



SHIRE OF WILLIAMS

MINUTES

ORDINARY COUNCIL MEETING
WEDNESDAY 18th JUNE 2025

SHIRE COUNCIL CHAMBERS
9 BROOKING STREET
WILLIAMS WA 6391



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SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2022-32

VALUES / VISION

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

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

ECONOMIC

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

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

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

SOCIAL & CULTURAL

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

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

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

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

LAND USE AND ENVIRONMENT

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

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

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

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

LUE4. Recognising and implementing sustainability measures.



INNOVATION, LEADERSHIP & GOVERNANCE

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

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

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

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

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

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member, Deputy President Major, declared the Meeting open at 4:00 pm, reminding all present that the meeting was not going to be audio recorded until the Western Power, power interruption was rectified.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Elected Members

Cr Natalie Major - Deputy President

Cr Simon Harding

Cr Tracey Price

Cr Bernie Panizza

Cr Christine Cowcher

Cr John Macnamara

Staff

Peter Stubbs - Chief Executive Officer

Gemma Boyce - Executive Manager of Corporate Services / Minute Taker

Visitors – Nil

Apologies - Cr Jarrad Logie – President

Britt Logie – Community Development Officer

Leave of Absence – Nil

3. PUBLIC QUESTION TIME

Mr Graham Prowse –

I have read the newsletter by the Neoen wind proponent for the proposed wind farm between Narrogin and Williams and would like to ask what community benefit there would be from the project and for Williams, secondly about the proposed wind farm in the Lynford farm area?

Chief Executive Officer response:

The Neoen wind farm has not yet achieved all of the approvals it requires to make a financial investment decision. It is proposed to be 25 towers, 24 of which are proposed to be located in the Shire of Narrogin. Given the proposed scale of Neoen wind farm to suggested community benefit of \$225,000 per year for the life of the project is broadly within the range expected across Australia. How those funds are to be managed and directed is yet to be determined, but on the assumption the project proceeds then funds of this amount (linked to CPI) are expected to be used for broader community benefit.

Lynford Farm area - the proposed wind farm on and around the Lynford property is by a company known as RES, and the project is known as The Dardadine project, potentially consisting of 120 towers or thereabouts. It also has not gained all the approvals that it requires. The project aims to commence construction in 2028, should it proceed then it would need to provide a community benefit in the order of at least \$1,000 per MW per year for the life of the project, as a contribution to the Williams district and communities - linked to CPI increases.

4. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

5. DECLARATIONS OF INTEREST

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

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 21 MAY 2025

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Cowcher

Seconded: Cr Price

That the Minutes of the Ordinary Council Meeting held 21st May 2025 as previously circulated, be confirmed as a true and accurate record.

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

Against: Nil

Carried: 6/0

Resolution: 113/25

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

On Thursday 12 June 2025 our CEO attended a Local Government Roundtable meeting with the Hon Amber-Jade Sanderson, Minister for Energy and Decarbonisation, and other Shire Presidents and CEO's regarding renewable proposals in regional WA.

The Shire of Williams has visits scheduled with Development WA and Main Roads WA in late June 2025 about the proposed industrial and residential subdivisions which are a priority for Council to progress to support investment and growth of our district.

I thank Councillors Panizza and Macnamara for their input through Council's Plant and Roads Committee in reviewing our plant and equipment strategy and roads works in the coming year and note Councillor Harding's apology.

On Friday 20 June 2025 Council will host the quarterly meeting of the Central Country Zone for local governments in Williams.

Between now and Council's July 2025 Council meeting two of our Shire staff will participate with other Shire delegates to re design and re build the Marradong website which the Shires of Boddington, Wandering, Cuballing and Williams collaborate on to promote tourism into the Marradong region.

8. MATTERS WHICH REQUIRE DECISIONS

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 BUSHFIRE RISK MANAGEMENT PLAN 2025 - 2030

File Reference	4.1.20
Statutory Reference	Various
Author	Tony Kett, Works Manager Peter Stubbs, Chief Executive Officer
Date	11 June 2025
Attachments	Bushfire Risk Management Plan 2025 - 2030

Background

This Bushfire Risk Management (BRM) Plan 2025-2030 provides contextual information to inform a structured approach to identifying, assessing, prioritising, monitoring and treating bushfire risk. The BRM Plan prepared by the Shire of Williams, encompasses all land within the Williams Shire and has been written on behalf of all stakeholders within that area.

The BRM Planning program (the Program) is a state-wide program led by the Department of Fire and Emergency Services (DFES) to support local governments to develop and implement an integrated BRM planning framework in Western Australia for their local area.

The BRM has been produced in accordance with the Guidelines for Preparing a Bushfire Risk Management Plan (the Guidelines) aligned to AS/NZS ISO 31000:2009 Risk management - Principles and guidelines.

Comment

The BRM has been submitted to the Department of Fire and Emergency Services (DFES) for approval, which is a requirement, prior to endorsement of the Plan by Council.

Strategic Implications

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

- LUE 1.5 Continue to ensure appropriate compliance in fire safety mitigation measures within the townsite and work with relevant agencies to address issues on public land.
- SC 1.2 Maintain a safe and secure environment for the community.

Statutory Implications

Nil

The BRM and process supports agencies to fulfil their responsibilities under the State Hazard Plan for Fire and State Emergency Management Policy 2.9 Management of Emergency Risks by developing a BRM Plan for local government areas with significant bushfire risk.

Financial Implications

Nil

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Macnamara

Seconded: Cr Panizza

That Council adopt the 2025 – 2030 Bushfire Risk Management Plan as presented subject to approval of the Plan by DFES.

For: Cr Cowcher, Cr Harding, Cr Macnamara. Cr Major, Cr Panizza, Cr Price

Against: Nil

Carried: 6/0

Resolution: 114/25

Noted- that several typographical errors in the Bushfire Risk Management Plan 2025 – 2030 required correction.

8.1.2 WORKS REPORT-ASSET MANAGEMENT & IMPROVEMENT

File Reference	4.1.20
Statutory Reference	Various
Author	Tony Kett, Works Manager Peter Stubbs, Chief Executive Officer
Date	11 June 2025
Attachments	Nil

Background

Council maintains assets on behalf of the community, public, and industry. Key transport assets include 242 km of sealed roads, 320 km of unsealed roads, culverts and six (6) bridges. Other assets include civic buildings, recreational facilities, houses, parks, streetscape, plant and equipment etc.

Gravel Road Grading Summary

ROAD NAME	TOTAL LENGTH GRAVEL RD	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
ANDERSONS ROAD	2.25												
BATES ROAD	3.52			3.52		3.52							
BOUNDRY ROAD	0.72												
BROWNES ROAD	0.95												
BUEGGE ROAD	0.33												
BULLIED ROAD	1.61												
CARNE ROAD	6.11												
CHAPMAN ROAD	2.13												
CLAYTON ROAD	11.83												
CHURCH ROAD	1.0				1.0								
CONGELIN – NARROGIN ROAD	3.0	3.0		3.0									
COULTER ROAD	2.32												
COWCHER ROAD	4.04												
CULBIN – BORANING ROAD	17.70				17.7								
CULBIN SOUTH	2.44												
CURTIS ROAD	4.29												
DARDADINE ROAD	21.50			21.5									
DARDADINE – SOUTH ROAD	0.48												
DARKAN-QUINDANNING ROAD	4.6		2.3										
DEEP DEAN ROAD	5.76												
EDDINGTON ROAD	2.09												
ENGLISH ROAD	6.56			6.5									
EXTRACTS ROAD	12.25	12.25											
FAWCETT ROAD	2.87	2.87											
FOLLAND ROAD	2.09												
FOURTEEN MILE BROOK ROAD	13.66												
GILLETT ROAD	1.12												
GLENFIELD ROAD	8.6	8.6											
GLENORCHY ROAD	1.20												
GRAHAM ROAD	1.95	1.95											
GULL STREET	0.48												
HAMON ROAD	0.85	0.85		0.85									
HARDIE ROAD	2.0												

HIGHAMS ROAD	3.31																		
HILLMAN-DARDADINE ROAD	1.78	1.78		1.78															
HURLEY ROAD	13.84					13.84													
JOHNSTONE ROAD	1.29																		
JOSBURY ROAD	0.56																		
KELLY ROAD	8.42																		
KENNEDY ROAD	2.74																		
LAVENDER ROAD	1.29																		
LYONS ROAD	1.77	1.77		1.77															
MAJOR ROAD	1.21																		
MARLING ROAD	7.14																		
MARTIN ROAD	3.86	3.86																	
MATTHEWS ROAD	2.16					2.16													
MCKENZIE ROAD	5.43		5.43																
MEDLEN ROAD	8.26	8.2	8.2			8.2													
MUNDAYS ROAD	8.71					8.71													
MUNTHOOLA ROAD	2.1		2.1																
NARRAKINE ROAD	8.1					8.1													
NASH ROAD	5.88	5.86																	
NEW TIP ACCESS ROAD	0.71																		
NORTH ROAD	1.16																		
NORWOOD ROAD	0.85																		
OLD SOLDIERS ROAD	3.92																		
PETCHELL ROAD	2.09																		
PHILLIPPE ROAD	1.77																		
PHILLIS ROAD	3.44																		
PIG GULLY ROAD	11.00					11.0													
PINGELLY ROAD	8.01																		
PLANK ROAD	4.78		4.78																
PLAYLE ROAD	3.75		3.75																
REDMAN ROAD	1.45																		
RICHMOND STREET	0.27																		
RINTOUL ROAD	1.61	1.61		1.61															
ROCCIS ROAD	4.13																		
SATTLER ROAD	5.42																		
TAYLOR ROAD	9.1			9.1															
TIN SHED ROAD	2.53																		
TIP ROAD	1.0		1.0	1.0															
TOP END ROAD	1.13																		
WALDOCK ROAD	1.8			1.8															
WANGERLING GULLY ROAD	8.86	8.86																	
WESTMERE ROAD	5.01	5.01				5.01													
WHITE ROAD	0.19																		
WILKE ROAD	3.0																		
YARABIN ROAD	4.5	4.5				4.5													
ZILKO ROAD	19.31			19.31															
TOTAL LENGTH GRADED	350.94	71.0	23	66.4	58.18	25.56													
		6																	

Strategic Implications

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

- SC 1.1 Provide, maintain and improve community infrastructure.
- LUE 1.1 Ensure that the townsite is maintained to a high standard.
- LUE 2.2 Ensure townsite amenities are maintained and improved where required.

