



SHIRE OF WILLIAMS MINUTES

ORDINARY COUNCIL MEETING
WEDNESDAY 20 APRIL 2022



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SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2017-2032

ECONOMIC

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

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

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

SOCIAL AND CULTURAL

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

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

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

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

LAND USE & ENVIRONMENT

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

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

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

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

CIVIC LEADERSHIP

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

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

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

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

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AGENDA

1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member, President Jarrad Logie, declared the Meeting open at 3.32pm.

2.0 Record of Attendance / Apologies / Leave of Absence

Elected Members

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

Staff

Geoff McKeown - Chief Executive Officer
 Alan Lamb – Manager of Corporate Services (to 3.39pm)
 Manuela Lenehan - Minute Taker

Visitors – Nil

Apologies - Cr Tracey Price, Cr Bernie Panizza

Leave of Absence – Nil

3.0 Public Question Time

Nil

4.0 Petitions / Deputations / Presentations

Nil

5.0 Declarations of Interest

DECLARATION OF INTEREST	
Name / Position	Cr Christine Cowcher / Councillor
Item No. / Subject	8.2.2 Excision of Portion of Reserve 7323 – Pinjarra Williams Rd
Type of Interest	Proximity Interest

DECLARATION OF INTEREST	
Name / Position	Cr Christine Cowcher / Councillor
Item No. / Subject	8.2.3 Proposed Subdivision – Lots 34 & 35 Pinjarra Williams Rd
Type of Interest	Proximity Interest

DECLARATION OF INTEREST

Name / Position	Cr Jarrad Logie / President
Item No. / Subject	8.2.7 Proposed Amendment 19 – Shire of Williams TPS No 2
Type of Interest	Proximity Interest

DECLARATION OF INTEREST

Name / Position	Cr Jarrad Logie / President
Item No. / Subject	8.2.9 Proposed Carport Lot 4 (9) Rosselloty St, Williams
Type of Interest	Indirect Financial Interest

6.0 Confirmation of Minutes of Previous Meetings

6.1 Ordinary Council Meeting Held 16 March 2022

Officer's Recommendation

That the Minutes of the Ordinary Council Meeting held 16 March 2022, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Cowcher/Harding

That the Minutes of the Ordinary Council Meeting held 16 March 2022, as previously circulated, be confirmed as a true and accurate record.

**Carried 7/0
Resolution 108/22**

6.2 Audit Committee Meeting Held 16 March 2022

Officer's Recommendation

That the Minutes of the Audit Committee Meeting held 16 March 2022, as previously circulated, be received.

Council Resolution

Harding/Baker

That the Minutes of the Audit Committee Meeting held 16 March 2022, as previously circulated, be received.

**Carried 7/0
Resolution 109/22**

7.0 Announcements by Presiding Member Without Discussion

Nil

8.0 Matters Which Require Decisions

8.1 Corporate and Community Services**8.1.1 Payment Listing**

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Alan Lamb 8 April 2022
Attachments	Payment listing for month ending 31 March 2022

Background

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

Statutory Implications

Local Government (Financial Management) Regulations 1996 - Reg 13

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

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

Comment

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

Strategic Implications

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

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

Officer's Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104922 – 104923 totalling \$562,136.73 approved by the Chief Executive Officer during the month of March 2022 be endorsed.

Council Resolution**Major/Baker**

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104922 – 104923 totalling \$562,136.73 approved by the Chief Executive Officer during the month of March 2022 be endorsed.

**Carried 7/0
Resolution 110/22**

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

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
02/03/2022	BUILDING AND ENERGY	BSL collection - February 2022	\$ 56.65
03/03/2022	DM READ	12597 - Fence at Town Hall Park (Part Payment)	\$ 2,500.00
03/03/2022	DMD STORAGE GROUP	12599 - Workbenches & Shelving (Men's Shed)	\$ 2,388.58
09/03/2022	FDC EDUCATORS	FDC Educators PE 06/03/2022	\$ 16,928.74
10/03/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 09/03/2022	\$ 44,764.67
15/03/2022	EVERGREEN SYNTHETIC GRASS	12088 - Synthetic Grass (Bowling Club)	\$ 81,468.50
23/03/2022	FDC EDUCATORS	FDC Educators PE 20/03/2022	\$ 19,714.28
24/03/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 23/03/2022 (incl. terminating employees)	\$ 64,482.71
29/03/2022	WA SUPER	Superannuation - February 2022	\$ 20,188.40
31/03/2022	AIR RESPONSE	11987 - SteriClean & Service Residential Air Conditioners	\$ 3,438.50
31/03/2022	ANDERSON, MARC	Reimbursement (Pre-employment Medical, M Anderson)	\$ 176.00
31/03/2022	AREASAFE PRODUCTS PTY LTD	12605 - Bench for Bus Shelter	\$ 2,622.40
31/03/2022	AVON WASTE	11015 - Monthly Refuse Charges February 2022	\$ 9,119.07
31/03/2022	BERTY BEE'S GARDENING	11883 - Contract Gardening Services - February 2022	\$ 1,155.00
31/03/2022	BEST OFFICE SYSTEMS	12087 - Monthly Printing/Copying Charges	\$ 256.01
31/03/2022	BOC Ltd	12091 - February 2022 Container Service Fee	\$ 40.38
31/03/2022	BODDINGTON CARPET CARE	12518 - Carpet Cleaning Rec. House (Reimbursed)	\$ 200.00
31/03/2022	BODDINGTON MEDICAL CENTRE	Pre-employment Medical (Ian Cocks)	\$ 176.00
31/03/2022	BOYA EQUIPMENT	12446 - Parts (Skid Steer)	\$ 578.46
31/03/2022	BP TRUST	Monthly Fuel Account February 2022	\$ 593.04
31/03/2022	CHAMDEN FARMING	12610 - Supply/Deliver Concrete (Various)	\$ 6,306.30
31/03/2022	CHATTERBOX CAFE & GALLERY	12604 - Refreshments (Council Meetings x2)	\$ 250.00
31/03/2022	CLAW ENVIRONMENTAL PTY LTD	Drum Muster March 2022	\$ 903.05
31/03/2022	DEPARTMENT OF THE PREMIER AND CABINET	12603 - Advertising Local Law Changes	\$ 1,873.60
31/03/2022	DUFF ELECTRICAL CONTRACTING	12574,12502,12592,12591,12597,12515 - Electrical Works (Various)	\$ 3,379.48
31/03/2022	GREAT SOUTHERN FUELS	12470 - Bulk Fuel	\$ 21,253.98
31/03/2022	GS & B MADEJ BRICKLAYING	12613 - Lay Concrete (Various)	\$ 7,469.00
31/03/2022	HANSON CONSTRUCTION MATERIALS P/L	12465 - Bluemetal (Various Sizes) - Congelin-Narrogin Rd	\$ 28,059.48
31/03/2022	HARMONY SOFTWARE	Educators' Software Fees, Month of February 2022	\$ 263.20
31/03/2022	LANDGATE.	Valuation Expenses	\$ 331.22
31/03/2022	LOGIE, BRITT E.	12619 - Reimbursement - Trees for Lions Park Carpark	\$ 722.70
31/03/2022	M & M CONTRACTORS	12468 - Truck Hire to Deliver Gravel (Congelin Rd)	\$ 2,552.00
31/03/2022	MELCHIORRE PLUMBING & GAS	12463, 12612, 12514 - Plumbing Works (Various)	\$ 3,074.39
31/03/2022	MJB INDUSTRIES PTY LTD	12461 - Concrete Pipes & Culverts (Various)	\$ 5,498.47
31/03/2022	MOORE AUSTRALIA (WA) PTY LTD	12317 - Staff Training (Budget Workshop)	\$ 1,045.00
31/03/2022	NARROGIN CHAMBER OF COMMERCE INC	Narrogin Chamber of Commerce M/ship 2022/2023	\$ 285.00
31/03/2022	NARROGIN HIRE SERVICE	12463 - Reticulation Fittings (Cullen Park)	\$ 42.35
31/03/2022	NARROGIN MAZDA	12602 - 60,000km Service (Mazda CX-5)	\$ 362.44
31/03/2022	NARROGIN TOYOTA	12474 - Service (Toyota Hilux)	\$ 547.56
31/03/2022	NARROGIN TYREPOWER	12595 - New Tyres (CX-5)	\$ 748.00
31/03/2022	NARROGIN VALLEY STOCKFEED	12467, 12520 - Sleepers & Limestone Blocks (Hockey Gd, Lions Pk)	\$ 1,025.40
31/03/2022	OFFICE OF THE AUDITOR GENERAL	Audit Fees - Various	\$ 21,340.00
31/03/2022	PALUMBO, SHARON	Reimbursement - Childcare Expense (Rug)	\$ 29.00
31/03/2022	POWERVAC PTY LTD	12240 - Vacuum Cleaner & Bags	\$ 599.10
31/03/2022	R MUNNS ENGINEERING CONSULTING SERVICES	12558 - Consulting Work (Rosselloty St)	\$ 425.79
31/03/2022	SHIRE OF NARROGIN.	EHO Wages & Travel 2/3/22 & 15/3/22	\$ 540.00
31/03/2022	STAR TRACK EXPRESS	Freight ex Powervac - Vacuum Cleaner & Bags (Pavilion)	\$ 67.74
31/03/2022	STIRLING ASPHALT	12372 - Seal & Kerb (Rosselloty St)	\$ 53,066.20
31/03/2022	SWAT PEST CONTROL	12508 - Pest Control (Public & Residential)	\$ 2,491.50
31/03/2022	SYSTEM MAINTENANCE	12386 - Replace Operation Lights (Sewer Controller)	\$ 513.87
31/03/2022	THE GOODS	12617 - Cleaning Products & Consumables (Childcare)	\$ 580.04
31/03/2022	THE WILLIAMS COMMUNITY NEWSPAPER.	12274 - Printing Costs	\$ 28.00
31/03/2022	THE WILLIAMS WOOL SHED.	12581 - Refreshments (February Council Meeting)	\$ 65.00
31/03/2022	TOLL TRANSPORT PTY LTD	Freight - Various	\$ 466.72
31/03/2022	TOWN PLANNING INNOVATIONS	12611 - General Planning Advice for February 2022	\$ 907.50
31/03/2022	TRUCK CENTRE (WA) PTY LTD	12436 - Filters & Oil (Isuzu Truck)	\$ 650.58
31/03/2022	WA CONTRACT RANGER SERVICES	12084 - Ranger Services - 11/3/2022, 21/3/2022	\$ 561.00
31/03/2022	WA LOCAL GOVERNMENT ASSOCIATION	112584 - e-Learning (5 Councillors)	\$ 2,933.33
31/03/2022	WALLIS COMPUTER SOLUTIONS	12315 - Microsoft Office 365 Renewal 2022/23	\$ 1,428.33
31/03/2022	WHEATBELT BUSINESS NETWORK	Membership Fee	\$ 220.00
31/03/2022	WILLIAMS CRICKET CLUB	Cricket Pitch Contribution	\$ 2,811.00
31/03/2022	WILLIAMS HOTEL - STRICKO'S	12466 - Refreshments	\$ 75.99
31/03/2022	WILLIAMS NEWSAGENCY	Monthly Account February 2022	\$ 87.30
31/03/2022	WILLIAMS PHARMACY	IR Thermometer, Antibacterial Wipes	\$ 124.92
31/03/2022	WILLIAMS RURAL SUPPLIES	1237, Monthly Hardware Account - February 2022	\$ 2,028.97

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

DATE	NAME	DESCRIPTION	AMOUNT
31/03/2022	WILLIAMS RUSTIC GROCER	Monthly Refreshments & Consumables, February 2022	\$ 178.83
31/03/2022	WILSONS SIGN SOLUTIONS	12582 - Honour Board Updates (Various)	\$ 151.80
31/03/2022	WORKWEAR GROUP	12362 - Staff Uniform (N Gillett)	\$ 289.10
02/03/2022	AUSTRALIAN TAXATION OFFICE	BAS January 2022	\$ 21,326.00
02/03/2022	TELSTRA	Telephone Charges - Landlines (Various)	\$ 454.03
17/03/2022	SYNERGY	Electricity Costs (Various)	\$ 1,279.99
17/03/2022	TELSTRA	Telephone Costs - Mobiles	\$ 321.07
02/03/2022	AUSTRALIAN TAXATION OFFICE	BAS February 2022	\$ 14,004.00
27/03/2022	SYNERGY	Electricity to Streetlights to 1/4/2022	\$ 2,514.09
27/03/2022	TELSTRA	Monthly Phone Usage to 19/3/2022	\$ 408.59
01/03/2022	WESTNET	Monthly CEO Internet Charges, March 2022	\$ 54.99
01/03/2022	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payments for March 2022	\$ 49,885.21
03/03/2022	CBA	CBA - Merchant Fees FEB 2022	\$ 320.89
18/03/2022	WA TREASURY CORPORATION	Loan #71 - Men's Shed	\$ 10,198.07
21/03/2022	ANZ CARDS	Monthly Credit Card Expenses x 2	\$ 4,278.51
02/03/2022	SYNERGY	Electricity Consumption - Various	\$ 2,379.21
09/03/2022	SYNERGY	Electricity Consumption - Various	\$ 5,210.46
			<u><u>\$ 562,136.73</u></u>

8.1.2 Financial Statements

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Alan Lamb 8 April 2022
Attachments	Financial Statements ending 31 March 2022

Background

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

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

Statutory Implications

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

Comment

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

Strategic Implications

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

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As disclosed in the financial statements.

Voting Requirements

Simple Majority

Officer's Recommendation

That the financial statements presented for the period ending 31 March 2022 be received.

Council Resolution**Cowcher/Carne**

That the financial statements presented for the period ending 31 March 2022 be received.

Carried 7/0
Resolution 111/22

Alan Lamb left the Meeting at 3.39pm.



SHIRE OF WILLIAMS

MONTHLY FINANCIAL REPORT For the Period Ended 31 March 2022

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

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Prepared by : Manager of Corporate Services
Date prepared : All known transactions up to 10 March 2022

BASIS OF PREPARATION

REPORT PURPOSE

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

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not 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 31 MARCH 2022

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 31 MARCH 2022**

	Note	Adopted Budget (d)	Forecast Year End as per Budget Review	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)- (a)/(a)	Var.
		\$		\$	\$	\$	%	
OPENING FUNDING SURPLUS (DEFICIT)	1(b)	401,575	375,119	401,575	375,119	(26,456)	(7%)	
Revenue from operating activities								
Governance		1,000	29,500	0	21,041	21,041	100%	▲
General Purpose Funding - Rates	5	2,028,853	2,028,853	2,028,853	2,030,958	2,105	0%	
General Purpose Funding - Other		268,372	384,659	202,562	288,882	86,320	43%	▲
Law, Order and Public Safety		37,448	44,149	35,398	32,310	(3,088)	(9%)	
Health		1,200	1,200	350	350	0	0%	
Education and Welfare		510,806	519,999	408,751	416,545	7,793	2%	
Housing		248,779	248,779	158,679	161,337	2,658	2%	
Community Amenities		211,630	211,630	171,465	149,259	(22,206)	(13%)	
Recreation and Culture		51,674	70,574	110,629	102,681	(7,948)	(7%)	▼
Transport		103,957	133,484	93,747	7,567	(86,180)	(92%)	▼
Economic Services		158,979	137,042	77,658	79,426	1,768	2%	
Other Property and Services		74,430	62,462	51,765	43,396	(8,369)	(16%)	▼
		3,697,128	3,872,331	3,339,858	3,333,752	(6,106)		
Expenditure from operating activities								
Governance		(209,500)	(239,268)	(150,561)	(170,239)	(19,678)	(13%)	▼
General Purpose Funding		(104,351)	(104,351)	(65,408)	(65,860)	(452)	(1%)	▲
Law, Order and Public Safety		(105,825)	(112,526)	(87,049)	(80,034)	7,015	8%	▲
Health		(60,204)	(60,204)	(45,645)	(36,149)	9,497	21%	▲
Education and Welfare		(521,951)	(513,918)	(388,550)	(324,934)	63,615	16%	▲
Housing		(196,366)	(201,366)	(154,311)	(157,309)	(2,998)	(2%)	
Community Amenities		(339,478)	(339,478)	(254,545)	(239,238)	15,307	6%	▲
Recreation and Culture		(824,929)	(841,637)	(640,244)	(632,967)	7,277	1%	
Transport		(1,518,285)	(1,491,519)	(1,152,362)	(1,179,529)	(27,168)	(2%)	
Economic Services		(238,875)	(188,844)	(190,907)	(107,456)	83,451	44%	▲
Other Property and Services		(128,007)	(104,097)	(104,810)	(122,563)	(17,753)	(17%)	▼
		(4,247,771)	(4,197,208)	(3,234,393)	(3,116,279)	118,113		
Non-Cash Amounts excluded from operating activities								
Add back Depreciation		1,264,609	1,264,609	948,457	953,309	4,852	1%	
Adjust (Profit)/Loss on Asset Disposal	6	33,625	(34,609)	0	(37,559)	(37,559)		▼
Adjust Fair Value to financial assets		0		0	(2,997)	(2,997)		
Adjust Provisions and Accruals		5,128	5,128	0	0	0		
Amount attributable to operating activities		752,719	910,251	1,053,922	1,130,226	79,301		
Investing Activities								
Grants, Subsidies and Contributions	8	953,493	953,493	12,272	220,572	208,300	1697%	▲
Proceeds from Disposal of Assets	6	136,000	193,617	0	183,617	183,617	100%	▲
Proceeds from Self Supporting Loans		107,023	107,023	107,023	107,023	0	0%	
Capital Acquisitions	6	(2,412,193)	(2,491,405)	(1,149,633)	(1,561,331)	(411,698)	36%	▲
Amount attributable to investing activities		(1,215,677)	(1,237,272)	(1,030,338)	(1,050,119)	(19,781)		
Financing Activities								
Proceeds from New Borrowings		200,000	200,000	0	0	0		
Transfer from Reserves	3	236,955	236,955	0	0	0		
Repayment of Debentures		(195,514)	(195,514)	(129,533)	(171,235)	(41,702)	(32%)	▼
Transfer to Reserves	3	(180,058)	(180,058)	(30)	(822)	(792)	(2641%)	▲
Amount attributable to financing activities		61,383	61,383	(129,563)	(172,057)	(42,494)		
NET OPERATIONS, CAPITAL, FINANCING		(401,575)	(265,638)	(105,979)	(91,951)	17,025		
CLOSING FUNDING SURPLUS (DEFICIT)	1(b)	0	109,481	295,596	283,169	(9,431)		

