



SHIRE OF WILLIAMS

MINUTES

ORDINARY COUNCIL MEETING
WEDNESDAY 20th AUGUST 2025

SHIRE COUNCIL CHAMBERS
9 BROOKING STREET
WILLIAMS WA 6391



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SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2022-32

VALUES / VISION

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

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

ECONOMIC

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

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

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

SOCIAL & CULTURAL

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

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

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

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

LAND USE AND ENVIRONMENT

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

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

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

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

LUE4. Recognising and implementing sustainability measures.



INNOVATION, LEADERSHIP & GOVERNANCE

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

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

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

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

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

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member, President Logie declared the meeting open at 4:01 pm, reminding all present that the meeting will be audio recorded.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Elected Members

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

Staff

Peter Stubbs - Chief Executive Officer
 Gemma Boyce – Executive Manager of Corporate Services / Minute Taker

Visitors - Nil

Apologies – Britt Logie – Community Development Officer
 Tanya Germain – Executive Assistant / Minute Taker

Leave of Absence - Nil

3. PUBLIC QUESTION TIME

Nil

4. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

5. DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	Cr Logie
Item No. / Subject	8.2.3 USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY
Type of Interest	Proximity Interest

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 23 JULY 2025

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding

Seconded: Cr Cowcher

That the Minutes of the Ordinary Council Meeting held 23 July 2025 as previously circulated, be confirmed as a true and accurate record.

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

Against: Nil

Carried: 7/0

Resolution: 142/25

6.2 SPECIAL COUNCIL MEETING HELD 30 JULY 2025

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Major

That the Minutes of the Special Council Meeting held 30 July 2025 as previously circulated, be confirmed as a true and accurate record.

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

Against: Nil

Carried: 7/0

Resolution: 143/25

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

I take this opportunity to advise the community that our Shire is progressing on tender documentation for design and construction of the proposed new multipurpose indoor court facility for which the Shire has \$1.6m of Australian Government - Play Our Way funding for. The aim is to have the tender released to the market around the end of August 2025.

I thank Councillor Major for attending the meeting last week of the Hotham-Williams Voluntary Regional Organisation of Councils (Shires of Boddington, Wandering, Cuballing and Williams) where promotion of the Marradong region to grow tourism remains a focus with new website and social media presence under development for that purpose.

Inspections of food premises, required under the Food Act, have been undertaken on several businesses in Williams recently. In the interest of public

health, notices have been issued for several noncompliance matters, and fines issued. This is a timely reminder to all businesses providing food to the public of the need for proper standards.

I am pleased to advise that Planning Conditions required for the commencement of construction of the proposed new Tourism and Caravan Park at Quindanning have been met, and that construction is expected to commence in the near future. This will be a very significant project for our region.

I congratulate the dedicated staff who make our Williams Willi Wag Tails Childcare Service the great service it is for our community. This month the childcare celebrated its 13th birthday.

8. MATTERS WHICH REQUIRE DECISIONS

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 WORKS REPORT-ASSET MANAGEMENT & IMPROVEMENT

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

Background

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

Gravel Road Grading Summary

Winter Grading has been carried out on the following roads. We have commenced our second lap of our winter grading schedule. Contractor Brenton Willcocks completed his contract on Monday 28 July. Table below shows total grading kilometers and hours completed.

(* Roads Graded by Contractor)

ROAD NAME	TOTAL LENGTH	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY
ANDERSONS ROAD	2.25							
*BATES ROAD	3.52			3.52		3.52		3.52
BOUNDRY ROAD	0.72							
BROWNES ROAD	0.95							
BUEGGE ROAD	0.33							
BULLIED ROAD	1.61						1.61	
CARNE ROAD	6.11							
*CHAPMAN ROAD	2.13							2.13
CLAYTON ROAD	11.83							
*CHURCH ROAD	1.0				1.0			1.0
CONGELIN – NARROGIN ROAD	3.0	3.0		3.0				1.1
COULTER ROAD	2.32							
*COWCHER ROAD	4.04							4.04
CULBIN – BORANING ROAD	17.70				17.7			17.7
CULBIN SOUTH	2.44							2.4
*CURTEIS ROAD	4.29							4.29
DARDADINE ROAD	21.50			21.5				21.5
DARDADINE – SOUTH ROAD	0.48							0.48
DARKAN-QUINDANNING ROAD	4.6		2.3					2.3
DEEP DEAN ROAD	5.76						5.7	
EDDINGTON ROAD	2.09						2.09	

ENGLISH ROAD	6.56			6.5				6.5
EXTRACTS ROAD	12.25	12.25						12.25
*FAWCETT ROAD	2.87	2.87				2.87		
FOLLAND ROAD	2.09							2.09
FOURTEEN MILE BROOK ROAD	13.66							
GILLETT ROAD	1.12					1.12		
*GLENFIELD ROAD	8.6	8.6				8.6		8.6
*GLENORCHY ROAD	1.20					1.2		
*GRAHAM ROAD	1.95	1.95				1.95		1.95
GULL STREET	0.48							
HAMON ROAD	0.85	0.85		0.85				0.85
HARDIE ROAD	2.0							
HIGHAMS ROAD	3.31							3.31
HILLMAN-DARDADINE ROAD	1.78	1.78		1.78				1.78
HURLEY ROAD	13.84					13.84		13.84
JOHNSTONE ROAD	1.29					1.29		
JOSBURY ROAD	0.56							
KELLY ROAD	8.42							8.42
KENNEDY ROAD	2.74					2.74		
LAVENDER ROAD	1.29							
LYONS ROAD	1.77	1.77		1.77				1.77
MAJOR ROAD	1.21					1.21		
*MARLING ROAD	7.14							7.14
MARTIN ROAD	3.86	3.86						3.86
MATTHEWS ROAD	2.16				2.16			2.16
MCKENZIE ROAD	5.43		5.43				5.43	
MEDLEN ROAD	8.26	8.2	8.2			8.2	8.2	
*MUNDAYS ROAD	8.71				8.71			8.71
MUNTHOOLA ROAD	2.1		2.1				2.1	2.1
*NARRAKINE ROAD	8.1				8.1			8.1
NASH ROAD	5.88	5.86						
NEW TIP ACCESS ROAD	0.71							
NORTH ROAD	1.16							
NORWOOD ROAD	0.9							0.9
*OLD SOLDIERS ROAD	3.92							3.92
*PETCHELL ROAD	2.09					2.09		2.09
PHILLIPPE ROAD	1.77							1.77
PHILLIS ROAD	3.44							
PIG GULLY ROAD	11.00				11.0			11.04
PINGELLY ROAD	8.01							
PLANK ROAD	4.78		4.78					4.78
PLAYLE ROAD	3.75		3.75				3.75	3.75
REDMAN ROAD	1.45							
RICHMOND STREET	0.27							
RINTOUL ROAD	1.61	1.61		1.61				1.61
ROCCIS ROAD	4.13							4.13
SATTLER ROAD	5.42							5.42
TAYLOR ROAD	9.1			9.1				9.1
*TIN SHED ROAD	2.53							2.53
TIP ROAD	1.0		1.0	1.0				1.0
*TOP END ROAD	1.13							1.13
*WALDOCK ROAD	1.8			1.8				1.8
WANGERLING GULLY ROAD	8.86	8.86					8.86	
WESTMERE ROAD	5.01	5.01			5.01		5.01	
WHITE ROAD	0.19							
WILKE ROAD	3.0							
YARABIN ROAD	4.5	4.5			4.5		4.5	
*ZILKO ROAD	19.31			19.31				19.31
TOTAL LENGTH GRADED	350.94	71.06	23	66.4	58.18	25.56	71.94	229.6

Hi Peter, Tony & Shire Councillors,

Thank you for the opportunity to undertake a portion of the Shire's winter maintenance grading program.

