



SHIRE OF WILLIAMS AGENDA

ORDINARY COUNCIL MEETING
WEDNESDAY 20 OCTOBER 2021



NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member & Community Members,

You are respectfully advised the next Ordinary Meeting of the Shire of Williams
will be held on Wednesday 20 October 2021,
in the Shire of Williams Council Chambers, 9 Brooking Street, Williams,
commencing at 3.30 pm.

Geoff McKeown
Chief Executive Officer

DISCLAIMER

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

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

SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2017-2032

ECONOMIC

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

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

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

SOCIAL AND CULTURAL

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

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

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

SCD3. To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural environment is valued, respected, promoted and celebrated.

LAND USE & ENVIRONMENT

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

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

LUE2. Natural assets and public open spaces are accessible, well utilised and managed.
LUE3. Recognising and implementing sustainability measures.

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

CIVIC LEADERSHIP

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

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

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

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

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SWEARING IN OF COUNCILLORS

File Reference	4.1.40
Statutory Ref	Local Government Act 1995 s 2.29(1)
Author & Date	Geoff McKeown 13 October 2021
Attachments	Nil

Background

A Declaration is required to be made by newly elected Councillors in accordance with section 2.29 Local Government Act 1995. The legislation states:

2.29. Declaration

(1) A person elected as an elector mayor or president or as a councillor has to make a declaration in the prescribed form before acting in the office.

Comment

Chief Executive Officer, Geoff McKeown will receive the declarations of newly elected Councillors who will make an Oath or Affirmation of Allegiance and Declaration of Office.

The Councillors to be sworn in are:

1. Cr Jarrad Logie
2. Cr Robert Baker
3. Cr Simon Harding
4. Cr Christine Cowcher

ELECTION OF PRESIDENT

File Reference	4.1.40
Statutory Ref	<i>Local Government Act 1995</i> (Sections 2.11 to 2.15 and Schedules 2.3 and 4.1)
Author & Date	Geoff McKeown 13 October 2021
Attachments	Nil

Background

The *Local Government Act 1995* (Sections 2.11 to 2.15 and Schedules 2.3 and 4.1) outlines procedures for the election process for the Shire President and Deputy Shire President. In each case the following procedures have to be adhered to:

- i) The election for the Shire President is conducted by the Chief Executive Officer. The election for the Deputy Shire President is conducted by the (newly elected) Shire President.
- ii) Nominations for Shire President and Deputy Shire President must be given in writing.
 - a) Nominations for Shire President must be given in writing to the Chief Executive Officer.
 - b) Nominations for Deputy Shire President must be given in writing to the Shire President.
- iii) If a Councillor is nominated by another Councillor, the Chief Executive Officer or Shire President (as the case may be) is NOT to accept the nomination unless the nominee has advised the Chief Executive Officer or Shire President orally or in writing that he or she is willing to be nominated for the office.
- iv) Councillors are to vote on the nominations by secret ballot just as they would at any Council election. Councillors who have accepted nomination are entitled to cast a vote just the same as those Councillors not nominated.
- v) Votes are counted by the Chief Executive Officer on the basis of "first past the post" and the candidate with the highest number of votes is declared elected.
- vi) If there is an equality of votes, the meeting is adjourned for a period of not more than 7 days.
- vii) During the 7 day period up until the adjourned meeting resumes, existing candidates may withdraw their nominations or new nominations can be made (provisions still apply in relation to written nominations and willingness to accept nominations where the nominee is not the nominating person).
- viii) Upon resumption of the adjourned meeting, Councillors all vote for a second time and if there is a clear winner that person is declared.
- ix) If upon the second count there is still an equality of votes, the Chief Executive Officer is to draw lots to ascertain a winner.

The Local Government Act 1995 states in section 2.29(2):

2.29. *Declaration*

- (2) *A person elected by the council as mayor, president, deputy mayor or deputy president has to make a declaration in the prescribed form before acting in the office.*

Comment

At the time of publishing the agenda no written nominations had been received.

ELECTION OF DEPUTY PRESIDENT

File Reference	4.1.40
Statutory Ref	<i>Local Government Act 1995</i> (Sections 2.11 to 2.15 and Schedules 2.3 and 4.1)
Author & Date	Geoff McKeown 13 October 2021
Attachments	Nil

Background

The same method of nomination applies for the position of Deputy Shire President as does the counting of votes except that the newly elected Shire President will take the Chair for the process.

The *Local Government Act 1995* states in section 2.29(2):

2.29. Declaration

- (2) *A person elected by the council as mayor, president, deputy mayor or deputy president has to make a declaration in the prescribed form before acting in the office.*

Comment

At the time of publishing the agenda no written nominations had been received.

AGENDA

1.0 Declaration of Opening / Announcement of Visitors

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

2.0 Record of Attendance / Apologies / Leave of Absence

Elected Members

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

Staff

Geoff McKeown - Chief Executive Officer
Trevor Brandy - Environmental Health Officer/Building Surveyor
Cara Ryan - Manager of Finance
Manuela Lenehan - Minute Taker

Visitors – Nil

Apologies – Cr Simon Harding

Leave of Absence – Nil

3.0 Public Question Time

Nil

4.0 Petitions / Deputations / Presentations

Nil

5.0 Declarations of Interest

Nil

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

6.0 Confirmation of Minutes of Previous Meetings

6.1 Ordinary Council Meeting Held 15 September 2021

Officer's Recommendation

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

7.0 Announcements by Presiding Member Without Discussion

Nil

8.0 Matters Which Require Decisions

8.1 Development and Regulatory Services

8.1.1 Building Permits

File Reference	13.34.10
Statutory Ref.	<i>Building Act 2011, Building Regulations 2012</i>
Author & Date	Trevor Brandy 8 October 2021
Attachments	Nil

Background

The Environmental Health Officer/ Building Surveyor undertakes a number of activities in accordance with legislation that require a decision by Council. This report includes detail of these activities.

Comment

Building Permits issued for the Month of September 2021:

Permit Number	Owner	Address	Description
470	Commercial Bulk Handling	Lot 149 Playle Road Williams	Ablution and Amenity Facilities
471	Sharon Johnston	Lot 16 (8) Piesse Street	Steel Framed Patio
472	Rapanui Nominees	Lot 412 Extracts Road	Double Brick Dwelling
473	Rapanui Nominees	Lot 412 Extracts Road	Double Brick Dwelling

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic Plan 2017 to 2032. Specifically, it relates to the following strategy(s);
CL 4.4 Monitor and ensure compliance with regulatory framework for local government business.

Financial Implications

Fees are received for processing Building Permits in accordance with the *Building Regulations 2012*.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council endorse the issue of Building Permits for the month of September 2021.

8.2 Corporate and Community Services

8.2.1 Road Safety Commission Community Grant

File Reference	Nil
Statutory Ref.	Section 6.8 <i>Local Government Act 1995</i>
Author & Date	Britt Logie 15 October 2021
Attachments	Nil

Background

The Government of Western Australia has made funds available from the Road Trauma Trust Account (RTA) for community initiatives that assist in promoting road safety messages across the state. The Road Safety Community Grant Program supports the development and implementation of sustainable projects and one-off community activities related to road safety.

The Shire of Williams applied for funding from the current round and was successful in receiving a grant of \$4,460. The project/event will include a free BBQ in the Lions Park and we will secure the other half of the bench that is currently located in the Park.



This project/event has not been included in the 2021/22 Budget as it was not known at the time of adopting the budget that the grant funding would be approved.

Comment

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

6.8. Expenditure from municipal fund not included in annual budget

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

* Absolute majority required.

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

Strategic Implications

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

- SCD 1.1 Provide, maintain and improve community infrastructure.
- ED 1.4 Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest.
- CL 2.1 Maximise and leverage grant funding opportunities to balance and support Council investment.

Financial Implications

There will be no financial implications to the Shire.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

1. Acknowledges the receipt of funding of \$4,460 from the Road Safety Commission for an event to take place at the Lions Park and completion of the remaining half of the Road Safety Bench; and
2. Approves unbudgeted expenditure in accordance with section 6.8 *Local Government Act 1995* in the 2021/22 financial year to complete the project and acquit the grant.

8.2.2 CBH Grass Roots Grants

File Reference	Nil
Statutory Ref.	Section 6.8 <i>Local Government Act 1995</i>
Author & Date	Britt Logie 15 October 2021
Attachments	Nil

Background

CBH's Grass Roots Community Grants provide financial assistance to grain growing communities for projects which contribute to the health and vitality of their community.

The Shire of Williams applied for funding from the current round and was successful in receiving a grant of \$3,400. The approved funds will be used to purchase shelving for the newly built Men's Shed.

This project has not been included in the 2021/22 Budget as it was not known at the time of adopting the budget that the grant funding would be approved.

Comment

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

6.8. Expenditure from municipal fund not included in annual budget

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

* Absolute majority required.

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

Strategic Implications

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

- | | |
|---------|--|
| SCD 1.1 | Provide, maintain and improve community infrastructure. |
| ED 1.4 | Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest. |
| CL 2.1 | Maximise and leverage grant funding opportunities to balance and support Council investment. |

Financial Implications

There will be no financial implications to the Shire.

Voting Requirements

Absolute Majority

Officer's Recommendation

1. That Council acknowledges the receipt of funding of \$3,400 from Co-Operative Bulk Handling for the purchase of shelving for the Williams Men's Shed, and
2. Approves unbudgeted expenditure in accordance with section 6.8 *Local Government Act 1995* in the 2021/22 financial year to complete the project and acquit the grant.

8.2.3 Payment Listing

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Cara Ryan 15 October 2021
Attachments	Payment listing for month ending 30 September

Background

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

Statutory Implications

Local Government (Financial Management) Regulations 1996 - Reg 13

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

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

Comment

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

Strategic Implications

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

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

Officer's Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104896 – 104901 totalling \$341,492.31 approved by the Chief Executive Officer during the month of September 2021 be endorsed.

