commence.
Economic Services	71,483	48%	▲	Permanent	Building permits exceeding budget expectations.
Other Property and Services	17,499	14%	▲	Timing	Salaries & Wages tracking below budget by one pay cycle. There are three pay runs scheduled for December so this should come back into line.
<b>Investing Activities</b>					
Grants, Subsidies and Contributions	47,000	383%	▲	Timing	
Proceeds from Disposal of Assets	183,617		▲	Timing	
Capital Expenses	(891,603)	492%			



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS

CASH AND INVESTMENTS

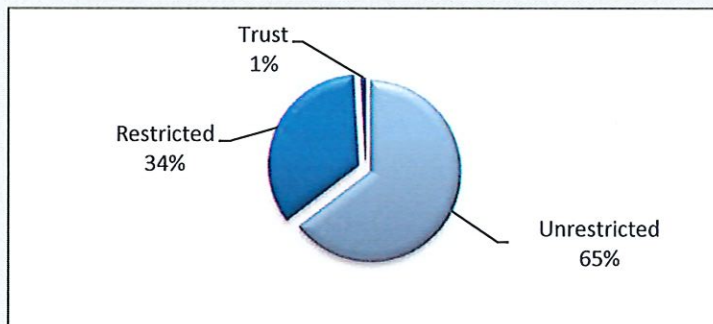
	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Petty Cash & Floats	600			600		0.00%	On Hand
<b>Cash Deposits</b>							
Municipal Bank Account	125,476			125,476	ANZ	0.00%	At Call
Municipal Cash Investment	421,009			421,009	ANZ	0.05%	At Call
Trust Bank Account			20,000	20,000	ANZ	0.00%	At Call
<b>Term Deposits</b>							
Reserves		747,328		747,328	ANZ	0.32%	03-Nov-21
<b>Treasury</b>							
Overnight Cash Deposit	854,111			854,111	Treasury	0.05%	Overnight
<b>Total</b>	<b>1,401,196</b>	<b>747,328</b>	<b>20,000</b>	<b>2,168,524</b>			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



<b>Total Cash</b>	<b>Unrestricted</b>
<b>\$2.17 M</b>	<b>\$1.4 M</b>

CASH BACKED RESERVES

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	25,654	128	7	5,000	0	0	0	30,782	25,661
Plant Reserve	156,451	782	45	44,000	0	(60,840)	0	140,393	156,496
Building Reserve	282,393	1,412	81	45,000	0	(65,000)	0	263,805	282,474
Joint Venture Housing Reserve	119,927	600	33	10,000	0	(41,115)	0	89,412	119,960
Recreation Facilities Reserve	115,502	578	35	10,000	0	(5,000)	0	121,080	115,537
Art Acquisition Reserve	8,819	44	3	500	0	(25,000)	0	(15,637)	8,822
Refuse Site Reserve	24,294	121	7	0	0	0	0	24,415	24,301
Community Chest Reserve	14,073	70	4	1,822	0	0	0	15,965	14,077
Childcare	0	0	0	60,000	0	(40,000)	0	20,000	0
	<b>747,113</b>	<b>3,736</b>	<b>215</b>	<b>176,322</b>	<b>0</b>	<b>(236,955)</b>	<b>0</b>	<b>690,216</b>	<b>747,328</b>



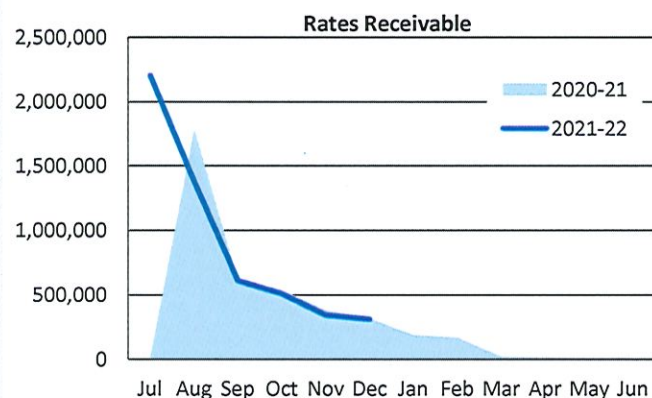
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021

OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES

Receivables - Rates Receivable	31 Dec 2021	30 June 2021
	\$	\$
Opening Arrears Previous Years	12,116	21,700
Rates - Levied this year	1,992,210	1,927,597
Rubbish - Levied this year	164,516	158,852
ESL - Levied this year	61,188	57,920
Less Collections to date	(1,919,305)	(2,153,953)
<b>Net Rates Collectable</b>	<b>310,726</b>	<b>12,116</b>
% Collected	86.07%	99.44%

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.



Collected  
**86%**

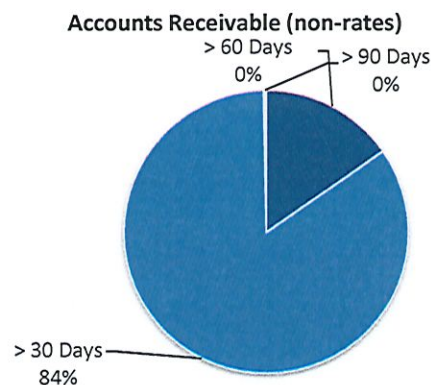
Rates Due  
**\$310,726**

Receivables - General	Current	> 30 Days	> 60 Days	> 90 Days
	\$	\$	\$	\$
Receivables - General	28,524	156,705	252	315
Percentage	15.35%	84.34%	0.14%	0.17%
<b>Total Receivables General Outstanding</b>				<b>185,796</b>

Amounts shown above include GST (where applicable)

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due  
**\$185,796**

Over 30 Days  
**84.65%**

Over 90 Days  
**0.17%**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

**General Rate Revenue**

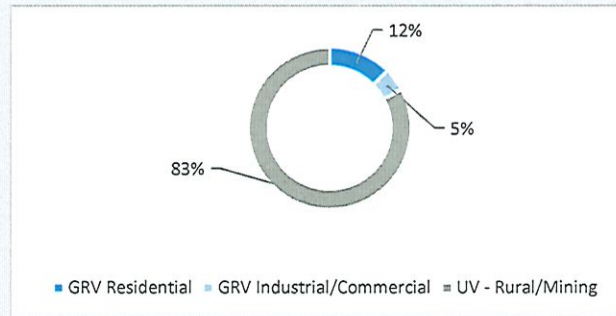
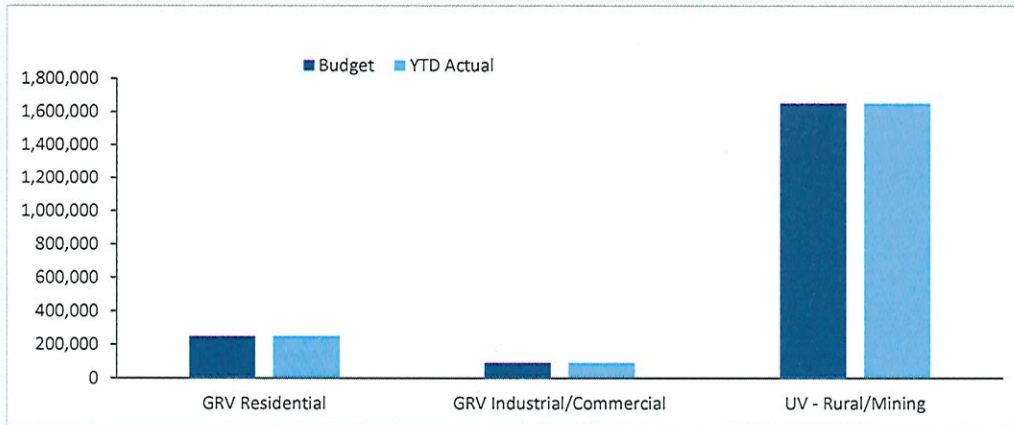
RATE TYPE	Rate in	Number of Properties	Rateable Value	Rate Revenue	Budget			YTD Actual			Total Revenue
					Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
	\$			\$	\$	\$	\$	\$	\$	\$	\$
<b>General Rate</b>											
GRV Residential	0.077340	147	1,854,082	143,395	0	0	143,395	143,395	881	0	144,275
GRV Industrial/Commercial	0.077340	23	1,034,496	80,008	0	0	80,008	80,008	0	0	80,008
UV - Rural/Mining	0.006090	241	255,822,000	1,557,956	0	0	1,557,956	1,558,848	0	0	1,558,848
<b>Minimum Payment</b>	Minimum \$										
GRV Residential	760	140	663,340	106,400	0	0	106,400	106,400	0	0	106,400
GRV Industrial/Commercial	760	15	59,175	11,400	0	0	11,400	11,400	0	0	11,400
UV - Rural/Mining	960	96	8,768,193	92,160	0	0	92,160	92,160	0	0	92,160
<b>Sub-Totals</b>		<b>662</b>	<b>268,201,286</b>	<b>1,991,319</b>	<b>0</b>	<b>0</b>	<b>1,991,319</b>	<b>1,992,210</b>	<b>881</b>	<b>0</b>	<b>1,993,091</b>
<b>Amount from General Rates</b>							<b>1,991,319</b>				<b>1,993,091</b>
Ex-Gratia Rates							37,533				37,530
<b>Total General Rates</b>							<b>2,028,852</b>				<b>2,030,621</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

**General Rates**

Budget	YTD Actual	%
<b>\$1.99 M</b>	<b>\$1.99 M</b>	<b>100%</b>





NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021

INVESTING ACTIVITIES  
NOTE 6  
CAPITAL DETAILS

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land & Buildings	184,483	36,000	87,669	(51,669)
Plant & Equipment	476,000	0	428,740	(428,740)
Furniture & Equipment	57,000	7,000	45,606	(38,606)
Infrastructure - Roads	1,063,510	22,300	235,706	(213,406)
Parks, Gardens, Recreation Facilities	631,199	115,855	275,037	(159,182)
<b>Capital Expenditure Totals</b>	<b>2,412,193</b>	<b>181,155</b>	<b>1,072,758</b>	<b>(891,603)</b>

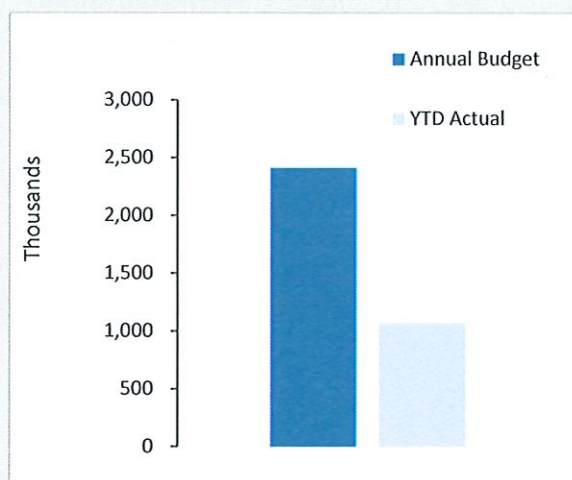
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	953,493	59,272	59,272	0
Borrowings	200,000	0	0	0
Other (Disposals & C/Fwd)	136,000	0	183,617	183,617
Cash Backed Reserves				0
Plant Replacement Reserve	60,840	0	0	0
Building Reserve	65,000	0	0	0
Recreation Facilities Reserve	5,000	0	0	0
Refuse Site Reserve	0	0	0	0
Contribution - operations	991,859	121,883	829,869	707,986
<b>Capital Funding Total</b>	<b>2,412,193</b>	<b>181,155</b>	<b>1,072,758</b>	<b>891,603</b>

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$2.41 M</b>	<b>\$1.07 M</b>	<b>44%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$.95 M</b>	<b>\$.06 M</b>	<b>6%</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021

INVESTING ACTIVITIES  
NOTE 6  
CAPITAL DETAILS (Continued)

CAPITAL DISPOSALS

Asset Description	Budget			YTD Actual		
	Net Book Value	Proceeds	Profit / (Loss)	Net Book Value	Proceeds	Profit / (Loss)
	\$		\$			
Mazda CX5 - WL16	21,910	18,000	(3,910)	19,085	27,117	8,032
Road Grader - WL61	124,795	100,000	(24,795)	117,918	142,000	24,082
Toro Reelmaster Mower	9,970	8,000	(1,970)	9,055	14,500	5,445
4 x 2 Single Cab Hi Rise Ute - WL5826	12,950	10,000	(2,950)	0	0	0
	<b>169,625</b>	<b>136,000</b>	<b>(33,625)</b>	<b>146,058</b>	<b>183,617</b>	<b>37,559</b>