Financial Implications

Funds for the maintenance of the town and facilities are included in the 2024/2025 Annual Budget.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Harding

That Council note the Works Report for asset maintenance and improvement for the reporting period as presented.

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

Against: Nil

Carried: 6/0

Resolution: 115/25

8.1.3 PAYMENT LISTING

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	12 June 2025
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Payment listing for month ending May 2025

Background

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

Statutory Implications

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

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

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

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

Comment

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

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Macnamara

Seconded: Cr Harding

That Municipal Fund EFT, Bpay, Direct Debits and Cheques totalling \$497,412.34 approved by the Chief Executive Officer during the month of May 2025 be endorsed.

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

Against: Nil

Carried: 6/0

Resolution: 116/25

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 MAY 2025

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
01/05/2025	SHIRE OF WILLIAMS	Salaries & Wages PE 01/05/2025	-61,220.13
07/05/2025	ASHLEY BLYTH TREE LOPPING	2025124 - Removal of Trees New Street & Tennis Court	-4,950.00
07/05/2025	BEST OFFICE SYSTEMS	12330 - Monthly Printing/Copying Charges	-571.75
07/05/2025	BOC Ltd	13904 - April 2025 Container Service Fee	-45.64
07/05/2025	DUFF ELECTRICAL CONTRACTING	Pumping Station Switch Board/Depot Lights	-3,980.15
07/05/2025	GREAT SOUTHERN FUELS	Fuel May 2025	-13,352.10
07/05/2025	IN SAFE HANDS	Childcare & FDC Staff Training	-7,034.50
07/05/2025	MAKIT NARROGIN HARDWARE	14491 - Easy End Caps & Hole Saw For Pool Mtce	-127.00
07/05/2025	WA CONTRACT RANGER SERVICES	13913 - Ranger Services 15/04/2025 & 29/04/2025	-693.00
07/05/2025	WILLIAMS GENERAL STORE	April 2025	-146.58
14/05/2025	FDC EDUCATORS	FDC Educators PE 11/05/2025	-27,825.48
14/05/2025	COHESIS PTY LTD	202589 - ERP REVIEW 14/04/2025	-8,250.00
14/05/2025	LOGIE, BRITT E.	Reimbursement for Various Purchases	-2,654.69
14/05/2025	WILLIAMSON, WENDY..	Reimbursement for Purchase of Garden Rakes	-55.20
15/05/2025	SHIRE OF WILLIAMS	Salaries & Wages PE 15/05/2025	-66,159.43
15/05/2025	MARTIN, DEBORAH.	Reimbursement for cash bag float payment.	-140.00
15/05/2025	STAINLESS FLATPACK	2025129 - Stainless Benches & Sink for Quindanning Hall	-3,238.84
27/05/2025	AAA ASPHALT SURFACES	2025136 - 16 Tonne Cold Asphalt	-5,808.00
27/05/2025	AVON WASTE	12341 - Monthly Refuse Charges April 2025	-12,370.62
27/05/2025	BEST OFFICE SYSTEMS	12330 - Monthly Printing/Copying Charges	-471.44
27/05/2025	BODDINGTON MEDICAL CENTRE	Pre-Employment Medical (N Goodridge)	-246.50
27/05/2025	BOYA EQUIPMENT PTY LTD	14492 - Block (Coupler), 3 x Pipes L1, L2, L3, Freight	-2,304.13
27/05/2025	C & D CUTRI	2025146 - Fungicide Treatment to Bridges	-21,615.00
27/05/2025	CONTRACT AQUATIC	2025143 - Pool Chemicals & Additional Hours	-9,342.16
27/05/2025	CORSIGN WA PTY LTD	202599 - Rural Road Guide Posts, Sign and Markers	-7,898.00
27/05/2025	DFES.	ESLB 4 Qtr Contribution 2024/25	-7,231.51
27/05/2025	DRAGONFLY DESIGNS	Creation of Anzac Day Wreath	-50.00
27/05/2025	DUFF ELECTRICAL CONTRACTING	Various Building Improvements	-1,243.30
27/05/2025	DX PRINT GROUP	2025142 - 1500 Envelopes	-770.00
27/05/2025	ESSENTIAL COFFEE PTY LTD	2025131 - Supplies for Coffee Machine	-198.38
27/05/2025	HARMONY SOFTWARE	Educators' Software Fees, Month of April 2025	-390.50
27/05/2025	JP UPHOLSTERY & CANVAS	Childcare Centre - Supply edging around sand pit - labour, rubber & hardware	-1,526.36
27/05/2025	LANDGATE.	2025 Valuations/Schedules	-7,385.80
27/05/2025	MARINDUST SALES	2025111 - 1 x Half Set of AFL Goals inc Ground Tubes	-4,889.50
27/05/2025	McPEST PEST CONTROL	2025110 - Inspection of 4 Bridges and 1 Treatment	-1,155.00
27/05/2025	MELCHIORRE PLUMBING & GAS	Various Building Improvements/Maintenance	-2,054.08
27/05/2025	METRO COUNT	2025137 - Road Counter Parts	-1,108.80
27/05/2025	MJB INDUSTRIES PTY LTD	Culverts	-9,286.64
27/05/2025	NARROGIN CARPETS & CURTAINS.	2025101 - Supply & Install Carpet (8 Fry Street)	-1,815.00
27/05/2025	SHERIDANS	2025116 - 16 Name Badges & 3 Honour Board Plates	-413.64
27/05/2025	SOUTH REGIONAL TAFE.	Works Staff Training	-972.00
27/05/2025	SPENCER, JAMIE-LEE.	Reimbursement for Pre Employment Medical	-190.00
27/05/2025	ST LUKE'S FAMILY PRACTICE	Doctor Services	-2,420.00
27/05/2025	STAR TRACK EXPRESS	Freight	-123.76
27/05/2025	SWAT WAGIN	2025127 - Pest Control and Maintenance (Various)	-2,124.10
27/05/2025	T-QUIP.	14490 - 48 Inch Deck Assembly for Titan Mower	-3,904.20
27/05/2025	TEAM GLOBAL EXPRESS	Freight	-380.49
27/05/2025	THE WILLIAMS COMMUNITY NEWSPAPER.	Photocopy Charges	-76.80
27/05/2025	TRUCK CENTRE (WA) PTY LTD	14495 - 2 Tail Lamp Clusters for Volvo Prime Mover	-1,054.32
27/05/2025	WALLIS COMPUTER SOLUTIONS	202547 - Monthly NBN Fixed Wireless Internet	-187.00
27/05/2025	WILLIAMS GATEWAY EXPO.	2025144 - Expo Fireworks 2025	-2,500.00
27/05/2025	WILLIAMS HOTEL - STRICKO'S	Refreshments for Sharon Wilkie's Retirement	-335.45
27/05/2025	WILLIAMS LICENSED POST OFFICE	Office Stationery & Postage for April 2025	-376.30
27/05/2025	WILLIAMS NEWSAGENCY	Monthly Account April 2025	-224.95
27/05/2025	WILLIAMS RURAL SUPPLIES	Monthly Hardware Account - April 2025	-1,491.59
27/05/2025	WREN OIL	Recycling Expenses - Disposal of 2200L of Oil	-275.00
28/05/2025	FDC EDUCATORS	FDC Educators PE 25/05/2025	-24,027.52
29/05/2025	SHIRE OF WILLIAMS	Salaries & Wages PE 29/05/2025	-60,829.43
29/05/2025	AIR RESPONSE	2025128 - Servicing of Airconditioners CRC, CC & Shire Office	-1,167.52
29/05/2025	FDC - DOWNEY, SALLY MAE	Reimbursement for Purchases of Resources for FDC	-1,598.85
29/05/2025	NARROGIN CHAMBER OF COMMERCE INC	Narrogin Chamber of Commerce Membership 2025-2026	-330.00
29/05/2025	PARKER, BRIAN.	Reimbursement for Chainsaw Chain Sharpening	-99.99
29/05/2025	SERPENTINE PLANT FARM	2025157 - Plants to Refurbish Several Gardens	-950.40
29/05/2025	THE GOODS	May 2025 - Childcare Consumables	-380.65
09/05/2025	Lowe, William	balance of bond refunded after inv 7277 deducted	-613.25
09/05/2025	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payment 01/05/2025 TO 31/05/2025	-25,982.35
07/05/2025	TELSTRA	Various phone charges	-293.38
08/05/2025	BUILDING AND ENERGY	BSL collection -April 2025	-844.40