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 30 SEPTEMBER 2021

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
01/09/2021	PRICE'S FABRICATION AND STEEL	11582 - Men's Shed (Final Payment)	\$ 7,304.48
02/09/2021	BUILDING AND ENERGY	BSL collection - August 2021	\$ 1,837.80
07/09/2021	IN2BALANCE	12277 - Annual S/ware Licences (Rates, Assets)	\$ 34,210.00
08/09/2021	FDC - EDUCATORS	FDC Educators PE 05 September 2021	\$ 20,613.16
08/09/2021	WA SUPER	Superannuation August 2021	\$ 18,650.05
09/09/2021	SHIRE OF WILLIAMS	Salaries & Wages PE 08 September 2021	\$ 45,659.59
10/09/2021	FISHERS WELDING SERVICE	12172 - Materials for Door (Depot)	\$ 2,462.90
10/09/2021	PALUMBO, SHARON	Reimbursement - Family Day Care Expenses	\$ 701.54
17/09/2021	SPINDIZZY TECHNOLOGIES PTY LTD	11888 - 5 Bin Enclosures (Part Payment)	\$ 6,985.00
17/09/2021	WHEATBELT WATER DRILLING.	12097 - Test Pump (Golf Course)	\$ 5,720.00
22/09/2021	FDC EDUCATORS	FDC Educators PE 19 September 2021	\$ 18,855.79
23/09/2021	SHIRE OF WILLIAMS	Salaries & Wages PE 22 September 2021	\$ 46,609.95
24/09/2021	AAA ASPHALT SURFACES	12173 - Coldmix in Bulka Bags	\$ 935.00
24/09/2021	ACUMENTIS	12259 - Market Valuation 5 Marjidin Way	\$ 1,980.00
24/09/2021	AIR RESPONSE	11976 - Esky Parts (Pavilion Bar)	\$ 80.11
24/09/2021	AVON WASTE	11015 - Monthly Refuse Charges August 2021	\$ 10,908.11
24/09/2021	BCITF	BCITF Levy - July 2021	\$ 783.50
24/09/2021	BERTY BEE'S GARDENING	11883 - Contract Gardening Services - August 2021	\$ 1,452.00
24/09/2021	BEST OFFICE SYSTEMS	11789, 12087 - Photocopier, Printing Costs	\$ 5,751.16
24/09/2021	BOC Ltd	12091 - August 2021 Container Service Fee	\$ 43.32
24/09/2021	BOYA EQUIPMENT	12129 - Filters (Skid Steer)	\$ 88.58
24/09/2021	BP TRUST	Monthly Fuel Account August 2021	\$ 450.87
24/09/2021	BW TRUCK PARTS	12134 - Parts (SFM Trailer)	\$ 1,182.00
24/09/2021	CJD EQUIPMENT PTY LTD.	12128 - Parts (Volvo Excavator)	\$ 226.53
24/09/2021	CORNER'S AUTOMOTIVE ELECTRICS	12123 - Parts (Colorado Ute)	\$ 82.50
24/09/2021	CORSIGN WA PTY LTD	11946, 12168 - Traffic Signs, Park Signage	\$ 2,299.00
24/09/2021	DIAMOND LOCK & SECURITY	12224 - Keyed Alike Barrel Cylinder (Staff Housing)	\$ 57.00
24/09/2021	DOWN TO EARTH TRAINING & ASSESSING	11486 - Staff Grader Training	\$ 3,220.50
24/09/2021	DUFF ELECTRICAL CONTRACTING	Electrical Works (Various)	\$ 841.50
24/09/2021	DX PRINT GROUP	11779 - Office Stationery	\$ 979.00
24/09/2021	EDWARDS ISUZU UTE	12117 - Engine Oil (Colorado Ute)	\$ 51.68
24/09/2021	ESSENTIAL RESOURCES AUSTRALIA	Childcare Supplies (Books)	\$ 138.85
24/09/2021	HARMONY SOFTWARE	Educators' Software Fees, Month of August 2021	\$ 380.70
24/09/2021	HERSEY'S SAFETY PTY LTD	12170 - Depot and PPE Items	\$ 449.50
24/09/2021	LEWIS JOHNSTONE T/AS LUGWARDINE FARM	Gravel (Rural Roads)	\$ 139.92
24/09/2021	LGIS	11799 - Insurance Adjustment (Vehicles)	\$ 2,013.26
24/09/2021	MARRADONG FARMS	Reimbursement - Feral Pig Project	\$ 503.36
24/09/2021	MARTIN, ANDREW.	Reimbursement - Pre Employment Medical (Works)	\$ 176.00
24/09/2021	MELCHIORRE PLUMBING & GAS	12222 - Plumbing Works (Various)	\$ 528.55
24/09/2021	MISTER YARDMAN	12278 - Rotary Hoe Quindanning Hall Playground	\$ 132.00
24/09/2021	NARROGIN GLASS	12121 - Window Tinting (CAT Graders)	\$ 432.92
24/09/2021	NARROGIN MAZDA	11793 - Service (Mazda CX-5)	\$ 405.48
24/09/2021	PORTER CONSULTING ENGINEERS	12081 - Engineering Design - Lions Park Carpark	\$ 2,186.25
24/09/2021	PRIME AG SERVICES - WILLIAMS	12272 - Water Sampling Golf Club, Insecticide	\$ 780.00
24/09/2021	REPCO	12127 - Parts (Pig Trailer)	\$ 45.10
24/09/2021	RJ SMITH ENGINEERING	12132 - Parts (Toro Mower)	\$ 7.92
24/09/2021	SHIRE OF BEVERLEY.	12175 - Central Country Zone Event (Staff Attendance)	\$ 150.00
24/09/2021	SOUTH REGIONAL TAFE.	12258, 12266 - Staff Training (Childcare)	\$ 1,539.00
24/09/2021	SOUTH WEST ISUZU	12126 - Parts (Isuzu Truck)	\$ 22.98
24/09/2021	STAR TRACK EXPRESS	Freight (Various)	\$ 68.25
24/09/2021	STEVEN TWEEDIE	12263 - Prepare Register of Delegations	\$ 1,650.00
24/09/2021	T-QUIP.	12131 - Parts (Toro Mower)	\$ 133.00
24/09/2021	THE GOODS	12220 - Cleaning Products, Toilet Paper	\$ 1,132.27
24/09/2021	THE URINAL SHOP	12221 - Toilet Cleaning Supplies (Public Conveniences)	\$ 357.50
24/09/2021	THE WILLIAMS COMMUNITY NEWSPAPER.	12274 - Printing Costs	\$ 45.00
24/09/2021	THE WILLIAMS WOOL SHED.	12169 - Protective Clothing	\$ 3,414.27
24/09/2021	TOLL TRANSPORT PTY LTD	Freight (Various)	\$ 192.07
24/09/2021	TOWN PLANNING INNOVATIONS	12283 - Town Planning Services	\$ 2,021.25
24/09/2021	TRUCK CENTRE (WA) PTY LTD	12136 - Parts & Service (Volvo Prime Mover)	\$ 1,779.31
24/09/2021	WA CONTRACT RANGER SERVICES	12084 - Ranger Services, August/September 2021	\$ 561.00
24/09/2021	WA LOCAL GOVERNMENT ASSOCIATION	12276 - Advertising (Disposal of Plant)	\$ 400.86
24/09/2021	WALLIS COMPUTER SOLUTIONS	11794, 11795, 11796, 11797, 11798 - IT Services	\$ 23,339.58
24/09/2021	WESTRAC	12130 - Parts (CAT Roller)	\$ 451.99
24/09/2021	WILLIAMS GOLF CLUB.	Reimbursement of 2021/22 Rates	\$ 1,202.47
24/09/2021	WILLIAMS HOTEL - STRICKO'S	12286 - Refreshments (Councillors' Farewell)	\$ 1,126.30
24/09/2021	WILLIAMS NEWSAGENCY	Monthly account August 2021	\$ 62.30

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 30 SEPTEMBER 2021

DATE	NAME	DESCRIPTION	AMOUNT
24/09/2021	WILLIAMS RURAL SUPPLIES	11850,12171 - Monthly Hardware Account (August 2021)	\$ 2,818.80
24/09/2021	WILLIAMS RUSTIC GROCER	Monthly Refreshments & Consumables, August 2021	\$ 134.66
01/09/2021	TELSTRA	Telephone & Internet Charges (Various)	\$ 458.92
10/09/2021	SYNERGY	Electricity to Streetlights, Month to 1/9/2021	\$ 2,781.14
15/09/2021	TELSTRA	Mobile Telephone & Internet Charges (Various)	\$ 292.07
16/09/2021	AUSTRALIAN TAXATION OFFICE	BAS May 21	\$ 23,586.00
22/09/2021	SYNERGY	Electricity to Swimming Pool 17/8/2021 to 21/9/2021	\$ 1,269.14
01/09/2021	WESTNET	Monthly CEO Internet Charges, September 2021	\$ 54.99
03/09/2021	CBA	CBA - Merchant Fees August 2021	\$ 781.10
16/09/2021	ANZ CARDS	Monthly Credit Card Expenses x 3	\$ 1,420.38
20/09/2021	WA TREASURY CORPORATION	Loan Repayment - #71 Mens Shed	\$ 10,198.07
01/09/2021	SYNERGY	Electricity Costs (Various)	\$ 4,011.80
01/09/2021	WATER CORPORATION.	Water Consumption & Supply Charges (Various)	\$ 2,678.55
02/09/2021	SHIRE OF WILLIAMS	Vehicle Registration (Toyota Hilux)	\$ 338.60
08/09/2021	SHIRE OF WILLIAMS	Rates & Refuse Collection for 2021/2022 - 6 Marjidin Way	\$ 1,621.29
08/09/2021	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, August 2021	\$ 54.97
			<u>\$ 341,492.31</u>

8.2.4 Financial Statements

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Cara Ryan 15 October 2021
Attachments	Financial Statements ending 30 September 2021

Background

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

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

Statutory Implications

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

Comment

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

Strategic Implications

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

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As disclosed in the financial statements.

Voting Requirements

Simple Majority

Officer's Recommendation

That the financial statements presented for the period ending 30 September 2021 be received.



SHIRE OF WILLIAMS

MONTHLY FINANCIAL REPORT

For the Period Ended 30 September 2021

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Prepared by : Manager of Finance
Date prepared : All known transactions up to 13 October 2021
The 20/21 Annual Financial Statements remain unaudited therefore the opening surplus figures may change.

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the Local Government Act 1995 and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

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

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 SEPTEMBER 2021

STATUTORY REPORTING PROGRAMS

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

	Note	Adopted Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
OPENING FUNDING SURPLUS (DEFICIT)	1 (b)	401,575	401,575	375,119	(26,456)	(7%)	
Revenue from operating activities							
Governance		1,000	0	0	0		
General Purpose Funding - Rates	5	2,028,853	2,028,853	2,028,885	32	0%	
General Purpose Funding - Other		268,372	72,243	100,620	28,377	39%	▲
Law, Order and Public Safety		37,448	750	993	243	32%	
Health		1,200	300	300	0	0%	
Education and Welfare		510,806	154,673	166,920	12,247	8%	▲
Housing		248,779	63,710	64,117	407	1%	
Community Amenities		211,630	62,734	67,663	4,928	8%	
Recreation and Culture		51,674	15,089	15,640	551	4%	
Transport		103,957	84,717	87,197	2,480	3%	
Economic Services		158,979	26,105	21,416	(4,689)	(18%)	
Other Property and Services		74,430	15,050	7,798	(7,252)	(48%)	▼
		3,697,128	2,524,225	2,561,548	37,323		
Expenditure from operating activities							
Governance		(209,500)	(57,438)	(56,125)	1,313	2%	
General Purpose Funding		(104,351)	(21,753)	(23,431)	(1,678)	(8%)	
Law, Order and Public Safety		(105,825)	(44,847)	(42,985)	1,862	4%	
Health		(60,204)	(14,758)	(14,144)	615	4%	
Education and Welfare		(521,951)	(133,147)	(106,658)	26,490	20%	▲
Housing		(196,366)	(60,201)	(61,067)	(866)	(1%)	
Community Amenities		(339,478)	(92,929)	(80,919)	12,010	13%	▲
Recreation and Culture		(824,929)	(220,472)	(169,031)	51,441	23%	▲
Transport		(1,518,285)	(392,716)	(514,297)	(121,580)	(31%)	▼
Economic Services		(238,875)	(45,788)	(40,458)	5,330	12%	▲
Other Property and Services		(128,007)	(120,156)	(79,785)	40,372	34%	▲
		(4,247,771)	(1,204,207)	(1,188,898)	15,309		
Non-Cash Amounts excluded from operating activities							
Add back Depreciation		1,264,609	316,152	314,225	(1,927)	(1%)	
Adjust (Profit)/Loss on Asset Disposal	6	33,625	0	0	0		
Adjust Fair Value to financial assets		0	0	0	0		
Adjust Provisions and Accruals		5,128	0	0	0		
Amount attributable to operating activities		752,719	1,636,171	1,686,875	50,704		
Investing Activities							
Grants, Subsidies and Contributions	8	953,493	12,272	12,272	0	0%	
Proceeds from Disposal of Assets	6	136,000	0	0	0		
Proceeds from Self Supporting Loans		107,023	107,023	107,023	0	0%	
Capital Acquisitions	6	(2,412,193)	(100,755)	(99,351)	1,404	(1%)	
Amount attributable to investing activities		(1,215,677)	18,540	19,944	1,404		
Financing Activities							
Proceeds from New Borrowings		200,000	0	0	0		
Transfer from Reserves	3	236,955	0	0	0		
Repayment of Debentures		(195,514)	(116,863)	(116,863)	0	0%	
Transfer to Reserves	3	(180,058)	0	(31)	(31)		
Amount attributable to financing activities		61,383	(116,863)	(116,894)	(31)		
NET OPERATIONS, CAPITAL, FINANCING		(401,575)	1,537,848	1,589,926	52,078		
CLOSING FUNDING SURPLUS (DEFICIT)	1 (b)	0	1,939,423	1,965,045	25,622		