CAPITAL ACQUISITIONS

% of Completion	Infrastructure Assets	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
-	Sandalwood Crt Refurbishment	25,000	0	0	0
-	Single Person Unit - Carport	20,000	0	0	0
-	Building Refurbishments	15,000	0	0	0
90%	Mens Shed	54,483	36,000	59,541	(23,541)
-	Archive Room	30,000	0	0	0
-	Childcare - (Foyer, Kitchen, Office)	40,000	0	0	0
				28,129	
	<b>Land and Buildings Total</b>	<b>184,483</b>	<b>36,000</b>	<b>87,669</b>	<b>(23,541)</b>
100%	Office Printer	7,000	7,000	5,000	2,000
-	Office Server Replacement	50,000	0	40,606	(40,606)
	<b>Furniture and Equipment Total</b>	<b>57,000</b>	<b>7,000</b>	<b>45,606</b>	<b>(38,606)</b>
-	Mazda CX5 - WL16	37,000	0	0	0
-	Road Grader - WL61	375,000	0	374,800	(374,800)
-	Toro Reelmaster Mower	37,000	0	53,940	(53,940)
-	4 x 2 Single Cab Hi Rise Ute - WL5826	27,000	0	0	0
	<b>Plant &amp; Equipment Total</b>	<b>476,000</b>	<b>0</b>	<b>428,740</b>	<b>(428,740)</b>
-	Project Grant - Congelin Narrogin Rd	158,526	0	11,352	(11,352)
-	Project Grant - Quindanning Darkan Rd	281,700	0	0	0
-	RTR - York Williams Rd	103,298	0	8,151	(8,151)
-	RTR - Clayton Rd	92,814	500	508	(8)
10%	Council - Brooking Street	124,500	1,800	102,446	(100,646)
20%	LRCI - Rosselloty Street	140,000	20,000	113,249	(93,249)
-	Council - Narrakine Rd	15,900	0	0	0
-	Council - Pig Gully Rd	21,265	0	0	0
-	Council - Townsite Drainage	30,000	0	0	0
-	Council - Road Upgrades	95,506	0	0	0
	<b>Roads Total</b>	<b>1,063,510</b>	<b>22,300</b>	<b>235,706</b>	<b>(213,406)</b>
25%	Carpark - Lions Park	134,400	15,800	160,397	(144,597)
20%	Town Hall Park (Phase 1)	101,044	30,000	31,815	(1,815)
-	Town Hall Park (Phase 2)	30,000	0	0	0
100%	Eagle Sculpture (Final Payment)	20,455	20,455	20,455	0
100%	Cemetery Improvements - Marling	5,000	5,000	6,473	(1,473)
-	Cemetery Gazebo - Williams	15,000	0	0	0
10%	Townscape Brooking Street (Phase 1)	18,463	2,600	5,443	(2,843)
-	Entry Statements (Phase 2)	11,836	0	8,073	(8,073)
-	Playground Recreation Centre	20,000	0	0	0
-	Depot Fuel Facility	65,000	0	0	0
20%	Synthetic Bowling Green	210,000	42,000	42,381	(381)
	<b>Infrastructure - Other Total</b>	<b>631,199</b>	<b>115,855</b>	<b>275,037</b>	<b>(159,182)</b>
	<b>Capital Expenditure Total</b>	<b>2,412,193</b>	<b>181,155</b>	<b>1,072,758</b>	<b>(863,474)</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021

FINANCING ACTIVITIES  
NOTE 7  
BORROWINGS

Information on Borrowings Particulars	Principal 30 June 21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
Loan #71 Mens Shed	100,000	0	0	9,840	19,715	90,160	80,285	358	681
<b>Transport</b>									
Loan #67 Grader	20,719	0	0	20,719	20,719	0	0	354	354
<b>Other Property and Services</b>									
Loan #65 Industrial Land	172,733	0	0	6,308	12,818	166,425	159,915	5,502	10,802
Loan #66 Industrial Land	128,210	0	0	6,362	12,856	121,848	115,354	2,673	5,214
<b>Economic Services</b>									
Loan #70 Industrial Shed	171,737	0	0	10,153	22,384	161,584	149,353	3,549	5,019
	593,399	0	0	53,381	88,492	540,018	504,907	12,436	22,070
<b>Self supporting loans</b>									
<u>Recreation and Culture</u>									
Loan #69 Williams Bowling Club	107,023	0	0	107,023	107,023	0	0	9,143	8,901
Loan #72 Williams Bowling Club	0	0	200,000	0	0	0	200,000	0	0
	107,023	0	200,000	107,023	107,023	0	200,000	9,143	8,901
<b>Total</b>	700,422	0	200,000	160,404	195,515	540,018	704,907	21,579	30,971

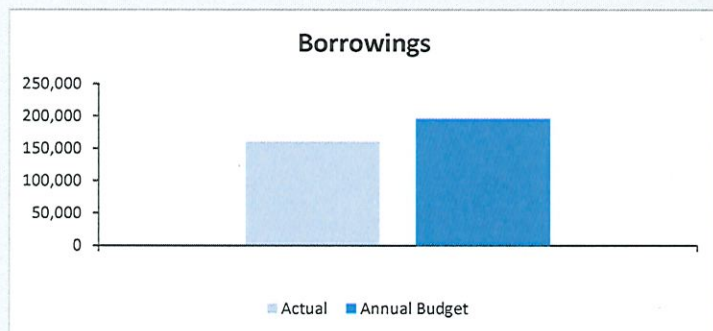
All debenture repayments were financed by general purpose revenue.

**SIGNIFICANT ACCOUNTING POLICIES**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

**KEY INFORMATION**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments  
**\$160,404**

Interest Earned  
**\$375**

Interest Expense  
**\$21,579**

Reserves Bal  
**\$747,328**

Loans Due  
**\$540,018**

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021

**NOTE 8**  
**GRANTS & CONTRIBUTIONS**

Program/Details	Unspent Grants, Subsidies and Contributions Liability				2021-22 Budget	Variations Additions (Deletions)	Operating	Non Operating	YTD Revenue	Not Received
	Liability 1-Jul	Increase Liability	Decrease (as Revenue)	Current Liability 31-Dec						
<b>GENERAL PURPOSE FUNDING</b>					\$	\$	\$	\$	\$	\$
Equalisation Grant	0	0	0	0	108,796	0	108,796	0	94,764	14,032
Local Road Grant	0	0	0	0	140,340	0	140,340	0	89,436	50,904
<b>LAW, ORDER, PUBLIC SAFETY</b>										
ESL Administration Grant	0	0	0	0	4,000	0	4,000	0	4,000	0
ESL Maintenance Grant	0	0	0	0	27,348	0	27,348	0	15,817	11,531
<b>EDUCATION &amp; WELFARE</b>										
Federal Sustainability Grant - Childcare	0	0	0	0	45,000	0	45,000	0	45,000	0
Trainee Incentive Program	0	0	0	0	13,500	0	13,500	0	0	13,500
Federal Sustainability Grant - Family Day Care	0	0	0	0	67,638	0	67,638	0	67,638	0
<b>HOUSING</b>										
NRAS - Contribution	0	0	0	0	56,240	0	56,240	0	14,088	42,152
<b>COMMUNITY AMENITIES</b>										
The Williams - Gazebo Cemetery	0	0	0	0	10,000	0	0	10,000	0	10,000
PHCC - Feral Pig Eradication Project	6,334	0	(6,334)	0	12,669	0	12,669	0	8,329	4,340
<b>RECREATION AND CULTURE</b>										
Mens Shed Contribution	0	0	0	0	40,000	0	0	40,000	0	40,000
Repertory Club Contribution to BBQ	0	0	0	0	5,000	0	0	5,000	0	5,000
Contribution to Eagle Sculpture	0	0	0	0	12,272	0	0	12,272	12,272	0
Public Open Space Contribution	0	0	0	0	20,000	0	0	20,000	0	20,000
<b>TRANSPORT</b>										
Direct Grant	0	0	0	0	80,207	0	80,207	0	80,207	0
Road Project Grant	0	117,394	0	117,394	293,481	0	0	293,481	0	293,481
Local Roads and Community Projects	0	0	0	0	260,328	0	0	260,328	0	260,328
Driver Reviver Grant - Lions Park	116,300	0	0	116,300	116,300	0	0	116,300	0	116,300
Roads to Recovery	0	0	0	0	196,112	0	0	196,112	47,000	149,112
Street Lighting Subsidy	0	0	0	0	5,700	0	5,700	0	0	5,700
<b>ECONOMIC SERVICES</b>										
Community Water Supply Program	0	0	0	0	53,252	0	53,252	0	0	53,252
<b>TOTALS</b>	<b>122,634</b>	<b>117,394</b>	<b>(6,334)</b>	<b>233,694</b>	<b>1,568,183</b>	<b>0</b>	<b>614,690</b>	<b>953,493</b>	<b>478,552</b>	<b>1,089,631</b>

KEY INFORMATION

Operating	Annual Budget	YTD Actual	% Received
	<b>\$.61 M</b>	<b>\$.42 M</b>	<b>68%</b>
Non- Operating	Annual Budget	YTD Actual	% Received
	<b>\$.95 M</b>	<b>\$.06 M</b>	<b>6%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 9  
TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 21	Amount Received	Amount Paid	Closing Balance 31 Dec 2021
	\$	\$	\$	\$
Building Retention	0	0	0	0
Sale of Land for rates	0	0	0	0
Public Open Space Contributions	20,000	0	0	20,000
	20,000	0	0	20,000



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 DECEMBER 2021**

**NOTE 10  
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>						
			Opening Surplus				0
E042065	Contribution to Williams CRC for Projector Equipment	Res 25/22	Operating Expenses			(2,000)	(2,000)
A01119	Community Chest Reserve for Contribution to Williams CRC	Res 25/22	Cashback Reserves		2,000	0	0
I113030	Road Safety Community Grant Program	Res 39/22	Operating Revenue		4,460		4,460
E113005	Half Circle Bench Seat - Lions Park	Res 39/22	Operating Expenses			(2,955)	1,505
E053105	Road Safety Community Event	Res 39/22	Operating Expenses			(1,505)	0
I113030	CBH Grass Roots Community Grant - Mens Shed	Res 40/22	Operating Revenue		3,400		3,400
E116008	Mens Shed	Res 40/22	Operating Expenses			(3,400)	0
							0
							0
							0
				0	9,860	(9,860)	



# SHIRE OF WILLIAMS

## MONTHLY FINANCIAL REPORT For the Period Ended 31 January 2022

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

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Statement of Financial Activity by Program

Note 1	Net Current Assets
Note 2	Explanation of Material Variances
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Note 4	Receivables
Note 5	Rating Revenue
Note 6	Capital Details
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Note 8	Grants and Contributions
Note 9	Trust Fund
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Prepared by : Manager of Corporate Services  
Date prepared : All known transactions up to 8 February 2022



## **BASIS OF PREPARATION**

### **REPORT PURPOSE**

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

### **BASIS OF ACCOUNTING**

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not in-consistent with the Local Government Act 1995 and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. 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 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 Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

## **SIGNIFICANT ACCOUNTING POLICIES**

### **GOODS AND SERVICES TAX**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

### **CRITICAL ACCOUNTING 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 that are 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.

### **ROUNDING OFF FIGURES**

All figures shown in this statement are rounded to the nearest dollar.



**KEY TERMS AND DESCRIPTIONS  
FOR THE PERIOD ENDED 31 JANUARY 2022**

**STATUTORY REPORTING PROGRAMS**

The Shire of Williams operations as disclosed in these financial statements encompass the following service orientated activities/programs.

<b>PROGRAM NAME</b>	<b>OBJECTIVE</b>	<b>ACTIVITIES</b>
<b>GOVERNANCE</b>	To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.
<b>GENERAL PURPOSE FUNDING</b>	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
<b>LAW, ORDER, PUBLIC SAFETY</b>	To provide services to help ensure a safer community.	Supervision and enforcement of local laws, fire prevention and suppression activities and animal control.
<b>HEALTH</b>	To provide an operational framework for good community health.	Health inspection and advisory services, analytical services, mosquito control, collection agent for Williams St John Ambulance subscriptions and assist with providing medical services.
<b>EDUCATION AND WELFARE</b>	To provide a framework that enables community needs in these areas are met.	Provision and maintenance of premises for the Williams Community Resource Centre and Willi Wagtails Childcare Centre. Provide administration services for the Childcare centre.
<b>HOUSING</b>	To help ensure the availability of adequate housing for the community needs.	Management, administration and maintenance of Williams Community Homes, Sandalwood Court, Wandoo Cottages, Jamtree Lane Units and New Street units.
<b>COMMUNITY AMENITIES</b>	Provision of amenities required by the community.	Refuse management, protection of the environment, maintenance of cemeteries and public conveniences.
<b>RECREATION AND CULTURE</b>	To establish and manage efficiently all infrastructure and resources which will meet the recreational and cultural needs of the community.	Maintenance of halls, recreational facilities and reserves. Operation of Library and compilation and maintenance of local heritage register.
<b>TRANSPORT</b>	To provide safe, effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges and drainage. Cleaning and lighting of streets, depot maintenance and on-line agent for Department of Transport.
<b>ECONOMIC SERVICES</b>	Promotion of Williams and improvement of economic wellbeing of the district and its inhabitants.	Tourism services, area promotion, implementation of buildings controls, provision of standpipe water, maintenance and management of Williams Stud Breeders pavilion.
<b>OTHER PROPERTY AND SERVICES</b>	Efficient utilisation of Council resources, plant repairs and operations, management of Williams Town Planning Scheme.	Provision of private works to public, maintenance of Council plant, approvals and monitoring of town planning activities.