KEY INFORMATION

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

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

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

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

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

PROVISIONS

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

INVENTORIES

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

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

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

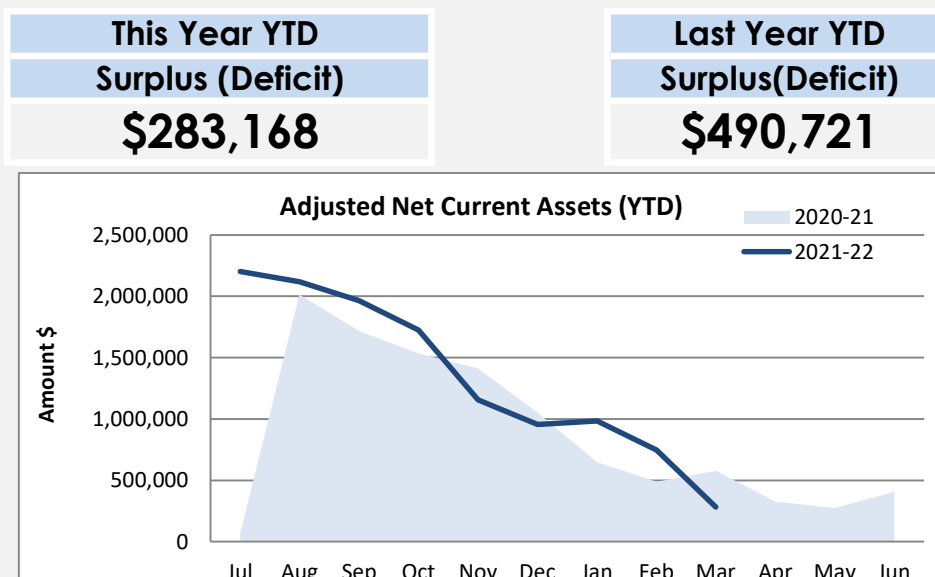
	Note	Year to Date Actual 31 Mar 2022	Year to Date Actual 44,286	This Years Opening 1 July 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	1,011,527	958,698	862,396
Cash Restricted	3	747,935	767,390	747,113
Receivables - Rates	4	22,661	171,571	12,116
Receivables -Other	4	255,701	56,865	135,087
Accrued Revenue		37,972	0	43,567
Loans Receivable - clubs	7	0	0	107,023
Inventories		35,918	36,843	22,190
		2,111,715	1,991,367	1,929,492
Less: Current Liabilities				
Payables		(266,276)	(199,707)	(262,217)
Contract Liabilities	8	(498,977)	(197,674)	(122,634)
Provisions		(341,041)	(356,517)	(341,041)
Long Term Borrowings	7	(24,280)	(43,659)	(211,480)
		(1,130,573)	(797,557)	(937,372)
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash Reserves	3	(747,935)	(767,390)	(747,113)
Less: Loans Receivables	7	0	0	(107,023)
Add: Leave Entitlements Cash Backed		25,682	20,643	25,655
Add: Long Term Borrowings	7	24,280	43,659	211,480
Adjusted Net Current Assets		283,168	490,721	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.



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

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	21,041	100%	▲	Permanent	Increase in value of WALGA House Units/Shares x 3 @ \$999 CR
General Purpose Funding - Rates	2,105	0%			
General Purpose Funding - Other	86,320	43%	▲	Permanent	Budget calculation of Financial Assistance Grant was based on advance payment paid in June 21. Actual amount to be paid will be \$119,264 more (that is \$80,732 for the General Purpose grant and \$38,532 more for the Local Roads grant) by year end. DFES Operating Grant reimbursement of over expenditure from 2020-2021.
Law, Order and Public Safety	(3,088)	(9%)		Permanent	
Health	0	0%			
Education and Welfare	7,793	2%		Timing	Childcare Centre and Family Day Care Centre fees currently exceeding budget expectations.
Housing	2,658	2%			
Community Amenities	(22,206)	(13%)		Timing	Income from sale of scrap \$2,690 more than expected at this time as was income from Refuse Site Fees (\$4,713). Offsetting this is lower than expected income (\$10,000 Contributions and Reimbursements, and \$4,340 Feral Pig Declared Species Fund)
Recreation and Culture	(7,948)	(7%)	▼	Timing/Permanent	An unbudgeted amount of \$3,300 was received categorised as Grants and Donations - Permanent. Income from Reserves Leases/Rentals was down by \$2,135 and Contributions and Donations up by \$9,428 - Timing. Income from sale of history books was up by \$2,477 - Permanent
Transport	(86,180)	(92%)	▼	Permanent	Primarily relates to the unexpected Profit on Sale of Assets (grader \$24,082 and mower \$5,445) \$29,527.
Economic Services	1,768	2%		Timing	
Other Property and Services	(8,369)	(16%)	▼	Permanent	Private works currently below budget expectations by \$13,014. It is expected that income in this area will remain low due to Shire works priorities. Partially offsetting this is the unexpected Profit on Disposal of Asset (Admin vehicle) \$8,032.
Operating Expense					
Governance	(19,678)	(13%)	▼	Timing	
General Purpose Funding	(452)	(1%)	▲	Timing	Administration Allocation \$5,728 higher than expected at this
Law, Order and Public Safety	7,015	8%	▲	Timing	Primarily relates to the purchase of Fire Control gear (Equipment \$2,000, and Clothing and Accessories \$3,000) anticipated to have been purchased earlier in the year.
Health	9,497	21%	▲	Timing	Group Scheme expenditure (EHO) down by \$6,389 on expectations due change over of service provider.
Education and Welfare	63,615	16%	▲	Timing/Permanent	Childcare employee costs down (Family Day Care \$39,246 and Childcare Centre \$19,981) on expectations. Part of this is expected may be permanent.
Housing	(2,998)	(2%)		Timing	
Community Amenities	15,307	6%	▲	Timing	Delay in expenditure to be incurred.
Recreation and Culture	7,277	1%		Timing	Expenditure in Parks & Gardens and at the Recreation Ground still to be incurred.
Transport	(27,168)	(2%)		Timing	Maintenance road work being undertaken ahead of time. This will reduce as capital project works commence.
Economic Services	83,451	44%	▲	Permanent	Mainly due to Community Water Supply project (59,399) being reclassified as capital.

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

**NOTE 2
EXPLANATION OF MATERIAL VARIANCES**

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

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

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Other Property and Services	(17,753)	(17%)	▼	Timing/Permanent	Expenditure on Private Works down by \$13,014 - permanent. Administration allocations higher than expected (\$61,360) - expected to be timing. Public Works Overheads (\$79,355) and Plant Operating Costs (\$53,671) lower than expected - Timing.
Investing Activities					
Grants, Subsidies and Contributions	208,300	1697%	▲	Timing	Mainly due to grants tied to works which are to be done
Proceeds from Disposal of Assets	183,617	100%	▲	Permanent	Unbudgeted Proceeds from Disposal of Assets
Capital Expenses	(411,698)	36%	▲	Timing	
Transfer to Reserves	(792)	(2641%)	▼	Timing	Reserve transfers traditionally actioned in June in order to allow for adjustments for unexpected revenue or expenditure.

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

OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS

CASH AND INVESTMENTS

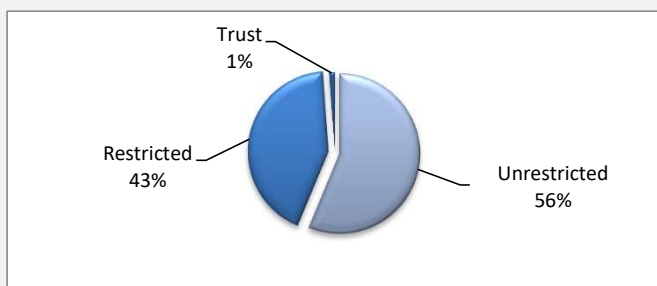
	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash & Floats	600			600		0.00%	On Hand
Cash Deposits							
Municipal Bank Account	(168,157)			(168,157)	ANZ	0.00%	At Call
Municipal Cash Investment	301,015			301,015	ANZ	0.05%	At Call
Trust Bank Account			20,000	20,000	ANZ	0.00%	At Call
Term Deposits							
Reserves		747,935		747,935	ANZ	0.32%	03-Nov-21
Treasury							
Overnight Cash Deposit	854,288			854,288	Treasury	0.05%	Overnight
Total	987,746	747,935	20,000	1,755,681			

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
\$1.76 M	\$.99 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	28	5,000	0	0	0	30,782	25,682
Plant Reserve	156,451	782	172	44,000	0	(60,840)	0	140,393	156,623
Building Reserve	282,393	1,412	311	45,000	0	(65,000)	0	263,805	282,704
Joint Venture Housing Reserve	119,927	600	127	10,000	0	(41,115)	0	89,412	120,054
Recreation Facilities Reserve	115,502	578	132	10,000	0	(5,000)	0	121,080	115,634
Art Acquisition Reserve	8,819	44	10	500	0	(25,000)	0	(15,637)	8,829
Refuse Site Reserve	24,294	121	27	0	0	0	0	24,415	24,321
Community Chest Reserve	14,073	70	15	1,822	0	0	0	15,965	14,088
Childcare	0	0	0	60,000	0	(40,000)	0	20,000	0
	747,113	3,736	822	176,322	0	(236,955)	0	690,216	747,935

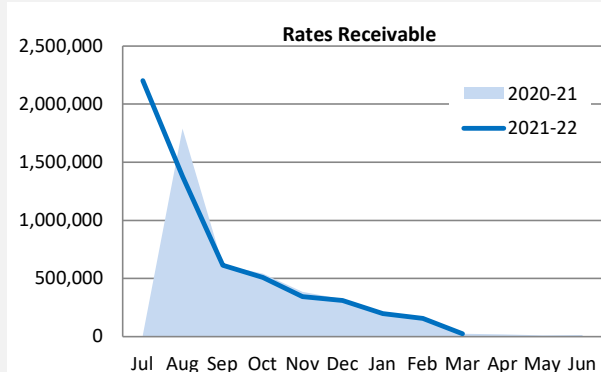
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2022**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Receivables - Rates Receivable	31 Mar 2022	30 June 2021
	\$	\$
Opening Arrears Previous Years	12,116	21,700
Rates - Levied this year	1,992,210	1,927,597
Rubbish - Levied this year	164,516	158,852
ESL - Levied this year	61,188	57,920
Less Collections to date	(2,207,370)	(2,153,953)
Net Rates Collectable	22,661	12,116
% Collected	98.98%	99.44%

KEY INFORMATION

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



Collected	Rates Due
99%	\$22,661

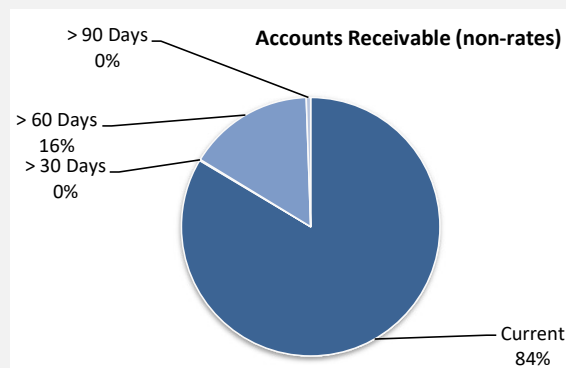
Receivables - General	Current	> 30 Days	> 60 Days	> 90 Days
	\$	\$	\$	\$
Receivables - General	214,370	(449)	40,411	1,370
Percentage	83.84%	-0.18%	15.80%	0.54%

Total Receivables General Outstanding 255,701

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
\$255,701
Over 30 Days
16.16%
Over 90 Days
0.54%

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

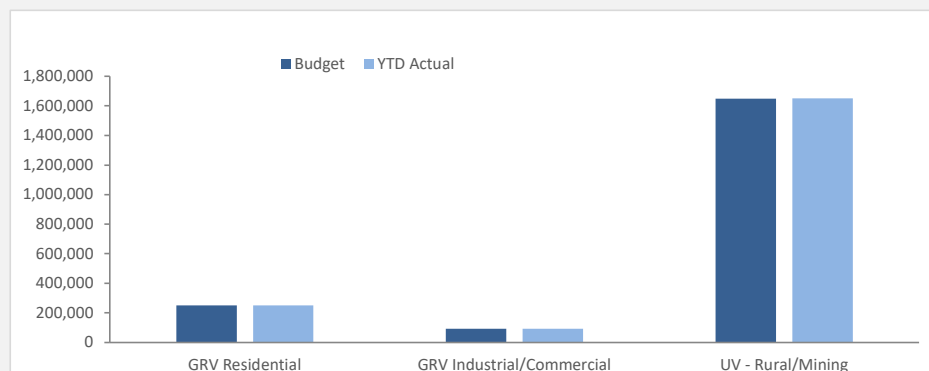
**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

General Rate Revenue

RATE TYPE	Budget						YTD Actual				Total Revenue
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	
General Rate	\$			\$	\$	\$	\$	\$	\$	\$	\$
GRV Residential	0.077340	147	1,854,082	143,395	0	0	143,395	143,395	204	0	143,599
GRV Industrial/Commercial	0.077340	23	1,034,496	80,008	0	0	80,008	80,008	338	0	80,346
UV - Rural/Mining	0.006090	241	255,822,000	1,557,956	0	0	1,557,956	1,558,848	338	0	1,559,186
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	1,992,210	881	0	1,993,091
Amount from General Rates							1,991,319				1,993,091
Ex-Gratia Rates							37,533				37,530
Total General Rates							2,028,852				2,030,621

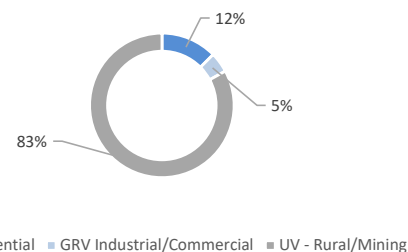
SIGNIFICANT ACCOUNTING POLICIES

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%



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

**INVESTING ACTIVITIES
NOTE 6
CAPITAL DETAILS**

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land & Buildings	184,483	146,859	146,859	0
Plant & Equipment	476,000	428,740	428,740	0
Furniture & Equipment	57,000	47,606	45,606	2,000
Infrastructure - Roads	1,063,510	265,000	454,578	(189,577)
Parks, Gardens, Recreation Facilities	631,199	261,427	485,548	(224,121)
Capital Expenditure Totals	2,412,193	1,149,633	1,561,331	(411,698)

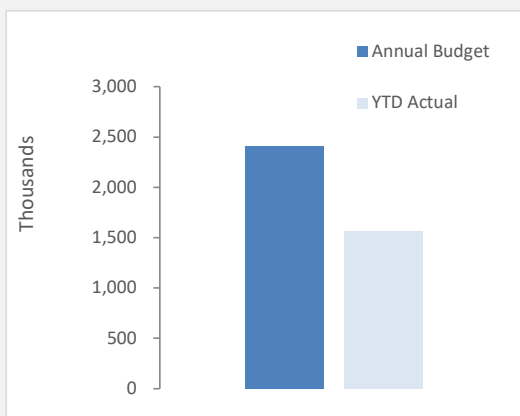
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	953,493	220,572	220,572	0
Borrowings	200,000	0	0	0
Other (Disposals & C/Fwd)	136,000	0	183,617	183,617
Cash Backed Reserves				0
Plant Replacement Reserve	60,840	0	0	0
Building Reserve	65,000	0	0	0
Recreation Facilities Reserve	5,000	0	0	0
Refuse Site Reserve	0	0	0	0
Contribution - operations	991,859	929,061	1,157,142	228,081
Capital Funding Total	2,412,193	1,149,633	1,561,331	411,698

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	\$1.56 M	65%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$.95 M	\$.22 M	23%

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

INVESTING ACTIVITIES
NOTE 6
CAPITAL DETAILS (Continued)

CAPITAL DISPOSALS

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

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
100%	Mens Shed	54,483	59,541	59,541	0
-	Archive Room	30,000	0	0	0
-	Childcare - (Foyer, Kitchen, Office)	40,000	0	0	0
95%	Bushfire Infrastructure Develop		41,999	41,999	0
15%	Stock Water - emergency supply		45,320	45,320	0
	Land and Buildings Total	184,483	146,859	146,859	0
100%	Office Printer	7,000	7,000	5,000	2,000
100%	Office Server Replacement	50,000	40,606	40,606	0
	Furniture and Equipment Total	57,000	47,606	45,606	2,000
100%	Mazda CX5 - WL16	37,000	0	0	0

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

INVESTING ACTIVITIES

NOTE 6

CAPITAL DETAILS (Continued)

100%	Road Grader - WL61	375,000	374,800	374,800	0
100%	Toro Reelmaster Mower	37,000	53,940	53,940	0
-	4 x 2 Single Cab Hi Rise Ute - WL5826	27,000	0	0	0
Plant & Equipment Total		476,000	428,740	428,740	0
20%	Project Grant - Congelin Narrogin Rd	158,526	0	123,129	(123,129)
-	Project Grant - Quindanning Darkan Rd	281,700	0	24,681	(24,681)
10%	RTR - York Williams Rd	103,298	0	12,362	(12,362)
-	RTR - Clayton Rd	92,814	500	508	(8)
90%	Council - Brooking Street	124,500	124,500	102,630	21,870
80%	LRCI - Rosselloty Street	140,000	140,000	191,268	(51,268)
-	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	265,000	454,578	(189,577)
98%	Carpark - Lions Park	134,400	161,372	161,372	0
50%	Town Hall Park (Phase 1)	101,044	30,000	54,735	(24,735)
-	Town Hall Park (Phase 2)	30,000	0	0	0
100%	Eagle Sculpture (Final Payment)	20,455	20,455	20,455	0
100%	Cemetery Improvements - Marling	5,000	5,000	6,473	(1,473)
-	Cemetery Gazebo - Williams	15,000	0	16,349	(16,349)
20%	Townscape Brooking Street (Phase 1)	18,463	2,600	6,446	(3,846)
-	Entry Statements (Phase 2)	11,836	0	8,073	(8,073)
-	Playground Recreation Centre	20,000	0	0	0
20%	Depot Fuel Facility	65,000	0	75,336	(75,336)
30%	Synthetic Bowling Green	210,000	42,000	136,310	(94,310)
Infrastructure - Other Total		631,199	261,427	485,548	(224,121)
Capital Expenditure Total		2,412,193	1,149,633	1,561,331	(411,698)

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

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Information on Borrowings									
Particulars	Principal 30 June 21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget	Actual	Annual Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Recreation and Culture									
Loan #71 Mens Shed	100,000	0	0	19,715	19,715	80,285	80,285	681	681
Transport									
Loan #67 Grader	20,719	0	0	20,719	20,719	0	0	354	354
Other Property and Services									
Loan #65 Industrial Land	172,733	0	0	6,308	12,818	166,425	159,915	5,502	10,802
Loan #66 Industrial Land	128,210	0	0	6,362	12,856	121,848	115,354	2,673	5,214
Economic Services									
Loan #70 Industrial Shed	171,737	0	0	11,108	22,384	160,629	149,353	2,593	5,019
	593,399	0	0	64,212	88,492	529,187	504,907	11,803	22,070
Self supporting loans									
Recreation and Culture									
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	171,235	195,515	529,187	704,907	20,946	30,971

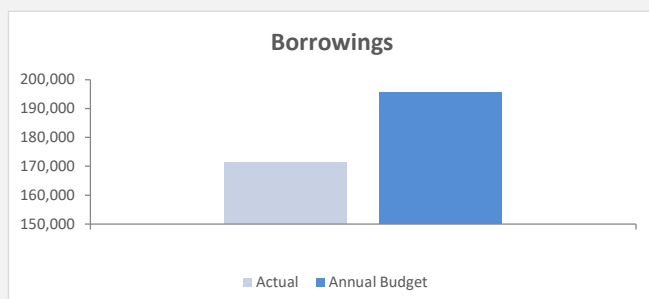
All debenture repayments were financed by general purpose revenue.