KEY INFORMATION

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

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

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

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

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

PROVISIONS

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

INVENTORIES

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS**

	Note	Year to Date Actual 30 Sep 2021	This Time Last Year 30 Sep 2020	This Years Opening 1 July 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	2,065,344	1,787,196	862,396
Cash Restricted	3	747,144	764,882	747,113
Receivables - Rates	4	612,167	617,896	12,116
Receivables -Other	4	61,148	69,417	135,087
Accrued Revenue		43,569	3,608	43,567
Loans Receivable - clubs	7	0	8,045	107,023
Inventories		18,026	30,243	22,190
		3,547,397	3,281,288	1,929,492
Less: Current Liabilities				
Payables		(158,738)	(205,851)	(262,217)
Contract Liabilities	8	(361,085)	(249,362)	(122,634)
Provisions		(341,041)	(356,517)	(341,041)
Long Term Borrowings	7	(78,652)	(94,541)	(211,480)
		(939,515)	(906,271)	(937,372)
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash Reserves	3	(747,144)	(764,882)	(747,113)
Less: Loans Receivables	7	0	(8,045)	(107,023)
Add: Leave Entitlements Cash Backed		25,655	20,592	25,655
Add: Long Term Borrowings	7	78,652	94,541	211,480
Adjusted Net Current Assets		1,965,045	1,717,222	375,119

SIGNIFICANT ACCOUNTING POLICIES

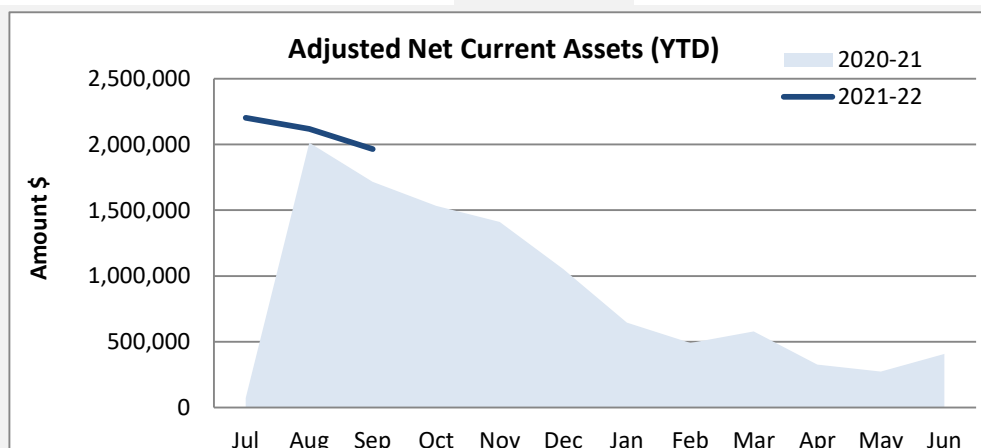
Please see Note 1 (a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

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

This Year YTD
Surplus (Deficit)
\$1,965,045

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



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	0				
General Purpose Funding - Rates	32	0%			
General Purpose Funding - Other	28,377	39%	▲	Permanent	Budget calculation of Financial Assistance Grant was based on advance payment paid in June 21. Actual amount to be allocated will be \$80,000 more by year end.
Law, Order and Public Safety	243	32%			
Health	0	0%			
Education and Welfare	12,247	8%	▲	Timing	Childcare Centre fees currently exceeding budget expectations.
Housing	407	1%			
Community Amenities	4,928	8%			
Recreation and Culture	551	4%			
Transport	2,480	3%			
Economic Services	(4,689)	(18%)			
Other Property and Services	(7,252)	(48%)	▼	Timing	Private works currently below budget expectations.
Operating Expense					
Governance	1,313	2%			
General Purpose Funding	(1,678)	(8%)			
Law, Order and Public Safety	1,862	4%			
Health	615	4%			
Education and Welfare	26,490	20%	▲	Timing	Expenditure within Childcare services still to be incurred.
Housing	(866)	(1%)			
Community Amenities	12,010	13%	▲	Timing	Delay in expenditure to be incurred.
Recreation and Culture	51,441	23%	▲	Timing	Expenditure in Parks & Gardens and at the Recreation Ground still to be incurred.
Transport	(121,580)	(31%)	▼	Timing	Maintenance road work being undertaken ahead of time. This will reduce as capital project works commence.
Economic Services	5,330	12%	▲	Permanent	Building permits exceeding budget expectations.
Other Property and Services	40,372	34%	▲	Timing	Salaries & Wages tracking below budget by one pay cycle. There are three pay runs scheduled for December so this should come back into line.
Investing Activities					
Grants, Subsidies and Contributions	0	0%			
Proceeds from Disposal of Assets	0				
Capital Expenses	1,404	(1%)			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

CASH AND INVESTMENTS

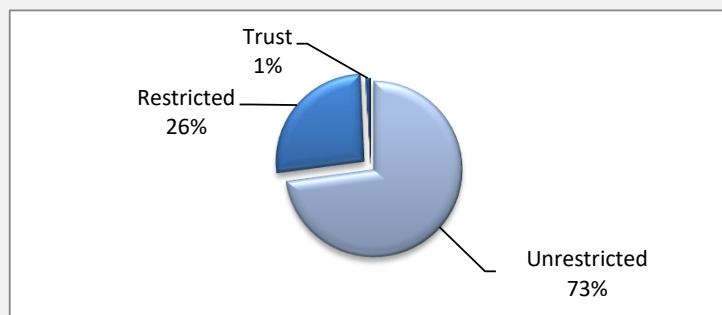
	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash & Floats	600			600		0.00%	On Hand
Cash Deposits							
Municipal Bank Account	187,227			187,227	ANZ	0.00%	At Call
Municipal Cash Investment	1,020,977			1,020,977	ANZ	0.05%	At Call
Trust Bank Account			20,000	20,000	ANZ	0.00%	At Call
Term Deposits							
Reserves		747,144		747,144	ANZ	0.10%	03-Nov-21
Treasury							
Overnight Cash Deposit	854,074			854,074	Treasury	0.05%	Overnight
Total	2,062,878	747,144	20,000	2,830,022			

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Total Cash	Unrestricted
\$2.83 M	\$2.06 M

CASH BACKED RESERVES

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	25,654	128	1	5,000	0	0	0	30,782	25,655
Plant Reserve	156,451	782	6	44,000	0	(60,840)	0	140,393	156,457
Building Reserve	282,393	1,412	12	45,000	0	(65,000)	0	263,805	282,405
Joint Venture Housing Reserve	119,927	600	5	10,000	0	(41,115)	0	89,412	119,932
Recreation Facilities Reserve	115,502	578	5	10,000	0	(5,000)	0	121,080	115,507
Art Acquisition Reserve	8,819	44	0	500	0	(25,000)	0	(15,637)	8,819
Refuse Site Reserve	24,294	121	1	0	0	0	0	24,415	24,295
Community Chest Reserve	14,073	70	1	1,822	0	0	0	15,965	14,074
Childcare	0	0	0	60,000	0	(40,000)	0	20,000	0
	747,113	3,736	31	176,322	0	(236,955)	0	690,216	747,144

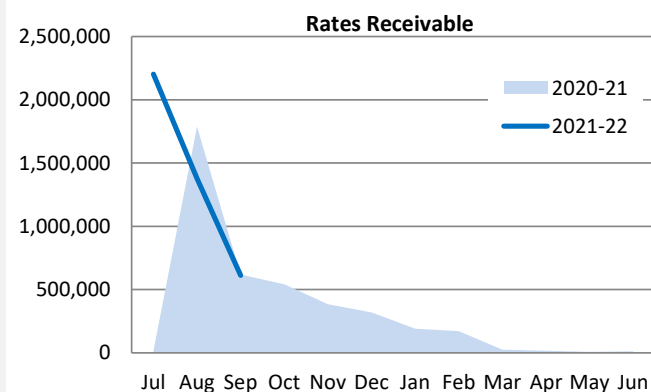
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Receivables - Rates Receivable	30 Sep 2021	30 June 2021
	\$	\$
Opening Arrears Previous Years	12,116	21,700
Rates - Levied this year	1,991,319	1,927,597
Rubbish - Levied this year	164,516	158,852
ESL - Levied this year	61,188	57,920
<u>Less</u> Collections to date	(1,616,972)	(2,153,953)
Net Rates Collectable	612,167	12,116
% Collected	72.54%	99.44%

KEY INFORMATION

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



Collected

73%

Rates Due

\$612,167

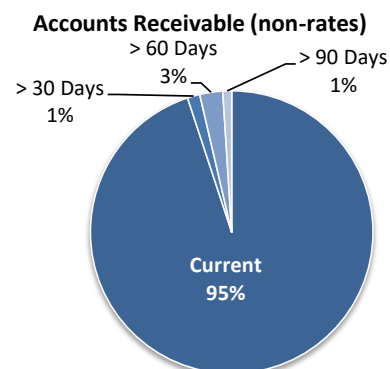
Receivables - General	Current	> 30 Days	> 60 Days	> 90 Days
	\$	\$	\$	\$
Receivables - General	58,052	871	1,607	618
Percentage	94.94%	1.42%	2.63%	1.01%

Total Receivables General Outstanding **61,148**

Amounts shown above include GST (where applicable)

SIGNIFICANT ACCOUNTING POLICIES

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



Debtors Due

\$61,148

Over 30 Days

5.06%

Over 90 Days

1.01%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

General Rate Revenue

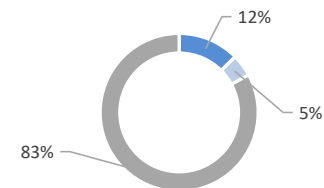
RATE TYPE	Rate in	Number of Properties	Rateable Value	Rate Revenue	Budget		Total Revenue	YTD Actual			Total Revenue
					Interim Rate	Back Rate		Rate Revenue	Interim Rates	Back Rates	
	\$			\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
GRV Residential	0.077340	147	1,854,082	143,395	0	0	143,395	143,395	37	0	143,431
GRV Industrial/Commercial	0.077340	23	1,034,496	80,008	0	0	80,008	80,008	0	0	80,008
UV - Rural/Mining	0.006090	241	255,822,000	1,557,956	0	0	1,557,956	1,557,956	0	0	1,557,956
Minimum Payment	Minimum \$										
GRV Residential	760	140	663,340	106,400	0	0	106,400	106,400	0	0	106,400
GRV Industrial/Commercial	760	15	59,175	11,400	0	0	11,400	11,400	0	0	11,400
UV - Rural/Mining	960	96	8,768,193	92,160	0	0	92,160	92,160	0	0	92,160
Sub-Totals		662	268,201,286	1,991,319	0	0	1,991,319	1,991,319	37	0	1,991,355
Amount from General Rates							1,991,319				1,991,355
Ex-Gratia Rates							37,533				37,530
Total General Rates							2,028,852				2,028,885

