



SHIRE OF WILLIAMS AGENDA

ORDINARY COUNCIL MEETING
WEDNESDAY 17 AUGUST 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 17 August 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

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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 split.

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
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 20 July 2022

Officer's Recommendation

That the Minutes of the Ordinary Council Meeting held 20 July 2022, as previously circulated, be confirmed as a true and accurate record.

7.0 Announcements by Presiding Member Without Discussion

Nil

8.0 Matters Which Require Decisions

8.1 Corporate and Community Services

8.1.1 Payment Listing

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Alan Lamb 2 August 2022
Attachments	Payment listing for month ending 31 July 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

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

Officer’s Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104937 – 104939 totalling \$663,999.23 approved by the Chief Executive Officer during the month of July 2022 be endorsed.

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 July 2022

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
06/07/2022	BUILDING AND ENERGY	BSL collection - June 2022	\$ 226.60
06/07/2022	KARHU, CHLOE	Reimburse Pre-employment Medical (Childcare)	\$ 126.00
06/07/2022	LENEHAN, J	Reimbursement Protective Clothing (Works)	\$ 178.80
06/07/2022	TOLL TRANSPORT PTY LTD	Freight ex Westrac (CAT Grader)	\$ 24.20
06/07/2022	WA BLUOMETAL	12498 - Washed Aggregate (Clayton Rd)	\$ 13,585.22
07/07/2022	WA SUPER	Superannuation - June 2022	\$ 33,437.77
13/07/2022	FDC EDUCATORS	FDC Educators PE 10/07/2022	\$ 14,924.83
14/07/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 13/7/2022	\$ 48,930.63
21/07/2022	AAA ASPHALT SURFACES	12753 - Coldmix (Rural Roads)	\$ 2,178.00
21/07/2022	AIR RESPONSE	12713 - Service Air Conditioners x3 (Childcare Centre)	\$ 274.51
21/07/2022	APRA LTD	Annual Music Licence 2022/23	\$ 350.00
21/07/2022	ASHLEY BLYTH TREE LOPPING	12764 - Tree Lopping (Art & Craft Centre)	\$ 275.00
21/07/2022	AVON WASTE	11015 - Monthly Refuse Charges June 2022	\$ 10,739.22
21/07/2022	BOC Ltd	12091 - June 2022 Container Service Fee & Gas	\$ 142.64
21/07/2022	BODDINGTON MEDICAL CENTRE	Support Doctor's Visit to Williams, 2nd Qtr 2022	\$ 2,810.00
21/07/2022	BP TRUST	Monthly Fuel Account June 2022	\$ 222.21
21/07/2022	CHATTERBOX CAFE & GALLERY	12649 - Refreshments (June Council Meeting)	\$ 117.00
21/07/2022	CITY OF KALAMUNDA	Building Surveyor Wages (June 2022)	\$ 550.80
21/07/2022	CJD EQUIPMENT PTY LTD.	12683 - Parts (Volvo Excavator)	\$ 1,882.06
21/07/2022	DIAMOND LOCK & SECURITY	12714, 12715 - Locks & Keys (Various)	\$ 315.40
21/07/2022	DUFF ELECTRICAL CONTRACTING	12451, 12716, 12707, 12549, 12711, 12705, 12544 - Various Elect. Works	\$ 1,296.80
21/07/2022	EXTERIA	12609 - Shelter (Town Hall Park)	\$ 18,007.00
21/07/2022	FUEL DISTRIBUTORS OF WA PTY LTD	12756 - Lithplex Grease (Various)	\$ 632.72
21/07/2022	GREAT SOUTHERN FUELS	12755 - Bulk Fuel	\$ 17,734.05
21/07/2022	HARMONY SOFTWARE	Educators' Software Fees, Month of June 2022	\$ 244.40
21/07/2022	INTELLIFE GROUP LTD	12588 - Tree Trimming (Rural Roads)	\$ 71,731.00
21/07/2022	JLT	Insurance - Marine Cargo 2022/23	\$ 693.00
21/07/2022	LOCAL GOVERNMENT WORKS ASSOCIATION OF WA	12754 - LG Works Association 1 Year Membership (A Wood)	\$ 100.00
21/07/2022	M & M CONTRACTORS	12500 - 2 Loads of Sand (Various)	\$ 550.00
21/07/2022	McINTOSH & SON	12684 - Service Parts inc. Oils (CASE Loader)	\$ 2,207.59
21/07/2022	MELCHIORRE PLUMBING & GAS	12706, 12720, 12528, 12765 - Plumbing Works (Various)	\$ 2,526.54
21/07/2022	NARROGIN NURSERY	12718 - Plants (Townscape & Resource Centre)	\$ 154.50
21/07/2022	NARROGIN TOYOTA	12757, 12759 - Chainsaw Parts, Service (Toyota Ute)	\$ 988.67
21/07/2022	STATE LIBRARY OF WA.	Better Beginnings 2022/23	\$ 99.00
21/07/2022	T-QUIP.	12679 - Parts (Toro Mower)	\$ 820.05
21/07/2022	THE GOODS	12723 - Cleaning Products (Various)	\$ 436.17
21/07/2022	THE WILLIAMS COMMUNITY NEWSPAPER.	12814 - Printing Costs	\$ 29.00
21/07/2022	THINKPROJECT AUSTRALIA PTY LTD	12805 - Annual Service Fee (2022-2023)	\$ 7,701.24
21/07/2022	TOLL TRANSPORT PTY LTD	Freight (Various)	\$ 69.21
21/07/2022	TOTAL QUALITY CLEAN	12506 - Carpet Cleaning (U4 New St)	\$ 99.00
21/07/2022	TOWN PLANNING INNOVATIONS	12804 - General Planning Advice for June 2022	\$ 701.25
21/07/2022	WA CONTRACT RANGER SERVICES	12816 - Ranger Services - 22/6/2022, 5/7/2022	\$ 418.00
21/07/2022	WESFARMERS KLEENHEAT GAS PTY LTD	12545 - Bulk Gas (Pavilion & Town Hall)	\$ 606.66
21/07/2022	WESTRAC	12682 - Filters (2 CAT Graders)	\$ 565.36
21/07/2022	WILLIAMS COMMUNITY RESOURCE CENTRE	Library Service 4th Quarter, Labels/Laminating	\$ 10,668.47
21/07/2022	WILLIAMS MOTEL (EFT)	12324 - Accommodation	\$ 630.00
21/07/2022	WILLIAMS NEWSAGENCY	Monthly Account June 2022	\$ 55.30
21/07/2022	WILLIAMS RURAL SUPPLIES	12618, 12670, 12674, 12751 - Monthly Hardware Account June 2022	\$ 10,014.54
21/07/2022	WILLIAMS RUSTIC GROCER	Monthly Refreshments & Consumables, June 2022	\$ 246.41
26/07/2022	Quadrio Resources Pty Ltd	Refund Tenement Death Ass# 3109	\$ 144.65
27/07/2022	FDC EDUCATORS	FDC Educators PE 24/07/2022	\$ 14,957.09
28/07/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 27/7/2022	\$ 50,053.69
28/07/2022	D & A WOODWORKS	12818 - Deposit (Sandalwood Court)	\$ 104,070.00
29/07/2022	LGIS	Insurances (Various)	\$ 110,646.99
06/07/2022	TELSTRA	Monthly Phone Usage to 19/6/2022	\$ 403.11
13/07/2022	SYNERGY	Electricity to 8 Jamtree Ln (29/4/22 - 4/7/22)	\$ 79.38
20/07/2022	SYNERGY	Electricity to Swimming Pool 21/6/2022 to 18/7/2022	\$ 450.34
20/07/2022	WATER CORPORATION.	Annual Trade Waste Permit 2022/23	\$ 240.16
20/07/2022	TELSTRA	Telephone Costs (Mobiles & Data)	\$ 349.46
21/07/2022	AUSTRALIAN TAXATION OFFICE	BAS June 2022	\$ 50,746.00
July 2022	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payment	\$ 33,469.35
01/07/2022	WESTNET	Monthly CEO Internet Charges, July 2022	\$ 54.99
04/07/2022	CBA	CBA - Merchant Fees June 2022	\$ 118.17
07/07/2022	BOND ADMINISTRATOR	Bond - Unit 4 New Street	\$ 418.00
18/07/2022	ANZ CARDS	Monthly Credit Card Use	\$ 1,063.37

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 July 2022

DATE	NAME	DESCRIPTION	AMOUNT
06/07/2022	SYNERGY	Electricity - Various	\$ 7,479.51
13/07/2022	SHIRE OF WILLIAMS	Regos due 1/8/2022	\$ 7,869.65
21/07/2022	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, June 2022	\$ 68.50
			Total \$ 663,999.23

8.2 Office of the Chief Executive Officer

8.2.1 Application for Whey Spreading – Various Lots

File Reference	10.60.15
Statutory Ref.	Planning and Development (Local Planning Schemes) Regulations 2015
Author & Date	Liz Bushby, Town Planning Innovations 3 August 2022
Attachments	Attachment 1 – Whey Management Plan. Attachment 2 – DWER Amended Licence

Background

Brownes Food Operations Pty Ltd (Brownes) own and operate a milk processing facility on the corner of South West Highway and Ommaney Road in Brunswick Junction.

The facility receives milk for processing and manufactures it into a range of dairy products for distribution and sale all over Western Australia.

Cheese is one of the dairy products that is produced at the Brownes facility. Cheese is generally produced to utilise an excess of fresh milk during the high milk yielding periods between August and January.

Whey is produced as a by-product of the cheese production process and requires reuse in an environmentally appropriate manner. Whey is a complex biological fluid consisting of nutrients, proteins, salts, lactose and trace elements.

Brownes currently undertake whey reuse at a farm in Arthur River under a licence issued by the Department of Water and Environmental Regulation (DWER). Whey spreading has been operating at the Arthur River site since 2018, and DWER has extended the current licence in March 2022 to allow for ongoing spreading at the site for another five years (expires 2027).

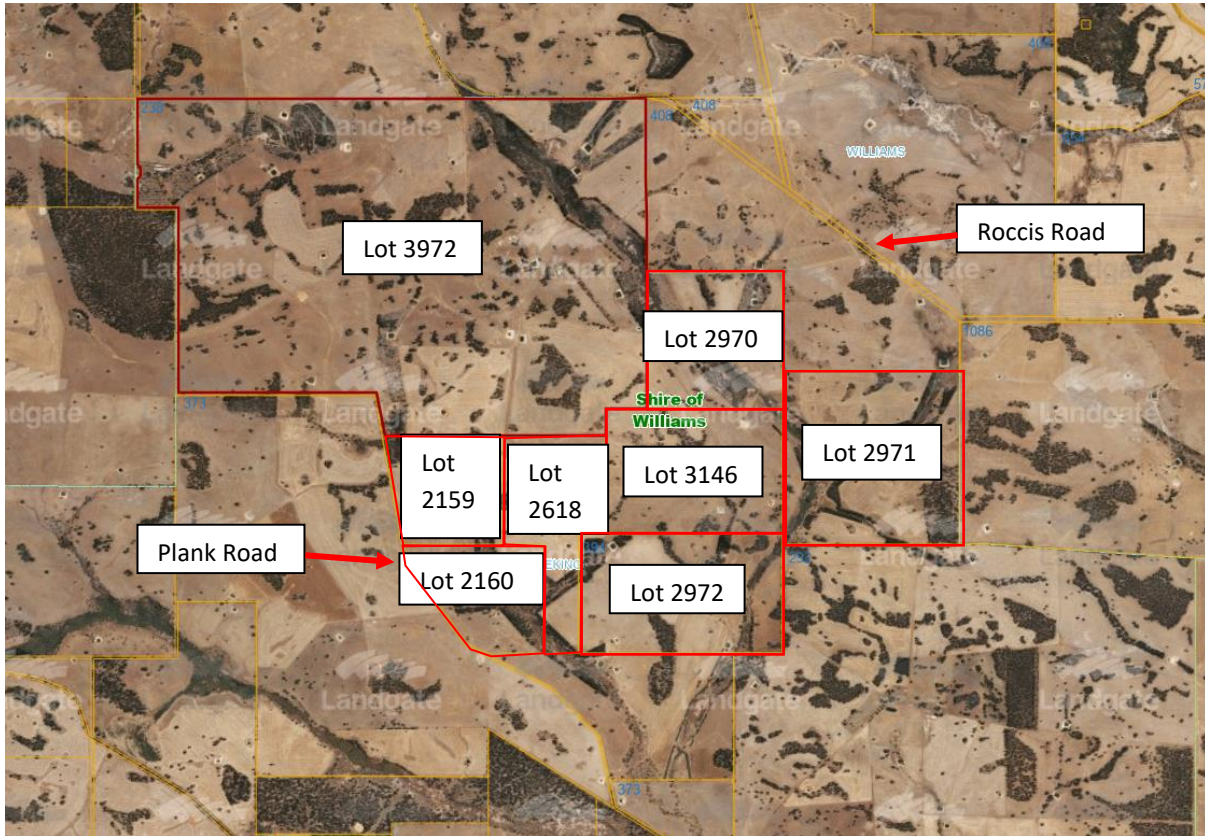
To minimise the operational risk associated with maintaining only one whey reuse site, Brownes seek approval to spread whey at other properties in Meeking.

Brownes do not anticipate an increase in whey production in the short to medium term, however a second licenced farm will provide increased flexibility so that whey spreading activities can occur during periods that work in with agricultural operations.

An application has been lodged to spread whey over Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 (the subject lots). Some of the lots front Plank Road and others front Roccis Road – refer location plan over page.

Brownes has selected the lots based on them being operated as one large farm, in one ownership and due to suitability of the soils.

The combined lot size is 1,519 hectares. The lots are used for broad acre agriculture including sheep and some cereal cropping.



Above: Location Plan

Comment

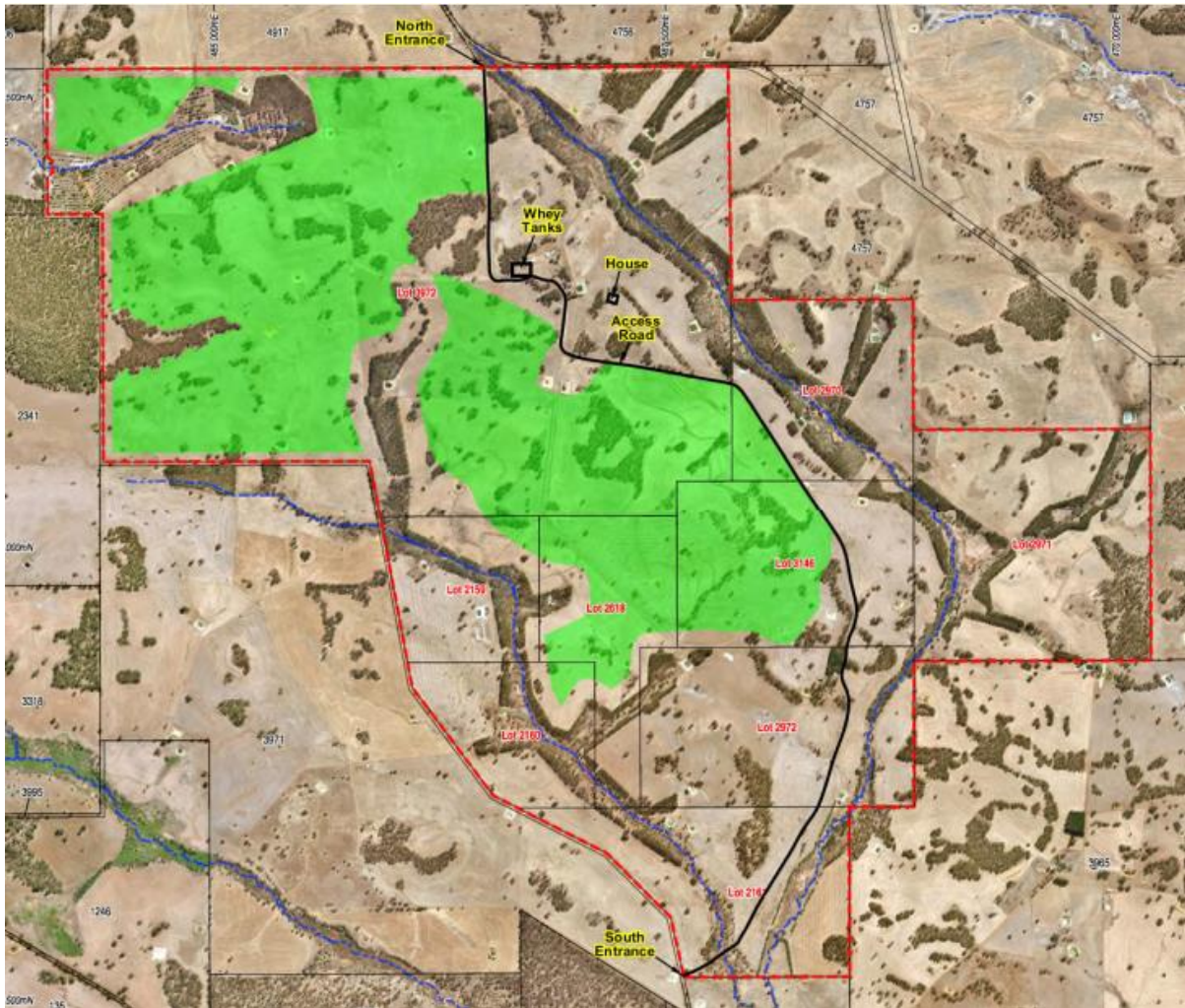
- **Proposed Land Use**

The subject lots are proposed to be used for liquid waste disposal (whey spreading). The applicant has advised that whey spreading will primarily be spread on areas used for pasture from winter through to spring. Some application to cropping areas may occur once crops have been harvested in late spring/ early summer.

The applicant has advised as follows:

- Whey quality is measured at the Brunswick site regularly.
- Whey will be transported daily from the Brunswick site to the subject lots in 48,000 litre tankers. During peak periods (October/November) there will be an average of 1.7 tankers per day. During low production months (March to July) there will be approximately 1 truck per week.
- Tankers will be registered controlled waste transporters under the DWER Controlled Waste Regulations.
- Once tankers arrive onto the subject lots, the whey will be unloaded into two 50,000 litre on-site storage tanks.
- The whey will be spread using a tractor and spreader. The spreader tank has a volume capacity of 15,000 litres.
- Spreading occurs in a systematic manner to ensure there is an even spread over all parts of the irrigation areas.
- To minimise odour generation all whey will be spread within 24 hours of being delivered to the subject lots.

The area proposed to be used for whey spreading is approximately 583 hectares. This irrigation area is shown in green on the site plan below.



The applicant has advised that the whey spreading application rate is a total of 5mm over a one-year period, generally applied in two passes of 2.5mm each, which is a low hydraulic application.

The applicant has also advised that it is important to note that concentration of nutrients in whey is significantly lower than other commonly used liquid agricultural fertilisers.

The applicant has lodged a Whey Management Plan which is included as Attachment 1.

• **Zoning and Land Use Classification**

The subject lots are zoned Rural under the Shire of Williams Town Planning Scheme No 2 (the Scheme).

The land use of 'liquid waste disposal' is not defined in the Shire's Scheme or listed in 'Table 1 – Zoning Table '.

Council has two options for dealing with a 'use not listed' as outlined in Clause 4.3.2 of the Scheme:

- Option 1 - Determine that the 'liquid waste disposal' use is not consistent with the objectives and purposes of the Rural zone and is therefore not permitted; or
- Option 2 - Determine by Absolute Majority that the proposed 'liquid waste disposal' use may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering the application for planning consent.

The Scheme does not include specific objectives for the Rural zone, however from a planning perspective it is generally recognised that the zone is suited to continued broad acre agricultural uses.

Option 2 is recommended. The proposed land use entails disposal of liquid waste from another site, however that waste will also act as a fertiliser for the existing farm operating on the subject lots.

- **Consultation**

Shire Administration will commence advertising of the application. Advertising closes on the 15 September 2022.

To expedite processing of the application, TPI recommends that Council consider granting delegated authority to the Chief Executive Officer to determine the application once advertising is complete.

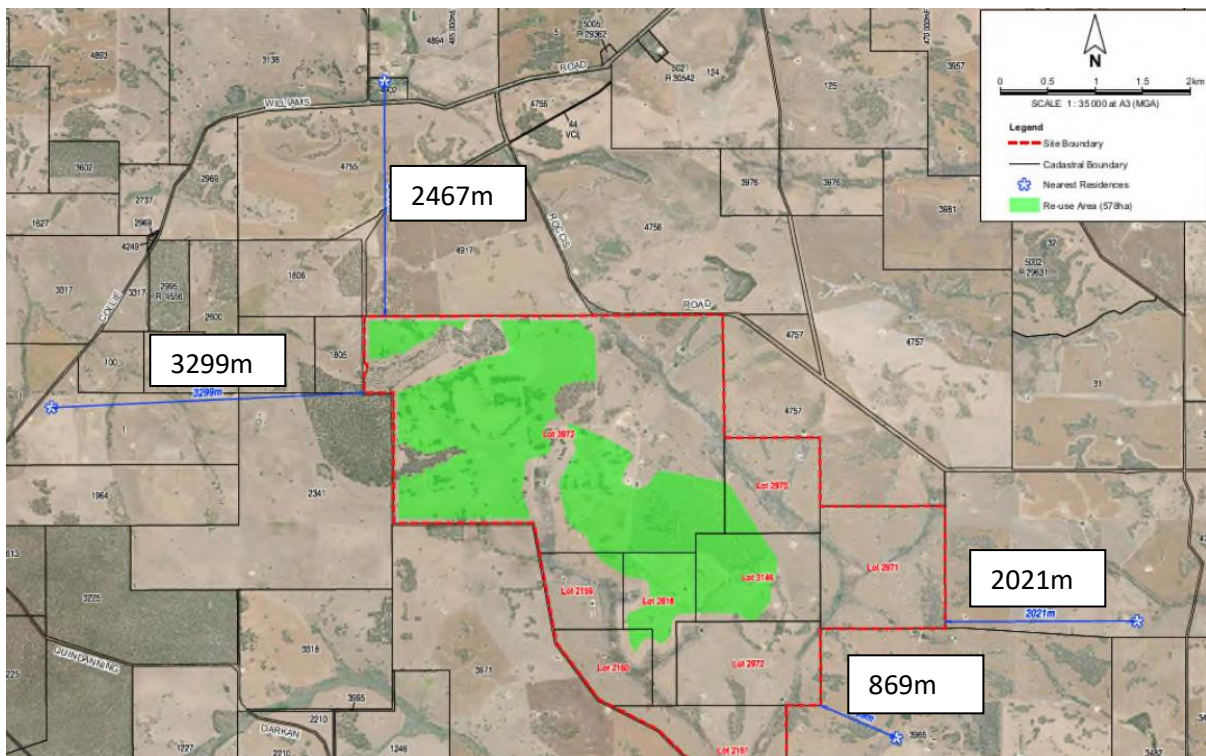
- **Buffers and closest Sensitive Premises**

The Environmental Protection Authority ‘Guidance for the Assessment of Environmental Factors’ recommends buffers between certain land uses and sensitive premises.

There is no specific buffer recommended for whey spreading under the Guidelines. It recommends that a buffer be measured on a ‘case by case’ basis for industrial liquid waste.

The applicant has advised that all land within a 5 kilometre radius is zoned rural and the dominant land use in the area is broad acre agriculture.

They have identified that there are 4 dwellings within a 4 kilometre radius. Dwellings in the locality have been mapped by the applicant – refer plan below.



- **Emissions and separate DWER Licence**

As explained in the background of this report, Brownes have an existing DWER Licence for their whey spreading operation in Arthur River – Attachment 2.

It is clear from the last amendment to that licence, that DWER examine matters such as distances to sensitive premises, dust from vehicle movements, noise, odour and other environmental issues such as seepage.

Comments in the existing DWER Licence Amendment indicate that emissions such as dust, noise and odour can be managed for the Arthur River site as:

1. The use of the Spreader and Tractor is a normal agricultural activity and proposed operation is not significantly in excess of normal farming practice.
2. Whey will be stored in one of two onsite 50,000L tanks. Fresh whey is not generally associated with odour issues. Whey is not to be stored for more than 24 hours prior to irrigation.

The practices proposed in Meeking are like those already operating in Arthur River.

LEGISLATIVE REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015 - The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015 and became effective on 19 October 2015.

The Regulations include 'Deemed Provisions' that automatically apply and override parts of the Shire of Williams Town Planning Scheme No 2.

- *Advertising*

As the application is being processed as a 'Use Not Listed', it is classified as a 'complex application' under the revised *Planning and Development (Local Planning Schemes) Regulations 2015*. Under Clause 64 a complex application has to be advertised for 28 days.

- *Matters to be considered by Council*

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy, the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

- *Delegated Authority*

Clause 82(1) gives the local government the ability to delegate its powers to the Chief Executive Officer. Clause 82(2) requires any delegation to be by Absolute Majority.

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

SUSTAINABILITY IMPLICATIONS:

Environment

There are no known significant environmental implications associated with this proposal.

Economic

There are no known significant economic implications associated with this report.

Social

There are no known significant social implications associated with this proposal.

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 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. In addition, a planning fee is payable for consideration of this application.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

1. Determine that the proposed 'liquid waste disposal' use may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering the application for planning consent.
2. Note that the application for liquid waste disposal/whey spreading on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 is being advertised for public comment until the 15 September 2022.
3. In accordance with Regulation 82 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* delegate authority to the Chief Executive Officer to determine the planning application for 'liquid waste disposal/whey spreading' on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972.



INTEGRITY AG
& Environment

Whey Management Plan

Plank Road and Roccis Road, Meeking

**Prepared for: Brownes Food
Operations Pty Ltd**

Integrity Ag and Environment
28/06/2022

Version Control

Document Title: 1292 - WMP - Final V2.docx

Client: Brownes Food Operations Pty Ltd

Project Title: Whey Management Plan

Version	Date	Author
Draft Final	15/03/2022	KMC/EM
Final V1	28/03/2022	KMC/EM
Final V2	28/6/2022	KMC/EM

Notes:

Draft Final prepared for internal review.

Final submitted to client

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1 Introduction

Integrity Ag and Environment (Aurora) was commissioned by Brownes Food Operations Pty Ltd, to prepare the supporting information for a Department of Water and Environmental Regulation (DWER) licence application for the reuse of whey to land on an agricultural property located in the Shire of Williams. The property is located at 238 Roccis Road, Meeking (the 'site'), approximately 75 kilometres (km) east of Brownes dairy facility in Brunswick Junction and 160km south of Perth, Western Australia (Figure 1).

The site operates as a broad acre agricultural enterprise with significant livestock numbers (sheep) and cereal cropping. Whey application is proposed as a direct substitute for synthetic fertiliser use within the farming operation.

1.1 Background

Brownes Food Operations Pty Ltd (Brownes) own and operate a milk processing facility on the corner of South West Highway and Ommaney Roads, Brunswick Junction. The facility receives milk for processing and manufacture into a range of dairy products for distribution and sale all over Western Australia. The site currently operates under licence L4437/1988/12 issued by the Department of Environmental Regulation (DER). The current licence was issued in November 2013 and expires on 28 November 2024.

Cheese is one of the dairy products that is produced at the site. Cheese is generally produced to utilise an excess of fresh milk during the high milk yielding periods between August and January. Whey is produced as a by-product of the cheese production process, and requires reuse in an environmentally appropriate manner. Whey is a complex biological fluid consisting of nutrients, proteins, salts, lactose and trace elements.

Brownes seeks a licence for the whey spreading area under Schedule 1 of the Environmental Protection Regulations 1987. The sites fall under licence Category 61: Liquid waste facility.

- Category 61 Liquid waste facility: premises on which liquid waste produced on other premises (other than sewerage waste) is stored, reprocessed, treated or irrigated 100 tonnes or more per year

This Whey Management Plan (WMP) details the suitability of the receiving environment for whey disposal, and provides a plan for how whey irrigation will be managed so that it will minimise any negative impacts to the local environment.

Brownes currently undertake whey reuse at a farm in Arthur River under DWER licence number L9134. This operation has been successfully operating since 2018, with the DWER issuing an extension of the current licence in March 2022 to allow for ongoing spreading at the site for another five years, with expiry in 2027. To minimise the operational risk associated with maintaining only one whey reuse site, this document has been prepared to support an application to licence an additional property for the management of whey. An increase in whey production is not anticipated in the short to medium term, with a second licenced farm allowing for increased flexibility timing of whey spreading to work in with the agricultural operations.

1.1 Application Summary

Table 1 provides a brief summary of the key details of the Licence Application. The proposed whey spreading site is located in the Shire of Williams. Under the Town Planning Scheme No. 2 (Consolidated District Scheme), and the site is zoned as rural. All land surrounding the property is zoned rural for at least 5km in all directions from the site boundary.