**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022**

	Note	Adopted Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>OPENING FUNDING SURPLUS (DEFICIT)</b>	1(b)	401,575	401,575	375,119	(26,456)	(7%)	
<b>Revenue from operating activities</b>							
Governance		1,000	0	2,997	2,997	100%	▲
General Purpose Funding - Rates	5	2,028,853	2,028,853	2,030,579	1,726	0%	
General Purpose Funding - Other		268,372	138,261	195,481	57,220	41%	▲
Law, Order and Public Safety		37,448	24,865	32,072	7,206	29%	▲
Health		1,200	350	350	0	0%	
Education and Welfare		510,806	289,296	348,777	59,481	21%	▲
Housing		248,779	127,273	128,972	1,699	1%	
Community Amenities		211,630	139,171	133,165	(6,006)	(4%)	▼
Recreation and Culture		51,674	79,949	100,631	20,682	26%	▲
Transport		103,957	90,570	121,231	30,660	34%	▲
Economic Services		158,979	59,064	64,545	5,481	9%	▲
Other Property and Services		74,430	39,632	33,924	(5,708)	(14%)	▼
		<b>3,697,128</b>	<b>3,017,284</b>	<b>3,192,723</b>	<b>175,439</b>		
<b>Expenditure from operating activities</b>							
Governance		(209,500)	(131,153)	(124,817)	6,336	5%	▼
General Purpose Funding		(104,351)	(52,498)	(56,323)	(3,825)	(7%)	▲
Law, Order and Public Safety		(105,825)	(74,057)	(71,156)	2,901	4%	
Health		(60,204)	(36,100)	(31,219)	4,880	14%	▲
Education and Welfare		(521,951)	(301,616)	(259,954)	41,662	14%	▲
Housing		(196,366)	(127,825)	(122,270)	5,555	4%	
Community Amenities		(339,478)	(201,340)	(180,584)	20,755	10%	▲
Recreation and Culture		(824,929)	(505,580)	(463,710)	41,870	8%	▲
Transport		(1,518,285)	(908,613)	(982,474)	(73,861)	(8%)	▼
Economic Services		(238,875)	(161,907)	(89,109)	72,798	45%	▲
Other Property and Services		(128,007)	(111,287)	(83,379)	27,909	25%	▲
		<b>(4,247,771)</b>	<b>(2,611,975)</b>	<b>(2,464,995)</b>	<b>146,980</b>		
<b>Non-Cash Amounts excluded from operating activities</b>							
Add back Depreciation		1,264,609	737,689	740,655	2,966	0%	
Adjust (Profit)/Loss on Asset Disposal	6	33,625	0	(37,559)	(37,559)		▼
Adjust Fair Value to financial assets		0	0	0	0		
Adjust Provisions and Accruals		5,128	0	0	0		
<b>Amount attributable to operating activities</b>		<b>752,719</b>	<b>1,142,999</b>	<b>1,430,824</b>	<b>287,826</b>		
<b>Investing Activities</b>							
Grants, Subsidies and Contributions	8	953,493	12,272	167,419	155,147	1264%	▲
Proceeds from Disposal of Assets	6	136,000	0	183,617	183,617	100%	▲
Proceeds from Self Supporting Loans		107,023	107,023	107,023	0	0%	
Capital Acquisitions	6	(2,412,193)	(181,155)	(1,118,453)	(937,298)	517%	▲
<b>Amount attributable to investing activities</b>		<b>(1,215,677)</b>	<b>(61,860)</b>	<b>(660,393)</b>	<b>(598,533)</b>		
<b>Financing Activities</b>							
Proceeds from New Borrowings		200,000	0	0	0		
Transfer from Reserves	3	236,955	0	0	0		
Repayment of Debentures		(195,514)	(129,533)	(161,360)	(31,827)	(25%)	▼
Transfer to Reserves	3	(180,058)	(30)	(219)	(189)	(632%)	▲
<b>Amount attributable to financing activities</b>		<b>61,383</b>	<b>(129,563)</b>	<b>(161,579)</b>	<b>(32,016)</b>		
<b>NET OPERATIONS, CAPITAL, FINANCING</b>		<b>(401,575)</b>	<b>951,576</b>	<b>608,852</b>	<b>(342,724)</b>		
<b>CLOSING FUNDING SURPLUS (DEFICIT)</b>	1(b)	<b>0</b>	<b>1,353,151</b>	<b>983,971</b>	<b>(369,180)</b>		

**KEY INFORMATION**

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold. Refer Note 2 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2021/22 year is \$5,000 or 5% whichever is the greater.

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



## SIGNIFICANT ACCOUNTING POLICIES

### 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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non current based on Council's intentions to release for sale.

### EMPLOYEE BENEFITS

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave  
*(Short-term Benefits)*

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the Shire has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Shire expects to pay and includes related on-costs.

(ii) *Annual Leave and Long Service Leave (Long-term Benefits)*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the project unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where the Shire does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

### PROVISIONS

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses. Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one of item included in the same class of obligations may be small.

### INVENTORIES

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES  
NOTE 1(b)  
ADJUSTED NET CURRENT ASSETS

	Note	Year to Date Actual 31 Jan 2022	This Time Last Year 31 Jan 2022	This Years Opening 1 July 2021
		\$	\$	\$
<b>Current Assets</b>				
Cash Unrestricted	3	1,311,767	1,787,196	862,396
Cash Restricted	3	747,332	764,882	747,113
Receivables - Rates	4	198,205	617,896	12,116
Receivables -Other	4	43,255	69,417	135,087
Accrued Revenue		37,972	3,608	43,567
Loans Receivable - clubs	7	0	8,045	107,023
Inventories		26,001	30,243	22,190
		<b>2,364,532</b>	<b>3,281,288</b>	<b>1,929,492</b>
<b>Less: Current Liabilities</b>				
Payables		24,523	(205,851)	(262,217)
Contract Liabilities	8	(342,373)	(249,362)	(122,634)
Provisions		(341,041)	(356,517)	(341,041)
Long Term Borrowings	7	(34,155)	(94,541)	(211,480)
		<b>(693,045)</b>	<b>(906,271)</b>	<b>(937,372)</b>
<b>Adjustments and exclusions permitted by FM Reg 32</b>				
Less: Cash Reserves	3	(747,332)	(764,882)	(747,113)
Less: Loans Receivables	7	0	(8,045)	(107,023)
Add: Leave Entitlements Cash Backed		25,662	20,592	25,655
Add: Long Term Borrowings	7	34,155	94,541	211,480
<b>Adjusted Net Current Assets</b>		<b>983,971</b>	<b>1,717,222</b>	<b>375,119</b>

**SIGNIFICANT ACCOUNTING POLICIES**

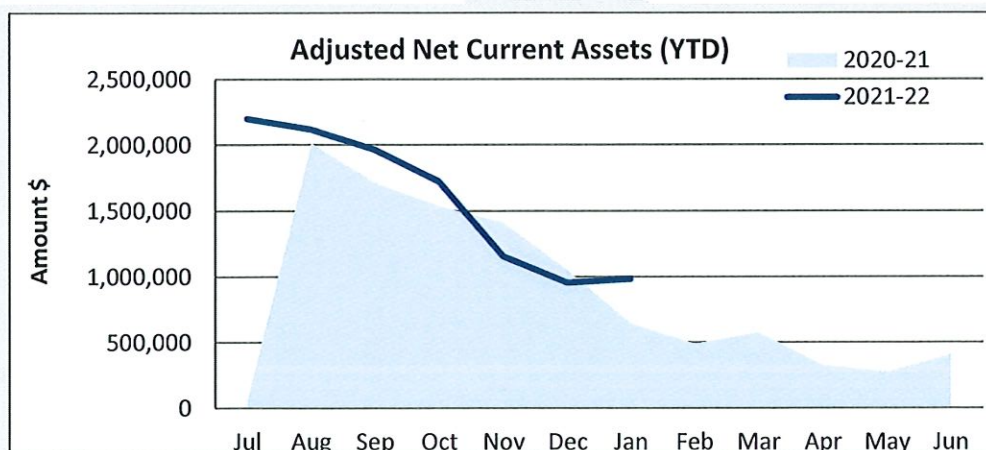
Please see Note 1 (a) for information on significant accounting policies relating to Net Current Assets.

**KEY INFORMATION**

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is negative) as presented on the Rate Setting statement.

**This Year YTD  
Surplus (Deficit)  
\$983,971**

**Last Year YTD  
Surplus(Deficit)  
\$1,717,222**



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

NOTE 2  
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 budget materially.

The material variance adopted by Council for the 2021/22 year is \$5,000 or 5% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
<b>Operating Revenues</b>	\$	%			
Governance	2,997	100%	▲	Permanent	Increase in value of WALGA House Units x 3 @ \$999 CR
General Purpose Funding - Rates	1,726	0%			
General Purpose Funding - Other	57,220	41%	▲	Permanent	Budget calculation of Financial Assistance Grant was based on advance payment paid in June 21. Actual amount to be allocated will be \$80,000 more by year end.
Law, Order and Public Safety	7,206	29%	▲	Permanent	DFES Operating Grant reimbursement of over expenditure from 2020-2021.
Health	0	0%			
Education and Welfare	59,481	21%	▲	Timing	Childcare Centre fees currently exceeding budget expectations.
Housing	1,699	1%			
Community Amenities	(6,006)	(4%)	▼	Timing	Income for Rural Tip Passes purchased at the beginning of year.
Recreation and Culture	20,682	26%	▲	Timing	
Transport	30,660	34%	▲	Timing	
Economic Services	5,481	9%	▲	Timing	
Other Property and Services	(5,708)	(14%)	▼	Timing	Private works currently below budget expectations.
<b>Operating Expense</b>					
Governance	6,336	5%	▼	Timing	
General Purpose Funding	(3,825)	(7%)	▲	Timing	
Law, Order and Public Safety	2,901	4%		Timing	Delay in expenditure to be incurred.
Health	4,880	14%	▲	Timing	Delay in expenditure to be incurred.
Education and Welfare	41,662	14%	▲	Timing	Expenditure within Childcare services still to be incurred.
Housing	5,555	4%		Timing	
Community Amenities	20,755	10%	▲	Timing	Delay in expenditure to be incurred.
Recreation and Culture	41,870	8%	▲	Timing	Expenditure in Parks & Gardens and at the Recreation Ground still to be incurred.
Transport	(73,861)	(8%)	▼	Timing	Maintenance road work being undertaken ahead of time. This will reduce as capital project works commence.
Economic Services	72,798	45%	▲	Permanent	Building permits exceeding budget expectations.
Other Property and Services	27,909	25%	▲	Timing	Salaries & Wages tracking below budget by one pay cycle. There are three pay runs scheduled for December so this should come back into line.
<b>Investing Activities</b>					
Grants, Subsidies and Contributions	155,147	1264%	▲	Timing	
Proceeds from Disposal of Assets	183,617	1	▲	Timing	
Capital Expenses	(937,298)	517%			



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES  
NOTE 3  
CASH AND INVESTMENTS

CASH AND INVESTMENTS

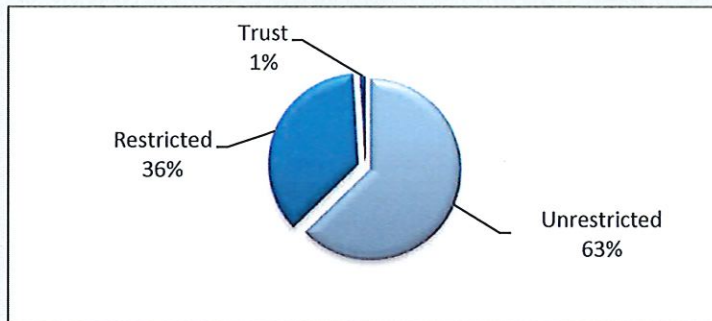
	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
<b>Cash on Hand</b>							
Petty Cash & Floats	600			600		0.00%	On Hand
<b>Cash Deposits</b>							
Municipal Bank Account	42,396			42,396	ANZ	0.00%	At Call
Municipal Cash Investment	401,012			401,012	ANZ	0.05%	At Call
Trust Bank Account			20,000	20,000	ANZ	0.00%	At Call
<b>Term Deposits</b>							
Reserves		747,332		747,332	ANZ	0.32%	03-Nov-21
<b>Treasury</b>							
Overnight Cash Deposit	854,219			854,219	Treasury	0.05%	Overnight
<b>Total</b>	<b>1,298,227</b>	<b>747,332</b>	<b>20,000</b>	<b>2,065,560</b>			

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.



**Total Cash**      **Unrestricted**  
**\$2.07 M**            **\$1.3 M**

CASH BACKED RESERVES

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	25,654	128	8	5,000	0	0	0	30,782	25,662
Plant Reserve	156,451	782	46	44,000	0	(60,840)	0	140,393	156,497
Building Reserve	282,393	1,412	83	45,000	0	(65,000)	0	263,805	282,476
Joint Venture Housing Reserve	119,927	600	34	10,000	0	(41,115)	0	89,412	119,961
Recreation Facilities Reserve	115,502	578	35	10,000	0	(5,000)	0	121,080	115,537
Art Acquisition Reserve	8,819	44	3	500	0	(25,000)	0	(15,637)	8,822
Refuse Site Reserve	24,294	121	7	0	0	0	0	24,415	24,301
Community Chest Reserve	14,073	70	4	1,822	0	0	0	15,965	14,077
Childcare	0	0	0	60,000	0	(40,000)	0	20,000	0
	<b>747,113</b>	<b>3,736</b>	<b>219</b>	<b>176,322</b>	<b>0</b>	<b>(236,955)</b>	<b>0</b>	<b>690,216</b>	<b>747,332</b>

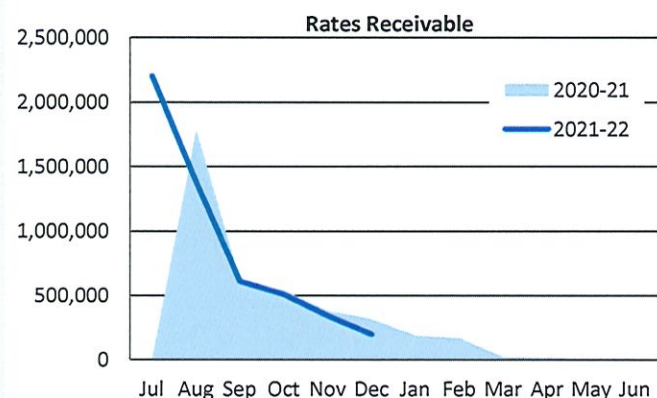
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