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

\$171,235

Interest Earned

\$1,164

Interest Expense

\$20,946

Reserves Bal

\$747,935

Loans Due

\$529,187

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

NOTE 8
GRANTS & CONTRIBUTIONS

Program/Details	Unspent Grants, Subsidies and Contributions Liability				2021-22 Budget	Variations Additions (Deletions)	Operating	Non Operating	YTD Revenue	Not Received
	Liability 1-Jul	Increase Liability	Decrease (as Revenue)	Current Liability 31-Mar						
GENERAL PURPOSE FUNDING					\$	\$	\$	\$	\$	\$
Equalisation Grant	0	0	0	0	108,796	0	108,796	0	142,146	(33,350)
Local Road Grant	0	0	0	0	140,340	0	140,340	0	134,154	6,186
LAW, ORDER, PUBLIC SAFETY										
ESL Administration Grant	0	0	0	0	4,000	0	4,000	0	4,000	0
ESL Maintenance Grant	0	0	0	0	27,348	0	27,348	0	24,933	2,415
EDUCATION & WELFARE										
Federal Sustainability Grant - Childcare	0	0	0	0	45,000	0	45,000	0	45,000	0
Trainee Incentive Program	0	0	0	0	13,500	0	13,500	0	7,088	6,412
Federal Sustainability Grant - Family Day Care	0	0	0	0	67,638	0	67,638	0	67,638	0
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	(116,300)	0	116,300	0	0	116,300	116,300	0
Roads to Recovery	0	0	0	0	196,112	0	0	196,112	92,000	104,112
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	19,611	33,641
TOTALS	122,634	117,394	(122,634)	117,394	1,568,183	0	614,690	953,493	767,766	800,417

KEY INFORMATION

Operating	Annual Budget	YTD Actual	% Received
	\$.61 M	\$.55 M	89%
Non- Operating	Annual Budget	YTD Actual	% Received
	\$.95 M	\$.22 M	23%

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

**NOTE 9
TRUST FUND**

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

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

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

**NOTE 10
BUDGET AMENDMENTS**

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

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

8.2 Office of the Chief Executive Officer

8.2.1 Social Housing Economic Recovery Grant Package – Sandalwood Court

File Reference	9.20.55
Statutory Ref.	<i>Local Government Act 1995</i> , section 3.57
Author & Date	Geoff McKeown 28 March 2022
Attachments	Attachment 1 – Building Specifications & Plans

Background

On 7 June 2020, the Western Australian Government announced a housing stimulus package with an estimated value of \$444 million to aid the state's COVID-19 economic recovery. As part of this stimulus, the Department of Communities (Communities) is leading the delivery of a \$319 million Social Housing Economic Recovery Package (SHERP).

The package has three workstreams, including:

- to build or buy (off-the-plan) new social housing properties across metropolitan and regional areas;
- to refurbish existing public and supported residential houses and community housing properties; and
- for targeted maintenance programs for regional social housing properties.

An application was submitted in the second workstream to refurbish the kitchens and bathrooms in the six (6) units at Sandalwood Court.

Quotes from building contractors were obtained for the application process, based on building specifications and plans provided; see Attachment 1.

On the 20 January 2022 the Shire was advised that its application was successful. The refurbishment work is required to be completed by 30 December 2024.

Comment

To progress the work, the Shire needs to call tenders from building contractors. The tender specifications need to emphasise that the units are currently occupied, and the work will be limited to one unit at a time. The management of tenants during this time will be challenging as the work will take approximately 4-6 weeks for each unit.

The *Local Government Act 1995* and the *Local Government (Functions and General) Regulations 1996* outline the requirements for calling tenders. Regulation 11 (1) states:

11. When tenders have to be publicly invited

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$250 000 unless subregulation (2) states otherwise.

This item recommends the calling of tenders in accordance with the building specifications provided. It is anticipated that work could commence in the 2022-23 financial year.

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 2.1 Plan and develop relevant aged housing suitable to meet needs of growing population
- CL 2.1 Maximise and leverage grant funding opportunities to balance and support Council investment
- CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

A financial commitment will be required following the awarding of the tender and in the 2022-23 Annual Budget.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council invite tenders for the refurbishment of kitchens and bathrooms in the six (6) units at Sandalwood Court to progress the work required to meet the Shire's obligation with funding received from the WA Government's Social Housing Economic Recovery Package.

Council Resolution

Macnamara/Carne

That Council invite tenders for the refurbishment of kitchens and bathrooms in the six (6) units at Sandalwood Court to progress the work required to meet the Shire's obligation with funding received from the WA Government's Social Housing Economic Recovery Package.

Carried 7/0
Resolution 112/22

SANDELWOOD COURT – WILLIAMS - SPECIFICATION & ADDENDA

General

All work shall be carried out in a tradesperson like manner. Consideration shall be given to the residents as each unit is refurbished.

The successful tenderer shall give each tenant sufficient notice so that they can be housed elsewhere during the refurbishment.

Consideration shall be given to the movement of pedestrians and vehicles within the complex during the refurbishment of each unit.

Work shall not commence prior to 7am and must cease by 5pm Monday to Saturday. Noise is to be kept to a minimum.

All existing furniture, window treatments and carpets shall be covered before and during the refurbishment. The successful tenderer shall be responsible for ensuring that each unit is carefully cleaned and the units returned to their original state upon completion of the refurbishment. This includes all existing fittings and furniture.

Because of dust it is advisable to tape up the rooms not to be affected by this refurbishment to keep the movement of dust to a minimum.

The successful tenderer shall be responsible for the disposal of all refuse from the refurbishment and pay all fees to the relevant authorities for the disposal of such refuse.

The successful tenderer shall be fully insured for public liability and damage to any of the units which may occur during the refurbishment.

The successful tenderer shall fully inspect and photograph the complex internally and externally for any damage, cracking or the like to the existing structures. A copy of this inspection shall be provided to the owner prior to commencement.

Demolition

Prior to the commencement of any work, the contractor shall disconnect all services to the unit.

Should any of the complex services need to be shut off during the refurbishment, 3 days' notice shall be given to all of the units' residences. All such work shall be carried out by a qualified tradesperson of the particular service.

The kitchen, laundry and bathroom shall be fully gutted including, but not limited to all the fittings and fixtures, the cupboards, wall and floor tiles. Wall and floor tiles shall be removed from the WC.

During this demolition dust shall be kept to a minimum within the unit and the complex as a whole.

Refurbishment

All work shall be performed by qualified tradesperson's trained in the particular discipline and with all the required tickets to perform such work.

All work shall be in accordance with current AS/NZ standards. Work which needs to be altered shall be in accordance with current AS/NZ standards.

Refurbish the kitchen, laundry, bath and WC as per the drawings attached.

All new work shall be carried out by a qualified tradesperson in a trade like manner in accordance with the relevant Australian Standards, this specification and the attached set of drawings.

Modified existing work shall be made good to line & match with existing.

Repair, prepare and paint ceilings to match with existing. 2 coats in accordance with manufacturer's instructions.

Repair, prepare and paint walls, including existing lounge, dining & passage, to match with existing. 2 coats in accordance with manufacturer's instructions.

ADDENDA

TILES

FLOOR TILES LC ASHWOOD 150 x 800 WITH FSDD GROUT 395 OLIVE

WALL TILES LC GLOSS WHITE PRESSED EDGE 1mm GROUT FSDD 390 ULTRA WHITE

LAMINATES

CUPBOARD FACE LAMINEX POLAR WHITE SILK FINISH

BENCHTOP CAESARSTONE NOUGAT 20mm

OVERHEAD CUPBOARDS LAMINEX SILVER ASH NATURAL FINISH

HANDLES CHROME SQUARE EDGE BAR HANDLES

PAINT

CEILING PAINT – CEILING WHITE

WALL PAINT – TAUBMANS CHALK WASH HALF STRENGTH

STOVES

STOVE TOP & UNDERBENCH OVEN – BOSCH MULTIFUNCTION SERIES 2 CERAMIC COOKTOP AND BOSCH SERIES 2 MULTIFUNCTION BUILT IN OVEN

RANGEHOOD

BOSCH SERIE 8 IINTEGRATED 86cm SS

TAPWARE

SHOWER – PHEONIX VIVID SLIME LINE SHOWER RAIL WITH VIVID SLIMLINE TWIN SHOWER

VANITY – PHEONIX RADII BASIN MIXER

TOWEL RAIL – PHEONIX RADII SS 316 DOUBLE TOWEL RAIL 800 LONG

KITCHEN & LAUNDRY -PHEONIX IVY MK11 EXTENDED HANDLE SWIVEL SINK MIXER

LAUNDRY – PHEONIX RADII WASHING MACHINE STOPS

- PHEONIX RADII SS 316 HAND TOWEL HOLDER ROUND PLATE

SCREENS

SHOWER SCREEN FULLY FRAMED CLEAR GLAZED. CHROME FRAME

MIRROR

MIRROR FULLY FRAMED CHROME FRAME

SINKS

KITCHEN – OLIVERI SS 1 $\frac{3}{4}$ SINK WITH DESIGNER WASTE 1080 x 480

LAUNDRY – ABBEY 30lt INSERT “THE HUNTER” 406 x 466

CABINETS

HAFELE DISPENSA 300/400

BATHROOM VANITY – 1200 FORME PARCLADE MONT ALBERT WALL HUNG PREFABRICATED VANITY UNIT –
LIGHT ASH - WITH PORCELAIN BENCHTOP & BASIN – BLANC STONE

ELECTRICAL

BATHROOM EXHAUST – COMBINATION FAN, LIGHT EXHAUST FLUED

LAUNDRY & WC – EXHAUST FAN /LIGHT FLUED

FW

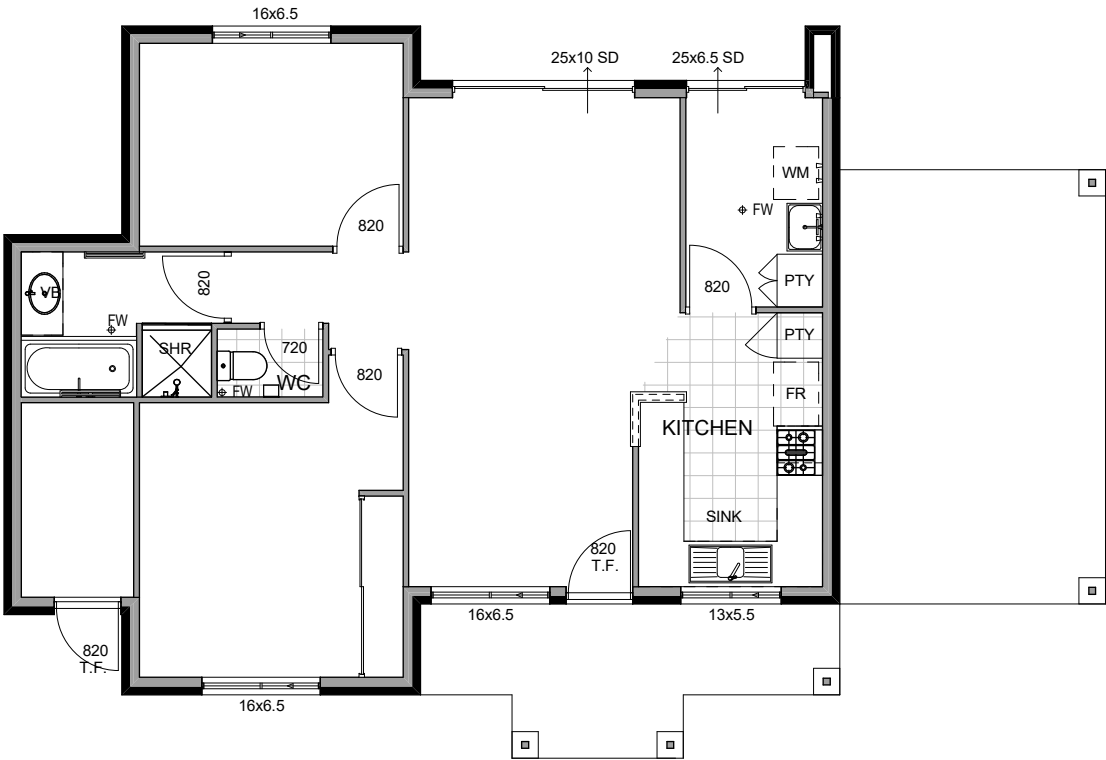
CHROME SQUARE

WC

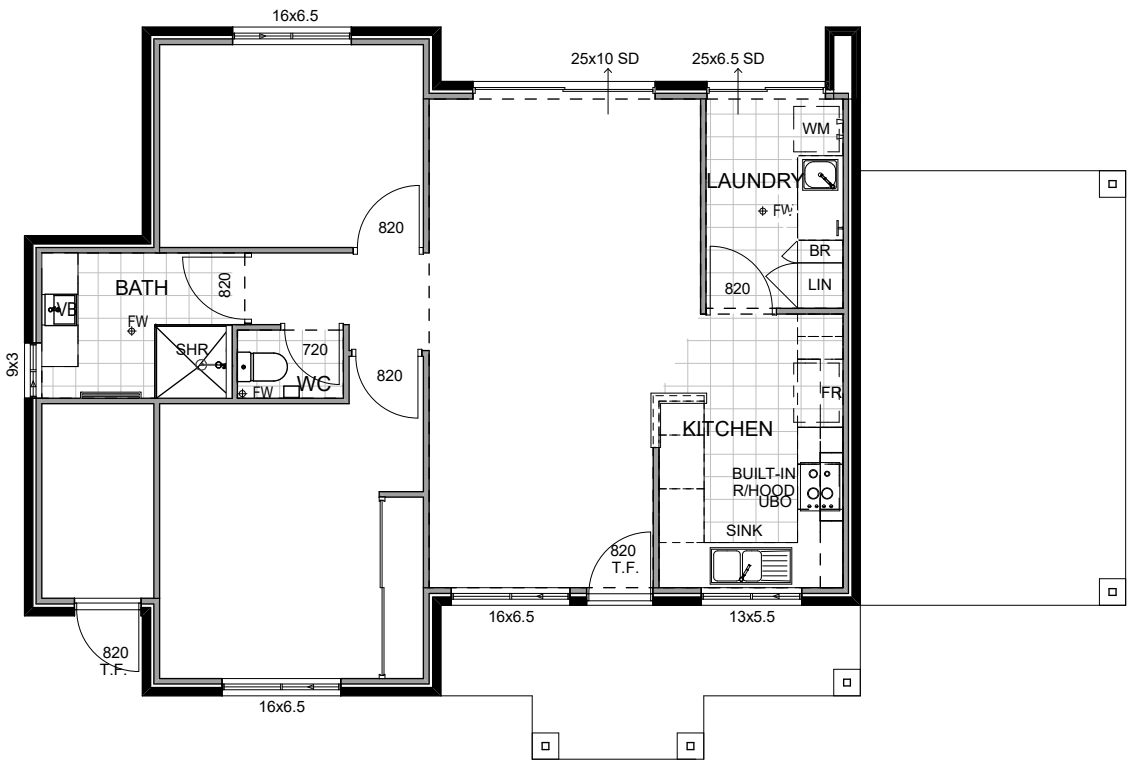
WALL FACES TOILET SUITE WITH SOFT CLOSE SEAT. CERAMIC PAN & CISTERN WITH DUROPLAST SEAT -
WHITE

CHROME 90 WALL HAND RAIL

PHOENIX RADII TOILET PAPER HOLDER ROUND PLATE



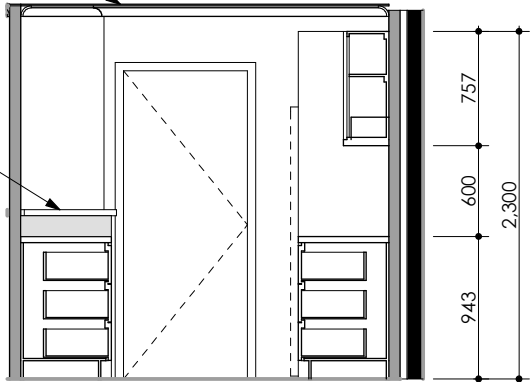
EXISTING PLAN
1:100



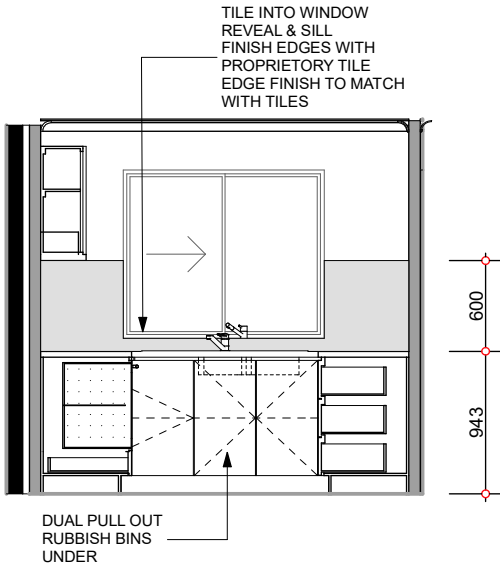
PROPOSED
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MAKE GOOD TO EXISTING CEILING PAINT TO MATCH WITH EXISTING. PREPARE & PAINT WALLS IN ACCORDANCE WITH MANUFACTURERS INSTRUCTIONS