SIGNIFICANT ACCOUNTING POLICIES

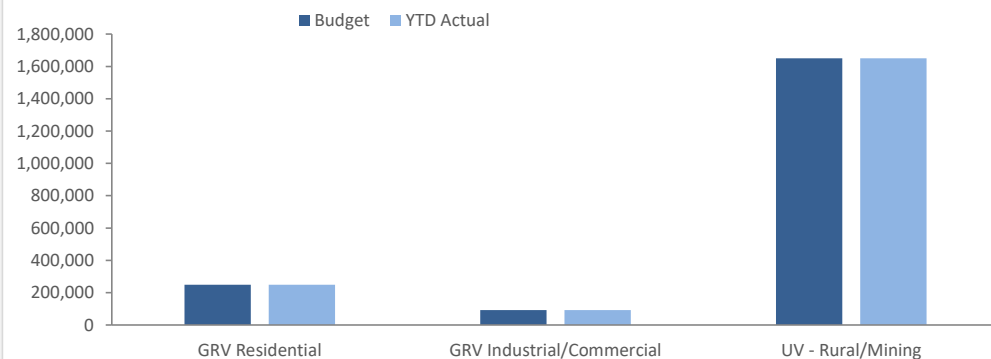
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

General Rates

Budget	YTD Actual	%
\$1.99 M	\$1.99 M	100%



■ GRV Residential ■ GRV Industrial/Commercial ■ UV - Rural/Mining



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**INVESTING ACTIVITIES
NOTE 6
CAPITAL DETAILS**

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land & Buildings	184,483	5,000	4,755	245
Plant & Equipment	476,000	0	0	0
Furniture & Equipment	57,000	7,000	5,000	2,000
Infrastructure - Roads	1,063,510	25,300	25,399	(99)
Parks, Gardens, Recreation Facilities	631,199	63,455	64,197	(742)
Capital Expenditure Totals	2,412,193	100,755	99,351	1,404

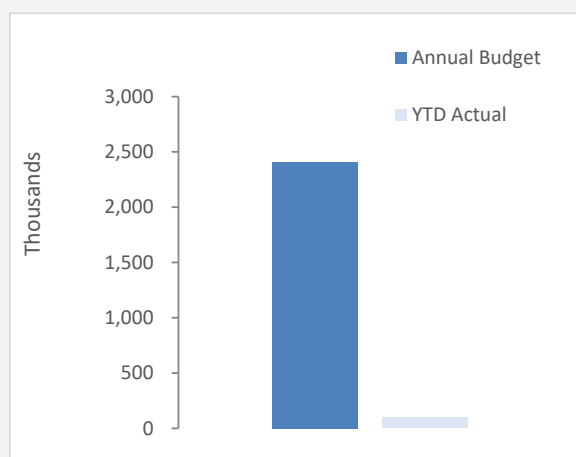
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	953,493	12,272	12,272	0
Borrowings	200,000	0	0	0
Other (Disposals & C/Fwd)	136,000	0	0	0
Cash Backed Reserves				0
Plant Replacement Reserve	60,840	0	0	0
Building Reserve	65,000	0	0	0
Recreation Facilities Reserve	5,000	0	0	0
Refuse Site Reserve	0	0	0	0
Contribution - operations	991,859	88,483	87,079	(1,404)
Capital Funding Total	2,412,193	100,755	99,351	(1,404)

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.41 M	\$0.1 M	4%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$0.95 M	\$0.01 M	1%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

INVESTING ACTIVITIES
NOTE 6
CAPITAL DETAILS (Continued)

CAPITAL DISPOSALS

Asset Description	Budget			YTD Actual		
	Net Book Value	Proceeds	Profit / (Loss)	Net Book Value	Proceeds	Profit / (Loss)
	\$		\$			
Mazda CX5 - WL16	21,910	18,000	(3,910)	0	0	0
Road Grader - WL61	124,795	100,000	(24,795)	0	0	0
Toro Reelmaster Mower	9,970	8,000	(1,970)	0	0	0
4 x 2 Single Cab Hi Rise Ute - WL5826	12,950	10,000	(2,950)	0	0	0
	169,625	136,000	(33,625)	0	0	0

CAPITAL ACQUISITIONS

% of Completion	Infrastructure Assets	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
-	Sandalwood Crt Refurbishment	25,000	0	0	0
-	Single Person Unit - Carport	20,000	0	0	0
-	Building Refurbishments	15,000	0	0	0
90%	Mens Shed	54,483	5,000	4,755	245
-	Archive Room	30,000	0	0	0
-	Childcare - (Foyer, Kitchen, Office)	40,000	0	0	0
	Land and Buildings Total	184,483	5,000	4,755	245
100%	Office Printer	7,000	7,000	5,000	2,000
-	Office Server Replacement	50,000	0	0	0
	Furniture and Equipment Total	57,000	7,000	5,000	2,000
-	Mazda CX5 - WL16	37,000	0	0	0
-	Road Grader - WL61	375,000	0	0	0
-	Toro Reelmaster Mower	37,000	0	0	0
-	4 x 2 Single Cab Hi Rise Ute - WL5826	27,000	0	0	0
	Plant & Equipment Total	476,000	0	0	0
-	Project Grant - Congelin Narrogin Rd	158,526	0	0	0
-	Project Grant - Quindanning Darkan Rd	281,700	0	0	0
-	RTR - York Williams Rd	103,298	0	0	0
-	RTR - Clayton Rd	92,814	500	508	(8)
10%	Council - Brooking Street	124,500	24,000	24,114	(114)
-	LRCI - Rosselloty Street	140,000	800	777	23
-	Council - Narrakine Rd	15,900	0	0	0
-	Council - Pig Gully Rd	21,265	0	0	0
-	Council - Townsite Drainage	30,000	0	0	0
-	Council - Road Upgrades	95,506	0	0	0
	Roads Total	1,063,510	25,300	25,399	(99)
5%	Carpark - Lions Park	134,400	8,000	7,747	253
20%	Town Hall Park (Phase 1)	101,044	30,000	29,463	537
-	Town Hall Park (Phase 2)	30,000	0	0	0
100%	Eagle Sculpture (Final Payment)	20,455	20,455	20,455	0
90%	Cemetery Improvements - Marling	5,000	5,000	6,473	(1,473)
-	Cemetery Gazebo - Williams	15,000	0	0	0
-	Townscape Brooking Street (Phase 1)	18,463	0	0	0
-	Entry Statements (Phase 2)	11,836	0	0	0
-	Playground Recreation Centre	20,000	0	0	0
-	Depot Fuel Facility	65,000	0	0	0
-	Synthetic Bowling Green	210,000	0	60	(60)
	Infrastructure - Other Total	631,199	63,455	64,197	(742)
	Capital Expenditure Total	2,412,193	100,755	99,351	1,404

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

Information on Borrowings	Principal 30 June 21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
Particulars	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan #71 Mens Shed	100,000	0	0	9,840	19,715	90,160	80,285	358	681
Transport									
Loan #67 Grader	20,719	0	0	0	20,719	20,719	0	0	354
Other Property and Services									
Loan #65 Industrial Land	172,733	0	0	0	12,818	172,733	159,915	0	10,802
Loan #66 Industrial Land	128,210	0	0	0	12,856	128,210	115,354	0	5,214
Economic Services									
Loan #70 Industrial Shed	171,737	0	0	0	22,384	171,737	149,353	0	5,019
	593,399	0	0	9,840	88,492	583,559	504,907	358	22,070
Self supporting loans									
<u>Recreation and Culture</u>									
Loan #69 Williams Bowling Club	107,023	0	0	107,023	107,023	0	0	9,143	8,901
Loan #72 Williams Bowling Club	0	0	200,000	0	0	0	200,000	0	0
	107,023	0	200,000	107,023	107,023	0	200,000	9,143	8,901
Total	700,422	0	200,000	116,863	195,515	583,559	704,907	9,501	30,971

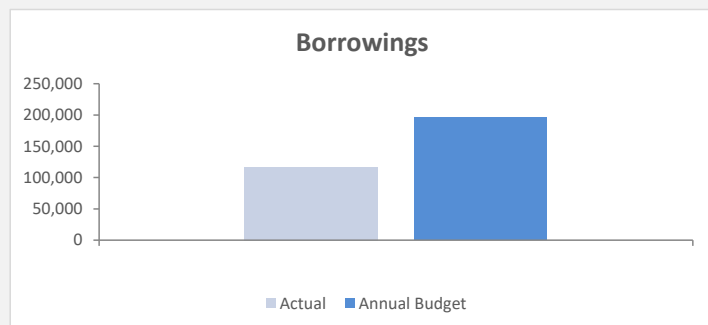
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Principal Repayments
\$116,863

Interest Earned
\$122

Interest Expense
\$9,501

Reserves Bal
\$747,144

Loans Due
\$583,559

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021

NOTE 8
GRANTS & CONTRIBUTIONS

Program/Details	Unspent Grants, Subsidies and Contributions Liability				2021-22 Budget	Variations Additions (Deletions)	Operating	Non Operating	YTD Revenue	Not Received
	Liability 1-Jul	Increase Liability	Decrease (as Revenue)	Current Liability 30-Sep						
GENERAL PURPOSE FUNDING					\$	\$	\$	\$	\$	\$
Equalisation Grant	0	0	0	0	108,796	0	108,796	0	47,382	61,414
Local Road Grant	0	0	0	0	140,340	0	140,340	0	44,718	95,622
LAW, ORDER, PUBLIC SAFETY										
ESL Administration Grant	0	0	0	0	4,000	0	4,000	0	0	4,000
ESL Maintenance Grant	0	0	0	0	27,348	0	27,348	0	0	27,348
EDUCATION & WELFARE										
Federal Sustainability Grant - Childcare	0	0	0	0	45,000	0	45,000	0	22,500	22,500
Trainee Incentive Program	0	0	0	0	13,500	0	13,500	0	0	13,500
Federal Sustainability Grant - Family Day Care	0	0	0	0	67,638	0	67,638	0	33,819	33,819
HOUSING										
NRAS - Contribution	0	0	0	0	56,240	0	56,240	0	14,088	42,152
COMMUNITY AMENITIES										
The Williams - Gazebo Cemetery	0	0	0	0	10,000	0	0	10,000	0	10,000
PHCC - Feral Pig Eradication Project	6,334	0	(6,334)	0	12,669	0	12,669	0	8,329	4,340
RECREATION AND CULTURE										
Mens Shed Contribution	0	0	0	0	40,000	0	0	40,000	0	40,000
Repertory Club Contribution to BBQ	0	0	0	0	5,000	0	0	5,000	0	5,000
Contribution to Eagle Sculpture	0	0	0	0	12,272	0	0	12,272	12,272	0
Public Open Space Contribution	0	0	0	0	20,000	0	0	20,000	0	20,000
TRANSPORT										
Direct Grant	0	0	0	0	80,207	0	80,207	0	80,207	0
Road Project Grant	0	117,394	0	117,394	293,481	0	0	293,481	0	293,481
Local Roads and Community Projects	0	0	0	0	260,328	0	0	260,328	0	260,328
Driver Reviver Grant - Lions Park	116,300	0	0	116,300	116,300	0	0	116,300	0	116,300
Roads to Recovery	0	0	0	0	196,112	0	0	196,112	0	196,112
Street Lighting Subsidy	0	0	0	0	5,700	0	5,700	0	0	5,700
ECONOMIC SERVICES										
Community Water Supply Program	0	0	0	0	53,252	0	53,252	0	0	53,252
TOTALS	122,634	117,394	(6,334)	233,694	1,568,183	0	614,690	953,493	263,316	1,304,867

KEY INFORMATION

Operating	Annual Budget	YTD Actual	% Received
	\$.61 M	\$.25 M	41%
Non- Operating	Annual Budget	YTD Actual	% Received
	\$.95 M	\$.01 M	1%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2021**

**NOTE 9
TRUST FUND**

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

Description	Opening Balance 1 Jul 21	Amount Received	Amount Paid	Closing Balance 30 Sep 2021
	\$	\$	\$	\$
Building Retention	0	0	0	0
Sale of Land for rates	0	0	0	0
Public Open Space Contributions	20,000	0	0	20,000
	20,000	0	0	20,000

NOTE 10 BUDGET AMENDMENTS

[illegible]

8.3 Office of the Chief Executive Officer

8.2.1 South West Native Title Settlement – Land Parcels

File Reference	11.30.35
Statutory Ref.	Native Title Act 1993
Author & Date	Geoff McKeown 16 September 2021
Attachments	Attachment 1 – List of Land Parcels and Referee Comments

Background

Correspondence has been received from the Department of Planning, Lands and Heritage ("the Department") concerning the South West Native Title Settlement and specifically the proposed allocation of Crown Land under the agreement.