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 MAY 2025

DATE	NAME	DESCRIPTION	AMOUNT
19/05/2025	ANZ CARDS	Monthly Credit Card Expenses x 3	-8,291.65
20/05/2025	SYNERGY	Various electricity charges	-4,660.00
20/05/2025	TELSTRA	Various phone charges	-313.99
22/05/2025	AUSTRALIAN TAXATION OFFICE	BAS APRIL 2025	-17,844.00
29/05/2025	SYNERGY	Various electricity charges	-4,399.90
29/05/2025	TELSTRA	Pool Telephone to 19/6/2025	-34.76
07/05/2025	AUSTRALIAN SUPER	Superannuation APRIL 2025	-27,506.80
05/05/2025	CBA	CBA - Merchant Fees APRIL 2025	-288.69
01/05/2025		202548 - Cooking of Sausages for Australia Day 2025	-300.00
		TOTAL	-497,412.34
INTERNAL TRANSFERS			
01/05/2025	INTERNAL BANK TRANSFER	A01104 - Municipal Treasury OCDF	-350,000.00
14/05/2025	INTERNAL BANK TRANSFER	A01104 - Municipal Treasury OCDF	-100,000.00
14/05/2025	INTERNAL BANK TRANSFER	A01102 - Municipal Fund Investment	-100,000.00
27/05/2025	INTERNAL BANK TRANSFER	A01104 - Municipal Treasury OCDF	-100,000.00
27/05/2025	INTERNAL BANK TRANSFER	A01102 - Municipal Fund Investment	-100,000.00
			-750,000.00
20/03/2025	ANZ CARDS	Monthly Credit Card Expenses x 3 - inc	-8,291.65
19/05/2025	ANZ CARDS	Monthly Credit Card Expenses x 3	-8,291.65
Sharon Palumbo - Manager of Childrens Services			
19/05/2025	PLANT:P084 CX-5 2022 WL036 (FDC)	48.35L ULP	78.19
		Craft Supplies	193.18
		Craft Supplies	80.64
		Craft Supplies, Suncream, Wipes	100.45
		Epipen	90.86
	PLANT:P084 CX-5 2022 WL036 (FDC)	22.08L ULP	32.73
	PLANT:P084 CX-5 2022 WL036 (FDC)	43.92L ULP	71.84
	PLANT:P084 CX-5 2022 WL036 (FDC)	47.25L ULP	77.28
		Meal	7.86
		Meal	38.02
		Accommodation Farmers Home Hotel	313.64
	PLANT:P084 CX-5 2022 WL036 (FDC)	40.13L ULP	66.36
		Wrong card used for meal (Reimbursed)	76.28
		Waiver Application	118.18
			1,345.51
Peter Stubbs - CEO			
		Australia Post Box Renewal	118.18
		Shelving for RSL Storeroom	489.95
		Telephone Cable	14.70
		Google Marradong Website (VROC)	16.80
		First Reef Hotham-Williams Website Hosting (VROC)	52.73
	MISC:M007Pavillion	New Controller Panel for Water Pumps	1,934.00
	PLANT:P083 Isuzu MU-X 2022 16WL	68.03L Diesel	109.41
	PLANT:P083 Isuzu MU-X 2022 16WL	67.48L Diesel	109.14
		Lunch with McIntosh at Williams Woolshed	48.37
			2,893.28
Gemma Boyce - EMCS			
		Officeworks - Furniture & Office Chairs	1,634.56
		WALGA - Native Vegetation Workshop C Kett	86.36
		The Good Guys	400.91
	MISC:M001Lions Park	Intelligent Facilities - Lions Park Hand Dryers	863.64
		Williams Woolshed - Coffee beans	43.64
		Morning Tea Admin Meeting	18.64
		Coffee Beans and Stainless Steel Jug	69.51
		South Regional Tafe - C Barker Bookkeeping Course	181.82
			3,299.08
	AUSTRALIAN TAXATION OFFICE	GST on 3 x Credit Cards	753.78
			8,291.65

8.1.4 FINANCIAL STATEMENTS

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	12 June 2025
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Financial Statements ending 31 May 2025

Background

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

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

Statutory Implications

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

Comment

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

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

As disclosed in the financial statements.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Panizza

That financial statements presented for the period ending 31 May 2025 be received.

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

Against: Nil

Carried: 6/0

Resolution: 117/25



**SHIRE OF
WILLIAMS**

MONTHLY FINANCIAL REPORT

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

For the period ended 31 May 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF WILLIAMS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

	Supplementary Information	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES							
Revenue from operating activities							
Rates	9	2,368,869	2,368,869	2,369,379	510	0.02%	
Grants, subsidies and contributions	12	601,094	460,323	484,927	24,604	5.34%	▲
Fees and charges		1,235,102	1,150,143	1,203,865	53,722	4.67%	▲
Interest revenue		136,000	123,480	128,431	4,951	4.01%	
Other revenue		45,175	42,775	57,978	15,203	35.54%	▲
Profit on asset disposals	5	5,000	0	14,672	14,672	0.00%	▲
		4,391,240	4,145,590	4,259,252	113,662	2.74%	
Expenditure from operating activities							
Employee costs		(2,012,078)	(1,927,247)	(2,031,205)	(103,958)	(5.39%)	▼
Materials and contracts		(1,239,840)	(1,141,390)	(1,027,976)	113,414	9.94%	▲
Utility charges		(262,119)	(226,617)	(263,057)	(36,440)	(16.08%)	▼
Depreciation		(2,193,426)	(2,010,674)	(2,239,431)	(228,757)	(11.38%)	▼
Finance costs		(18,435)	(18,435)	(17,138)	1,297	7.04%	▲
Insurance		(195,191)	(195,191)	(182,119)	13,072	6.70%	▲
Other expenditure		(25,000)	(5,000)	(13,553)	(8,553)	(171.06%)	▼
		(5,946,089)	(5,524,554)	(5,774,479)	(249,925)	(4.52%)	
Non-cash amounts excluded from operating activities	Note 2(b)	2,189,926	2,010,674	2,224,759	214,085	10.65%	▲
Amount attributable to operating activities		637,642	631,710	709,532	77,822	12.32%	
INVESTING ACTIVITIES							
Inflows from investing activities							
Proceeds from capital grants, subsidies and contributions	13	3,374,570	508,064	610,181	102,117	20.10%	▲
Proceeds from disposal of assets	5	60,000	60,000	62,437	2,437	4.06%	
Proceeds from financial assets at amortised cost - self supporting loans		23,299	23,299	23,299	0	0.00%	
		3,457,869	591,363	695,917	104,554	17.68%	
Outflows from investing activities							
Payments for property, plant and equipment	4	(3,350,897)	(1,084,026)	(601,690)	482,336	44.49%	▲
Payments for construction of infrastructure	4	(1,985,920)	(1,961,347)	(1,049,282)	912,065	46.50%	▲
		(5,336,817)	(3,045,373)	(1,650,972)	1,394,401	45.79%	
Amount attributable to investing activities		(1,878,948)	(2,454,010)	(955,055)	1,498,955	61.08%	
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves	3	305,000	305,000	96,500	(208,500)	(68.36%)	▼
		305,000	305,000	96,500	(208,500)	(68.36%)	
Outflows from financing activities							
Repayment of borrowings	10	(90,375)	(90,375)	(78,038)	12,337	13.65%	▲
Transfer to reserves	3	(129,270)	0	0	0	0.00%	
		(219,645)	(90,375)	(78,038)	12,337	13.65%	
Amount attributable to financing activities		85,355	214,625	18,462	(196,163)	(91.40%)	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year		1,155,950	1,155,950	1,244,001	88,051	7.62%	▲
Amount attributable to operating activities		637,642	631,710	709,532	77,822	12.32%	▲
Amount attributable to investing activities		(1,878,948)	(2,454,010)	(955,055)	1,498,955	61.08%	▲
Amount attributable to financing activities		85,355	214,625	18,462	(196,163)	(91.40%)	▼
Surplus or deficit after imposition of general rates		0	(451,725)	1,016,940	1,468,665	325.12%	▲

KEY INFORMATION

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

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

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

SHIRE OF WILLIAMS
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 31 MAY 2025

	30 June 2024	31 May 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	3,260,007	3,467,253
Trade and other receivables	99,305	161,745
Other financial assets	23,299	0
Inventories	25,223	15,316
Other assets	124,429	124,429
TOTAL CURRENT ASSETS	3,532,263	3,768,743
NON-CURRENT ASSETS		
Other financial assets	246,780	246,780
Property, plant and equipment	26,113,054	26,114,251
Infrastructure	69,812,261	69,094,431
TOTAL NON-CURRENT ASSETS	96,172,095	95,455,462
TOTAL ASSETS	99,704,358	99,224,205
CURRENT LIABILITIES		
Trade and other payables	277,598	156,550
Other liabilities	82,667	766,685
Borrowings	90,374	12,337
Employee related provisions	281,975	281,975
TOTAL CURRENT LIABILITIES	732,614	1,217,547
NON-CURRENT LIABILITIES		
Borrowings	361,489	361,489
Employee related provisions	27,144	27,144
TOTAL NON-CURRENT LIABILITIES	388,633	388,633
TOTAL LIABILITIES	1,121,247	1,606,180
NET ASSETS	98,583,112	97,618,027
EQUITY		
Retained surplus	23,645,476	22,836,929
Reserve accounts	1,678,854	1,582,354
Revaluation surplus	73,258,782	73,198,742
TOTAL EQUITY	98,583,112	97,618,026

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MAY 2025

1 BASIS OF PREPARATION AND SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

Judgements and estimates

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

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

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

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

SIGNIFICANT ACCOUNTING POLICES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 06 June 2025

SHIRE OF WILLIAMS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

2 STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Net current assets used in the Statement of Financial Activity	Supplementary Information	Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 May 2025
Current assets		\$	\$	\$
Cash and cash equivalents	2	1,949,064	3,260,006	3,467,253
Trade and other receivables		23,926	99,305	161,745
Other financial assets		88,344	23,299	0
Inventories	7	25,252	25,223	15,316
Other assets	7	935	124,429	124,429
		2,087,521	3,532,262	3,768,743
Less: current liabilities				
Trade and other payables	8	(269,729)	(277,599)	(156,550)
Other liabilities	11	(48,727)	(82,667)	(766,685)
Borrowings	10	(80,919)	(90,374)	(12,337)
Employee related provisions	11	(281,975)	(281,975)	(281,975)
		(681,350)	(732,615)	(1,217,547)
Net current assets		1,406,171	2,799,647	2,551,196
Less: Total adjustments to net current assets	Note 2(c)	(1,583,402)	(1,555,646)	(1,534,256)
Closing funding surplus / (deficit)		(177,231)	1,244,001	1,016,940

(b) Non-cash amounts excluded from operating activities

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

Non-cash amounts excluded from operating activities		Adopted Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	5	(5,000)	0	(14,672)
Add: Depreciation		2,193,426	2,010,674	2,239,431
Movement in current employee provisions associated with restricted cash		1,500		
Total non-cash amounts excluded from operating activities		2,189,926	2,010,674	2,224,759

(c) Current assets and liabilities excluded from budgeted deficiency

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

Adjustments to net current assets		Adopted Budget Opening 30 June 2024	Last Year Closing 30 June 2024	Year to Date 31 May 2025
		\$	\$	\$
Less: Reserve accounts	3	(1,678,854)	(1,678,854)	(1,582,354)
Less: Financial assets at amortised cost - self supporting loans	7	(23,299)	(23,299)	0
- Current financial assets at amortised cost - self supporting loans				
Diesel Fuel & Self Supporting Loans - Timing			21,306	(2,072)
Add: Current liabilities not expected to be cleared at the end of the year:				
- Current portion of borrowings	10	80,919	90,374	12,337
- Current portion of employee benefit provisions held in reserve	3	37,833	37,833	37,833
Total adjustments to net current assets	Note 2(a)	(1,583,401)	(1,555,646)	(1,534,256)

CURRENT AND NON-CURRENT CLASSIFICATION

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

SHIRE OF WILLIAMS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2025

3 EXPLANATION OF MATERIAL VARIANCES

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

The material variance adopted by Council for the 2024-25 year is \$5,000 or 5.00% whichever is the greater.