OPERATING ACTIVITIES  
NOTE 4  
RECEIVABLES

Receivables - Rates Receivable	31 Jan 2022	30 June 2021
	\$	\$
Opening Arrears Previous Years	12,116	21,700
Rates - Levied this year	1,992,210	1,927,597
Rubbish - Levied this year	164,516	158,852
ESL - Levied this year	61,188	57,920
Less Collections to date	(2,031,826)	(2,153,953)
<b>Net Rates Collectable</b>	<b>198,205</b>	<b>12,116</b>
% Collected	91.11%	99.44%

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

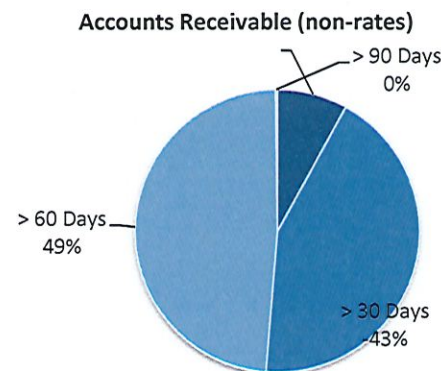


Collected	Rates Due
<b>91%</b>	<b>\$198,205</b>

Receivables - General	Current	> 30 Days	> 60 Days	> 90 Days
	\$	\$	\$	\$
Receivables - General	25,718	(139,680)	156,625	591
Percentage	59.46%	-322.92%	362.10%	1.37%
<b>Total Receivables General Outstanding</b>				<b>43,255</b>
<b>Amounts shown above include GST (where applicable)</b>				

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



<b>Debtors Due</b>
<b>\$43,255</b>
<b>Over 30 Days</b>
<b>40.54%</b>
<b>Over 90 Days</b>
<b>1.37%</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022**

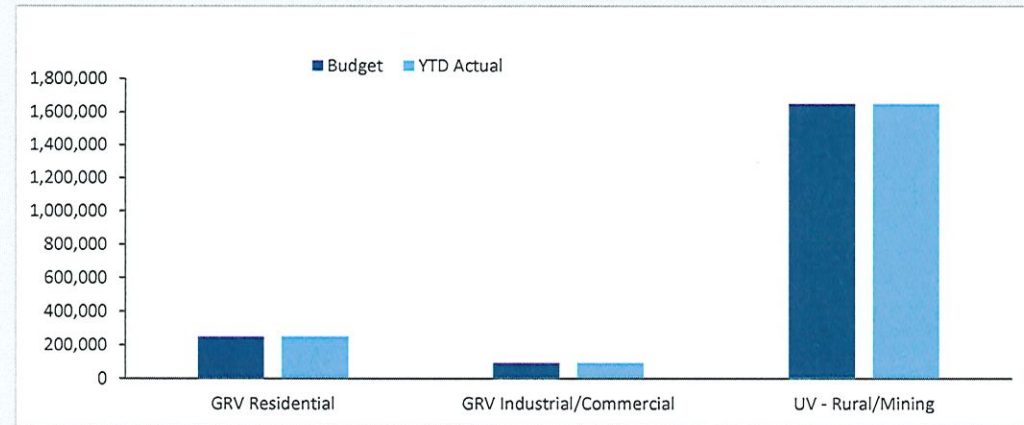
**OPERATING ACTIVITIES  
NOTE 5  
RATE REVENUE**

**General Rate Revenue**

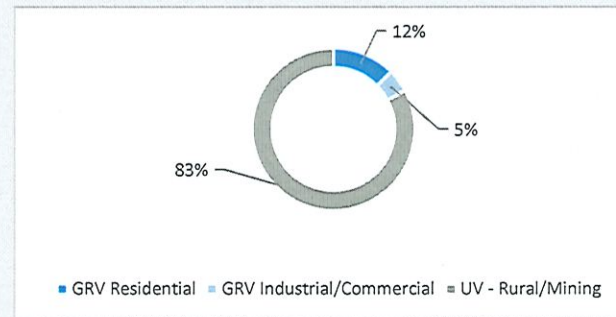
RATE TYPE	Rate in	Number of Properties	Rateable Value	Rate Revenue	Budget			YTD Actual			Total Revenue
					Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
<b>General Rate</b>											
GRV Residential	0.077340	147	1,854,082	143,395	0	0	143,395	143,395	964	0	144,358
GRV Industrial/Commercial	0.077340	23	1,034,496	80,008	0	0	80,008	80,008	(42)	0	79,966
UV - Rural/Mining	0.006090	241	255,822,000	1,557,956	0	0	1,557,956	1,558,848	(42)	0	1,558,806
<b>Minimum Payment</b>	Minimum \$										
GRV Residential	760	140	663,340	106,400	0	0	106,400	106,400	0	0	106,400
GRV Industrial/Commercial	760	15	59,175	11,400	0	0	11,400	11,400	0	0	11,400
UV - Rural/Mining	960	96	8,768,193	92,160	0	0	92,160	92,160	0	0	92,160
<b>Sub-Totals</b>		<b>662</b>	<b>268,201,286</b>	<b>1,991,319</b>	<b>0</b>	<b>0</b>	<b>1,991,319</b>	<b>1,992,210</b>	<b>881</b>	<b>0</b>	<b>1,993,090</b>
<b>Amount from General Rates</b>							<b>1,991,319</b>				<b>1,993,090</b>
Ex-Gratia Rates							37,533				37,530
<b>Total General Rates</b>							<b>2,028,852</b>				<b>2,030,620</b>

**SIGNIFICANT ACCOUNTING POLICIES**

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



General Rates		
Budget	YTD Actual	%
<b>\$1.99 M</b>	<b>\$1.99 M</b>	<b>100%</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

INVESTING ACTIVITIES  
NOTE 6  
CAPITAL DETAILS

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land & Buildings	184,483	36,000	91,827	(55,827)
Plant & Equipment	476,000	0	428,740	(428,740)
Furniture & Equipment	57,000	7,000	45,606	(38,606)
Infrastructure - Roads	1,063,510	22,300	257,893	(235,593)
Parks, Gardens, Recreation Facilities	631,199	115,855	294,386	(178,531)
<b>Capital Expenditure Totals</b>	<b>2,412,193</b>	<b>181,155</b>	<b>1,118,453</b>	<b>(937,298)</b>

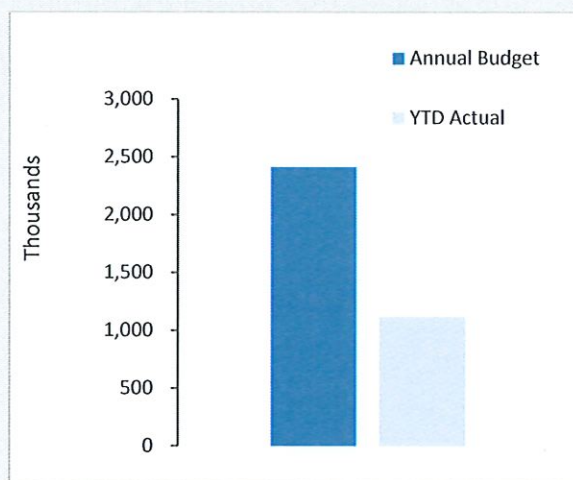
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	953,493	167,419	167,419	0
Borrowings	200,000	0	0	0
Other (Disposals & C/Fwd)	136,000	0	183,617	183,617
Cash Backed Reserves				0
Plant Replacement Reserve	60,840	0	0	0
Building Reserve	65,000	0	0	0
Recreation Facilities Reserve	5,000	0	0	0
Refuse Site Reserve	0	0	0	0
Contribution - operations	991,859	13,736	767,416	753,681
<b>Capital Funding Total</b>	<b>2,412,193</b>	<b>181,155</b>	<b>1,118,453</b>	<b>937,298</b>

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



<b>Acquisitions</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Spent</b>
	<b>\$2.41 M</b>	<b>\$1.12 M</b>	<b>46%</b>
<b>Capital Grant</b>	<b>Annual Budget</b>	<b>YTD Actual</b>	<b>% Received</b>
	<b>\$.95 M</b>	<b>\$.17 M</b>	<b>18%</b>



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

INVESTING ACTIVITIES  
NOTE 6  
CAPITAL DETAILS (Continued)

CAPITAL DISPOSALS

Asset Description	Budget			YTD Actual		
	Net Book Value	Proceeds	Profit / (Loss)	Net Book Value	Proceeds	Profit / (Loss)
	\$		\$			
Mazda CX5 - WL16	21,910	18,000	(3,910)	19,085	27,117	8,032
Road Grader - WL61	124,795	100,000	(24,795)	117,918	142,000	24,082
Toro Reelmaster Mower	9,970	8,000	(1,970)	9,055	14,500	5,445
4 x 2 Single Cab Hi Rise Ute - WL5826	12,950	10,000	(2,950)	0	0	0
	<b>169,625</b>	<b>136,000</b>	<b>(33,625)</b>	<b>146,058</b>	<b>183,617</b>	<b>37,559</b>

CAPITAL ACQUISITIONS

% of Completion	Infrastructure Assets	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
-	Sandalwood Crt Refurbishment	25,000	0	0	0
-	Single Person Unit - Carport	20,000	0	0	0
-	Building Refurbishments	15,000	0	0	0
90%	Mens Shed	54,483	36,000	59,541	(23,541)
-	Archive Room	30,000	0	0	0
-	Childcare - (Foyer, Kitchen, Office)	40,000	0	0	0
				32,287	
	<b>Land and Buildings Total</b>	<b>184,483</b>	<b>36,000</b>	<b>91,827</b>	<b>(23,541)</b>
100%	Office Printer	7,000	7,000	5,000	2,000
-	Office Server Replacement	50,000	0	40,606	(40,606)
	<b>Furniture and Equipment Total</b>	<b>57,000</b>	<b>7,000</b>	<b>45,606</b>	<b>(38,606)</b>
-	Mazda CX5 - WL16	37,000	0	0	0
-	Road Grader - WL61	375,000	0	374,800	(374,800)
-	Toro Reelmaster Mower	37,000	0	53,940	(53,940)
-	4 x 2 Single Cab Hi Rise Ute - WL5826	27,000	0	0	0
	<b>Plant &amp; Equipment Total</b>	<b>476,000</b>	<b>0</b>	<b>428,740</b>	<b>(428,740)</b>
-	Project Grant - Congelin Narragin Rd	158,526	0	11,352	(11,352)
-	Project Grant - Quindanning Darkan Rd	281,700	0	0	0
-	RTR - York Williams Rd	103,298	0	8,365	(8,365)
-	RTR - Clayton Rd	92,814	500	508	(8)
10%	Council - Brooking Street	124,500	1,800	102,630	(100,830)
20%	LRCI - Rosselloty Street	140,000	20,000	135,038	(115,038)
-	Council - Narrakine Rd	15,900	0	0	0
-	Council - Pig Gully Rd	21,265	0	0	0
-	Council - Townsite Drainage	30,000	0	0	0
-	Council - Road Upgrades	95,506	0	0	0
	<b>Roads Total</b>	<b>1,063,510</b>	<b>22,300</b>	<b>257,893</b>	<b>(235,593)</b>
25%	Carpark - Lions Park	134,400	15,800	160,672	(144,872)
20%	Town Hall Park (Phase 1)	101,044	30,000	37,135	(7,135)
-	Town Hall Park (Phase 2)	30,000	0	0	0
100%	Eagle Sculpture (Final Payment)	20,455	20,455	20,455	0
100%	Cemetery Improvements - Marling	5,000	5,000	6,473	(1,473)
-	Cemetery Gazebo - Williams	15,000	0	12,912	(12,912)
10%	Townscape Brooking Street (Phase 1)	18,463	2,600	6,286	(3,686)
-	Entry Statements (Phase 2)	11,836	0	8,073	(8,073)
-	Playground Recreation Centre	20,000	0	0	0
-	Depot Fuel Facility	65,000	0	0	0
20%	Synthetic Bowling Green	210,000	42,000	42,381	(381)
	<b>Infrastructure - Other Total</b>	<b>631,199</b>	<b>115,855</b>	<b>294,386</b>	<b>(178,531)</b>
	<b>Capital Expenditure Total</b>	<b>2,412,193</b>	<b>181,155</b>	<b>1,118,453</b>	<b>(905,011)</b>

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

FINANCING ACTIVITIES  
NOTE 7  
BORROWINGS

Information on Borrowings Particulars	Principal 30 June 21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Recreation and Culture</b>									
Loan #71 Mens Shed	100,000	0	0	9,840	19,715	90,160	80,285	358	681
<b>Transport</b>									
Loan #67 Grader	20,719	0	0	20,719	20,719	0	0	354	354
<b>Other Property and Services</b>									
Loan #65 Industrial Land	172,733	0	0	6,308	12,818	166,425	159,915	5,502	10,802
Loan #66 Industrial Land	128,210	0	0	6,362	12,856	121,848	115,354	2,673	5,214
<b>Economic Services</b>									
Loan #70 Industrial Shed	171,737	0	0	11,108	22,384	160,629	149,353	2,593	5,019
	593,399	0	0	54,337	88,492	539,062	504,907	11,480	22,070
<b>Self supporting loans</b>									
<u>Recreation and Culture</u>									
Loan #69 Williams Bowling Club	107,023	0	0	107,023	107,023	0	0	9,143	8,901
Loan #72 Williams Bowling Club	0	0	200,000	0	0	0	200,000	0	0
	107,023	0	200,000	107,023	107,023	0	200,000	9,143	8,901
<b>Total</b>	700,422	0	200,000	161,360	195,515	539,062	704,907	20,623	30,971

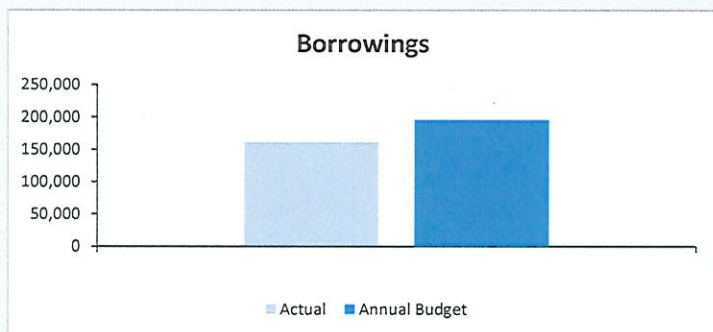
All debenture repayments were financed by general purpose revenue.