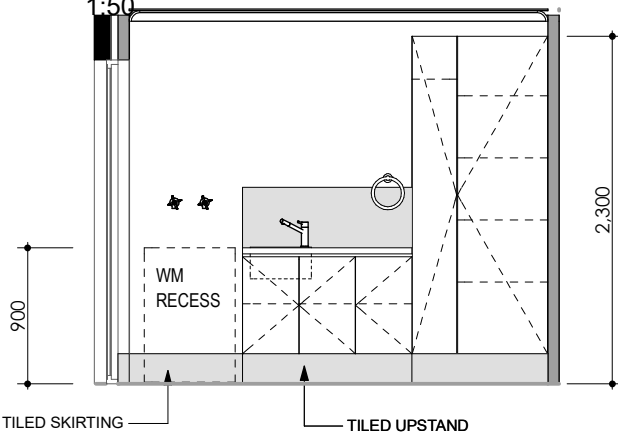
EXISTING TIMBER CAPPING TO REMAIN



01 KITCHEN
1:50



03 KITCHEN
1:50

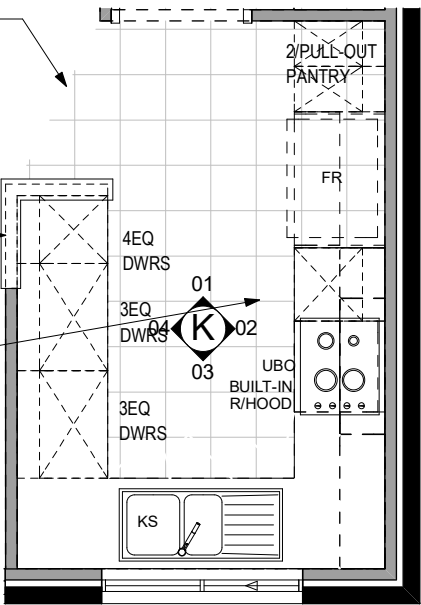


01 LAUNDRY
1:50

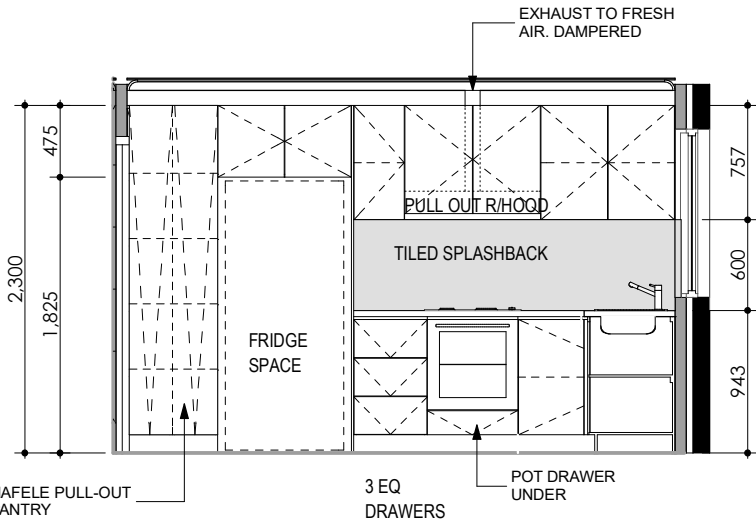
FINISH NEW TILING UP AGAINST EXISTING CARPET. PROVIDE & INSTALL NEW TRANSITION COVER MOULD TO MATCH WITH TILES

EXISTING TIMBER CAPPING TO REMAIN.

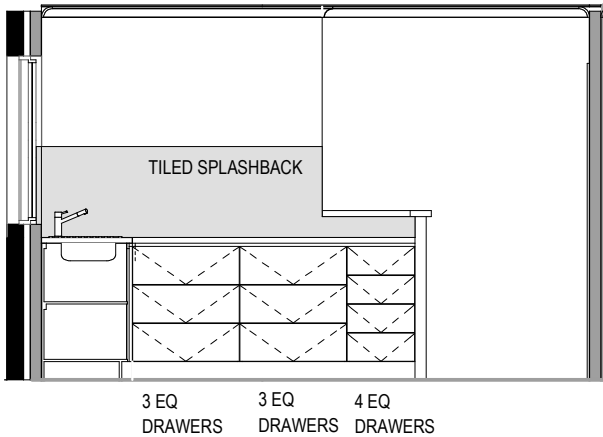
MAKE GOOD TO EXISTING CEILING PAINT TO MATCH WITH EXISTING. PREPARE & PAINT WALLS IN ACCORDANCE WITH MANUFACTURERS INSTRUCTIONS



KITCHEN LAYOUT



02 KITCHEN
1:50



04 KITCHEN
1:50

CEASARSTONE BENCH TOPS TO KITCHEN & LAUNDRY

PREFABRICATED VANITY UNIT TO BATH

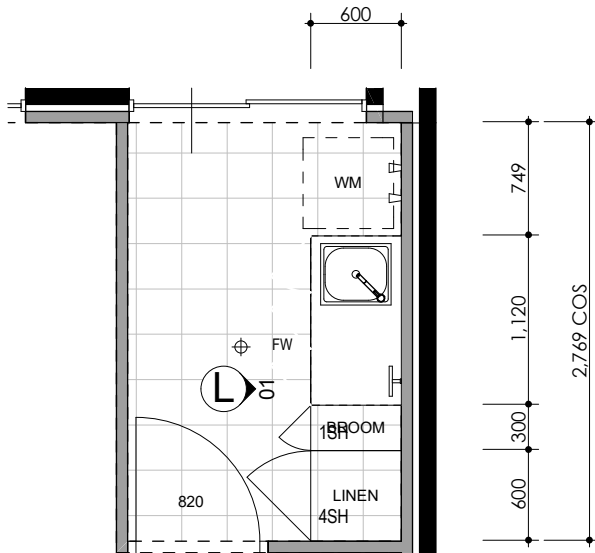
TILING NOTE
SHADED FILL DENOTES TILING EXTENT REFER TO ADDENDA FOR LAYING PATTERN.

CLIENT NOTE
LOCATION FOR APPLIANCES ARE APPROXIMATE & MAY ALTER SLIGHTLY TO SUIT CABINETMAKER.

LOCATION FOR JOINS IN THE BENCH TOPS ARE AT THE DISCRETION OF THE CABINETMAKER.

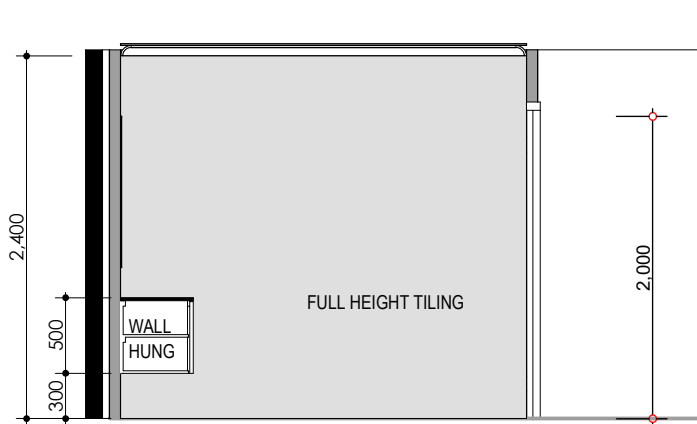
DIMENSIONS SHOWN ON PLAN ARE BRICK SIZES. PLEASE ALLOW AN EXTRA 10mm TO EACH WALL FOR PLASTER AND SET.

IT IS THE RESPONSIBILITY OF THE OWNERS TO ENSURE THAT APPLIANCE RECESSES AS INDICATED ON THESE PLANS ARE OF ADEQUATE SIZE TO SUIT THEIR APPLIANCES. IF, HOWEVER, THE SIZE IS NOT SUITABLE THE BUILDER MUST BE NOTIFIED PRIOR TO CONSTRUCTION, OTHERWISE NO RESPONSIBILITY CAN BE ACCEPTED FOR INCORRECT SIZE.

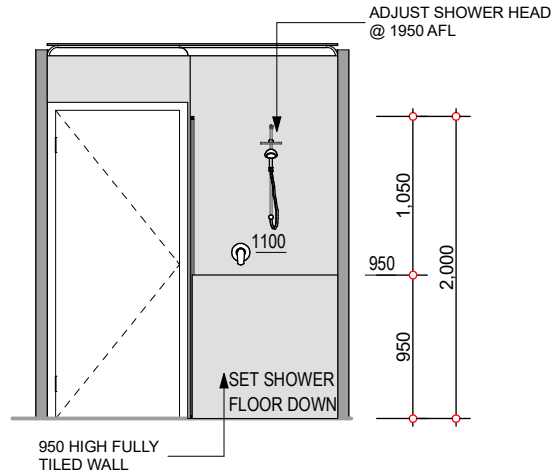


LAUNDRY LAYOUT

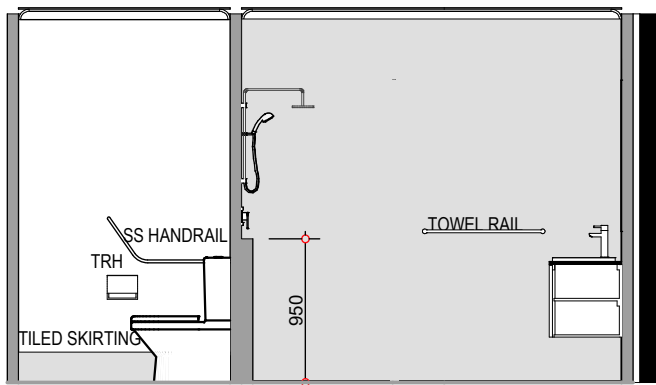
REV	DETAILS	DWN	DATE	CHK
01	CONTRACT	-	00-00-00	-
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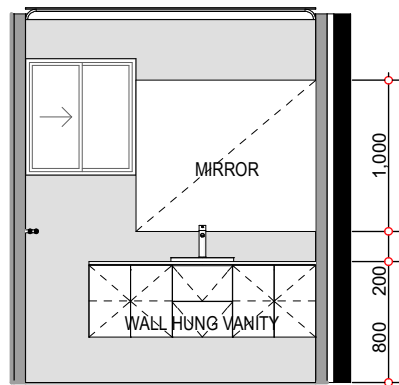
01 BATH
1:50



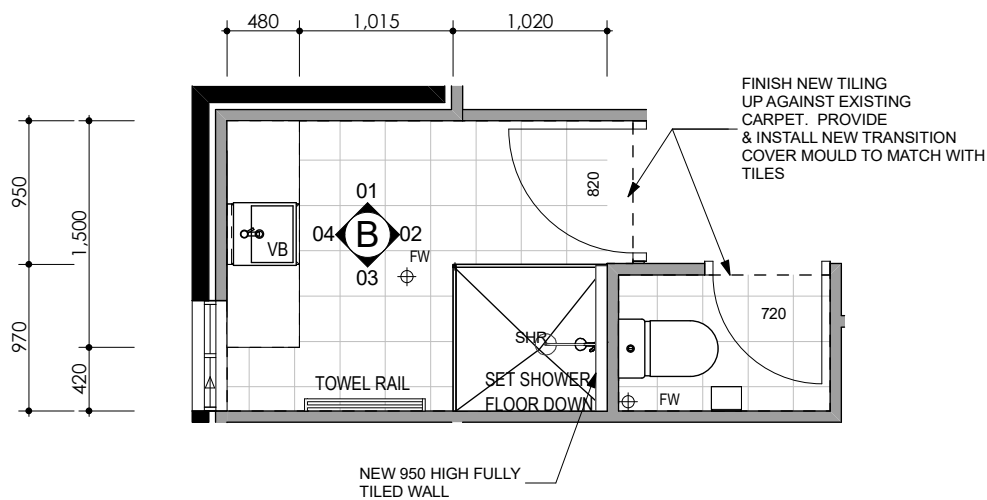
02 BATH
1:50



03 BATH
1:50



04 BATH
1:50



CEASARSTONE BENCH TOPS TO KITCHEN & LAUNDRY

PREFABRICATED VANITY UNIT TO BATH

TILING NOTE
SHADED FILL DENOTES TILING EXTENT
REFER TO ADDENDA FOR LAYING PATTERN.

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DIMENSIONS SHOWN ON PLAN ARE BRICK SIZES. PLEASE ALLOW AN EXTRA 10mm TO EACH WALL FOR PLASTER AND SET.

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ROOM LAYOUT

Cr Cowcher declared proximity interests in the following two items, 8.2.2 Excision of Portion of Reserve 7323 – Pinjarra-Williams Rd and 8.2.3 Proposed Subdivision – Lots 34 and 35 Pinjarra-Williams Rd.

The nature of her interests relates to her being the owner of land adjacent to Reserve 7323 Pinjarra-Williams Rd and Lots 34 and 35 Pinjarra-Williams Rd, Williams.

Cr Cowcher left the Meeting at 3.45pm

8.2.2 Excision of Portion of Reserve 7323 – Pinjarra-Williams Road

File Reference	11.30.31
Statutory Ref.	<i>Land Administration Act 1997</i>
Author & Date	Geoff McKeown 29 March 2022
Attachments	Nil

Background

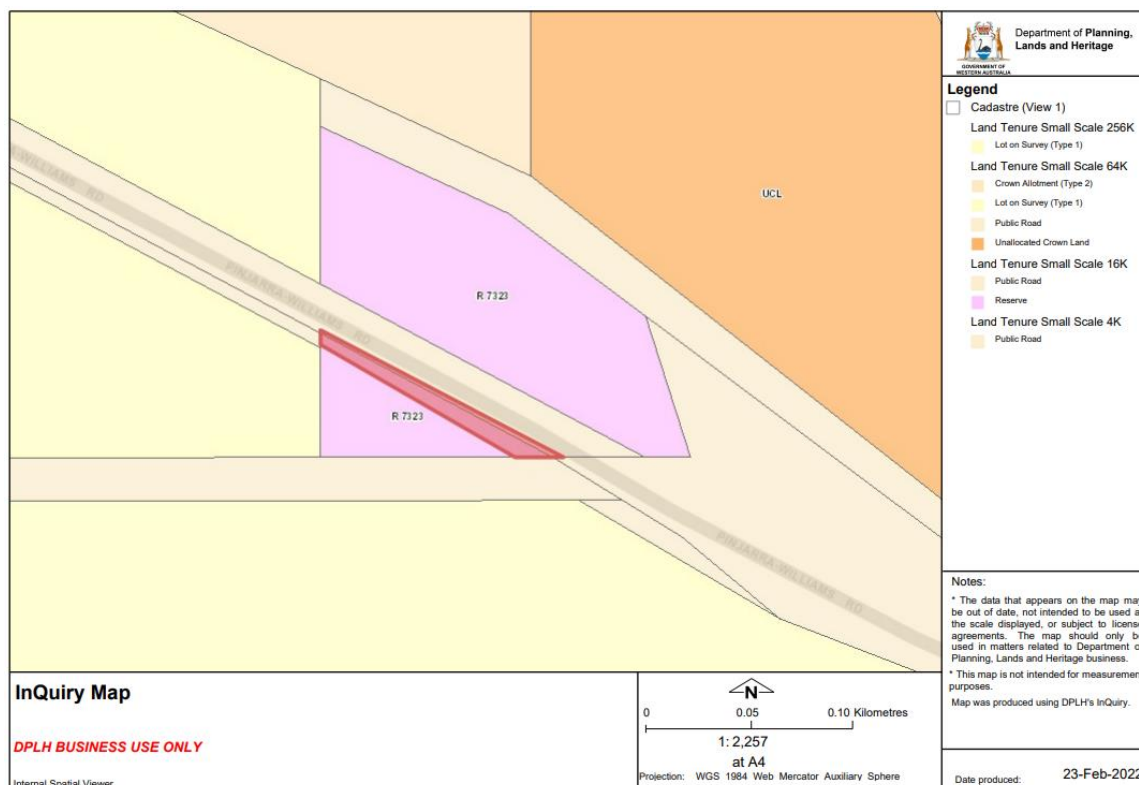
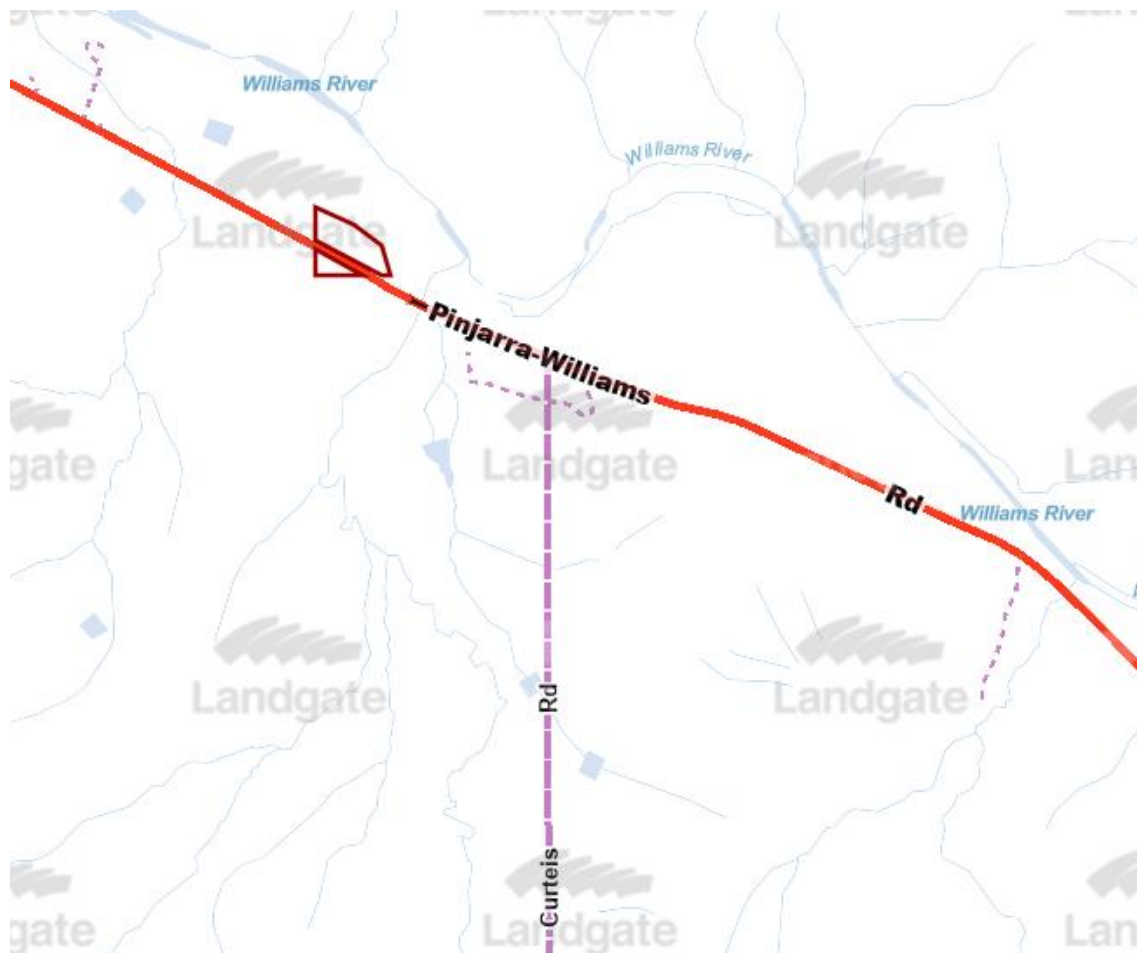
The Department of Planning, Lands and Heritage is investigating the excision of portion of Reserve 7323 to facilitate the road widening of Pinjarra-Williams Road, within the Shire of Williams.