Table 1. Applicant Details

Applicant details	Information
Licencee	Brownes Food Operations Pty Ltd Ommaney Road, Brunswick Junction 6224
Contact details	Mr Adrian Cream Title: Operations Manager Email Address: adrian.cream@brownesdairy.com.au Mobile: 0429 445 051
Premise Address	238 Roccis Road, Meeking 6392
Land area	1519 ha
Premise Zoning - Shire of Williams Town Planning Scheme No. 2	Rural
Surrounding Land Use Zoning - Shire of Williams Town Planning Scheme No. 2	North - Rural East – ‘Rural’ West – ‘Rural’ South – ‘Rural’

Planning approval for the spreading of whey to the premise has been submitted to the Shire of Williams and is being sought concurrently with this application.

2 PROJECT INFORMATION

2.1 Whey Spreading Areas

The Roccis Road property consists of a number of separate lots, with a total area of 1519 ha and has a north entrance from Roccis Road and a southern entrance on Plank Road in the locality of Meeking (Figure 1).

This location has been selected for spreading whey due to the larger farm sizes operated by a single proprietor and the suitability of the soils. A summary of the lots that make up the Roccis Road farm are provided in Table 2, with the enterprise owned and managed by Mr S. Ewan.

Table 2. Landowner Information

Property ID	Area	Legal Landowner
238 Roccis Road (Lot 3972 on DP147866)	839 ha	Derbygrove Pty Ltd
Lot 2970 on DP94319	101 ha	Derbygrove Pty Ltd
Lot 2159 on DP126867	65 ha	Derbygrove Pty Ltd
Lot 2618 on DP141289	80 ha	Derbygrove Pty Ltd
Lot 3146 on DP85002	122 ha	Derbygrove Pty Ltd
Lot 2160 on DP126868	65 ha	Derbygrove Pty Ltd
Lot 2972 on DP84329	134 ha	Derbygrove Pty Ltd
Lot 2161 on DP126869	113 ha	Derbygrove Pty Ltd

The landowners have agreed to the spreading of whey on their land in accordance with this WMP. A copy of the agreement is included in Appendix A.

The site is currently operated as a broad acre agricultural farm, with significant scale livestock (sheep) activities and some cereal cropping. Whey spreading will primarily occur on areas to be used for pasture due to the application period from winter through spring. Some application to cropping areas may occur once crops have been harvested in late spring/early summer.

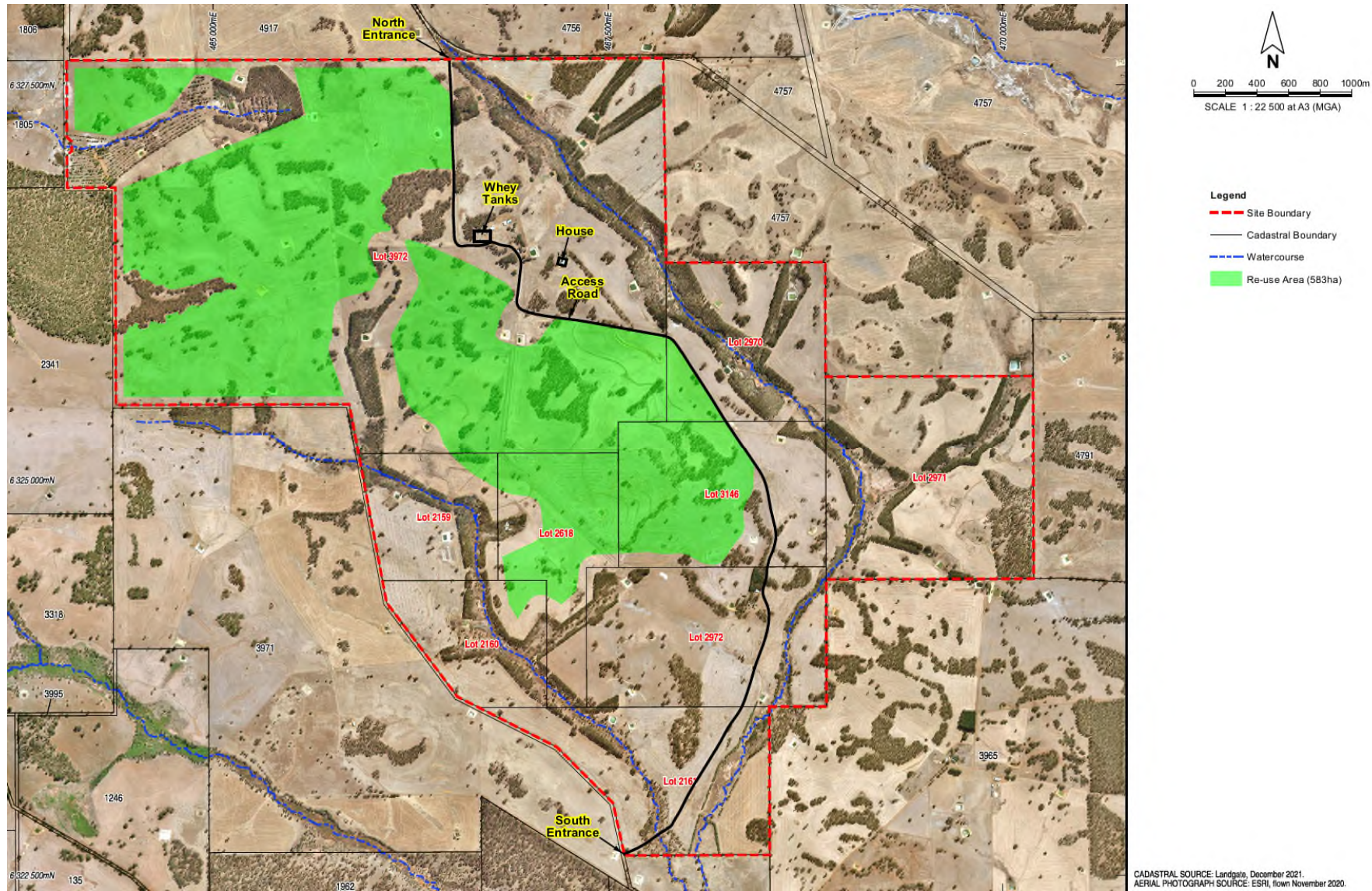


Figure 1. Site Layout

2.2 Whey Volumes

Whey is generated as a by-product of the cheese making process. Whey production varies significantly from year to year, depending on the season, fresh milk contracts, cheese demand and the number of milk suppliers. Whey production has been variable over the last four years as shown in Table 3.

Table 3. Annual Whey Spreading Volumes

	Whey Volume
2018/2019	10.8ML
2019/2020	6.6ML
2020/2021	4.5ML
2021/2022	3.5ML

This WMP demonstrates how 10ML (10,000kL) of whey can be sustainably applied to land for beneficial reuse. Actual whey production volumes are likely to be significantly less than 10ML/year, but to be conservative, this is considered the absolute upper limit for whey requiring reuse.

Whey volumes vary throughout the year, with cheese production generally commencing in late winter or early spring, peaking in late spring and then finishing in mid-summer. Cheese production sometimes occurs at a low level throughout the year to utilise excess milk. Table 4 shows the expected production of the 10ML of whey over a 12 month period.

Table 4. Expected Annual Whey Production By Month

	% Total Annual Whey	Volume Whey (ML)
July	2	0.2
August	5	0.5
September	15	1.5
October	25	2.5
November	25	2.5
December	15	1.5
January	5	0.5
February	2	0.2
March	1	0.1
April	1	0.1
May	2	0.2
June	2	0.2
Total		10

2.3 Whey Quality

Whey samples have been collected frequently from whey produced at the Brunswick site. Table 5 provides a summary of the results of the whey sampling since 2019.

Table 5. Historical and Design Whey Quality Parameters

Sample Date	TN (mg/L)	TP (mg/L)	pH	BOD (mg/L)	TDS (mg/L)
23 September 2019	1400	450	4.3	47,000	54,000
25 November 2019	1600	380	4.2	50,000	54,000
22 September 2020	1300	310	4.5	44,000	n/a
8 October 2020	1200	340	5.2	35,000	n/a
28 October 2020	1200	310	4.4	n/a	n/a
9 November 2020	1400	350	4.4	n/a	n/a
30 November 2020	1400	330	4.1	n/a	n/a
18 May 2021	1400	310	4.5	51,000	n/a
25 May 2021	1300	340	4.3	51,000	n/a
21 September 2021	1400	320	4.2	47,000	n/a
21 October 2021	1400	330	4.3	53,000	n/a
Median	1,400	330	4.3	50,000	54,000
Design Whey Quality	1,400	350	4.2	50,000	54,000

The design whey quality is used to determine the nutrient, BOD and salt loadings to irrigation areas. For the purposes of this WMP, a design water quality is assumed a suitable representation for the expected whey quality in the future.

2.4 Whey Spreading

Whey will be transported daily from the Brunswick site to the Roccis Road farm site in 48,000L tankers. Tankers will be registered controlled waste transporters under the DWER Controlled Waste regulations. The volume of whey is measured and recorded using a flow meter located at the Brownes Dairy site with data recorded by staff in the daily records log detailing the volume of whey leaving the premises. Access to the farm will be from the northern entrance, via the Collie-Williams Road and then Roccis Road.

At the disposal site, whey tankers will unload into one of two 50,000L onsite tanks and be spread around the property using a tractor and spreader. Onsite tanks are centrally located with good access to all parts of the property that will be used for spreading. The volume of the spreader tank is 15,000L. Whey is transferred from the delivery tankers to the sealed storage tank through secure milk transfer procedures.

Spreading is undertaken systematically to ensure an even spread over all parts of the irrigation areas. Photograph A and B show a typical onsite tank and the spreader that will be used for the purpose of

spreading whey. To minimise any odour generation, all whey will be spread within 24 hours of being delivered to site (usually within 12 hours). At the end of whey spreading season, the onsite tanks will be washed out with clean water.



Photograph A: Onsite Whey Storage Tank



Photograph B: Whey Spreader

2 REGIONAL SETTING

2.1 Climate

The Williams area is described as having a Mediterranean climate, characterised by hot dry summers and mild wet winters. Climate data has been sourced from the Bureau of Meteorology averages for the period 1990 to 2022 for Williams (Station number 010655) for rainfall and the Narrogin (Station number 010614) for temperature.

Rainfall in the area is seasonal and is generally confined to the winter months (June to August). Mean monthly rainfall is highest in July at 96.3 mm, lowest in January with 11 mm and an annual average rainfall of 530 mm.

The highest temperatures are usually experienced in January, when the mean monthly maximum temperature is 32.2°C and the mean monthly minimum temperature is 14.6°C. The lowest maximum temperatures occur in July, when the mean monthly maximum and minimum temperatures are 15.3°C and 5.2°C, respectively.

Winds in the area during the warmer months are typically characterised by offshore (easterly) breezes during the morning followed by corresponding onshore breezes (from the southwest) as the land heats during the day and cool maritime air replaces rising hot air over the warm-hot land surface. During the cooler months (May to August) winds are typically from the west/northwest during the morning, swinging to the east/southeast in the afternoon.

2.2 Topography

The general topography of the area is undulating ridges and valleys, with the dominant landform on the property following a north-west to south-east ridge. The maximum elevation is 380m AHD in the northern part of the site, with minimum elevations of 290m AHD found along the creeklines to the west and east (Figure 2). The reuse area generally follows the ridge of the property, allowing for suitable setback from any seasonal waterways and avoiding steeply sloped areas.

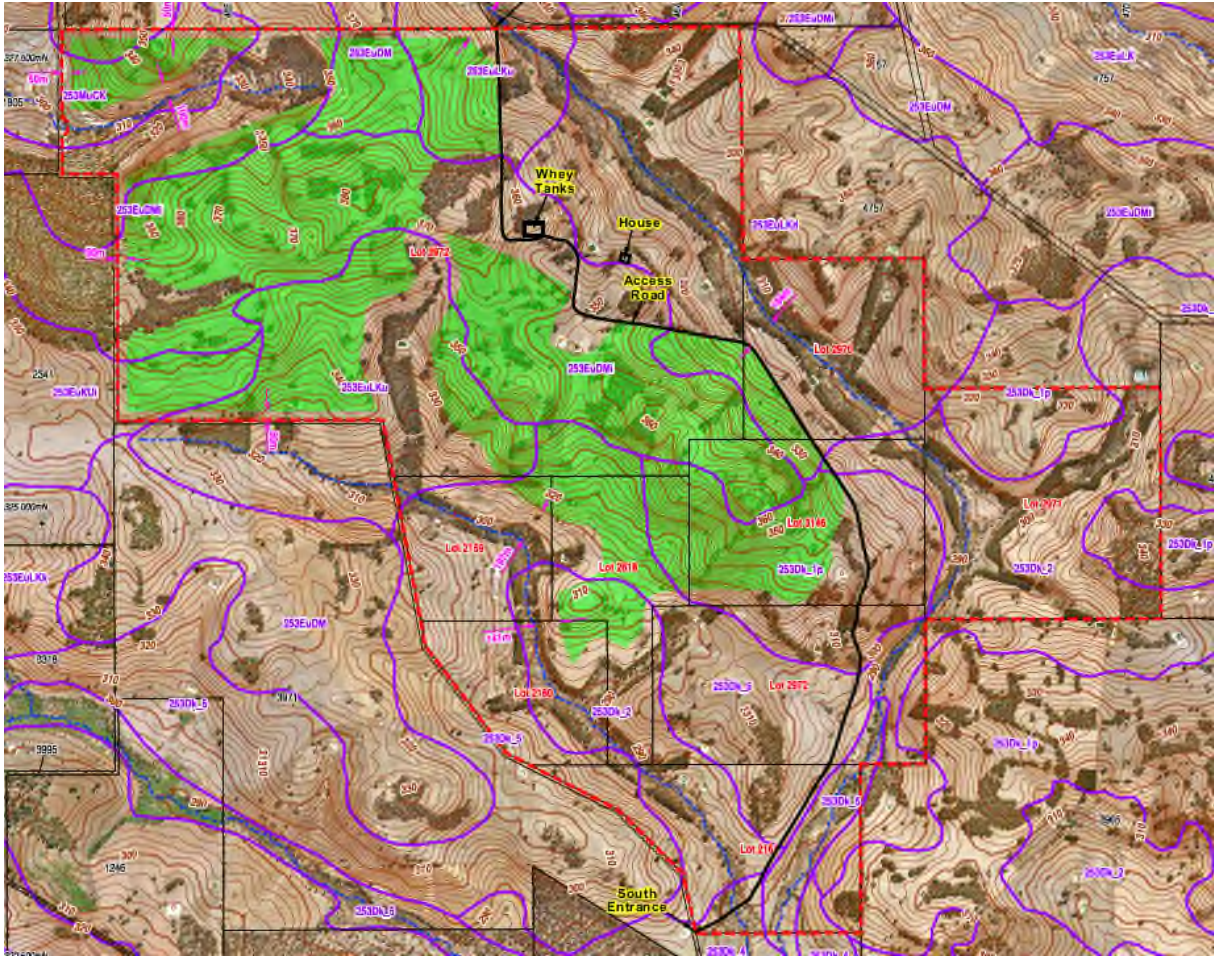


Figure 2. Site Topography

2.3 Geology and Soils

Eight soil types are found across the site as shown in Figure 3, with descriptions of the soil unit types are provided in Table 6. The whey reuse areas are largely restricted to soil types 253EuDMi, 253EuLKu and 253Dk_5.

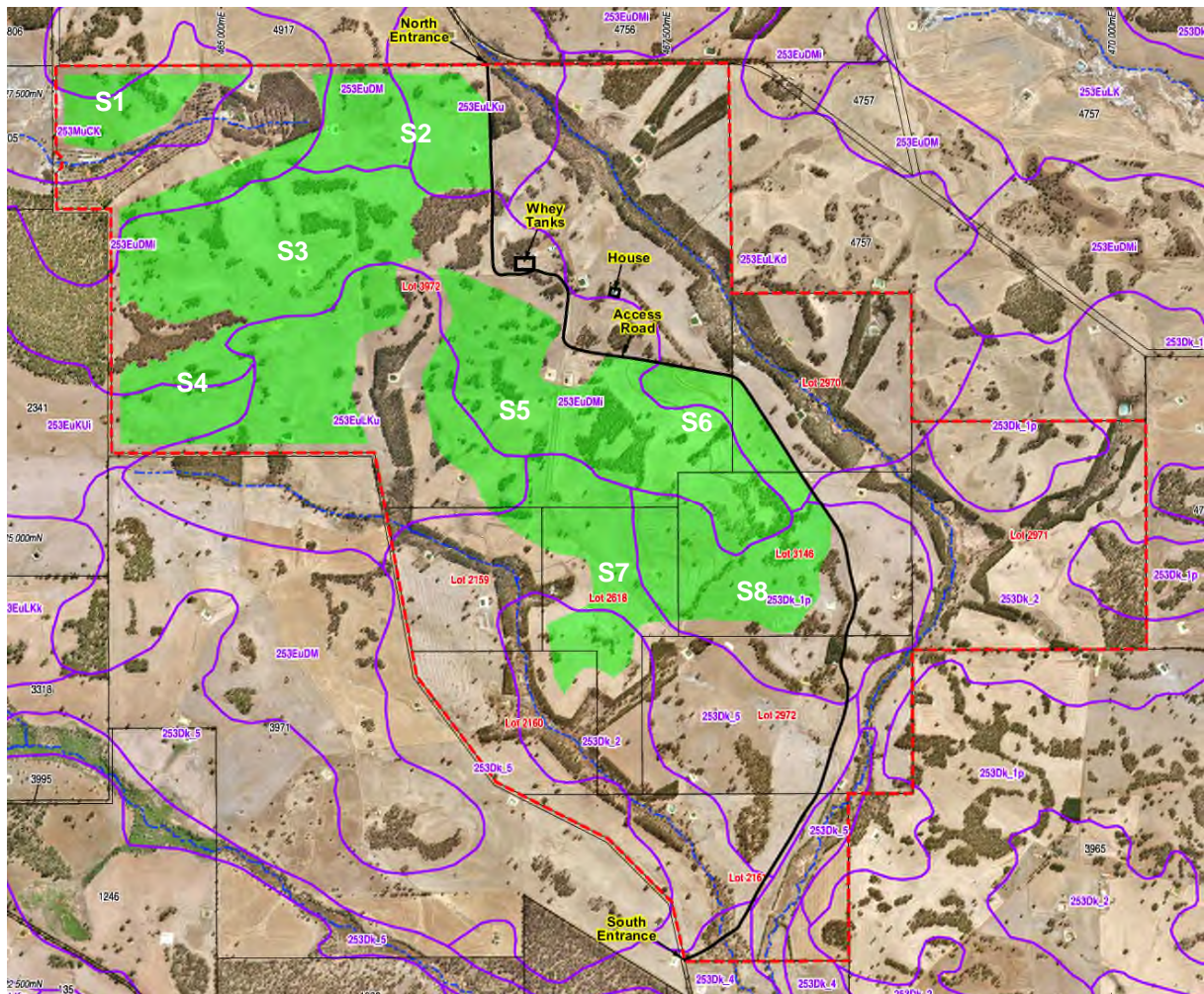


Figure 3. Soil Types and Sampling Locations (DAFWA, 2018)

Table 6. Soil Types within Re-use Area

Soil Unit Name	Description
253EuDM - Dalmore Subsystem	Undulating ridges and hill crests on laterite and granite. Relief 5-20 m, slopes 5-15%. Soils are gravels, loamy duplex and sandy duplex soils.
253EuDMi – Dalmore Ironstone Gravel Ridges	Soil parent material is laterite. Soils are gravels, and sands
253EuLKu - Lukin upstream valleys Phase	Relief 5-20 m, slopes 3-10%.
253EuKUi - Kulikup ironstone gravel flats Phase	Moderately well drained to poorly drained gravels.
253EuLKd - Lukin downstream valleys Phase	Relief 20-40 m, slopes 5-20%. Soils are loamy earths and loamy duplex soils with some gravels and sands.
253MuCK - Coolakin Subsystem (Marradong)	253MuCK - Coolakin Subsystem (Marradong) Minor Valleys bounded by Dwellingup or Norrine units;

253Dk_1p - Darkan 1 steep	moderate slopes with gravelly and sandy yellow duplex soils; a minor valley floor with sandy alluvium; occasional rock outcrops and laterite spur
253Dk_2 - Darkan 2 Subsystem.	Gravelly hill crests and upper slopes with mainly yellowish brown sandy and loamy gravels. Phase Steeper slopes of the gravelly uplands (Darkan 1) with mainly deep sandy gravels and large areas of shallow to moderately deep sandy gravels.
	Slopes of the Darkan System with mainly moderately deep sandy gravels and grey deep sandy duplex soils

2.5 Hydrology

The site located at the junction between two hydrological catchments, with the north-western part of the site draining to the Williams River, a sub-catchment of the Murray River basin, while the southern part of the site is drains to the Hillman River which is a northern sub-catchment of the Blackwood River basin.

The Department of Water (DoW) Water Register (accessed 20 February 2022) indicates the site is not located in an area requiring a ground or surface water licence.

2.6 Hydrogeology

The site is located in the Karri groundwater area, and the Karri subarea. The site is not within a Public Drinking Water Source Area or a Proclaimed surface or groundwater area.

A search of the Department of Primary Industry and Regional Development (DPIRD) groundwater and salinity database showed several bores have been drilled in the northern part of the site. Most of these bores are located along the creek line, with four located within the proposed spreading area. The locations of the bores are shown in Figure 4 with details shown in Table 7.

During site investigations, no groundwater and/or soil moisture was found in any of the test pit holes which were excavated to a minimum depth of 0.5m. Consultation with the land manager, who has lived and worked on the farm for over 10 years suggests that groundwater beneath the site is very limited, and tightly held in the soil profile, so recharge to bores is very slow indicating that the movement through the soil is slow. He has also never detected groundwater in numerous excavations on higher parts of the property to a depth of at least 1.5m in depth.



Figure 4. Groundwater Bores (DPRID, 2021)

Table 7. Groundwater Levels (DPRID, 2021)

Bore Name	Date of Sampling	Depth to Groundwater
B1	May 2014	9.27mBGL
B2	May2014	10.3m BGL
B3	March 1997	2.59m BGL
B4	May 2014	1.21m BGL

2.7 Flora and Vegetation

The site is located in the Jarrah Forest biogeographical region, one of 89 bioregions recognized under the Interim Biogeographic Regionalisation for Australia (IBRA). The pre-European vegetation is mapped as Medium Forest and Woodland, with Jarrah (*Eucalyptus marginata*), Marri (*Corymbia calophylla*) and Wandoo (*E. wandoo*) (Beard et al, 2013). The majority of the site is cleared for cropping and grazing, with some remnant vegetation present in in the riparian zones along the creeklines and some isolated stands of parkland cleared trees.

An EPBC Act Protected Matters Report (Appendix B) was generated using a radial buffer of 3 km from the site on 20 February 2022. Two plant species with conservation status were listed as potentially occurring onsite (Table 8).

Table 8. Threatened Flora

Species	Conservation Status	
	<i>EPBC Act</i>	<i>Presence Text</i>
<i>Diuris micrantha</i> Dwarf Bee-orchid [55082]	Vulnerable	Species or species habitat may occur within area
<i>Eleocharis keigheryi</i> Keighery's Eleocharis [64893]	Vulnerable	Species or species habitat may occur within area

2.8 Fauna

An EPBC Act Protected Matters Report (Appendix B) was generated using a radial buffer of 3 km from the site on 20 February 2022. Species that potentially occur within the site and that are identified as protected under the EPBC Act are listed in Table 9.

Table 9. Threatened Fauna

Species	Conservation Status	
	<i>EPBC Act</i>	<i>Presence Text</i>
<i>Calidris ferruginea</i> Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
<i>Eleocharis keigheryi</i> Forest red-tailed black-cockatoo, Karrak [67034]	Vulnerable	Species or species habitat may occur within area
<i>Leipoa ocellata</i> Malleefowl [934]	Vulnerable	Species or species habitat may occur within area
<i>Numenius madagascariensis</i> Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat may occur within area
<i>Zanda baudinii</i> Baudin's Black-Cockatoo, Long-billed Black-cockatoo [87736]	Endangered	Species or species habitat may occur within area
<i>Zanda latirostris</i> Carnaby's Black Cockatoo, Short-billed Black-cockatoo [87737]	Endangered	Breeding likely to occur within area
<i>Bettongia penicillata</i> Woylie [66844]	Endangered	Species or species habitat may occur within area
<i>Dasyurus geoffroii</i> Chuditch, Western Quoll [330]	Vulnerable	Species or species habitat may occur within area

Species	Conservation Status	
	EPBC Act	Presence Text
<i>Phascogale calura</i> Red-tailed Phascogale, Red-tailed Wambenger, Kenngoor [316]	Vulnerable	Species or species habitat may occur within area

2.9 Indigenous Heritage

A search of the Department of Aboriginal Affairs’ Aboriginal Heritage Inquiry System was undertaken on the 20 February 2022. The closest registered site was classified as ‘Other Heritage Place 4648’ Koolakin Burials and is located 1.3km west of the northern boundary, and shown in Figure 5.



Figure 5. Aboriginal Heritage Inquiry System Search

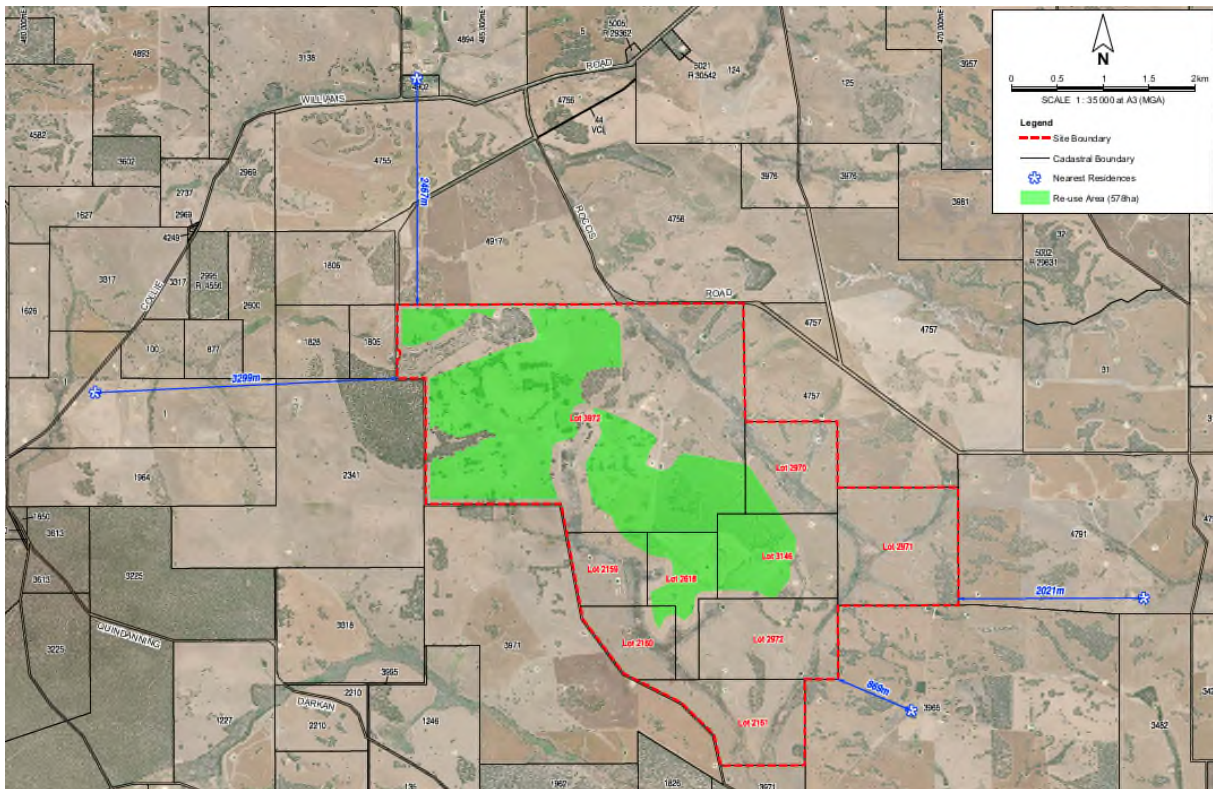
2.10 Surrounding Land Use and Associated Buffers

The property is zoned rural under the Shire of Williams TPS No. 2. All land within a five kilometre radius of the site is zoned rural. The dominant landuse in the area is broad acre agriculture, including cropping of cereals (wheat, barley, oats and canola) and the grazing of sheep.