**SIGNIFICANT ACCOUNTING POLICIES**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

**KEY INFORMATION**

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments  
**\$161,360**

Interest Earned  
**\$490**

Interest Expense  
**\$20,623**

Reserves Bal  
**\$747,332**

Loans Due  
**\$539,062**



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022

**NOTE 8**  
**GRANTS & CONTRIBUTIONS**

Program/Details	Unspent Grants, Subsidies and Contributions Liability				2021-22 Budget	Variations Additions (Deletions)	Operating	Non Operating	YTD Revenue	Not Received
	Liability 1-Jul	Increase Liability	Decrease (as Revenue)	Current Liability 31-Jan						
<b>GENERAL PURPOSE FUNDING</b>					\$	\$	\$	\$	\$	\$
Equalisation Grant	0	0	0	0	108,796	0	108,796	0	94,764	14,032
Local Road Grant	0	0	0	0	140,340	0	140,340	0	89,436	50,904
<b>LAW, ORDER, PUBLIC SAFETY</b>										
ESL Administration Grant	0	0	0	0	4,000	0	4,000	0	4,000	0
ESL Maintenance Grant	0	0	0	0	27,348	0	27,348	0	24,933	2,415
<b>EDUCATION &amp; WELFARE</b>										
Federal Sustainability Grant - Childcare	0	0	0	0	45,000	0	45,000	0	45,000	0
Trainee Incentive Program	0	0	0	0	13,500	0	13,500	0	0	13,500
Federal Sustainability Grant - Family Day Care	0	0	0	0	67,638	0	67,638	0	67,638	0
<b>HOUSING</b>										
NRAS - Contribution	0	0	0	0	56,240	0	56,240	0	14,088	42,152
<b>COMMUNITY AMENITIES</b>										
The Williams - Gazebo Cemetery	0	0	0	0	10,000	0	0	10,000	0	10,000
PHCC - Feral Pig Eradication Project	6,334	0	(6,334)	0	12,669	0	12,669	0	8,329	4,340
<b>RECREATION AND CULTURE</b>										
Mens Shed Contribution	0	0	0	0	40,000	0	0	40,000	0	40,000
Repertory Club Contribution to BBQ	0	0	0	0	5,000	0	0	5,000	0	5,000
Contribution to Eagle Sculpture	0	0	0	0	12,272	0	0	12,272	12,272	0
Public Open Space Contribution	0	0	0	0	20,000	0	0	20,000	0	20,000
<b>TRANSPORT</b>										
Direct Grant	0	0	0	0	80,207	0	80,207	0	80,207	0
Road Project Grant	0	117,394	0	117,394	293,481	0	0	293,481	0	293,481
Local Roads and Community Projects	0	0	0	0	260,328	0	0	260,328	0	260,328
Driver Reviver Grant - Lions Park	116,300	0	0	116,300	116,300	0	0	116,300	0	116,300
Roads to Recovery	0	0	0	0	196,112	0	0	196,112	47,000	149,112
Street Lighting Subsidy	0	0	0	0	5,700	0	5,700	0	0	5,700
<b>ECONOMIC SERVICES</b>										
Community Water Supply Program	0	0	0	0	53,252	0	53,252	0	19,611	33,641
<b>TOTALS</b>	<b>122,634</b>	<b>117,394</b>	<b>(6,334)</b>	<b>233,694</b>	<b>1,568,183</b>	<b>0</b>	<b>614,690</b>	<b>953,493</b>	<b>507,279</b>	<b>1,060,904</b>

KEY INFORMATION

Operating	Annual Budget	YTD Actual	% Received
	<b>\$.61 M</b>	<b>\$.45 M</b>	<b>73%</b>
Non- Operating	Annual Budget	YTD Actual	% Received
	<b>\$.95 M</b>	<b>\$.06 M</b>	<b>6%</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022**

**NOTE 9  
TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 21	Amount Received	Amount Paid	Closing Balance 31 Jan 2022
	\$	\$	\$	\$
Building Retention	0	0	0	0
Sale of Land for rates	0	0	0	0
Public Open Space Contributions	20,000	0	0	20,000
	20,000	0	0	20,000



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 31 JANUARY 2022**

**NOTE 10  
BUDGET AMENDMENTS**

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	<b>Budget Adoption</b>		Opening Surplus				0
E042065	Contribution to Williams CRC for Projector Equipment	Res 25/22	Operating Expenses			(2,000)	(2,000)
A01119	Community Chest Reserve for Contribution to Williams CRC	Res 25/22	Cashback Reserves		2,000	0	0
I113030	Road Safety Community Grant Program	Res 39/22	Operating Revenue		4,460		4,460
E113005	Half Circle Bench Seat - Lions Park	Res 39/22	Operating Expenses			(2,955)	1,505
E053105	Road Safety Community Event	Res 39/22	Operating Expenses			(1,505)	0
I113030	CBH Grass Roots Community Grant - Mens Shed	Res 40/22	Operating Revenue		3,400		3,400
E116008	Mens Shed	Res 40/22	Operating Expenses			(3,400)	0
							0
							0
							0
				0	9,860	(9,860)	

**8.2 Office of the Chief Executive Officer**

**8.2.1 Matters Identified as Significant in the Audit Report 2020-2021**

<b>File Reference</b>	4.22.00
<b>Statutory Ref.</b>	Local Government Act 1995 section 7.12A
<b>Author &amp; Date</b>	Geoff McKeown 11 January 2022
<b>Attachments</b>	Attachment 1 - Independent Auditor's Report for 2020-21

**Background**

Changes to the *Local Government Act 1995*, which came into effect in 2017, introduced new requirements for local governments with respect to audits. The legislation requires local governments to examine an audit report it receives and implement appropriate action in respect to matters raised and to specifically report on matters identified as significant by the auditor.

The Auditor General's Independent Auditor's Report for 2020-21 identified two matters, including:

1. Significant adverse trend in the financial position of the Shire as the Operating Surplus Ratio as reported in Note 27 of the annual financial report is below the Department of Local Government, Sport and Cultural Industries basic standard for all 3 years reported in the annual financial report; and
2. Non-compliance with Part 6 of the *Local Government Act 1995*, the Regulations, or applicable financial controls of any other relevant written law, in that the following key reconciliations were not sufficiently evidenced as completed and reviewed: custom transaction detail report; rates receivable; and trade receivable. Also, reconciliations for trust and reserves bank accounts, and trade receivable account were not performed in a timely manner. It was noted however that there were no transactions in trust and reserves bank accounts during those months.

Local governments are required to prepare a report addressing any matters identified as significant by the auditor in the audit report, and state what action the local government has taken or intends to take with respect to the matters.

A copy of the report is to be provided to the Minister for Local Government within 3 months of receiving the audit report. It is also required to be published on the Shire's website. The content of this Agenda Item will form the basis of the report to go to the Minister.

**Comment**

➤ **Operating Surplus Ratio**

$$\text{Operating Surplus Ratio} = \frac{\text{(Operating Revenue MINUS Operating Expense)}}{\text{Own Source Operating Revenue}}$$

The purpose of this ratio is a measure of a local governments' ability to cover its operational costs and have revenues available for capital funding or other purposes. The Department has determined that a ratio below 0.01 (1%) is below the standard required.

The following table highlights the Shire's ratio as calculated for the last four (4) financial years, including the figure for the 2020/21 financial year:



	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
Operating surplus ratio	-0.20 (-20%)	-0.05 (-5%)	-0.05 (-5%)	-0.05 (-5%)

Own source operating revenue is made up of rates, fees and charges, interest income, profit on disposals of assets, reimbursements and recoveries, and other revenue. Small regional local governments are limited in their ability to increase own source revenue and are more reliant on grant funding for renewal of assets.

The Shire of Williams is disadvantaged by the amount it receives from the General Purpose Grant. Although higher than average increases in this grant have benefitted the Shire in recent years, it has come from a low base. Had the Shire received a grant equivalent to similar sized local governments, with comparable service requirements, it would have been in a better position to meet the ratio.

Depreciation expense is a significant factor in this ratio as it is included in operating expenses. The requirement to revalue road assets on a regular basis, and attribute an appropriate level of depreciation, has been a challenge for local governments. This process has matured in recent years and this Shire has systems to more accurately account for road asset depreciation expense.

Taking these factors into consideration, the trend for the Shire of Williams is steady and it has not moved in a negative direction away from achieving the minimum standard for this ratio.

➤ **Evidence of Key Reconciliations**

The audit report notes that several key reconciliations were not sufficiently evidenced as completed and reviewed.

Although reconciliations are taking place and copies are on file, they did not evidence who prepared and who reviewed them. In addition, it was noted that the Trust and Reserves bank accounts were not formally reconciled every month, but it was acknowledged that there were no transactions during the months that the reconciliations were not undertaken.

All reconciliations are now being undertaken and evidenced as completed and reviewed.

**Strategic Implications**

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

- CL 2.2 Maintain accountability, transparency and financial responsibility.
- CL 2.3 Monitor revenue streams and implement opportunities where appropriate. Consistently review rate income.

**Financial Implications**

The current trend indicates that the Shire is not moving negatively regarding the Operating Surplus Ratio.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council:

1. Notes the matters identified in the Auditor General's Independent Auditor's Report for 2020-21; and
2. Authorises a copy of this report to be forwarded to the Minister for Local Government and be published on the Shire's official website.





# Auditor General

## INDEPENDENT AUDITOR'S REPORT 2021 Shire of Williams

To the Councillors of the Shire of Williams

### Report on the audit of the annual financial report

#### Opinion

I have audited the financial report of the Shire of Williams (Shire) which comprises:

- the Statement of Financial Position at 30 June 2021, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information
- the Statement by the Chief Executive Officer.

In my opinion the financial report of the Shire of Williams:

- is based on proper accounts and records
- fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2021 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities section below. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional & Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

## **Responsibilities of the Chief Executive Officer and Council for the financial report**

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards. The CEO is also responsible for managing internal control (as required by the CEO) to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

## **Auditor's responsibility for the audit of the financial report**

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

## **Report on other legal and regulatory requirements**

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following material matter indicates a significant adverse trend in the financial position of the Shire:
  - a) The Operating Surplus Ratio as reported in Note 27 of the annual financial report is below the Department of Local Government, Sport and Cultural Industries basic standard for all 3 years reported in the annual financial report.
- (ii) The following material matter indicating non-compliance with Part 6 of the Act, the Regulations or applicable financial controls of any other relevant written law were identified during the course of my audit:
  - a) Following key reconciliations were not sufficiently evidenced as completed and reviewed: custom transaction detail report; rates receivable; and trade receivable. Also, reconciliations for trust and reserves bank accounts, and trade receivable account were not performed in a timely manner. We however understand that there were no transactions in trust and reserves bank accounts during those months.
- (iii) All required information and explanations were obtained by me.
- (iv) All audit procedures were satisfactorily completed.
- (v) In my opinion, the Asset Consumption Ratio and the Asset Renewal Funding Ratio included in the financial report were supported by verifiable information and reasonable assumptions.



## **Other information**

The other information is the information in the entity's annual report for the year ended 30 June 2021, but not the financial report and my auditor's report. The CEO is responsible for the preparation and the Council for overseeing the other information.

My opinion does not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.

## **Matters relating to the electronic publication of the audited financial report**

This auditor's report relates to the financial report of the Shire of Williams for the year ended 30 June 2021 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

Jay Teichert  
Acting Senior Director Financial Audit  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
18 November 2021

8.2.2 Proposed Bush Fire Brigades Local Law – Final Adoption

<b>File Reference</b>	4.1.50
<b>Statutory Ref.</b>	Local Government Act 1995 section 3.12 Bush Fires Act 1954 s.62
<b>Author &amp; Date</b>	Geoff McKeown 7 February 2022
<b>Attachments</b>	Attachment 2 - Draft Bush Fire Brigades Local Law

**Background**

To finalise the adoption of a Bush Fire Brigades Local Law.

**Comment**

At its ordinary meeting held on 20 October 2021 the Council resolved to commence the process to make the Bush Fire Brigades Local Law.

The purpose of this report is –

- 1) consider the submissions received on the proposed local law and determine if any drafting amendment(s) are required as a result of the submissions received;
- 2) make the local law, incorporating all amendments as approved by Council;
- 3) authorise the affixing of the Common Seal to the local laws;
- 4) authorise the local laws publication in the *Government Gazette*; and
- 5) give local public notice, (after Gazettal), of the date the local laws will come into effect.

The procedure for making local laws requires Council to advertise its intention to make a local law, and invite submissions to be made on the proposed local law for a minimum six-week period. At the closure of the submission period, Council is to consider all submissions before making a local law.

The proposed local law was advertised for public comment in accordance with the requirements of the Act.

An advertisement was placed in *The Williams* on 6 December 2021, on the Shire website, social media and notice boards, with the submission period for public comment closing on 24 January 2022.

The Department of Local Government, Sporting and Cultural Industries advised of one minor matter relating to insertion of a commencement clause, and one formatting error.

Advice was also sent to the Minister for Emergency Service, and an amendment to one clause was suggested. The suggestion made by the Minister for Emergency Services was to replace the wording of clause 7(2) and substitute new wording as contained in the attached draft, for “further prescription of the duties of those lieutenants described above”.

No public submissions were received.