As previously discussed with you Peter, please note some road lengths differ on our summary of works completed, compared to that listed on gravel road summary as a part of the Shire minutes online. These were measured with both vehicle odometer and the GPS-SLK app where possible.

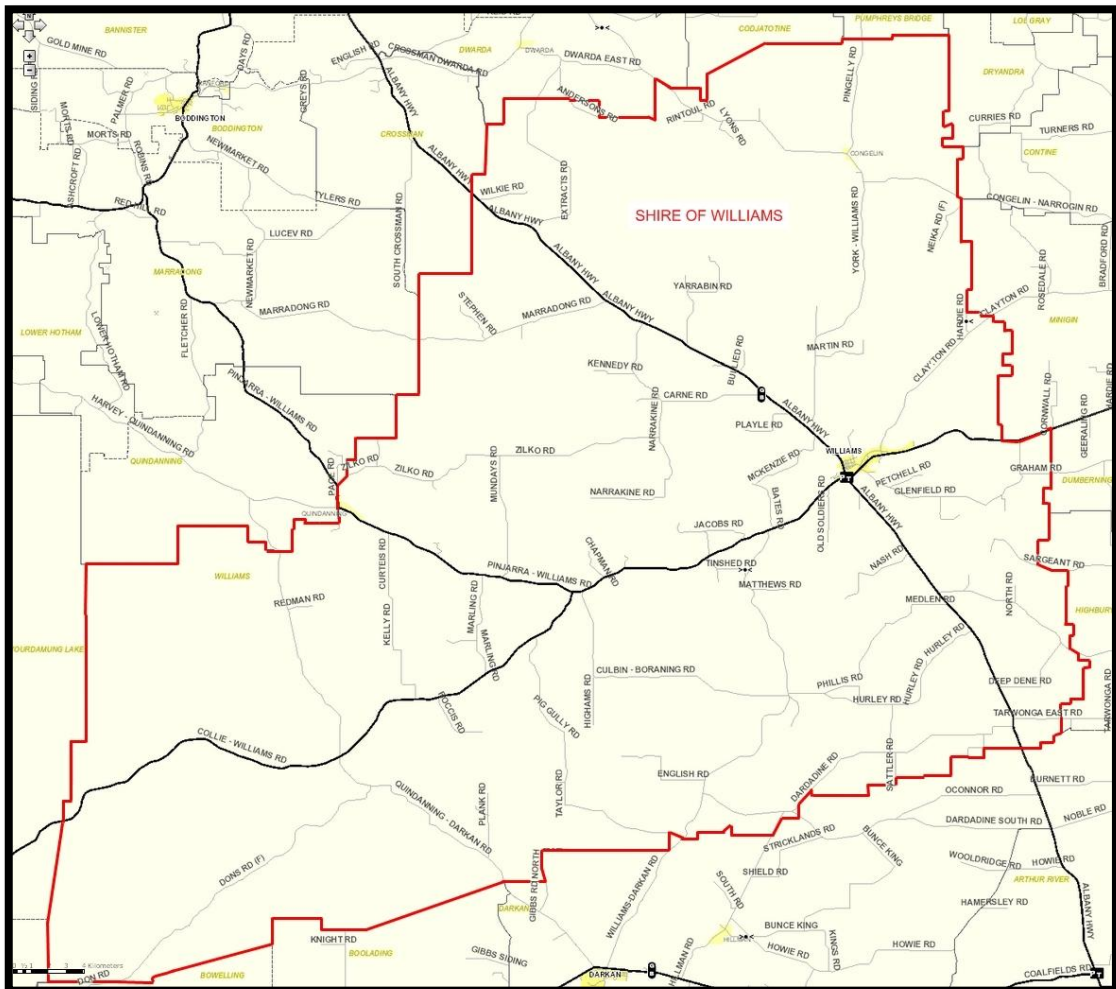
If you have any queries or feedback relating to the work carried out please feel free to contact Brenton on 042 738 8866.

Regards,
Brenton & Rhonda Willcocks

BM & RA WILLCOCKS
Brenton - 042 738 8866
Rhonda - 042 817 6464

Grader 3 - Contractor	TOTAL JUNE/JULY
TOTAL Working Time Hrs	145 hrs
TOTAL Km Graded	85.62km
Roads Graded * in above table	*

Shire of Williams Road Network



Strategic Implications

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

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

Financial Implications

Funds for the maintenance of the town and facilities are included in the 2025/2026 Annual Budget.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Mover: Cr Major

Seconder: Cr Macnamara

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

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

Against: Nil

Carried: 7/0

Resolution: 144/25

8.1.2 PAYMENT LISTING

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	15 August 2025
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Nil

Background

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

Statutory Implications

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

- 13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.**
- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
- (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.

Comment

The list of accounts for payment is an attachment included in this agenda.

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Mover: Cr Harding

Seconded: Cr Panizza

That Municipal Fund EFT, Bpay, Direct Debits and Cheques totalling \$542,843.98 approved by the Chief Executive Officer during the month of July 2025 be endorsed.