Four isolated rural dwellings are located within 4km of the site. Details of each of these sites are summarised in Table 10. Local Receptors

Address	Distance from Property Boundary	Distance from Reuse Area	Type of Receptor
292 Plank Road, Meeking	0.87 km Southeast	1.7 km	Isolated Rural Dwelling
1086 Pig Gully Road, Williams	2.0 km East	3.6 km	Isolated Rural Dwelling
28 Kelly Road, Williams	2.5 km North	2.6 km	Isolated Rural Dwelling
1743 Collie-Williams Road, Williams	3.3 km West	3.3 km	Isolated Rural Dwelling

Figure 6. Local Receptors



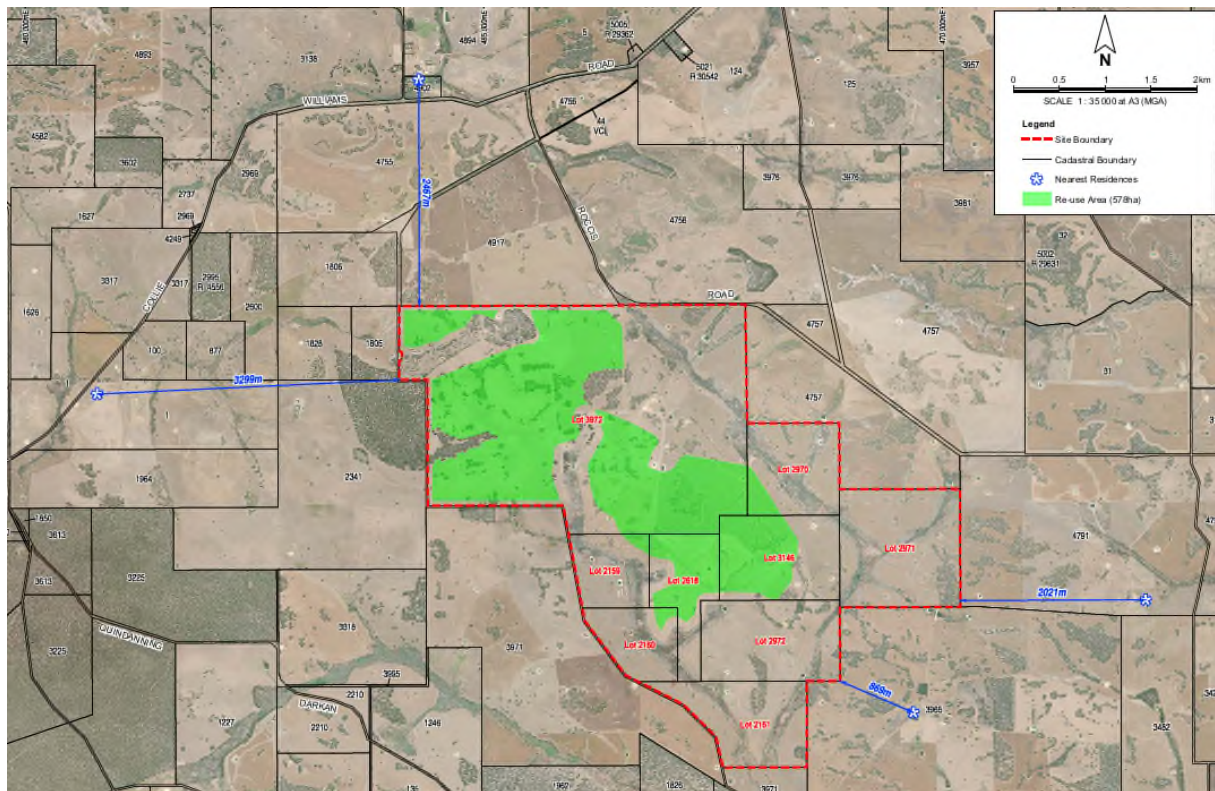
and shown in

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1086 Pig Gully Road, Williams	2.0 km East	3.6 km	Isolated Rural Dwelling
28 Kelly Road, Williams	2.5 km North	2.6 km	Isolated Rural Dwelling
1743 Collie-Williams Road, Williams	3.3 km West	3.3 km	Isolated Rural Dwelling

Figure 6. Local Receptors



3 Whey Application to Land

3.1 Irrigation Area

A total reuse area of 578 ha of the site has been selected as suitable for the application of whey (Figure 1). This area has been identified with consideration to the soil characteristics and buffer distances to surface water ways. Whey application will be undertaken on paddocks dedicated to pasture, with the peak application over spring which coincides with the highest annual growth rates in the vegetation (and highest nutrients uptake rate). Irrigation of the perennial grasses that are already established at the site, including rye grass is proposed. Some late spreading may occur to paddocks scheduled for cereal cropping prior to seeding.

Buffer distances are recommended for application of wastewater through irrigation, in order for irrigation to be undertaken in a manner which will provide minimal impact on the local environment. The Environmental Protection Authority *draft Separation Distances Guidance Statement* (The Government of Western Australia - Environmental Protection Authority 2015) provides buffer requirement for premises on which liquid waste is stored or irrigated. Although whey is not considered a liquid waste, this is the most applicable document to determine buffer distance for the speeding of whey. The recommendation for Category 61: Liquid waste is one kilometre for noise and odour. The site achieves this buffer recommendation from all sensitive receptors, with the closest isolated rural dwelling 1.7 kilometres southeast of the reuse area.

3.2 Soil Characteristics

Soil sampling was undertaken onsite in January 2022. Eight sampling locations were selected from within the reuse area, with samples collected the topsoil (0 to 0.1m) and the subsoil (0.4 to 0.5m) (Figure 3). Soils were analysed for a range of parameters including Phosphorus Buffering Index (PBI). PBI is a measurement of a soils tendency to chemically adsorb phosphorus, with the higher the PBI indicating that the phosphorus binds more strongly to the soil particles and less available for the plant to uptake. High PBI soils present a lower risk of nutrient leaching, and generally require a higher level of phosphorus application to achieve the same level of plant available phosphorus compared with lower PBI soils. Table 11 details the standard categories for phosphorus buffering in Australia.

Table 11. PBI Classification

PBI Category	Classification
<15	Extremely low
15-35	Very very low
36 – 70	Very low
71 – 140	Low
141 – 280	Moderate
281 – 840	High
>840	Very High

Source: (Moody 2007)

PBI results from the January 2022 soil sampling and the corresponding PBI classifications are provided in Table 12.

Table 12. Summary of Soil Testing Results

Sample Location	Sample Depth (m BGL)	PBI	PBI Classification*
S1	0.1m	122	Low
	0.4m	140	Low
S2	0.1m	91	Low
	0.4m	112	Low
S3	0.1m	54	Very low
	0.4m	50	Very low
S4	0.1m	121	Low
	0.4m	126	Low
S5	0.1m	129	Low
	0.4m	72	Low
S6	0.1m	208	Moderate
	0.4m	120	Low
S7	0.1m	95	Low
	0.4m	59	Very low
S8	0.1m	127	Low
	0.4m	155	Moderate

Results suggest that the soils on the site have a low capacity to retain phosphorus within the soil profile. These results indicate a satisfactory capacity for retaining nutrients deposited through whey application within the soil profile compared with many of the common soil types within Western Australia.

3.3 Nutrient Loading

Nutrient loading to the irrigation areas aims to apply nutrients at such a rate that they will be utilised by the existing vegetation and minimise leaching of nutrients below the root zone.

Based on a maximum annual whey production of 10ML and the design whey quality as detailed in Table 5, the total nutrient load requiring disposal through irrigation is summarised in Table 13, along with the average nutrient load over 578 ha of available reuse area..

Table 13. Total Annual Nutrients for Application of 10 ML/yr of Whey

Parameter	Total Annual Application (kg/yr)	Average Application Rate on 578 ha (kg/ha/yr)
Total Nitrogen	14,000	24
Total Phosphorous	3,500	6
BOD	50,000	86

The Western Australian Department of Water’s *Water Quality Protection Note 22 – Irrigation with Nutrient Rich Wastewater* (Department of Water 2008) provides a framework for the permissible nutrient application rates for irrigation for different soil types and receiving environments. The framework allocates a risk category for a site depending on the potential for adverse environmental impacts to occur as a result of nutrient application through irrigation. Table 14 summarises the criteria for the risk category classifications.

Table 14. Soil and Receiving Environment Risk Categories

Characteristics of Irrigated Soil	Eutrophication Risk of Surface Waters within 500m of Irrigation Site	Risk Category
Coarse grained soils e.g. sands and gravels	Significant	A
	Low	B
Fine grained soils (PBI above 100) e.g. loams, clays, clay	Significant	C
	Low	D

Due to the location of the site, parts of the reuse area fall into Category B, C and D dependent on the distance from surface water and the PBI of the soil in the area. Based on the risk determined from Table 14, WQPN22 (Department of Water 2008) provides recommended a maximum nutrient application rate for nitrogen and phosphorus as highlighted in Table 15.

Table 15. Nutrient Application Rates for Soil/Receiving Environment Risk Categories

Risk Category	Max. Inorganic Nitrogen (as TN) Application Rate (kg/ha.yr)	Max. Reactive Phosphorus (as TP) Application Rate (kg/ha.yr)
A	140	10
B	180	20
C	300	50

D

480

120

Using the expected annual nutrients requiring spreading shown in Table 13 and the maximum application rates listed in Table 15 for a Category B and C site, the minimum required area for spreading is determined by the phosphorus application resulting and results in a requirement of 175 ha for a Category B loading, and 70 ha area for a Category C loading.

In 2018, as part of the environmental due diligence for the original whey spreading application at Arthur River, Brownes commissioned Soil Dynamics (experienced soil scientists) to undertake a desktop review recommending suitable whey applications using actual data from Brownes whey sampling program. This whey application rate was adopted in the DWER licence for the Arthur River site. Ongoing soil sampling at the site following four years of whey application has not shown any accumulation of salts or nutrients in the soil profile. It should be noted that the original soil report considered the application of 28ML of whey over a 400ha areas, to a site with significantly lower phosphorus retention capacity (PBI) than the current site. A full copy of the report is included in Appendix C.

Soil Dynamics proposed a recommended a whey application rate of 80kL/ha, which corresponds to 108.8kg/ha of nitrogen and 22.4kg/ha of phosphorus. It should be noted that these application loadings are only applicable for one year, with recommendation to move to a new location within the reuse area in the following years.

Table 16 provides a summary of recommended nutrient application rates relevant to the Roccis Road property from WQPN22 (Department of Water 2008) and the Soil Dynamics investigation. Based on a total maximum irrigation volume of 10ML, it is proposed to spread the whey over a 200 ha portion of the dedicated irrigation area, and then the following year spread the whey to a different 200 ha area within the dedicated 578ha irrigation area, meaning whey applications occur approximately once every 3 years in a given area. This corresponds with a whey application rate of 50kL/ha and a maximum nutrient application of 70 kg/ha of nitrogen and 17.5kg/ha of phosphorus per year for one year only. These target nutrient application rates for the site are shown in Table 16.

Table 16. Recommended Loading Rates, Reuse Area Requirements for 10ML Whey and Target Loading

	Total Nitrogen		Total Phosphorus		BOD	
	Loading	Area Required	Loading	Area Required	Loading	Area Required
WQPN 22: Category B	180 kg/ha	78 ha	20kg/ha	175 ha	25kg/ha/day	17 ha in November
WQPN 22: Category C	300 kg/ha	46 ha	50 kg/ha	70 ha	25kg/ha/day	17ha in November
Soil Dynamics Recommended Loading Rates	108.8kg/ha	129 ha	22.4kg/ha	156ha		n/a

Target Loading	70 kg/ha	200ha	17.5 kg/ha	200 ha	2.5 kg/ha/day	200ha
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The highest BOD loading is likely to occur during peak production, during November. This will result in BOD application rate of 2.5kg/ha per day over the month.

An application of 10ML over a 200ha area corresponds to a hydraulic loading of 50kL/ha or 5mm per year. This application will occur in at least two passes over the irrigation period.

4 Environmental Risks and Management

4.1 Risk assessment

A risk analysis has been undertaken for all aspects of the operation of the whey spreading, in accordance with the procedures outlined in the Australian and New Zealand Standards AS/NZS ISO 31000:2009 Risk Management—Principles and Guidelines and HB 203:2012 (Managing Environment-Related Risk), using DWER’s Guideline: Risk Assessment (Department of Water and Environmental Regulation and Government of Western Australia 2017).

Qualitative risk analysis was used to evaluate the significance of emissions and discharges (Table M). The risk analysis was undertaken assuming the proponent controls were in place. The consequence and likelihood descriptors used in Table 17 are the same as those presented in Table 1 – Risk Criteria Table in DWER (2017) guidance. Integrity Ag has determined the risk rating based on the consequence and likelihood of the risk event/emission occurring.

Table 17. Emission and discharges risk assessment

SOURCES OF EMISSION AND DISCHARGE		PATHWAY	RECEPTOR	PROPONENT CONTROLS	POTENTIAL IMPACT	CONSEQUENCE ON RECEPTOR	LIKELIHOOD	RISK RATING
Emission (type and quantity)	Emission event (normal/upset)							
Whey discharge.	Leak/crack in storage tanks.	Water	Groundwater >2 m BGL.	<ul style="list-style-type: none"> Tanks are above ground and of sufficient size to contain wastewater generated. Any leaks would be immediately visible 	Elevated concentrations of nutrients in the vicinity of the leak site. Highly unlikely to affect receptors or ecosystem function.	Slight	Rare	Low
	Excess Irrigation	Water	Groundwater >2 m BGL.	<ul style="list-style-type: none"> Whey to be spread evenly over 200ha area each year. Cumulative nutrient loadings to be calculated monthly to ensure annual loadings are not exceeded. Log book kept of where spreading has occurred to ensure clear communication of spreading history. 	Elevated concentrations of nutrients in the vicinity of the reuse area. Highly unlikely to affect receptors or ecosystem function.	Slight	Rare	Low

Odour emissions	Odour from irrigated whey and storage tanks	Air	Residences located >1.7 km from the reuse area boundary.	<p>Whey will be spread within 24 hours of being delivered to site.</p> <p>Storage tanks are washed with freshwater prior to any periods of disuse.</p> <ul style="list-style-type: none"> The whey application rate is an extremely low hydraulic load so it is extremely unlikely that soils will be water logged 	No detectable impacts to amenity are expected to residents, once the controls are implemented.	Slight	Unlikely	Low
Noise emissions	Operation of the spreading machinery.	Air	Residences located >1.7 km from the activity boundary.	Spreading will occur during daylight hours only	No detectable impacts to amenity are expected to residents.	Slight	Unlikely	Low

5 Environmental Monitoring and Reporting

5.1 Monitoring

Environmental monitoring is a key component in the success of the overall environmental performance at the site. The proposed monitoring program is summarized in Table 18. With the commencement of irrigation onsite, monthly samples of the whey will be collected when irrigating, and cumulative irrigation loadings determined to ensure nutrient targets are not exceeded. In addition, daily whey production volumes will also be recorded as the whey leaves the Brownes Brunswick operations.

Table 18. Environmental Monitoring Program

Location	Parameters	Frequency
Whey Sample (collected at Brownes Brunswick)	pH	Annually in November
	NOx-N	
	NH4-N	
	TN	
	TP	
	BOD	
	TDS	
	TSS	
Whey Volume (measured at Brownes Brunswick)	Volume of Whey Discharged	Daily

Brownes Food Operations are committed a high standard of environmental performance including compliance with all aspects of this WMP and the ongoing environmental monitoring program.

6 Conclusion

This Whey Management Plan outlines the methodology with which Brownes will utilise the nutrients contained within 10ML of whey through application to land within a 578ha reuse area located on Roccis Road, Meeking. The nutrient and hydraulic loading of the proposed irrigation system have been designed such that the benefits of whey application can be realised as a direct replacement for synthetic fertiliser, without negatively impacting on the local environment. Whey application over a 200 ha area each year will apply less than 70kg/ha of nitrogen and 17.5kg/ha of phosphorus. This application will occur approximately once every three years. The annual hydraulic loading to the area is 5mm total irrigation depth. Reuse of whey to land is not Brownes' preferred method for whey disposal, but is considered an interim measure to ensure that cheese production remains within Western Australia, whilst they continue to explore financially viable options for value adding to the whey product.

7 References

- Department of Water (2008) Water Quality Protection Note 22: Irrigation with Nutrient Rich Wastewater.
- Department of Water and Environmental Regulation, Government of Western Australia (2017) Guideline Risk assessments. 2017,. www.dwer.wa.gov.au.
- Moody PW (2007) Interpretation of a single-point P buffering index for adjusting critical levels of the Colwell soil P test. 55–62.
- The Government of Western Australia - Environmental Protection Authority (2015) draft Environmental Assessment Guideline for Separation Distances between Industrial and Sensitive Land Uses.

Appendix A. Landowner Letter of Operational Consent

Derbygrove Pty Ltd
238 Roccis Road
MEEKING 6392

Dear Scott,

This letter of agreement sets out the terms and conditions of the operational control to irrigate whey on the Farm, located on Lots 2159, 2160, 2161, 2618, 2970, 2972, 3146 and 3972 Meeking, Arthur River.

1 BROWNES RESPONSIBILITIES

1.1 Brownes will be responsible for:

- (a) arranging both the timing and the quantities of whey to be delivered to the Farm;
- (b) the storage of the whey on the Farm prior to its irrigation;
- (c) the running costs of irrigating the whey on the Farm;
- (d) the irrigation of whey on the Farm in accordance with the terms and conditions specified in the Licence Application – Whey Management Plan (Integrity Ag and Environment, March 2022) as amended from time to time; and
- (e) meeting the sampling and management procedures set out in the in Licence Application – Whey Management Plan.

1.2 Brownes will make available the results of all environmental testing and recording required to be conducted in accordance with the Licence Application – Whey Management Plan at your request.

2 YOUR RESPONSIBILITIES

2.1 The landholders responsibilities include:

- (a) consent to the discharge of whey onto the farm in accordance with the terms of the Licence Application – Whey Management Plan;
- (b) consent to Brownes and its representatives including contractors (with notice) access to the Farm for the purpose of carrying out irrigation;
- (c) consent to Brownes and its representative's accessing the Farm for the purpose of taking samples and managing the irrigation in accordance with the Licence Application – Whey Management Plan and the DWER licence;
- (d) consent to Brownes leaving storage tanks on the Farm which will be located in consultation with the manager;
- (e) accept that Brownes may require and have access to the Farm at anytime to discharge whey, provided that such access occurs to minimise interference with farm activities; and

(f) provide written notice to Brownes in the event you wish to sell the Farm or lease it to a third party.

3 TERM

3.1 The term of this agreement will be for an initial period of 5 years commencing on 1 July 2022, and twelve months notice shall be given should termination of the contract by either party be requested.

I have read and agree to the terms of this Letter



Signed

IAN MARGUER EWEN.

Print Name

DIRECTOR

Position

Date

23/3/22.

Appendix B. EPBC Act Protected Matters Report



EPBC Act Protected Matters Report

This report provides general guidance on matters of national environmental significance and other matters protected by the EPBC Act in the area you have selected. Please see the caveat for interpretation of information provided here.

Report created: 13-Mar-2022

[Summary](#)

[Details](#)

[Matters of NES](#)

[Other Matters Protected by the EPBC Act](#)

[Extra Information](#)

[Caveat](#)

[Acknowledgements](#)

Summary

Matters of National Environment Significance

This part of the report summarises the matters of national environmental significance that may occur in, or may relate to, the area you nominated. Further information is available in the detail part of the report, which can be accessed by scrolling or following the links below. If you are proposing to undertake an activity that may have a significant impact on one or more matters of national environmental significance then you should consider the [Administrative Guidelines on Significance](#).

World Heritage Properties:	None
National Heritage Places:	None
Wetlands of International Importance (Ramsar)	1
Great Barrier Reef Marine Park:	None
Commonwealth Marine Area:	None
Listed Threatened Ecological Communities:	1
Listed Threatened Species:	11
Listed Migratory Species:	7

Other Matters Protected by the EPBC Act

This part of the report summarises other matters protected under the Act that may relate to the area you nominated. Approval may be required for a proposed activity that significantly affects the environment on Commonwealth land, when the action is outside the Commonwealth land, or the environment anywhere when the action is taken on Commonwealth land. Approval may also be required for the Commonwealth or Commonwealth agencies proposing to take an action that is likely to have a significant impact on the

The EPBC Act protects the environment on Commonwealth land, the environment from the actions taken on Commonwealth land, and the environment from actions taken by Commonwealth agencies. As heritage values of a place are part of the 'environment', these aspects of the EPBC Act protect the Commonwealth Heritage values of a Commonwealth Heritage place. Information on the new heritage laws can be found at <http://www.environment.gov.au/heritage>

A [permit](#) may be required for activities in or on a Commonwealth area that may affect a member of a listed threatened species or ecological community, a member of a listed migratory species, whales and other cetaceans, or a member of a listed marine species.

Commonwealth Lands:	None
Commonwealth Heritage Places:	None
Listed Marine Species:	11
Whales and Other Cetaceans:	None
Critical Habitats:	None
Commonwealth Reserves Terrestrial:	None
Australian Marine Parks:	None
Habitat Critical to the Survival of Marine Turtles:	None

Extra Information

This part of the report provides information that may also be relevant to the area you have

State and Territory Reserves:	None
Regional Forest Agreements:	1
Nationally Important Wetlands:	None
EPBC Act Referrals:	3
Key Ecological Features (Marine):	None
Biologically Important Areas:	None
Bioregional Assessments:	None
Geological and Bioregional Assessments:	None

Details

Matters of National Environmental Significance

Wetlands of International Importance (Ramsar Wetlands)

[\[Resource Information \]](#)

Ramsar Site Name

[Peel-yalgorup system](#)

Proximity

50 - 100km upstream
from Ramsar site

Listed Threatened Ecological Communities

[\[Resource Information \]](#)

For threatened ecological communities where the distribution is well known, maps are derived from recovery plans, State vegetation maps, remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Status of Vulnerable, Disallowed and Ineligible are not MNES under the EPBC Act.

Community Name

[Eucalypt Woodlands of the Western Australian Wheatbelt](#)

Threatened Category

Critically Endangered

Presence Text

Community may occur
within area

Listed Threatened Species

[\[Resource Information \]](#)

Status of Conservation Dependent and Extinct are not MNES under the EPBC Act.

Number is the current name ID.

Scientific Name

BIRD

[Calidris ferruginea](#)

Curlew Sandpiper [856]

Threatened Category

Critically Endangered

Presence Text

Species or species
habitat may occur
within area

[Calyptorhynchus banksii naso](#)

Forest Red-tailed Black-Cockatoo,
Karrak [67034]

Vulnerable

Species or species
habitat likely to occur
within area

[Leipoa ocellata](#)

Malleefowl [934]

Vulnerable

Species or species
habitat may occur
within area

[Numenius madagascariensis](#)

Eastern Curlew, Far Eastern Curlew
[847]

Critically Endangered

Species or species
habitat may occur
within area

[Zanda baudinii listed as Calyptorhynchus baudinii](#)

Baudin's Black-Cockatoo, Long-billed
Black-cockatoo [87736]

Endangered

Species or species
habitat likely to occur
within area

Scientific Name	Threatened Category	Presence Text
-----------------	---------------------	---------------

[Zanda latirostris listed as Calyptorhynchus latirostris](#)

Carnaby's Black Cockatoo, Short-billed Black-cockatoo [87737]	Endangered	Breeding likely to occur within area
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MAMMAL

[Bettongia penicillata ogilbyi](#)

Woylie [66844]	Endangered	Species or species habitat may occur within area
----------------	------------	--

[Dasyurus geoffroii](#)

Chuditch, Western Quoll [330]	Vulnerable	Species or species habitat likely to occur within area
-------------------------------	------------	--

[Phascogale calura](#)

Red-tailed Phascogale, Red-tailed Wambenger, Kenngoor [316]	Vulnerable	Species or species habitat likely to occur within area
---	------------	--

PLANT

[Diuris micrantha](#)

Dwarf Bee-orchid [55082]	Vulnerable	Species or species habitat may occur within area
--------------------------	------------	--

[Eleocharis keigheryi](#)

Keighery's Eleocharis [64893]	Vulnerable	Species or species habitat may occur within area
-------------------------------	------------	--

Listed Migratory Species

[\[Resource Information \]](#)

Scientific Name	Threatened Category	Presence Text
-----------------	---------------------	---------------

Migratory Marine Birds

[Apus pacificus](#)

Fork-tailed Swift [678]		Species or species habitat likely to occur within area
-------------------------	--	--

Migratory Terrestrial Species

[Motacilla cinerea](#)

Grey Wagtail [642]		Species or species habitat may occur within area
--------------------	--	--

Migratory Wetlands Species

[Actitis hypoleucos](#)

Common Sandpiper [59309]		Species or species habitat may occur within area
--------------------------	--	--

[Calidris acuminata](#)

Sharp-tailed Sandpiper [874]		Species or species habitat may occur within area
------------------------------	--	--

Scientific Name	Threatened Category	Presence Text
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat may occur within area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat may occur within area

Other Matters Protected by the EPBC Act

Listed Marine Species		[Resource Information]
Scientific Name	Threatened Category	Presence Text
Bird		
Actitis hypoleucos Common Sandpiper [59309]		Species or species habitat may occur within area
Apus pacificus Fork-tailed Swift [678]		Species or species habitat likely to occur within area overfly marine area
Bubulcus ibis as Ardea ibis Cattle Egret [66521]		Species or species habitat may occur within area overfly marine area
Calidris acuminata Sharp-tailed Sandpiper [874]		Species or species habitat may occur within area
Calidris ferruginea Curlew Sandpiper [856]	Critically Endangered	Species or species habitat may occur within area overfly marine area
Calidris melanotos Pectoral Sandpiper [858]		Species or species habitat may occur within area overfly marine area

Scientific Name	Threatened Category	Presence Text
Chalcites osculans as Chrysococcyx osculans Black-eared Cuckoo [83425]		Species or species habitat likely to occur within area overfly marine area
Haliaeetus leucogaster White-bellied Sea-Eagle [943]		Species or species habitat may occur within area
Merops ornatus Rainbow Bee-eater [670]		Species or species habitat may occur within area overfly marine area
Motacilla cinerea Grey Wagtail [642]		Species or species habitat may occur within area overfly marine area
Numenius madagascariensis Eastern Curlew, Far Eastern Curlew [847]	Critically Endangered	Species or species habitat may occur within area

Extra Information

Regional Forest Agreements [\[Resource Information \]](#)

Note that all areas with completed RFAs have been included.

RFA Name	State
South West WA RFA	Western Australia

EPBC Act Referrals [\[Resource Information \]](#)

Title of referral	Reference	Referral Outcome	Assessment Status
Not controlled action			
Improving rabbit biocontrol: releasing another strain of RHDV, sthrn two thirds of Australia	2015/7522	Not Controlled Action	Completed
INDIGO Central Submarine Telecommunications Cable	2017/8127	Not Controlled Action	Completed
Not controlled action (particular manner)			
INDIGO Marine Cable Route Survey (INDIGO)	2017/7996	Not Controlled Action (Particular Manner)	Post-Approval

Caveat

1 PURPOSE

This report is designed to assist in identifying the location of matters of national environmental significance (MNES) and other matters protected by the Environment Protection and Biodiversity Conservation Act 1999 (Cth) (EPBC Act) which may be relevant in determining obligations and requirements under the EPBC Act.

The report contains the mapped locations of:

- World and National Heritage properties;
- Wetlands of International and National Importance;
- Commonwealth and State/Territory reserves;
- distribution of listed threatened, migratory and marine species;
- listed threatened ecological communities; and
- other information that may be useful as an indicator of potential habitat value.

2 DISCLAIMER

This report is not intended to be exhaustive and should only be relied upon as a general guide as mapped data is not available for all species or ecological communities listed under the EPBC Act (see below). Persons seeking to use the information contained in this report to inform the referral of a proposed action under the EPBC Act should consider the limitations noted below and whether additional information is required to determine the existence and location of MNES and other protected matters.

Where data are available to inform the mapping of protected species, the presence type (e.g. known, likely or may occur) that can be determined from the data is indicated in general terms. It is the responsibility of any person using or relying on the information in this report to ensure that it is suitable for the circumstances of any proposed use. The Commonwealth cannot accept responsibility for the consequences of any use of the report or any part thereof. To the maximum extent allowed under governing law, the Commonwealth will not be liable for any loss or damage that may be occasioned directly or indirectly through the use of, or reliance

3 DATA SOURCES

Threatened ecological communities

For threatened ecological communities where the distribution is well known, maps are generated based on information contained in recovery plans, State vegetation maps and remote sensing imagery and other sources. Where threatened ecological community distributions are less well known, existing vegetation maps and point location data are used to produce indicative distribution maps.