Description	Var. \$	Var. %	
		%	
Revenue from operating activities			
Grants, subsidies and contributions	24,604	5%	▲
Timing Variance			
Fees and charges	53,722	5%	▲
Higher Fees on Instalment Charges than anticipated			
Other revenue	15,203	36%	▲
Unbudgeted additional 'other revenue'			
Profit on asset disposals	14,672	0%	▲
Conservative budgeting			
Expenditure from operating activities			
Employee costs	(103,958)	(5%)	▼
Variances between timesheets with regard to operating & capital projects - timing of jobs			
Materials and contracts	113,414	10%	▲
Timing of works			
Utility charges	(36,440)	(16%)	▼
Budget Allocation & Timing			
Depreciation	(228,757)	(11%)	▼
Budget estimate variance with Asset Revaluations too low			
Road additions not depreciated since 2022 revaluations			
Finance costs	1,297	7%	▲
Timing Issue			
Insurance	13,072	7%	▲
Timing Issue			
Other expenditure	(8,553)	(171%)	▼
Loan fees			
Rail Trail (Narrogin to Williams) Feasibility Study			
Non-cash amounts excluded from operating activities	214,085	11%	▲
Depreciation			
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	102,117	20%	▲
Timing Variance with Budget Allocations & Actual funds being received			
Outflows from investing activities			
Payments for property, plant and equipment	482,336	44%	▲
Timing Variance with Budget Allocations & Actual Payments			
Payments for construction of infrastructure	912,065	47%	▲
Timing Variance with Budget Allocations & Actual Payments			
Inflows from financing activities			
Transfer from reserves	(208,500)	(68%)	▼
Decision to transfer less for capital purchases			
Outflows from financing activities			
Repayment of borrowings	12,337	14%	▲
Timing			
Surplus or deficit at the start of the financial year	88,051	8%	▲
Adjustment with 23/24 Audit			
Surplus or deficit after imposition of general rates	1,468,665	325%	▲
Due to variances described above			

8.1.5 DEBT WRITE-OFFS

File Reference	4.23.15
Statutory Reference	Local Government Act 1995 s6.12 Local Government (Financial Management) Regulations 1996
Author	Nikkii Goodridge, Administrative Support Officer
Date	6 June 2025
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Confidential Debtors List

Background

The Shire of Williams has the following ageing debts recommended for debt write off. Council has a CEO delegation for debt write off and the relevant statutory provisions are stated in this report.

DEBTOR TYPE	NUMBER	AMOUNT	YEAR INCURRED
Standpipe Water Usage	2	\$ 236.07	2022/2023
Facility/Equipment Hire	2	\$ 330.50	2022/2023
Refuse Charges	2	\$ 119.00	2021/2023
TOTAL	6	\$ 685.57	

Statutory Implications

Local Government Act 1996 section 6.12. Power to defer, grant discounts, waive or write off debts.

- (1) Subject to subsection (2) and any other written law, a local government may —
- when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or
 - wave or grant concessions in relation to any amount of money; or
 - write off any amount of money, which is owed to the local government.

* *Absolute majority required.*

(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

(3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.

(4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.

Comment

The debtors list is a confidential attachment to elected members, for privacy reasons.

Debtors have been contacted numerous times and through that process most debts have been paid. The remaining debts (attached table) are aged, and the effort now required to seek recovery is disproportionate the revenue to be gained. It is therefore recommended that Council approve the debt write off.

The Chief Executive Officer has delegated authority to write off debts in accordance with the Council delegations including the following conditions;

- a. Write-off a rates or service charge debt up to \$200 in accordance with the Financial Hardship Policy [s.6.12(1)(c) & (2)].
- b. A debt may only be waived where: it applies to a charitable body, not-for-profit organisation or community group.
- c. A concession may only 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.
- d. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire.
Limited to individual debts valued below \$200 or cumulative debts of a debtor valued below \$200. Write off of debts greater than these values must be referred for Council decision.
- e. The Chief Executive Officer is to provide Council with a report of the use of this delegation.

The Chief Executive Officer has elected to bring the matter of debt write off to Council in its entirety given some of the debts are above the delegated threshold of \$200.00, and for completeness sake.

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

Unrecovered revenue

Voting Requirements

Absolute Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Panizza

Seconded: Cr Price

That Council approve the write off the following aged debts, totalling \$685.57

DEBTOR TYPE	NUMBER	AMOUNT	YEAR INCURRED
Standpipe Water Usage	2	\$ 236.07	2022/2023
Facility/Equipment Hire	2	\$ 330.50	2022/2023
Refuse Charges	2	\$ 119.00	2021/2023
TOTAL	6	\$ 685.57	

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

Against: Nil

Carried: 6/ 0

Resolution: 118/25

8.2 CHIEF EXECUTIVE OFFICER'S REPORT

Councillor Price declared a proximity interest in Item 8.2.1 because she is an owner of properties and a business in close proximity to Lot 888 Albany Hwy, Williams.

Moved: Cr Macnamara

Seconded: Cr Harding

That Cr Price be permitted to remain in the meeting for consideration of Item 8.2.1, noting the proximity interest declaration.

Against: Nil **Carried:** 5/0

8.2.1 DEVELOPMENT APPLICATION – LOT 888 ALBANY HIGHWAY, CRISP TELECOMMUNICATION TOWER

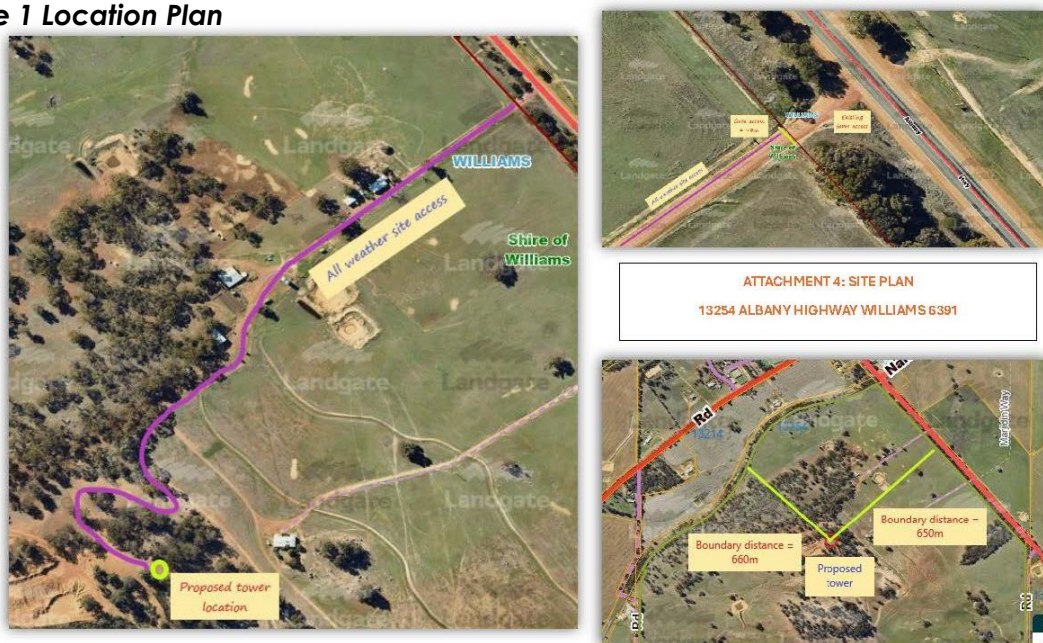
File Reference	10.60.15
Statutory Reference	Local Government Act 1995. Williams Town Planning Scheme No2
Author	Peter Stubbs, Chief Executive Officer
Date	26 May 2025
Disclosure of Interest	Nil
Attachments	Nil

Background

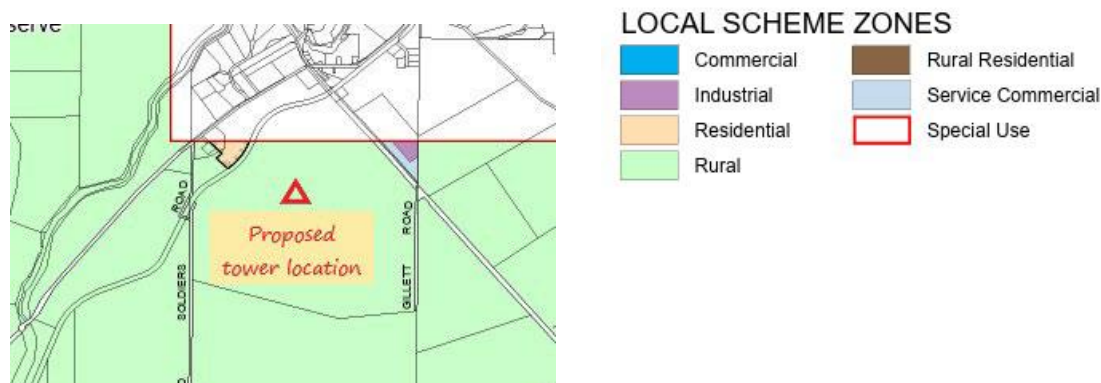
The owner of Lot 888 Albany Highway, Williams has applied for planning consent to allow CRISP Wireless to build a 30m telecommunication tower on its property.