Comment

The correspondence states:

"Request for Comment – Proposed Transfer of Land under the South West Native Title Settlement"

The South West Native Title Settlement (Settlement) is a landmark native title agreement reached between the State Government (State) and the six Noongar Agreement Groups. The six requisite Indigenous Land Use Agreements (ILUAs) were conclusively registered, leading to the Settlement commencing on 25 February 2021 after some years of delay. The Settlement recognises the Agreement Groups as the Traditional Owners of the south west of Western Australia, while resolving native title in exchange for a negotiated package of benefits. The area subject to the Settlement is depicted in the attached map.

A key negotiated benefit is the delivery of a 320,000 hectare Noongar Land Estate, in accordance with the Noongar Land Base Strategy ([Annexure J to the ILUAs](#)). The Noongar Land Estate will contain up to 300,000 hectares of land transferred in reserve or leasehold, and up to 20,000 hectares of land transferred in freehold. The Landholding Body for all land transferred is the Noongar Boodja Land Sub Pty Ltd, which will hold and manage the land in the Noongar Land Estate in consultation with the soon to be established Noongar Regional Corporations. All land will be used and managed in line with Noongar cultural, social and economic aspirations for the benefit of generations to come.

For more information on the Settlement, please refer to the Department of the Premier and Cabinet website:

<https://www.wa.gov.au/organisation/departments-of-the-premier-and-cabinet/south-west-native-title-settlement>

Over the next five years, the Department of Planning, Lands and Heritage (Department) will progress selected land parcels through to transfer under the Settlement, subject to all necessary consultation and approvals with stakeholders. Land eligible for inclusion in the Noongar Land Estate includes:

- unallocated Crown land;
- unmanaged reserves;
- land owned or held by the Aboriginal Lands Trust / Aboriginal Affairs Planning Authority; and
- land owner or held by State agencies or Local Government Authorities, at the discretion of the State agency or Local Government Authority.

A key part of the process being followed by the Department involves the referral of land under consideration for inclusion in the Noongar Land Estate to relevant State agencies and Local Government Authorities. To that end, please find attached a spreadsheet comprising of land parcels identified for possible transfer. It would be appreciated if you could provide comments on each of the land parcels directly into the column labelled 'Referee Comments' in relation to the following:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

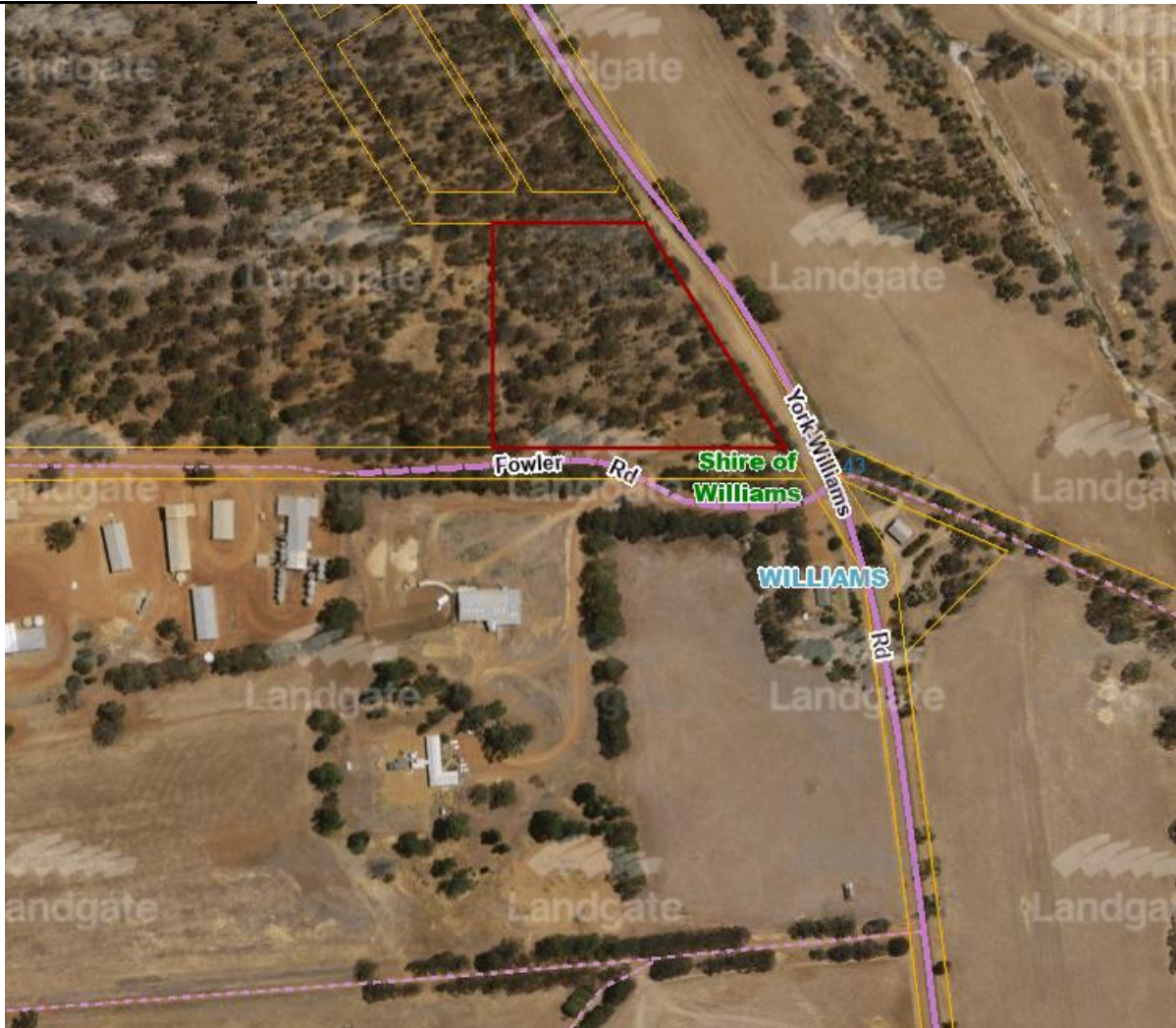
Once you have considered the land identified, the South West Settlement Project team would be pleased to receive your comments by email to swsettlement@dplh.wa.gov.au. In accordance with the abovementioned Annexure J of the ILUAs, your advice is required to be returned within 40 days of receiving this email. As a result, please provide your comments by 19 October 2021. Should this timeframe not be achievable, please let me know as a matter of priority. Where no response is received from the Shire within the 40 day timeframe, this will be taken as having no comment on the land parcels referred."

A request to extend the comment period to the 26 October 2021, after the October Ordinary Council Meeting, has been agreed to. In March 2020 Council considered an initial list of freehold properties in the Williams townsites.

On the following pages is the list of properties provided by the Department, along with maps for further clarification.

Referral ID	Referee	Request Date	Land List									
6504	Local Government Authority	2021-09-09T03:07:54.1236038Z	20150821_DoL_GKB_Williams_OT									
PIN	Lot Number	Survey Number	Street Address	Locality Suburb	Townsite	LGA	CLT	Reserve Number	Area (Ha)	Reserve Purpose	Referee Comment	Selected Tenure
548657	15850	DP117541		WILLIAMS		WILLIAMS(S)	LR3105/391		2.02			ReserveWithPowerToLease
552579	12074	DP201729		WILLIAMS		WILLIAMS(S)	LR3015/233		0.58			Freehold
548652	11706	DP84788		WILLIAMS		WILLIAMS(S)	LR3110/586		42.52			ReserveWithPowerToLease
554159				WILLIAMS		WILLIAMS(S)			1.08			ReserveWithPowerToLease
554095				WILLIAMS		WILLIAMS(S)			1.88			ReserveWithPowerToLease
550616	5675	DP119342		WILLIAMS		WILLIAMS(S)	LR3150/583	R 24791	64.81	SETTLERS REQUIREMENTS		ReserveWithPowerToLease
549223	2995	DP89722	1653 COLLIE-WILLIAMS RD, WILLIAMS	WILLIAMS		WILLIAMS(S)	LR3020/587	R 4556	39.93	RESTING PLACE FOR TRAVELLERS & STOCK		ReserveWithPowerToLease
552605	37	DP233310		WILLIAMS		WILLIAMS(S)	LR3020/592	R 23102	3	STOPPING PLACE		ReserveWithPowerToLease
550612	9906	DP83458		WILLIAMS		WILLIAMS(S)	LR3150/584	R 24791	121.01	SETTLERS REQUIREMENTS		ReserveWithPowerToLease
553122	11614	DP85608		WILLIAMS		WILLIAMS(S)	LR3020/604	R 16156	0.2	GRAVEL		ReserveWithPowerToLease
11082928	16012	DP34255		WILLIAMS		WILLIAMS(S)	LR3129/410	R 1884	3.17	STOPPING PLACE & RECREATION		ReserveWithPowerToLease
11082929	16013	DP34255		WILLIAMS		WILLIAMS(S)	LR3129/411	R 1884	0.53	STOPPING PLACE & RECREATION		ReserveWithPowerToLease
11082930	16014	DP34255		WILLIAMS		WILLIAMS(S)	LR3129/412	R 1884	11.77	STOPPING PLACE & RECREATION		ReserveWithPowerToLease
550757				WILLIAMS		WILLIAMS(S)		R 7323	1.2	CHURCH BAPTIST		ReserveWithPowerToLease