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

Against: Nil

Carried: 7/0

Resolution: 145/25

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

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
03/07/2025	BEST OFFICE SYSTEMS	12330 - Monthly Printing/Copying Charges	-591.74
03/07/2025	DIAMOND LOCK & SECURITY	2 x Abus Padlocks, 4 x 1300 Keys, Postage	-313.50
03/07/2025	DUFF ELECTRICAL CONTRACTING		-325.20
03/07/2025	HUBHELLO AUSTRALIA PTY LTD	2025177 - Annual Hubworks Licence July 202	-1,793.00
03/07/2025	IN2BALANCE	2025152 - Annual Software Licences (Rates &	-36,080.00
03/07/2025	LOGIE, BRITT E.	Reimbursement for Gift & Refreshments Sha	-1,349.39
03/07/2025	PRIME AG SERVICES - WILLIAMS	2025183 - Six bags of Urea for Hockey Oval	-231.00
03/07/2025	ST JOHN AMBULANCE WESTERN AUSTRALIA LTD		-585.00
03/07/2025	WA CONTRACT RANGER SERVICES	13300 - Ranger Services - 26/06/2025, 12/06/2	-693.00
03/07/2025	WA LOCAL GOVERNMENT ASSOCIATION	2025186 - WALGA Awards Tickets x 3	-540.00
03/07/2025	WHEATBELT BUSINESS NETWORK	WBN Annual Membership	-220.00
03/07/2025	WILLIAMS GENERAL STORE	June 2025	-168.01
09/07/2025	FDC EDUCATORS	FDC Educators PE 06/07/2025	-23,689.59
09/07/2025	GREAT SOUTHERN FUELS	Monthly Fuel Account June 2025	-593.68
09/07/2025	MARKET CREATIONS AGENCY	2025189 - Council Connect Subscription FY2	-11,737.00
09/07/2025	RMD (AUSTRALIA) PTY LTD	2025158 - Bridge Works 884 24/25	-25,097.71
09/07/2025	WALLIS COMPUTER SOLUTIONS	Office Equipment - Admin - New Laptop and I	-3,551.90
10/07/2025	SHIRE OF WILLIAMS	Salaries & Wages PE 10/07/2025	-59,708.81
23/07/2025	FDC EDUCATORS	FDC Educators PE 20/07/2025	-31,895.01
24/07/2025	SHIRE OF WILLIAMS	Salaries & Wages PE 24/07/2025	-59,500.89
24/07/2025	ACUMENTIS	2025192 - Land Valuations Fees	-7,480.00
24/07/2025	APRA LTD	Annual Music Licence 2025/2026	-387.64
24/07/2025	AVON WASTE	12341 - Monthly Refuse Charges June 2025	-10,382.56
24/07/2025	BM & RA WILLCOCKS	2025193 - Contract Grading & Rolling Eight R	-24,288.00
24/07/2025	BOC Ltd	13904 - June 2025 Container Service Fee	-45.64
24/07/2025	COUNTRY BUILDING AND MAINTENANCE W	18 Richardson Street - Wet Areas	-26,933.27
24/07/2025	DIAMOND LOCK & SECURITY	KEY 100 X 4 & KEY 1200 X 3	-194.75
24/07/2025	DORMAKABA AUSTRALIA PTY LTD	Servicing automatic door 20/06/2025	-324.67
24/07/2025	DUFF ELECTRICAL CONTRACTING	Replace Shire Office Outdoor Lighting Contr	-325.00
24/07/2025	E & MJ ROSHER PTY LTD (EFT)		-1,824.00
24/07/2025	EMBROIDER ME	Embroidery of Staff Uniforms, CC & FDC	-275.00
24/07/2025	FDC - PHILLIPS, TANYA	Reimbursement for Toys & Resources for Ch	-90.84
24/07/2025	FUEL DISTRIBUTORS OF WA PTY LTD	2025203 - July 2025 Bulk Fuel	-12,515.55
24/07/2025	HARMONY SOFTWARE	Educators' Software Fees, Month of June 202	-467.50
24/07/2025	INDUSTRIAL AUTOMATION GROUP	2025199 - Glenfield Standpipe Remote Acces	-1,537.80
24/07/2025	JOHN PARRY MEDICAL CENTRE	Pre-Employment Medical (R Gentle)	-190.00
24/07/2025	KANO'S CONSTRUCTIONS PTY LTD	2025164 - Deposit for Kitchen Refurb (18 Ric	-22,000.00
24/07/2025	LANDGATE.	Geospatial Data - Aerial Imagery for Chamber	-227.70
24/07/2025	LOCAL GOVERNMENT WORKS ASSOCIATIO	Staff Training - Works, LGWA Works & Parks	-3,465.00
24/07/2025	LOCAL HEALTH AUTH. ANALYTICAL COMM	2025197 - LHAAC Analytical Services 25/26	-534.28
24/07/2025	LOGIE, BRITT E.	Reimbursement for Adobe Subs x 7 Staff 25-	-3,191.50
24/07/2025	MELCHIORRE PLUMBING & GAS		-753.43
24/07/2025	MODERN TEACHING AIDS PTY LTD		-4,633.87
24/07/2025	NAJA BUSINESS CONSULTING SERVICES	13795 - Sports Complex Redevelopment Anal	-20,668.07

24/07/2025	NARROGIN PUMPS SOLAR AND SPRAYING	14468 - 1 x 2 Inch Flange for Glenfield Standp	-70.40
24/07/2025	NARROGIN TOYOTA	Gardening Consumables	-1,157.72
24/07/2025	NARROGIN VALLEY STOCKFEED	2025196 - 14 Pine Sleepers for Recreation Ho	-558.60
24/07/2025	PRICE'S FABRICATION AND STEEL	2025188 - Quindanning Hall Restumping	-11,880.00
24/07/2025	PRIME AG SERVICES - WILLIAMS	2025198 - Weed Killer for Town Spraying	-1,163.90
24/07/2025	SHIRE OF KELLERBERRIN.	2025174 - LGIS Staff Training Kellerberrin (T	-820.00
24/07/2025	SHIRE OF NARROGIN.	Senior EHO Wages & Travel Jun 2025	-66.56
24/07/2025	ST LUKE'S FAMILY PRACTICE	Support Doctor's Visit - Williams Clinic 30/06	-2,640.00
24/07/2025	TEAM GLOBAL EXPRESS	Freight Ex Rosher (Kubota Parts)	-36.93
24/07/2025	THE WILLIAMS COMMUNITY NEWSPAPER.	Consumables	-115.20
24/07/2025	THINKPROJECT AUSTRALIA PTY LTD	2025163 - ROMAN Road Mgmt System	-8,767.47
24/07/2025	TJ DEPIAZZI & SONS	2025200 - Tree Mulch	-2,552.00
24/07/2025	TUTT BRYANT HIRE PTY LTD	2025176 - Roller Hire	-1,846.04
24/07/2025	WILLIAMS COMMUNITY RESOURCE CENTRI	Deliver Library Service 4th Quarter 2024/25	-11,443.45
24/07/2025	WILLIAMS NEWSAGENCY	Monthly Account June 2025	-252.70
24/07/2025	WILLIAMS RURAL SUPPLIES	Monthly Hardware Account - June 2025	-1,402.00
31/07/2025	INDUSTRIAL AUTOMATION GROUP	2025211 - Upgrade to Glenfield Standpipe	-3,187.25
03/07/2025	CBA	CBA - Merchant Fees June 2025	-274.06
07/07/2025	DEPARTMENT OF PLANNING & INFRASTRUC	DPI Payment July 2025	-24,450.55
23/07/2025	WA TREASURY CORPORATION	Jun 25 GFEE	-1,369.25
03/07/2025	SYNERGY	Electricity to Pool to 16/06/2025	-590.85
03/07/2025	TELSTRA	Various	-328.94
03/07/2025	WATER CORPORATION.	Water - Standpipes to 16/06/2025	-6,788.99
17/07/2025	ANZ CARDS	Monthly Credit Card Expenses x 3	-9,137.52
21/07/2025	SYNERGY	Various	-8,100.19
21/07/2025	TELSTRA	Various	-338.99
17/07/2025	SHIRE OF WILLIAMS	Regos Due July/August 2025	-9,141.25
23/07/2025	AUSTRALIAN TAXATION OFFICE	BAS June 2025	-32,853.90
10/07/2025	White, Danielle	REFUND for Danielle White (Jai Bransby)	-108.77
		TOTAL	-542,843.98

17/07/2025	ANZ CARDS	Monthly Credit Card Expenses x 3 - inc	-9,137.52
		Membership FDCA	317.27
		Membership Dept of Education	319.00
		Membership Dept of Education	482.00
	PLANT:P084 CX-5 2022 WL036 (FDC)	36.95L ULP	59.09
		Meals x 2	15.28
		Baby Wipes, Detergent & Gloves	77.86
		Storage Boxes, Kitchen Bags, Air Freshener, Sp	44.55
		Baby Wipes, Cooking Ingredients, Kitchen Bags	47.55
		Cleaning Products	11.95
	PLANT:P084 CX-5 2022 WL036 (FDC)	23.00L ULP	36.37
		Shelving For Storage	100.91
		New Mobile Phone	909.09
		New Mobile Phone	865.36
		Mobile Phone Screen Protector	23.70
		Storage	14.55
	PLANT:P084 CX-5 2022 WL036 (FDC)	44.42L ULP	62.79
		Resources	98.18
		Waiver Application ECRU	118.18
		Garden Beds	52.73
		Office Works - Office Chairs	1,141.25
	PLANT:P095 Toyota Camry 2024 WL49	ULP	65.00
	PLANT:P095 Toyota Camry 2024 WL49	Nu Shine Car Wash	18.36
		Austwide Tax and Payroll	450.00
		Narrogen Betta Home 2 Heaters	143.64
		Fagan Mass Stamp - Debtors Stamp	181.10
		The Good Guys - Water Filters	91.82
		Office Works - Key Cabinet	398.98
	PLANT:P083 Isuzu MU-X 2022 16WL	55.02L Diesel	98.71
		Williams Hotel, Refreshments for Indoor Court P	59.04
	PLANT:P083 Isuzu MU-X 2022 16WL	51.31L Diesel	75.98
		Bunnings - Cargo Nets	172.69
		Google Marradong Website VROC	16.80
		Samuels Emporium - Morning Tea for Works Cr	39.09
		SEEK Job Vacancy Advertising	975.00
		Non Slip Mats for RSL Kitchen	298.59
		Reckon LTD	90.00
		JB HI FI - Power lead for Laptop	71.82
		Harvey Norman - Office Organisers	335.41
	AUSTRALIAN TAXATION OFFICE	Non-Cap. Acq. - Inc GST	757.87
			9,137.56