The Shire is asked to confirm whether it supports the proposal to facilitate the road widening of Pinjarra-Williams Road.

Comment

Reserve 7323 has the purpose of 'Baptist Church' and the following aerial photography and tenure map is provided for information. The reserve was created in 1903.





Reserve 7323 was recently included on a list of reserves being considered as part of the South West Native Title Settlement Agreement. The Shire's response when invited to comment for that process was that it had no interest in the land.

Strategic Implications

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

LUE 4.1 Strive for high-quality, well-constructed and maintained local road network

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Council support the Department of Planning, Lands and Heritage's proposal to excise of portion of Reserve 7323 to facilitate the road widening of Pinjarra-Williams Road.

Council Resolution

Harding/Carne

That Council support the Department of Planning, Lands and Heritage's proposal to excise of portion of Reserve 7323 to facilitate the road widening of Pinjarra-Williams Road.

Carried 6/0
Resolution 113/22

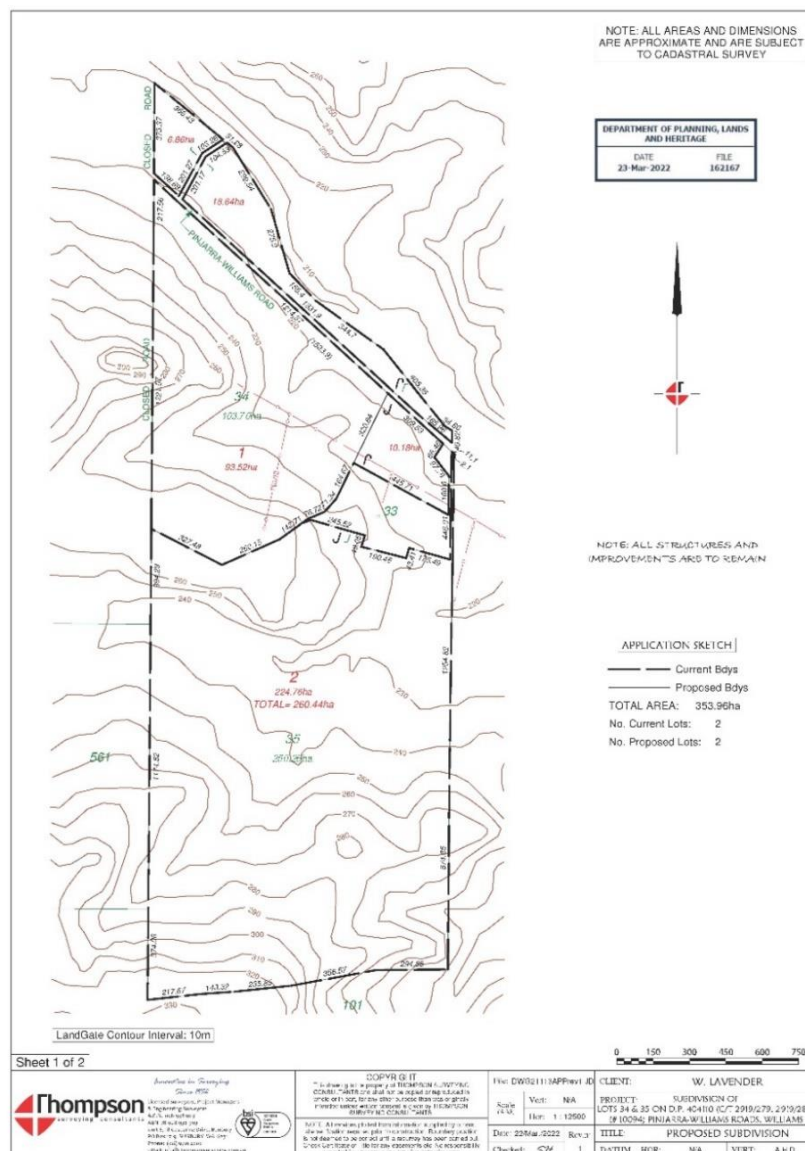
8.2.3 Proposed Subdivision – Lots 34 and 35 Pinjarra Williams Road

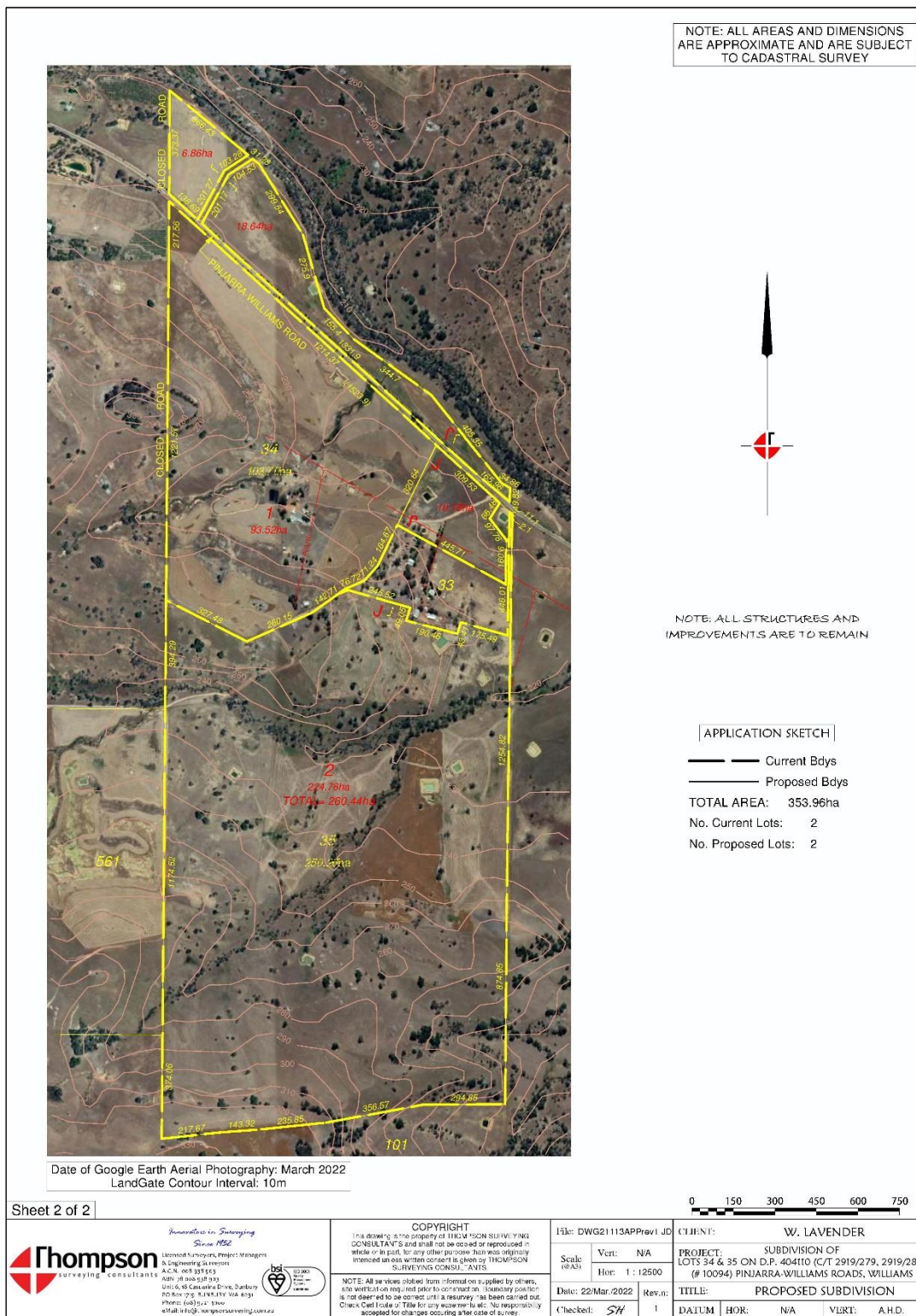
File Reference	10.64.20
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Geoff McKeown 30 March 2022
Attachments	Attachment 2 – Supporting Documents

Background

An application has been lodged with the Western Australian Planning Commission (WAPC) seeking approval to subdivide and amalgamate Lots 34 and 35 Pinjarra-Williams Road, Williams. The WAPC has referred the application to the Shire of Williams for comment (by 5 May 2022).

Lots included in the proposal are shown on the following plans. The proposal does not include creation of additional lots, merely movement of 10.18ha from Lot 34 to Lot 35.





Comment

➤ Description of Application

The Report providing supporting information for this application is copied on the following pages as Attachment 2.

➤ Shire of Williams Town Planning Scheme No 2

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

Under the Shire's Scheme there is a general presumption against subdivision of rural land unless the lots have already been divided by a significant physical feature, the lots are for farm adjustment, the lots are for specific uses (recreation) or the lots are for the establishment of uses ancillary to the rural use of the land.

➤ **State Planning policy: Development Control Policy 3.4 – Subdivision of Rural Land**

There is also a general presumption against subdivision of rural land under the WAPC's Development Control Policy 3.4 ('DCP 3.4') which states that 'the creation of new or smaller lots will be by exemption'.

DCP 3.4 outlines exceptional circumstances where subdivision of rural land will be considered as followed:

- Re-alignment of boundaries with no increase in the number of lots.
- Protection of heritage places
- Homestead lots (between 1-20 hectares)
- For public utilities.

All applications are assessed in accordance with stringent criteria aimed at preventing fragmentation of rural land, maintaining lot sizes suitable for continued agriculture, and protecting agricultural land from ad-hoc unplanned subdivision.

The proposed subdivision application does not propose to increase the number of lots and therefore complies with the Shire's Scheme and WAPC Development Control Policy 3.4.

Accordingly, it is recommended that the application be supported.

➤ **Bush Fire Prone Mapping**

There is online mapping which identifies all land in bushfire prone areas for the whole of Western Australia. An extract of the map is highlighted on the next page.

A new State Planning Policy, State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) was gazetted on Monday, 7 December 2016. SPP 3.7 directs how land use should address bushfire risk management in Western Australia. It applies to all land which has been designated as bushfire prone by the Fire and Emergency Services (FES) Commissioner as highlighted on the Map of Bush Fire Prone Areas.

SPP 3.7 requires all new subdivision applications entailing land identified as Bushfire Prone to be supported with a Bushfire Attack Level (BAL) contour map. However, the WAPC Planning Bulletin 111/2016 states that State Planning Policy 3.7 applies to applications for subdivision except for amalgamations or boundary realignments. As this proposed boundary realignment will not result in an increased bushfire risk, no detailed fire assessment is required at this stage. Any potential future development on the site will require appropriate assessment at that time.



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

Officer's Recommendation

That Council recommend that the Western Australian Planning Commission approve the application to subdivide and amalgamate Lots 34 and 35 Pinjarra-Williams Road, Williams, noting the following points:

1. The application complies with State Planning Policy: Development Control Policy 3.4 – Subdivision of Rural Land; and
2. Each proposed lot fronts a properly constructed road.

Council Resolution

Harding/Macnamara

That Council recommend that the Western Australian Planning Commission approve the application to subdivide and amalgamate Lots 34 and 35 Pinjarra-Williams Road, Williams, noting the following points:

1. The application complies with State Planning Policy: Development Control Policy 3.4 – Subdivision of Rural Land; and
2. Each proposed lot fronts a properly constructed road.

**Carried 6/0
Resolution 114/22**

Cr Cowcher returned to the Meeting at 3.50pm.



FK Thompson & Associates Pty Ltd
ACN 008 938 903
ABN 78 008 938 903

Our Ref: SDH: 21113WL

The Executive Secretary
WA Planning Commission
6th Floor Bunbury Tower
61 Victoria Street
Bunbury WA 6230

Dear Sir/Madam

Application for the Subdivision Approval to realign the boundaries of Lots 34 & 35 on DP 404110 Pinjarra Williams Road Williams

Please find attached form 1A and application plan showing the realignment of the boundaries between Lots 34 & 35.

Proposal

The ownership of the land is:

- Lot 34 is owned by Kevin Lavender;
- Lot 35 is owned by Wesley Lavender;

The subject land

- a) Is zoned 'Rural' in the Shire of Williams Town Planning Scheme No.2;
- b) Is bushfire prone as identified in the Department of Fire and Emergency Bushfire Prone maps;
- c) Has road frontage to the Pinjarra Williams Road which is constructed;
- d) Has a undulating to steep topography, bisected by valleys which form small creeks feeding into the Williams River to the north east of the land;
- e) Is used for grazing and crop production, comprising various fenced areas, cleared areas and only a few areas of vegetation;
- f) Contains two existing homes on Lots 34 and 33 which is a homestead lot plus scattered outbuildings or farming sheds and infrastructure;
- g) There are Right of Carriageway easements giving access that burden Lot 34 to the benefit of Lots 33 & 35.
- h) Lot 33 is owned by Wesley Lavender.

This application is to realign the boundaries by subdividing a portion of Lot 34 fronting the Pinjarra Williams Road and amalgamate to Lot 35.

Licensed Surveyors • Project Managers • Engineering Surveyors

			Office Survey House Unit 6/18 Casuarina Drive Bunbury WA 6230	Phone 08 9721 4000 Postal PO Box 1719 Bunbury WA 6231	Email info@thompsonsveying.com.au Web www.thompsonsveying.com.au
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Current and Proposed Subdivision

Current Lot		New Lots	
➤ Lot 34	103.7ha	Lot 1	93.52ha
➤ Lot 35	250.26ha	Lot 2	260.44ha

Planning Issues

A range of matters apply when determining applications for the realignment of boundaries of lots. These includes:

- The Shire of Williams Town Planning Scheme, specifically the subdivision requirements under the Rural Zone.
- State Planning Policy 2.5 Rural Land, and associated Development Control Policies 3.4 subdivision of rural land. This includes policy guidelines for the creation of Lots by the realignment of boundaries.
- State Planning Policy 3.7 Planning in Bushfire Prone Areas and associated Guidelines. The application is supported by a BAL certificate and BAL Assessment Report.

These are now discussed in turn:

Shire of Williams Town Planning Scheme No. 2

Clause 4.7 Policy Statement sub clause (3) Rural sets out the requirements for subdivision in clauses (i) to (iv):

- (i) the lots have already been physically divided by significant natural or man-made features which preclude the continued operation of a rural property as a single unit (unless adjoining land could be similarly subdivided and thereby, by the process of precedent, lead to an undesirable pattern or land use in the area or in lots too small for uses compatible with the prevailing use in the area or in ribbon development alongside roads);
- (ii) the lots are for farm adjustment and the erection of dwelling houses is restricted by memorials on Titles;
- (iii) the lots are for specific uses such as recreation facilities and public utilities; or
- (iv) the lots are required for the establishment of uses ancillary to the rural use of the land.

The proposal satisfies this list of provisions by realigning boundaries of Lots 34 & 35 for farm adjustment where there is no change to the rural amenity of the land.

All lots are connected to electricity.

SSP 2.5 & DC 3.4

These documents guide subdivision of land in Western Australia, specifically in rural areas.

It is recognised that these essentially permit subdivision of rural land by exception, and there are obligations to be met when creating new lots of this nature. DC 3.4 states:

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Although the WAPC seeks to minimise the creation of new or smaller rural lots, there are some circumstances where subdivision may be appropriate in order to promote better land management and achieve environmental, cultural and/or social benefits.

Clause 6.3 of DC 3.4 sets out property rationalisation to improve land management:

Many rural properties comprise multiple titles and landowners may wish to subdivide to achieve better land management. Subdivision may also present opportunities to create access to landlocked lots. Multiple lots in one ownership may be rationalised provided that:

- (a) there is no increase in the number of lots;
- (b) the new boundaries achieve improved environmental and land management practices and minimise adverse impacts on rural land use;
- (c) no new roads are created, unless supported by the local government;
- (d) new vehicle access points on State roads are minimised; and
- (e) rural living sized lots (1-40 hectares), created as a result of the rationalisation, have appropriate buffer from adjoining farming uses and water resources, and may have notifications placed on title advising that the lot is in a rural area and may be impacted by primary production.

In instances where a subdivision only proposes to realign existing lot boundaries, where no change to the land use and/or landform is proposed, and no additional development is proposed, applications for property rationalisation may be unconditionally approved.

This proposal satisfies these requirements. As discussed the new alignment of the lots changes nothing from what is experienced on these lots currently.

SPP 3.7

Parts of the subject land are identified as bushfire prone, effectively over areas of existing vegetation near valleys and around the Williams River. The remainder of the land is relatively cleared of all vegetation except for occasional trees or small vegetated areas

The land is used for agriculture pursuits and in particular for livestock and cropping.