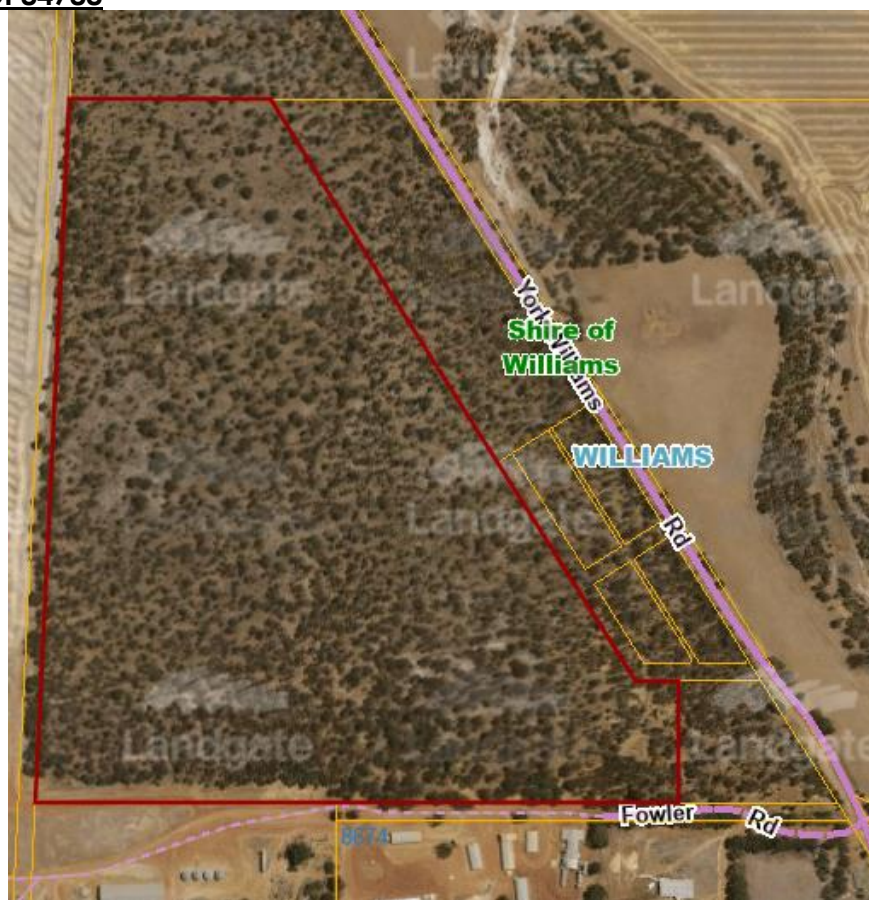
Lot 1580 on DP117541



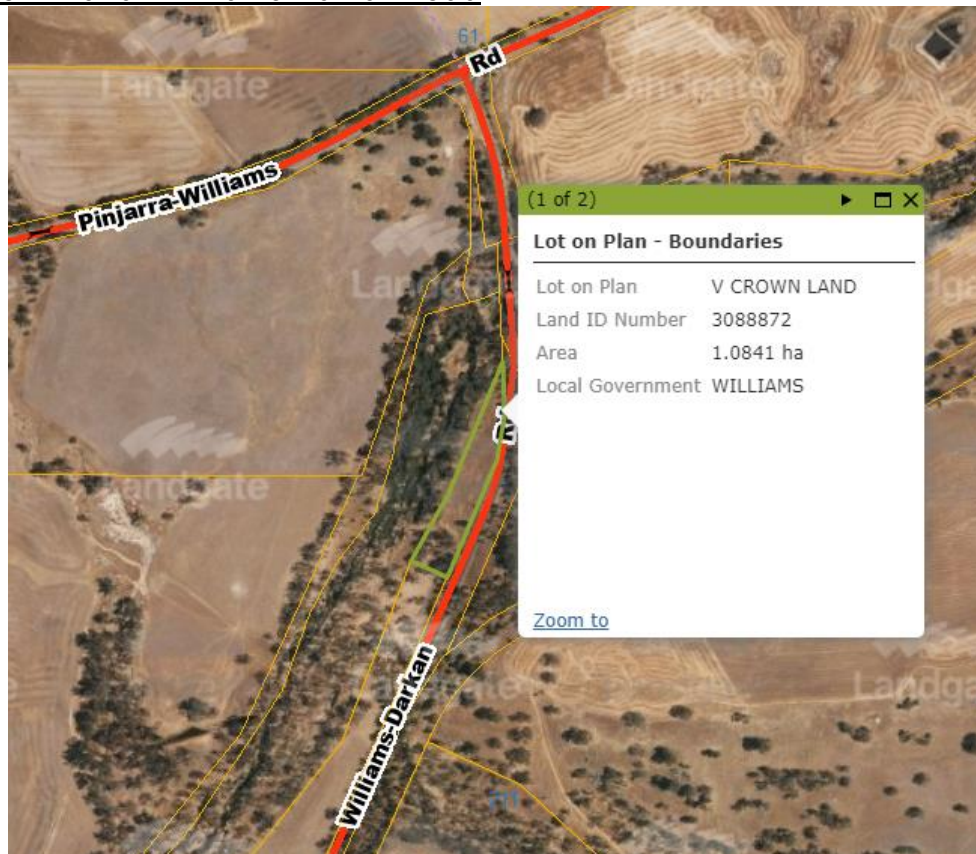
Lot 12074 on DP201729



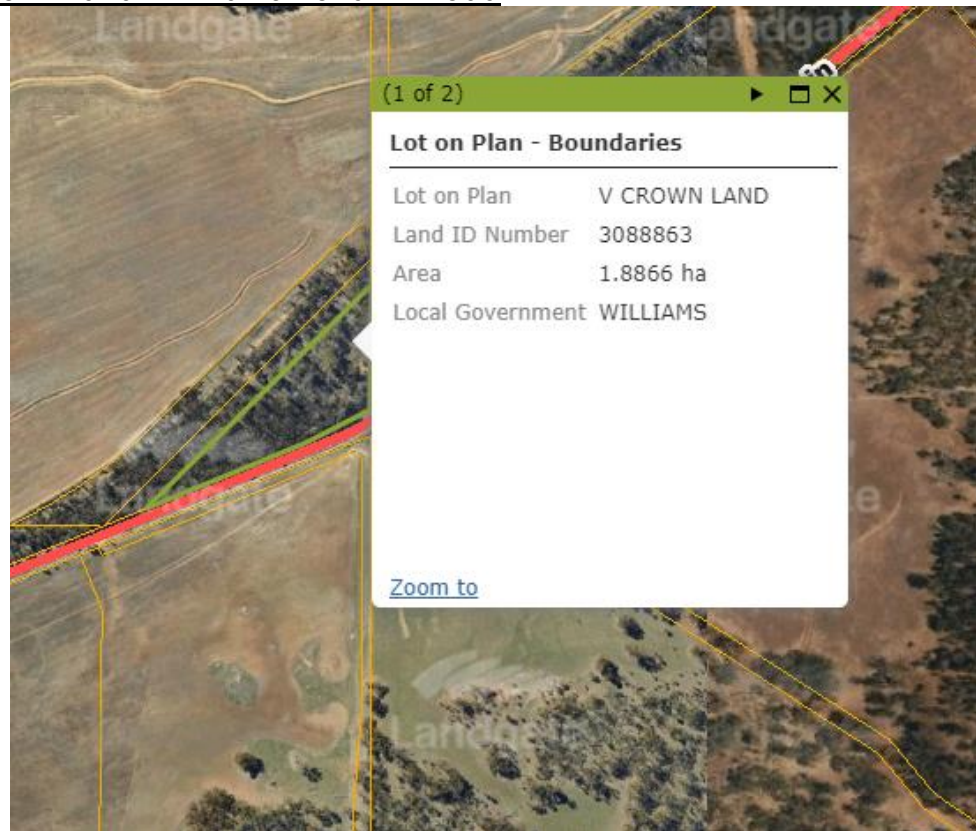
Lot 11706 on DP84788



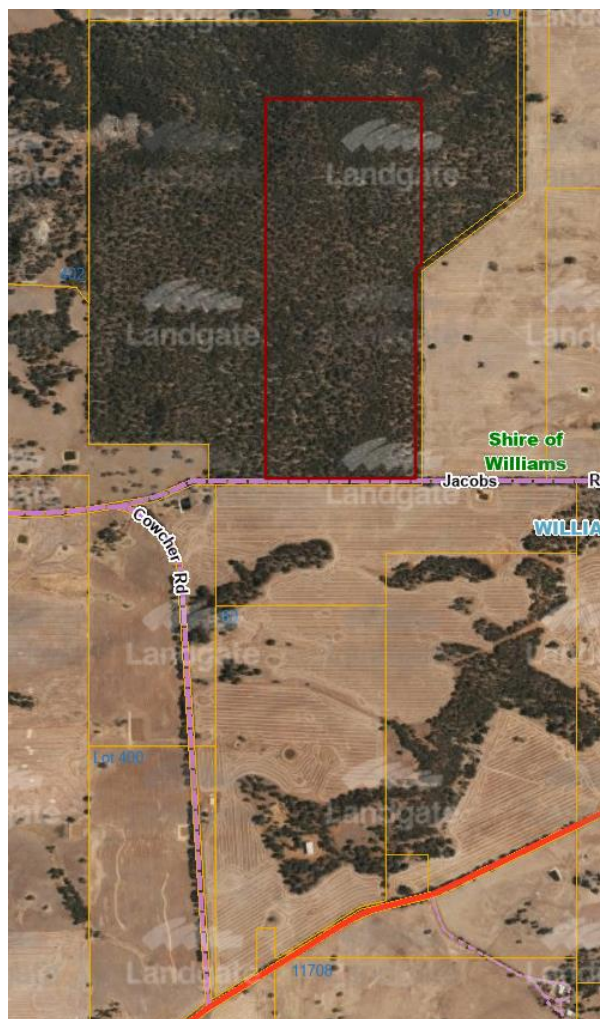
Vacant Crown Land – Williams-Darkan Road



Vacant Crown Land – Williams-Kondinin Road



Lot 5675 on DP119342



Lot 9906 on DP83458



Lot 2995 on DP89722



Lot 37 on DP233310



Lot 11614 on DP85608



Lots 16012, 16013 & 16014 on DP34255 (Reserve 1884)



Reserve 7323 – Baptist Church



According to information provided by the WA Government, the Noongar Land Estate will be held by the Noongar Boodja Trust. The WA Government will transfer:

- up to 300,000 hectares of land allocated as reserve or leasehold
- up to 20,000 hectares of land allocated as freehold for cultural or economic development use.

Management of the Noongar Land Estate

The Noongar Boodja Trust will own and manage freehold land like any other private land owner and must meet the standard land holding costs associated with freehold land, including local government rates and charges, insurance, fire service levies, and any additional land management costs.

The Noongar Boodja Trust will, in collaboration with the Noongar Regional Corporations, and other appropriate Noongar governance structures, decide whether the land allocated will be for cultural or development purposes.

Cultural Land

The Noongar Boodja Trust will hold and manage cultural land, in consultation with and on the recommendation of the relevant Noongar Regional Corporation(s), in a manner that has regard to the spiritual and cultural connection of the Noongar Agreement Groups to their traditional lands. Cultural Land cannot be sold or commercially developed. Standard WA Government land management requirements apply.

Development Land

The Noongar Boodja Trust will hold, manage, invest and develop development land in consultation with the Noongar Regional Corporations and an Investment Committee, in a manner that will generate financial benefits for the Noongar Boodja Trust Future Fund. The Investment Committee will be established by the Trust to provide guidance on investment decisions.

Draft comments on each land parcel are included in a table on the following page, see Attachment 1. Given the timeframe for a response to the Department there has not been an opportunity to consult more widely.

Strategic Implications

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

- | | |
|---------|--|
| ED 1.4 | Promote land availability within the Shire for residential, industrial and commercial development. |
| SCD 3.1 | Advocate and support initiatives that will develop and celebrate the cultural heritage of the Shire. |

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Council respond to the Department of Planning, Lands and Heritage providing relevant information relating to the land parcels identified as potentially being transferred to the Noongar land estate.