Threatened, migratory and marine species

Threatened, migratory and marine species distributions have been discerned through a variety of methods. Where distributions are well known and if time permits, distributions are inferred from either thematic spatial data (i.e. vegetation, soils, geology, elevation, aspect, terrain, etc.) together with point locations and described habitat; or modelled (MAXENT or BIOCLIM habitat modelling) using

Where little information is available for a species or large number of maps are required in a short time-frame, maps are derived either from 0.04 or 0.02 decimal degree cells; by an automated process using polygon capture techniques (static two kilometre grid cells, alpha-hull and convex hull); or captured manually or by using topographic features (national park boundaries, islands, etc.).

In the early stages of the distribution mapping process (1999-early 2000s) distributions were defined by degree blocks, 100K or 250K map sheets to rapidly create distribution maps. More detailed distribution mapping methods are used to update these distributions

4 LIMITATIONS

The following species and ecological communities have not been mapped and do not appear in this report:

- threatened species listed as extinct or considered vagrants;
- some recently listed species and ecological communities;
- some listed migratory and listed marine species, which are not listed as threatened species; and
- migratory species that are very widespread, vagrant, or only occur in Australia in small numbers.

The following groups have been mapped, but may not cover the complete distribution of the species:

- listed migratory and/or listed marine seabirds, which are not listed as threatened, have only been mapped for recorded
- seals which have only been mapped for breeding sites near the Australian continent

The breeding sites may be important for the protection of the Commonwealth Marine environment.

Refer to the metadata for the feature group (using the Resource Information link) for the currency of the information.

Acknowledgements

This database has been compiled from a range of data sources. The department acknowledges the following custodians who have contributed valuable data and advice:

- [-Office of Environment and Heritage, New South Wales](#)
- [-Department of Environment and Primary Industries, Victoria](#)
- [-Department of Primary Industries, Parks, Water and Environment, Tasmania](#)
- [-Department of Environment, Water and Natural Resources, South Australia](#)
- [-Department of Land and Resource Management, Northern Territory](#)
- [-Department of Environmental and Heritage Protection, Queensland](#)
- [-Department of Parks and Wildlife, Western Australia](#)
- [-Environment and Planning Directorate, ACT](#)
- [-Birdlife Australia](#)
- [-Australian Bird and Bat Banding Scheme](#)
- [-Australian National Wildlife Collection](#)
- Natural history museums of Australia
- [-Museum Victoria](#)
- [-Australian Museum](#)
- [-South Australian Museum](#)
- [-Queensland Museum](#)
- [-Online Zoological Collections of Australian Museums](#)
- [-Queensland Herbarium](#)
- [-National Herbarium of NSW](#)
- [-Royal Botanic Gardens and National Herbarium of Victoria](#)
- [-Tasmanian Herbarium](#)
- [-State Herbarium of South Australia](#)
- [-Northern Territory Herbarium](#)
- [-Western Australian Herbarium](#)
- [-Australian National Herbarium, Canberra](#)
- [-University of New England](#)
- [-Ocean Biogeographic Information System](#)
- [-Australian Government, Department of Defence](#)
- [Forestry Corporation, NSW](#)
- [-Geoscience Australia](#)
- [-CSIRO](#)
- [-Australian Tropical Herbarium, Cairns](#)
- [-eBird Australia](#)
- [-Australian Government – Australian Antarctic Data Centre](#)
- [-Museum and Art Gallery of the Northern Territory](#)
- [-Australian Government National Environmental Science Program](#)
- [-Australian Institute of Marine Science](#)
- [-Reef Life Survey Australia](#)
- [-American Museum of Natural History](#)
- [-Queen Victoria Museum and Art Gallery, Inveresk, Tasmania](#)
- [-Tasmanian Museum and Art Gallery, Hobart, Tasmania](#)
- Other groups and individuals

The Department is extremely grateful to the many organisations and individuals who provided expert advice and information on numerous draft distributions.

Please feel free to provide feedback via the [Contact Us](#) page.

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Department of Agriculture Water and the Environment

GPO Box 858

Canberra City ACT 2601 Australia

+61 2 6274 1111

Appendix C. Soil Dynamics Whey Spreading Report



SUSTAINABLE WHEY APPLICATION

BROWNES DAIRY

Prepared for Aurora Environmental

DECEMBER 18, 2017
P.O BOX 587, MARGARET RIVER, WA, 6285
info@soildynamics.com.au

BACKGROUND - WHEY AS A SOIL AMENDMENT

In order to correct growth limiting characteristics or provide improved environments for roots and plant growth, amendments are often added to soils. These amendments can be split into two categories, those that are inorganic and those that are organic. Inorganic soil amendments can be characterised as inputs derived from non-living things, these can include substances such as lime, gypsum, elemental sulphur and fertilisers. In contrast, organic soil amendments (amendments from living things) can range from substances such as bio-solids, manure, compost and plant residues, and when applied are often a source of nitrogen and organic matter that can further improve soil characteristics (Lehrsch & Robbins, 1996). One form of organic amendment that has been shown to have positive effects on soil aggregation (and therefore air and water intake rates and possible erosional issues) is the by-product of processed milk manufactured items known as Whey. Although all whey can be classified as acidic (pH less than 7.0), it is usually split into two separate categories, sweet whey (pH 5.6 or higher) and acid whey (which typically has a pH value of between 3.6 and 4.5).

BROWNES WHEY NUTRITIONAL CONTENT

Table 1. Brownes Whey Analysis (2012-2015)		Average	Percent (%)
Metals in water (mg/L)	Calcium - Dissolved	394	0.0394
	Potassium - Dissolved	1620	0.162
	Magnesium - Dissolved	78.2	0.00782
	Sodium - Dissolved	472	0.0472
Total nitrogen in water (mg/L)	Total Nitrogen	1360	0.136
Total phosphorus in water (mg/L)	Total Phosphorus	278	0.0278
Ions by Discrete analyser (mg/L)	NOx-N	0.106	0.0000106
Physical parameters	pH	5.28	
	Conductivity (mS/cm)	6.7	
	Total dissolved solids (mg/L)	51000	5.1
	Total suspended solids (mg/L)	6200	0.62
Biochemical oxygen demand (mg/L)	Biochemical oxygen demand	42400	4.24
	Biochemical oxygen demand (sample 2)	40800	4.08
Oil and grease in water (mg/L)	Oil & Grease in water	1038	0.1038

As an organic amendment, whey itself is mostly water with only a small percentage of solids (approx. 5-6%). It is a mild acid with a typically high carbon to nitrogen ratio (20:1) and contains a number of nutrients that are beneficial to crops and pastures. These include Nitrogen (0.14%), Phosphorus (0.03%) and Potassium (0.16%) levels in proportions required by many crops. Furthermore, whey also contains levels of Calcium (0.04%) and Magnesium (0.008%), with Ketterings *et al* (2017) suggesting these nutrient levels to be sufficient enough to allow for acid whey to substitute or complement the application of inorganic fertiliser or manure in some cases. Nonetheless, Whey has also been found to have relatively high levels of soluble salt, with average sodium levels of the Brownes samples being 0.05%, which can be detrimental to a soil if found in excessive concentrations. Thus it is important to take this, alongside factors such as soil type into account when determining application rates (Robbins *et al* 1996). As can be seen in table 1, the whey itself also has a relatively high biochemical oxygen demand (approx. 42,000 ppm), which also poses issues if excessive levels are applied due to rapid consumption of soil oxygen (Robbins *et al*, 1996). Thus, application rates should be considered carefully prior to whey addition in order to limit the possibility of overloading and/or other negative effects from occurring.

WHEY EFFECTS ON SOIL STRUCTURE

As whey amendments are acidic in nature, their addition will result in a decrease in soil pH and increases in Ca solubility and the availability of most micronutrient cations (Lehrsch, 1993). This, alongside the high level of soluble salts present within whey (which increases the ionic strength of the soil solution) will also cause clay flocculation, resulting in improved aggregation, increased soil pore size distribution and higher numbers of macropores. This results in benefits to air and water movement throughout the soil profile. Aerobic microbiology within the soil profile further stabilise these new aggregates via decomposition of the lactose and proteins present in whey into polysaccharides, which are substances that have a binding action and are shown to have a positive effect on aggregation (Acton *et al*, 1962). In fact, Kelling and Peterson (1981) found soil aggregation to improve as much from an application of 25 mm (250 Kl/Ha) of whey as from an application of 11.2 Mg^{ha-1} of cow manure. In terms of soil management, larger soil aggregates result in improved soil structure. Making them easier to manage and less susceptible to erosion (with better soil structure also benefiting soil biology). Furthermore, when these macropores occur near the soil surface soil infiltration rates are often increased (as stable aggregates resist fracturing) and runoff rates are decreased (Wallace, 1998).

APPLICATION RATES

When determining application rates, past studies have found soil type to be the most important factor for consideration. Nonetheless it should be noted that application rates can also be limited by the nutrient levels in whey, especially in terms of nitrogen, phosphorus, sodium or chloride content, or conditions that regulate soil infiltration rates. Thus whey and soils should always be tested in order to set appropriate rates (Ketterings *et al*, 2017). For example, in terms of sodic soils (those with a 5% or higher sodium cation proportion), whey has been found to be an excellent amendment. This is because its low pH decreases soil solution pH, increase Ca solubility, and gives a good food source to micro-organisms (Lehrsch, 1993). The Mg, Ca and K found in whey will also further decrease the soil solution pH which in turn will result in greater leaching of exchangeable sodium from the soil profile in the presence of adequate water levels. In contrast, Whey amendments should not be applied to saline soils or normal soils that have shallow water tables because of its high soluble salt concentrations. Furthermore, whey should not be applied to soils which are unsuitable for organic wastes (manure, sewage etc), and where there is a higher risk of issues such as nitrate leaching in areas that are prone to flooding, have excess drainage, high water tables and shallow depths to rock.

Ketterings *et al* (2017) also found that for well buffered, high pH soil types, applications of up to 168 Kl/Ha (16.8 mm) did not impact the final soil pH. However, when applied to acidic soils, acid whey applications will

eventually settle pH levels below initial soil levels slightly (With Ketterings *et al* finding a total decrease in soil pH of 0.5 units following high whey applications of 375 Kl/Ha/yr to an acid soil), resulting in increased lime requirements over time. When first applied to soil, past studies have also noted the occurrence of a pH swing (a rapid decrease in pH, followed quickly by sharp increases to levels higher than initial pH levels, followed again by a gradual decline over time). This phenomenon has been found to be as large as 2 pH units with high application rates (375 Kl/Ha/yr) and is dependent on initial soil pH, soil type and application rate, and can last for up to a month. Thus whey can impact the growth and establishment of pH sensitive crops, and it is recommended to delay the seeding of pH sensitive crops after whey application for at least 2 weeks to eliminate salt/soil acidity effects on germination (Ketterings *et al*, 2017).

Table 2. Whey application rates and subsequent nutrient inputs from Brownes diary average samples (2012-2015).							
Analysis	Average (mg/L)	Kg/KL	kg/20 KL	kg/40 KL	kg/50 KL	kg/80 KL	kg/100 Kl
Calcium - Dissolved	394	0.394	7.88	15.76	19.7	31.52	39.4
Potassium - Dissolved	1620	1.62	32.4	64.8	81	129.6	162
Magnesium - Dissolved	78.2	0.0782	1.564	3.128	3.91	6.256	7.82
Sodium - Dissolved	472	0.472	9.44	18.88	23.6	37.76	47.2
		0	0	0	0	0	0
Total Nitrogen	1360	1.36	27.2	54.4	68	108.8	136
		0	0	0	0	0	0
Total Phosphorus	278	0.278	5.56	11.12	13.9	22.24	27.8
NOx-N	0.106	0.000106	0.00212	0.00424	0.0053	0.00848	0.0106

As can be seen in table 2, with the average nutrient concentrations found in the Brownes samples it can be safely assumed that sustainable application rates of up to 80 Kl/Ha (8mm) can be safely added to most soils and still be beneficial. This rate of application will result in input levels of 31.52 Kg/Ha of Calcium, 129.6 Kg/Ha of Potassium, 6.256 Kg/Ha of Magnesium, 37.76 Kg/Ha of Sodium, 108.8 Kg/Ha of Nitrogen and 22.4 Kg/Ha of Phosphorus. Beyond these rates, further application may not be beneficial to the soil system as it may start to become overloaded by too much Potassium, Nitrogen & Sodium per hectare. Nonetheless it should be noted that these concentration levels will be different dependent on whey nutrient concentrations year to year and thus higher or lower rates could be considered. Levels of application whereby detrimental effects on soil health would occur could be estimated at sodium input levels above 150 kg/ha/yr, Potassium level inputs above 300kg/ha/yr, and Phosphorus inputs above 40 kg/ha/yr. Furthermore, it should be noted that assayed results did not take into account chloride levels that can be present in Whey. Nevertheless, according to previous studies in the US, safe application rates which keep average chloride levels below their 190kg/ha/yr recommendation levels are on average rates up to 16.8 mm or 168 Kl/Ha/yr (Ketterings *et al*, 2017).

RECOMMENDATIONS/CONCLUSION

Whey can be beneficially used to improve soil chemical and physical properties when suitable and sustainable application rates are applied, and as an input is rapidly decomposed when added at moderate rates. Furthermore, by applying whey (a source of N, P,K), farmers may improve yields, crop quality, or both, and it may also could help reclaim areas with poor soil structure or excessive sediment loss rates on a site specific basis (Lehrsch et al, 2008). Like all inputs, This is as long as excessive applications are not applied which can

result in inhibited growth due to salt overloading and high chemical oxygen demand levels.

Based upon our results and findings of past studies on whey application rates which have been reviewed, a number of recommendations can be made:

- 1) According to Brownes sample nutrient concentrations, a sustainable application rate annually to most Australian soils is **80 KI/Ha/yr** (8 mm).
- 2) If re-application is undertaken on the same area the following year, these rates should be decreased to ¾ of initial application rates.
- 3) According to previous studies which considered the leaching of nitrates. A safe annual application rate should not exceed **320 KI/Ha** (32 mm) (Hansen, 1994).
- 4) According to previous studies undertaken in the US, keeping **individual** application rates below **93.5 KI/Ha** (9.3539 mm) will keep most soils from becoming anaerobic.
- 5) Whey should be applied only to sandy loam, sandy clay loam, loam, silt loam, silt, sandy clay and clay loam. (Ketterings *et al*, 2017)
- 6) Chloride concentrations in whey must be taken into account when planning whey application to limit potential chloride levels in groundwater. Recommended levels in the US state no more than 170 pounds of chloride per acre should be applied per year (**190 Kg/Ha**), which according to average chloride concentrations in whey is close to 168 KI/Ha/yr (Ketterings *et al*, 2017).
- 7) When not incorporated, whey applications above **400 KI/Ha** (40 mm) during the growing season had negative effects (Lehrsh, 1996).
- 8) Negative effects have been found on salt sensitive crops when whey application levels were above **250 KI/Ha** per year (**25 mm**) (see Bresler et al., 1982, or Robbins and Gavlak, 1989).
- 9) When **500KI/Ha** or **50 mm** or greater applications of whey have been applied to frozen or very wet soils that remain wet for 24 hours or more, winter wheat kills and severe crop damage to potatoes, alfalfa, and barley have been reported. (Robbins & Lehrsch, 1996)
- 10) High biochemical oxygen demand will limit application rates to cold or wet soils (Robbins & Lehrsch, 1996).
- 11) **Hay or pasture sites are well suited to summer and fall whey applications**, whilst row crops are better suited to winter and spring application. Whilst winter grains are good crops for pre-planting fall whey applications (Robbins & Lehrsch, 1998).
- 12) Continuous application of whey at high rates could contaminate groundwater with nitrates.
- 13) Application rates should be kept low enough to prevent runoff from entering surface water bodies.
- 14) If fresh whey is applied during warm weather the lactose can decompose very rapidly and reduce oxygen levels in the soil for a period.
- 15) When applied at agronomic rates. If concerned about salt sensitive crops, **time application at least two weeks from expected planting dates** or delay planting by two weeks to allow salt to leach via rainfall.
- 16) On slopes above 6%, especially those with fine textured soils, apply at rates which avoid runoff.
- 17) to minimise the risk of salt burn, avoid application of whey to growing foliage unless followed by a water application.
- 18) When applied at rates according to crop nitrogen needs, whey presents no greater risk than fertiliser application as long as other nutrient loads are taken into account.
- 19) Greatest risk for surface or groundwater contamination occurs on soils with high water tables, which are subject to flooding, have excessive drainage, or shallow depth to bedrock (groundwater or bedrock should be greater than 60cm below surface level). (Ketterings *et al*, 2017)
- 20) If acid whey is added to manure storage, (1:1 ratio) the manure can buffer the whey and the mix will have little to no effect on soil pH and will behave like manure (Ketterings *et al*, 2017).

- 21) Farms that are nutrient dense (high animal numbers and no manure/crop export are not good options for acid whey inputs, which may contribute to a build up of soil test phosphorus beyond optimal levels. (Ketterings *et al*, 2017)
- 22) Annual soil tests should be run on each application area to ensure proper soil nutrient management.

REFERENCES

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Lehrsch & Robbins, 1993, "Cottage Cheese (Acid) Whey Effects on Sodic Soil Aggregate Stability", *Acid Soil Research and Rehabilitation*, vol. 8, pp. 19-31

Lehrsch & Robbins, 1996, "Cheese whey effects on surface soil hydraulic properties, *Soil Use Mgmt.* vol. 12. Pp.205-208.

Lehrsch, Robbins & Brown, 2008, "Whey utilization in furrow irrigation: Effects on aggregate stability and erosion", *Bioresource Technology*, vol. 99, pp. 8458-8463.

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Wallace, 1998, *Handbook of soil conditioners*, CRC Press



Amendment Notice 1

Licence Number L9134/2018/1

Licence Holder Brownes Food Operations

ACN 146 849 881

File Number: DER2018/000658

Premises Brownes Whey
172 Morrell Road
WEST ARTHUR

Legal description –

Lot 8 ON Plan 24841, Lot 9 on Plan 24840, Lot 20 on Plan 410883, Lot 3273 on Plan 118395, Lot 3396 on Plan 119301, Lot 3274 on Plan 118394, Lot 3353 on Plan 119302, Lot 3551 on Plan 120595, Lot 5611 on Plan 133341, Lot 5612 on Plan 133343 and Lot 5777 on Plan 135892.

Date of Amendment 22 May 2019

Amendment

The Chief Executive Officer (CEO) of the Department of Water and Environmental Regulation (DWER) has amended the above Licence in accordance with section 59 of the *Environmental Protection Act 1986* (EP Act) as set out in this Amendment Notice. This Amendment Notice constitutes written notice of the amendment in accordance with section 59B(9) of the EP Act.

Steve Checker

MANAGER WASTE INDUSTRIES

REGULATORY SERVICES

an officer delegated under section 20 of the *Environmental Protection Act 1986* (WA)

Definitions and interpretation

Definitions

In this Amendment Notice, the terms in Table 1 have the meanings defined.

Table 1: Definitions

Term	Definition
ACN	Australian Company Number
Amendment Notice	refers to this document
Annual period	means a 12 month period commencing from 1 August until 31 July.
BOD	Biochemical Oxygen Demand
Category/ Categories/ Cat.	categories of Prescribed Premises as set out in Schedule 1 of the EP Regulations
CEO	means Chief Executive Officer. CEO for the purposes of notification means: Director General Department Administering the Environmental Protection Act 1986 Locked Bag 10 JOONDALUP DC WA 6919 info@dwer.wa.gov.au
Delegated Officer	an officer under section 20 of the EP Act
Department	means the department established under section 35 of the <i>Public Sector Management Act 1994</i> and designated as responsible for the administration of Part V, Division 3 of the EP Act.
DWER	Department of Water and Environmental Regulation
EPA	Environmental Protection Authority
EP Act	<i>Environmental Protection Act 1986 (WA)</i>
EP Regulations	<i>Environmental Protection Regulations 1987 (WA)</i>
Existing Licence	The Licence issued under Part V, Division 3 of the EP Act and in force prior to the commencement of and during this Review
Licence Holder	Brownes Food Operations Pty Ltd.

Minister	the Minister responsible for the EP Act and associated regulations
Noise Regulations	<i>Environmental Protection (Noise) Regulations 1997 (WA)</i>
Occupier	has the same meaning given to that term under the EP Act.
Prescribed Premises	has the same meaning given to that term under the EP Act.
Premises	refers to the premises to which this Decision Report applies, as specified at the front of this Decision Report.
Risk Event	as described in <i>Guidance Statement: Risk Assessment</i>
TN	Total Nitrogen
TP	Total Phosphorus
TDS	Total Dissolved Solids
TSS	Total Suspended Solids
UDR	Environmental Protection (Unauthorised Discharges) Regulations 2004 (WA)
US EPA 2006	US EPA Process Design Manual, Land Treatment of Municipal Effluents, EPA/625/R-06/016 September 2006
WMP	Whey Management Plan

Amendment Notice

This amendment is made pursuant to section 59 of the *Environmental Protection Act 1986* (EP Act) to amend the Licence issued under the EP Act for a prescribed premises as set out below. This notice of amendment is given under section 59B(9) of the EP Act.

The following guidance statements have informed the decision made on this amendment
Guidance Statement: Regulatory Principles (July 2015)

- *Guidance Statement: Setting Conditions* (October 2015)
- *Guidance Statement: Land Use Planning* (February 2017)
- *Guidance Statement: Licence Duration* (August 2016)
- *Guidance Statement: Decision Making* (February 2017)
- *Guidance Statement: Risk Assessment* (February 2017)
- *Guidance Statement: Environmental Siting* (November 2016)

Amendment description

The Licence Holder submitted an application to amend Licence L9134/2018/1 on 07 March 2019. The Licence Holder has applied to extend the licence duration from 31 July 2020 to 30 June 2022 due to the significantly lower production of whey for the 2018-2019 period than initially predicted (10,803kL rather than the predicted 12,000kL), and the expectation of similar volumes for the future 3 years. As whey is a by-product of the cheese making process, and cheese production occurs August to January, no further whey is expected to be produced for the 2018-2019 period. The initial licence application estimated the production of 56,000kL whey between 2018- 2020 (2 years), the new expected total volume of whey for the 2018-2022 period (4 years) is 54,803kL. Due to this lower expected yearly discharge, no request has been made to amend total volume of whey licenced to be discharged at the site. Prior to 2018, the premises had not previously been irrigated with whey. The Licence Holder is still committed to constructing a secondary whey processing facility at their Brunswick site to replace the need to spread whey onto pastoral land and expect this to be completed by 2023.

Whey is high in nutrients, BOD, TN, TP, salt, TSS and oil and grease. It is also generally acidic with a pH of 4.0 – 4.4. However, when applied at the correct rates, and with consideration of soil and land characteristics, whey can be an effective substitute for fertiliser as is the case for Brownes Whey. The whey is transported from the Licence Holders Brunswick premises via 48,000L controlled waste tankers to Arthur River where it is then unloaded into one of two 50,000L onsite storage tanks. The whey is then transferred into a 15,000L spreader and is irrigated to land. The 938ha area of farmland reserved for irrigation is currently used for cereal cropping and livestock (sheep) grazing. The Licence Holder has separated the 938ha of land into two separate 400ha portions to allow the irrigation of one portion during the first annual period, and the other portion for the second annual period. The Existing Licence conditions the irrigation to ensure each 400ha of land only receives one annual loading rate of whey during the current 24 month licence period. This is to ensure that repeat applications do not occur on the Premises, as the BOD loading of whey exceeds the US EPA 2006 recommended rate by a factor of 10, indicating that the area is too small to support repeat applications. Licence Condition 11(f) is in place to ensure a buffer is maintained between irrigation zones and the Beaufort River, other watercourses/ water bodies in the area, and any public road.

Due to the lower than expected whey production for the 2018-19 annual period, the Licence Holder only spread whey across an area of 202 ha, 198 ha less than the Existing Licence allowed. As the Licence Holder has applied to extend the spreading of whey across a total of 4 years now rather than the initial 2 years, the acceptable whey application areas must be split into separate areas, each with the capability of accepting up to 12,000kL of whey with no repeat

applications (minimum required are is 180ha each). Appendix 4 and 5 indicate the areas wher is to be applied to each year until their current lease ends in June 2022.

Table 2 below outlines the proposed changes to the Licence

Table 2: Proposed design capacity changes

Category	Current design capacity	Proposed design capacity	Description of proposed amendment
61	28,000kL per annual period	12,000kL per annual period	Amendment Notice 1- increase licence duration from 31 July 2020 to 30 June 2022 with a reduction in annual production capacity.

Amendment history

Table 3 provides the amendment history for L9134/2018/1.

Table 3: Licence amendments

Instrument	Issued	Amendment
L9134/2018/1	26/07/2018	Licence L9134/2018/1 issues.
L9134/2018/1	22 May 2019	Amendment Notice 1- increase licence duration from 31 July 2020 to 30 June 2022 with a reduction in annual production capacity.

Location and receptors

Table 4 below lists the relevant sensitive land uses in the vicinity of the Prescribed Premises which may be receptors relevant to the proposed amendment.

Table 4: Receptors and distance from activity boundary

Residential and sensitive premises	Distance from Prescribed Premises
Residential Premises	1750m south west of tanks 407m south of Premises boundary 807m south of Irrigation area.
	4402m north west of Tanks 1180m north west of Premises boundary 1190m north west of Irrigation area.
	5890m north east of Tanks 2050m north east of Premises boundary 2100m north east of Irrigation area

Table 5 below lists the relevant environmental receptors in the vicinity of the Prescribed Premises which may be receptors relevant to the proposed amendment.

Table 5: Environmental receptors and distance from activity boundary

Environmental receptors	Distance from Prescribed Premises
Geomorphic Wetlands	Swamp: adjoins south east Premises boundary 1550m south east of Tanks 620m south west of Irrigation area. Lake: 2980 east of Tanks 400m south of Premises 450m south of Irrigation area Area subject to Undulation: 2470m south west of Tanks 400m south of Premises 450m south Irrigation area
Threatened/Priority Flora	3030m south west of Tanks 325m south of Premises 725m south of Irrigation area
Threatened/Priority Fauna	Mammals P4: 3690m south west of Tanks 550m south west of Premises 1600m south of Irrigation area Birds P4: 3160m south west of Tanks 750m south west of Premises 1150m south of Irrigation area
Major watercourses/ waterbodies	Major non- perennial within/ adjacent Premises boundary Irrigation buffer zone: 200m Minor non- perennial within Premises boundary Irrigation buffer zone: 50m Area subject to inundation

Risk assessment

Table 6 below describe the Risk Events associated with the amendment consistent with the *Guidance Statement: Risk Assessments*. Both tables identify whether the emissions present a material risk to public health or the environment, requiring regulatory controls.

Table 6: Risk assessment for proposed amendments during operation

Risk Event					Consequence rating	Likelihood rating	Risk	Reasoning
Source/ Activities	Potential emissions	Potential receptors	Potential pathway	Potential adverse impacts				
Whey irrigation - Operation of tanker truck and spreader/ tractor	Dust from movement of vehicles	Residential premises: 1750m south west of tanks, 407m south of Premises boundary and 807m south of Irrigation area. 4402m north west of Tanks, 1180m north west of Premises boundary and 1190m north west of Irrigation area. 5890m north east of Tanks, 2050m north east of Premises boundary and 2100m north east of Irrigation Nearby Geomorphic wetlands: Swamp neighboring southern side of premises (620m SW of irrigation area)	Air/ wind dispersal	Health and amenity impacts – Potential suppression of photosynthetic and respiratory functions	N/A	N/A	N/A	The use of the Spreader and Tractor is a normal agricultural activity and proposed operation is not significantly in excess of normal farming practice. The Tanker speed is reduced when irrigating which limits dust lift off. The Delegated Officer considers the separation distance between the source and receptors as adequate to inform the risk of dust emissions as not foreseeable. Dust can be adequately regulated by section 49 of the EP Act.
	Noise from operation and movement of heavy vehicles	Residential premises: 1750m south west of tanks, 407m south of Premises boundary and 807m south of Irrigation area. 4402m north west of Tanks, 1180m north	Air/ wind dispersal	Amenity impacts causing nuisance	N/A	N/A	N/A	The use of the Spreader and Tractor is a normal agricultural activity and proposed operation is not significantly in excess of normal farming practice. The Tanker speed is reduced when irrigating which limits additional noise.