The suggested changes do not alter the intent of the local law nor place additional obligations on the community. Accordingly, it is considered that the amendments are not of a significant nature that requires re-advertising.

The attached draft has been amended from the proposed local law advertised for public submissions, in accordance with Department's comments.

Once formally adopted by Council,

- the local law is to be published in the Government Gazette,
- local public notice is to be given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to Minister for Local Government; and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL) together with other required documentation, within 10 days of publication in the Government Gazette.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

### **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 1.3 Maintain, review and ensure relevance of Council's policies, local laws and operational plans.
- 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**

Cost of public notice. In addition, the Shire has engaged Conway Highbury Pty Ltd to assist with the administrative component of this work.

### **Voting Requirements**

Absolute Majority

### **Officer's Recommendation**

That Council:

1. resolves to make the Bush Fire Brigades Local Law 2022 as per the attached draft, incorporating amendments outlined by the Department of Local Government, Sport and Cultural Industries and Minister for Emergency Services;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
  - publish the Local Law in the Government Gazette and provide copies of the local law to the Minister for Local Government; and
  - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.



LOCAL GOVERNMENT ACT 1995  
BUSH FIRES ACT 1954

SHIRE OF WILLIAMS

BUSH FIRE BRIGADES LOCAL LAW 2022

Under the powers conferred by the *Local Government Act 1995*, *Bush Fires Act 1954* and under all other powers enabling it, the Council of the Shire of Williams resolved on \_\_\_\_\_ 2022 to make the following local law.

**1. Citation**

This local law may be cited as the *Shire of Williams Bush Fire Brigades Local Law 2022*.

**2. Commencement**

This local law will come into operation 14 days after publication in the *Government Gazette*.

**3. Application**

This local law applies throughout the district.

**4. Definitions**

- (1) In this local law unless the context otherwise requires –  
**Act** means the *Bush Fires Act 1954*;  
**brigade area** is defined in clause 5(1)(b);  
**bush fire brigade** is defined in section 7 of the Act;  
**CEO** means the Chief Executive Officer of the local government;  
**district** means the district of the local government;  
**local government** means the Shire of Williams;  
**normal brigade activities** is defined by section 35A of the Act; and  
**Regulations** means Regulations made under the Act.
- (2) In this local law, unless the context otherwise requires, a reference to –  
(a) a captain;  
(b) a first lieutenant;  
(c) a second lieutenant; and  
(d) any additional lieutenants;  
means a person holding that position in a bush fire brigade.

**5. Establishment of a bush fire brigade**

- (1) The local government may establish a bush fire brigade for the purpose of carrying out normal brigade activities.
- (2) A bush fire brigade is established on the date of the local government's decision under subclause (1).
- (3) A bush fire brigade established under subclause (1) is to hold a meeting at least once every financial year to appoint persons to the positions in clause 5(1)(c).

**6. Name and officers of bush fire brigade**

- (1) On establishing a bush fire brigade under clause 4(1) the local government is to –  
(a) give a name to the bush fire brigade;  
(b) specify the brigade area in which the bush fire brigade is primarily responsible for carrying out the normal brigade activities; and  
(c) appoint –  
(i) a captain;  
(ii) a first lieutenant;  
(iii) a second lieutenant; and

- (iv) additional lieutenants if the local government considers it necessary.
- (2) A person appointed to a position pursuant to subclause (1)(c) is to be taken to be a brigade member.
- (3) The appointments referred to in subclause (1)(c) expire at the completion of the first annual general meeting of the bush fire brigade.
- (4) In accordance with section 43 of the Act, the local government may remove or appoint officers of a bush fire brigade as deemed necessary or appropriate.
- (5) Subject to subclause (4) –
  - (a) an election is to be held at the first annual general meeting by the members of the brigade for appointments to the positions referred to in subclause (1)(c) and every subsequent annual general meeting.
  - (b) if a position referred to in subclause (1)(c) becomes vacant prior to the completion of the first annual general meeting or at any time, then the brigade members are to vote for a replacement member to fill the position.
- (6) The brigade members may elect, set the term of office, describe the duties of, and dismiss, any person to any other position including secretary, treasurer, equipment officer, training officer or other positions, and may combine those positions; and
- (7) The brigade members may establish types of brigade membership including fire fighting members, auxiliary members, cadet members, and honorary life members.

## **7. Duties of captain and bush fire brigade officers**

- (1) The duties of the captain are to:
  - (a) provide leadership to bush fire brigades;
  - (b) monitor bush fire brigades' resourcing, equipment and training levels;
  - (c) liaise with the local government concerning –
    - (i) fire prevention or fire suppression matters generally;
    - (ii) directions to be issued by the local government to bush fire control officers, including those who issue permits to burn; and
    - (iii) bush fire brigade officers;
  - (d) ensure that a list of bush fire brigade members is maintained;
  - (e) report annually to the local government the office bearers of the bush fire brigade in accordance with the Regulations;
  - (f) report to the local government at least annually, for consideration and appropriate provision being made in the next local government budget, the status of a bush fire brigade's –
    - (i) training and readiness;
    - (ii) protective clothing;
    - (iii) equipment; and
    - (iv) vehicles and appliances.
  - (g) nominate persons to the CEO for appointment as bush fire control officers by the local government;
  - (h) arrange for normal brigade activities as authorised by the Act or by the local government; and
  - (i) where a vacancy occurs in a position appointed under clause 5(1)(c), to –
    - (i) advise the CEO of the vacancy as soon as practicable; and
    - (ii) make alternate suitable arrangements for that position until an appointment is made.
- (2) The duties of lieutenants are to –
  - (a) provide support to the Captain;
  - (b) command and manage members during emergencies and other Brigade related activities;
  - (c) demonstrate positive leadership and mentor members;
  - (d) maintain open lines of communication and encourage positive interaction and teamwork between members;
  - (e) ensure Bush Fire Operating Procedures are adhered to during brigade activities;
  - (f) ensure members engaged in firefighting activities hold competencies relevant to the task;
  - (g) work cohesively with the brigade Training Officer and conduct training activities for members;
  - (h) ensure the behaviour of members is in accordance with the Local Government's code of conduct; and

- (i) in the absence of the brigade Captain the most senior Lieutenant present assumes the responsibilities and duties of that office and takes ultimate responsibility for the performance of all Brigade activities.

**8. Appointment, employment, payment, dismissal and duties of bush fire control officers**

The appointment, employment, payment, dismissal and duties of bush fire control officers is dealt with by the Act.

**9. Maintenance and equipment with appliances and apparatus of bush fire brigades**

The local government may provide funds for the maintenance and equipment with appliances and apparatus of bush fire brigades in accordance with Part 6 of *the Local Government Act 1995*.

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Dated this \_\_\_\_\_ 2022

The Common Seal of the Shire of Williams was affixed by authority of a resolution of Council in the presence of –

J. LOGIE, President.

G. McKEOWN, Chief Executive Officer.



8.2.3 Proposed Dogs Local Law – Final Adoption

<b>File Reference</b>	4.1.50
<b>Statutory Ref.</b>	<i>Local Government Act 1995</i> section 3.12 and <i>Dog Act 1976</i> sections 49 and 51
<b>Author &amp; Date</b>	Geoff McKeown 7 February 2022
<b>Attachments</b>	Attachment 3 - Draft Dogs Local Law

**Background**

To finalise the adoption of a Dogs Local Law.

**Comment**

At its ordinary meeting held on 20 October 2021 the Council resolved to commence the process to make the Dogs Local Law.

The purpose of this report is –

- 1) consider the submissions received on the proposed local law and determine if any drafting amendment(s) are required as a result of the submissions received;
- 2) make the local law, incorporating all amendments as approved by Council;
- 3) authorise the affixing of the Common Seal to the local law;
- 4) authorise the local law's publication in the *Government Gazette*; and
- 5) give local public notice, (after Gazettal), of the date the local law will come into effect.

The procedure for making local laws requires Council to advertise its intention to make a local law, and invite submissions to be made on the proposed local law for a minimum six-week period. At the closure of the submission period, Council is to consider all submissions before making a local law.

The proposed local law was advertised for public comment in accordance with the requirements of the Act.

An advertisement was placed in *The Williams* on 6 December 2021, on the Shire website, social media and notice boards, with the submission period for public comment closing on 24 January 2022.

The Department of Local Government, Sporting and Cultural Industries advised of several minor matter relating formatting.

No public submission was received.

The suggested changes do not alter the intent of the local law nor place additional obligations on the community. Accordingly, it is considered that the amendments are not of a significant nature that requires re-advertising.

The attached draft has been amended from the proposed local law advertised for public submissions, in accordance with Department comments.

Once formally adopted by Council,

- the local law is to be published in the *Government Gazette*,
- local public notice is to be given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to Minister for Local Government; and

- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL) together with other required documentation, within 10 days of publication in the Government Gazette.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

### **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 1.3 Maintain, review and ensure relevance of Council's policies, local laws and operational plans.
- 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**

Cost of public notice. In addition, the Shire has engaged Conway Highbury Pty Ltd to assist with the administrative component of this work.

### **Voting Requirements**

Absolute Majority

### **Officer's Recommendation**

That Council:

1. resolves to make the Dogs Local Law 2022 as per the attached draft, incorporating amendments outlined by the Department of Local Government, Sport and Cultural Industries;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
  - publish the Local Law in the Government Gazette and provide copies of the local law to the Minister for Local Government; and
  - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

**LOCAL GOVERNMENT ACT 1995  
DOG ACT 1976**

**SHIRE OF WILLIAMS**

**DOGS LOCAL LAW 2022**

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DRAFT

LOCAL GOVERNMENT ACT 1995  
DOG ACT 1976

SHIRE OF WILLIAMS

**DOGS LOCAL LAW 2022**

Under the powers conferred by the *Dog Act 1976*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Williams resolved on \_\_\_\_\_ 2022 to make the following local law.

**PART 1 - PRELIMINARY**

**1.1 Citation**

This local law may be cited as the *Shire of Williams Dogs Local Law 2022*.

**1.2 Commencement**

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

**1.3 Application**

This local law applies throughout the district.

**1.4 Definitions**

In this local law unless the context otherwise requires –

**Act** means the *Dog Act 1976*;

**adjoining** includes land or premises which have a portion of a common boundary with a lot or is separated from that lot by a public reserve, road, right-of-way, pedestrian access way, access leg of a battle-axe lot or the equivalent not more than 6m in width;

**authorised person** means a person appointed by the local government to perform all or any of the functions conferred on an authorised person under this local law;

**CEO** means the Chief Executive Officer of the local government;

**dangerous dog** has the meaning given to it by section 3(1) of the Act;

**district** means the district of the Shire of Williams;

**dog management facility** has the meaning given to it in section 3(1) of the Act, and includes a kennel establishment;

**infringement notice** means the notice referred to in clause 7.4;

**kennel establishment** means any premises where more than the number of dogs under clause 3.3 over the age of 3 months are kept, boarded, trained or bred temporarily, usually for profit and where the occupier of the premises is not the ordinary keeper of the dogs;

**licence** means a licence to keep an approved kennel establishment on premises granted under clause 4.4;

**licensee** means the holder of a licence granted under clause 4.4;

**local government** means the Shire of Williams;

**local planning scheme** means a planning scheme of the local government made under the *Planning and Development Act 2005*;

**notice of withdrawal** means the notice referred to in clause 7.7(1);

**nuisance** means –

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person's ownership or occupation of land; or
- (c) interference which causes material damage to land or other property on the land affected by the interference;

**owner**, in relation to a dog, has the same meaning as in section 3(1) and (2) of the Act;

**person liable for the control of the dog** has the same meaning as in section 3(1) of the Act;  
**premises** in addition to the meaning given to it in section 3 of the Act, means the premises described in the application for a licence made under clause 4.1;  
**public place** has the meaning given to it by section 3(1) of the Act;  
**Regulations** means the *Dog Regulations 2013*;  
**Schedule** means a schedule to this local law;  
**set fee** means a fee or charge made by the local government in accordance with clause 2.1 or clause 4.9;  
**thoroughfare** has the meaning given to it in section 1.4 of the *Local Government Act 1995*;  
**townsite** means the following townsites constituted under section 26(2) of the *Land Administration Act 1997* –  
(a) Williams; and  
(b) Quindanning; and  
**transferee** means a person who applies for the transfer of a licence to her or him under clause 4.13.

## PART 2 - IMPOUNDING OF DOGS

### 2.1 Fees and charges

The following are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995* –

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional set fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) application for additional costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

### 2.2 Attendance of authorised person at dog management facility

An authorised person is to be in attendance at the dog management facility for the release of dogs at the times and on the days of the week as determined by the CEO.

### 2.3 Release of impounded dog

- (1) A claim for the release of a dog seized and impounded is to be made to an authorised person or if absent, to the CEO.
- (2) An authorised person is not to release a dog seized and impounded to any person unless that person has produced, to the satisfaction of an authorised person, evidence –
  - (a) of her or his ownership of the dog or of her or his authority to take delivery of it; or
  - (b) that he or she is the person identified as the owner on a microchip implanted in the dog.

### 2.4 Unauthorised release

Unauthorised release of dogs is dealt with by section 43 of the Act.

## PART 3 - KEEPING OF DOGS

### 3.1 Dogs to be confined

- (1) An occupier of premises on which a dog is kept must –
  - (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
  - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
  - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises (unless the gate is temporarily opened in a manner that ensures that the dog remains confined) and is fitted with a proper latch or other means of fastening it;
  - (d) maintain the fence and all gates and doors in the fence in good order and condition; and



- (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) Where an occupier fails to comply with subclause (1), he or she commits an offence.
- (3) Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and the Regulations.