The property is zoned rural use under the Williams Town Planning Scheme No2 and is used for agricultural purposes. The property is 259.97hecatres in area and it is located 2km south of Williams townsite and is shown in the Location plans below.

Figure 1 Location Plan



Shire of Williams Town Planning Scheme 2 (Map 3 – Williams townsite surrounds)



An agreement has been entered into with the landowner for the installation of the proposed telecommunications infrastructure on the subject land, together with a container to house the communication equipment with solar panels on top of the container for power provision.

Comment

• **Proposed Development**

The development application is made in accordance with the Planning and Development Act 2005 for assessment under the Shire of Williams Town Planning Scheme No 2. Reference is also made to the Planning and Development (Local Planning Schemes) Regulations 2015 and the Deemed Provisions contained within.

The proposed land use is considered 'telecommunications infrastructure', which is defined in the Regulations as premises used to accommodate the infrastructure used by or in connection with a telecommunications network including any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure related to the network.

No clearing of native vegetation is proposed.

Council has considered previous applications for communication towers and meteorological masts in recent years.

• **Legislative Requirements/Land use Permissibility**

Lot 888 is zoned 'Rural' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The proposal is considered to be a 'Use Not Listed' as a meteorological mast is not defined in the Scheme, nor listed in 'Table 1-Zoning Table'.

In accordance with Clause 4.3.2 of the Scheme, as the use of the land for telecommunications is not specifically mentioned in the Zoning Table, and cannot reasonably be determined as falling within the interpretation of one of the other existing use categories, the Council may:

Option 1: Determine that the telecommunication tower 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 telecommunication tower and associated infrastructure may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering an application for planning consent.

Clause 2.6

Where in the opinion of the Council proposed development of the type referred to in Clause 4.3 of this Scheme as “AA” is reasonable and may be approved, the Council may before giving final consideration to the proposal:

(1) require the applicant to give notice of the proposed development by displaying in a prominent position on the site proposed for such development, a notice of not less than 1m² in the form contained in Schedule 3, for a period of not less than one calendar month. (This is not considered to be useful for required for this application)

*(2) advertise such proposal in a newspaper circulating locally, **for two successive weeks** (It is proposed to advertise in The Williams Newsletter edition 30 June 2025. This timing allows public comment to be concluded by the 14 July 2025 in time for the scheduled July Council meeting;*

(3) notify in writing adjoining owners and all parties in the vicinity which Council considers to be likely to be affected by the proposed development.

All parties notified shall be given not less than one calendar month taken from the time of notification to reply to Council.

The Council shall not give final consideration to any such application until the expiration of 14 days after the dates referred to in (1) and (3) above and when doing so shall have regard to any representations made for or against such application.

There are no specific objectives listed in the Scheme for the Rural zone. The proposed development will allow for continued agricultural use of the land.

It is recommended to pursue Option 2 which requires the proposal to be advertised for public comment.

Advertising

It is compulsory to advise landholders within a 200m radius of site the application refers to for a minimum one month if Council pursues Option 2 as outlined in the 'legislative requirements' section of this report. Written notice to landholders within a 500m radius was done by letters on 27 May 2025, to position the Council for a decision at its July meeting.

Assuming advertising in a newspaper circulating locally commences on the 30 June 2025 then advertising for 14 days will close at 3pm on the 14 July 2025. This time would allow for Council to consider any public comments received and determine the application at its 16 July 2025 Council meeting.

As the application is a 'Use Not Listed', it is classified as a 'complex application' under the revised Regulations.

The compulsory advertising requirements for a 'complex application' are:

- (a) Publication of a Notice with copies of the proposed plans on the Shire website; and
- (b) Make a copy of the plans available to the public for viewing at the Shire office; and
- (c) Writing to the owners and occupiers of lots within 200 metres of the proposed development; and
- (d) Erecting a sign in a conspicuous place on Lot 888 to advertise the proposal.

The Western Australian Planning Commission has permanently exempted the Shire from having to meet some of the abovementioned advertising requirements if it is not practical to achieve (such as erecting a sign on site).

- **Matters to be considered by Council**

Clause 67 of Planning and Development (Local Planning Schemes) Regulations 2015, 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) and 82(2) provides Council with the ability to grant delegated authority to the Chief Executive Officer to determine the application. This could expedite determination of the application (after advertising). Any delegation must be made by an Absolute Majority of Council. This is not considered necessary in this instance.

Strategic Implications

There is no specific alignment with the Shire of Williams Strategic Community Plan 2022 to 2032 associated with this report. However, effective and enhanced communications are a vital part of community and business life, and emergency management. This proposal contributes to those aims and offers a wider choice of communication providers. It is therefore considered to be of strategic interest for Williams.

Financial Implications

Costs are minimal with associated advertising in The Williams newsletter. The standard planning fees will apply.

Voting Requirements

Absolute majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding

Seconded: Cr Macnamara

That Council:

1. In accordance with Clause 4.3.2 of the Williams Town Planning Scheme No 2, and Clause 64 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, determine by Absolute Majority that the proposed telecommunications tower to be installed at Lot 888 Albany Highway, Williams may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 of the Scheme, in considering an application for planning consent.
2. Note that the application was advised by letter to all landholders within a 500m radius of the property of the proposed tower on the 27 May 2025.
3. Approve public advertising for a 14-day period from the 30 June 2025 until the 14 July 2025 as required by the *Planning and Development (Local Planning Schemes) Regulations 2015*.
4. Note that the Western Australian Planning Commission has granted an ongoing exemption to the Shire which provides the Shire with flexibility over the methods of advertising for any complex application, and that site signage advertising the proposals is not required.
5. That Council consider the matter for final determination at its 16 July 2025 Ordinary Council meeting with public comments received.

For: Cr Cowcher, Cr Harding, Cr Macnamara, Cr Major, Cr Panizza

Against: Nil

Carried: 5/0

Resolution: 119/25

8.2.2 AUDIT AND RISK COMMITTEE

File Reference	10.60.15
Statutory Reference	Local Government Act 1995 & Regulations Local Government (Audit) Regulations 1996
Author	Peter Stubbs, Chief Executive Officer
Date	9 June 2025
Disclosure of Interest	Nil
Attachments	Nil

Background

Council's Audit Committee was appointed at the Council meeting 15 November 2023. It is proposed for Council to change the name of the that Committee to the Audit, Risk & Improvement Committee, for consistency with Local Government terminology.

Council will need to appoint members to its Audit, Risk & Improvement Committee by 1 July 2025 to be compliant with the Local Government Act 1995.

The current Audit Committee is the Shire President- Cr Logie, Cr Harding, Cr Panizza, and Cr Price.

Council will need to review Committee memberships following the 18 October 2025 Local government election. Council can change Committee representations at any time.

Councillors should also consider the requirement it will have to appoint an Independent Chair and Independent Deputy Chair of the Audit, Risk & Improvement Committee, that will be required in the next year. Council can, if chooses, make those appointments sooner rather than later.

Legislation

Amendments to section 5.12 of the Local Government Act 1995 require councils to appoint new committee presiding members and deputy presiding members by 1 July 2025. These appointments must be made by an absolute majority decision of the council from this point forward.

This change was introduced to assist the local government sector in removing the need for the conduct of a secret preferential ballot at a committee meeting, and to give council's the role of deciding the leadership of council committees.

Separately, once section 87 of the Local Government Amendment Act 2024 commences local governments will be required to appoint an independent person to the roles of Presiding Member of the Audit, Risk and Improvement Committee (ARIC). A local government will also need to appoint another independent person to serve as a deputy committee member where the independent presiding member is absent.

There is currently no requirement for an independent presiding member to be appointed to an existing Audit Committee by 1 July 2025. Local governments may opt to appoint an independent presiding member in anticipation of the changes.

Importantly, there remains an option once the changes for an ARIC commence, for local governments to share an ARIC, which would include sharing the independent presiding member.

Once effective, in relation to an ARIC these provisions will operate as follows:

- A local government must appoint an independent person as a member of the ARIC, who will be the Presiding Member (sections 5.12(1) and 7.1A(3)).
- A local government must appoint an independent person as a Deputy Member to the Presiding Member who will attend the meetings, in the absence of the Presiding Member (sections 5.11A and 7.1B(1)-(2)).
- A local government may appoint a person as the Deputy Presiding Member; if appointed, that Deputy Presiding Member must be an independent person (sections 5.12(2) and 7.1A(4)).
- A local government may appoint a person as a Deputy Member to the Deputy Presiding Member who will attend the meetings in the absence of the Deputy Presiding Member; if appointed, that person must be an independent person (sections 5.11A and 7.1B(4)).

Strategic Implications

This item aligns the Shire of Williams Strategic Community Plan 2022 to 2032.

Specifically, it relates to the following strategy

- ILG 2.2 Maintain accountability, transparency and financial responsibility.
 ILG 4.4 Monitor and ensure compliance with regulatory frameworks for local government businesses.

Financial Implications

There will likely be a cost for an Independent Chair and Independent Deputy Chair, once those appointments are made. That cost is unknown at this stage and a provisional sum will be estimated and included in the 2025/26 budget.

Voting

Absolute Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Macnamara

Seconded: Cr Cowcher

That Council appoint the following Councillors to the Audit, Risk & Improvement Committee, effective immediately.

- Cr Logie (Presiding Member)
 Cr Harding (Deputy Presiding Member)
 Cr Price
 Cr Panizza

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

Against: Nil

Carried: 6/0

Resolution: 120/25

8.2.3 DEVELOPMENT APPLICATION – PROPOSED SIGN, WILLIAMS WOOLSHED

File Reference	
Statutory Reference	Local Government Act 1995. Williams Town Planning Scheme No2
Author	Peter Stubbs, Chief Executive Officer
Date	12 June 2025
Disclosure of Interest	Nil
Attachments	Nil

Background

The owners of 101 Albany Hwy, Williams (Woolshed business) have applied for planning consent to erect a new, larger sign to replace the existing one at the entrance to their business on Albany Hwy, Williams.

Comment

The property is zoned commercial.

The proposed new sign is to be made of a steel frame with polycarbonate insert panels.

It is proposed to 5m in high and 3m wide, has shown in Figure 1 below. The existing sign present is approximately 2.5m high.

