



# SHIRE OF WILLIAMS COUNCIL AGENDA

ORDINARY COUNCIL AGENDA  
WEDNESDAY 17 APRIL 2024

SHIRE COUNCIL CHAMBERS  
9 BROOKING STREET  
WILLIAMS WA 6391



## NOTICE OF ORDINARY COUNCIL MEETING

Dear Elected Member and Community Members,

You are respectfully advised the next Ordinary Council Meeting of the Shire of Williams will be held on Wednesday 17 April 2024, in the Shire of Williams Council Chambers, 9 Brooking Street, Williams, commencing at 3:30pm.

A handwritten signature in blue ink, appearing to read 'Peter Stubbs', is centered on the page. The signature is fluid and cursive.

Peter Stubbs

Chief Executive Officer

### DISCLAIMER

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

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



# SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2022-32

## VALUES / VISION

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

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

## ECONOMIC

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

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

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

## SOCIAL & CULTURAL

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

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

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

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

## LAND USE AND ENVIRONMENT

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

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

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

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

**LUE4.** Recognising and implementing sustainability measures.



## INNOVATION, LEADERSHIP & GOVERNANCE

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

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

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

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

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

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**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Presiding Member, President Logie, will declare the Meeting open at 3:30 pm.

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

**Elected Members**

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

**Staff**

Peter Stubbs - Chief Executive Officer  
Britt Logie – Minute Taker

Visitors - Nil  
Apologies - Nil  
Leave of Absence – Nil

**3. PUBLIC QUESTION TIME**

Nil

**4. PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**5. DECLARATIONS OF INTEREST**

Nil

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

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

### **6.1 ORDINARY COUNCIL MEETING HELD 20 MARCH 2024**

#### **Officers Recommendation**

That the Minutes of the Ordinary Council Meeting held 20 March 2024, as previously circulated, be confirmed as a true and accurate record.

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

- I would like to congratulate all our volunteers who supported this year Williams Gateway Expo to make it another fantastic event for our community.
- Our next major event will be our ANZAC Day ceremony to be held at 8am on 25 April 2024, at the RSL memorial and I hope to see many people there to commemorate that.
- I would like record Councils appreciation to our volunteer fire fighters who have done a wonderful job in what has been long dry summer. 25 Fires have been successfully responded too and extinguished. In particular I thank Matt Carne, our volunteer Chief Bushfire Control Officer, and to our Fire Captains for the important and demanding jobs they have done.
- Recently the significant fire at Macco's Feed Pellet plant required a coordinated and detailed response by our many volunteers and I extend Councils appreciation and gratitude to everyone who helped with that response and cleanup.
- On behalf of Council, I have relayed our concern to Main Roads WA about the need for improved management of vegetation on Albany Highway to reduce fire risk. This remains our districts greatest risk from fire, and I urge Main Roads WA to increase its effort to support our volunteer fire fighters.
- Main Roads WA have responded to the request of Councillors for Give Way signs to be replaced with Stop signs at the cross roading intersection of the Quindanning-Darkan and Collie-Williams Roads. The Shire will now install additional warning signs leading up the Stop signs.
- I thank Councillor Major and Councillor Cowcher for undertaking our annual maintenance inspections of the 19 houses that Council owns in Williams.
- I advise Councillors that the Deputy Shire President and I met with the CEO in early March to develop his performance plan for the 2024 year.

## 8. MATTERS WHICH REQUIRE DECISIONS

### 8.1 CORPORATE AND COMMUNITY SERVICES

#### 8.1.1 PAYMENT LISTING

<b>File Reference</b>	4.23.15
<b>Statutory Reference</b>	Local Government (Financial Management) Regulations 1996
<b>Author</b>	Cassie Barker
<b>Date</b>	12 <sup>th</sup> April 2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Payment listing for month ending 31 <sup>st</sup> March 2024

#### Background

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

#### Statutory Implications

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

**13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.**

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

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

#### Comment

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

#### Strategic Implications

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

CL 2.2 Maintain accountability, transparency and financial responsibility

#### Financial Implications

As listed in the recommendation below.

#### Voting Requirements

Simple Majority

#### Officers Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 105013 – 105013 totalling \$543,620.61 approved by the Chief Executive Officer during the month of March 2024 be endorsed.

## SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 MARCH 2024

DATE	NAME	DESCRIPTION	AMOUNT
<b>MUNICIPAL - EFT, BPAY, DIRECT DEBIT &amp; CHEQUES</b>			
01/03/2024	AAA ASPHALT SURFACES	13489 - 3 Bulka Bags of Coldmix (Rural Roads)	\$1,815.00
01/03/2024	BGL SOLUTIONS PTY LTD	13488 - Verti-mowing (Various)	\$396.00
01/03/2024	BITUTEK PTY LTD.	13485 - Supply & Spray Bitumen/Emulsion	\$82,783.91
01/03/2024	GOODYEAR AUTOCARE NARROGIN	13491 - Tyres & Tubes	\$231.00
01/03/2024	GREAT SOUTHERN FUELS	Bulk Fuel	\$15,891.19
01/03/2024	TRUCK CENTRE (WA) PTY LTD	13621 - Service Kit & Oil (Volvo Prime Mover)	\$627.63
01/03/2024	WESTRAC	13620 - Filters (CAT Rollers)	\$985.61
06/03/2024	FDC EDUCATORS	FDC Educators PE 06/03/2024	\$19,045.84
06/03/2024	WILKIE, SHARON.	Reimbursement - Gratuities Payment	\$1,517.85
06/03/2024	WATSON, JOHN.	Reimbursement - Various Items	\$2,356.64
07/03/2024	SHIRE OF WILLIAMS	Salaries & Wages PE 06/03/2024	\$55,176.83
08/03/2024	BUILDING AND ENERGY	BSL collection - February 2024	\$170.45
07/03/2024	WA SUPER	Superannuation February 2024	\$25,488.86
13/03/2024	WORD OF MOUTH AGENCY	13655 - Shire of Williams Logo Rebranding	\$8,250.00
14/03/2024	WALLIS COMPUTER SOLUTIONS	13656 - 2023/24 Annual Licensing & Training (IT Management)	\$7,790.20
14/03/2024	LG BEST PRACTICES PTY LTD	13534 - Staff Training (C Barker)	\$1,980.00
14/03/2024	LO-GO APPOINTMENTS WA	13657 - Recruitment & Advertising MCS	\$5,174.86
18/03/2024	Green, Daisy	Refund overpaid Childcare Fees	\$78.52
18/03/2024	SWAT WAGIN	13555 - Pest Control (Public)	\$874.50
20/03/2024	FDC EDUCATORS	FDC Educators PE 20/3/2024	\$22,927.32
21/03/2024	SHIRE OF WILLIAMS	Salaries & Wages PE 21/03/2024	\$58,554.39
28/03/2024	HERSEY'S SAFETY PTY LTD	13499 - Parts and Repairs	\$990.00
28/03/2024	REGIONAL FIRE & SAFETY	Servicing Fire Equipment ( Various)	\$542.30
28/03/2024	WILLIAMS HOTEL - STRICKO'S	13706 - Refreshments and Receptions	\$191.97
28/03/2024	AIR RESPONSE	13349 - Resource Centre Mtce	\$2,300.00
28/03/2024	AUSTRALIA WIDE TAXATION & PAYROLL	13586 - Staff Training	\$445.00
28/03/2024	BELVEDERE NURSERY	13653 - Townscape	\$276.30
28/03/2024	BEST OFFICE SYSTEMS	13353 - Monthly Printing/Copying Charges	\$337.80
28/03/2024	CHAMDEN FARMING	13662 - Childcare Centre Building Maintenance	\$1,320.00
28/03/2024	COASTMAC PTY LTD	13498 - Plant & Equipment Purchases	\$3,618.00
28/03/2024	CORNER'S AUTOMOTIVE ELECTRICS	13623 - Amber Beacons (CAT Roller)	\$396.00
28/03/2024	DEPARTMENT OF THE PREMIER AND CABINET	13543 - Advertising	\$1,713.60
28/03/2024	EDWARDS ISUZU UTE	13544 - 45000 km Service (Isuzu Mu-x)	\$559.50
28/03/2024	EMBROIDER ME	Embroidery of Staff Uniforms	\$65.45
28/03/2024	FRANK BOWMAN & CO	13495 - Cartage of Roller To Quindanning	\$396.00
28/03/2024	FUEL DISTRIBUTORS OF WA PTY LTD	131701 - Bulk Fuel	\$14,987.01
28/03/2024	GOODYEAR AUTOCARE NARROGIN	13625 - Tyres and Tubes (various)	\$132.00
28/03/2024	HANSON CONSTRUCTION MATERIALS P/L	13479 - Washed Granite and Delivery	\$2,999.48
28/03/2024	HARMONY SOFTWARE	Educators' Software Fees, Month of February 2024	\$296.80
28/03/2024	JR & A HERSEY PTY LTD (EFT)	VOID: 13499 - Depot Parts & Repairs	\$0.00
28/03/2024	JUNCTION BROOK PTY LTD	13627 - Filters (Various)	\$256.30
28/03/2024	LICENSYS PTY LTD	13654 - Licensing Operation Costs	\$309.50
28/03/2024	LOGIE, BRITT E.	Reimbursement (Australia Day)	\$852.80
28/03/2024	M & M CONTRACTORS	13500 - Carting of Gravel (Congelin-Narrogin Road)	\$7,920.00
28/03/2024	MAKIT NARROGIN HARDWARE	13581 - Plastic Lattice (Aged Care Units)	\$70.00
28/03/2024	MELCHIORRE PLUMBING & GAS	13660 - Plumbing Repairs Staff Housing	\$249.70
28/03/2024	NARROGIN CARPETS & CURTAINS	13594 - Maintenance JV Units	\$4,675.00
28/03/2024	NARROGIN QUARRY OPERATIONS	13493 - Landscaping Dust	\$182.49
28/03/2024	NARROGIN TOYOTA	13630 - Chainsaw Chains	\$399.98
28/03/2024	PRIME AG SERVICES - WILLIAMS	13496 - Soil Wetter (Congelin-Narrogin Road)	\$207.00
28/03/2024	QUEST INNALOO	13588 - Accomodation for DoT Training ( J Paterson)	\$369.50
28/03/2024	RECKON LTD	13661 - Reckon Enterprise Subscription 17/05/2024 to 17/05/2025	\$5,750.00
28/03/2024	REGIONAL FIRE & SAFETY	Servicing Fire Equipment (Various)	\$1,886.50
28/03/2024	SMALL TREE FARM	13593 - Street Trees (Various)	\$2,326.49
28/03/2024	SOUTH WEST ISUZU	Parts & Repairs	\$720.30
28/03/2024	ST LUKE'S FAMILY PRACTICE	Williams Clinic & Staff Medical	\$1,232.00
28/03/2024	STATE WIDE TURF SERVICES	13477 - Recreation Maintenance	\$3,960.00
28/03/2024	TEAM GLOBAL EXPRESS	Freight Ex Westrac/Parts (CAT Rollers)	\$41.82
28/03/2024	THE GOODS	13536 - Cleaning Products	\$268.91
28/03/2024	THE WILLIAMS COMMUNITY NEWSPAPER.	13351 - Printing Costs	\$60.00
28/03/2024	WA CONTRACT RANGER SERVICES	13300 - Ranger Services - 05/03/2024, 19/03/2024	\$627.00
28/03/2024	WA LOCAL GOVERNMENT ASSOCIATION	Staff Training x 2	\$1,276.00
28/03/2024	WESFARMERS KLEENHEAT GAS PTY LTD	February - Bulk Gas (Town Hall)	\$128.11
28/03/2024	WESTRAC	13447 - Parts & Repairs	\$3,037.90
28/03/2024	WILD HARVEST CAFE	13659 - Refreshments & Receptions (Council Meeting)	\$68.00



## SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 MARCH 2024

DATE	NAME	DESCRIPTION	AMOUNT
28/03/2024	WILLIAMS COMMUNITY RESOURCE CENTRE	Library Service at CRC - 3rd Quarter 2023/24	\$11,072.01
28/03/2024	WILLIAMS NEWSAGENCY	Monthly Account February 2024	\$261.04
28/03/2024	WP & ST DUFFIELD	13702 - Gravel (Quindanning Darkan Road 2022-2023 & 2023-2024)	\$19,698.00
18/03/2024	AUSTRALIAN TAXATION OFFICE	BAS February 2024	\$12,307.00
18/03/2024	SYNERGY	Electricity to Swimming Pool 17/01/2024 to 20/02/2024	\$2,036.51
18/03/2024	SYNERGY	Electricity to Office, Depot a.o.30/12/2023 to 29/02/2024	\$217.04
18/03/2024	TELSTRA	Monthly phone Usage to 19/02/2024	\$706.39
18/03/2024	WATER CORPORATION.	Water Use & Supply - Housing & Parks	\$1,025.63
27/03/2024	TELSTRA	TIMS SMSs, Month to 6/03/2024	\$156.77
27/03/2024	WATER CORPORATION.	Aged Home Mtce - Single Units	\$1,299.05
27/03/2024	SYNERGY		\$2,270.27
28/03/2024	AUSTRALIAN COMMUNICATIONS & MEDIA AUTH	Licence, Bates Rd	\$115.00
04/03/2024	CBA	CBA - Merchant Fees Feb 2024	\$567.46
05/03/2024	DEPARTMENT OF PLANNING & INFRASTRUCTURE	Licensing Payments Forwarded to Department of Transport	\$100,360.85
18/03/2024	ANZ CARDS	Monthly Credit Card Expenses	\$495.05
18/03/2024	WA TREASURY CORPORATION	Loan Repayment - #71 Mens Shed	\$10,198.07
28/03/2024	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, February 2024	\$275.33
			543,620.58
18/03/2024	ANZ CARDS	Monthly Credit Card Expenses	-\$495.05
<b><u>Sharon Palumbo - Manager of Children's Services</u></b>			
01/03/2024	PLANT:P084 CX-5 2022 WL036 (FDC)	48.96L ULP	\$80.96
	PLANT:P084 CX-5 2022 WL036 (FDC)	15.55L ULP	\$26.71
	PLANT:P084 CX-5 2022 WL036 (FDC)	44.32L ULP	\$69.10
		Bin Bags, Detergent	\$80.64
		Batteries, Picture Hooks, Air freshener	\$15.91
		Baby Wipes & Battery	\$15.91
		Mop Bucket, Baby Wipes	\$48.09
		Service Approval Amendment	\$112.73
	AUSTRALIAN TAXATION OFFICE	Non-Cap. Acq. - Inc GST	\$45.00
			\$495.05

## 8.1.2 FINANCIAL STATEMENTS

<b>File Reference</b>	4.23.15
<b>Statutory Reference</b>	Local Government (Financial Management) Regulations 1996
<b>Author</b>	Cassie Barker
<b>Date</b>	12 <sup>th</sup> April 2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Financial Statements ending 31 <sup>st</sup> March 2024

### Background

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

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

### Statutory Implications

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

### Comment

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

### Strategic Implications

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

CL 2.2 Maintain accountability, transparency and financial responsibility

### Financial Implications

As disclosed in the financial statements.

### Voting Requirements

Simple Majority

### Officers Recommendation

That financial statements presented for the period ending 31<sup>st</sup> March 2024 be received.