### **3.2 Limitation on the number of dogs**

- (1) This clause does not apply to premises which have been –
  - (a) licensed under Part 4 of this local law as an approved kennel establishment; or
  - (b) granted an exemption under section 26(3) of the Act.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act –
  - (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are within a townsite; or
  - (b) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are outside a townsite.

### **3.3 Application and determination to keep additional dogs**

In determining an application for a licence to keep additional dogs, the local government is to have regard to –

- (a) the matters referred to in clause 3.4;
- (b) the effect which approval of the proposed may have on the environment or amenity of the neighbourhood; and
- (c) whether approval of the application will create a nuisance for the owners and occupiers of adjoining premises.

### **3.4 Where application cannot be approved**

The local government will not approve an application to keep an additional dog or dogs where –

- (a) more than 3 dogs are proposed to be kept on premises within a townsite;
- (b) more than 6 dogs are proposed to be kept on premises outside a townsite; or
- (c) where any dog already kept on the premises is a dangerous dog.

### **3.5 Conditions of approval**

- (1) The local government may approve an application for a licence subject to any conditions as considered appropriate.
- (2) Approval of an application is not transferable to successive owners or occupiers of the premises.

### **3.6 Variation of permit conditions**

The local government may vary the conditions of a permit by giving not less than 14 days notice.

### **3.7 Revocation of licence to keep additional dogs**

Where a person does not comply with the conditions of approval to keep an additional dog or dogs under clause 3.5 the local government may revoke the licence to keep an additional dog or dogs.

## **PART 4 - APPROVED KENNEL ESTABLISHMENTS**

### **4.1 Application for licence for approved kennel establishment**

An application for a licence must be made in the form of Schedule 1, and must be lodged with the local government together with –

- (a) plans and specifications of the kennel establishment, including a site plan;
- (b) copies of the notices to be given under clause 4.2;
- (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the local government, sufficiently close to the

- premises so as to control the dogs and so as to ensure their health and welfare;
- (d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs nominated by the local government; and
- (e) the set fee for the application for a licence referred to in clause 4.9(1).

#### **4.2 Notice of proposed use**

- (1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged –
  - (a) once in a newspaper circulating in the district; and
  - (b) to the owners and occupiers of any premises adjoining the premises.
- (2) The notices in subclause (1) must specify that –
  - (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
  - (b) the application, plans and specifications may be inspected at the offices of the local government.
- (3) The local government may refuse to determine the application for a licence until the notice or notices, as the case may be, is given in accordance with its directions where –
  - (a) a notice given under subclause (1) does not clearly identify the premises; or
  - (b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the local government, would fail to serve the purpose of notifying persons of the proposed use of the premises.

#### **4.3 Exemption from notice requirements**

The requirements of clauses 4.1(b), 4.2 and 4.4(a) do not apply in respect of the application for a licence where under a local planning scheme an application for a licence is made in respect of premises on which an approved kennel establishment is either a –

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements.

#### **4.4 When application can be determined**

An application for a licence is not to be determined by the local government until –

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.2(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.2(2)(a) on the proposed use of the premises.

#### **4.5 Determination of application**

In determining an application for a licence, the local government is to have regard to –

- (a) the matters referred to in clause 4.6;
- (b) any written submissions received within the time specified in clause 4.2(2)(a) on the proposed use of the premises;
- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

#### **4.6 Where application cannot be approved**

The local government cannot approve an application for a licence where –

- (a) an approved kennel establishment cannot be permitted by the local government on the premises

- under a local planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

#### **4.7 Conditions of approval**

- (1) The local government may approve an application for a licence subject to the conditions contained in Schedule 2 and to such other conditions as the local government considers appropriate.
- (2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 2.

#### **4.8 Compliance with conditions of approval**

A licensee who does not comply with the conditions of a licence commits an offence.

#### **4.9 Fees**

- (1) On lodging an application for a licence, the applicant is to pay a set fee to the local government.
- (2) On the issue or renewal of a licence, the licensee is to pay a set fee to the local government.
- (3) On lodging an application for the transfer of a valid licence, the transferee is to pay a set fee to the local government.
- (4) The set fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

#### **4.10 Form of licence**

The licence is to be in the form determined by the local government from time to time and is to be issued to the licensee.

#### **4.11 Period of licence**

- (1) The period of effect of a licence is set out in section 27(5) of the Act.
- (2) A licence is to be renewed if the set fee referred to in clause 4.9(2) is paid to the local government prior to the expiry of the licence.
- (3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

#### **4.12 Variation or cancellation of licence**

- (1) The local government may vary the conditions of a licence.
- (2) The local government may cancel a licence –
- (a) on the request of the licensee;
  - (b) following a breach of the Act, the Regulations or this local law; or
  - (c) if the licensee is not a fit and proper person.
- (3) The date a licence is cancelled is to be, in the case of –
- (a) paragraph (a) of subclause (2), the date requested by the licensee; or
  - (b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.
- (4) If a licence is cancelled the set fee paid for that licence is not refundable for the term of the licence that has not yet expired.

#### **4.13 Transfer**

- (1) An written application for the transfer of a valid licence from the licensee to another person must be –
- (a) made by the transferee;
  - (b) made with the written consent of the licensee; and
  - (c) lodged with the local government together with –
    - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence;
    - (ii) the set fee for the application for the transfer of a licence referred to in clause 4.9(3); and
    - (iii) any other relevant information required.
- (2) The local government is not to determine an application for the transfer of a valid licence until the



transferee has complied with subclause (1).

- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.14(b), the transferee becomes the licensee of the licence for the purposes of this local law.

#### **4.14 Notification**

The local government is to give written notice to –

- (a) an applicant for a licence of the local government's decision on her or his application;
- (b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (c) a licensee of any variation made under clause 4.12(1);
- (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (e) a licensee when her or his licence is renewed;
- (f) a licensee of the cancellation of a licence under clause 4.12(2)(a); and
- (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.12(2), which notice is to be given in accordance with section 27(6) of the Act.

#### **4.15 Inspection of kennel**

With the consent of the occupier, an authorised person may inspect an approved kennel establishment at any time.

### **PART 5 - DOGS IN PUBLIC PLACES**

#### **5.1 Places where dogs are prohibited absolutely**

- (1) Designation of places where dogs are prohibited absolutely is dealt with in the Act.
- (2) If a dog enters or is in a place specified in subclause (1), every person liable for the control of the dog at that time commits an offence.
- (3) Subclause (2) does not apply to a dog who is being used as an assistance animal as defined in the *Disability Discrimination Act 1992* (Commonwealth).

#### **5.2 Places which are dog exercise areas**

Designation of places which are dog exercise areas is dealt with in the Act.

### **PART 6 - MISCELLANEOUS**

#### **6.1 Fees and charges**

Set fees and charges are to be imposed and determined by the local government under sections 6.16 to 6.19 of the *Local Government Act 1995*.

#### **6.2 Offence to excrete**

- (1) A dog must not excrete on –
  - (a) any thoroughfare or other public place; or
  - (b) any land which is not a public place without the consent of the occupier.
- (2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.
- (3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

#### **6.3 Objections and appeals**

Any person who is aggrieved by the conditions imposed in relation to a permit, the revocation of a permit, or by the refusal of the local government to grant a permit may object to or appeal against the decision under Division 1 of Part 9 of the *Local Government Act 1995*.

## PART 7 - ENFORCEMENT

### 7.1 Offences

A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.

### 7.2 General penalty

- (1) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding \$5,000 and if the offence is of a continuing nature, to an additional penalty not exceeding \$100 for each day or part of the day during which the offence has continued.
- (2) Notwithstanding subclause (1) a person who commits an offence under clause 6.1(2) is liable, on conviction, to a penalty not exceeding \$1,000.

### 7.3 Modified penalties

- (1) The offences contained in Schedule 3 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the fourth column of Schedule 3 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is not a dangerous dog.

### 7.4 Issue of infringement notice

Where an authorised person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 2 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

### 7.5 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

### 7.6 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

### 7.7 Withdrawal of infringement notice

- (1) Whether or not the modified penalty has been paid, an authorised person may withdraw an infringement notice by sending a notice in the form of Form 3 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.
- (2) A person authorised to issue an infringement notice under clause 7.4 cannot sign or send a notice of withdrawal.

### 7.8 Service of notices

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

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### Schedule 1 – Application for a licence for an approved kennel establishment

[cl. 4.1]

#### Shire of Williams

An application for a licence for an approved kennel establishment shall contain the following information –

- (a) full name of applicant;

- (b) postal address;
- (c) email address;
- (d) landline and mobile telephone numbers as appropriate;
- (e) facsimile number if appropriate;
- (f) address of proposed kennel premises;
- (g) number of dogs;
- (h) breed of dogs if appropriate;
- (i) either –
  - (i) name and contact details of the person residing on the premises, and date from which taking up residence on the premises; or
  - (ii) name, address and contact details of the person sufficiently close to the premises so as to control the dogs and ensure their health and welfare, and date from which taking up responsibility for the premises;
- (j) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;
- (k) plans and specifications of the proposed kennel establishment;
- (l) copy of notice of proposed use to appear in newspaper;
- (m) copy of notice of proposed use to be given to adjoining premises;
- (n) written evidence that a person will reside –
  - (i) at the premises; or
  - (ii) sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare; and
- (o) if the person in item (n) is not the applicant, written evidence that the person is a person in charge of the dogs; and
- (p) signed by the applicant.

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## **Schedule 2 – Conditions of a licence for an approved kennel establishment**

[cl. 4.7]

### **Shire of Williams**

An application for a licence for an approved kennel establishment may be approved subject to the following conditions –

- (a) each kennel, unless it is fully enclosed, must have a yard attached to it;
- (b) each kennel and each yard must be at a distance of not less than –
  - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
  - (ii) 10m from any dwelling; and
  - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
- (c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
- (d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
- (e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;
- (f) the upper surface of the kennel floor must be –
  - (i) at least 100mm above the surface of the surrounding ground;
  - (ii) smooth so as to facilitate cleaning;
  - (iii) rigid;
  - (iv) durable;
  - (v) slip resistant;
  - (vi) resistant to corrosion;



- (vii) non-toxic;
- (viii) impervious;
- (ix) free from cracks, crevices and other defects; and
- (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
- (g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
- (h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;
- (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;
- (j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of -
  - (i) 2m; or
  - (ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
- (k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;
- (l) all external surfaces of each kennel must be kept in good condition;
- (m) the roof of each kennel must be constructed of impervious material;
- (n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorised person;
- (o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (q) suitable water must be available at the kennel via a properly supported standpipe and tap; and
- (r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside –
  - (i) at the premises; or
  - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

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### Schedule 3 – Prescribed offences

[cl.7.3]

Item	Clause	Nature of offence	Modified penalty \$
1	3.1	Failing to provide means for effectively confining a dog	200
2	3.5	Failure to comply with conditions of approval to keep additional dog or dogs	200
3	6.2	Dog excreting in prohibited place	100

Dated \_\_\_\_\_ 2022

The Common Seal of the Shire of Williams was affixed by authority of a resolution of Council in the presence of –

J. LOGIE, President

G. McKEOWN, Chief Executive Officer

DRAFT

8.2.4 Proposed Repeal Local Law – Final Adoption

<b>File Reference</b>	4.1.50
<b>Statutory Ref.</b>	<i>Local Government Act 1995</i> section 3.12
<b>Author &amp; Date</b>	Geoff McKeown 7 February 2022
<b>Attachments</b>	Attachment 4 - Draft Repeal Local Law

**Background**

To finalise the adoption of a Repeal Local Law.

**Comment**

At its ordinary meeting held on 20 October 2021 the Council resolved to commence the process to make the Repeal Local Law.

The local laws are well out of date, and no longer applicable. Some of the circumstances existing at the time of adoption of the local laws are no longer applicable.

The purpose of this report is –

1. consider the submissions received on the proposed local law and determine if any drafting amendment(s) are required as a result of the submissions received;
2. make the local law, incorporating all amendments as approved by Council;
3. authorise the affixing of the Common Seal to the local laws;
4. authorise the local laws publication in the *Government Gazette*; and
5. give local public notice, (after Gazettal), of the date the local laws will come into effect.

The procedure for making local laws requires Council to advertise its intention to make a local law, and invite submissions to be made on the proposed local law for a minimum six-week period. At the closure of the submission period, Council is to consider all submissions before making a local law.

The proposed local law was advertised for public comment in accordance with the requirements of the Act.

An advertisement was placed in *The Williams* on 6 December 2021, on the Shire website, social media and notice boards, with the submission period for public comment closing on 24 January 2022.

The Department of Local Government, Sporting and Cultural Industries advised of one minor matter relating to the current enabling legislation of one of the local laws.

Advice was also sent to both the Minister for Agriculture and Minister for Emergency Services, but no response has been received.

No public submissions were received.

The suggested changes do not alter the intent of the local law nor place additional obligations on the community. Accordingly, it is considered that the amendments are not of a significant nature that requires re-advertising.

The attached draft has been amended from the proposed local law advertised for public submissions, in accordance with Department comments.



Once formally adopted by Council,

- the local law is to be published in the Government Gazette,
- local public notice is to be given of adoption of the local laws (separate to previous advertising of proposals),
- signed copies are to be sent to Minister for Local Government; and
- copies sent to the Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL) together with other required documentation, within 10 days of publication in the Government Gazette.

Please note –

- disallowance of the local law may be made by Parliament, and could take some time depending on sitting days,
- if a provision is not considered to be critical, the JSCDL may require an undertaking from Council to make an amendment,
- the local law takes effect on the day stipulated in the local law, generally 14 days after publication in the Government Gazette.

### **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 1.3 Maintain, review and ensure relevance of Council's policies, local laws and operational plans.
- 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**

Cost of public notice. In addition, the Shire has engaged Conway Highbury Pty Ltd to assist with the administrative component of this work.