Risk Event					Consequence rating	Likelihood rating	Risk	Reasoning
Source/ Activities	Potential emissions	Potential receptors	Potential pathway	Potential adverse impacts				
		west of Premises boundary and 1190m north west of Irrigation area. 5890m north east of Tanks, 2050m north east of Premises boundary and 2100m north east of Irrigation						The Delegated Officer considers the separation distance between the source and receptors as adequate to inform the risk of noise emissions as not foreseeable. Noise can be adequately regulated by the EP Noise Regulations.
Whey Irrigation	Seepage of whey from spills during unloading/ loading activities	Groundwater dependent ecosystems, subterranean fauna. Depth to potable groundwater encountered at approximately >2mbgl	Direct discharge	Groundwater contamination	N/A	N/A	N/A	All unloading and loading operations will occur with secured milk transfer procedures and the activity will require personnel attendance at all times. If a spill or leak occurs it can be switched off immediately. The Delegated Officer considers that as whey is approved for discharge to land, the risk of seepage/spillage emissions to land is negligible. Spillage can be adequately regulated by the UDR if required.
Whey Irrigation	Odour	Residential premises: 1750m south west of tanks, 407m south of Premises boundary and 807m south of Irrigation area. 4402m north west of	Air/ wind dispersal	Amenity impacts causing nuisance	N/A	N/A	N/A	Whey will be stored in one of two onsite 50,000L tanks. Fresh whey is not generally associated with odour issues. Whey is not to be stored for more than 24 hours prior to irrigation. The Delegated Officer

Risk Event					Consequence rating	Likelihood rating	Risk	Reasoning
Source/ Activities	Potential emissions	Potential receptors	Potential pathway	Potential adverse impacts				
		<p>Tanks, 1180m north west of Premises boundary and 1190m north west of Irrigation area.</p> <p>5890m north east of Tanks, 2050m north east of Premises boundary and 2100m north east of Irrigation</p>						<p>considers the separation distance between the source and receptors as adequate to inform the risk of odour emissions as not foreseeable.</p> <p>Odour can be adequately regulated by section 49 of the EP Act.</p>
<p>Irrigation of maximum 56,000kL whey over 5 year period</p>	<p>Discharge to land via irrigation of whey</p>	<p>Vegetation adjacent to discharge area</p>	<p>Direct discharge land and surface waters</p>	<p>Soil contamination inhibiting vegetation growth and survival</p> <p>Surface water contamination leading to eutrophication</p>	<p>Moderate</p>	<p>Possible</p>	<p>Medium</p>	<p>The allocated irrigation zones is of significant size (938ha) and has adequate buffers from the Beaufort River, other watercourses/ water bodies, and roads (see appendix 3). This lowers the risk of contamination of sensitive receptors.</p> <p>The Licence Holder has applied to apply the same total whey amount across the same area of land as the Existing Licence, but over 4 years rather than the originally assessed 2 years. Conditions will be amended on the licence to ensure that the Licence Holder does not irrigate more than the allocated quantity of whey per annual period.</p> <p>The production and design capacity will be amended to 12,000kL for each annual</p>

Risk Event					Consequence rating	Likelihood rating	Risk	Reasoning
Source/ Activities	Potential emissions	Potential receptors	Potential pathway	Potential adverse impacts				
								<p>period (1 August 2018 – 31 July 2019; 1 August 2019 – 31 July 2020; 1 August 2020 – 31 July 2021; and 1 August 2021 – 30 June 2022)</p> <p>The BOD loading rate of 1,176,000 kg/year is significantly greater than the US EPA 2006 recommended rate, indicating the area is too small for repeat applications and that continued application may cause soil clogging and anaerobic conditions. The Licence Holder has provided a map of separate areas to be irrigated each year (Appendix 4 and 5) which will ensure no repeat applications occur.</p> <p>The Delegated Officer has determined that whey is to be applied to separate maximum areas of 200ha each annual period as per Appendix 4 and 5. This has been conditioned in Condition 11.</p> <p>Lease agreement has been extended from 31 July 2020 to 30 June 2022.</p>

Decision

The delegated Officer considers the current Licence Conditions and the separation distance of at least 450m from the irrigation zone as adequate in managing the risk associated with dust, noise, and odour resulting from ongoing operations at the premises. As such, the Delegated Officer considers the risk of these emissions is negligible.

As whey is approved for discharge to land, the Delegated Officer considers that the risk of seepage/spillage emissions to land is negligible.

The Delegated Officer considers increasing whey discharge duration to 4 years does not increase the risk of discharge to land and runoff to surface water as this is manageable under Existing Licence Conditions in conjunction with the amendments listed below. Licence Condition 11(a. and b.) ensures repeat applications to the same area do not occur, while conditions 2 and 7 manage maximum annual irrigation loads. Condition 11(c-f) ensures that buffer distances from waterways and main roads are maintained, whey contaminated water does not leave the designated irrigation areas, nor does it enter any water course or water body, and ensures pooling or ponding of whey does not occur at any time.

Licence Holder's comments

The Licence Holder was provided with the draft Amendment Notice on 20 May 2019. Comments received from the Licence Holder have been considered by the Delegated Officer as shown in Appendix 2.

Amendment

1. The Existing Licence duration has been extended from 31 July 2020 to 30 June 2022.
2. Condition 2 of the Existing Licence is amended by the deletion of the text shown in strikethrough below and the insertion of the red text shown in underline below:

The Licence Holder shall only accept waste onto the Premises if:

- (A) It is of a type listed in Table 3;
- (B) The quantity accepted is below any quantity limit listed in Table 3; and
- (C) It meets any specification listed in Table 3.

Table 3: Waste acceptance			
Waste type	Waste code	Quantity limit	Specification ¹
Whey	N/A	<ul style="list-style-type: none"> • 12,000kL per annual period 1 August 2018 to 31 July 2019; and • 28,000kL <u>12,000kL</u> per annual period 1 August 2019 to 31 July 2020; <u>1 August 2020 to 31 July 2021; and 1 August 2021 to 30 June 2022.</u> 	Delivered into the premises and transferred into either of: <ul style="list-style-type: none"> • 2x 50,000L Storage tank.

Note 1: Additional requirements for the acceptance of controlled waste (including asbestos and tyres) are set out in the *Environmental Protection (Controlled Waste) Regulations 2004*.

3. Condition 7 of the Existing Licence is amended by the deletion of the text shown in strikethrough below and the insertion of the red text shown in underline below:

7. The Licence Holder is permitted to accept no more than ~~28,000~~12,000kL of whey per annual period per annual period's 1 August 2019 to 31 July 2020; 1 August 2020 to 31 July 2021; and 1 August 2021 to 30 June 2022.
4. Condition 10 of the Existing Licence is amended by the deletion of the text shown in strikethrough below and the insertion of the red text shown in underline below:
10. The Licence Holder must ensure that the infrastructure and equipment specified in Column 1 of Table 7 is maintained in good working order and operated in accordance with the requirements specified in Column 2 of Table 7.

Table 7: Infrastructure and equipment controls table	
Column 1	Column 2
Site infrastructure and equipment	Operational requirements
Storage tank T1 and T2	The storage tanks must operate to the following specifications: <ul style="list-style-type: none"> (a) Be able to receive and store whey inflow of up to 28,000 <u>12,000</u>kL per annual period; (b) Overtopping of the tanks does not occur; and (c) The integrity of the containment infrastructure is maintained.

5. Condition 11 of the Existing Licence is amended by the deletion of the text shown in strikethrough below and the insertion of the red text shown in underline below:
11. The Licence Holder must:
- (a) during the annual period 1 August 2018 to 31 July 2019 irrigate no more than 70 kL/ha of whey to an irrigation area not more than ~~400~~ 202 ha within the area shown in purple shading in Schedule 1: map of irrigation areas;
 - (b) ~~during the annual period 1 August 2019 to 31 July 2020 irrigate no more than 70 kL/ha of whey to a separate 400 ha irrigation area from that irrigated under condition 11 (a) within the area shown in purple shading in Schedule 1: map of irrigation areas;~~ During each annual period, irrigate no more than 70kL/ha of whey to separate irrigation areas not more than 200 ha within the area shown in purple shading in Schedule 1: map of irrigation areas;
 - (c) irrigate whey such that ponding or pooling of whey does not occur;
 - (d) ensure that any whey-contaminated runoff does not leave the irrigation areas shown in purple shading in Schedule 1: map of irrigation areas;
 - (e) ensure that whey or whey-contaminated runoff does not enter any water course, water body or riparian zone;
 - (f) maintain buffers for the irrigation of whey as follows:
 - i. 200 m from the Beaufort River;
 - ii. 50 m from any other watercourse or water body; and
 - iii. 25 m from any public road.
 - (g) keep accurate and auditable records relating to the annual irrigation of whey within each ~~400 ha~~ irrigation area at the Premises; and

(h) submit to the CEO a map of the individual ~~400~~-ha irrigation area's at the Premises with the Annual Audit Compliance Report required under condition 17.

6. Table 8 of the Existing Licence is amended by the deletion of the text shown in strikethrough below and the insertion of the red text shown in underline below:

Primary Activity	Premises production or design capacity
Category 61-Liquid waste facility: premises on which liquid waste produced on another premises (other than sewerage waste) is stored, reprocessed, treated or irrigated.	28,000 <u>12,000</u> kL per annual period

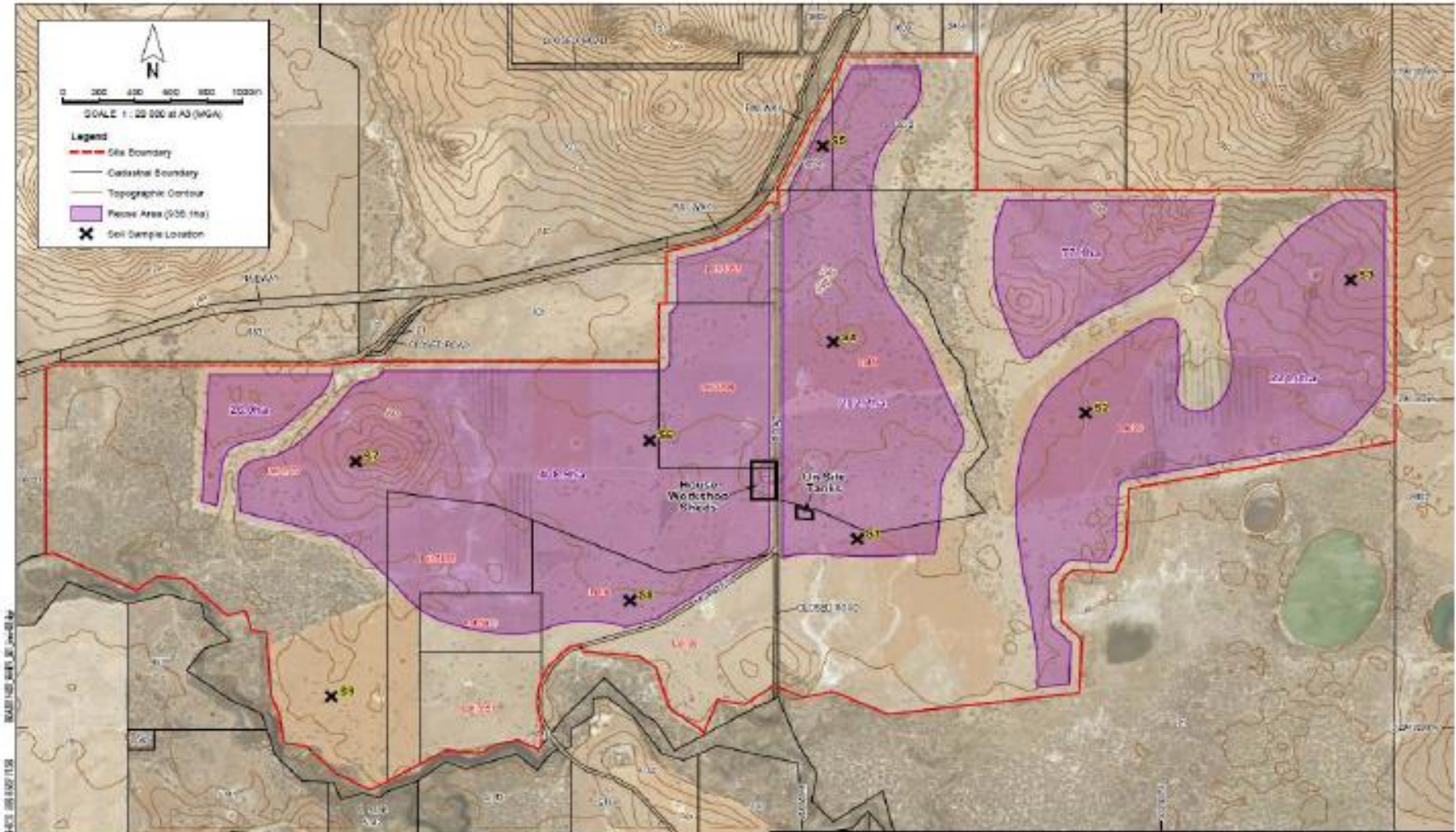
Appendix 1: Key documents

	Document title	In text ref	Availability
1	Licence L9134/2018/1 – Brownes Whey – Arthur River	L9134/2018/1	accessed at www.dwer.wa.gov.au
2	DER, July 2015. <i>Guidance Statement: Regulatory principles.</i> Department of Environment Regulation, Perth.	DER 2015a	accessed at www.dwer.wa.gov.au
3	DER, October 2015. <i>Guidance Statement: Setting conditions.</i> Department of Environment Regulation, Perth.	DER 2015b	
4	DER, August 2016. <i>Guidance Statement: Licence duration.</i> Department of Environment Regulation, Perth.	DER 2016a	
5	DER, November 2016. <i>Guidance Statement: Risk Assessments.</i> Department of Environment Regulation, Perth.	DER 2016b	
6	DER, November 2016. <i>Guidance Statement: Decision Making.</i> Department of Environment Regulation, Perth.	DER 2016c	

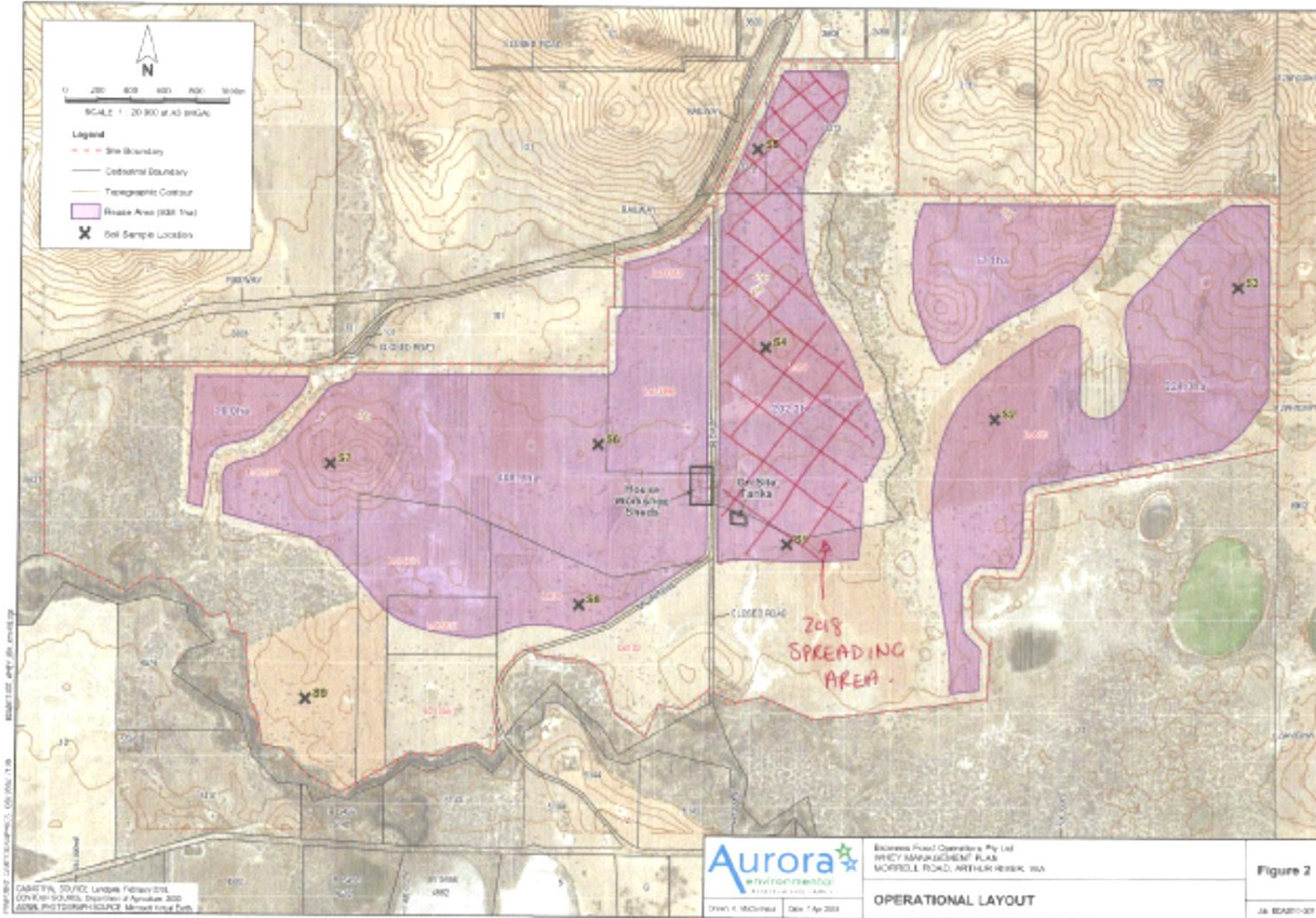
Appendix 2: Summary of Licence Holder comments

The Licence Holder was provided with the draft Amendment Notice on 20 May 2019 for review and comment. The Licence Holder responded on 21 May 2019 waiving the remaining comment period. No comments were submitted on the draft Amendment Notice.

Appendix 3: Site Plan



Appendix 4: Whey Spreading Area 2018/2019



Licence: L9134/2018/1

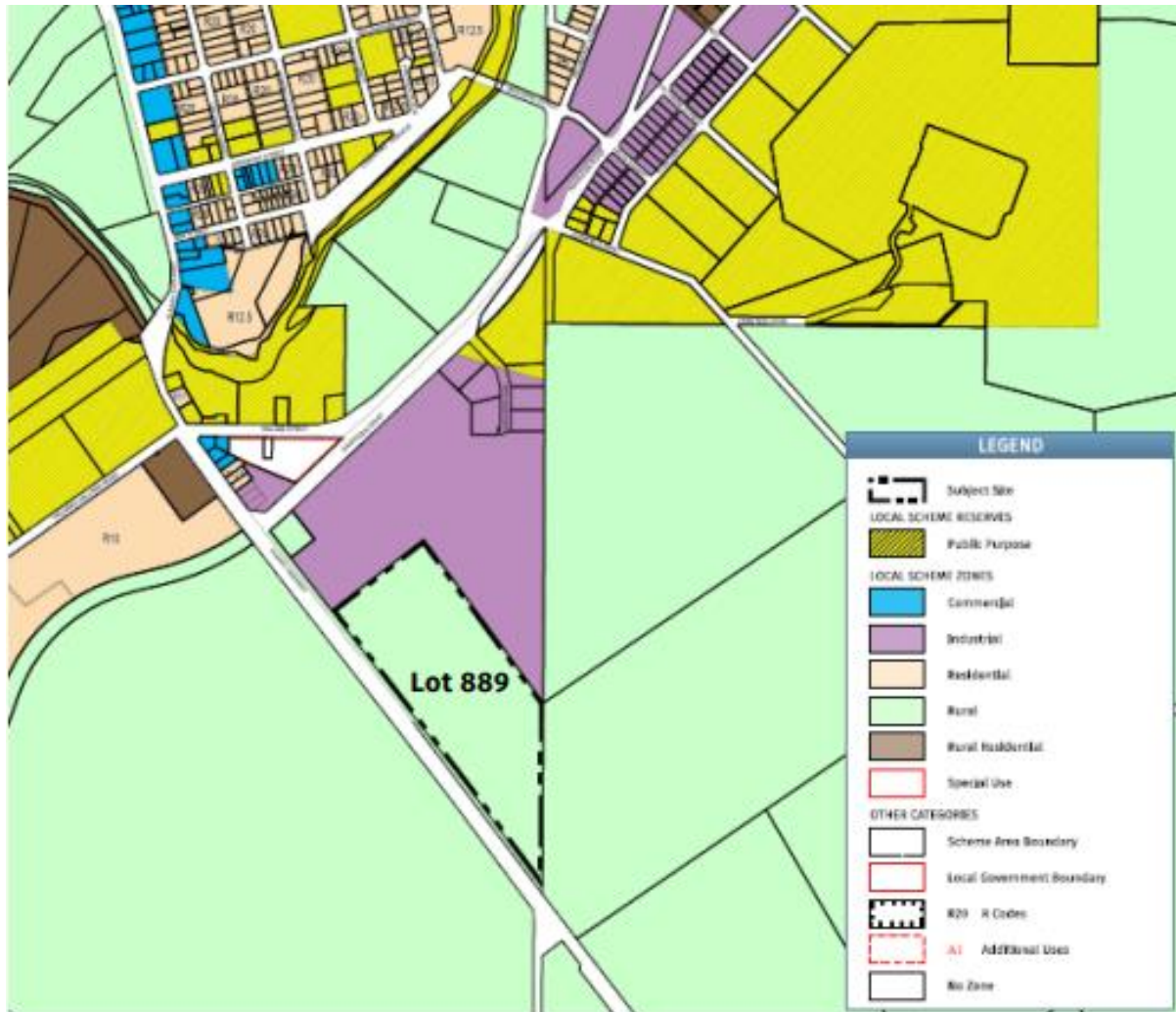
IR-T08 Amendment Notice (Major) template v2.0 (July 2017)

8.2.2 Proposed Local Development Plan – Lot 899 Albany Highway, Williams

File Reference	14.25.26
Statutory Ref.	Shire of Williams Town Planning Scheme No 2
Author & Date	Liz Bushby, Town Planning Innovations 9 August 2022
Attachments	Attachment 3 – Proposed Local Development Plan

Background

Lot 889 Albany Highway is zoned 'Rural' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme'). The Shire has approved a service station in the north western corner of the lot.



Existing zoning plan

The land to the north and northwest is already zoned Industrial under the Scheme.

The applicant has lodged Amendment 19 to the Shire of Williams Town Planning Scheme No 2, which proposes to re-zone Lot 889 from 'Rural' to an 'Industrial' and 'Service Commercial' zone.



Proposed zoning plan – Amendment 19

Amendment 19 was initiated by Council at the Ordinary Meeting held on the 20 April 2022. The Scheme Amendment was referred to the Environmental Protection Authority (EPA). The EPA have confirmed that no environment assessment of the amendment is required.

Comment

Amendment 19 is ready to be advertised for public comment. Separate to the amendment, the applicant has liaised closely with the Shire’s Chief Executive Officer and TPI regarding a Local Development Plan (LDP) for Lot 889.

A Local Development Plan is a mechanism used to coordinate and assist in achieving better built form outcomes by linking lot design to future development.

A Local Development Plan can be used in limited situations to guide and co-ordinate development outcomes for a particular site. Use of a Local Development Plan for Lot 889 is considered appropriate as future development will create a new entry point into the Shire, and an LDP can provide guidance for design elements such as building orientations, easements, vehicle access, landscaping and materials.

The proposed Local Development Plan for Lot 889 is included as Attachment 3.

The LDP proposes:

- Building orientations facing Albany Highway or alternative main roads within the future subdivision;
- Landscaping along the Albany Highway frontage;
- No access to Albany Highway unless otherwise approved;

- Easements over the planned service commercial lots for co-ordinated shared vehicle access; and
- General development requirements such as use of non-reflective materials and visually permeable (see through) fencing.

Ordinarily the zoning would be in place prior to development of any LDP. In this case however, it is considered that public consultation for the scheme amendment will be more informed if it occurs concurrently with advertising of the LDP.

POLICY REQUIREMENTS

Not applicable.

LEGISLATIVE REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015 -

The *Planning and Development (Local Planning Schemes) Regulations 2015* were gazetted on 25 August 2015 and became effective on 19 October 2015.

Part 6 outlines the process for preparation, form, and advertising of Local Development Plans. Clause 47(d) states that a Local Development Plan may be prepared if 'the Commission and the local government considers that a local development plan is required for the purposes of properly and orderly planning'.

Shire of Williams Town Planning Scheme No 2 – discussed in the body of this report. Under Amendment 19 a clause is proposed for the service commercial zone that requires 'vehicular access and building orientation are to be consistent with the approved Local Development Plan'.

SUSTAINABILITY IMPLICATIONS

Environment

There are no known significant environmental implications associated with this proposal.

Economic

There are no known significant economic implications associated with this proposal.

Social

There are no known significant social implications associated with this proposal.

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):

- ED 1.3 Promote land availability within the Shire for residential, industrial and commercial development
- ED 1.5 Advocate, promote and champion industrial development that will offer employment opportunities for our community
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

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

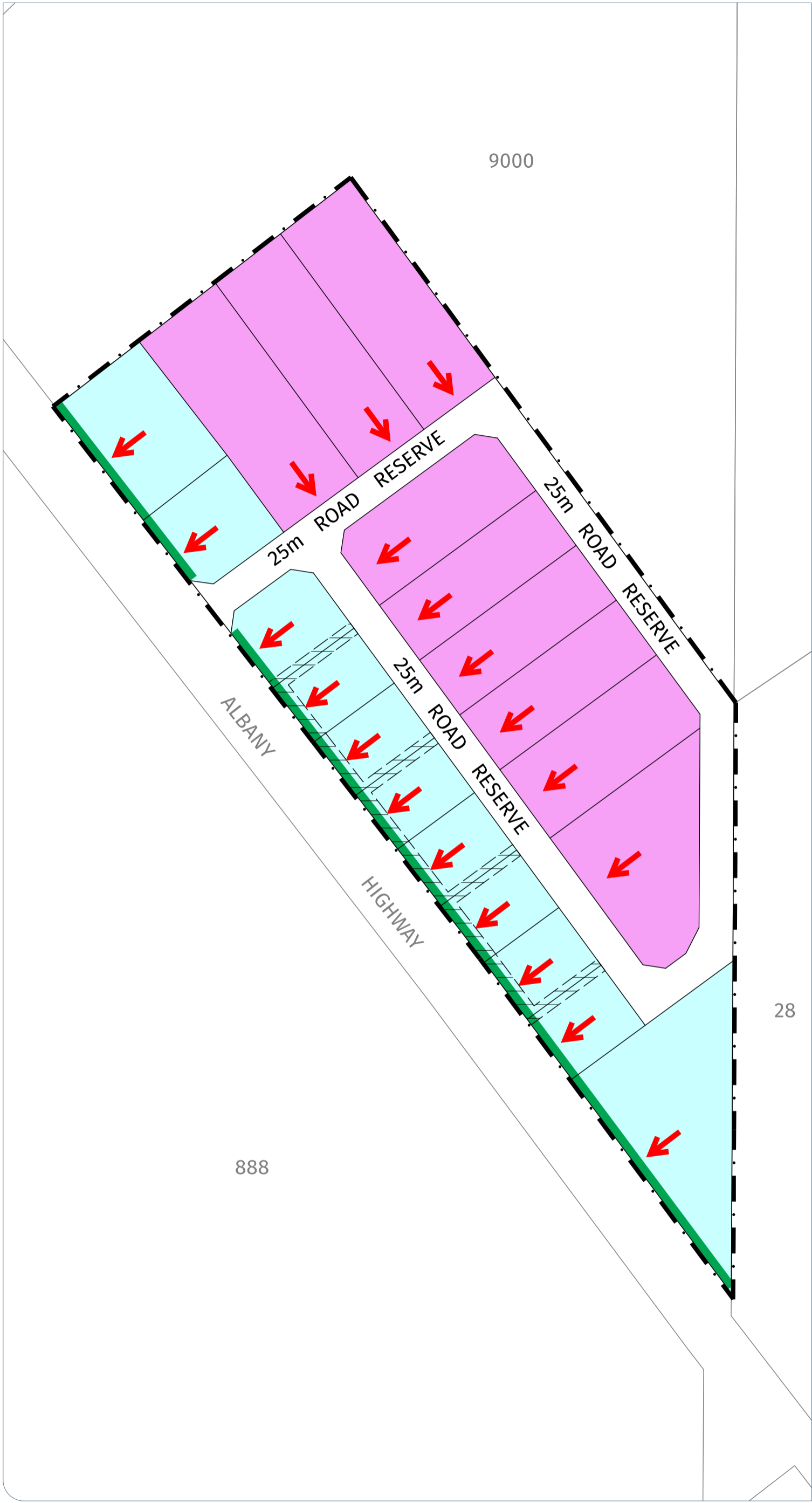
Voting Requirements

Simple Majority

Officer's Recommendation

That Council note that:

- A. In pursuance of Clause 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Chief Executive Officer has requested that the Western Australian Planning Commission agree that a Local Development Plan for Lot 889 is required for the purposes of orderly and proper planning.
- B. The Local Development Plan prepared for Lot 889 will be advertised for public comment for 60 days concurrent with Scheme Amendment No 19.
- C. Progression of the Local Development Plan for final approval is contingent on the Commission's advice, and approval of Amendment 19 by the Minister for Planning.



