



SHIRE OF WILLIAMS AGENDA

ORDINARY COUNCIL MEETING
WEDNESDAY 20 JULY 2022



NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member & Community Members,

You are respectfully advised the next Ordinary Meeting of the Shire of Williams will be held on Wednesday 20 July 2022, in the Shire of Williams Council Chambers, 9 Brooking Street, Williams, commencing at 3.30 pm.

A handwritten signature in black ink, appearing to read 'Geoff McKeown', is positioned above the printed name.

Geoff McKeown
Chief Executive Officer

DISCLAIMER

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

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

SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2017-2032

ECONOMIC

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

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

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

SOCIAL AND CULTURAL

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

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

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

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

LAND USE & ENVIRONMENT

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

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

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

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

CIVIC LEADERSHIP

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

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

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

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

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AGENDA

1.0 Declaration of Opening / Announcement of Visitors

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

2.0 Record of Attendance / Apologies / Leave of Absence

Elected Members

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

Staff

Geoff McKeown - Chief Executive Officer
Alan Lamb – Manager of Corporate Services
Manuela Lenehan - Minute Taker

Visitors – Nil

Apologies – Cr John Macnamara

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	
Item No. / Subject	
Type of Interest	

6.0 Confirmation of Minutes of Previous Meetings

6.1 Ordinary Council Meeting Held 15 June 2022

Officer's Recommendation

That the Minutes of the Ordinary Council Meeting held 15 June 2022, as previously circulated, be confirmed as a true and accurate record.

7.0 Announcements by Presiding Member Without Discussion

Nil

8.0 Matters Which Require Decisions

8.1 Corporate and Community Services

8.1.1 Payment Listing

File Reference	4.23.15
Statutory Ref.	Local Government (Financial Management) Regulations 1996
Author & Date	Alan Lamb 15 July 2022
Attachments	Payment listing for month ending 30 June 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 104932 – 104396 totalling \$647,088.80 approved by the Chief Executive Officer during the month of X 2022 be endorsed.