### **Voting Requirements**

Simple Majority

### **Officer's Recommendation**

That Council:

1. resolves to make the Repeal Local Law 2022 as per the attached draft, incorporating amendments outlined by the Department of Local Government, Sport and Cultural Industries;
2. authorise the President and CEO to sign and affix the Common Seal to the Local Law;
3. authorise the CEO to –
  - publish the Local Law in the Government Gazette and provide copies of the local law to the Minister for Local Government; and
  - forward a copy of the Gazetted Local Law, explanatory memoranda and associated documentation to the Parliamentary Joint Standing Committee on Delegated Legislation for review.

LOCAL GOVERNMENT ACT 1995  
BIOSECURITY AND AGRICULTURE MANAGEMENT ACT 2007  
BUSH FIRES ACT 1954

SHIRE OF WILLIAMS

**REPEAL LOCAL LAW 2022**

Under the powers conferred by the *Local Government Act 1995*, the *Bushfires Act 1954*, *Biosecurity and Agriculture Management Act 2007* and the *Bush Fires Act 1954* and under all other powers enabling it, the Council of the Shire of Williams resolved on \_\_\_\_\_ 2022 to make the following local law.

**1. Citation**

This local law may be cited as the *Shire of Williams Repeal Local Law 2022*.

**2. Commencement**

This local law will come into operation 14 days after publication in the *Government Gazette*.

**3. Repeal**

The following local laws are repealed –

- (a) *Williams Road Board Building Line By-law No.1*, published in the *Government Gazette* on 15 May 1959;
- (b) *Shire of Williams By-laws Relating to Pest Plants*, published in the *Government Gazette* on 17 February 1989; and
- (c) *Shire of Williams Firebreaks Local Law 2007*, published in the *Government Gazette* on 6 July 2007.

Dated \_\_\_\_\_ 2022

The Common Seal of the Shire of Williams was affixed by authority of a resolution of Council in the presence of –

J. LOGIE, President.

G. McKEOWN, Chief Executive Officer.

8.2.5 Unauthorised Transportable Structure - Lot 106 Gull Street

<b>File Reference</b>	10.60.15
<b>Statutory Ref.</b>	Planning and Development Act 2005 and Building Act 2011
<b>Author &amp; Date</b>	Geoff McKeown 7 February 2022
<b>Attachments</b>	Nil

**Background**

Correspondence has been received from a neighbour to Lot 106 Gull Street, Williams expressing concern at the positioning of a transportable structure adjacent to their boundary fence.

The Chief Executive Officer has been communicating with the owner of Lot 106 Gull Street for some time concerning this matter, and while certain assurances had been given, the property owner has not acted to address the issue.

**Comment**

Correspondence received from the neighbour to Lot 106 Gull Street is as follows:

*"I would like to bring to your attention of a matter that has been ongoing for the last 12 month's to which the CEO is fully aware of regarding a Transportable Structure on a neighboring property. The person has been visited several times by the CEO with regards to this structure and has advised that he was making it into a mobile mechanics workshop*

*This has NOT happened. This structure is clearly in breach of the shire's policy on the use of Sea containers and Transportable Structures*

*Also as you can clearly see with the photo evidence that this structure is no more than 6 inches from the dividing boundry, it exceeds the 3 metre height, it is clearly NOT screened from public view*

*The owner never seeked councils approval for this structure within the Williams Townsite*

*I therefore am requesting that the shire consider the location and breach of the said structure*

*Kind Regards"*

In March 2021 the Chief Executive Officer became aware of the transportable structure and visited the property. The owner explained that the skid mounted storage container was originally a refrigerated container fixed to a truck chassis. It was then converted to be a mobile racing driver's carrier, before being placed on skids. He explained his intention to mount it on a trailer to become a mobile mechanical workshop. He was also requested to move the structure from the property boundary to a more suitable location while this work was proceeding.

No action followed from this initial visit. A letter was sent to the owner in July 2021 reiterating the commitment given from the earlier visit. The Chief Executive Officer visited the property again and the owner showed the car trailer that would be used for the conversion. There was an expectation that the trailer conversion would be completed shortly thereafter. The transportable structure remains in the same location as shown in the photo below provided by the neighbour:





The Shire's Policy on the use sea containers and transportable structures indicates that their use for purposes other than the transportation of goods (e.g., storage, shed, workshop, etc.) has the potential to have a negative impact upon the visual amenity of areas in which they are located due to their general size and appearance.

The Policy goes on to provide the following guidance:

The use of sea containers or transportable structures within the Williams townsite for purposes other than the transportation of goods is generally not permitted.

Council may however issue its planning consent for the use of such structures for purposes other than the transportation of goods where all of the following circumstances apply:

- Where the land the subject of such an application is zoned Commercial, Industrial or Rural;
- Where the structure is located on the land so as to be effectively screened from public view;
- Where the height of such structures does not exceed 3 metres.

Given the lack of action by the owner regarding this matter it is recommended that Council now seek a timeline for conversion to a mobile trailer or seek planning consent to use it as a permanent structure.

**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 1.1        Ensure that the townsite is maintained to a high standard
- CL 4.4         Monitor and ensure compliance with regulatory framework for local government business

**Financial Implications**

Nil

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council advise the owner of Lot 106 Gull Street that the transportable structure located on the eastern boundary of their property does not have Council approval to remain on the property and request they:

- a.)        complete the conversion of the structure to a trailer mounted mobile workshop within 2 months, or
- b.)        seek planning consent for the permanent placement of the transportable structure on the property, or
- c.)        immediately remove the transportable structure from the property.

8.2.6 Unallocated Road Construction Funds – Lavender Crossing

<b>File Reference</b>	12.15.36
<b>Statutory Ref.</b>	Nil
<b>Author &amp; Date</b>	Geoff McKeown 8 February 2022
<b>Attachments</b>	Nil

**Background**

At the time of adopting the 2021/22 Annual Budget, Council was considering the inclusion of the upgrade to the Marjidin Way intersection with the Narrogin Road on the road construction programme. Ultimately it was decided not to proceed with this project.

Council is asked to consider an alternative project to address damage to a flood crossing on Mandiaking Road known as Lavender’s Crossing over the Williams River.

**Comment**

The crossing infrastructure is ageing and during last winter incurred damage, as highlighted in the following photos:



A quote has been obtained to replace the existing ageing culvert with a 750mm pipe, 9.6m wide with precast headwalls. Included in the quote is a new concrete deck to match the existing approaches. The total cost of the work, which includes the above-mentioned components, along with removal of in-situ material, is estimated to cost \$15,000.

**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**

There are sufficient funds in the road construction budget to complete these works at a total cost of \$15,000.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council endorses the use of funds totalling \$15,000, allocated in the 2021/22 Road Construction Programme, to complete the replacement of ageing culvert and floodway infrastructure at Lavender's Crossing on Mandiaking Road.

8.2.7 General Meeting of Electors

<b>File Reference</b>	4.1.20
<b>Statutory Ref.</b>	Local Government Act 1995, section 5.27
<b>Author &amp; Date</b>	Geoff McKeown 9 February 2022
<b>Attachments</b>	Nil

**Background**

The General Meeting of Electors of the Shire of Williams was held on Tuesday, 18 January 2022. A general meeting of the electors of a district is to be held once every financial year.

**Comment**

The Local Government Act 1955 and the Local Government (Administration) Regulations 1996 prescribe the matters to be discussed, including any 'Other General Business'. All decisions made at an electors' meeting are to be considered at the next ordinary Council Meeting.

While there were no decisions made at the Meeting held on the 18 January 2022, a number of matters were raised by electors, including:

- The idea of commercial/public buildings in Brooking Street being painted to brighten up the appearance of the area and make it more attractive to visitors.
- The parking bay opposite the BP Roadhouse needs refurbishment. The plants are looking tired, and kerbing has been damaged by trucks driving over it.
- The Brooking Street roundabouts could be revamped. Particularly the one at the intersection of Fry Street where the plants could be replaced with a 'dry' feature, i.e., gravel, rocks, feature structure. Currently the soil is poor and the plants require watering during summer.
- The Lions Park could do with more trees being planted in some of the open grassed areas between the Eagle Sculpture and the Toilets. There is room for more trees and play equipment, maybe for older children. Another suggestion is a fully covered shelter for rainy days.
- Encourage the Shire to continue tree pruning to address a backlog of roads where vegetation is encroaching onto the traffic lane.
- Ensuring that heavy vehicle operators adhere to designated speed restrictions that apply to their permit conditions.

**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):

- SCD 1.1 Provide, maintain and improve community infrastructure
- LUE 1.1 Ensure that the townsite is maintained to a high standard
- LUE 1.2 Maintenance of road reserves to be undertaken mindful of retention of natural vegetation where possible whilst ensuring safety of all road users
- LUE 4.1 Strive for high-quality, well-constructed and maintained local road network

**Financial Implications**

To be determined.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council note the matters raised in 'Other General Business' at the General Meeting of Electors held on 18 January 2022.



8.2.8 Use of Common Seal and Actions Performed Under Delegated Authority

<b>File Reference</b>	4.50.60
<b>Statutory Ref.</b>	Sections 5.42 and 9.49A Local Government Act 1995
<b>Author &amp; Date</b>	Geoff McKeown 10 February 2022
<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.

There is a requirement under the *Local Government Act 1995* 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 will be completed for Council at meetings that 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**

Actions performed under delegation during the preceding month is provided below:

- **Granting of Demolition Permits – Delegation 2.1.2**

**Delegation** - Powers to grant or refuse to grant a demolition permit under the *Building Act 2011*. The Council may delegate its powers or duties as a permit authority under provisions of this Act.

**Action** – Demolition Permit issued for the Month of December 2021:

Permit Number	Owner	Address	Description
475	M Tinley	31 Brooking Street, Williams	Outbuilding

- **Payment from the Municipal or Trust Funds – Delegation 1.1.19**

**Delegation** - 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.

- **Power to Invest and Manage Investments – Delegation 1.1.21**

**Delegation** - Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose.

**Action** – The Chief Executive Officer approved a transfer of:

1. \$100,000.00 from the Cash Management Account to the Municipal Fund for the payment of creditors on the 2 December 2021.
2. \$500,000.00 from the Cash Management Account to the Municipal Fund for the payment of creditors on the 15 December 2021.
3. \$20,000.00 from the Cash Management Account to the Municipal Fund for the payment of creditors on the 28 January 2022.

**Strategic Implications**

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

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

**Financial Implications**

Fees are received for the issue of Building and Demolition Permits.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the months of December 2021 and January 2022.

## 8.2.9 Election of Committee Representatives

<b>File Reference</b>	4.1.20
<b>Statutory Ref.</b>	Sections 5.8 – 5.18 Local Government Act 1995
<b>Author &amp; Date</b>	Geoff McKeown 11 February 2022
<b>Attachments</b>	Nil

**Background**

A local government may establish committees to assist the Council. Specific committees may be delegated powers to exercise and discharge the duties of the local government. A committee established in this way is confirmed by a resolution of Council requiring a decision by absolute majority.

**Comment**

Following the Local Government Elections, the Council routinely appoints elected members to several committees, although none of them exercise any powers or discharge any duties on behalf of the Council as mentioned above. It is appropriate to review the relevance of the committees and the nominated elected member representation.

At the October 2021 Ordinary Council Meeting a resolution was passed that made appointment to some committees, as follows:

**Council Resolution****Panizza/Price**

That Council appoint the following Elected Members to the committees listed below:

WALGA Central Zone Delegates: Cr J Logie – Proxy: Cr M Carne;

Audit Committee: Cr J Logie, Cr T Price, Cr S Harding, Cr B Panizza;

Hotham Williams Economic Development Alliance: Cr N Major – Proxy: Cr T Price; and  
4WDL VROC – Cr M Carne, Proxy: Cr N Major.

Further, that Council appoint Elected Members and Staff to the remainder of committees following completion of the Extraordinary Election process.

**Carried 7/0  
Resolution 50/22**

The remaining committees are shown below. They include the most recent appointment of elected members and staff.

1. Narrogin Sub-Regional Road Group: Cr J Logie
2. Williams Landcare Inc.: Cr G Medlen **(no longer required)**
3. Community and Staff Housing: Cr N Major, Cr T Price and Sharon Wilkie (Staff)
4. Works and Plant Committee: Cr J Logie, Cr A Watt, Cr S Harding and Cr B Panizza
5. Art Acquisition Committee: Cr M Carne, Cr T Price and two community members
6. South 32 Community Liaison Committee (CLC) for Boddington Bauxite Mine: Geoff McKeown (Staff) - Proxy: Cr M Carne
7. Newmont Boddington Gold CLC – Geoff McKeown (Staff)
8. Premier's Australia Day Active Citizenship – Cr N Major, Cr B Baker
9. Civic Functions – Cr N Major and Cr T Price
10. Williams Driver Reviver Committee – Cr M Carne, Cr B Baker, Graham Prowse, Daphne Kett, Debbie Kemp and Ted Gillett **(no longer required)**.

**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 1.2 Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate.



- CL 3.1 Participate in, and actively collaborate with, the 4WDL VROC on resource sharing opportunities.
- CL 3.2 Foster, nurture and develop strategic alliances with local government, major industry and government agencies.

**Financial Implications**

Nil.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council appoint Elected Members and Staff to various committees as listed.

**9.0 Elected Members' Motions of which Notice has been given**

Nil

**10.0 New Business of an Urgent Nature introduced by Decision of Meeting**

**10.1 Elected Members**

Nil

**10.2 Officers**

Nil

**11.0 Application for Leave of Absence**

Nil

**12.0 Closure of Meeting**