Figure 1 – Proposed Sign

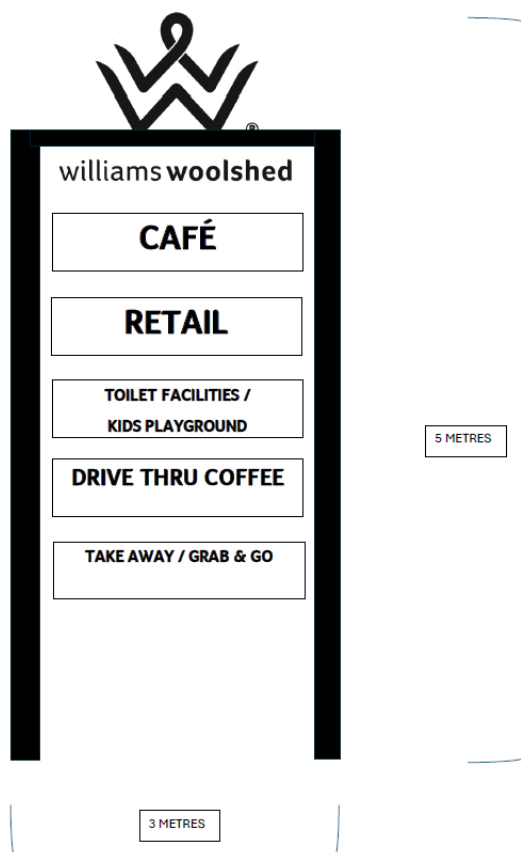
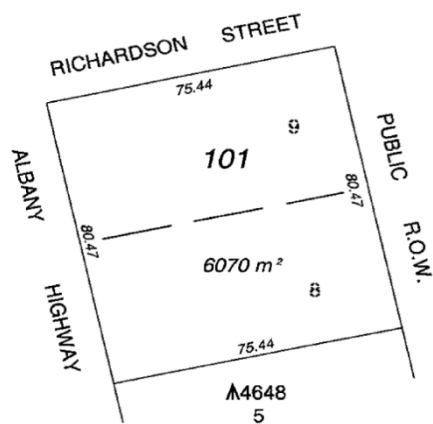


Figure 2 - Location



Strategic Implications

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

SC 1.4 Continue to support and develop tourism opportunities for the Shire

Financial Implications

Nil

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Harding

That Council grant planning approval to the owners of 101 Albany Hwy, Williams (Woolshed business) to install a new sign 5m high x 3m wide, to replace the existing sign subject to;

1. The Shire of Williams confirming the proposed location of sign will not impede motorist views at the intersection of Richardson Street and the Albany Highway.
2. Payment of the planning fee \$147.00.
3. Details of the proposed footings for the sign be provided to and be approved by the Shire.
4. The planning approval being valid for a period of two (2) years and will lapse after this time if the sign is not installed by then.

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

Against: Nil

Carried: 6/0

Resolution: 121/25

8.2.4 CONSIDERATION OF ADOPTION OF THE LOCAL PLANNING STRATEGY

File Reference	14.25.24
Statutory Reference	Planning and Development (Local Planning Schemes) Regulations 2015
Author	Peter Stubbs, Chief Executive Officer
Date	11 June 2025
Disclosure of Interest	Nil - any interests are those in common
Attachments	Att 1 – LPS Draft (advertised) Att 2 – LPS Public Submissions Att 3 – LPS Submission Summary – Shire of Williams response

Background

Following the closure of the submission period and after consideration of the submissions received, the Local Planning Strategy (LPS) is presented for Council's consideration with a series of modifications. As a joint Strategy each of the three local governments (Williams, Wagin & West Arthur) is presenting the Strategy for their respective Council's approval.

The LPS is an overarching plan/strategy that informs the Shire's Local Planning Scheme. While the LPS sits above the Town Planning Scheme (Scheme), it is the Scheme that is most critical in designating what land can be used for what purpose.

The role of the LPS is to set out the overall direction of planning at a regional level. It provides context and guidance for changes to the scheme. The LPS does not prevent development or amendments to the Scheme, but the WAPC would give consideration to the Strategy when assessing such proposals.

Comment

At the July 2024 Ordinary Council Meeting, Council resolved to submit a draft, joint Local Planning Strategy to the Western Australian Planning Commission (WAPC) for certification for the purpose of advertising. The WAPC certified the document at their 30 October 2024 meeting.

At the November 2024 Ordinary Council Meeting, Council resolved to advertise the certified draft Strategy for a period of 60 days commencing on 2 December 2024. The submission period closed on Friday, 31 January 2025.

Example letter to landholders is provided below.



PO BOX 200,
WAGIN WA 6315



31 BURROUES STREET,
DARKAN 6362



PO BOX 68,
WILLIAMS WA 6391

Department of Education
Ikmal Ahmad
151 Royal Street
East Perth WA 6004

Transmission via electronic mail to: landplanning@education.wa.edu.au

Dear Sir/Madam

**SHIRES OF WAGIN, WEST ARTHUR AND WILLIAMS DRAFT JOINT LOCAL PLANNING STRATEGY
NOTICE OF PUBLIC ADVERTISING**

Pursuant to r.11 of the *Planning and Development (Local Planning Schemes) Regulations 2015* the Shires of Wagin, West Arthur and Williams have prepared a draft Joint Local Planning Strategy, to guide land use change and development over the next 15 years. The draft Strategy applies to the whole of the three local government areas.

The draft Strategy is available for viewing at each Shire website:

Shire of Wagin www.wagin.wa.gov.au
Shire of West Arthur www.westarthur.wa.gov.au
Shire of Williams www.williams.wa.gov.au

Submissions are invited from **Monday 2 December 2024** until **Friday 31 January 2025**. Please forward a copy of your submission to all three Shires at:

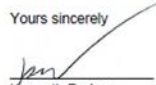
Shire of Wagin: ceo@wagin.wa.gov.au
Shire of West Arthur: ceo@westarthur.wa.gov.au
Shire of Williams: peter.stubbs@williams.wa.gov.au

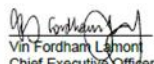
Submissions will be considered, and proposed modifications presented back to each Council for endorsement. Submissions and modifications will then be sent to the Western Australian Planning Commission for final approval.

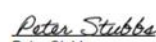
For further enquiries, contact

Kenneth Parker, CEO, Shire of Wagin: (08) 9961 1177
Vin Fordham Lamont, CEO, Shire of West Arthur: (08) 9736 2400
Peter Stubbs, CEO, Shire of Williams: (08) 9885 1005

Yours sincerely


Kenneth Parker
Chief Executive Officer
Shire of Wagin


Vin Fordham Lamont
Chief Executive Officer
Shire of West Arthur


Peter Stubbs
Chief Executive Officer
Shire of Williams

2 December 2024

Submissions were received from government departments and agencies. No public submissions were received.

The preparation of the strategy has been a shared exercise between the Shires of Wagin, West Arthur and Williams. Submissions may address all the Shires, or a specific matter related to one Shire. In relation to the submissions addressing all the Shires, a proposed response on behalf of the Shires for each submission has been prepared by Joe Douglas who assists the Shire of West Arthur.

The table of modifications for Council's consideration is presented in Attachment 3.

The draft LPS as advertised is presented in Attachment 1. If Council agrees and the WAPC ultimately approves the document, the draft Strategy WITH modifications in recommended would become the Shire's joint local planning strategy.

Statutory Implications

Regulation 14 of the Planning and Development (Local Planning Schemes) Regulations 2015 provides that:

(1) After the expiry of the period within which submissions may be made in relation to a local planning strategy, the local government must review the strategy having regard to any submissions made.

(2) The local government may;

(a) support the local planning strategy without modification; or

(b) support the local planning strategy with proposed modifications to address issues raised in the submissions.

(3) After the completion of the review of the local planning strategy the local government must submit to the Commission;

(a) a copy of the advertised local planning strategy; and

(b) a schedule of the submissions received; and

(c) particulars of any modifications to the advertised local planning strategy proposed by the local government.

Regulation 15 goes on to provide the rules regarding the endorsement by the Commission being that:

(1) Within 60 days of the receipt of the documents referred to in regulation 14(3) the Commission may;

(a) endorse the strategy without modification; or

(b) endorse the strategy with some or all of the modifications proposed by the local government; or

(c) require the local government to modify the strategy in the manner specified by the Commission before the strategy is resubmitted to the Commission for endorsement; or

(d) refuse to endorse the strategy.

(2) The Minister or an authorised person may extend the time referred to in sub regulation (1).

Final approval lies with the Western Australian Planning Commission.

Strategic Implications

The Local Planning Strategy is considered to cross many of the Strategic Community Plan areas.

Financial Implications

There are no immediate financial implications associated with this report. The preparation of a local planning strategy by private contractors can represent significant expenditure. The Shire has been fortunate to have the Department of Planning support the three local governments involved in the preparation of the joint strategy.

Voting Requirement

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Cowcher

Seconded: Cr Macnamara

That Council in accordance with Regulation 14 of the Planning and Development (Local Planning Schemes) Regulations 2015 having regard to the submissions made in Attachment 1 and the correspondence from the Department of Planning in Attachment 2:

1. APPROVES the Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy with proposed modifications in Attachment 3.
2. REQUESTS that the Chief Executive Officer submits a copy of the advertised local planning strategy, the schedule of submissions received and proposed modifications to the Western Australian Planning Commission for endorsement.

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

Against: Nil

Carried: 6/0

Resolution: 122/25

8.2.5 USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY

File Reference	Various
Statutory Reference	Local Government Act 1996
Author	Peter Stubbs, Chief Executive Officer
Date	9 June 2025
Disclosure of Interest	Nil
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.

The *Local Government Act 1995* requires that the Delegations Register is reviewed annually by Council. A procedure included in the Delegations Register is to report to Council the activities or actions that have been performed under delegated authority. A report completed for Council at meetings identifies: (1) use of the Common Seal, and (2) actions performed under the delegated authority requiring referral to Council as per the Delegations Register.

Comment

The Common Seal was not used since the last Council meeting in May 2025.