LEGEND

- Lots Subject to this LDP
- Industry
- Service Commercial
- 10m wide Right of Carriageway
- Landscaping (2m wide)
- Building Orientation

APPLICATION OF LOCAL DEVELOPMENT PLAN

Local Development Plan for Lot 889 Albany Highway, Williams.

- The provisions of the Shire of Williams Local Planning Scheme No. 2 are varied as detailed within this LDP.
- All other requirements of the Local Planning Scheme shall be satisfied in all other manners.

Residential Design Code
The zones applicable to these lots are as per the Local Planning Scheme No. 2.

- Streetscape**
- Buildings are to be orientated as indicated in this LDP.
 - No lots are to directly access Albany Highway except where approved by relevant agencies.
 - Landscaping of Service Commercial lots is to be established as indicated in this LDP, unless otherwise approved by the Shire.
 - Landscaping of Industrial lots is to be consistent with the requirements of the Shire of Williams Local Planning Scheme No. 2.
 - Fencing along vehicle access ways and roads is to be visually permeable.

- Design Elements**
- Buildings are to be constructed of non-reflective material.

- Incidental Development**
- The Shire has discretion to consider trade display or the display of goods (showroom/warehouse) in open outdoor areas, however any general storage of goods, equipment, plant or materials should be located to the rear of the buildings

APPROVAL

This LDP has been approved by the Shire under the Shire of Williams Local Planning Scheme No. 2.

Signature _____ Date _____

LOCATION MAP



LOCAL DEVELOPMENT PLAN

Lot 889 on DP 416835 Albany Highway, WILLIAMS

Plan No. | 21520-17
 Date | 05/08/22
 Drawn | NP
 Checked | MK
 Revision | D

BUNBURY OFFICE:
 21 Spencer Street,
 BUNBURY WA 6230
 T: 08 9792 6000
 E: bunbury@harleydykstra.com.au
 W: www.harleydykstra.com.au

ALBANY | BUNBURY | BUSSELTON | FORRESTDALE | PERTH

Scale | 1:3000@A3

0 40m 80m

NOTE: This plan has been prepared for planning purposes. Areas, Contours and Dimensions shown are subject to survey

8.2.3 Proposed Single House, Shed and Rainwater Tank - Lot 178 (No 55) Lavender Street, Williams

File Reference	10.60.15
Statutory Ref.	Shire of Williams Town Planning Scheme No 2
Author & Date	Liz Bushby, Town Planning Innovations 9 August 2022
Attachments	Nil

Background

Lot 178 is zoned 'Rural Residential' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 1012m² and is vacant.

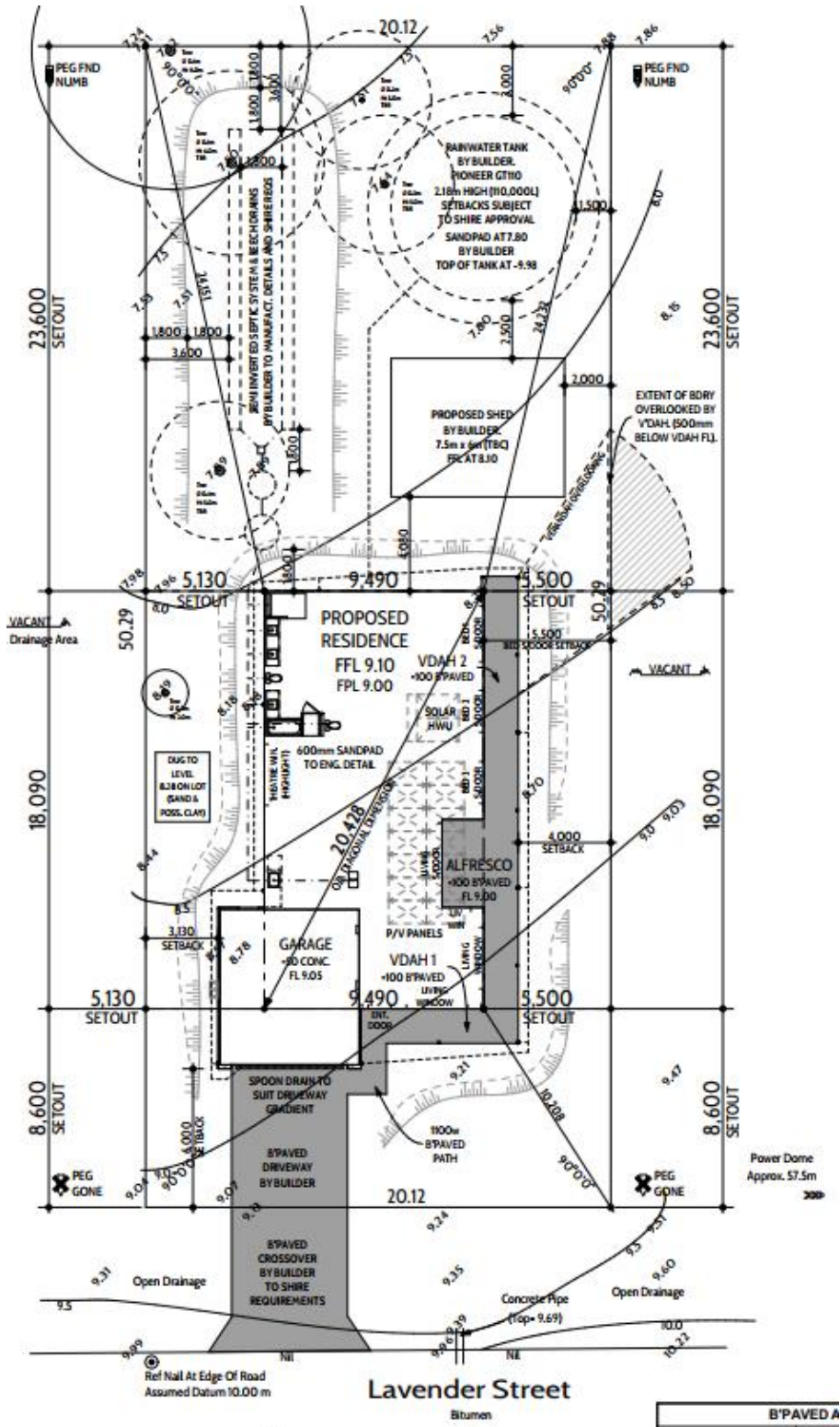


Location Plan

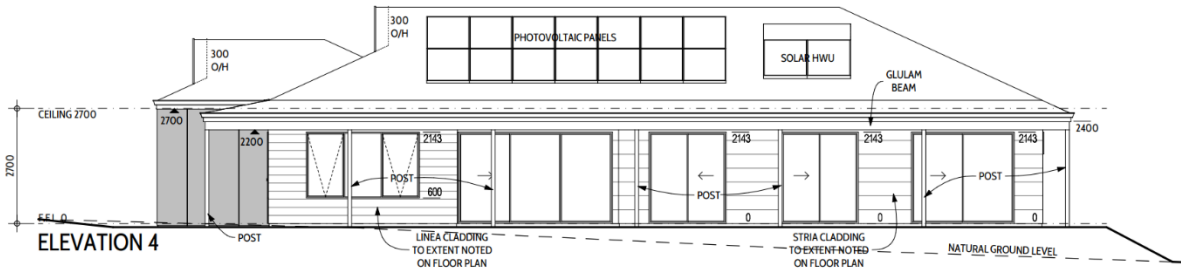
Comment

- **Proposed Development**

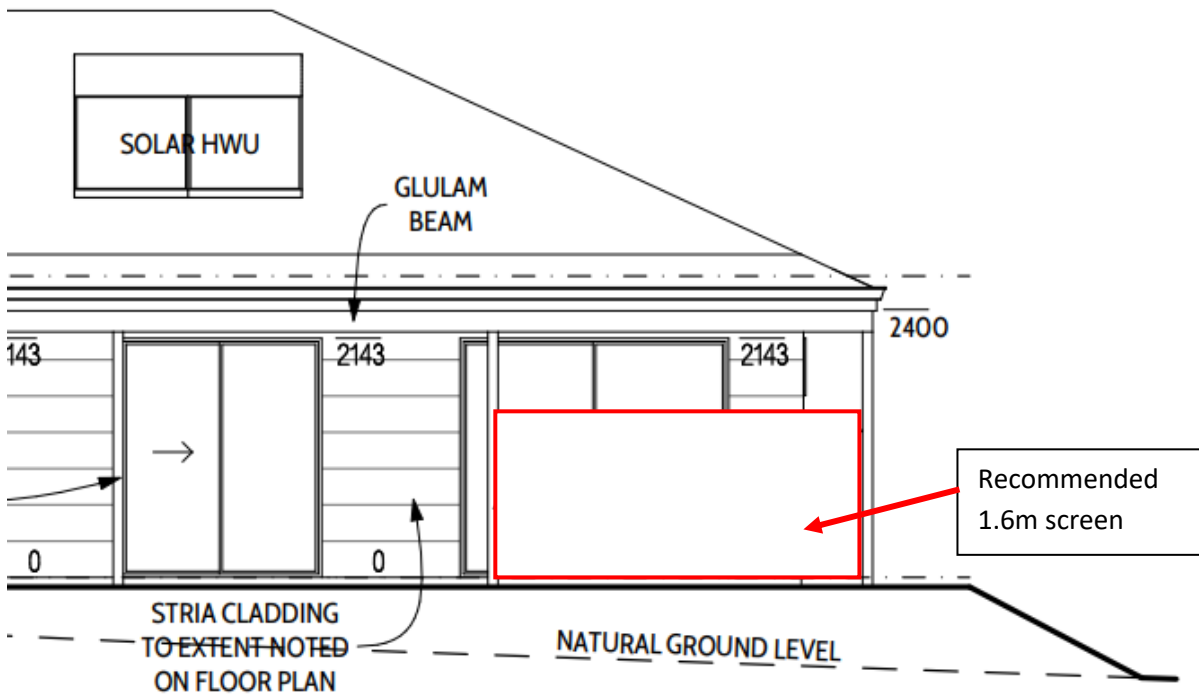
The owner has applied for a single house, shed and a 110,000 litre rainwater tank on the lot. The lot slopes downwards from the road with contours ranging from 9.0 (at the front of the lot) to 7.31 in the north west lot corner.



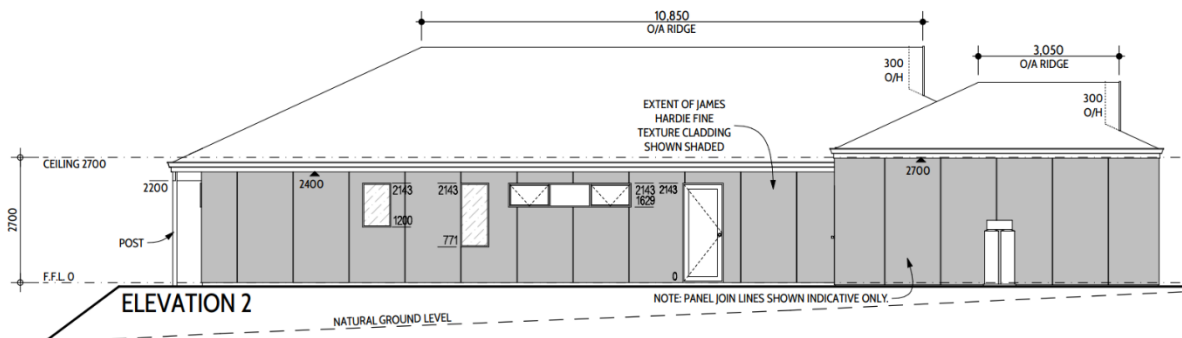
Fill is proposed to provide a flatter house pad for the rear portion of the proposed dwelling. There is potential for overlooking from parts of the north east verandah (Elevation 4), as the finished floor level is more than 0.5 metres above natural ground level.

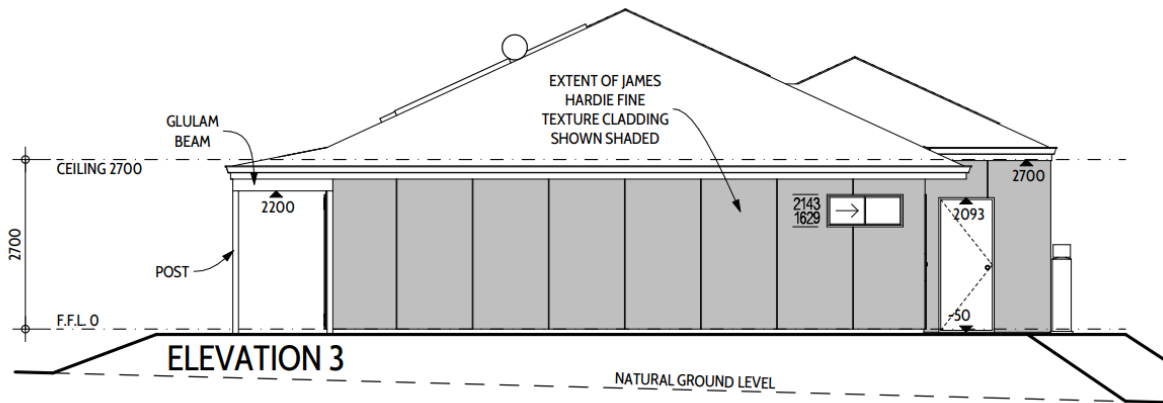


To minimise potential overlooking, TPI recommends that a condition be imposed requiring a 1.6 metre high screen between two verandah posts (adjacent to the master bedroom).



The south west and rear elevations do not pose significant overlooking concerns as they contain highlight windows (with a higher sill height) and /or are to non-habitable rooms.





- **State Planning Policy 3.7: Planning in Bushfire Prone Areas**

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in December 2015. These documents apply to all land identified as Bushfire Prone and are amended from time to time.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. The lot is within a declared bushfire prone area.

A Bushfire Attack Level (BAL) assessment report is not required as part of the planning application process where the lot size is 1,100m² or less. At that lot size it is recognised that planning can only play a limited role in reducing bushfire risk, and application of the appropriate construction standard at the building permit stage is the most appropriate instrument for reducing the bushfire risk for existing lots.

As Lot 178 has an area of 1,012m², a Bushfire Attack Level assessment will be required as part of the separate Building Permit process. A BAL is not required to be submitted as part of the planning process.

POLICY REQUIREMENTS

Not applicable.

LEGISLATIVE REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015

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

Clause 61 lists development for which planning approval is not required. A rainwater tank is only exempt from the need for planning approval where it meets specific size criteria, including a maximum volume of 5,000 litres.

Clause 67 of the deemed provisions outlines 'matters to be considered by Council' including but not limited to orderly and proper planning, the compatibility of the development with 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.

Shire of Williams Town Planning Scheme No 2 (the Scheme) – Under Clause 4.6(2)(a) planning approval is required for a single house in a Rural Residential zone.

Under Clause 4.6.2(f) Council shall have regard for the following:

- (i) the colour and texture of external building materials;
- (ii) building size, height, bulk, roof pitch;
- (iii) setback and location of the building on its lot;
- (iv) architectural style and design details of the building;
- (v) relationship to surrounding development; and
- (vi) other characteristics considered by the Shire to be relevant.

A single house is listed as a permitted use under Table 1: Zoning Table.

SUSTAINABILITY IMPLICATIONS

Environment

There are no known significant environmental implications associated with this proposal.

Economic

There are no known significant economic implications associated with this proposal.

Social

There are no known significant social implications associated with this proposal.

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):

- ED 1.3 Promote land availability within the Shire for residential, industrial and commercial development
- ED 2.3 Promote and support the availability of accommodation suitable for young people, families and retirees
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. In addition, a planning fee is payable for consideration of this application.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council

1. Approve the application for a single house and rainwater tank on Lot 178 (No 55) Lavender Street, Williams subject to the following conditions and footnotes:
 - (i) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans with the exception that additional screening is required in accordance with Condition (ii).
 - (ii) An additional permanent fixed screen with a height not less than 1,600mm above the Finished Floor Level shall be installed between two verandah posts adjacent to the Master Bedroom on Elevation 4 (Plan dated 21.07.22 Job 211002, Sheet 4 of 8).
 - (iii) The screen structure required under Condition (ii) shall be installed prior to occupation of the dwelling, and thereafter maintained to the satisfaction of the Chief Executive Officer. Screening may be constructed out of fixed external perforated panels, lattice, or solid or obscured translucent panels.
 - (iv) A hardstand driveway shall be constructed to the satisfaction of the Chief Executive Officer in accordance with the site plan dated 12 November 2021 (Job No. 512560) within 12 months of the issue of a Building Permit for the single house.

- (v) The owner to install and construct a new crossover within 12 months of the issue of a Building Permit for the single house or an alternative time period approved separately by the Shire Chief Executive Officer in writing.
- (vi) The constructed driveway and crossover shall be maintained to a good quality trafficable standard at all times to the satisfaction of the Chief Executive Officer.
- (vii) Drainage to be contained within the property boundaries, where practical, with no water discharge into any adjacent private lot. Drainage may be dispersed off site into unmade road reserve (Channon Street) on the western boundary subject to separate written approval by the Chief Executive Officer.
- (viii) Prior to the issue of a Building Permit, the owner/applicant shall lodge a drainage management plan for separate written approval by the Chief Executive Officer. The drainage plan shall demonstrate how stormwater runoff from the Lavender Street road reserve will be managed.
- (ix) Prior to occupation, the owner shall lodge information to the Shire for separate written approval demonstrating that the dwelling will be provided with an adequate electricity supply with solar panels and a battery system. No generators are permitted.
- (x) If the development, the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (a) The development is proposed in a declared bushfire prone area and a Bushfire Attack Level Assessment will need to be lodged with a separate Building Permit application.
- (b) Once a crossover is constructed, an application can be lodged seeking a contribution from the Shire towards a portion of the construction cost.
- (c) The owner will need to complete and lodge a separate 'Application to Construct or Install an Apparatus for the Treatment of Sewage' form to the Shire. An application must be lodged for installation of an apparatus for on-site wastewater disposal.

8.2.4 Adoption of the 2022/2023 Budget

File Reference	4.23.10
Statutory Ref.	Local Government Act 1995 Section 6.2 Local Government (Financial Management Regulations) 1996
Author & Date	Alan Lamb & Geoff McKeown 11 August 2022
Attachments	2022-2023 Draft Budget 2022-2023 Fees & Charges

Background

The draft 2022/23 Budget has been compiled based on the principles contained in the Strategic Community Plan and Corporate Business Plan. It has also been prepared in accordance with the earlier presentations to Councillors.

The draft 2022/23 Budget includes information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The main features include:

- The budget has been prepared by applying a 3.44% rate in the dollar increase on GRV rated properties and reducing the rate in the dollar by 10.02% for UV rated properties.
GRV properties were revalued this financial year after a period of six or so years. Whilst the total valuation did not change significantly, some properties received large valuation increases due to their development. On average residential GRV valuations decreased and industrial/commercial GRV valuations increased but the overall the total valuation only went up by 0.27%.
The total valuation of UV properties increased by 16.62%. However, individual valuations will differ from the average.
The minimum rates are proposed to increase from \$760 to **\$790** for **GRV** rated properties and \$960 to **\$1,010** for **UV** rated properties. The increase in total rate revenue will be **5.10%**, which is in line with the Long Term Financial Plan and contained in the 2021-25 Corporate Business Plan.
- Fees and charges in general have been increased by **2%**. There are also other minor changes which are itemised within the attached fees and charges schedule and in line with the forward financial plans.
- There is a 2% increase proposed for kerbside rubbish collection. There will be 7.61% increase in the contract price for collection of waste due to the rise in CPI to the end of the March 2022 quarter. This movement is included in the current waste collection contract. Shorter opening hours at the Waste Site will reduce costs, lessening the need to increase kerbside collection charges.
- A capital works programme totalling **\$2,775,921** for investment in infrastructure, land and buildings, and plant and equipment is planned. Expenditure on road infrastructure is a major component of this and the amount of **\$1,577,841** is in line with Council's strategy to increase the investment in road and associated assets.
- An estimated surplus of **\$927,694** is anticipated to be brought forward from 30 June 2022. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.
- Principal additional grant funding for the year is estimated from:
 - Roads to Recovery - \$196,112
 - Road Project Grant - \$308,034
 - Local Roads and Community Infrastructure Grant (Phase 3) - \$465,858

- o Social Housing Economic Recovery Package - \$386,494
- o Department of Transport – WA Bike Network \$49,600

Consultation

While no specific community consultation has occurred on the draft 2022/23 Budget, the Community has been involved in extensive consultation with the development of the Strategic Community Plan 2017-2032. Previous Community Surveys have also directed Council on the level of service expected to be delivered by the Shire.

Extensive internal consultation has occurred between all senior employees and through discussions with elected members at the May and June meetings.

Statutory Environment

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its Municipal Fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of the *Local Government Act 1995* refer to the setting of budgets and the raising of rates and charges. *The Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2022/23 Budget as presented is considered to meet statutory requirements.

The Local Government (COVID-19 Response) Ministerial Order 2020 was gazetted on the 8 May 2020 and this was followed by the Local Government (COVID-19 Response) Amendment Order 2021. The draft 2022/23 Budget continues to give consideration to the consequences of the COVID-19 pandemic and in accordance with the Ministerial Orders. Adjustments have been made to interest rates charged on the instalment option and overdue rates. The Council also adopted a COVID-19 Financial Hardship Policy in May 2020 to further support ratepayers suffering hardship.

Policy Implications

The budget is based on the principles contained in the Strategic Community Plan and the Corporate Business Plan. Further, it takes account of the COVID-19 Financial Hardship Policy.

Financial Implications

Specific financial implications are as outlined in this report and as itemised in the draft 2022/23 Budget attached for adoption.

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

TRIPLE BOTTOM LINE ASSESSMENT

Economic Implications

The draft 2022/23 Budget has been developed based on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for Council and the community.

Social Implications

The draft 2022/23 Budget delivers social outcomes identified in various planning and community supporting strategies that have previously been adopted by the Council.

Environmental Implications

The draft 2022/23 Budget supports key environmental strategies and initiatives adopted by the Council.

Comment

The draft 2022/23 Budget continues to deliver on other strategies adopted by the Council and maintains a high level of service across all programs, while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

Voting Requirements

Absolute Majority

Officer’s Recommendation

That Council:

PART A – MUNICIPAL FUND BUDGET FOR 2022/2023

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the Council adopts the Municipal Fund Budget as contained in the Attachment of this Agenda and the Minutes, for the Shire of Williams for the 2022/23 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page (2) showing a net result for that year
- Statement of Cash Flows on page (3)
- Rate Setting Statement on page (4) showing an amount required to be raised from rates of \$2,094,863
- Notes to and Forming Part of the Budget on pages (8 to 25)
- Capital Income and Expenditure (26)

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. Raising Rates

For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following General and Minimum rates on Gross Rental and Unimproved Values.

2. General Rates

- Residential (GRV) **8.000 cents in the dollar**
- Commercial / Industrial (GRV) **8.000 cents in the dollar**
- Rural/Mining (UV) **0.548 cents in the dollar**

3. Minimum Rates

- Residential (GRV) **\$790**
- Commercial / Industrial (GRV) **\$790**
- Rural/Mining (UV) **\$1,010**

4. Instalments

Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, Council nominates the following due dates for the payment in full by instalments:

- Full payment and 1st instalment due date **30 September 2022**
- 2nd quarterly instalment due date **2 December 2022**

- 3rd quarterly instalment due date **3 February 2023**
- 4th and final quarterly instalment due date **6 April 2023**

5. Instalment Option Charge

Pursuant to section 6.45 of the *Local Government Act 1995*, regulation 67 of the *Local Government (Financial Management) Regulations 1996* and clause 13 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of **\$10.00** for each instalment after the initial instalment is paid.

- a. This additional charge cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

6. Instalment Option Interest Rate

Pursuant to section 6.45 of the *Local Government Act 1995*, regulation 68 of the *Local Government (Financial Management) Regulations 1996* and clause 13 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an interest rate of **3%** where the owner has elected to pay rates and service charges through an instalment option.

- a. This additional interest rate cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

7. Interest rate on Overdue Rates

Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995*, regulation 70 of the *Local Government (Financial Management) Regulations 1996* and clause 14 of the *Local Government (COVID-19 Response) Ministerial Order 2020* gazetted on 8 May 2020, Council adopts an interest rate of **7%** for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

- a. This interest rate cannot be applied to an excluded person, as defined in the *Local Government (COVID-19 Response) Ministerial Order 2020*, that has been determined as suffering financial hardship as a consequence of the COVID-19 pandemic in accordance with Council Policy O1.30 COVID-19 Financial Hardship Policy.

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART C – GENERAL FEES AND CHARGES FOR 2022/2023

Pursuant to section 6.16 of the *Local Government Act 1995*, Council adopts the Fees and Charges included in this report and forming part of the draft 2022/2023 Budget.

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART D – OTHER STATUTORY FEES FOR 2022/2023

- Pursuant to section 53 of the *Cemeteries Act 1986* Council adopts the Fees and Charges for the Williams Cemetery and Marling Cemetery included in this report and forming part of the draft 2022/2023 Budget.
- Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, Council adopts the following charges for the removal and disposal of domestic and commercial waste:

Residential Premises (including recycling)

- 240ltr bin per weekly collection **\$464.50pa**

Commercial Premises

- Privately Owned Bulk Recycling Bin collection (3.0m3) **\$1,127.50pa**
- Privately Owned Bulk Recycling Bin collection (4.5m3) **\$1,397.50pa**
- 240ltr bin per service Commercial General Waste (no recycling) **\$344.00pa**

- Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, and section 6.16 of the *Local Government Act 1995* Council adopt the following charges for the deposit of domestic and commercial waste:

Transfer Station Charges (Site opens 10am to 3pm Wed, Sat & Sun)		\$ GST Incl	GST Y/N	GST Code	Charge Account
General Waste					
General Household Waste	Cars, utes, trailers 1.8m x 1.2m x 0.5 (or 1 m ³)	\$33.00	Y	GST	1101111
General Household Waste	1 x 240L Bin	\$17.00	Y	GST	1101111
Furniture and E-waste	per item	\$12.00	Y	GST	1101111
Uncontaminated Garden Waste - Ute or trailer	Gardeining Contractos only	\$15.00	Y	GST	1101111
Uncontaminated Garden Waste - Truck 3 tonnes or more		\$22.00	Y	GST	1101111
Vehicle Body - Car belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Car by non ratepayer		\$418.50	Y	GST	1101111
Vehicle Body - Truck belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Truck by non ratepayer		\$831.50	Y	GST	1101111
Tyres - Small (car etc.)	each	\$12.00	Y	GST	1101111
Tyres - Small truck	each	\$16.00	Y	GST	1101111
Tyres - Large truck or tractor	each	\$25.00	Y	GST	1101111
Building rubble	per m ³	\$36.00	Y	GST	1101111
Rural Household Pass (unlimited household waste)		\$320.00	Y	GST	1101111
Scrap metal and batteries from ratepayer		FREE	Y	GST	1101111
New/Replacement Bins		\$105.00	Y	GST	1101111

Kerbside Rubbish Collection		\$ GST Incl	GST Y/N	GST Code	Charge Account
240lt General Waste & 240lt Recycling pickup		\$464.50	N	OOS	1101105
Commercial Bulk Recycling Bin - 3.0m3		\$1,127.50	N	OOS	1101107
Commercial Bulk Recycling Bin - 4.5m3		\$1,397.50	N	OOS	1101107
Commercial General Waste 240lt (No Recycling)		\$344.00	N	OOS	1101107

Voting Requirements

Absolute Majority

Officer's Recommendation

PART F – MATERIAL VARIANCE REPORTING FOR 2022/2023

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2022/2023 for reporting material variances shall be 5% or \$5,000, whichever is the greater.