# SHIRE OF WILLIAMS

## MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 March 2024

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
<b>OPERATING ACTIVITIES</b>							
<b>Revenue from operating activities</b>							
Rates	9	2,245,399	2,245,398	<b>2,242,322</b>	(3,076)	(0.14%)	
Grants, subsidies and contributions	12	469,870	446,065	<b>402,544</b>	(43,521)	(9.76%)	▼
Fees and charges		1,093,829	840,295	<b>855,518</b>	15,223	1.81%	▲
Interest revenue		80,500	60,375	<b>113,975</b>	53,600	88.78%	▲
Other revenue		39,775	27,175	<b>57,038</b>	29,863	109.89%	▲
Profit on asset disposals	5	6,814	6,814	<b>40,393</b>	33,579	492.79%	▲
		<b>3,936,187</b>	<b>3,626,122</b>	<b>3,711,790</b>	85,668	2.36%	
<b>Expenditure from operating activities</b>							
Employee costs		(1,914,703)	(1,414,274)	<b>(1,401,806)</b>	12,468	0.88%	▲
Materials and contracts		(1,387,703)	(1,008,935)	<b>(678,097)</b>	330,838	32.79%	▲
Utility charges		(251,190)	(183,373)	<b>(138,351)</b>	45,022	24.55%	▲
Depreciation		(1,953,425)	(1,464,178)	<b>(1,479,011)</b>	(14,833)	(1.01%)	▼
Finance costs		(19,189)	(9,794)	<b>(10,069)</b>	(275)	(2.81%)	
Insurance		(165,012)	(165,012)	<b>(168,910)</b>	(3,898)	(2.36%)	
Other expenditure		(25,100)	(25,075)	<b>(45,689)</b>	(20,614)	(82.21%)	▼
Loss on asset disposals	5	(9,782)	0	<b>(1,809)</b>	(1,809)	0.00%	
		<b>(5,726,104)</b>	<b>(4,270,641)</b>	<b>(3,923,742)</b>	346,899	8.12%	
Non-cash amounts excluded from operating activities	Note 2(b)	1,956,393	1,457,364	<b>1,440,427</b>	(16,937)	(1.16%)	▼
<b>Amount attributable to operating activities</b>		<b>166,476</b>	<b>812,845</b>	<b>1,228,475</b>	415,630	51.13%	
<b>INVESTING ACTIVITIES</b>							
<b>Inflows from investing activities</b>							
Proceeds from capital grants, subsidies and contributions	13	723,437	392,896	<b>148,574</b>	(244,322)	(62.18%)	▼
Proceeds from disposal of assets	5	60,500	40,500	<b>89,369</b>	48,869	120.66%	▲
Proceeds from financial assets at amortised cost - self supporting loans		17,693	8,772	<b>8,772</b>	0	0.00%	
		<b>801,630</b>	<b>442,168</b>	<b>246,715</b>	(195,453)	(44.20%)	
<b>Outflows from investing activities</b>							
Payments for property, plant and equipment	4	(1,488,500)	(650,000)	<b>(471,422)</b>	178,578	27.47%	▲
Payments for construction of infrastructure	4	(1,391,293)	(1,055,000)	<b>(931,294)</b>	123,706	11.73%	▲
		<b>(2,879,793)</b>	<b>(1,705,000)</b>	<b>(1,402,716)</b>	302,284	17.73%	
<b>Amount attributable to investing activities</b>		<b>(2,078,163)</b>	<b>(1,262,832)</b>	<b>(1,156,001)</b>	106,831	8.46%	
<b>FINANCING ACTIVITIES</b>							
<b>Inflows from financing activities</b>							
Transfer from reserves	3	931,500	0	<b>0</b>	0	0.00%	
		<b>931,500</b>	<b>0</b>	<b>0</b>	0	0.00%	
<b>Outflows from financing activities</b>							
Repayment of borrowings	10	(75,989)	(47,716)	<b>(47,716)</b>	0	0.00%	
Transfer to reserves	3	(372,500)	0	<b>(54,060)</b>	(54,060)	0.00%	▼
		<b>(448,489)</b>	<b>(47,716)</b>	<b>(101,776)</b>	(54,060)	(113.29%)	
<b>Amount attributable to financing activities</b>		<b>483,011</b>	<b>(47,716)</b>	<b>(101,776)</b>	(54,060)	(113.29%)	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>							
<b>Surplus or deficit at the start of the financial year</b>		1,428,676	1,428,676	<b>1,198,283</b>	(230,393)	(16.13%)	▼
Amount attributable to operating activities		166,476	812,845	<b>1,228,475</b>	415,630	51.13%	▲
Amount attributable to investing activities		(2,078,163)	(1,262,832)	<b>(1,156,001)</b>	106,831	8.46%	▲
Amount attributable to financing activities		483,011	(47,716)	<b>(101,776)</b>	(54,060)	(113.29%)	▼
<b>Surplus or deficit after imposition of general rates</b>		<b>0</b>	<b>930,973</b>	<b>1,168,982</b>	238,009	25.57%	▲