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

Decision Type		Name/Property		Date of Decision	Purpose
1	Development Approval	21	Brooking Street, Williams	9 June 2025	Patio and carport planning approval

Payment from the Municipal or Trust Funds – Delegation 1.1.19 Authority to make payments from the municipal or trust funds with the authority limited to making payments subject to annual budget limitations.

Action - Payments from the Municipal Fund and Trust Fund are as per the payments listing attached to this Agenda.

Strategic Implications

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

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

Financial Implications

The standard building approval Council fees were applied above decision.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding

Seconded: Cr Macnamara

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the period 20 May to the 13 June 2025.

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

Against: Nil

Carried: 6/0

Resolution: 123/25

8.2.6 REGISTER OF COUNCIL DECISIONS AND STATUS

File Reference	4.1.20
Statutory Reference	Various
Author	Peter Stubbs, Chief Executive Officer
Date	9 June 2025
Disclosure of Interest	Nil
Attachments	Nil

Background

A register of decisions made by Council in the past six months and the status of those decisions is provided below.

Meeting Date	Resolution	Resolution Number	Status
21 May 2025	<p>That Council approve the Draft Submission to the State Development Assessment Unit regarding the proposed Neoen Wind Farm and authorise the CEO to lodge the submission, with the additional inclusion of matters to clarify</p> <ol style="list-style-type: none"> 1. the transferability of planning approval and conditions to potential future owners of the project, should new owners occur. 2. the requirement and need for agreed community benefits to be novated and or transferred to any new project owner should that occur. 	110/25	Adopted submission was submitted
21 May 2025	<p>That Council approve the development application and issue planning approval to the owners of Lot 12 (Land No 1317132) Albany Highway, Williams for</p> <ol style="list-style-type: none"> 1. Construction a modular 70m² Granny Flat in accordance with the plans submitted. 2. Installation two water tanks each of 100 000L 3. Construction of 2 sheds each of 15 x 10 m² in area 4. Installation of a standalone solar power system 5. Installation of septic system wastewater systems <p>Subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The applicant supply the Shire of Williams with a completed Bushfire Attack Level (BAL) assessment completed by a qualified person, evidencing requirements to support the Development proposed. 2. That any BAL requirements are agreed to by the applicant and are implemented in the design and construction of the granny flat and sheds. 	109/25	Certificate of Planning Approval issued.

	<p>3. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.</p> <p>4. The applicant obtain the required building permits for the proposed granny flat, and wastewater treatment system and provide evidence to the Shire of Williams.</p> <p>5. The required planning fee is paid to the Shire of Williams.</p> <p>6, the applicant submit a signed statement about how fire risk and fire protection will be managed on the property, including fuel load management.</p> <p>7. 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.</p>		
<p>21 May 2025</p>	<p>That Council approve the development application and issue planning approval to the owners of Lot 10 (No 1) Albany Highway, Williams for the construction of a bitumen hardstand, concrete bunded chemical storage pad in accordance with the plans submitted.</p> <p>Subject to the following conditions:</p> <p>1. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.</p> <p>2. The required planning fee is paid to the Shire of Williams.</p> <p>3. No storage of goods or warehouse products is to occur within 2m of the eastern property boundary.</p> <p>4. The area between 2m and 6m from the eastern property boundary can only be used for the storage of dry goods, to height not exceeding 3m.</p> <p>5. A physical barrier be installed to prevent vehicles going within 2m of the eastern boundary.</p> <p>6. All unloading of vehicles is to occur within the property boundary</p> <p>7. The concrete bunded chemical storage pad and chemical storage complies with required regulatory standards.</p> <p>8. That a storm water management plan be provided by the applicant to the Shire of Williams evidencing how storm water from the hard stand area will be managed to the satisfaction of the Shire.</p> <p>9. 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.</p>	<p>108/25</p>	<p>Certificate of Planning Approval issued.</p>

21 May 2025	<p>That Council:</p> <p>1. Determine that the proposed continuation of the spreading of whey may be consistent with the objectives and purpose of the Rural zone, and advertise for public comment then in accordance with the requirement of Clause 2.6 of the Shire of Williams Town Planning Scheme No 2 the proposed permanent planning consent for the spreading of whey on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 .</p> <p>2. Approve 28 days of public advertising of the proposed application for Whey spreading on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972, and reconsider the matter including any public comments after the close of advertising.</p>	107/25	Public advertising commenced.
21 May 2025	<p>That Council 1. Endorses the replacement of the non-functional lighting at the Lions Park, and in doing so approves the investigation and procurement of appropriate lighting solutions to a value not exceeding \$10,000.</p> <p>2. Approves the 2024/2025 Budget reallocation of \$10,000 for minor plant to support the lighting upgrade/replacement.</p>	103/25	2x quotes sourced. Lighting replaced as proposed.
16 April 2025	<p>That Council support the request from the Numbat Taskforce who are seeking to have signs installed in the York Williams Road to raise motorist awareness of wildlife on or crossing the road in Dryandra National Park and offer to install the signs provided.</p>	99/25	Letter of support written 30/4/25. Waiting on sign delivery
16 April 2025	<p>That Council adopt the Street Tree Policy presented and request the CEO to ensure that it is promoted to the public of Williams.</p>	98/25	<p>Policy Manual updated</p> <p>Policy promoted via Facebook, website, The Williams</p>
16 April 2025	<p>That Council resolve to change the start of its Council meeting times for the remainder of 2025, from 3.30pm to 4.00pm commencing in the 21 May 2025 and request the CEO to give appropriate public notice.</p>	96/25	<p>Notice has been posted to Facebook, website and in The Williams 23/4/25</p>
16 April 2025	<p>That Council acknowledge the positive impact that the Evolve Festival has on the Williams Community and support the event in the following manner: Provide the venue with 8 council bins, 8 Tables and the use of the Generator. Assist Millbrook in the watering of the grounds for the month of October</p>	91/25	<p>Letter of support written 30/4/25</p>

<p>19 Mar 2025</p>	<p>That Council adopt the Drug and Alcohol policy presented as an attachment to this report and include the policy in the Shire Policy Register.</p>	<p>85/25</p>	<p>Policy adopted by council and added to policy manual</p>
<p>19 Mar 2025</p>	<p>That the Renewable Energy Community Benefit Framework be made available on various platforms including the Expo for community feedback and consultation. Re-address the framework at the April meeting with community feedback.</p>	<p>88/25</p>	<p>Draft Framework was available at Expo for community feedback.</p>
<p>19 Mar 2025</p>	<p>The Council grant planning to Anita Stacey, 1 Richmond Street, Williams (Lot13314), for:</p> <ol style="list-style-type: none"> 1. the use of to sea containers to create storage/shelter 2. the use of two second hand transportable buildings to converted into a residential dwelling <p>Subject to the following conditions,</p> <ol style="list-style-type: none"> 1. The location of structures to be generally in accordance with the site layout plan submitted. 2. Sea containers to be clad or painted so the colour is uniform. 3. Colourbond cladding, flashing, gutters and down pipes used on the dwelling are to be new material (not second hand) and be of uniform colour. 4. Landscape screening be planted and maintained to the west and south of the dwelling to off privacy screening from neighbours and Narrogin Road. 5. the applicant providing a revised project delivery schedule demonstrating and committing to complete the development within six months of the Planning Approval being issued. 6. the applicant providing written confirmation that it will complete the works within 6 months, and that if this is not done then it agrees to remove the structures from the property 7. that the development be generally in accordance with the plans submitted. 8. that a separate approval is sought and gained for the management of wastewater for the dwelling. 9. the Planning Approval is voided if the above conditions are not met. 	<p>84/25</p>	<p>Certificate of Planning issued- subject to payment of fees.</p> <p>Applicant is aware of conditions. CEO monitoring.</p>
<p>19 Mar 2025</p>	<p>That Council having considered the Williams Repertory Clubs effort in providing portable staging for community use agree to offer \$10,500 from the Community Chest fund, to support the requested additional staging.</p>	<p>80/25</p>	<p>Payment made.</p>
<p>19 Mar 2025</p>	<p>That Council having considered the Williams Football Clubs efforts to fund the replacement of the football posts with funding applications that have been declined. The Council will replace North facing goal posts from council funds at an estimated cost of \$4,500</p>	<p>89/25</p>	<p>Posts have been ordered and will arrive in May. Installation to</p>

			occur later in 2025 to avoid oval damage or sport disruption.
19 Feb 2025	<p>That Council approve the Development Applications submitted by Rebecca Stevens, and Jamie Battley for Lot 15204, 18761876 Fourteen Mile Brook Road; and Jamie Battley, Anne Battley, Rob Battley-Gelfro property for Lot 8962 53 Lyons Road, Williams for an existing cottage and seven tiny homes on wheels for a proposed short-stay tourist holiday cabin accommodation complex, subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The Facility be closed at any time when there is a Fire Danger Rating of 'extreme' or 'catastrophic' under the Australian Fire Danger Rating System' to ensure that guests are not at the property at those peak fire risk times. 2. The Facility be closed to guest in the from mid-November to mid-April each year to mitigate the potential risk to patrons 3. The plans lodged with the application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. 4. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer. 5. Separate approval be sought and gained for the proposed eco composting wastewater systems with evidence of approvals provided the Shire if Williams. 6. If the development the subject of this approval is not substantially commenced within a period of two (2) years, the approval shall lapse and be of no further effect. 7. The proponents be advised to lodge an application for a separate Caravan Park and Camping Ground Licence in accordance with the Caravan Parks and Camping Grounds Act 1995. 	75/25	Complete-Certificate of Planning approval issue to applicant 24 Feb 2025