8.1.3 FINANCIAL STATEMENTS

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	15 August 2025
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Nil

Background

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

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

Statutory Implications

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

Comment

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

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

As disclosed in the financial statements.

Voting Requirements

Simple Majority

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding

Seconder: Cr Macnamara

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

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

Against: Nil

Carried: 7/0

Resolution: 146/25

SHIRE OF WILLIAMS

MONTHLY FINANCIAL REPORT

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

For the period ended 31 July 2025

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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

	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	2,454,318	0	0	0	0.00%	
Rates excluding general rates	47,971	0	0	0	0.00%	
Grants, subsidies and contributions	450,799	182,153	18,458	(163,695)	(89.87%)	▼
Fees and charges	1,300,073	81,005	94,415	13,410	16.55%	▲
Interest revenue	112,000	8,965	8,867	(98)	(1.09%)	
Other revenue	2,360	0	12,955	12,955	0.00%	
	4,367,521	272,123	134,695	(137,428)	(50.50%)	
Expenditure from operating activities						
Employee costs	(2,373,607)	(182,650)	(153,234)	29,416	16.11%	▲
Materials and contracts	(1,311,745)	(216,878)	(188,732)	28,146	12.98%	▲
Utility charges	(310,215)	(12,155)	(8,428)	3,727	30.66%	
Depreciation	(2,437,849)	(203,193)	(204,142)	(949)	(0.47%)	
Finance costs	(14,256)	0	0	0	0.00%	
Insurance	(186,501)	(93,097)	(315)	92,782	99.66%	▲
Other expenditure	(39,354)	(3,400)	(2,488)	912	26.82%	
Loss on asset disposals	(7,677)	0	0	0	0.00%	
	(6,681,204)	(711,373)	(557,339)	154,034	21.65%	
Non cash amounts excluded from operating activities	2(c) 2,445,498	203,193	204,142	949	0.47%	
Amount attributable to operating activities	131,815	(236,057)	(218,502)	17,555	7.44%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	4,143,138	0	0	0	0.00%	
Proceeds from disposal of assets	66,000	0	0	0	0.00%	
Proceeds from financial assets at amortised cost - self supporting loans	18,926	0	0	0	0.00%	
Proceeds on disposal of financial assets at fair values through other comprehensive income	5,000	0	0	0	0.00%	
	4,233,064	0	0	0	0.00%	
Outflows from investing activities						
Acquisition of property, plant and equipment	(3,521,137)	(44,849)	(44,485)	364	0.81%	
Acquisition of infrastructure	(2,311,592)	(117,072)	(24,365)	92,707	79.19%	▲
	(5,832,729)	(161,921)	(68,850)	93,071	57.48%	
Amount attributable to investing activities	(1,599,665)	(161,921)	(68,850)	93,071	57.48%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from new borrowings	250,000	0	0	0	0.00%	
Transfer from reserves	252,394	0	0	0	0.00%	
	502,394	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(80,920)	0	0	0	0.00%	
Transfer to reserves	(107,620)	0	0	0	0.00%	
	(188,540)	0	0	0	0.00%	
Amount attributable to financing activities	313,854	0	0	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 1,153,995	1,153,995	1,153,995	0	0.00%	
Amount attributable to operating activities	131,815	(236,057)	(218,502)	17,555	7.44%	
Amount attributable to investing activities	(1,599,665)	(161,921)	(68,850)	93,071	57.48%	▲
Amount attributable to financing activities	313,854	0	0	0	0.00%	
Surplus or deficit after imposition of general rates	0	756,017	866,643	110,626	14.63%	▲

KEY INFORMATION

- ▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.
 - ▲ Indicates a variance with a positive impact on the financial position.
 - ▼ Indicates a variance with a negative impact on the financial position.
- Refer to Note 3 for an explanation of the reasons for the variance.

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

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

	Actual 30 June 2025	Actual as at 31 July 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	3,535,693	3,296,734
Trade and other receivables	134,727	104,834
Other financial assets	23,926	23,926
Inventories	46,005	52,100
Other assets	278,234	278,234
TOTAL CURRENT ASSETS	4,018,585	3,755,828
NON-CURRENT ASSETS		
Other financial assets	220,191	220,191
Property, plant and equipment	26,088,158	26,083,256
Infrastructure	69,070,135	68,939,744
TOTAL NON-CURRENT ASSETS	95,378,484	95,243,191
TOTAL ASSETS	99,397,069	98,999,019
CURRENT LIABILITIES		
Trade and other payables	91,396	52,323
Contract liabilities	764,839	828,506
Borrowings	80,920	80,920
Employee related provisions	240,723	240,723
TOTAL CURRENT LIABILITIES	1,177,878	1,202,472
NON-CURRENT LIABILITIES		
Borrowings	280,569	280,569
Employee related provisions	36,234	36,234
TOTAL NON-CURRENT LIABILITIES	316,803	316,803
TOTAL LIABILITIES	1,494,681	1,519,275
NET ASSETS	97,902,388	97,479,744
EQUITY		
Retained surplus	22,896,721	22,474,077
Reserve accounts	1,746,883	1,746,883
Revaluation surplus	73,258,781	73,258,781
TOTAL EQUITY	97,902,385	97,479,741

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

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

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 06 August 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Measurement of employee benefits

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

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

Note	Adopted Budget Opening	Actual as at	Actual as at
	1 July 2025	30 June 2025	31 July 2025
	\$	\$	\$
Current assets			
Cash and cash equivalents	2,236,950	3,535,693	3,296,734
Trade and other receivables	134,727	134,727	104,834
Other financial assets	24,574	23,926	23,926
Inventories	46,005	46,005	52,100
Contract assets	278,234	0	0
Other assets		278,234	278,234
	2,720,490	4,018,585	3,755,828
Less: current liabilities			
Trade and other payables	(91,396)	(91,396)	(52,323)
Other liabilities	(764,839)	(764,839)	(828,506)
Borrowings	(63,115)	(80,920)	(80,920)
Employee related provisions	(240,723)	(240,723)	(240,723)
	(1,160,073)	(1,177,878)	(1,202,472)
Net current assets	1,560,417	2,840,707	2,553,356
Less: Total adjustments to net current assets	2(b) (1,560,393)	(1,686,711)	(1,650,528)
Closing funding surplus / (deficit)	0	1,153,995	902,828