**KEY INFORMATION**

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

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

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

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

	<b>30 June 2024</b>	<b>31 March 2024</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	3,390,001	3,471,255
Trade and other receivables	139,127	138,474
Other financial assets	22,693	11,421
Inventories	21,068	22,808
<b>TOTAL CURRENT ASSETS</b>	<b>3,572,889</b>	<b>3,643,958</b>
<b>NON-CURRENT ASSETS</b>		
Other financial assets	207,701	207,701
Property, plant and equipment	17,295,266	17,395,153
Infrastructure	66,457,278	66,230,310
Investment property	61,117	61,117
<b>TOTAL NON-CURRENT ASSETS</b>	<b>84,021,362</b>	<b>83,894,281</b>
<b>TOTAL ASSETS</b>	<b>87,594,251</b>	<b>87,538,239</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	291,300	51,714
Other liabilities	5,000	299,670
Borrowings	75,989	38,254
Employee related provisions	354,566	354,566
<b>TOTAL CURRENT LIABILITIES</b>	<b>726,855</b>	<b>744,204</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	439,890	429,909
Employee related provisions	14,757	14,757
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>454,647</b>	<b>444,666</b>
<b>TOTAL LIABILITIES</b>	<b>1,181,502</b>	<b>1,188,870</b>
<b>NET ASSETS</b>	<b>86,412,749</b>	<b>86,349,369</b>
<b>EQUITY</b>		
Retained surplus	23,612,432	23,549,054
Reserve accounts	1,719,674	1,719,674
Revaluation surplus	61,080,642	61,080,642
<b>TOTAL EQUITY</b>	<b>86,412,748</b>	<b>86,349,370</b>

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

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

## 1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

### BASIS OF PREPARATION

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

#### **Local Government Act 1995 requirements**

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

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

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

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

### THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

#### **Judgements and estimates**

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

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

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

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

#### **SIGNIFICANT ACCOUNTING POLICES**

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

#### **PREPARATION TIMING AND REVIEW**

Date prepared: All known transactions up to 14 March 2024

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

**2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

	Supplementary Information	Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 March 2024
<b>(a) Net current assets used in the Statement of Financial Activity</b>				
<b>Current assets</b>				
Cash and cash equivalents	2	\$ 1,402,324	\$ 3,390,000	\$ 3,471,255
Trade and other receivables		139,128	139,127	138,473
Other financial assets		212,700	22,693	11,421
Inventories	7	21,068	21,068	22,808
		<u>1,775,220</u>	<u>3,572,888</u>	<u>3,643,957</u>
<b>Less: current liabilities</b>				
Trade and other payables	8	(291,301)	(291,301)	(51,714)
Other liabilities	11	(5,000)	(5,000)	(299,670)
Borrowings	10	(75,989)	(75,989)	(38,254)
Employee related provisions	11	(354,566)	(354,566)	(354,566)
		<u>(726,856)</u>	<u>(726,856)</u>	<u>(744,204)</u>
<b>Net current assets</b>		<b>1,048,364</b>	<b>2,846,032</b>	<b>2,899,753</b>
<b>Less: Total adjustments to net current assets</b>	Note 2(c)	(1,683,353)	(1,647,749)	(1,730,771)
<b>Closing funding surplus / (deficit)</b>		<b>(634,989)</b>	<b>1,198,283</b>	<b>1,168,982</b>

**(b) Non-cash amounts excluded from operating activities**

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

		Adopted Budget	YTD Budget (a)	YTD Actual (b)
<b>Non-cash amounts excluded from operating activities</b>				
		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals	5	(6,814)	(6,814)	(40,393)
Add: Loss on asset disposals	5	9,782	0	1,809
Add: Depreciation		1,953,425	1,464,178	1,479,011
<b>Total non-cash amounts excluded from operating activities</b>		<b>1,956,393</b>	<b>1,457,364</b>	<b>1,440,427</b>

**(c) Current assets and liabilities excluded from budgeted deficiency**

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

		Adopted Budget Opening 30 June 2023	Last Year Closing 30 June 2023	Year to Date 31 March 2024
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	3	(1,719,674)	(1,719,674)	(1,773,734)
Less: Financial assets at amortised cost - self supporting loans	7		(22,693)	(11,421)
- Current financial assets at amortised cost - self supporting loans			(17,693)	(20,193)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	10		75,989	38,254
- Current portion of employee benefit provisions held in reserve	3	36,322	36,322	36,322
<b>Total adjustments to net current assets</b>	Note 2(a)	<b>(1,683,352)</b>	<b>(1,647,749)</b>	<b>(1,730,771)</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

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

**3 EXPLANATION OF MATERIAL VARIANCES**

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

The material variance adopted by Council for the 2023-24 year is \$5,000 or 5.00% whichever is the greater.

Description	Var. \$	Var. % %	
<b>Revenue from operating activities</b>			
<b>Grants, subsidies and contributions</b>	(43,521)	(9.76%)	▼
Timing Variance			
<b>Fees and charges</b>	15,223	1.81%	▲
Timing Variance			
<b>Interest revenue</b>	53,600	88.78%	▲
Timing Variance			
<b>Other revenue</b>	29,863	109.89%	▲
Timing Variance			
<b>Profit on asset disposals</b>	33,579	492.79%	▲
Timing Variance			
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	12,468	0.88%	▲
Timing Variance			
<b>Materials and contracts</b>	330,838	32.79%	▲
Timing Variance			
<b>Utility charges</b>	45,022	24.55%	▲
Timing Variance			
<b>Depreciation</b>	(14,833)	(1.01%)	▼
Not material			
<b>Other expenditure</b>	(20,614)	(82.21%)	▼
Timing Variance			
<b>Non-cash amounts excluded from operating activities</b>	(16,937)	(1.16%)	▼
Timing Variance			
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	(244,322)	(62.18%)	▼
Timing Variance			
<b>Proceeds from disposal of assets</b>	48,869	120.66%	▲
Timing Variance			
<b>Outflows from investing activities</b>			
<b>Payments for property, plant and equipment</b>	178,578	27.47%	▲
Timing Variance			
<b>Payments for construction of infrastructure</b>	123,706	11.73%	▲
Timing Variance			
<b>Outflows from financing activities</b>			
<b>Transfer to reserves</b>	(54,060)	0.00%	▼
Monthly OCDF Interest			
<b>Surplus or deficit at the start of the financial year</b>	(230,393)	(16.13%)	▼
<b>Surplus or deficit after imposition of general rates</b>	238,009	25.57%	▲
Due to variances described above			