SHIRE OF WILLIAMS



ADOPTED BUDGET 2022-2023

Adopted 17th August 2022



SHIRE OF WILLIAMS

ANNUAL BUDGET

FOR THE YEAR ENDED 30 JUNE 2023

LOCAL GOVERNMENT ACT 1995

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SHIRE'S VISION

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

SHIRE OF WILLIAMS
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
Revenue				
Rates	2(a)	2,133,087	2,032,126	2,028,852
Operating grants, subsidies and contributions	10	461,514	1,490,686	602,021
Fees and charges	14	969,800	992,325	997,669
Interest earnings	11(a)	10,500	17,539	13,236
Other revenue	11(b)	63,428	62,198	55,350
		3,638,329	4,594,874	3,697,128
Expenses				
Employee costs		(1,820,803)	(1,746,189)	(1,733,928)
Materials and contracts		(854,016)	(626,054)	(830,824)
Utility charges		(190,061)	(180,331)	(202,300)
Depreciation on non-current assets	6	(1,264,609)	(1,275,082)	(1,264,609)
Interest expenses	11(d)	(21,502)	(33,337)	(30,971)
Insurance expenses		(149,166)	(142,552)	(136,416)
Other expenditure		(65,100)	(16,476)	(15,100)
		(4,365,257)	(4,020,021)	(4,214,148)
		(726,928)	574,853	(517,020)
Non-operating grants, subsidies and contributions	10	1,524,541	925,760	953,493
Profit on asset disposals	5(b)	1,003	100,262	0
Loss on asset disposals	5(b)	(5,332)	0	(33,625)
		1,520,212	1,026,022	919,868
Net result for the period		793,284	1,600,875	402,848
Other comprehensive income				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus		0	0	0
Total other comprehensive income for the period		0	0	0
Total comprehensive income for the period		793,284	1,600,875	402,848

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

SHIRE OF WILLIAMS
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Rates		2,133,087	2,045,886	2,030,852
Operating grants, subsidies and contributions		(98,899)	1,935,701	566,120
Fees and charges		969,800	992,325	997,669
Interest received		10,500	17,539	13,236
Goods and services tax received		0	0	126,782
Other revenue		63,428	62,198	55,350
		3,077,916	5,053,649	3,790,009
Payments				
Employee costs		(1,820,803)	(1,776,235)	(1,763,928)
Materials and contracts		(854,016)	(733,775)	(525,033)
Utility charges		(190,061)	(180,331)	(202,300)
Interest expenses		(21,502)	(33,337)	(30,971)
Insurance paid		(149,166)	(142,552)	(136,416)
Goods and services tax paid		0	0	(314,063)
Other expenditure		(65,100)	(16,476)	(15,100)
		(3,100,648)	(2,882,706)	(2,987,811)
Net cash provided by (used in) operating activities	4	(22,732)	2,170,943	802,198
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for financial assets at amortised cost - self supporting loans	7	0	200,000	(200,000)
Payments for purchase of property, plant & equipment	5(a)	(1,032,980)	(692,955)	(717,483)
Payments for construction of infrastructure	5(a)	(1,742,941)	(1,504,998)	(1,694,709)
Non-operating grants, subsidies and contributions		1,524,541	925,760	826,375
Proceeds from sale of property, plant and equipment	5(b)	104,500	681,989	136,000
Proceeds on financial assets at amortised cost - self supporting loans		17,107	(292,977)	307,023
Proceeds on disposal of financial assets at fair value through profit and loss		0	(2,997)	
Net cash provided by (used in) investing activities		(1,129,773)	(686,178)	(1,342,794)
CASH FLOWS FROM FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(73,675)	(310,868)	(195,514)
Proceeds from new borrowings	7(a)	0	200,000	200,000
Net cash provided by (used in) financing activities		(73,675)	(110,868)	4,486
Net increase (decrease) in cash held		(1,226,180)	1,373,897	(536,110)
Cash at beginning of year		2,983,406	1,609,509	1,609,486
Cash and cash equivalents at the end of the year	4	1,757,226	2,983,406	1,073,376

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

SHIRE OF WILLIAMS
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2023

	NOTE	2022/23 Budget	2021/22 Actual	2021/22 Budget
		\$	\$	\$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)				
	3	927,694	375,119	401,575
		927,694	375,119	401,575
Revenue from operating activities (excluding rates)				
Specified area and ex gratia rates	2(a)(ii)	38,224	37,530	37,533
Operating grants, subsidies and contributions	10	461,514	1,490,686	602,021
Fees and charges	14	969,800	992,325	997,669
Interest earnings	11(a)	10,500	17,539	13,236
Other revenue	11(b)	63,428	62,198	55,350
Profit on asset disposals	5(b)	1,003	100,262	0
		1,544,469	2,700,540	1,705,809
Expenditure from operating activities				
Employee costs		(1,820,803)	(1,746,189)	(1,733,928)
Materials and contracts		(854,016)	(626,054)	(830,824)
Utility charges		(190,061)	(180,331)	(202,300)
Depreciation on non-current assets	6	(1,264,609)	(1,275,082)	(1,264,609)
Interest expenses	11(d)	(21,502)	(33,337)	(30,971)
Insurance expenses		(149,166)	(142,552)	(136,416)
Other expenditure		(65,100)	(16,476)	(15,100)
Loss on asset disposals	5(b)	(5,332)	0	(33,625)
		(4,370,589)	(4,020,021)	(4,247,773)
Non-cash amounts excluded from operating activities	3(b)	1,268,938	1,171,108	1,303,362
Amount attributable to operating activities		(629,488)	226,746	(837,027)
INVESTING ACTIVITIES				
Non-operating grants, subsidies and contributions	10	1,524,541	925,760	953,493
Payments for property, plant and equipment	5(a)	(1,032,980)	(692,955)	(717,483)
Payments for construction of infrastructure	5(a)	(1,742,941)	(1,504,998)	(1,694,709)
Payments for financial assets at amortised cost - self supporting loans	7(a)	0	200,000	0
Proceeds from disposal of assets	5(b)	104,500	681,989	136,000
Proceeds from financial assets at amortised cost - self supporting loans		17,107	(292,977)	107,023
Proceeds on disposal of financial assets at fair value through profit and loss		0	(2,997)	0
Amount attributable to investing activities		(1,129,773)	(686,178)	(1,215,676)
Amount attributable to investing activities		(1,129,773)	(686,178)	(1,215,676)
FINANCING ACTIVITIES				
Repayment of borrowings	7(a)	(73,675)	(310,868)	(195,514)
Proceeds from new borrowings	7(b)	0	200,000	200,000
Transfers to cash backed reserves (restricted assets)	8(a)	(336,927)	(501,086)	(180,057)
Transfers from cash backed reserves (restricted assets)	8(a)	75,000	4,485	236,955
Amount attributable to financing activities		(335,602)	(607,469)	61,384
Budgeted deficiency before general rates		(2,094,863)	(1,066,901)	(1,991,319)
Estimated amount to be raised from general rates	2(a)	2,094,863	1,994,596	1,991,319
Net current assets at end of financial year - surplus/(deficit)	3	0	927,695	0

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

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SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

1 (a) BASIS OF PREPARATION

The annual budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost rather than at fair value. The exception is 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.

Accounting policies which have been adopted in the preparation of this annual budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget 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.

Financial reporting disclosures in relation to assets and liabilities required by the Australian Accounting Standards have not been made unless considered important for the understanding of the budget or required by legislation.

The local government reporting entity

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

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 financial statements. A separate statement of those monies appears at Note 13 to the annual budget.

2021/22 actual balances

Balances shown in this budget as 2021/22 Actual are estimates as forecast at the time of preparation of the annual budget and are subject to final adjustments.

Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

Initial application of accounting standards

During the budget year, the below revised Australian Accounting Standards and Interpretations are expected to be compiled, become mandatory and be applicable to its operations.

- AASB 2020-3 Amendments to Australian Accounting Standards - Annual Improvements 2018-2020 and Other Amendments
- AASB 2020-6 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current - Deferral of Effective Date

It is not expected these standards will have an impact on the annual budget.

New accounting standards for application in future years

The following new accounting standards will have application to local government in future years:

- AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies or Definition of Accounting Estimates
- AASB 2021-6 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies: Tier 2 and Other Australian Accounting Standards

It is not expected these standards will have an impact on the annual budget.

Judgements, estimates and assumptions

The preparation of the annual budget 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.

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

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

Rounding off figures

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

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

1 (b) KEY TERMS AND DEFINITIONS - NATURE OR TYPE

REVENUES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the *Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classifications.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

FEES AND CHARGES

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, other fees and charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

1 (c) KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the Shire's Community Vision, and for each of its broad activities/programs.

OBJECTIVE

GOVERNANCE

To provide a decision making process for the efficient allocation of scarce resources.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

LAW, ORDER, PUBLIC SAFETY

To provide services to ensure a safer community.

HEALTH

To provide an operational framework for good community health.

EDUCATION AND WELFARE

To provide a framework that enables community needs in these areas are met.

HOUSING

To help ensure the availability of adequate housing for the community needs.

COMMUNITY AMENITIES

Provision of amenities required by the community.

RECREATION AND CULTURE

To establish and manage efficiently all infrastructure and resources which will meet the recreational and cultural needs of the community.

TRANSPORT

To provide effective and efficient transport services to the community.

ECONOMIC SERVICES

Promotion of Williams and improvement of economic wellbeing of the district and its inhabitants.

OTHER PROPERTY AND SERVICES

Efficient utilisation of Council resources, plant repairs and operations, management of Williams Town Planning Scheme.

ACTIVITIES

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.

Rates, general purpose government grants and interest revenue.

Supervision and enforcement of local laws, fire prevention and suppression activities and animal control.

Health inspection and advisory services, analytical services, mosquito control, collection agent for Williams St John Ambulance subscriptions and assist with providing medical services.

Provision and maintenance of premises for the Williams Community Resource Centre and Willi Wagtails Childcare Centre. Provide all administration services for both the Childcare Centre and Family Day Care Provider.

Management, administration and maintenance of Williams Community Homes, Sandalwood Court, Wandoo Cottages Jamtree Lane Units and New Street Units.

Refuse management, protection of the environment, maintenance of cemeteries and public conveniences.

Maintenance of halls, recreational facilities and reserves. Operation of Library and compilation and maintenance of local heritage register.

Construction and maintenance of streets, roads, bridges and and drainage. Cleaning and lighting of streets, depot maintenance and on-line agent for Department of Transport.

Tourism services, area promotion, implementation of building controls, provision of standpipe water, maintenance and management of Williams Stud Breeders pavilion.

Provision of private works to public, maintenance of Council plant, approvals and monitoring of town planning activities.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES

(a) Rating Information

Rate Description	Basis of valuation	Rate in	Number of properties	Rateable value	2022/23 Budgeted rate revenue	2022/23 Budgeted interim rates	2022/23 Budgeted back rates	2022/23 Budgeted total revenue	2021/22 Actual total revenue	2021/22 Budget total revenue
		\$		\$	\$	\$	\$	\$	\$	\$
(i) Differential general rates or general rates										
GRV Residential		0.08000	143	1,814,920	145,194	1,000	0	146,194	144,459	143,395
GRV Industrial/Commercial		0.08000	22	1,099,066	87,925	0	0	87,925	80,008	80,008
UV Rural/Mining		0.00548	242	297,320,000	1,629,314	1,000	0	1,630,314	1,560,169	1,557,956
Sub-Total			407	300,233,986	1,862,433	2,000	0	1,864,433	1,784,636	1,781,359
Minimum										
Minimum payment		\$								
GRV Residential		790	146	660,099	115,340	0	0	115,340	106,400	106,400
GRV Industrial/Commercial		790	14	46,795	11,060	0	0	11,060	11,400	11,400
UV Rural/Mining		1,010	103	11,252,825	104,030	0	0	104,030	92,160	92,160
Sub-Total			263	11,959,719	230,430	0	0	230,430	209,960	209,960
Total amount raised from general rates			670	312,193,705	2,092,863	2,000	0	2,094,863	1,994,596	1,991,319
								2,094,863	1,994,596	1,991,319
(ii) Specified area and ex gratia rates										
Ex-gratia rates										
Ex - gratia rates								38,224	37,530	37,533
Total specified area and ex gratia rates								38,224	37,530	37,533
Total rates								2,133,087	2,032,126	2,028,852

All land (other than exempt land) in the Shire of Williams is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire of Williams.

The general rates detailed for the 2022/23 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

SHIRE OF WILLIAMS
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2023

2. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges.

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Single full payment	30/09/2022	0	0.0%	7.0%
Option two				
First instalment	30/09/2022	0	3.0%	7.0%
Second instalment	2/12/2022	10	3.0%	7.0%
Third instalment	3/02/2023	10	3.0%	7.0%
Fourth instalment	6/04/2023	10	3.0%	7.0%

	2022/23 Budget revenue	2021/22 Actual revenue	2021/22 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	3,000	2,970	3,500
Instalment plan interest earned	4,000	4,184	4,500
Unpaid rates and service charge interest earned	3,500	3,546	4,000
	10,500	10,700	12,000

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

3. NET CURRENT ASSETS

	Note	2022/23 Budget 30 June 2023	2021/22 Actual 30 June 2022	2021/22 Budget 30 June 2022
		\$	\$	\$
(a) Composition of estimated net current assets				
Current assets				
Cash and cash equivalents - unrestricted	4	251,583	1,179,277	383,161
Cash and cash equivalents - restricted	4	1,505,643	1,804,129	690,215
Financial assets at amortised cost - self supporting loans		17,693	17,107	0
Receivables		168,678	168,678	101,915
Inventories		30,748	30,748	17,160
		1,974,345	3,199,939	1,192,451
Less: current liabilities				
Trade and other payables		(161,958)	(161,958)	(221,977)
Contract liabilities		0	(560,413)	0
Long term borrowings	7	(75,989)	(73,675)	(109,450)
Employee provisions		(319,749)	(319,749)	(311,041)
		(557,696)	(1,115,795)	(642,468)
Net current assets		1,416,649	2,084,144	549,983
Less: Total adjustments to net current assets	3.(c)	(1,416,649)	(1,156,450)	(549,983)
Net current assets used in the Rate Setting Statement		0	927,694	0

3. NET CURRENT ASSETS (CONTINUED)

EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

Items excluded from calculation of budgeted deficiency

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

(b) Non-cash amounts excluded from operating activities

The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with *Financial Management Regulation 32*.

Adjustments to operating activities

	Note	2022/23 Budget 30 June 2023	2021/22 Actual 30 June 2022	2021/22 Budget 30 June 2022
		\$	\$	\$
Less: Profit on asset disposals	5(b)	(1,003)	(100,262)	0
Add: Loss on disposal of assets	5(b)	5,332	0	33,625
Add: Depreciation on assets	6	1,264,609	1,275,082	1,264,609
Movement in non-current employee provisions		0	(8,754)	0
Movement in current employee provisions associated with restricted cash		0	5,042	5,128
Non cash amounts excluded from operating activities		1,268,938	1,171,108	1,303,362

(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 Rate Setting Statement in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

Adjustments to net current assets

Less: Cash - restricted reserves	8	(1,505,643)	(1,243,716)	(690,215)
Less: Current assets not expected to be received at end of year				
- Current portion of self supporting loans receivable		(17,693)	(17,107)	0
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings		75,989	73,675	109,450
- Current portion of employee benefit provisions held in reserve		30,698	30,698	30,782
Total adjustments to net current assets		(1,416,649)	(1,156,450)	(549,983)

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

3 (d) NET CURRENT ASSETS (CONTINUED)

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire 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 or non-current based on the Shire's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year that are unpaid and arise when the Shire of Williams becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

PREPAID RATES

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises revenue for the prepaid rates that have not been refunded.

INVENTORIES

General

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.

Superannuation

The Shire of Williams contributes to a number of superannuation funds on behalf of employees.

All funds to which the Shire of Williams contributes are defined contribution plans.

LAND HELD FOR RESALE

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

GOODS AND SERVICES TAX (GST)

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.

TRADE AND OTHER RECEIVABLES

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.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

PROVISIONS

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

EMPLOYEE BENEFITS

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

4. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

	Note	2022/23 Budget	2021/22 Actual	2021/22 Budget
Cash at bank and on hand		\$ 1,757,226	\$ 2,983,406	\$ 1,073,376
Total cash and cash equivalents		1,757,226	2,983,406	1,073,376
Held as				
- Unrestricted cash and cash equivalents	3(a)	251,583	1,179,277	383,161
- Restricted cash and cash equivalents	3(a)	1,505,643	1,804,129	690,215
		1,757,226	2,983,406	1,073,376
Restrictions				
The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:				
- Cash and cash equivalents		1,505,643	1,804,129	690,215
		1,505,643	1,804,129	690,215
The restricted assets are a result of the following specific purposes to which the assets may be used:				
Financially backed reserves	8	1,505,643	1,243,716	690,215
Contract liabilities		0	560,413	
		1,505,643	1,804,129	690,215
Reconciliation of net cash provided by operating activities to net result				
Net result		793,284	1,600,875	402,848
Depreciation	6	1,264,609	1,275,082	1,264,609
(Profit)/loss on sale of asset	5(b)	4,329	(100,262)	33,625
Share of profit or (loss) of associates accounted for using the equity method		0	0	0
(Increase)/decrease in receivables		0	20,996	88,397
(Increase)/decrease in inventories		0	(8,558)	5,030
Increase/(decrease) in payables		0	(99,163)	(13,302)
Increase/(decrease) in contract liabilities		(560,413)	437,779	(122,634)
Increase/(decrease) in employee provisions		0	(30,046)	(30,000)
Non-operating grants, subsidies and contributions		(1,524,541)	(925,760)	(826,375)
Net cash from operating activities		(22,732)	2,170,943	802,198

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, 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 shown as short term borrowings in current liabilities in Note 3 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

5. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program											2022/23 Budget total	2021/22 Actual total	2021/22 Budget total			
	Governance	General purpose funding	Law, order, public safety	Health	Education and welfare	Housing	Community amenities	Recreation and culture	Transport	Economic services	Other property and services						
<i>Property, Plant and Equipment</i>																	
Buildings - non-specialised						15,000						15,000	0	15,000			
Buildings - specialised			24,000		30,000	483,280		55,900			53,800	646,980	180,896	169,483			
Furniture and equipment												0	52,239	57,000			
Plant and equipment					38,000				280,000		53,000	371,000	459,820	476,000			
	0	0	24,000	0	68,000	498,280	0	55,900	280,000	0	106,800	1,032,980	692,955	717,483			
<i>Infrastructure</i>																	
Infrastructure - roads									1,487,841			1,487,841	1,057,339	1,033,510			
Infrastructure - footpaths									123,200			123,200					
Infrastructure - drainage									90,000			90,000	0	30,000			
Infrastructure - parks and ovals								41,900				41,900	447,659	631,199			
	0	0	0	0	0	0	0	41,900	1,701,041	0	0	1,742,941	1,504,998	1,694,709			
Total acquisitions	0	0	24,000	0	68,000	498,280	0	97,800	1,981,041	0	106,800	2,775,921	2,197,953	2,412,192			

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

5. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2022/23 Budget Net Book Value	2022/23 Budget Sale Proceeds	2022/23 Budget Profit	2022/23 Budget Loss	2021/22 Actual Net Book Value	2021/22 Actual Sale Proceeds	2021/22 Actual Profit	2021/22 Actual Loss	2021/22 Budget Net Book Value	2021/22 Budget Sale Proceeds	2021/22 Budget Profit	2021/22 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Education and welfare	23,331	18,000	0	(5,331)		0	0	0		0	0	0
Recreation and culture		0	0	0		0	0	0	9,970	8,000	0	(1,970)
Transport	49,497	50,500	1,003	0	138,212	174,872	36,660	0	137,745	110,000	0	(27,745)
Economic services		0	0	0	424,430	480,000	55,570	0	21,910	21,910	0	0
Other property and services	36,001	36,000	0	(1)	19,085	27,117	8,032	0		(3,910)	0	(3,910)
	108,829	104,500	1,003	(5,332)	581,727	681,989	100,262	0	169,625	136,000	0	(33,625)
By Class												
<i>Property, Plant and Equipment</i>												
Land - vested in and under the control of council		0			50,000	50,000	0	0		0		
Buildings - non-specialised		0			374,430	430,000	55,570			0		
Plant and equipment	108,829	104,500	1,003	(5,332)	157,297	201,989	44,692	0	169,625	136,000	0	(33,625)
	108,829	104,500	1,003	(5,332)	581,727	681,989	100,262	0	169,625	136,000	0	(33,625)

A detailed breakdown of disposals on an individual asset basis can be found in the supplementary information attached to this budget document as follows:

- Staff housing program
- Plant replacement program

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

6. ASSET DEPRECIATION

By Program

Law, order, public safety
Health
Education and welfare
Housing
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

By Class

Buildings - non-specialised
Buildings - specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Infrastructure - footpaths
Infrastructure - drainage
Infrastructure - bridges
Infrastructure - parks and ovals

2022/23 Budget	2021/22 Actual	2021/22 Budget
\$	\$	\$
5,439	4,704	5,439
13,110	13,110	13,110
31,491	31,489	31,491
54,504	43,979	54,504
7,456	6,886	7,456
248,896	230,756	248,896
765,175	782,476	765,175
16,353	12,306	16,353
122,185	149,376	122,185
1,264,609	1,275,082	1,264,609
69,680		69,680
148,050	186,971	148,050
3,179	4,069	3,179
123,800	170,248	123,800
440,860	754,408	440,860
21,200	0	21,200
181,040	0	181,040
116,900	0	116,900
159,900	159,386	159,900
1,264,609	1,275,082	1,264,609

SIGNIFICANT ACCOUNTING POLICIES

DEPRECIATION

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Buildings - non-specialised	30 to 50 years
Buildings - specialised	50 to 80 years
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Infrastructure - roads	20 to 80 years
Infrastructure - footpaths	20 years
Infrastructure - drainage	80 years
Infrastructure - bridges	30 to 75 years
Infrastructure - parks and ovals	10 to 60 Years

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

7. INFORMATION ON BORROWINGS

(a) Borrowing repayments

Movement in borrowings and interest between the beginning and the end of the current financial year.

Purpose	Loan Number	Institution	Interest Rate	Budget	2022/23	2022/23	Budget	2022/23	Actual Principal 1 July 2021	2021/22	2021/22	Actual	2021/22	Budget	2021/22	2021/22	Budget	2021/22
				Principal 1 July 2022	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2023	Budget Interest Repayments		Actual New Loans	Actual Principal Repayments	Principal outstanding 30 June 2022	Actual Interest Repayments	Principal 1 July 2021	Budget New Loans	Budget Principal Repayments	Principal outstanding 30 June 2022	Budget Interest Repayments
				\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and culture																		
Mens Shed	71	WATC	7.20%	80,285	0	(19,856)	60,429	(540)	100,000	0	(19,715)	80,285	(681)	100,000	0	(19,715)	80,285	(681)
Transport																		
Grader	67	WATC	3.42%	0	0	0	0	0	20,719	0	(20,719)	0	(354)	20,719	0	(20,719)	0	(354)
Economic services																		
Industrial Shed	66	WATC	4.17%	0	0	0	0	0	128,210	0	(128,210)	0	(7,338)	128,210	0	(12,856)	115,354	(5,214)
Industrial Shed	70	WATC	3.02%	149,353	0	(23,065)	126,289	(4,338)	171,737	0	(22,384)	149,353	(5,019)	171,737	0	(22,383)	149,354	(5,019)
Other property and services																		
Industrial Land	65	WATC	6.37%	159,916	0	(13,647)	146,269	(9,973)	172,733	0	(12,818)	159,916	(10,802)	172,733	0	(12,818)	159,915	(10,802)
				389,554	0	(56,568)	332,986	(14,851)	593,399	0	(203,845)	389,554	(24,194)	593,399	0	(88,491)	504,908	(22,070)
Self Supporting Loans																		
Recreation and culture																		
Williams Bowling Club	69	WATC	3.15%	0	0	0	0	0	107,023	0	(107,023)	0	(9,143)	107,023	0	(107,023)	0	(8,901)
Williams Bowling Club	72	WATC	3.40%	200,000	0	(17,107)	182,893	(6,651)	0	200,000	0	200,000	0	0	200,000	0	200,000	0
				200,000	0	(17,107)	182,893	(6,651)	107,023	200,000	(107,023)	200,000	(9,143)	107,023	200,000	(107,023)	200,000	(8,901)
				589,554	0	(73,675)	515,879	(21,502)	700,422	200,000	(310,868)	589,554	(33,337)	700,422	200,000	(195,514)	704,908	(30,971)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.

The self supporting loan(s) repayment will be fully reimbursed.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

7. INFORMATION ON BORROWINGS

(b) New borrowings - 2022/23

The Shire does not intend to undertake any new borrowings for the year ended 30th June 2023

(c) Unspent borrowings

The Shire had no unspent borrowing funds as at 30th June 2022 nor is it expected to have unspent borrowing funds as at 30th June 2023.

(d) Credit Facilities

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Undrawn borrowing facilities credit standby arrangements			
Bank overdraft limit	200,000	200,000	200,000
Bank overdraft at balance date			
Credit card limit	10,000	15,000	15,000
Credit card balance at balance date		2,021	
Total amount of credit unused	210,000	217,021	215,000
Loan facilities			
Loan facilities in use at balance date	515,879	589,554	704,908

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

8. RESERVE ACCOUNTS

(a) Reserve Accounts - Movement

	2022/23 Budget Opening Balance	2022/23 Budget Transfer to	2022/23 Budget Transfer (from)	2022/23 Budget Closing Balance	2021/22 Actual Opening Balance	2021/22 Actual Transfer to	2021/22 Actual Transfer (from)	2021/22 Actual Closing Balance	2021/22 Budget Opening Balance	2021/22 Budget Transfer to	2021/22 Budget Transfer (from)	2021/22 Budget Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Restricted by council												
(a) Reserves cash backed - Leave reserve	30,698	5,031		35,729	25,654	5,044		30,698	25,654	5,128	0	30,782
(b) Reserves cash backed - Plant Replacement	165,078	50,165		215,243	156,451	8,627		165,078	156,451	44,782	(60,840)	140,393
(c) Reserves cash backed - Building	692,521	50,693		743,214	282,394	410,127		692,521	282,393	46,412	(65,000)	263,805
(d) Reserves cash backed - Recreation	125,132	10,125		135,257	119,928	5,204		125,132	119,927	10,600	(41,115)	89,412
(e) Reserves cash backed - Art Acquisition	4,334	1,004		5,338	8,819		(4,485)	4,334	8,819	544	(5,000)	4,363
(f) Reserves cash backed - Joint Venture Housing	125,699	15,126	(45,000)	95,825	115,502	10,197		125,699	115,502	10,578	(25,000)	101,080
(g) Reserves cash backed - Refuse Site	24,335	24		24,359	24,294	41		24,335	24,294	121	0	24,415
(h) Reserves cash backed - Community Chest	15,919	4,699		20,618	14,073	1,846		15,919	14,073	1,892	0	15,965
(i) Reserves cash backed - Childcare Services	60,000	150,060	(30,000)	180,060	0	60,000		60,000	0	60,000	(40,000)	20,000
(j) Reserves cash backed - Information Technology	0	50,000		50,000	0			0				0
	1,243,716	336,927	(75,000)	1,505,643	747,115	501,086	(4,485)	1,243,716	747,113	180,057	(236,955)	690,215

(b) Financially Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(a) Reserves cash backed - Leave reserve	Ongoing	to be used to fund the annual and long service leave requirements.
(b) Reserves cash backed - Plant Replacement		to be used to fund purchase of plant items
(c) Reserves cash backed - Building		to be used for construction, refurbishments, acquisition of buildings and acquisition of land.
(d) Reserves cash backed - Recreation		to be used to finance capital improvements of existing recreation facilities and to fund acquisition of new recreation facilities.
(e) Reserves cash backed - Art Acquisition		to be used to purchase art pieces for the Williams Art Collection.
(f) Reserves cash backed - Joint Venture Housing		to be used to finance refurbishment and construction of joint venture housing.
(g) Reserves cash backed - Refuse Site	Ongoing	to be used for the re-development of waste facilities.
(h) Reserves cash backed - Community Chest	Ongoing	to be used to support community initiatives and projects.
(i) Reserves cash backed - Childcare Services		to be used to support childcare services.
(j) Reserves cash backed - Information Technology		to be used to support upgrade of information technology

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

9. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contractual commitments	General appropriations and contributions with no specific contractual commitments	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming.	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	Adopted by council annually	Applied fully on timing of landing/take-off	Not applicable	On landing/departure event
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

10. PROGRAM INFORMATION

Income and expenses

Income excluding grants, subsidies and contributions

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Governance	1,000	0	1,001
General purpose funding	2,149,087	2,047,831	2,048,088
Law, order, public safety	2,000	4,753	6,100
Health	800	835	1,200
Education and welfare	437,202	442,062	384,668
Housing	200,197	196,437	192,540
Community amenities	214,830	208,713	211,630
Recreation and culture	68,553	59,995	51,673
Transport	19,143	55,298	18,050
Economic services	35,481	128,585	105,727
Other property and services	49,525	59,941	74,430
	3,177,818	3,204,450	3,095,107

Operating grants, subsidies and contributions

Governance	9,348	18,044	0
General purpose funding	142,946	981,675	249,136
Law, order, public safety	48,479	38,049	31,348
Education and welfare	118,238	125,239	126,138
Housing	56,325	14,088	56,240
Community amenities	0	8,329	0
Recreation and culture	0	219,200	0
Transport	86,178	86,062	85,907
Economic services	0	0	53,252
	461,514	1,490,686	602,021