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 30 June 2022

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
01/06/2022	FDC EDUCATORS	FDC Educators PE 29/05/2022	\$ 19,021.84
02/06/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 01/06/2022	\$ 48,474.00
08/06/2022	WILLIAMS PHARMACY	12547 - 21 Flu Vaccinations 2022	\$ 420.00
08/06/2022	WA SUPER	Superannuation - May 2022	\$ 20,436.85
15/06/2022	FDC EDUCATORS	FDC Educators PE 12/06/2022	\$ 18,533.77
15/06/2022	BITUTEK PTY LTD.	12490 - Supply & Spray Bitumen (Quindanning-Darkan Rd)	\$ 67,937.10
15/06/2022	SPINDIZZY TECHNOLOGIES PTY LTD	12555 - Bin Enclosures inc. Additional Cost for Chutes	\$ 3,355.00
15/06/2022	WG OUTDOOR LIFE	12647 - 2 Planter Pots for Brooking Street	\$ 1,990.00
16/06/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 15/06/2022	\$ 46,400.35
29/06/2022	FDC EDUCATORS	FDC Educators PE 26/06/2022	\$ 18,172.44
29/06/2022	ABM LANDSCAPING	12621 - Brick Paving (Brooking St)	\$ 13,420.00
29/06/2022	ALBANY IRRIGATION & DRILLING PTY LTD	12802 - 1 Float Leveller (Emergency Water Supply)	\$ 229.95
29/06/2022	AVON WASTE	11015 - Monthly Refuse Charges May 2022	\$ 9,014.55
29/06/2022	BELVEDERE NURSERY	12497, 12801 - Plants, Gardening Tool	\$ 276.80
29/06/2022	BENARA NURSERIES	12643 - Landscaping Plants - Various	\$ 428.12
29/06/2022	BEST OFFICE SYSTEMS	12087 - Monthly Printing/Copying Charges	\$ 170.28
29/06/2022	BOC Ltd	12091 - May 2022 Container Service & Refill Fee	\$ 210.18
29/06/2022	BODDINGTON MEDICAL CENTRE	Support Doctor's Visit to Williams, 1st Qtr 2022	\$ 1,862.00
29/06/2022	BP TRUST	Monthly Fuel Account May 2022	\$ 415.28
29/06/2022	CORNER'S AUTOMOTIVE ELECTRICS	12668 - Vehicle Batteries (DFES Tanker)	\$ 363.00
29/06/2022	CORSIGN WA PTY LTD	12494 - Signage (various)	\$ 434.50
29/06/2022	CR BERNARD PANIZZA	Cr Sitting Fees & Travel	\$ 2,378.09
29/06/2022	CR CHRISTINE COWCHER	Cr Sitting Fees & Travel	\$ 1,423.89
29/06/2022	CR JARRAD LOGIE	Cr Sitting Fees & Presidential Allowance	\$ 9,091.00
29/06/2022	CR JOHN MACNAMARA	Cr Sitting Fees & Travel	\$ 1,090.90
29/06/2022	CR MOYA CARNE	Cr Sitting Fees & Travel	\$ 2,415.45
29/06/2022	CR NATALIE MAJOR	Cr Sitting Fees & Travel	\$ 1,857.31
29/06/2022	CR ROBERT BAKER	Cr Sitting Fees	\$ 1,628.00
29/06/2022	CR SIMON HARDING	Cr Sitting Fees & Travel	\$ 1,930.62
29/06/2022	CR TRACEY PRICE	Cr Sitting Fees	\$ 1,480.00
29/06/2022	DORMAKABA AUSTRALIA PTY LTD	Automatic Doors Serviced (x2)	\$ 253.00
29/06/2022	DUFF ELECTRICAL CONTRACTING	12517,12524,12568,12546,12646,12626,12627 - Various Elec. Work	\$ 5,499.46
29/06/2022	EMBROIDER ME	12639 - Staff Uniforms (Childcare)	\$ 1,282.60
29/06/2022	GEOFF PERKINS FARM MACHINERY CENTRE	12662 - Lawn Mower Blades	\$ 70.00
29/06/2022	GOODYEAR DUNLOP TYRES P/L BEAUREPAIRES)	12663, 12687 - Tyre Repairs & Fitting (Various)	\$ 113.40
29/06/2022	HARMONY SOFTWARE	Software Subscriptions for May 2022, Annual Licence	\$ 1,472.50
29/06/2022	HUBHELLO AUSTRALIA PTY LTD	12650 - Annual Hubworks Licence 2022/2023 (Childcare)	\$ 1,705.00
29/06/2022	IRRI-TEC	12491 - 2 Boxes of Sprinklers (Hockey & Football Ovals)	\$ 5,021.50
29/06/2022	ITR PACIFIC PTY LTD	12657 - Parts (Volvo Excavator)	\$ 487.69
29/06/2022	LANDGATE.	Valuations - Various	\$ 20,138.47
29/06/2022	LGIS RISK MANAGEMENT	12396 - Regional Risk Co-ordinator 2021-22 (2nd Instalment corrected)	\$ 3,702.60
29/06/2022	LIBERTY RURAL	12495 - Bulk Fuel	\$ 16,954.27
29/06/2022	LOVEGROVE TURF SERVICES PTY LTD	12480 - Turfcare (Recreation Ground & Hockey Oval)	\$ 13,310.00
29/06/2022	M & M CONTRACTORS	12483 - Gravel Carting (Quindanning-Darkan Rd)	\$ 5,183.75
29/06/2022	MARKETFORCE.	Advertise Sandalwood Ct Refurbishment Tender (x2)	\$ 601.08
29/06/2022	MELCHIORRE PLUMBING & GAS	12541, 12543, 12535 & 6, 12548 - Plumbing Works (Various)	\$ 6,564.80
29/06/2022	NARROGIN CARPETS & CURTAINS	12541, 12543, 12535 & 6, 12548 - Plumbing Works (Various)	\$ 3,740.00
29/06/2022	NARROGIN HIRE SERVICE	12496 - Reticulation Components (Various)	\$ 226.00
29/06/2022	NARROGIN PUMPS SOLAR AND SPRAYING	12673 - Fittings (Emergency Water Supply)	\$ 153.65
29/06/2022	NARROGIN TOYOTA	12658 - Parts (Various)	\$ 199.54
29/06/2022	PEEL HARVEY CATCHMENT COUNCIL	NRM Officer Contribution	\$ 5,500.00
29/06/2022	PRIME AG SERVICES - WILLIAMS	Wetting Agent (Football Oval)	\$ 215.00
29/06/2022	RF CONCRETING	12645 - Concrete Works (Entry Statements)	\$ 4,841.10
29/06/2022	SHIRE OF NARROGIN.	COVID Rapid Antigen Tests	\$ 803.00
29/06/2022	SUNNY INDUSTRIAL BRUSHWARE PTY LTD	12752 - Broom for Road Sweeper	\$ 906.40
29/06/2022	T-QUIP.	12660, 12671, 12660, 12659, 12672 - Parts & Labour (Various)	\$ 2,514.30
29/06/2022	THE GOODS	12531, 12550 - Cleaning Products & Consumables (Various)	\$ 1,608.08
29/06/2022	THE WILLIAMS COMMUNITY NEWSPAPER.	Photocopy Charges for Shire Notes	\$ 114.00
29/06/2022	TOLL TRANSPORT PTY LTD	Freight - Various	\$ 636.70
29/06/2022	TOWN PLANNING INNOVATIONS	General Planning Advice for May 2022	\$ 165.00
29/06/2022	TRUCK CENTRE (WA) PTY LTD	12675, 12669 - Parts (Volvo Prime Mover)	\$ 1,058.16
29/06/2022	WA CONTRACT RANGER SERVICES	12084 - Ranger Services - 24/5/2022, 7/6/2022	\$ 561.00
29/06/2022	WILLIAMS DISTRICT CLUB	Contribution - Outdoor Area Refurbishment	\$ 1,100.00
29/06/2022	WILLIAMS NEWSAGENCY	Monthly Account May 2022	\$ 65.40
29/06/2022	WILLIAMS RURAL SUPPLIES	Monthly Hardware Account - May 2022	\$ 1,610.67