## 8.2 CHIEF EXECUTIVE OFFICER'S REPORT

### 8.2.1 COMMUNITY ASSISTED TRANSPORT SERVICE (CATS)

<b>File Reference</b>	7.10.20
<b>Statutory Reference</b>	Nil
<b>Author</b>	Peter Stubbs
<b>Date</b>	12 April 2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Letter- Shire of Narrogin -contribution request

#### Background

The Shire of Narrogin has requested a contribution of \$500.00 towards the Community Assisted Transport Service (CATS) by the Shire. CATS provides transport assistance for people in need of that from the region to metropolitan hospitals.

In May 2018 Council made the following decision in relation to this service.

<b>Council Resolution</b>	<b>Carne / Medlen</b>
That Council advise the Shire of Narrogin that it will consider the allocation of \$500 in the 2018/19 Budget as a contribution to the changeover cost of the Community Assisted Transport Service (CATS) vehicle, reflecting the proportion of the usage by residents of the Shire of Williams.	
	<b>Carried 5/2 Resolution 191/18</b>

#### Statutory Implications

Nil.

#### Comment

The letter request from Shire of Narrogin provides no data on the level of use of the CATS from the people of Williams. A request for this information has been made but has not been received prior to the issue of this Council Agenda.

There is the option for Council consider this request in its 2024-25 budget development and adoption.

#### Strategic Implications

One of Councils strategic goals is,

SCD 2.6 Continue to support health service provision for the community (doctor, allied health, Medical Centre)

#### Financial Implications

\$500.00

#### Voting Requirements

Simple majority

#### Officers Recommendation

That Council advise the Shire of Narrogin that it will consider the request for a \$500.00 contribution towards the Community Assisted Transport Service (CATS) it coordinates in its 2024-2 budget.

## 8.2.2 BUSH FIRE & EMERGENCY MANAGEMENT FUNDING

<b>File Reference</b>	5.10.55
<b>Statutory Reference</b>	Emergency Management Act 2005, Bush Fires Act 1954, Local Government Act 1996
<b>Author</b>	Peter Stubbs
<b>Date</b>	12 April 2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Nil

### Background

Local Governments receive funding support State revenue via the Department of Fire and Emergency Services (DFES) collected from the property rating system (Emergency Service Levy) for bushfire response and management.

\$34,421.00 was allocated to the Shire of Williams from the Local Government Grants Scheme (LGGS) – 2023/24 BFB & SES Operating Grants. The project Operating expenses for 2023-34 are approximately \$60,000. Insurance (\$33,000) to cover volunteer bush fire brigade members consumes most of the current operating grant, and that cost is likely to rise.

### Statutory Implications

Local Government has statutory responsibilities to coordinate and respond to bushfire management (Emergency Management Act 2005, Bush Fires Act 1954, Local Government Act 1996)

### Comment

Insufficient operating funds are currently being provided to support the expectations for bush fire and other emergency response.

The deadline for Local Government to submit LGGS grants for bush fire response and control was Friday 29 March 2024. The Shire of Williams made application for,

1. An increase in operating funds from \$34,421.00 in 2023/24 to \$94,000 for 2024/25
2. Four (4) fast fill trailers to replace the existing ageing fleet.
3. Major Plant items
  - a. Bulk Water Carrier 12.2
  - b. Light tanker- Narrakine (Toyota)
  - c. Light Tanker- Boraning (Toyota)
4. Thermal Imaging devices to check on fire outages more safely.

Section 4 - Form 6  
Operating Grant Budget Estimate

OPERATING GRANT BUDGET ESTIMATE - ALTERNATE ALLOCATION		FORM 6
(Line Items 1 - 8, 10)		
<b>ONLY TO BE COMPLETED IF THE DFES ASSESSED ALLOCATION IS NOT ACCEPTED</b>		
Local Government Name: .....		
Please Tick Box: Bush Fire Brigade(s) <input type="checkbox"/> State Emergency Service Unit(s) <input type="checkbox"/>		
(Complete one form for BFB in AGGREGATE and a separate form for SES in AGGREGATE.)		
OPERATING GRANT BUDGET		
Expenditure Items	2023/24 Projected (\$)	2024/25 Budget (\$)
<b>RECURRENT EXPENDITURE</b>		
1. Purchase of Plant & Equipment <\$1,500 per item	\$0.00	\$0.00
2. Maintenance of Plant and Equipment	\$0.00	\$1,000.00
3. Maintenance of Vehicles/Trailers/Boats	\$2,019.00	\$6,000.00
4. Maintenance of Land and Buildings	\$242.00	\$1,000.00
5. Clothing and Accessories <sup>(a)</sup>	\$4,121.00	\$35,000.00
6. Utilities, Rates and Taxes	\$2,150.00	\$2,500.00
7. Other Goods and Services	\$10,035.00	\$10,500.00
8. Insurances	\$33,431.00	\$38,000.00
<b>NON-RECURRENT EXPENDITURE</b>		
<b>Total Line Items 1 - 8</b>	<b>\$51,998</b>	<b>\$94,000</b>
9. Purchase of Plant and Equipment from \$1,500 to \$5,000 per item <sup>(b)</sup>	0	PLEASE COMPLETE ONLINE
<b>All figures are to be GST EXCLUSIVE.</b>		
<b>NOTES:</b>		
(a) Not applicable for SES.		
(b) Items greater than \$5,000 are to be requested as a capital item.		
As a separate attachment, please provide an explanation of any significant variations between years. DFES reserves the right to seek clarification or additional details supporting the information above.		
DO NOT CHANGE THE LAYOUT OF THIS FORM		