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets

Less: Reserve accounts	(1,602,109)	(1,746,883)	(1,746,883)
Less: Financial assets at amortised cost - self supporting loans	(23,926)	(23,926)	(23,926)
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	63,115	80,920	80,920
- Current portion of employee benefit provisions held in reserve	39,361	39,361	39,361
Total adjustments to net current assets	2(a) (1,560,393)	(1,686,711)	(1,650,528)

(c) Non-cash amounts excluded from operating activities

Adjustments to operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 31 July 2025	YTD Actual 31 July 2025
	\$	\$	\$
Add: Loss on asset disposals	7,677	0	0
Add: Depreciation	2,437,849	203,193	204,142
Movement in current employee provisions associated with restricted cash	(28)		
Total non-cash amounts excluded from operating activities	2,445,498	203,193	204,142

CURRENT AND NON-CURRENT CLASSIFICATION

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

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

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	(163,695)	(89.87%)	▼
Timing of Grant Payments			
Fees and charges	13,410	16.55%	▲
Higher than anticipated in budget			
Expenditure from operating activities			
Employee costs	29,416	16.11%	▲
Timing Operating vs Capital Wage Allocations			
Materials and contracts	28,146	12.98%	▲
Timing of payments			
Insurance	92,782	99.66%	▲
Timing of payments issued			
Outflows from investing activities			
Acquisition of infrastructure	92,707	79.19%	▲
Project timing			
Surplus or deficit after imposition of general rates	110,626	14.63%	▲
Timing at start of financial year			

8.2 CHIEF EXECUTIVE OFFICER'S REPORT

8.2.1 DEVELOPMENT APPLICATION – SINGLE HOUSE SHED AND WATER TANK LOT 800 LAVENDER ROAD (FORMERLY LOTS 60 & 62)

File Reference	10.60.15
Statutory Reference	Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024 Williams Town Planning Scheme No 2
Author	Peter Stubbs, Chief Executive Officer
Date	14 August 2025
Disclosure of Interest	Nil
Attachments	Nil

Background

This matter is presented to Council for noting, and to promote understanding that the *Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024* enacted in 2024 requires that single house developments within the meaning of the Regulations must now be assessed and approved by Local Government CEO and or authorised staff.

The CEO will consultant with contracted planners to complete assessment of this planning application for a single house, shed and water tank on Lot 800 Lavender Road.

Detailed site plan floor plans and elevations are attached this report.

Legislation

Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024

Division 2A — Performance of development approval functions in relation to single houses

84A. Terms used

In this Division — authorised employee means an employee of the local government authorised by the local government CEO under clause 84D; prescribed development approval function means any of the following —

- (a) a function of the local government under clause 61A(2) or (4) or Part 8 or 9;*
- (b) a function of approving further details of any works or use under a condition of a kind referred to in clause 74(1) imposed on a development approval;*
- (c) a function of the local government under this Scheme that is ancillary or incidental to a function referred to in paragraph (a) or (b); prescribed single house development has the meaning given in clause 84B.*

84B. Prescribed single house development

(1) In this Division, prescribed single house development means development that consists of —

- (a) the erection of, or alterations or additions to, a single house; or*
- (b) the erection or installation of, or alterations or additions to, any of the following that is ancillary or incidental to a single house —*
 - (i) an ancillary dwelling;*
 - (ii) an outbuilding;*
 - (iii) an external fixture;*
 - (iv) a boundary wall or fence;*
 - (v) a patio;*
 - (vi) a pergola;*
 - (vii) a verandah;*
 - (viii) a deck;*
 - (ix) a garage;*
 - (x) a carport.*

(2) Despite subclause (1), development in a heritage-protected place is not prescribed single house development.

84C. Performance of prescribed development approval functions in relation to prescribed single house development

(1) When a prescribed development approval function is performed in relation to prescribed single house development, the function must be performed for and on behalf of the local government by —

- (a) the local government CEO; or*
- (b) an authorised employee.*

(2) A prescribed development approval function cannot be performed by the local government in relation to prescribed single house development otherwise than in accordance with subclause (1) (for example, the function cannot be performed by the council of the local government or a committee of that council).

Rural Residential Zone Controls -Shire of Williams TPS 2 Page No. 17

Development in a Rural Residential zone shall comply with the requirements of the following:

(a) In addition to a building licence, the Council's prior development approval is required for all development including a single house and such application shall be made in writing to the Council and be subject to the provisions of part 2 of the Scheme.

(b) Not more than one dwelling per lot shall be erected.

(c) In order to conserve the rural environment or features of natural beauty all trees shall be retained unless their removal is authorized by the Council.

(d) In order to enhance the rural amenity of the land in areas Council considers deficient in tree cover it may require as a condition of any planning approval the planting of such trees and/or groups of trees and species as specified by the Council.

(e) Any person who keeps an animal or animals or who uses any land for the exercise or training of an animal or animals shall be responsible for appropriate measures to prevent dust pollution and soil erosion to the satisfaction of the Council. Where in the opinion of the Council the continued presence of animals is likely to contribute or is contributing to dust or odour pollution or soil erosion, notice may be served on the owner of the land requiring the removal within the period specified in the notice of those animals specified in the notice for a period specified in the notice.

(f) In considering an application for development approval for a proposed development (including additions and alterations to existing development) Council shall have regard to the following:

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

Comment

The proposed house is Colourbond framed and clad steel barn style dwelling, and shed.

The owners of the property proposed to relocate from Perth and to retire in Williams to the property.

Fig 1. Proposed Lot 800

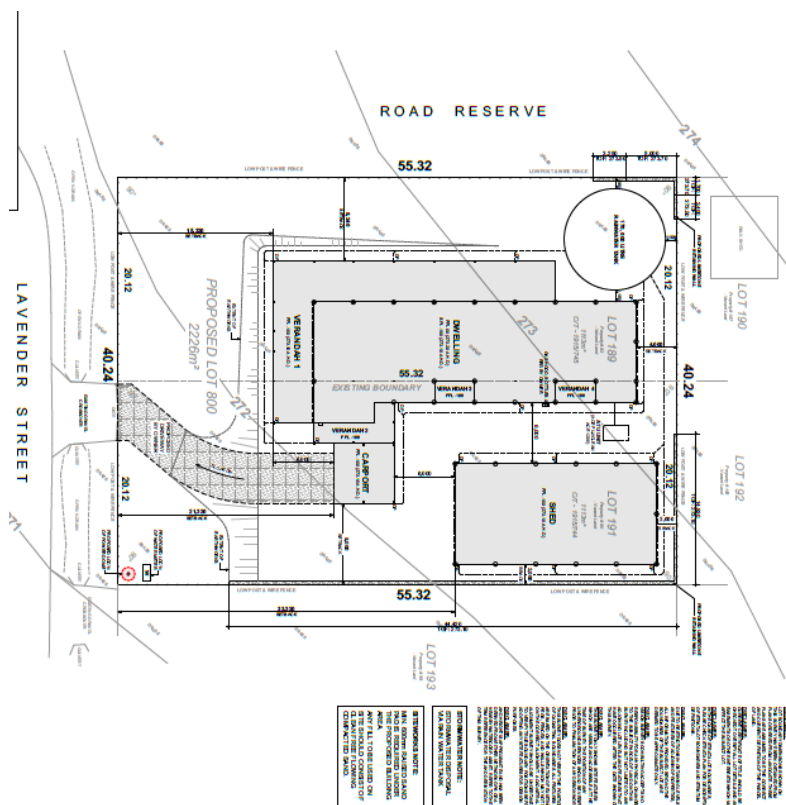


Fig 3. Floor Plan (shed)