Planning Bulletin 111/2016 Clause 5 states:

Exemptions from the requirements of SPP 3.7 and the deemed provisions should be applied pragmatically by the decision maker. If the proposal does not result in the intensification of development (or land use), does not result in an increase of residents or employees; or does not involve the occupation of employees on site for any considerable amount of time, then there may not be any practicable reason to require a BAL Assessment.

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As the land is a realignment of the boundaries we considered an exemption can be applied to this land and hence it is not necessary at this stage to complete a BAL assessment.

Conclusion

Creation of the proposed lots satisfies SSP 2.5 & DC 3.4 as well as the key planning considerations set out in the Shire of Williams Town Planning Scheme. As there are no intensification of development then the provisions of SSP3.7 when read with the Planning bulletin 111/2016 would appear to be exempt.

Please contact me should you require anything further. I can be contacted on 0417 185 077 or email steve.hawkins@thompsonsurveying.com.au.

Yours faithfully



Steve Hawkins
Licensed Surveyor

Licensed Surveyors • Project Managers • Engineering Surveyors

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8.2.4 Proceeds from Sale of Lot 440 (5) Marjidin Way, Williams

File Reference	13.60.55
Statutory Ref.	<i>Local Government Act 1995</i> , section 6.8
Author & Date	Geoff McKeown 1 April 2022
Attachments	Nil

Background

The sale of Lot 440 (5) Marjidin Way, Williams is progressing with settlement occurring during April 2022. Council needs to decide what it will do with the proceeds from the sale.

The disposal of this property was not included in the 2021-2022 Annual Budget.

Comment

Loan 66 was raised in 2014 to assist with funding the construction of the industrial unit on Lot 440. The loan principal was \$200,000. An estimate from the WA Treasury Corporation on the remaining principal and associated costs indicates the amount to be paid to extinguish the loan is approximately \$121,000.

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.*

It is recommended that the funds from the sale be used to extinguish Loan 66 and the balance placed in the Building Reserve Fund. This fund is used for the purpose of construction, refurbishments, acquisition of buildings and acquisition of land.

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 1.1 | Develop and promote the Marjidin Industrial Estate to offer affordable and appropriately serviced lots |
| CL 2.2 | Maintain accountability, transparency and financial responsibility |

Financial Implications

Funds from the sale of Lot 440 (5) Marjidin Way have not been included in the 2021-22 Annual Budget.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council approve the utilisation of funds received from the sale of Lot 440 (5) Marjidin Way, Williams to extinguish Loan 66 with the balance placed in the Building Reserve Fund.

Council Resolution

Baker/Major

That Council approve the utilisation of funds received from the sale of Lot 440 (5) Marjidin Way, Williams to extinguish Loan 66 with the balance placed in the Building Reserve Fund.

Carried by Absolute Majority 7/0
Resolution 115/22

8.2.5 Proposed Outbuilding – Lot 60 Eddington Road, Williams

File Reference	10.60.15
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Liz Bushby, Town Planning Innovations 8 April 2022
Attachments	Nil

Background

Lot 60 is zoned 'Residential' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 7.1552 hectares and is currently vacant. The owner has intentions to construct a single house on the lot.

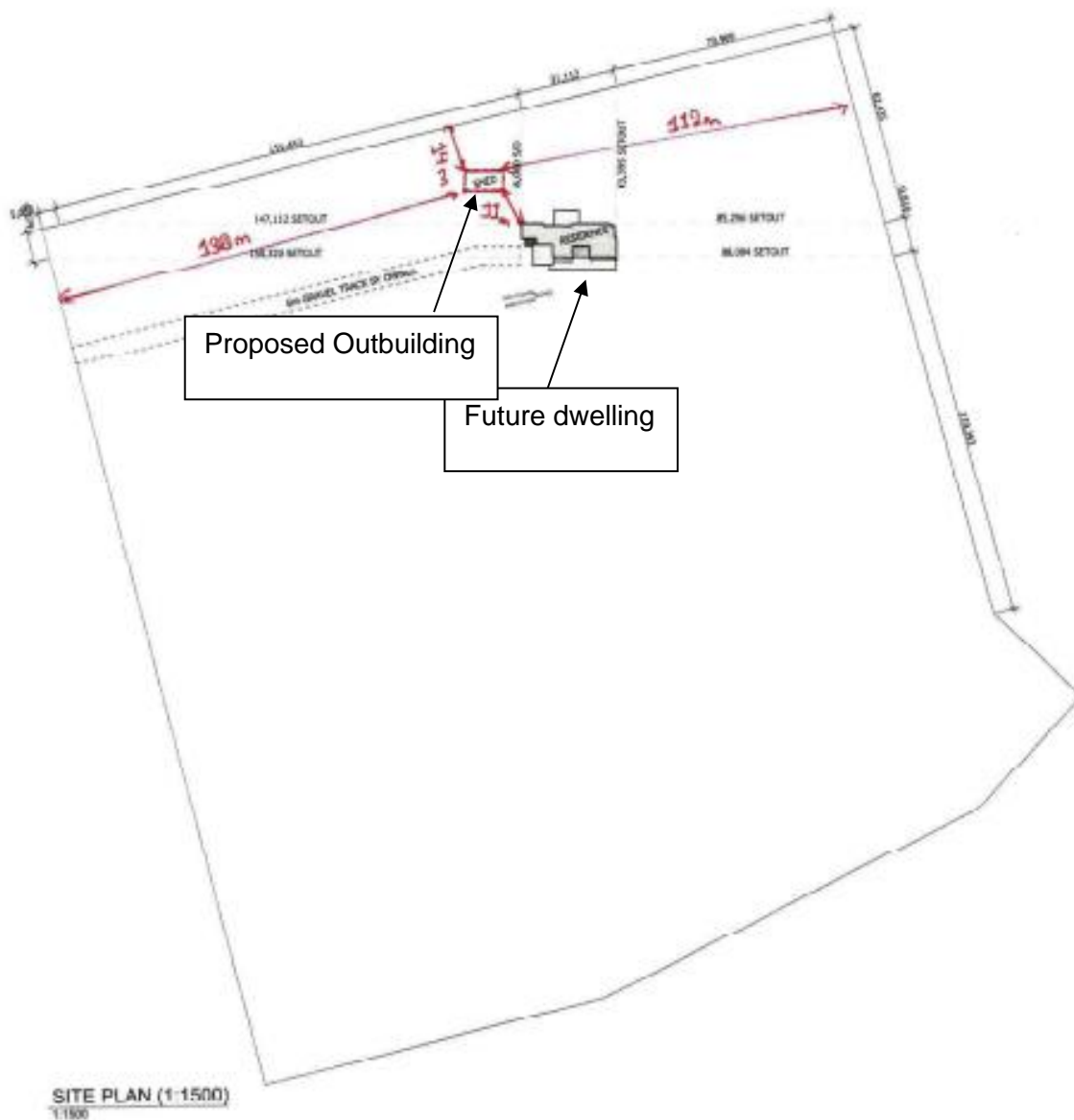


Location Plan

Comment

- Proposed Development**

The owner seeks approval to construct an outbuilding on the lot. The building is proposed to be setback 130 metres from the west boundary, 14 metres from the north boundary and 112 metres from the east boundary – refer site plan below.



- **Residential Design Codes**

The Residential Design Codes ('the Codes') operate as a state planning policy and apply to all residential development in Western Australia.

The Codes have two separate options for the assessment of development including 'Deemed to Comply' criteria and 'Design Principles'.

Under the Residential Design Codes there are specific 'Deemed to Comply' requirements for outbuildings.

The proposed outbuilding seeks variations to the Residential Design Codes as detailed below:

Clause 5.4.3 C3 B 'deemed to comply' criteria / Outbuildings that:	Officer Comment (TPI)
(i) individually or collectively does not exceed 60sqm in area or 10 percent in aggregate of the site area, whichever is the lesser	Variation. A floor area of 83.38m ² is proposed.

(ii) setback in accordance with Table 2a.	Complies. Most outbuildings only have to be set back 1 to 1.5 metres from side and rear lot boundaries.
(iii) does not exceed a wall height of 2.4 metres	Variation. A wall height of 3.594 metres is proposed.
(iv) does not exceed a ridge height of 4.2 metres	Complies. The maximum ridge height is 4.2 metres.
(vi) not located within the primary or secondary street setback area; and	Complies.
(vii) do not reduce the open space and outdoor living area requirements in table 1.	Complies.

The application proposes variations to the 'Deemed to Comply' requirements therefore the Shire has to determine if the outbuilding complies with the 'Design Principle' (5.4.3 P3) of the Codes, which is:

"Outbuildings that do not detract from the streetscape or the visual amenity of residents of neighbouring properties".

Whilst the lot is zoned residential, it is recognised that its size is not commensurate with a typical residential property. Having regard for the large lot size and significant building setbacks proposed, it is not considered that the proposed outbuilding will have any amenity impacts.

Accordingly, conditional approval is recommended.

- **Public Consultation**

This application has not been advertised for public comment. The Shire has discretion to advertise any application proposing variations to the Codes, where it is deemed that there is a possible impact on the amenity of adjoining owners.

Policy Requirements

Not applicable.

Legislative Requirements

Planning and Development Act 2005 - If an applicant is aggrieved by a Council determination there is a right of review by the State Administrative Tribunal in accordance with Part 14. An application must be made within 28 days of the determination.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 61(1)(d) only exempts outbuildings from the need for planning approval where no variation to the 'deemed to comply' provisions of the Residential Design Codes are proposed, and where the outbuilding is ancillary to an existing dwelling.

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

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

Sustainability Implications

- **Environment**

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

- **Economic**

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

- **Social**

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

Strategic Implications

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

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

Financial Implications

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

Voting Requirements

Simple Majority

Officer's Recommendation

That Council determine that the outbuilding meets the alternative Design Principle 5.4.3 P3 of the Residential Design Codes as '*it does not detract from the streetscape or the visual amenity of residents of neighbouring properties*' and approve the Outbuilding on Lot 60 Eddington Road, Williams subject to the following conditions:

- (i) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.
- (ii) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.
- (iii) The building is only approved for non-habitable purposes.
- (iv) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Council Resolution

Baker/Macnamara

That Council determine that the outbuilding meets the alternative Design Principle 5.4.3 P3 of the Residential Design Codes as '*it does not detract from the streetscape or the visual amenity of residents of neighbouring properties*' and approve the Outbuilding on Lot 60 Eddington Road, Williams subject to the following conditions:

- (i) The plans lodged with this application shall form part of this planning approval. All development shall be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.
- (ii) All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into adjacent land or road reserve unless otherwise approved in writing by the Chief Executive Officer.
- (iii) The building is only approved for non-habitable purposes.
- (iv) If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Carried 7/0
Resolution 116/22

8.2.6 Application for Development – Sheds and Water Tank – Lot 170 (63) Lavender Street

File Reference	10.60.15
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Geoff McKeown 14 April 2022
Attachments	Nil

Background

An application for development has been received for the construction of a shed and water tank, and the cladding of a sea container on Lot 170 (63) Lavender Street, Williams.

This property is zoned 'rural residential' in the Shire of Williams Town Planning Scheme No.2 ("Scheme"). In accordance with the Scheme, the Council's prior development approval is required for all development and such application shall be made in writing to the Council.

The plan below highlights Lot 170 (63) Lavender Street with a 'red' border. The Proponent also owns the adjacent lots, Lot 172 (61) Lavender Street (showing house and water tanks) and Lot 174 (59) Lavender Street which is immediately to the south.

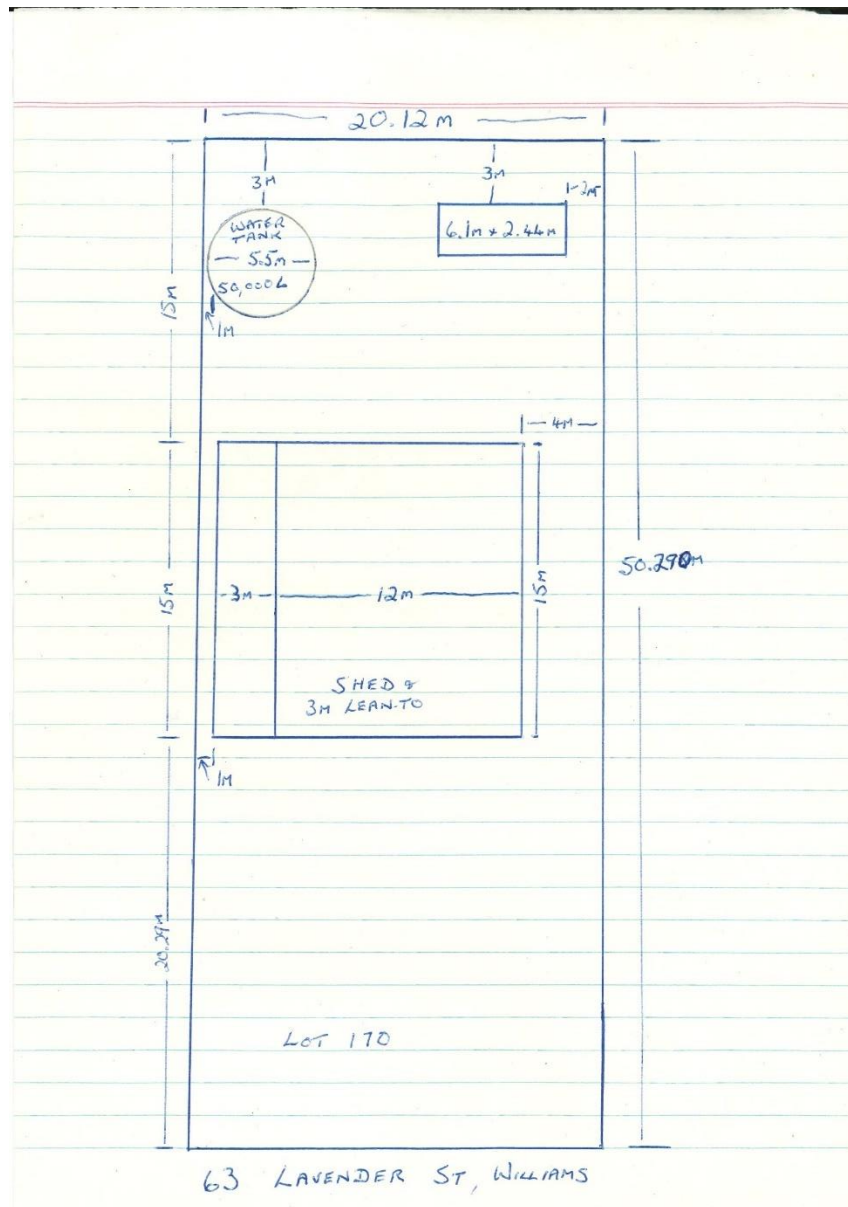


Location Plan (Source: Landgate)

Comment

The Proponent has fenced the three lots and is currently using them as one property. Their intention is to build a new 12m x 15m shed, with a 3m lean to for storage. Also, to clad and roof a 6.1m x 2.44m sea container that is already situated on the lot. A 50,000ltr water tank will be installed to capture runoff from the shed roof.

The Proponent has provided a plan for the development, see below:



Site Plan

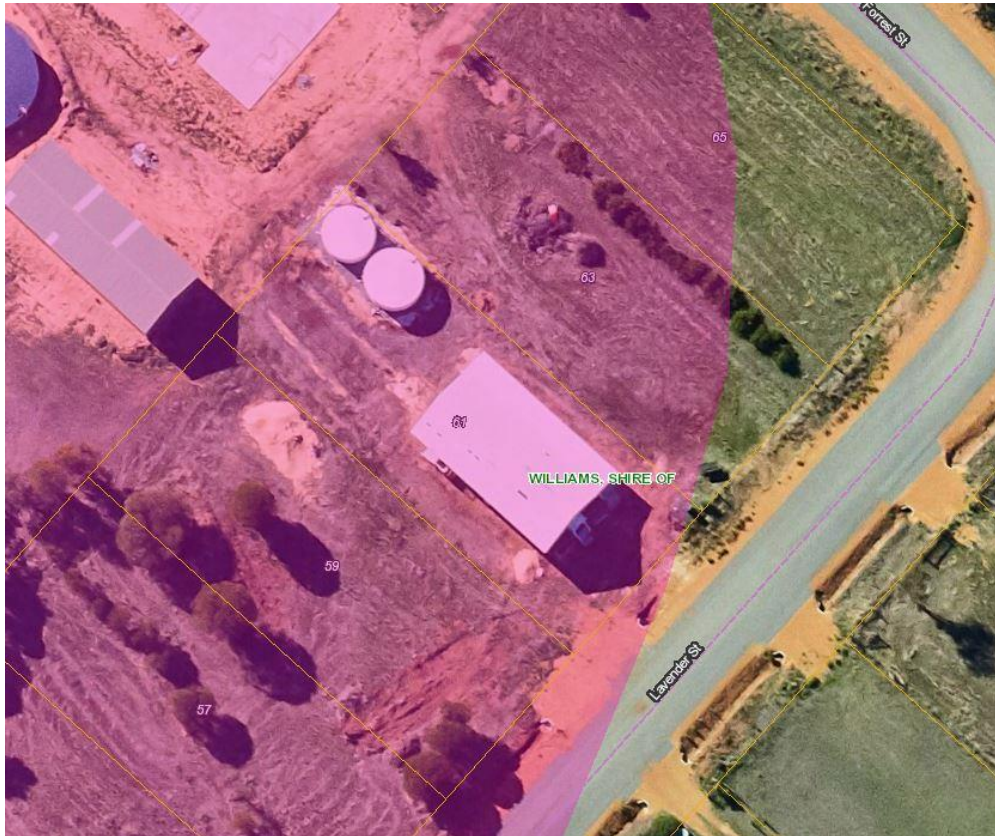
- Setbacks**

The Scheme does not specify any setbacks for the 'rural residential' zone. The application proposes a 1m setback on the boundary between Lots 170 and Lot 172 and a 3m setback at the rear of the block.

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

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

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



Above: Bushfire Prone Areas map

Source: DFES

Under State Planning Policy 3.7 (SPP3.7) a Bushfire Attack Level (BAL) by a suitable qualified fire consultant is required to be submitted with all planning applications where development is within a declared bushfire prone area.

Notwithstanding the above, the Policy and Guidelines are to be applied pragmatically by the local government.

It is recommended that Council exempt the development from a BAL as:

- (a) Under Clause 2.6 of the current Guidelines (Version 1.4), exemptions can be granted by the local government for outbuildings, storage sheds and incidental uses;
- (b) The revised current Guidelines (Version 1.4) specifically allow for an exemption; and
- (c) The proposed development is non habitable and will not significantly increase bushfire risk.