PIN	Lot Number	Survey Number	Street Address	Locality Suburb	LGA	CLT	Reserve Number	Area (Ha)	Reserve Purpose	Referee Comment	Selected Tenure
548657	15850	DP117541	York-Williams Road	WILLIAMS	WILLIAMS(S)	LR3105/391		2.02		Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
552579	12074	DP201729	Crn Narrogin Road & Albany Highway	WILLIAMS	WILLIAMS(S)	LR3015/233		0.58		Currently unfenced and farmed with adjacent land. Zoned 'Industrial'. The Shire has an interest in the land for future development to a higher use.	Freehold
548652	11706	DP84788	York-Williams Road	WILLIAMS	WILLIAMS(S)	LR3110/586		42.52		Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
554159			Williams-Darkan Road	WILLIAMS	WILLIAMS(S)			1.08		Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
554095			Williams-Kondinin Road	WILLIAMS	WILLIAMS(S)			1.88		Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
550616	5675	DP119342	Cowcher Road	WILLIAMS	WILLIAMS(S)	LR3150/583	R 24791	64.81	SETTLERS REQUIREMENTS	The Department of Biodiversity, Conservation and Attractions has an interest in this parcel. Lots 5675 and 9906 combined form Reserve 24791 (unvested) with a purpose of "Settlers Requirements". In 2003, The Shire of Williams endorsed the then Department of Conservation and Land Management's request for Council to consider the area to become a Nature Reserve for the Conservation of Flora and Fauna. A subsequent letter was sent by CALM in 2003 to the Department of Planning and Infrastructure (now DPLH) requesting the area be set aside as a nature reserve. No action has occurred since then. The reserve is listed in Appendix 2 of the Wheatbelt Region Parks and Reserves Management Plan 2021 (DBCA) as a reserve of interest to the department.	ReserveWithPowerToLease
549223	2995	DP89722	1653 Collie-Williams Road	WILLIAMS	WILLIAMS(S)	LR3020/587	R 4556	39.93	RESTING PLACE FOR TRAVELLERS & STOCK	Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
552605	37	DP233310	Narrogin Road	WILLIAMS	WILLIAMS(S)	LR3020/592	R 23102	3	STOPPING PLACE	Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land. Access through this land parcel is provided for Lots 34 and 35 on DP233310 to the south.	ReserveWithPowerToLease
550612	9906	DP83458	Cowcher Road	WILLIAMS	WILLIAMS(S)	LR3150/584	R 24791	121.01	SETTLERS REQUIREMENTS	See reference above for Lot 5675	ReserveWithPowerToLease
553122	11614	DP85608	Fouteen Mile Brook Road	WILLIAMS	WILLIAMS(S)	LR3020/604	R 16156	0.2	GRAVEL	The Shire has an interest in this land parcel for the extraction of gravel, being the purpose it was established for.	ReserveWithPowerToLease
11082928	16012	DP34255	Lavender Crossing Road	WILLIAMS	WILLIAMS(S)	LR3129/410	R 1884	3.17	STOPPING PLACE & RECREATION	Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
11082929	16013	DP34255	Lavender Crossing Road	WILLIAMS	WILLIAMS(S)	LR3129/411	R 1884	0.53	STOPPING PLACE & RECREATION	Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
11082930	16014	DP34255	Lavender Crossing Road	WILLIAMS	WILLIAMS(S)	LR3129/412	R 1884	11.77	STOPPING PLACE & RECREATION	Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease
550757			Pinjarra Williams Road	WILLIAMS	WILLIAMS(S)		R 7323	1.2	CHURCH BAPTIST	Shire has no interest in the land. No neighbouring landowner consultation undertaken within available timeframe. No existing or planned infrastructure on the land.	ReserveWithPowerToLease

File Reference	5.10.6
Statutory Ref.	Section 6.8 <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 4 October 2021
Attachments	Nil

Background

The Department of Fire and Emergency Services (DFES) was allocated \$2 million through the WA Recovery Plan to provide water tanks to eligible Bushfire Brigades without tanks, to support bush fire response throughout the State. The Shire of Williams was previously successful in obtaining a grant for a water tank for the Glenfield Bush Fire Brigade.

A second round of funding was announced and an application was submitted for the Narrakine Bush Fire Brigade. The proposal is to place a 250kl tank alongside the Ram Shed at the Recreation Ground to capture water that currently discharges onto the ground.

DFES has recently advised that the Shire of Williams was successful with its application and the amount of \$31,551 has been approved. This project has not been included in the 2021/22 Budget as it was not known at the time of adopting the budget that the grant funding would be approved.

Comment

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

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

* Absolute majority required.

(1a) In subsection (1) —

additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.

(2) Where expenditure has been incurred by a local government —

(a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and

(b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.

From the time of applying for the grant to being notified of the successful outcome, it has been necessary to seek revised quotes for the installation.

The following list of project components are backed by quotes and estimates:

1.	Sand Pad & Earthworks	5,132.10
2.	Termite Spraying of Pad	818.18
3.	Tank Installation	22,376.36
4.	Pump & Fittings	2,450.46
5.	Pump Security Cage	2,000.00
6.	Electrical Connection	2,086.00
7.	Roof Plumbing	<u>4,036.90</u>
		\$38,900.00

The project will require a contribution from the Shire amounting to approximately \$7,350.

The Ram Shed has a roof area of just under 1,000m². In a rainfall year where 500mm is received the catchment has the potential to fill two (2) x 250kl tanks. Whilst the first tank is only for firefighting purposes, a second tank could be a valuable source of water for the Williams Harness Racing Club and Williams Campdraft for their events. The Shire could also use this source for roadworks. Adding a second tank will be a cost effective option involving just the sand pad, termite spraying and tank installation. The other components will all be in place. The likely cost of a second tank will be approximately \$25,000.

Strategic Implications

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

- SCD 1.1 Provide, maintain and improve community infrastructure.
- LUE 3.2 Investigate the implementation of sustainable water programs in town.
- CL 2.1 Maximise and leverage grant funding opportunities to balance and support Council investment.

Financial Implications

A Shire contribution to the installation of one tank is estimated at \$7,350.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council acknowledges the receipt of funding of \$31,551 from the State Government WA Recovery Plan – Water Tank Allocations for installation of a water tank for the Narrakine Bush Fire Brigade and approves unbudgeted expenditure in accordance with section 6.8 *Local Government Act 1995* in the 2021/22 financial year to complete the project and acquit the grant.

8.2.3 Disposal of Plant – Motor Grader

File Reference	12.37.05
Statutory Ref.	Sections 3.57 & 3.58 <i>Local Government Act 1995</i> and <i>Local Government (Functions and General) Regulations 1996</i>
Author & Date	Geoff McKeown 5 October 2021
Attachments	Nil

Background

The 2020/21 Annual Budget includes the replacement of the Shire's 2011 Caterpillar 12M Motor Grader. The changeover value in the budget for a new grader is \$265,000, with the purchase price being \$375,000 and the trade-in estimated at \$110,000.

Comment

The cost for the purchase of a new Motor Grader will exceed \$250,000; therefore the Shire is required to either:

- Seek at least three (3) quotations from a supplier included in the relevant WALGA Preferred Supplier Arrangement and / or another tender exempt arrangement; or
- Conduct a Public Request for Tender process in accordance with the *Local Government Act 1995* and relevant Shire Policy requirements.

The *Local Government (Functions and General) Regulations 1996* indicates that the limit on the value of a contract where tenders have to be invited is \$250,000.

Quotes for a new Motor Grader were invited through the WALGA Preferred Supplier Arrangement. The closing date for quotes was Thursday, 2 September 2021. Suppliers of the new machine were also invited to submit a price for the trade machine.

In addition, the sale of the Shire's 2011 Caterpillar 12M Motor Grader was facilitated by WALGA via a public tender. Tenders closed on Wednesday, 22 September 2021.

A combination of the quotations from Suppliers of the new machine and prices received via the tender process are included in this report for Council's consideration.

Selection of the new machine has been made using the following criteria included in the Request for Quotation documentation:

- Price.
- The demonstrated ability to supply the machine on time and with all requested options and extras.
- Demonstrated experience with after sales service and support.
- Demonstrated ability of the machine being offered to carry out the works required by the Shire of Williams.

The successful Supplier of the new machine is WesTrac with supply of a Caterpillar 140L2 Motor Grader.

A summary of the offers, excluding GST, for the purchase of the Shire's 2011 Caterpillar 12M Motor Grader follow:

1.	Afgri Equipment*	110,000.00
2.	Komatsu Australia*	102,000.00
3.	Westrac*	142,000.00
4.	Allused Pty Ltd	75,100.00
5.	Dronow Contracting (2005) Pty Ltd	127,100.00
6.	Manheim Australia	120,000.00
7.	Pickles	131,818.18

Note* - Offers subject to supply of new machine.

Strategic Implications

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

- LUE 4.1 Strive for high-quality, well-construction and maintained local road network.
- CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

Funds for the purchase of a new Motor Grader and sale of the Shire's 2011 Caterpillar 12M Motor Grader are included in the 2021/22 Annual Budget.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

1. Accepts the offer from WesTrac for the purchase of the Shire's 2011 Caterpillar 12M Motor Grader; and
2. Endorses the acceptance of the quote from Westrac for the supply of a new Caterpillar 140L2 Motor Grader.

8.2.4 Development Assessment Panels – Local Government Nominations

File Reference	10.60.10
Statutory Ref.	<i>Planning and Development (Development Assessment Panels) Regulations 2011</i>
Author & Date	Geoff McKeown 5 October 2021
Attachments	Nil

Background

Following the local government elections held on 16 October 2021, Council is asked to consider its membership on the Development Assessment Panel (DAP).

The legislation establishing DAPs came into operation on 2011 and included provisions for elected members from local governments to be nominated as members of the DAP.

All existing local government DAP members are currently appointed for a term ending 26 January 2022. The Department of Planning, Lands and Heritage is requesting that prior to this expiry date, the local government nominate four (4) DAP members for appointment by the Minister for Planning. Nominations are required by Friday, 19 November 2021.

Comment

In 2019 the Shire of Williams nominated Councillors Major and Carne as members with Councillors Price and Logie as alternate members. The Minister will appoint local government DAP members for the term ending 26 January 2024.

Strategic Implications

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

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

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Council nominate Councillors and as members with Councillors and as alternate members to represent the Shire of Williams on a Development Assessment Panel.

8.2.5 Authorised Officers Under Legislation – Fire Control Officers

File Reference	4.50.60
Statutory Ref.	Local Government Act 1995, Bush Fires Act 1954, etc.
Author & Date	Geoff McKeown 12 October 2021
Attachments	Nil

Background

At the Annual Meeting of Fire Control Officers held on the 11 October 2021 a resolution was passed recommending the appointment of Fire Control Officers and Dual Registered Fire Control Officers for the coming Fire Season.

Comment

The recommendation below includes an updated list of Fire Control Officers to reflect the most recent changes. Under the *Bush Fire Act 1954* local governments may appoint Fire Control Officers.