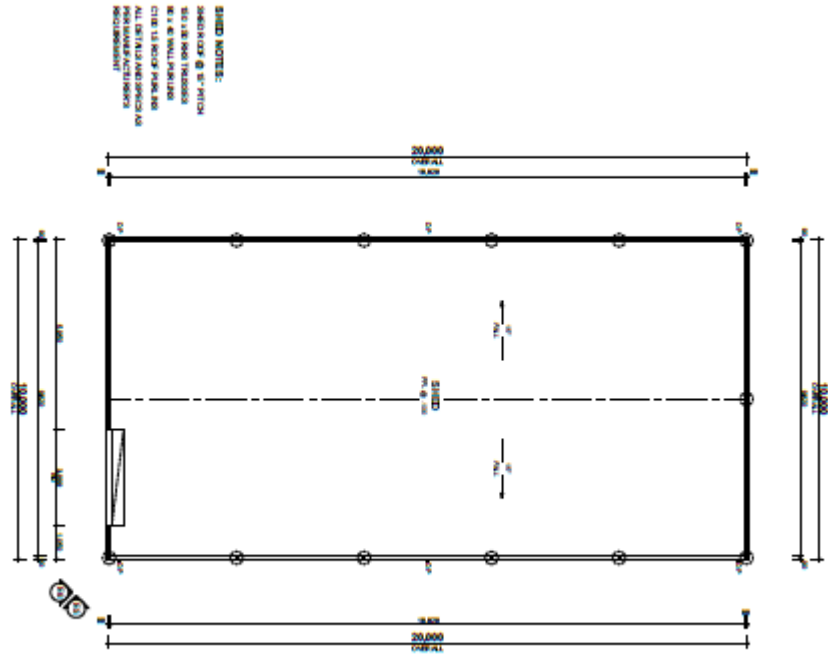
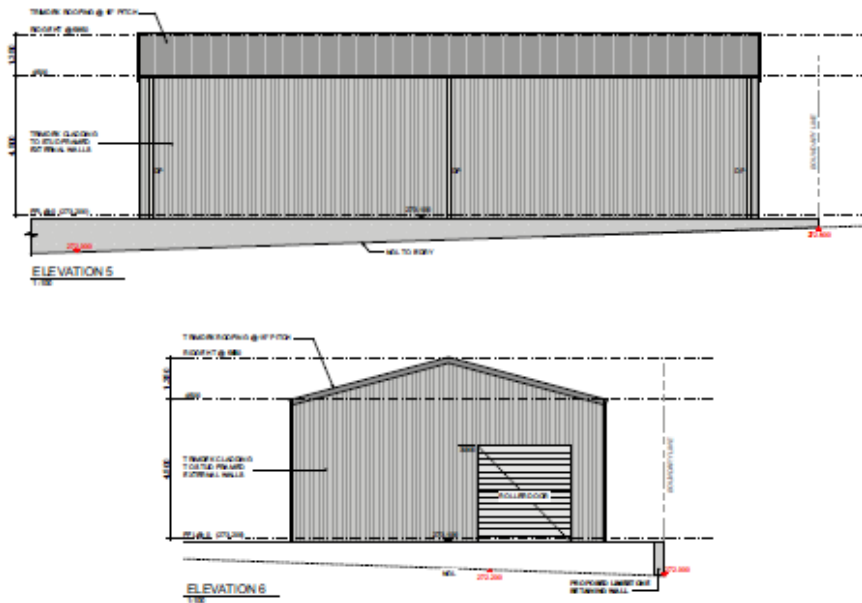


Fig 5. Elevation



Strategic Implications

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

E 2.3 Promote and support the availability of accommodation suitable for young people, families and retirees.

Financial Implications

Standards Planning Approval and Buildings fees to apply.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Cowcher

Seconder: Cr Harding

That Council note the report on the Development Application for Planning approval for a proposed single 3 x 2 dwelling on Lot 800 (formerly Lots 60 & 62), Colourbond shed and water tank to be assessed by the CEO in accordance with the provisions of the Planning and Development (Local Planning Schemes) Amendment (Single House Development) Regulations 2024 and Williams Towns Planning Scheme No 2.

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

Against: Nil

Carried: 7/0

Resolution: 147/25

Councillor Logie declared a proximity interest in Item 8.2.3 because he lives within close proximity to 34 Brooking St, Williams.

COUNCIL RESOLUTION

Moved: Cr Major

Seconded: Cr Macnamara

That Cr Logie be permitted to remain in the meeting for consideration of Item 8.2.3, noting the proximity interest declaration.

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

Against: Nil

Carried: 6/0

Resolution: 148/25

8.2.3 USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY

File Reference	Various
Statutory Reference	Local Government Act 1996
Author	Peter Stubbs, Chief Executive Officer
Date	14 August 2025
Disclosure of Interest	Nil
Attachments	Nil

Background

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

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

Comment

The Common Seal was not used since the last Council meeting on 23 July 2025.

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

	Decision Type	Delegation	Name/Property	Date of Decision	Purpose
1	Planning Approval	Planning and Development (Local Planning	56 Millbrook Place, Williams Paul Smith & Pauline Walding	18 July 2025	Planning Approval for 18m x 18m x 5.1 high steel framed shed

2	Planning Approval	Schemes) Amendment (Single House Development) Regulations 2024	34 Brooking St, Williams James Medlen	5 August 2025	Planning Approval for 9m x 9m x 4.8m high colour bond shed
3	Planning Condition approval No's 7,9,12 &13	Council Resolution 113/24 (May 2024)	352 Pinjarra-Williams Road, Quindanning (Quindanning Holiday Park)	12 August 2025	Meeting of Planning preconditions for commencement of construction
4	Appointment of an Authorised Person -	Section 24 of the Public Health Act 2016	Mr Kim Hasson Environmental Health Officer	1 August 2025	Authorisation for Environmental Health work in the Shire of Williams

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

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

Strategic Implications

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

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

Financial Implications

The standard building approval Council fees were applied above decision.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Mover: Cr Harding

Seconded: Cr Macnamara

That Council accept the report "Use of Common Seal and Actions Performed under Delegated Authority" for the period 17 July 2025 to the 14 August 2025.

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

Against: Nil

Carried: 6/0

Resolution: 149/25

8.2.4 REGISTER OF COUNCIL DECISIONS AND STATUS

File Reference	4.1.20
Statutory Reference	Various
Author	Peter Stubbs, Chief Executive Officer
Date	29 July 2025
Disclosure of Interest	Nil
Attachments	Nil

Background

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

Meeting Date	Resolution	Resolution Number	Status
23 July 2025	That Council note proposed new Regulation- Local Government (Default Communication Agreement) Order 2025, dictating communication protocols between CEO's and elected members and endorse the draft comments submission to WALGA on the proposed regulations.	139/25	Council decision relayed to WALGA 28 July 2025
23 July 2025	That Council approves the extension of the Extractive Industry Licence for Lot 42 Bates Road, Williams for a 24-month period from the 1 July 2025 to 30 June 2027, under the same conditions as approved at the August 2010 Ordinary Council Meeting, with the exception of the two-year period of Licence which is part of August 2010 Council decision.	138/25	Letter approving licence issued 28 July 2025. File 10.60.15
23 July 2025	That Council approve the application by Browne's Food Operations for the continuation of the spreading of whey on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 on a permanent basis subject to the continuation of the Department of Water and Environment Operating Licence.	137/25	Certificate of Planning Approval issued 28 July 2025
23 July 2025	That Council: 1. Note that the application for planning approval by the owner of Lot 888 Albany Highway, Williams to allow CRISP Wireless to build a 30m telecommunication tower and supporting ground infrastructure on its property was advertised for public comment, with no objections being received. 2. Approve the application for a telecommunication tower and supporting ground infrastructure on Lot 888 Albany Highway, Williams subject to the following conditions a. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. b. Planning approval is valid for a 2-year period and will lapse unless the tower is not substantially completed in that time.	135/25	Certificate of Planning Approval issued 28 July 2025