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

A development application fee will apply.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council:

1. note that the development is proposed within a declared bushfire prone area and apply an exemption to State Planning Policy 3.7 by not requiring a Bushfire Attack Level Assessment for the following reasons:
 - (a) Under Clause 2.6 of the current Guidelines for Planning in Bushfire Prone Areas (Version 1.4), exemptions can be granted by the local government for outbuildings, storage sheds and incidental uses.
 - (b) The revised current Guidelines (Version 1.4) specifically allow for an exemption.
 - (c) The proposed development is non habitable and will not significantly increase bushfire risk.
2. approve the planning application for construction of a shed, water tank, and the cladding and roofing of a sea container on Lot 170 (63) Lavender Street, Williams subject to the following conditions and footnotes:
 - (i) All development shall generally be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.
 - (ii) Crossover(s), if required, to be installed to Shire's satisfaction having regard to the verge drainage and subject to the provisions of Council's Crossover Policy.
 - (iii) Stormwater to be disposed of to the Shire's satisfaction.

Footnotes:

- (a) The lot is to be maintained with reduced fuel loads in accordance with the Shire's Firebreaks Notice. The lot is within a declared bushfire prone area.
- (b) This is not an approval for construction works. The proponent must obtain separate building permit(s), where required, in accordance with the Building Code of Australia.

Council Resolution

Harding/Major

That Council:

1. note that the development is proposed within a declared bushfire prone area and apply an exemption to State Planning Policy 3.7 by not requiring a Bushfire Attack Level Assessment for the following reasons:
 - (a) Under Clause 2.6 of the current Guidelines for Planning in Bushfire Prone Areas (Version 1.4), exemptions can be granted by the local government for outbuildings, storage sheds and incidental uses.
 - (b) The revised current Guidelines (Version 1.4) specifically allow for an exemption.
 - (c) The proposed development is non habitable and will not significantly increase bushfire risk.
2. approve the planning application for construction of a shed, water tank, and the cladding and roofing of a sea container on Lot 170 (63) Lavender Street, Williams subject to the following conditions and footnotes:
 - (i) All development shall generally be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.
 - (ii) Crossover(s), if required, to be installed to Shire's satisfaction having regard to the verge drainage and subject to the provisions of Council's Crossover Policy.
 - (iii) Stormwater to be disposed of to the Shire's satisfaction.

Footnotes:

- (a) The lot is to be maintained with reduced fuel loads in accordance with the Shire's Firebreaks Notice. The lot is within a declared bushfire prone area.
- (b) This is not an approval for construction works. The proponent must obtain separate building permit(s), where required, in accordance with the Building Code of Australia.

Carried 7/0
Resolution 117/22

The President, Cr Logie, declared a Proximity Interest in the following Item 8.2.7 Proposed Amendment 19 – Shire of Williams Town Planning Scheme No 2 and left the Meeting at 4.12pm. The nature of his interest relates to being the owner of land adjacent to Lot 889.

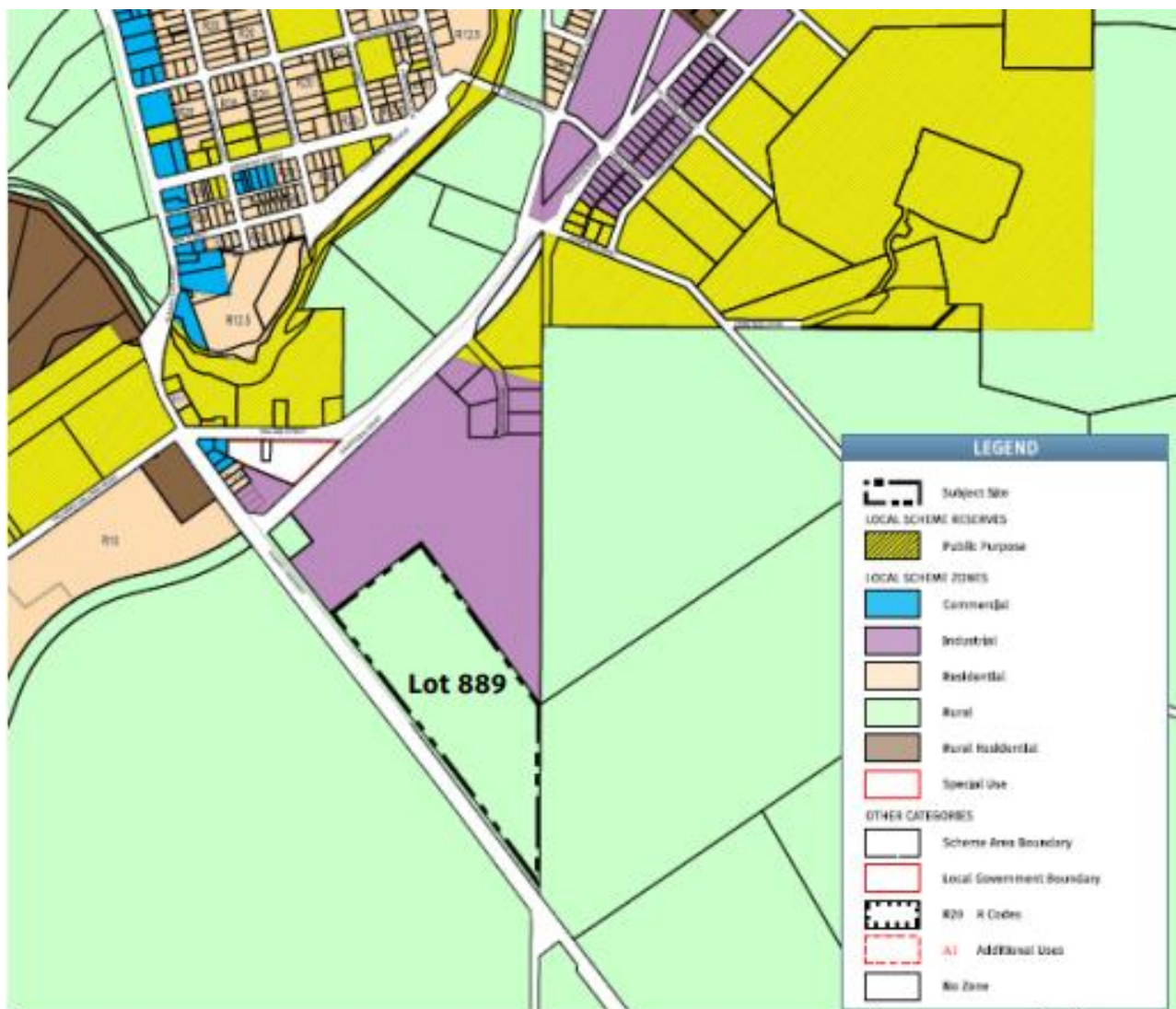
The Deputy President, Cr Major, assumed the Chair.

8.2.7 Proposed Amendment 19 - Shire of Williams Town Planning Scheme No 2

File Reference	10.25.26
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Liz Bushby, Town Planning Innovations (TPI) 12 April 2022
Attachments	Attachment 3 – Draft Scheme Amendment (Separate Document)

Background

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



Existing zoning plan

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

The applicant attended a Councillor Briefing Forum Session in September 2021 to present the concept for a scheme amendment and subdivision plan.

It is understood that Council generally supported the concept of a Service Commercial and Industrial Zone on Lot 889 Albany Highway which would be subject to the lodgement of a more detailed scheme amendment. There was some discussion about the need to reduce the number of access points to Albany Highway.

Comment

- **Proposed Scheme Amendment**

An application has been lodged to rezone Lot 889 Albany Highway from 'Rural' to 'Industrial' and 'Service Commercial'.

New provisions are proposed to include new zone objectives, land use, and development controls for the proposed service commercial zone, as that zone does not currently exist under the Scheme.

The proposed service commercial zone provisions have been based on model scheme provisions for a service commercial zone already contained in the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Draft Scheme Amendment is included as Attachment 2 with comments by TPI marked in red.

- **Future Subdivision**

The scheme amendment will facilitate future subdivision of the land.

The scheme amendment includes a subdivision concept plan (over page) proposing seven service commercial lots, and nine industrial lots.

The subdivision design proposes one entry road with an internal loop road system.

An easement is proposed to service planned Lots 5 to 12, to allow for front car parking and limit the number of access points to Albany Highway.



- **Setbacks, easement and building orientation**

TPI has raised concerns with the applicant about:

1. The 4 metre front setback proposed for the service commercial zone, and how that will be practical given the proposed front easement width (shown as 8.5 metres);
2. The need to ensure that buildings front the easement and Albany Highway.

It was agreed that setbacks and building orientation for the Service Commercial lots may be better guided by a separate Local Development Plan (LDP), rather than generic statutory provisions for a broader service commercial zone.

If Council initiates the scheme amendment, the following modification is recommended to the front setback proposed under Clause (5)(a)(i) so it states:

“Primary street front setback: 4 metres or in accordance with an approved Local Development Plan”.

The recommended modification is in orange text.

- **Supporting documents**

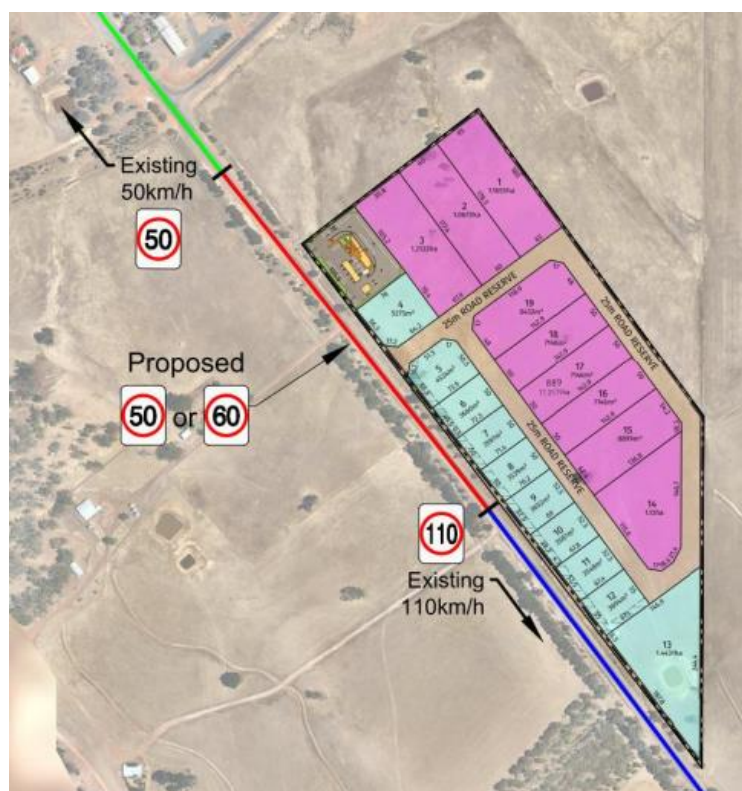
The Scheme Amendment includes the following supporting documents:

- a) Traffic Review note;
- b) Bushfire Management Plan; and
- c) Local Water Management Strategy (includes soil evaluation for on-site effluent disposal).

If initiated, the scheme amendment will need to be formally advertised for public comment.

The abovementioned technical documents will be referred respectively to Main Roads Western Australia, the Department of Fire Emergency Services, the Department of Water and Environmental Regulation and the Department of Health Western Australia.

The Traffic Review note recommends changes to the speed zones along Albany Highway as a result of planned future development. Main Roads WA input is essential as it may affect how they assess any detailed traffic design for the proposed service station, and any future subdivision.



Proposed speed zone changes

- **Type of Amendment**

There are three types of amendments under the Planning Regulations, being a Basic Amendment, a Standard Amendment or a Complex Amendment.

Council has to formally resolve which type of amendment applies. TPI recommends that it be construed as a Complex Amendment for the following reasons:

- (i) The amendment is not addressed in any local planning strategy; and

- (ii) The amendment relates to a development that is of a scale that is significant relative to development in the locality.

The applicant has nominated the amendment as 'complex'. Any complex scheme amendment has a longer advertising period of 60 days.

Policy Requirements

Not applicable.

Legislative Requirements

Planning and Development (Local Planning Schemes) Regulations 2015 -

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

Part 5 outlined model provisions for local planning schemes, including a service commercial zone.

The Regulations outline the process for any Scheme Amendment which is summarised below:

1. Amendment considered by Council for adoption (with or without modifications). Council can refuse to initiate a Scheme Amendment.
2. Any Amendment adopted by Council has to be referred to the Environmental Protection Authority (EPA). The EPA has to determine whether any environmental assessment is required. If the EPA advises that no environmental assessment is required, then the amendment can be advertised.
3. Advertising of amendment for a minimum of 60 days. Advertising should include letters to nearby landowners, a newspaper advertisement, letters to relevant government authorities and service authorities, and may include an advertising sign erected on site (if feasible).
4. Any public submissions must be summarised in a table and each submission has to be considered.
After advertising a second report will be referred to Council to consider the public submissions, whether the amendment needs to be modified to address any issues raised in submissions, and whether to adopt the amendment for final approval (with or without modifications).
5. Once reconsidered by Council the amendment is lodged with the Western Australian Planning Commission for referral to the Minister for Planning who makes the final decision on the amendment. The Minister can refuse the amendment or approve the amendment (with or without modifications).
6. If the amendment is approved by the Minister, the decision has to be published in the Government Gazette.

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

Strategic Implications

There are strategic implications associated with this report. Any scheme amendment will facilitate future development.

Sustainability Implications

- **Environment**

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

- **Economic**

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

- **Social**

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

Strategic Implications

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

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

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. In addition, a fee can be charged to the Proponent in accordance with the Planning Regulations. A fee estimate has been developed and an invoice raised.

Voting Requirements

Simple Majority

Officer's (Consultant Planner) Recommendation

That Council:

- A. In pursuance of Section 75 of the *Planning and Development Act 2005*, adopt Amendment No 19 to the Shire of Williams Town Planning Scheme No 2 (for the purpose of advertising) by:
 1. Amending Part IV Clause 4.6 to include a 'Service Commercial' zone and inserting the following provisions:
 - (5) Service Commercial: -
 - (a) All development shall comply with the following standards and requirements –
Minimum lot size: 3,000m²
Setbacks –
 - (i) Primary street front setback: 4 metres or in accordance with an approved Local Development Plan;
 - (ii) Secondary street setback: 2 metres;
 - (iii) Side/Rear: as determined by the local government; or
 - (iv) The minimum setback between a building and any boundary shared with an adjacent lot zoned Residential shall be 3 metres or half the height of the wall facing that boundary, whichever is greater.
 - (b) No use of the area between the street alignment and the front building setback line shall be permitted other than for planting or for pedestrian and vehicular circulation and vehicle parking in accordance with the provisions of this Scheme, except that an area up to 25 percent of the building setback area may be used for trade display purposes with the approval of the local government.
 - (c) Floor space restrictions:
 - (i) Minimum net lettable area (nla) of 200m² per lot (including a strata or survey strata lot) applies for bulky goods showroom uses and office uses (exclusive of 'incidental' office uses).
 - (ii) Landscaping shall be provided along any Highway or street frontage with a minimum width of 1 metre excluding any crossovers.
 - (iii) Suitable manoeuvring space shall be provided so that all vehicles can enter and exit the site in a forward gear. The local government may require lodgement of a truck movement plan as part of any development application.
 - (iv) Adequate hardstand constructed off-street parking shall be provided on site, together with adequate parking space for customers and visitors as required by the local government. The local government shall also require adequate space for parking, loading and unloading of trade vehicles to be provided on site.
 - (v) Vehicular access and building orientation are to be consistent with the approved Local Development Plan.
 - (vi) The use of zincalume or reflective materials is not permitted for construction of new buildings.
 2. Amending Clause 4.7 to insert the following provisions:
 - (5) Service Commercial Zone – The objectives of the Service Commercial zone are:
 - (a) To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.
 - (b) To provide for a range of wholesale sales, showrooms, trades and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones.

3. Amending 'Table 1 – Zoning Table' to include the following Service Commercial provisions:

		Service Commercial
1	Abattoir	X
2	Aged or dependent persons dwelling	X
3	Caretaker's dwelling	AA
4	Civic building	AA
5	Club premises	AA
6	Consulting rooms	P
7	Education establishment	AA
8	Fuel depot	X
9	Grouped dwelling	X
10	Holiday cabins or chalets	X
11	Home occupation	X
12	Hotel	X
13	Industry – cottage	AA
14	Industry – extractive	X
15	Industry – general	X
16	Industry – light	AA
17	Industry – noxious	X
18	Industry – rural	X
19	Motel	AA
20	Office	AA
21	Public recreation	AA
22	Public utility	AA
23	Public worship – place of	AA
24	Residential building	X
25	Restaurant	AA
26	Rural pursuit	X
27	Service station	AA
28	Shop	AA
29	Single house	X
30	Transport depot	AA

4. Re-zoning Lot 889 Albany Highway, Williams, from a 'Rural' zone to an 'Industrial' and 'Service Commercial' zone in accordance with the Scheme Amendment map.
- B. Resolve that Amendment No 19 is 'complex' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:
- (i) The amendment is not addressed in any local planning strategy;
 - (ii) The amendment relates to a development that is of a scale that is significant relative to development in the locality.
- C. Authorise the Shire's Planning Consultant, Liz Bushby of Town Planning Innovations, to request a revised Scheme Amendment report that reflects the Council resolution.
- D. Authorise the Shire President and Chief Executive Officer to sign 3 hardcopies of the revised Amendment No 19 documents.

- E. Authorise the Shire's Planning Consultant, Liz Bushby of Town Planning Innovations Pty Ltd to:
 - (i) Refer the amendment to the Environmental Protection Authority on behalf of the Shire to seek confirmation that no environmental assessment is required.
 - (ii) Refer the amendment to the Western Australian Planning Commission for information.
- F. Note that the amendment will be advertised for 60 days for public comment, following confirmation from the Environmental Protection Authority (EPA) that no environmental assessment is required.
- G. Note that a report on the amendment will be referred to a future Council meeting for further consideration after the completion of advertising.