Strategic Implications

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

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

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Council appoint the following persons as Bush Fire Control Officers in accordance with the *Bush Fires Act 1954* hereunder, effective immediately:

Chief Bush Fire Control Officer	Geoff McKeown
Deputy Chief Bush Fire Control Officers	David Carter & Jarrad Logie (proxy)

Bush Fire Control Officers

Boraning	George Lavender
Congelin	Philip Martin & Andrew Rintoul
Glenfield	Nicholas Panizza & Jarrad Logie
Narrakine	Ashley Chadwick
Tarwonga	Justin Duff
West Culbin	Wayne Duffield
Williams Townsite	Lester Fawcett (Williams Gazetted Fire District only)

Dual Registered Bush Fire Control Officers

The following are appointed as Dual Registered Bush Fire Control Officers with neighbouring local governments:

Shire of West Arthur	Justin Duff & Wayne Duffield
Shire of Wagin	Justin Duff
Shire of Wandering	Philip Martin & Andrew Rintoul
Shire of Cuballing	Philip Martin & Andrew Rintoul
Shire of Narrogin	Nicholas Panizza & Geoff McKeown
Shire of Boddington	Ashley Chadwick

Dual Bush Fire Control Officers

The following are appointed as Dual Bush Fire Control Officers from neighbouring local governments:

Shire of West Arthur	Trevor Bunce
Shire of Wagin	Chris Piesse
Shire of Wandering	Peter Monk & Tim Hardie
Shire of Cuballing	Nelson Young
Shire of Narrogin	Barry Hardie & Murray Saunders
Shire of Boddington	Brad Morgan & Brad Hardie

8.2.6 Proposed Repeal Local Laws

File Reference	4.1.50
Statutory Ref.	Section 3.12 <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 8 October 2021
Attachments	Attachment 2 – Draft Repeal Local law

Background

This matter was considered as part of the 2020 Local Laws Review considered by Council at the Ordinary Council Meeting held 21 October 2020.

This local law is to adopt a new local law which repeals old local laws. This agenda item is the commencement of the statutory process to do so.

Comment

The *Local Government Act 1995* requires that the following statements are made in regard to local laws –

Purpose – to repeal out of date and ineffectual local laws.

Effect – to repeal old local laws.

It is noted that –

1. Building Line By-law No.1 (of 1959) – the Shire's Consultant Planner has advised that there is no reason to retain this local law. It is considered that matters are adequately addressed in the local planning scheme. In addition, some of the subject land has been resumed by Main Road WA over the years.
2. Pest Plants By-law (of 1989) – such local laws rely on the expertise and capacity to inspect and enforce. Unless there is the will or financial resources to do so, including control of the plants on lands under Council's control, it is suggested that the By-law serves no useful purpose.
3. Firebreaks Local Law 2007 – while Council may make a local law for firebreaks, it is not a requirement, and it is accordingly recommended that this local law is repealed. The provisions of the *Bush Fires Act 1954* s.33 can be used to adopt and enforceable firebreak notice. The notice is more flexible, can be altered far more readily and far cheaper than a local law.

Issues noted with the local law include –

- i) Local law firebreak period is 5 November to 12 April, but the Shire's website states the firebreak period is 1 November to 29 March. While not required, many local governments align the firebreak period with the commencement of the prohibited burning period to the end of the restricted burning period. In the case of Williams this would be the dates noted on the website, which were published in the Government Gazette on 3 February 2012 in accordance with the requirements of the *Bush Fire Act 1954*.
- ii) There is no provision in the local law for a variation of firebreak location given environmental factors such as rock outcrops, or for preservation of protection of environmentally sensitive locations.
- iii) Alternative methods of fire hazard control such as mowing or spraying.

The statutory process is the same for making, amending or revoking a local law –

- Local public notice inviting public comment – minimum of 6 weeks;
- During this time, submit to Department of Local Government and Department of Fire and Emergency Services;

- At the end of public comment, summary of public comments and any changes recommended by the departments to Council for decision regarding those comments, and consideration of any changes to the draft local law;
- Final adoption of the amendment local law by Council;
- Publication in the Government Gazette;
- Local public notice to be given of the adoption, publication and commencement date of the local law; and
- Submission all necessary documents to Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL) for their review.

The JSCDL reviews the local law, its effects and may recommend to Parliament that it be amended and request an undertaking, or that it be disallowed. The JSCDL will not review the draft until after it has been formally adopted, Gazetted, etc.

Strategic Implications

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

- | | |
|--------|--|
| CL 1.3 | Maintain, review and ensure relevance of Council's policies, local laws and operational plans. |
| CL 2.2 | Maintain accountability, transparency and financial responsibility. |
| CL 4.4 | Monitor and ensure compliance with regulatory framework for local government business. |

Financial Implications

There will be a cost for advertising. In addition, the Shire has engaged Conway Highbury Pty Ltd to assist with the administrative component of this work.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. In accordance with section 3.12 (2) and (3) of the *Local Government Act 1995*, and all other legislation enabling it, give local public notice, inviting submissions during a minimum 6-week time frame, that it intends to make a Repeal Local Law 2021 –
 Purpose – to repeal out of date and ineffectual local laws.
 Effect – to repeal old local laws.
2. Provide copies, in accordance with section 3.12 (3) of the *Local Government Act 1995*, to the Minister for Local Government and the Minister for Fire and Emergency Services and any other person requesting it, of the proposed Repeal Local Law 2021.

LOCAL GOVERNMENT ACT 1995
AGRICULTURE AND RELATED RESOURCES PROTECTION ACT 1976
BUSH FIRES ACT 1954

SHIRE OF WILLIAMS

REPEAL LOCAL LAW 2021

Under the powers conferred by the *Local Government Act 1995*, the *Bushfires Act 1954*, the *Agriculture and Related Resources Protection Act 1976* and under all other powers enabling it, the Council of the Shire of Williams resolved on _____ to make the following local law.

Citation

This local law may be cited as the *Shire of Williams Repeal Local Law 2021*.

Commencement

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

Repeal

The following local laws are repealed –

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

Dated _____

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

J. LOGIE, President.

G. McKEOWN, Chief Executive Officer.

8.2.7 Use of Common Seal and Actions Performed Under Delegated Authority

File Reference	4.50.60
Statutory Ref.	Sections 5.42 and 9.49A <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 13 October 2021
Attachments	Nil

Background

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

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

Comment

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

- **Investment of Shire Monies – Delegation LGA4**

Delegation - The Chief Executive Officer has delegated authority, subject to Part 3 of the *Trustees Act 1962*, to invest money held in the Municipal Fund or the Trust Fund that is not, for the time being, required by the local government for any other purpose.

Action - The Chief Executive Officer approved a transfer of:

1. \$500,000.00 from the Municipal Fund to the Cash Management Account to earn additional interest on the 8 September 2021.
2. \$500,000.00 from the Municipal Fund to the Cash Management Account to earn additional interest on the 23 September 2021.
3. \$450,000.00 from the Municipal Fund to the WA Treasury Corporation Overnight Cash Management Facility to earn additional interest on the 8 September 2021.

- **Debt, Write-Off, Waiver or Concession – Delegation LGA9**

Delegation - The Chief Executive Officer has delegated authority to write-off debts and grant waivers and concessions in relation to any amount of money, up to an amount of \$200.00.

Action - The Chief Executive Officer approved the granting of a concession via the gifting of a second hand iPad to retiring Councillor Gil Medlen with reference to Council Policy - C 3.3 iPads / Tablets – Provision for Councillors / Senior Staff Policy and the estimated value of the item being < \$150.00.

Action - The Chief Executive Officer approved the granting of a concession via the gifting of a second hand iPad to retiring Councillor Alex Watt with reference to Council Policy - C 3.3 iPads / Tablets – Provision for Councillors / Senior Staff Policy and the estimated value of the item being < \$150.00.

- **Payment of Creditors – Delegation FMR1**

Delegation - Under section 5.42 of the *Local Government Act 1995*, the Chief Executive Officer is delegated to exercise the powers or discharge the duties of the Council under

Regulation 12 of the *Local Government (Financial Management) Regulations 1996*, in regard to the making of payments from the municipal and trust funds.

Action - Payments from the Municipal Fund and Trust Fund as per financial report attached to this Agenda.

Strategic Implications

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

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

Financial Implications

The granting of a concession of up to \$300.00 for the gifting of second hand iPads to retiring Councillors.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of September 2021.

8.2.8 Election of Committee Representatives

File Reference	4.1.20
Statutory Ref.	Sections 5.8 – 5.18 <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 13 October 2021
Attachments	Nil

Background

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

Comment

Following the Local Government Elections, the Council routinely appoints elected members to a number of committees, although none of them exercise any powers or discharge any duties on behalf of the Council as mentioned above. It is appropriate to review the relevance of the committees and the nominated elected member representation. The most recent appointment of elected members and staff included the following:

1. WALGA Central Zone Delegates: Cr J Logie – Proxy: Cr M Carne
2. Narrogin Sub-Regional Road Group: Cr J Logie
3. Williams Landcare Inc.: Cr G Medlen
4. Community and Staff Housing: Cr N Major, Cr T Price and Sharon Wilkie (Staff)
5. Works and Plant Committee: Cr J Logie, Cr A Watt, Cr S Harding and Cr B Panizza
6. Audit Committee: Cr J Logie, Cr G Medlen, Cr S Harding, Cr B Panizza
7. Art Acquisition Committee: Cr M Carne, Cr T Price and two community members
8. Hotham Williams Economic Development Alliance: Cr N Major – Proxy: Cr T Price
9. South 32 Community Liaison Committee (CLC) for Boddington Bauxite Mine: Geoff McKeown (Staff) - Proxy: Cr M Carne
10. Newmont Boddington Gold CLC – Geoff McKeown (Staff)
11. 4WDL VROC – Cr M Carne, Proxy: Cr N Major
12. Premier's Australia Day Active Citizenship – Cr N Major, Cr B Baker
13. Civic Functions – Cr N Major and Cr T Price
14. Williams Driver Reviver Committee – Cr M Carne, Cr B Baker, Graham Prowse, Daphne Kett, Debbie Kemp and Ted Gillett

Williams Landcare Inc. and the Williams Driver Reviver Committee no longer exist, so they can be removed from the list.

As there is still a vacancy on Council it may be appropriate to hold a decision on all the positions until the new elected member is appointed. However, it is important that at least the WALGA Central Country Zone Delegates, Audit Committee Members and Hotham Williams Economic Development Alliance Delegates are appointed as they do have commitments in coming months.

Strategic Implications

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

- CL 1.2 Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate.
- CL 3.1 Participate in, and actively collaborate with, the 4WDL VROC on resource sharing opportunities.

CL 3.2 Foster, nurture and develop strategic alliances with local government, major industry and government agencies.

Financial Implications

Nil.

Voting Requirements

Simple Majority

Officer's Recommendation

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

Confidential Item

The following item deals with a matter affecting an employee and under the provisions of section 5.23(2) of the Local Government Act 1995 the meeting can be closed to the public.

8.2.9 Confidential Item – Appointment of Manager of Corporate Services

File Reference	4.20.15
Statutory Ref.	Sections 5.37(2) <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 12 October 2021
Attachments	Nil

Background

In accordance with Section 5.37(2) of the Local Government Act 1995, the CEO is to inform the Council of each proposal to employ a senior employee. The Council may accept or reject the CEO's recommendation but if the Council rejects a recommendation, it is to inform the CEO of the reasons for doing so.

Comment

A recruitment process has occurred for the employment of a Manager of Corporate Services. Detail of the candidate selection is included in a confidential report provided under separate cover.

Discussion of this matter is considered to be confidential in nature as it relates to a matter affecting an employee. As such Council can close the meeting to the public. The relevant section of the *Local Government Act 1995* reads in part as follows:

5.23. Meetings generally open to public

(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

Strategic Implications

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

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

Financial Implications

The remuneration package of the Manager of Corporate Services is included in the salaries and wages component of the Annual Budget.

Voting Requirements

Simple Majority

9.0 Elected Members' Motions of which Notice has been given

Nil

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

10.1 Elected Members

Nil

10.2 Officers

Nil

11.0 Application for Leave of Absence

Nil

12.0 Closure of Meeting