Non-operating grants, subsidies and contributions

Governance	0	2,997	0
Law, order, public safety	0	37,985	0
Housing	386,494	0	0
Community amenities	0	0	10,000
Recreation and culture	40,600	52,273	77,272
Transport	1,097,447	788,381	866,221
Economic services	0	44,124	0
	1,524,541	925,760	953,493

Total Income

	5,163,873	5,620,896	4,650,621
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Expenses

Governance	(236,468)	(211,366)	(209,500)
General purpose funding	(92,915)	(98,330)	(104,351)
Law, order, public safety	(112,966)	(96,249)	(105,827)
Health	(50,877)	(45,454)	(60,204)
Education and welfare	(514,855)	(457,823)	(521,951)
Housing	(212,052)	(195,548)	(196,367)
Community amenities	(345,721)	(315,857)	(339,478)
Recreation and culture	(873,547)	(832,765)	(824,927)
Transport	(1,692,246)	(1,542,819)	(1,518,286)
Economic services	(150,637)	(137,242)	(238,874)
Other property and services	(88,305)	(86,568)	(128,008)
	(4,370,589)	(4,020,021)	(4,247,773)

Total expenses

	(4,370,589)	(4,020,021)	(4,247,773)
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Net result for the period

	793,284	1,600,875	402,848
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11. OTHER INFORMATION

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	2,000	1,274	3,736
- Other funds	1,000	1,078	1,000
- Self supporting loans		7,457	0
Other interest revenue (refer to Note 2(b))	7,500	7,730	8,500
	10,500	17,539	13,236
* The Shire has resolved to charge interest under section 6.13 for the late payment of any amount of money at 7%.			
(b) Other revenue			
Reimbursements and recoveries	63,428	62,198	55,350
	63,428	62,198	55,350
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	22,400	19,400	18,000
	22,400	19,400	18,000
(d) Interest expenses (finance costs)			
Borrowings (refer Note 7(a))	21,502	33,337	30,971
	21,502	33,337	30,971

SHIRE OF WILLIAMS
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2023

12. ELECTED MEMBERS REMUNERATION

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
Cr Logie			
President's allowance	4,840	4,700	4,698
Meeting attendance fees	4,520	4,391	3,850
Travel and accommodation expenses	20		20
	9,380	9,091	8,568
Cr Major			
Meeting attendance fees	1,960	1,714	1,900
Travel and accommodation expenses	150	143	150
	2,110	1,857	2,050
Cr Baker			
Meeting attendance fees	1,960	1,628	1,400
Travel and accommodation expenses	20		20
	1,980	1,628	1,420
Cr Carne			
Meeting attendance fees	1,960	2,018	1,800
Travel and accommodation expenses	400	397	300
	2,360	2,415	2,100
Cr Harding			
Meeting attendance fees	1,960	1,644	1,800
Travel and accommodation expenses	300	287	300
	2,260	1,931	2,100
Cr Medlen			
Meeting attendance fees		522	1,800
Travel and accommodation expenses		147	300
	0	669	2,100
Cr Panizza			
Meeting attendance fees	1,960	1,566	1,800
Travel and accommodation expenses	900	812	850
	2,860	2,378	2,650
Cr Price			
Meeting attendance fees	1,960	1,480	1,800
Travel and accommodation expenses	20		20
	1,980	1,480	1,820
Cr Watt			
Meeting attendance fees		296	1,800
Travel and accommodation expenses			20
	0	296	1,820
Cr Cowcher			
Meeting attendance fees	1,960	1,036	
Travel and accommodation expenses	500	388	
	2,460	1,424	0
Cr Macnamara			
Meeting attendance fees	1,960	896	
Travel and accommodation expenses	400	195	
	2,360	1,091	0
Total Elected Member Remuneration	27,750	24,260	24,628
President's allowance	4,840	4,700	4,698
Meeting attendance fees	20,200	17,191	17,950
Travel and accommodation expenses	2,710	2,369	1,980
	27,750	24,260	24,628

13. TRUST FUNDS

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Detail	Balance 30 June 2022	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2023
Public Open Space Contribution	\$ 20,000	\$	\$ (20,000)	\$ 0
	20,000	0	(20,000)	0

14. FEES AND CHARGES

	2022/23 Budget	2021/22 Actual	2021/22 Budget
	\$	\$	\$
By Program:			
General purpose funding	5,300	5,324	5,000
Law, order, public safety	1,600	1,670	2,800
Health	800	835	1,200
Education and welfare	437,202	441,937	382,668
Housing	199,697	193,459	191,040
Community amenities	213,830	189,272	209,930
Recreation and culture	35,920	43,145	37,774
Transport	18,140	18,635	18,050
Economic services	34,981	72,689	104,977
Other property and services	22,330	25,359	44,230
	969,800	992,325	997,669

The subsequent pages detail the fees and charges proposed to be imposed by the local government.

SUPPLEMENTARY INFORMATION - ACQUISITION OF ASSETS

	Expenditure	Financing				Held in Contract Liabilities as at 30 June 2022
		Grants and Contributions	Sale Proceeds / Borrowings	Reserves	General Revenue	
Land and Buildings						
Archive Room C/Fwd 2021/22	30,000			30,000	-	
Sandalwood Court Fencing C/Fwd 2021/22	25,000			25,000	-	
Single Person Units Carport C/Fwd 2021/22	20,000			20,000	-	
Childcare Centre Foyer C/Fwd 2021/22	30,000			30,000	-	
Community Housing Refurbishment	15,000			15,000	-	
Sandalwood Unit Refurbishment	416,280	* 386,494			29,786	* 193,247
Water Tank - Ram Shed	24,000				24,000	
Ram Shed Lighting Upgrade	8,000				8,000	
Office & Hall Painting	23,800			23,800	-	
8 Fry Street	16,000			16,000	-	
18 Richardson Street	6,000			6,000	-	
Arts & Crafts Building Upgrade	17,000			17,000	-	
Men's Shed Solar Power	30,900	20,600			10,300	
	661,980	407,094	-	182,800	72,086	
FURNITURE AND EQUIPMENT						
	-	-	-	-	-	
Plant and Equipment						
Isuzu MU-X SUV	53,000		36,000		17,000	
Mazda CX-5	38,000		18,000		20,000	
Kubota Skid Steer Loader	80,000		25,000		55,000	
Ride-on Mower	85,000		10,000		75,000	
Side by Side Utility Vehicle	25,000		500		24,500	
Crew Cab Truck	80,000		15,000		65,000	
Minor Plant	10,000		-		10,000	
	371,000	-	104,500	-	266,500	
Infrastructure - Roads & Drainage						
Road Project Grant - Quindanning Darkan Road	298,770	199,180			99,590	
Road Project Grant - Congelin Narrogin Road	163,281	108,854			54,427	
Clayton Road C/Fwd RTR 2021/22	41,274				41,274	
York Williams Road C/Fwd RTR 2021/22	66,724				66,724	
RTR - Clayton Road	25,000	25,000			-	
RTR - Dardadine Road	171,112	171,112			-	
LRCI (Phase 3) - York Williams Road	518,880	* 465,858			53,022	* 349,394
Mundays Road	90,000				90,000	
Mundays Road	56,340				56,340	
Hurley Road	67,340				67,340	
Cemetery Road	31,515				31,515	
Mandiaking Road	12,805				12,805	
Narrakine Road	34,800				34,800	
	1,577,841	970,004	-	-	607,837	
Infrastructure - Parks and Gardens						
Brooking Street Townscape (LRCI Phase 1 C/Fwd 2020/21 & 2021/22)		23,293			-	23,293
Brooking Street Townscape (LRCI Phase 2)	30,000	54,550			-	24,550
Playground Recreation Centre	6,900					6,900
Synthetic Bowling Green (Final Installment)	5,000					5,000
	41,900	77,843	-	-	-	35,943
Infrastructure - Footpaths						
Williams Narrogin Road & Richmond Street	99,200	49,600				49,600
Rosselloty Street	24,000					24,000
	123,200	49,600	-	-	-	73,600
Total	2,775,921	1,504,541	104,500	182,800	984,080	



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Transfer Station Charges (Site opens 10am to 3pm Wed, Sat & Sun)		\$ GST Incl	GST Y/N	GST Code	Charge Account
General Waste					
General Household Waste	Cars, utes, trailers 1.8m x 1.2m x 0.5 (or 1 m ³)	\$33.00	Y	GST	1101111
General Household Waste	1 x 240L Bin	\$17.00	Y	GST	1101111
Furniture and E-waste	per item	\$12.00	Y	GST	1101111
Uncontaminated Garden Waste - Ute or trailer	Gardeining Contractos only	\$15.00	Y	GST	1101111
Uncontaminated Garden Waste - Truck 3 tonnes or more		\$22.00	Y	GST	1101111
Vehicle Body - Car belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Car by non ratepayer		\$418.50	Y	GST	1101111
Vehicle Body - Truck belonging to ratepayer		FREE	Y	GST	1101111
Vehicle Body - Truck by non ratepayer		\$831.50	Y	GST	1101111
Tyres - Small (car etc.)	each	\$12.00	Y	GST	1101111
Tyres - Small truck	each	\$16.00	Y	GST	1101111
Tyres - Large truck or tractor	each	\$25.00	Y	GST	1101111
Building rubble	per m ³	\$36.00	Y	GST	1101111
Rural Household Pass (unlimited household waste)		\$320.00	Y	GST	1101111
Scrap metal and batteries from ratepayer		FREE	Y	GST	1101111
New/Replacement Bins		\$105.00	Y	GST	1101111

Kerbside Rubbish Collection		\$ GST Incl	GST Y/N	GST Code	Charge Account
240lt General Waste & 240lt Recycling pickup		\$464.50	N	OOS	1101105
Commercial Bulk Recycling Bin - 3.0m ³		\$1,127.50	N	OOS	1101107
Commercial Bulk Recycling Bin - 4.5m ³		\$1,397.50	N	OOS	1101107
Commercial General Waste 240lt (No Recycling)		\$344.00	N	OOS	1101107

Private Works		\$ GST Incl	GST Y/N	GST Code	Charge Account
<i>Charges are for normal working hours (Monday – Friday 7am – 4pm) Outside normal working hours will incur overtime rates on the labour component.</i>					
Plant (Including Operator) cost per hour					
Truck (6 wheel)		\$161.00	Y	GST	1141005
Truck (6 wheel) + pig trailer		\$174.00	Y	GST	1141005
Prime Mover/Tipper		\$174.00	Y	GST	1141005
Isuzu Tri-tipper		\$99.00	Y	GST	1141005
Case Loader		\$161.00	Y	GST	1141005
Volvo EC210 Excavator		\$196.00	Y	GST	1141005
Cat 12M Grader		\$190.00	Y	GST	1141005
JCB Backhoe		\$161.00	Y	GST	1141005
Vibromax Roller		\$147.00	Y	GST	1141005
Multi-tyred Roller		\$128.50	Y	GST	1141005
Skid Steer		\$103.50	Y	GST	1141005
Road Broom		\$61.00	Y	GST	1141005
Labour or Operator (Normal Hours)		\$74.50	Y	GST	1141005
<i>* Large jobs where economies of scale are reached will be quoted on a daily rate.</i>					

Equipment Hire		\$ GST Incl	GST Y/N	GST Code	Charge Account
Equipment (No Operator)					
Wacker Packer	per day	\$72.50	Y	GST	1141005
Concrete Mixer	per day	\$72.50	Y	GST	1141005
Jack Hammer	per day	\$72.50	Y	GST	1141005
Post Hole Digger	per day	\$72.50	Y	GST	1141005
PA System (Private hire)	per day	\$27.50	Y	GST	1141005



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

PA System (Local Clubs & School)	per day	FREE	Y	GST	1141005
SAM Trailer Bond - (private use only)	Bond (\$50)	\$50.00	Y	GST	1141005
Popcorn Machine	Bond (\$100)	\$50.00	Y	GST	1141005
SAM Trailer is free to other Shires or Police if used for road safety messages					

Materials		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Materials (2nds if available are half price) (1 load = 8m ³)					
Gravel	per m ³ , vehicle charges extra	\$6.00	Y	GST	1141010
Aggregate	per m ³ , vehicle charges extra	\$75.00	Y	GST	1141010
Premix	per m ³ , vehicle charges extra	\$369.00	Y	GST	1141010
Grader Blades	each	\$13.00	Y	GST	1144020
Woodchips / trailer or ute load (If available)	per ute/trailer	\$25.00	Y	GST	1141010
Standpipe water	Swipe Card	\$20.00	Y	GST	1135100
Standpipe water	per kilolitre (=1,000 litres)	\$6.50	N	FRE	1135100
Water delivered (properties within the Shire)	per load (approx. 9,000 litres)	\$312.00	Y	GST	1141005
* Large material quantities where economies of scale are reached are quoted at a bulk rate.					

Cemetery		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
<i>On application for an order for burial the following fees shall be paid in advance:</i>					
For interment in a grave 1.8 metres deep		\$670.00	Y	GST	1105043
Interment of ashes in grave		\$258.00	Y	GST	1105043
For 'Grant of Right of Burial' (Plot or Niche)		\$96.00	Y	GST	1105043
Transfer of 'Grants of Exclusive Right of Burial'		\$53.50	N	OOS	1105043
Reopening of ordinary grave		\$502.50	Y	GST	1105043
<i>(Additional charges if applicable as provided in clause 36 Local Law)</i>					
Permit to erect a headstone / monument or kerbing		\$53.50	N	OOS	1105043
Funeral Directors - Annual License		\$96.00	N	OOS	1105043
Funeral Directors - Single Funeral Permit		\$53.50	N	OOS	1105043
Brick Niche Wall - Single Compartment		\$58.00	Y	GST	1105043
Brick Niche Wall - Double Compartment		\$94.00	Y	GST	1105043
Granite Niche Wall - Single Compartment		\$255.00	Y	GST	1105043
Granite Niche Wall - Double Compartment		\$510.00	Y	GST	1105043
Charges are for normal working hours (Monday to Friday). Additional charges may apply to interment if conducted outside normal working hours.					

Pet Control		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Dog Registration		As per Dog Act	N	OOS	1052150
Cat Registration		As per Cat Act	N	OOS	1052152
Seizure and impounding of a dog/cat		\$49.00	N	OOS	1052151
Maintenance of a dog/cat in a pound	per day or part thereof	\$17.00	N	OOS	1052151

Administration		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Photocopies - 1 side A4 & A3	per page	\$0.50	Y	GST	1135115
Photocopies - 2 side A4 & A3	per page	\$0.50	Y	GST	1135115
Rate Enquiry (including orders and requisitions)		\$71.00	N	OOS	1031030
Electoral Roll - Printed		\$53.50	N	OOS	1043020
Electoral Roll - Email		\$20.00	N	OOS	1043020
Rate Book - Printed		\$65.00	N	OOS	1043020
Rate Book - Emailed		\$20.00	N	OOS	1043020
Rate Notice Reprint	per notice	\$6.00	N	OOS	1043020
Council minutes - Printed		\$16.50	N	OOS	1043020
Shire of Williams Shopping Bag		\$1.50	Y	GST	1032010
History Book (Cowan)		\$16.00	Y	GST	1115070
History Book (Rose)		\$40.00	Y	GST	1115070



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Childcare Centre		\$ GST Incl	GST Y/N	GST Code	Charge Account
Full Day (7.30am-5:30pm or part thereof)		\$105.00	N	FRE	I061020
Half Day (morning 7.30am-12:30pm OR afternoon 12.30pm-5:30pm or part thereof)		\$65.00	N	FRE	I061020
Hourly fee (includes before and after school care)		\$25.00	N	FRE	I061020
Late Fee - per minute per child - No CCS applied		\$2.50	N	FRE	I061020
Vacation care (Full Day)		\$110.00	N	FRE	I061020
Notice Periods and Charges					
1 week's notice for occasional absence	No fee charged				
Less than 1 week's notice for occasional absence	50% fee charged				
After 4pm prior to next booked session of care	Full fee charged				
Parent/Guardians with work rosters wishing to hold a permanent booking	Per booked session	\$10.50		FRE	I061020

Family Day Care		\$ GST Incl	GST Y/N	GST Code	Charge Account
Family Day Care - Admin Levy (per child per hour)		\$1.35	N	FRE	I060105
Family Day Care - Educator Annual Membership (per service pro-rata 1 July to 30 June)		\$200.00	N	FRE	I060110
Family Day Care - Establishment Fee (per service)		\$50.00	N	FRE	I060115

Swimming Pool		\$ GST Incl	GST Y/N	GST Code	Charge Account
Daily - Child Entry	5 to 17 years - children under 5 free	\$3.00	Y	GST	I112010
Daily - Adult Entry		\$5.00	Y	GST	I112010
Spectator Entry		\$2.00	Y	GST	I112010
Daily - Family Entry		\$13.00	Y	GST	I112010
Season - Child Pass	5 to 17 years - children under 5 free	\$68.00	Y	GST	I112010
Season - Adult Pass		\$115.00	Y	GST	I112010
Season - Family Pass		\$260.50	Y	GST	I112010
School Carnivals - Williams Primary School Only		Free Entry	Y	GST	I112010
Coffee Machine Hire to Football Club	per season	\$653.50	Y	GST	I112012

Live Local Love Local - Merchandise		\$ GST Incl	GST Y/N	GST Code	Charge Account
Coffee Cup	each	\$18.00	Y	GST	I132030
Coffee Cup Deal	for 2 (two)	\$30.00	Y	GST	I132030
Zircon Drink Bottle	each	\$25.00	Y	GST	I132030
Zircon Drink Bottle Deal	for 2 (two)	\$40.00	Y	GST	I132030
Bottle Buddy	each	\$5.00	Y	GST	I132030

Housing		\$ GST Incl	GST Y/N	GST Code	Charge Account
Address	Occupant				
8 Fry St	Works Supervisor	\$135.00	N	INP	I121063
Recreation Reserve	Gardener	\$115.00	N	INP	I113020
18 Richardson St	Plant Operator	\$135.00	N	INP	I121063
6 Richardson St	Private	\$390.00	N	INP	I092190
6 Munthoola Rd	Administration Officer	\$195.00	N	INP	I092190

Housing		\$ GST Incl	GST Y/N	GST Code	Charge Account
Sandalwood Court - Minimum	Applicable to concession holders only	\$137.00	N	INP	I091XXX
Sandalwood Court - Maximum		\$181.00	N	INP	I091XXX
Wandoo Cottages - Minimum	Applicable to concession holders only	\$137.00	N	INP	I091XXX



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Wandoo Cottages - Maximum		\$180.00	N	INP	I091XXX
Community Homes - Minimum	<i>Applicable to concession holders only</i>	\$93.00	N	INP	I092XXX
Community Homes - Maximum		\$107.00	N	INP	I092XXX
Community Homes - Short Term Monthly Tenancy		\$155.00	N	INP	
Unit 17 and 19 New St Units		\$255.00	N	INP	I092XXX
Jamtree Lane	<i>Subject to NRAS requirements and as amended 1 February</i>	\$176.00	N	INP	I092XXX

Hall		\$ GST Incl	GST Y/N	GST Code	Charge Account
<u>Main Hall</u>					
Function/Passing Shows		\$464.00	Y	GST	I111005
Local Community Function		\$219.00	Y	GST	I111005
Meeting		\$147.50	Y	GST	I111005
Rehearsals/Setup		\$30.50	Y	GST	I111005
Indoor Sports / Instructional Classes	<i>season (6 month period) - 2 per week</i>	\$318.50	Y	GST	I111005
Indoor Sports / Instructional Classes	<i>monthly - 2 per week</i>	\$103.50	Y	GST	I111005
Indoor Sports / Instructional Classes	<i>single hire</i>	\$38.00	Y	GST	I111005



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Hall					
RSL Hall					
Function - Private/Business		\$207.50	Y	GST	1111005
Function - Local Community Organisations		\$147.50	Y	GST	1111005
Meeting - Private/Business		\$111.00	Y	GST	1111005
Meeting - Local Community Organisations		\$48.00	Y	GST	1111005
Rehearsals/Setup		\$30.50	Y	GST	1111005
Indoor Sports / Instructional Classes	season (6 month period) - 2 per week	\$318.50	Y	GST	1111005
Indoor Sports / Instructional Classes	monthly - 2 per week	\$103.50	Y	GST	1111005
Indoor Sports / Instructional Classes	single hire	\$38.00	Y	GST	1111005
Kitchen					
Major (Full use of equipment)		\$106.50	Y	GST	1111005
Minor (Crockery, cutlery, microwave, urns and fridge)		\$30.00	Y	GST	1111005
Extra Cleaning of RSL Halls/Main Hall		\$74.50	Y	GST	1111005
Other Hire					
Chairs	each per day	\$2.50	Y	GST	1111015
Trestles (wooden ones only)	each per day	\$10.00	Y	GST	1111015
Crockery*	each per day	\$0.30	Y	GST	1111015
Cutlery*	each per day	\$0.10	Y	GST	1111015
Urn	per day	\$16.00	Y	GST	1111015

Pavilion - LOCAL Sporting Clubs/Community Organisations					
		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
LOCAL Sporting Clubs/Community Organisations					
Meeting		\$68.00	Y	GST	1113010
Function		\$206.50	Y	GST	1113010
Kitchen	Major (Meals preparation)	\$106.50	Y	GST	1113010
Kitchen & BBQ	Minor (Re-heating only)	\$30.00	Y	GST	1113010
Outside Bar (including toilets, BBQ)		\$61.00	Y	GST	1113010

Pavilion - Private Hire					
		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Private Hire					
Meeting		\$147.50	Y	GST	1113010
Function		\$423.00	Y	GST	1113010
Kitchen	Major (Meals preparation)	\$106.50	Y	GST	1113010
Kitchen & BBQ	Minor (Re-heating only)	\$30.00	Y	GST	1113010
Outside Bar (including toilets, BBQ)		\$89.50	Y	GST	1113010
Williams Football Club Season (no charge for club functions)		\$1,294.00	Y	GST	1113010
Extra Cleaning of Halls/Pavilion	per hour or part thereof	\$74.50	Y	GST	1113010

Recreation Ground					
		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
All annual club fees include all club use of facilities, i.e. windups, presentations etc.					
Single Use of Tennis Court	(check availability against Club fixtures/Diary)	\$15.50	Y	GST	1113015
Bowling Club		\$550.50	Y	GST	1113015
Campdraft		\$550.50	Y	GST	1113015
Cricket Club		\$550.50	Y	GST	1113015
Football Club		\$1,391.50	Y	GST	1113015
Gateway Expo		\$550.50	Y	GST	1113015
Hockey Club		\$550.50	Y	GST	1113015
Netball Club		\$276.00	Y	GST	1113015
Basket Ball Club		\$160.00	Y	GST	1113015
Tennis Club		\$550.50	Y	GST	1113015



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Trotting Club (per meeting)		\$160.00	Y	GST	I113015
Oval / Cricket pitch hire, per use (includes toilets)		\$160.00	Y	GST	I113015
Oval / Cricket pitch hire with Change rooms per day or p/t		\$219.00	Y	GST	I113015
Changerooms		\$133.00	Y	GST	I113015
(Split billing to Pavilion & Reserve. No charge for Stud Breeders.)					
Golf Club Mowing	per hour	\$54.00	Y	GST	I113015

Resource Centre		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Williams CRC	per week	\$266.38	Y	GST	I062020

Arts & Craft Centre		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Bushbrothers Op Shop	Per annum	\$518.50	Y	GST	I115075
Williams Arts and Craft Centre	Single hire half day	\$10.00	Y	GST	I115075
	Single hire full day	\$20.00	Y	GST	I115075

Health Local Laws		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Lodging Houses		\$329.00	N	OOS	I073010
Itinerant Vendors	mobile street sales	\$278.50	N	OOS	I071005
Annual Caravan Park Licence		\$213.00	N	OOS	I133007
Annual Food Vendors Licence - trading in a Public Place	1 visit per week	\$300.00	N	OOS	I071005
Annual Food Vendors Licence - trading in a Public Place	2 visits per week	\$500.00	N	OOS	I071005
Annual Food Vendors Licence - trading in a Public Place	3 or mover visits per week	\$800.00	N	OOS	I071005
Occasional Food Vendor Licence	Daily permit	\$25.00	N	OOS	I071005
Cattery		\$278.50	N	OOS	I073010
Offensive Trade		\$278.50	N	OOS	I073010

Building		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Building Application - Class 1 & 10 (Certified)	(minimum fee \$110)	0.19% Cost of Construction	N	OOS	I133005
Building Application - Class 1 & 10 (Uncertified)	(minimum fee \$110)	0.32% Cost of Construction	N	OOS	I133005
Building Application - Class 2 to 9 (Certified)	(minimum fee \$110)	0.09% Cost of Construction	N	OOS	I133005
Building Application - Class 2 to 9 (Uncertified)	(minimum fee \$110)	0.32% Cost of Construction	N	OOS	I133005
Building Permit (BSL fee) - (Work value under \$45,000 of less)		\$61.65	N	OOS	L01255
Building Permit (BSL fee) - (Work value over \$45,000)		0.137% of Work Value	N	OOS	L01255
Demolition Application (per storey)	Demolition Application (per storey)	\$110.00	N	OOS	I133005
Demolition Permit (BSL fee) (Work value \$45,000 of less)		\$61.65	N	OOS	L01255
Demolition Permit (BSL fee) (Work value over \$45,000)		0.137% of Work Value	N	OOS	L01255

All fees are in line with fees prescribed under the *WA Building Regulations 2012*.

Any fees that are not listed above are as per *WA Building Regulations 2012*.

BCITF - For buildings over \$20,000		0.20% Cost of Construction	N	OOS	L01250
Septic Tank Application & Inspection		\$236.00	N	OOS	I133006
Kerb/Footpath Bond		\$604.00	N	OOS	TRUST



SHIRE OF WILLIAMS FEES and CHARGES 2022/23

Planning and Development		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Development Applications (excluding Extractive Industry)					
(a) Not more than \$50,000		\$147.00	N	OOS	1147010
(b) More than \$50,000 but less than \$500,000		0.32%	N	OOS	1147010
(c) More than \$500,000 but less than \$2.5m		\$1,700 + 0.257% for every \$1 in excess of \$500,000	N	OOS	1147010
(d) More than \$2.5m but less than \$5m		\$7,161 + 0.206% for every \$1 in excess of \$2.5m	N	OOS	1147010
(e) More than \$5m but less than \$21.5m		\$12,633 + 0.123% for every \$1 in excess of \$5m	N	OOS	1147010
(f) More than \$21.5m		\$34,196.00			

Planning and Development		\$	GST	GST	Charge
		GST Incl	Y/N	Code	Account
Development Applications for Extractive Industry					
Development application - new		\$739.00	N	OOS	1147010
Development application - commenced or carried out		\$1,478.00	N	OOS	1147010
Subdivision/Strata Clearance Fees					
(a) Not more than 5 lots	per lot	\$73.00	N	OOS	1147010
(b) More than 5 lots but less than 195 lots	per lot over 5	\$35.00	N	OOS	1147010
(c) More than 195 lots		\$7,393.00	N	OOS	1147010
Home Occupation Licence					
Initial Application		\$222.00	N	OOS	1147010
Initial Application where home occupation has commenced		\$444.00	N	OOS	1147010
Annual Renewal		\$73.00	N	OOS	1147010
All fees are in line with fees prescribed under the WA Planning Development Regulations 2009. Any fees that are not listed above are as per WA Planning and Development Regulations 2009.					
Town Planning Scheme Amendments					
Payment of an initial \$3000.00 fee for all scheme amendment requests prior to referral of a report to Council.					
All fees to be based on the maximum rate of \$88.00 per hour to be charged for 'Shire Planner' for all planning assessment work completed by the The Planning consultant is to keep records of all costs associated with the processing of a scheme amendment (including time spent by administrative officers) and co-ordinate the issue of invoices once the initial \$3000.00 is utilised					

8.2.5 Use of Common Seal and Actions Performed Under Delegated Authority

File Reference	4.50.60
Statutory Ref.	Sections 5.42 and 9.49A <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 12 August 2022
Attachments	Nil

Background

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

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 Building Permits – Delegation 2.1.1**

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

Action – Building Permit(s) issued for the Month of July 2022:

Permit Number	Owner	Address	Description
484	Stephanie Moore and Ben Cole	Lot 4 (9) Rosseloty Street	Carport

- **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.

- **Defer, Grant Discounts, Waive or Write Off Debts – Delegation 1.1.20**

Delegation - A concession may be granted where a fee or charge would normally be applied, and the event or activity is held by a charitable body, not-for-profit organisation or community group.

Action – The Chief Executive Officer waived a fee for use of the RSL Hall for the Seniors' Exercise Class on the 20 July 2022.

- **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. \$300,000.00 from the Cash Management Account to the Municipal Fund for the payment of creditors on the 28 July 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 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 month of July 2022.

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