Council Resolution

Baker/Harding

That Council:

- A. In pursuance of Section 75 of the *Planning and Development Act 2005*, adopt Amendment No 19 to the Shire of Williams Town Planning Scheme No 2 (for the purpose of advertising) by:
 - 1. Amending Part IV Clause 4.6 to include a 'Service Commercial' zone and inserting the following provisions:
 - (5) Service Commercial: -
 - (a) All development shall comply with the following standards and requirements –
 - Minimum lot size: 3,000m²
 - Setbacks –
 - (i) Primary street front setback: 4 metres or in accordance with an approved Local Development Plan;
 - (ii) Secondary street setback: 2 metres;
 - (iii) Side/Rear: as determined by the local government; or
 - (iv) The minimum setback between a building and any boundary shared with an adjacent lot zoned Residential shall be 3 metres or half the height of the wall facing that boundary, whichever is greater.
 - (b) No use of the area between the street alignment and the front building setback line shall be permitted other than for planting or for pedestrian and vehicular circulation and vehicle parking in accordance with the provisions of this Scheme, except that an area up to 25 percent of the building setback area may be used for trade display purposes with the approval of the local government.
 - (c) Floor space restrictions:
 - (i) Minimum net lettable area (nla) of 200m² per lot (including a strata or survey strata lot) applies for bulky goods showroom uses and office uses (exclusive of 'incidental' office uses).
 - (ii) Landscaping shall be provided along any Highway or street frontage with a minimum width of 1 metre excluding any crossovers.
 - (iii) Suitable manoeuvring space shall be provided so that all vehicles can enter and exit the site in a forward gear. The local government may require lodgement of a truck movement plan as part of any development application.
 - (iv) Adequate hardstand constructed off-street parking shall be provided on site, together with adequate parking space for customers and visitors as required by the local government. The local government shall also require adequate space for parking, loading and unloading of trade vehicles to be provided on site.

- (v) Vehicular access and building orientation are to be consistent with the approved Local Development Plan.
- (vi) The use of zincalume or reflective materials is not permitted for construction of new buildings.

2. Amending Clause 4.7 to insert the following provisions:

- (5) Service Commercial Zone – The objectives of the Service Commercial zone are:
- (a) To accommodate commercial activities which, because of the nature of the business, require good vehicular access and/or large sites.
 - (b) To provide for a range of wholesale sales, showrooms, trades and services which, by reason of their scale, character, operational or land requirements, are not generally appropriate in, or cannot conveniently or economically be accommodated in, the central area, shops and offices or industrial zones.

3. Amending 'Table 1 – Zoning Table' to include the following Service Commercial provisions:

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6	Consulting rooms	P
7	Education establishment	AA
8	Fuel depot	X
9	Grouped dwelling	X
10	Holiday cabins or chalets	X
11	Home occupation	X
12	Hotel	X
13	Industry – cottage	AA
14	Industry – extractive	X
15	Industry – general	X
16	Industry – light	AA
17	Industry – noxious	X
18	Industry – rural	X
19	Motel	AA
20	Office	AA
21	Public recreation	AA
22	Public utility	AA
23	Public worship – place of	AA
24	Residential building	X
25	Restaurant	AA
26	Rural pursuit	X
27	Service station	AA
28	Shop	AA
29	Single house	X
30	Transport depot	AA

4. Re-zoning Lot 889 Albany Highway, Williams, from a 'Rural' zone to an 'Industrial' and 'Service Commercial' zone in accordance with the Scheme Amendment map.

- B. Resolve that Amendment No 19 is 'complex' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

- (i) The amendment is not addressed in any local planning strategy;
- (ii) The amendment relates to a development that is of a scale that is significant relative to development in the locality.

- C. Authorise the Shire's Planning Consultant, Liz Bushby of Town Planning Innovations, to request a revised Scheme Amendment report that reflects the Council resolution.
- D. Authorise the Shire President and Chief Executive Officer to sign 3 hardcopies of the revised Amendment No 19 documents.
- E. Authorise the Shire's Planning Consultant, Liz Bushby of Town Planning Innovations Pty Ltd to:
 - (i) Refer the amendment to the Environmental Protection Authority on behalf of the Shire to seek confirmation that no environmental assessment is required.
 - (ii) Refer the amendment to the Western Australian Planning Commission for information.
- F. Note that the amendment will be advertised for 60 days for public comment, following confirmation from the Environmental Protection Authority (EPA) that no environmental assessment is required.
- G. Note that a report on the amendment will be referred to a future Council meeting for further consideration after the completion of advertising.

Carried 4/2
Resolution 118/22

Note: Attachment 3 – “Draft Scheme Amendment” pertaining to *Item 8.2.7 Proposed Amendment 19 - Shire of Williams Town Planning Scheme No 2*, is presented as a separate document.

Cr Logie returned to the Meeting at 4.38pm and resumed the Chair.

8.2.8 Proposed Charging Station – Portion of Reserve 46719 and Lot 41 Millbrook Place / Albany Highway, Williams

File Reference	11.30.30
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Liz Bushby, Town Planning Innovations 13 April 2022
Attachments	Nil

Background

A charging station is proposed on a portion of Reserve 46719 and Lot 41.

The lots are zoned 'Rural Residential' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme'), however have been developed for recreation and associated car parking. On-site car parking is associated with Lions Park.



Location Plan

Lot 41 is a green title lot owned by the Shire of Williams. There is a Management Order to the Shire for Reserve 46719 for the purpose of 'public recreation'.

A report on a 'Licence and Co-Operation Agreement' with Synergy for the proposed charging station was supported by Council at the Ordinary Meeting held on the 16 March 2022.

The Agreement has been developed to apply to all proposed EV fast charger sites. The Shire has agreed to enter into the Agreement to progress the WA State Government's Electric Vehicle Highway Project.

Comment

- **Proposed Development**

The proposed EV charging station will be located in an existing car park and does not propose to change the current approved land use.

There are approximately 25 existing standard car parking bays provided on site, and a further three bays are proposed for EV charging.

Additional unmarked parking areas are currently provided with the intention to provide parking space for vehicles with caravans or trailers.

The EV charging bays will comprise of two bays for DC charging and one bay for AC charging.

The EV charging station will provide additional infrastructure to support the existing car parking on site, and the infrastructure can be considered as an ancillary use to the existing car park. The proposed use is compatible with the established use of the subject lots.

An aerial plan showing the location of the proposed charging station in Lot 41, and a transformer on part of Reserve 46719, is included over page.



Proposed Location

An image of a typical charging station is included below for ease of reference.



Legislative Requirements

Planning and Development Act 2005 and Land Administration Act 1997 – The Minister for Lands has granted an 'Instrument of Authorisation' to the Chief Executive Officer to sign any planning application for a crown land reserve where:

- (1) There is a Management Order to the local government for the Reserve;
- (2) The development is consistent with the purpose of the reserve under the Management Order; and
- (3) The signature is annotated with a standard endorsement. The wording of the standard endorsement is outlined in the Officer's Recommendation.

Planning and Development (Local Planning Schemes) Regulations 2015

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

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

Sustainability Implications

- **Environment**

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

- **Economic**

The development provides opportunity to support local tourism.

- **Social**

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

Strategic Implications

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

- SCD 1.1 Provide, maintain and improve community infrastructure
- SCD 1.5 Continue to support and develop tourism opportunities for the Shire

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

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. A planning application fee has been raised and is payable by the Proponent.

There will be a cost to the Shire for the provision of a lighting pole at the location of the EV fast charger that Synergy will install and cover the cost of future electricity.

Voting Requirements

Simple Majority

Officer's (Consultant Planner) Recommendation

That Council:

1. Authorise the Chief Executive Officer to sign the planning application form on behalf of the Shire of Williams, as the owner of Lot 41 and having a Management Order for Reserve 46719.

The signature to be annotated as required by the State as follows (for Reserve 46719)

–

'Signed only as an acknowledgment that a development application is being made in respect of a proposal that includes a crown reserve under the management for the purpose and to permit the application to be assessed under the appropriate provision of the Planning and Development Act 2005 (including the Shire of Williams Town Planning Scheme). The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reserve classification of the Crown land component'.

2. Approve the application for a charging station on a portion of Reserve 46719 and Lot 41 subject the following condition:
 - (i) All development shall generally be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.

Council Resolution

Major/Cowcher

That Council:

1. Authorise the Chief Executive Officer to sign the planning application form on behalf of the Shire of Williams, as the owner of Lot 41 and having a Management Order for Reserve 46719.

The signature to be annotated as required by the State as follows (for Reserve 46719)

–

'Signed only as an acknowledgment that a development application is being made in respect of a proposal that includes a crown reserve under the management for the purpose and to permit the application to be assessed under the appropriate provision of the Planning and Development Act 2005 (including the Shire of Williams Town Planning Scheme). The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reserve classification of the Crown land component'.

2. Approve the application for a charging station on a portion of Reserve 46719 and Lot 41 subject the following condition:
 - (i) All development shall generally be in accordance with the approved plans unless otherwise approved in writing by the Chief Executive Officer.

**Carried 6/1
Resolution 119/22**

The President, Cr Logie, declared an Indirect Financial Interest in the following Item 8.2.9 Proposed Carport – Lot 4 (9) Rosselloty St, Williams. The nature of his interest relates to being a relative of the owners of the neighbouring property who will be consulted in relation to the development application.

Cr Logie left the Meeting at 4.43pm and the Deputy President, Cr Major, assumed the Chair.

8.2.9 Proposed Carport – Lot 4 (9) Rosselloty Street, Williams

File Reference	10.60.15
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Liz Bushby, Town Planning Innovations 13 April 2022
Attachments	Nil

Background

Lot 4 is zoned 'Residential' with a density code of R20 under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 1,518m² and has been developed with an existing single house.



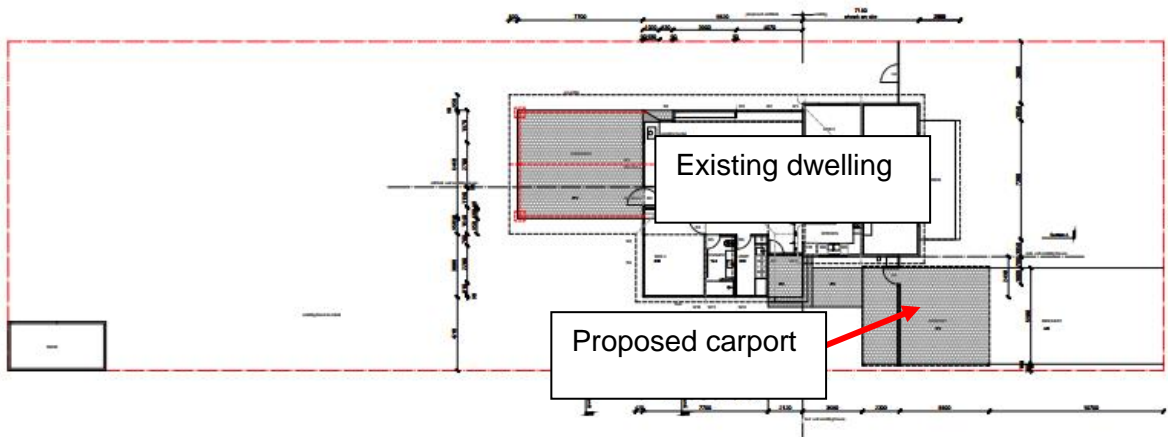
Location Plan

Comment

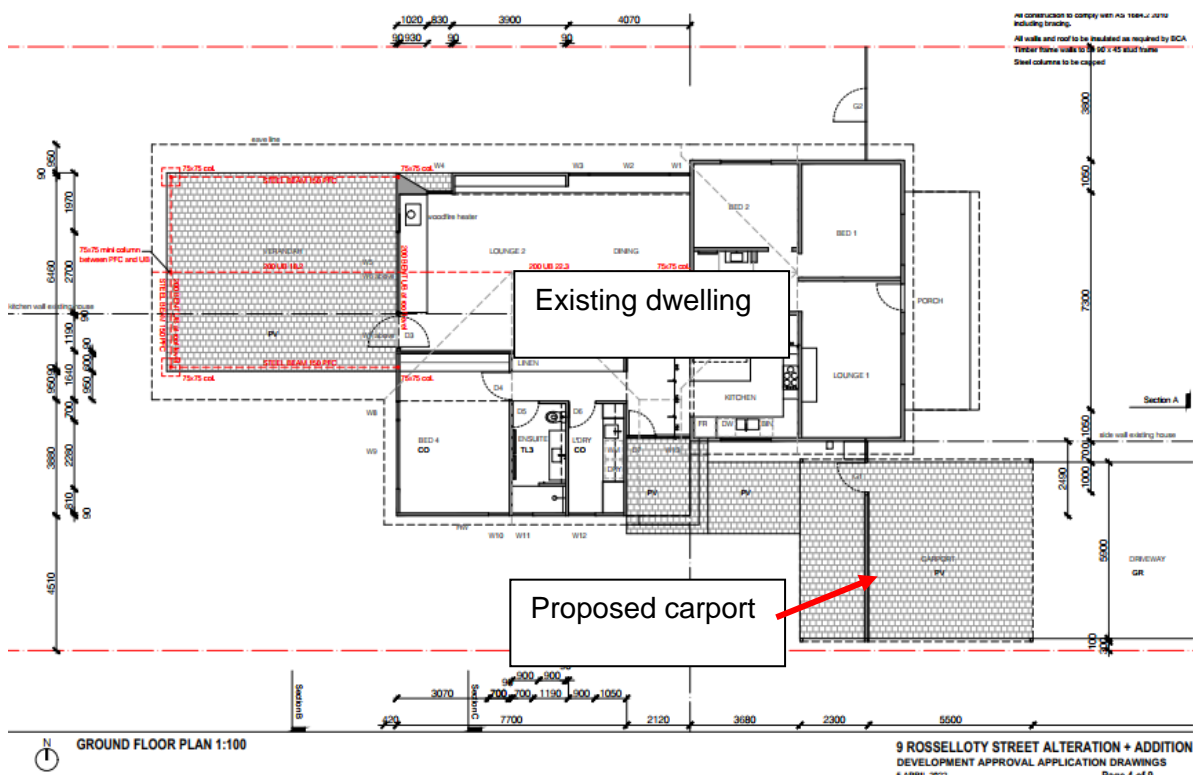
- **Proposed Development**

The owner seeks approval to construct a new carport on the lot and proposes a new driveway to service the carport.

The carport is proposed to be setback 10.7 metres from the front lot boundary and 300mm from the southern side boundary – see site plan overpage.



Above: Site Plan



Above: Site Plan Enlargement

- Residential Design Codes**

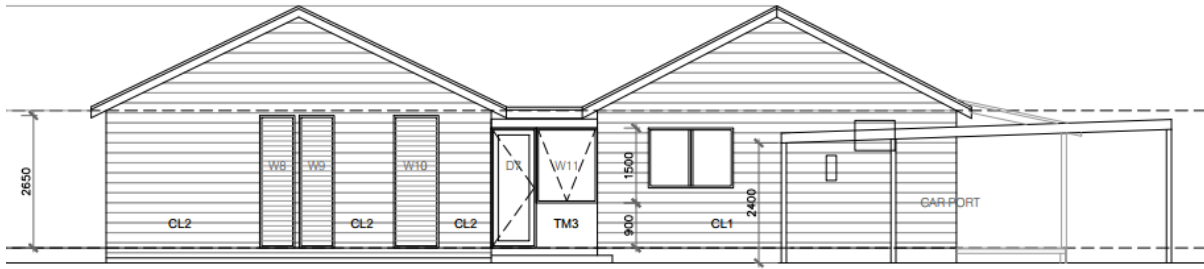
The Residential Design Codes ('the Codes') operate as a state planning policy and apply to all residential development in Western Australia.

The Codes have two separate options for the assessment of development including 'Deemed to Comply' criteria and 'Design Principles'.

Under the Residential Design Codes there are specific 'Deemed to Comply' requirements for carports and setbacks to lot boundaries.

The applicant seeks a variation to the Residential Design Codes as a 300mm side setback is proposed in lieu of the required 1 metre setback. There is discretion to vary the setback requirement where it doesn't have an adverse impact on the adjoining property.

It is noted that the carport is proposed as an open sided structure therefore the visual impact is less than a solid wall proposed on the boundary.



Above: Southern Elevation

- **Public Consultation**

This application is being advertised for public comment, to provide the affected neighbour with an opportunity to comment on the proposal.

Policy Requirements

Not applicable.

Legislative Requirements

Planning and Development (Local Planning Schemes) Regulations 2015 -

Clause 61(1) only exempts carports from the need for planning approval where no variation to the 'deemed to comply' provisions of the Residential Design Codes are proposed.

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

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

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

Sustainability Implications

- **Environment**

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

- **Economic**

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

- **Social**

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

Strategic Implications

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

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

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. A planning application fee is applicable.

Voting Requirements

Absolute Majority

Officer's (Consultant Planner) Recommendation

That Council:

1. notes that the side setback variation to the Residential Design Codes has been referred to the affected neighbour for comment.
2. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for a carport on Lot 4 (9) Rosselloty Street, Williams.

Council Resolution

Harding/Cowcher

That Council:

1. notes that the side setback variation to the Residential Design Codes has been referred to the affected neighbour for comment.
2. Pursuant to Clause 82(1) and 82(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* grant (by Absolute Majority) delegated authority to the Chief Executive Officer to determine the application for a carport on Lot 4 (9) Rosselloty Street, Williams.

**Carried by Absolute Majority 6/0
Resolution 120/22**

Cr Logie returned to the Meeting at 4.49 and resumed the Chair.

8.2.10 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 April 2022
Attachments	Nil

Background

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

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

Comment

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

- **Granting of Building Permits – Delegation 2.1.1**

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

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

Permit Number	Owner	Address	Description
478	M & R Tinley	21 Brooking Street, Williams	Re-roof

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

Delegation - Authority to make payments from the municipal or trust funds with the authority limited to making payments subject to annual budget limitations.

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

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

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

Action – The Chief Executive Officer waived the hire fee for the Williams RSL Hall for an event organised to catch up with the Officer in Charge, Williams Police, on 16 March 2022. The applicable hire fee was \$37.00, incl GST.

Action – The Chief Executive Officer waived the hire fee for chairs that were used for a local funeral. The applicable hire fee was \$125.00, incl. GST.

Strategic Implications

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

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

Financial Implications

Fees are received for the issue of Building and Demolition Permits. The waiver of fees amounted to \$162.00 incl GST

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 March 2022.

Council Resolution

Cowcher/Baker

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of March 2022.

**Carried 7/0
Resolution 121/22**

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

There being no further business for discussion the President, Cr Logie, declared the Meeting closed at 4.52pm.