<p>23 July 2025</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Adopt the Shire of Williams Disability Access and Inclusion Plan 2025-2030; and 2. Authorises the adopted Shire of Williams Disability Access and Inclusion Plan 2025-2030 to be submitted to the Department of Communities in accordance with legislative requirements. 	<p>130/25</p>	<p>DAIP issued to Dept of Communities 27 July 2025, & placed on the Shire website.</p>
<p>23 July 2025</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Jointly with the Shire of Narrogin, seek the PTA views on the potential use the PTA old rail line corridor between Narrogin and Williams as a walk/riding trail and what if any conditions might apply if the PTA is supportive. 2. Advertise the Rail Trail Feasibility Plan for public comment for a period of 1 month (28 days), offer two public meetings in Williams during that time, and write to all adjoining landholders in the Shire of Williams to the proposed rail trail. 3. Request the CEO to work with the Shire of Narrogin to develop and document a potential staged approach to the trail creation, that keeps cost to a minimum and enable ease of upgrade in future years if that is deemed to be appropriate at a future time. 4. Acknowledges that, while supportive of the concept, the Shire's financial commitment must be limited given other pressing infrastructure priorities. 	<p>129/25</p>	<p>Contact made with the Shire of Narrogin to meet.</p>
<p>18 June 2025</p>	<p>That Council move for the July meeting to be re-scheduled to commence 4.00pm 23rd July 2025 and to include the budget workshop prior to this meeting.</p>	<p>127/25</p>	<p>Advertised on website, Facebook and The Williams</p>
<p>18 June 2025</p>	<p>That Council approved BM & RA Willcocks as the preferred supplier and authorise the Chief Executive Officer to finalise a contract for the Wet Hire of Grader & Roller - Maintenance grading to be conducted in the period July to October 2025, to the value of \$50,000 subject to budget allocation by Council.</p>	<p>125/25</p>	
<p>18 June 2025</p>	<p>That Council in accordance with Regulation 14 of the Planning and Development (Local Planning Schemes) Regulations 2015 having regard to the submissions made in Attachment 1 and the correspondence from the Department of Planning in Attachment 2:</p> <ol style="list-style-type: none"> 1. APPROVES the Shires of Wagin, West Arthur and Williams Joint Local Planning Strategy with proposed modifications in Attachment 3 2. REQUESTS that the Chief Executive Officer submits a copy of the advertised local planning strategy, the schedule of submissions received and proposed modifications to the Western Australian Planning Commission for endorsement. 	<p>122/25</p>	
<p>18 June 2025</p>	<p>That Council grant planning approval to the owners of 101 Albany Hwy, Williams (Woolshed business) to install a new sign 5m high x 3m wide, to replace the existing sign subject to;</p> <ol style="list-style-type: none"> 1. The Shire of Williams confirming the proposed location of sign will not impede motorist views at the intersection of Richardson Street and the Albany Highway. 	<p>121/25</p>	

	<p>2. Payment of the planning fee \$147.00.</p> <p>3. Details of the proposed footings for the sign be provided to and be approved by the Shire.</p> <p>4. The planning approval being valid for a period of two (2) years and will lapse after this time if the sign is not installed by then.</p>		
18 June 2025	<p>That Council:</p> <p>1. In accordance with Clause 4.3.2 of the Williams Town Planning Scheme No 2, and Clause 64 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015, determine by Absolute Majority that the proposed telecommunications tower to be installed at Lot 888 Albany Highway, Williams may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 of the Scheme, in considering an application for planning consent.</p> <p>2. Note that the application was advised by letter to all landholders within a 500m radius of the property of the proposed tower on the 27 May 2025.</p> <p>3. Approve public advertising for a 14-day period from the 30 June 2025 until the 14 July 2025 as required by the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>.</p> <p>4. Note that the Western Australian Planning Commission has granted an ongoing exemption to the Shire which provides the Shire with flexibility over the methods of advertising for any complex application, and that site signage advertising the proposals is not required.</p> <p>5. That Council consider the matter for final determination at its 16 July 2025 Ordinary Council meeting with public comments received.</p>	119/25	
21 May 2025	<p>That Council approve the Draft Submission to the State Development Assessment Unit regarding the proposed Neoen Wind Farm and authorise the CEO to lodge the submission, with the additional inclusion of matters to clarify</p> <p>1. the transferability of planning approval and conditions to potential future owners of the project, should new owners occur.</p> <p>2. the requirement and need for agreed community benefits to be novated and or transferred to any new project owner should that occur.</p>	110/25	Adopted submission was submitted
21 May 2025	<p>That Council approve the development application and issue planning approval to the owners of Lot 12 (Land No 1317132) Albany Highway, Williams for</p> <p>1. Construction a modular 70m² Granny Flat in accordance with the plans submitted.</p> <p>2. Installation two water tanks each of 100 000L</p> <p>3. Construction of 2 sheds each of 15 x 10 m² in area</p> <p>4. Installation of a standalone solar power system</p>	109/25	Certificate of Planning Approval issued.

	<p>5. Installation of septic system wastewater systems</p> <p>Subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The applicant supply the Shire of Williams with a completed Bushfire Attack Level (BAL) assessment completed by a qualified person, evidencing requirements to support the Development proposed. 2. That any BAL requirements are agreed to by the applicant and are implemented in the design and construction of the granny flat and sheds. 3. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. 4. The applicant obtain the required building permits for the proposed granny flat, and wastewater treatment system and provide evidence to the Shire of Williams. 5. The required planning fee is paid to the Shire of Williams. 6, the applicant submit a signed statement about how fire risk and fire protection will be managed on the property, including fuel load management. 7. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect. 		
<p>21 May 2025</p>	<p>That Council approve the development application and issue planning approval to the owners of Lot 10 (No 1) Albany Highway, Williams for the construction of a bitumen hardstand, concrete bunded chemical storage pad in accordance with the plans submitted.</p> <p>Subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. 2. The required planning fee is paid to the Shire of Williams. 3. No storage of goods or warehouse products is to occur within 2m of the eastern property boundary. 4. The area between 2m and 6m from the eastern property boundary can only be used for the storage of dry goods, to height not exceeding 3m. 5. A physical barrier be installed to prevent vehicles going within 2m of the eastern boundary. 6. All unloading of vehicles is to occur within the property boundary 7. The concrete bunded chemical storage pad and chemical storage complies with required regulatory standards. 8. That a storm water management plan be provided by the applicant to the Shire of Williams evidencing how storm water 	<p>108/25</p>	<p>Certificate of Planning Approval issued.</p>