### Strategic Implications

The community ability to minimise fire risk and impacts to people, property, livestock, and the natural environment is important to community life, safety, and security.

### Financial Implications

It is important that appropriate resourcing is provided to Local Government for bush fire and emergency response. If that does not occur, then further costs are shifted to the community.

### Voting Requirements

Simple majority

### Officers Recommendation

That Council note the Shire of Williams 2024-25 Local Government Grants Scheme (LGGs) Operating and Capital Grants submission including,

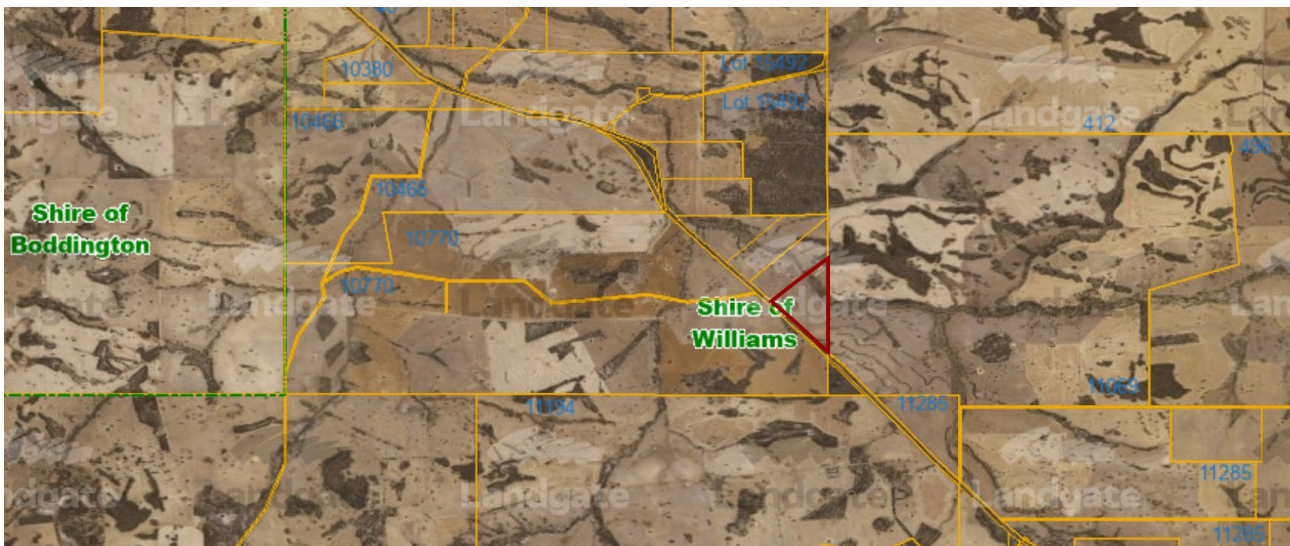
1. A requested operating fund increase from \$34,421.00 in 2023/24 to \$94,000 for 2024/25.
2. Four (4) fast fill trailers to replace the existing ageing fleet.
3. Major Plant items
  - a. Bulk Water Carrier 12.2
  - b. Light tanker- Narrakine (Toyota)
  - c. Light Tanker- Boraning (Toyota)
4. Thermal Imaging devices to check on fire outages more safely

**8.2.3 RETROSPECTIVE DEVELOPMENT APPLICATION – LOT 13 ALBANY HIGHWAY**

<b>File Reference</b>	10.60.15
<b>Statutory Reference</b>	Planning and Development (Local Planning Schemes) Regulations 2015. Shire of Williams Town Planning Scheme No2
<b>Author</b>	Peter Stubbs
<b>Date</b>	12 April 2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Nil