<p>19 Feb 2025</p>	<p>That Council approve the Development Application for a patio at 2 New Street, Williams subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The Stratco plans lodged with this application form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. 2. All stormwater from patio roof shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no storm water discharge into the road reserve or adjacent properties. 3. 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. 4. The setbacks from property boundary's nominated in the plans with this application are not to be varied without the Shire of Williams written consent. 5. Payment to the Shire of Williams of Development Application fee of \$147.00. This approval is null and void until payment is made. 	<p>74/25</p>	<p>Complete-Certificate of Panning issued to applicant 24 Feb 2025</p>
<p>19 Feb 2025</p>	<p>That Council</p> <ol style="list-style-type: none"> 1. receive and endorse the Chief Executive Performance review for 2024. 2. adopt the CEO key performance indicators documented and attached to this report for the 2025 year. 	<p>71/25</p>	<p>Complete-Letter issued from President to CEO.</p> <p>CEO KPI and appraisal posted to Shire website.</p>
<p>19 Feb 2025</p>	<p>That Council approve the development application and issue planning approval to the owners of Lot 10 (12503) Pinjarra -Williams Road for:</p> <ol style="list-style-type: none"> 1. Construction a colour bond shed 20m x 9m x 4m high 2 Relocation and construction an existing colour bond shed 12m x 6m. 3. Construction of a 30m limestone retaining wall 4. Construction of 2 x 4m wide x 5 block high limestone block walls at the front entrance to the property and inside the property boundary. <p>And subject to the following conditions.</p> <ol style="list-style-type: none"> a. The Colourbond sheet colour of the sheets match or complement the existing structure on the property 	<p>70/25</p>	<p>Complete-applicant advised of Council decision 24 Feb 2025, Certificate of Planning Approval issued</p>

	<p>b. That no habitation is permitted in the sheds.</p> <p>c. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer</p> <p>d. 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</p> <p>e. All development shall generally be in accordance with the approved layout plans unless otherwise approved separately in writing by the Chief Executive Officer.</p> <p>f. Building permits are required for shed and wall constructions</p>		
19 Feb 2025	<p>That Council,</p> <ol style="list-style-type: none"> 1. Accept the quotation of \$12,998.00 provided by the Western Australian Electoral Commission for it to conduct the October 2025 local government election and ensure this amount is provided for in the 2025/26 annual budget. 2. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 local government election, together with any other elections or polls which may be required; and 3. Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election 	69/25	Complete- letter sent to WAEC 26 Feb 2025
19 Feb 2025	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the Policy: Operational Practice – Training & Study Assist Policy 2. Approve the use of forms associated with the Operational Practice – Training & Study Assist Policy 	66/25	Complete- all staff advised 27 Feb
19 Feb 2025	<p>That Council discontinue the driver revive free coffee and tea offer that had occurred periodically on weekends and public holidays in Lions Park given the range of other opportunities for drivers to take a break and access refreshments in Williams, and investment made in Lions Park for the benefit of travellers.</p>	65/25	Complete- no follow up action required.
18 Dec 2024	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the public comment received after advertising the proposed development office/workshop/concrete batching plant for Lots 401 (No 2) Marjidin Way Williams, 2. Request the CEO and Shire President to meet with the EPA and discuss public comment on the proposed office/workshop/concrete batching plant for Lots 401 (No 2) Marjidin Way Williams, should the proponent lodge the relevant and required EPA documentation to seek a Works Approval and Licence to operate a concrete batching plant. 		Letters/emails sent 24 December 2024 to respondents to the public advising of Council decision

<p>18 Dec 2024</p>	<p>That Council approve the Development Application submitted by Mark Rattigan & Emma Varischetti - Rattigan ATF-The Yellow Wood Family Trust for a proposed nature-based campground facility at the Lot 3644 (#56) Redman Road, Williams subject to the following conditions:</p> <ol style="list-style-type: none"> 1.The Bushfire Management Plan (BFMP) commitments and requirements are certified and evidenced to the Shire by a completed Compliance Certificate prepared by a bushfire planning practitioner prior to any guest occupancy of the facility (other than the existing house). 2. Bushfire Emergency and Evacuation Plan (BEEP) commitments and requirements are in place prior to any guest occupancy of the facility. 3. The Facility be closed at any time when there is a Fire Danger Rating of 'extreme' or 'catastrophic' under the Australian Fire Danger Rating System' to ensure that guests are not at the property at those peak fire risk times. 4. The plans lodged with the application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. 5. Prior to commencement of operation, the owner shall carry out all works necessary to implement the recommendations in the Bushfire Management Plan dated 15 October 2024 and the Bushfire Emergency Evacuation Plan dated the 26 July 2024 prepared by Bushfire Smart. 6. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer. 7. If the development the subject of this approval is not substantially commenced within a period of two (2) years, the approval shall lapse and be of no further effect. 8. The proponents be advised to lodge an application for a separate Caravan Park and Camping Ground Licence in accordance with the Caravan Parks and Camping Grounds Act 1995. 		<p>Licence signed & issued 24 December, subject to conditions set by Council.</p>
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Strategic Implications

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

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

Nil

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Panizza

Seconded: Cr Cowcher

That Council note the register for Council decisions for the past six months and the action status of those decisions.

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

Against: Nil

Carried: 6/0

Resolution: 124/25

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

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

10.1 ELECTED MEMBERS

Councillor Panizza declared an impartiality interest in Item 10.1.1 because he enlists the services of those business who have quoted, and is cousins with one of the respondents.

Moved: Cr Macnamara

Seconded: Cr Harding

That Councillor Panizza be permitted to remain in the meeting for consideration of Item 10.1.1 noting their impartiality interest declarations.

Against: Nil

Carried: 5/0

10.1.1 REQUEST FOR QUOTES (RFQ)- WET HIRE OF GRADER & ROLLER, MAINTENANCE GRADING

File Reference	
Statutory Reference	Local Government Act 1995.
Author	Peter Stubbs, Chief Executive Officer
Date	9 June 2025
Disclosure of Interest	Nil
Attachments	RFQ -Wet Hire of Grader & Roller - Maintenance grading (Final)

Background

At the 21 May 2025 Council meeting, Council resolved to allocate \$50,000 for contract maintenance grading in the 2025/26 year. This item presents the Request for Quote document used and the quotes received. Council's Plant and Road Infrastructure Committee Cr J Logie, Cr J Macnamara and Cr B Panizza, (Cr Harding absent), met and reviewed the RFQ prior to invitations to quote being issued.

Legislation

The following legislation provisions are applicable to this item.

Local Government Act 1995, section 5.23. Meetings generally open to public

(1) Subject to subsection (2), the following are to be open to members of the public

(a) all council meetings; and

(b) all meetings of any committee to which a local government power or duty has been delegated.

(2) If a meeting is being held by a council or by a committee referred to in subsection

(1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and
- (b) the personal affairs of any person; and
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
and
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
and
- (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and
- (f) a matter that if disclosed, could be reasonably expected to —

(3) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or

(4) endanger the security of the local government's property; or

(5) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;

and

(g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and

(h) such other matters as may be prescribed.

(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

Comment

In accordance with Local Government Act 1995, section 5.23 (2) (c) as described above, a summary of the Quotes received is provided in Attachment 1 marked confidential.

The intent of the contract road maintenance grading recognises that

1. The optimal period or road moisture through rain is shortening in a drying weather pattern, and that in order to keep the gravel roads in the best

condition possible it is prudent to grade and roll as much as possible pre harvest in optimal moisture conditions.

2. There is risk of reduced Shire grader operator availability between now and end of 2025.
3. The contract enable comparison of contracting this service versus in house Shire provision in terms of quality and efficiency.

Invitations to quote were issued the evening of Monday 9 June 2025 with the closing of submission 4pm Monday 16 June 2025 in time for this late item to presented to Council.

The RFQ document was considered by Council's Plant and Road Committee and issued to the following companies as invitation to quote on Monday evening 9 June 2025. Responses are provided in the summary table below.

	Companies Invited to Quote	Rate (\$/hr ex gst)	Total (\$/hr incl gst)	Shire of Williams comment
1	Campbells Earthmoving	No response		
2	Halanson Earthmoving	Declined to quote		
3	BM & RA Willcocks	Prices under confidential cover Attachment 2		Most advantageous price. Full returnable documentation provided with Quote. Good experience- local company
4	Bannister Excavations	No response		
5	Narrogin Earthmoving	Declined to quote		
6	Guerini Holding	Prices under confidential cover Attachment 2		Partial returnable documentation provided with Quote.

Quotes and supporting documentation were required to be returned by 4pm Monday 16 June 2025.

Returnable Documents to be supplied with RFQ were as follows.

	Documents	✓
1	Certificate of Currency Public Liability Insurance	
2	Certificate of Currency Workers Compensation Insurance	
3	Vehicle Driver's License	
4	Blue/White Cards	
5	Workplace Health & Safety Policy	
6	Safe Working Method Statements, Job Safety Analysis	

Quotes are to be assessed on the basis of 50% weighting for price and 50% for Grader Operator Experience.

The quote supplied by BM & RA Willcocks is the most advantageous to the Shire and it is recommended that this quote be accepted.

Strategic Implications

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

- LUE 3.1 Strive for high-quality, well-constructed and maintained local road network.
- LUE 3.2 Ensure adequate and appropriate drainage is considered in all road upgrades and maintenance for both town and rural roads.

Financial Implications

\$50,000

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Cowcher

Seconded: Cr Macnamara

That Council approved BM & RA Willcocks as the preferred supplier and authorise the Chief Executive Officer to finalise a contract for the Wet Hire of Grader & Roller - Maintenance grading to be conducted in the period July to October 2025, to the value of \$50,000 subject to budget allocation by Council.

For: Cr Cowcher, Cr Harding, Cr Macnamara, Cr Major, Cr Price

Against: Nil

Carried: 5/0

Resolution: 125/25

11. APPLICATION FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Cowcher

That Council move for the July meeting to be re-scheduled to commence 4.00pm 23rd July 2025 and to include the budget workshop prior to this meeting.

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

Against: Nil

Carried: 6/0

Resolution: 127/25

Cr Panizza requested Leave of Absence for the Ordinary Meeting of Council to be held on 23rd July 2025 but indicated he may be able to join via video link.

COUNCIL RESOLUTION

Moved: Cr Major

Seconded: Cr Cowcher

That Council endorse the Leave of Absence request from Cr Panizza for the Ordinary Meeting of Council to be held on 23rd July 2025.

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

Against: Nil

Resolution: 126/25

12. CLOSURE OF MEETING

There being no further business for discussion, the Deputy President, Cr Major, declared the meeting closed at 4.44pm.