	<p>from the hard stand area will be managed to the satisfaction of the Shire.</p> <p>9. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.</p>		
21 May 2025	<p>That Council:</p> <p>1. Determine that the proposed continuation of the spreading of whey may be consistent with the objectives and purpose of the Rural zone, and advertise for public comment then in accordance with the requirement of Clause 2.6 of the Shire of Williams Town Planning Scheme No 2 the proposed permanent planning consent for the spreading of whey on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972 .</p> <p>2. Approve 28 days of public advertising of the proposed application for Whey spreading on Lots 3972, 2970, 2971, 2159, 2618, 3146, 2160 and 2972, and reconsider the matter including any public comments after the close of advertising.</p>	107/25	Public advertising commenced.
21 May 2025	<p>That Council</p> <p>1. Endorses the replacement of the non-functional lighting at the Lions Park, and in doing so approves the investigation and procurement of appropriate lighting solutions to a value not exceeding \$10,000.</p> <p>2. Approves the 2024/2025 Budget reallocation of \$10,000 for minor plant to support the lighting upgrade/replacement.</p>	103/25	2x quotes sourced. Lighting replaced as proposed.
16 April 2025	<p>That Council support the request from the Numbat Taskforce who are seeking to have signs installed in the York Williams Road to raise motorist awareness of wildlife on or crossing the road in Dryandra National Park and offer to install the signs provided.</p>	99/25	Letter of support written 30/4/25. Waiting on sign delivery
16 April 2025	<p>That Council adopt the Street Tree Policy presented and request the CEO to ensure that it is promoted to the public of Williams.</p>	98/25	Policy Manual updated Policy promoted via Facebook, website, The Williams
16 April 2025	<p>That Council resolve to change the start of its Council meeting times for the remainder of 2025, from 3.30pm to 4.00pm commencing in the 21 May 2025 and request the CEO to give appropriate public notice.</p>	96/25	Notice has been posted to Facebook, website and in The Williams 23/4/25
16 April 2025	<p>That Council acknowledge the positive impact that the Evolve Festival has on the Williams Community and support</p>	91/25	Letter of support

	the event in the following manner: Provide the venue with 8 council bins, 8 Tables and the use of the Generator. Assist Millbrook in the watering of the grounds for the month of October		written 30/4/25
19 Mar 2025	That Council adopt the Drug and Alcohol policy presented as an attachment to this report and include the policy in the Shire Policy Register.	85/25	Policy adopted by council and added to policy manual
19 Mar 2025	That the Renewable Energy Community Benefit Framework be made available on various platforms including the Expo for community feedback and consultation. Re-address the framework at the April meeting with community feedback.	88/25	Draft Framework was available at Expo for community feedback.
19 Mar 2025	The Council grant planning to Anita Stacey, 1 Richmond Street, Williams (Lot13314), for: 1. the use of to sea containers to create storage/shelter 2. the use of two second hand transportable buildings to converted into a residential dwelling Subject to the following conditions, 1. The location of structures to be generally in accordance with the site layout plan submitted. 2. Sea containers to be clad or painted so the colour is uniform. 3. Colourbond cladding, flashing, gutters and down pipes used on the dwelling are to be new material (not second hand) and be of uniform colour. 4. Landscape screening be planted and maintained to the west and south of the dwelling to off privacy screening from neighbours and Narrogin Road. 5. the applicant providing a revised project delivery schedule demonstrating and committing to complete the development within six months of the Planning Approval being issued. 6. the applicant providing written confirmation that it will complete the works within 6 months, and that if this is not done then it agrees to remove the structures from the property 7. that the development be generally in accordance with the plans submitted. 8. that a separate approval is sought and gained for the management of wastewater for the dwelling. 9. the Planning Approval is voided if the above conditions are not met.	84/25	Certificate of Planning issued- subject to payment of fees. Applicant is aware of conditions. CEO monitoring.
19 Mar 2025	That Council having considered the Williams Repertory Clubs effort in providing portable staging for community use agree to offer \$10,500 from the Community Chest fund, to support the requested additional staging.	80/25	Payment made.
19 Mar 2025	That Council having considered the Williams Football Clubs efforts to fund the replacement of the football posts with funding applications that have been declined. The Council will	89/25	Posts have been ordered and will arrive

	replace North facing goal posts from council funds at an estimated cost of \$4,500		in May. Installation to occur later in 2025 to avoid oval damage or sport disruption.
19 Feb 2025	<p>That Council approve the Development Applications submitted by Rebecca Stevens, and Jamie Battley for Lot 15204, 18761876 Fourteen Mile Brook Road; and Jamie Battley, Anne Battley, Rob Battley-Gelfro property for Lot 8962 53 Lyons Road, Williams for an existing cottage and seven tiny homes on wheels for a proposed short-stay tourist holiday cabin accommodation complex, subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The Facility be closed at any time when there is a Fire Danger Rating of 'extreme' or 'catastrophic' under the Australian Fire Danger Rating System' to ensure that guests are not at the property at those peak fire risk times. 2. The Facility be closed to guest in the from mid-November to mid-April each year to mitigate the potential risk to patrons 3. The plans lodged with the application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. 4. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer. 5. Separate approval be sought and gained for the proposed eco composting wastewater systems with evidence of approvals provided the Shire if Williams. 6. If the development the subject of this approval is not substantially commenced within a period of two (2) years, the approval shall lapse and be of no further effect. 7. The proponents be advised to lodge an application for a separate Caravan Park and Camping Ground Licence in accordance with the Caravan Parks and Camping Grounds Act 1995. 	75/25	Complete-Certificate of Planning approval issue to applicant 24 Feb 2025
19 Feb 2025	<p>That Council approve the Development Application for a patio at 2 New Street, Williams subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The Stratco plans lodged with this application form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer. 	74/25	Complete-Certificate of Panning issued to applicant 24 Feb 2025

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

	f. Building permits are required for shed and wall constructions		
19 Feb 2025	That Council, 1. Accept the quotation of \$12,998.00 provided by the Western Australian Electoral Commission for it to conduct the October 2025 local government election and ensure this amount is provided for in the 2025/26 annual budget. 2. Declare, in accordance with section 4.20(4) of the Local Government Act 1995, the Electoral Commissioner to be responsible for the conduct of the 2025 local government election, together with any other elections or polls which may be required; and 3. Decide, in accordance with section 4.61(2) of the Local Government Act 1995, that the method of conducting the election will be as a postal election	69/25	Complete- letter sent to WAEC 26 Feb 2025
19 Feb 2025	That Council: 1. Adopt the Policy: Operational Practice – Training & Study Assist Policy 2. Approve the use of forms associated with the Operational Practice – Training & Study Assist Policy	66/25	Complete- all staff advised 27 Feb
19 Feb 2025	That Council discontinue the driver revive free coffee and tea offer that had occurred periodically on weekends and public holidays in Lions Park given the range of other opportunities for drivers to take a break and access refreshments in Williams, and investment made in Lions Park for the benefit of travellers.	65/25	Complete- no follow up action required.

Strategic Implications

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

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

Nil

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Mover: Cr Major

Seconder: Cr Price

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

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

Against: Nil

Carried: 7/0

Resolution: 150/25

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

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

10.1 ELECTED MEMBERS

10.1.1 UNSEALED ROAD CLOSURE AUTHORITY

COUNCIL RESOLUTION

Moved: Cr Major

Seconder: Cr Panizza

That Council give delegated authority to the Works Manager and/or the CEO to close unsealed roads to vehicles over 4.5 tonnes after significant rain events in order to protect roads from damage in wet conditions and to reopen roads once suitable, with appropriate public notification.

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

Against: Nil

Carried: 7/0

Resolution: 151/25

10.2 OFFICERS

11. APPLICATION FOR LEAVE OF ABSENCE

12. CLOSURE OF MEETING

There being no further business for discussion, the President, Cr Logie, declared the meeting closed at 4.16pm.