**Background**

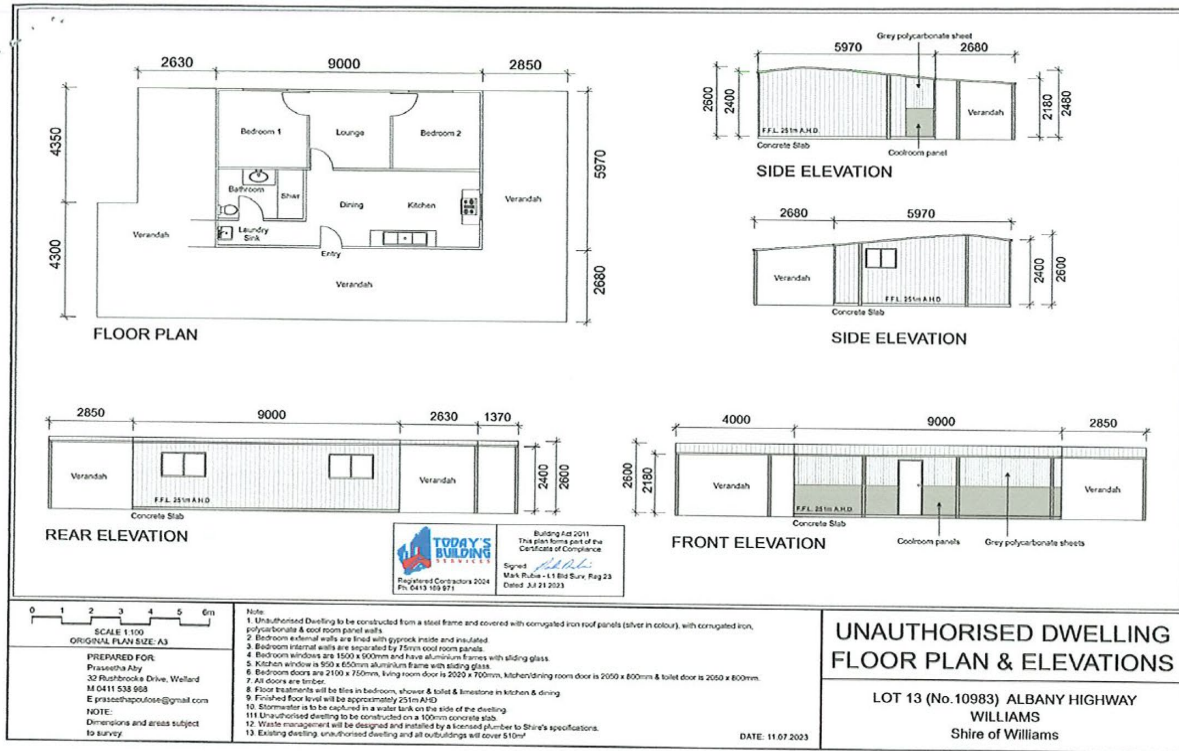
Lot 13 Albany Highway (Rose Creek Farm) is zoned rural and is 33.85 hectares in area. The location of the property is north of the Williams townsite shown the site map below.



The property has a 4-bedroom house which the owners use as a short-term rental, an approved use by Council (Development Application approved 7 August 2023).

The owners have converted a shed into a second dwelling/residence without Development Approval for that activity. A Building Certificate (BA14) was issued by the Shire of Williams for this on the 12 October 2023, after receiving a Certificate of Building Compliance by a registered building surveyor dated 21 July 2023. An Electrical Safety Certificate is also on the Shire records.

The floor plan and elevation plans for that are provided here



The owner seeks retrospective Development Approval for the shed conversion into a dwelling/house (second dwelling). Land zoned Rural under the Town Planning Scheme has provision for discretion of Council to approve a caretaker dwelling, grouped dwelling and or holiday cabins and chalets (AA use).

**Legislative Requirements**

Planning and Development (Local Planning Schemes) Regulations 2015

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

- **Matters to be Considered By Council**

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

- **State Planning Policy 3.7**

Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have 'due regard' to any state planning policy. This means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas' (SPP 3.7). The Shire has a mandatory obligation to consider SPP3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

Shire of Williams Town Planning Scheme No 2 – discussed in the body of this report.

**Strategic Implications**

There are no strategic implications from this matter.

**Financial Implications**

The fee for a retrospective Development Approval is twice the normal fee, in this case \$294.00.

**Voting Requirements**

Simple majority

**Officer's Recommendation**

That Council

1. approve the retrospective development application for a dwelling (shed conversion) on Lot 13 Albany Highway (Rose Creek Farm).
2. Note that a Building Certificate (BA14) was issued by the Shire of Williams for this dwelling on the 12 October 2023, after receiving a Certificate of Building Compliance by a registered building surveyor dated 21 July 2023.
3. Note that an Electrical Safety Certificate for this dwelling is on the Shire records.

## 8.2.4 USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY

<b>File Reference</b>	Various
<b>Statutory Reference</b>	Local Government Act 1996
<b>Author</b>	Peter Stubbs
<b>Date</b>	12 April 2024
<b>Disclosure of Interest</b>	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
<b>Attachments</b>	Nil

### Background

The 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

There was no use of the Common Seal in the reporting period 20 March 2024 to 17 April 2024.

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

Decision Type	Name/Property	Date of Decision	Purpose
1 Development Application	12513 Pinjarra-Williams Rd	18 March 2024	Outbuilding (Shed)
2 Development Application	Lot 204 (No 173) Narrogin Rd	22 March 2024	Single dwelling & rainwater tank
3 Development Application	Lots 40 & 41 New St	22 March 2024	Two single dwellings
4 Licences- Occasional Food Vendors	12 Licences issued	12 April 2024	Williams Expo

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.

**Strategic Implications**

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

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

**Financial Implications**

The standard approved Council fees were applied the above decisions.

**Voting Requirements**

Simple Majority

**Officer's Recommendation**

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the period 20 March to 17 April 2024.



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

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

**10.1 ELECTED MEMBERS**

**10.2 OFFICERS**

**11. APPLICATION FOR LEAVE OF ABSENCE**

**12. CLOSURE OF MEETING**