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 30 June 2022

DATE	NAME	DESCRIPTION	AMOUNT
29/06/2022	WILLIAMS RUSTIC GROCER	Monthly Refreshments & Consumables, May 2022	\$ 128.16
29/06/2022	WP & ST DUFFIELD	12492 - Gravel for Roadworks (Quindanning-Darkan Rd)	\$ 8,568.00
30/06/2022	Griffiths Maria	Reimbursement of Overpaid Rent - 8 Jamtree Ln - M.Griffiths	\$ 212.41
30/06/2022	SHIRE OF WILLIAMS	Salaries & Wages PE 29/06/2022	\$ 48,489.97
01/06/2022	TELSTRA	Telephone Charges - Landlines	\$ 454.56
01/06/2022	SYNERGY	Electricity Supply & Setup Fee - (8 Jamtree Ln)	\$ 44.56
15/06/2022	SYNERGY	Electricity Supply & Consumption - Various	\$ 3,042.00
15/06/2022	TELSTRA	Mobile Phone Services to 1/6/2022	\$ 297.36
22/06/2022	SYNERGY	Electricity to Swimming Pool 17/5/2022 to 21/6/2022	\$ 484.29
22/06/2022	TELSTRA	WS Home Phone to 7/6/2022	\$ 55.00
29/06/2022	TELSTRA	Pool Telephone to 19/6/2022	\$ 32.33
01/06/2022	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payment	\$ 23,414.00
01/06/2022	WESTNET	Monthly CEO Internet Charges, June 2022	\$ 54.99
03/06/2022	CBA	CBA - Merchant Fees MAY 2022	\$ 78.79
17/06/2022	BOND ADMINISTRATOR	Bond - Unit 3 New Street	\$ 620.00
20/06/2022	BOND ADMINISTRATOR	Bond - 8 Jamtree Lane	\$ 904.00
23/06/2022	BOND ADMINISTRATOR	Bond - Rec House	\$ 460.00
29/06/2022	WA TREASURY CORPORATION	Scheduled Payment - Loan #70	\$ 13,701.24
14/06/2022	WA TREASURY CORPORATION	Settlement - Loan #66	\$ 117,478.88
29/06/2022	ANZ CARDS	Monthly Credit Card Expenses x 3	\$ 1,941.98
15/06/2022	WATER CORPORATION.	Water Supply Charges - Various	\$ 13,248.12
15/06/2022	WILLIAMS LICENSED POST OFFICE	Postage & Stationery, May 2022	\$ 208.19
22/06/2022	SHIRE OF WILLIAMS	Vehicle Registrations x2 (Isuzu Ute & SAM Trailer)	\$ 235.90
29/06/2022	WATER CORPORATION.	Water Supply Charges - Various	\$ 9,595.93
30/06/2022	Williams Post Office	Petty Cash Recoup	\$ 98.75
Total			\$ 647,088.80

8.1.2 Financial Statements

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Alan Lamb 15 July 2022
Attachments	Financial Statements ending 30 June 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 30 June 2022 be received.



SHIRE OF WILLIAMS

MONTHLY FINANCIAL REPORT For the Period Ended 30 June 2022

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

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Statement of Financial Activity by Program

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Prepared by : Manager of Corporate Services
Date prepared : All known transactions up to 11 June 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 30 JUNE 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 30 JUNE 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	1,000	21,041	20,041	100%	▲
General Purpose Funding - Rates	5	2,028,853	2,028,853	2,028,853	2,032,126	3,273	0%	
General Purpose Funding - Other		268,372	384,659	268,372	997,380	729,008	272%	▲
Law, Order and Public Safety		37,448	44,149	37,448	80,787	43,339	116%	▲
Health		1,200	1,200	1,200	835	(365)	(30%)	
Education and Welfare		510,806	519,999	510,806	563,063	52,257	10%	▲
Housing		248,779	248,779	248,779	210,525	(38,254)	(15%)	▼
Community Amenities		211,630	211,630	211,630	207,042	(4,588)	(2%)	
Recreation and Culture		51,674	70,574	71,674	74,176	2,502	3%	
Transport		103,957	133,484	103,957	141,360	37,403	36%	▲
Economic Services		158,979	137,042	158,979	172,709	13,730	9%	▲
Other Property and Services		74,430	62,462	72,430	56,780	(15,650)	(22%)	▼
		3,697,128	3,872,331	3,715,128	4,557,823	842,695		
Expenditure from operating activities								
Governance		(209,500)	(239,268)	(209,500)	(211,352)	(1,852)	(1%)	▼
General Purpose Funding		(104,351)	(104,351)	(104,351)	(98,330)	6,021	6%	▲
Law, Order and Public Safety		(105,825)	(112,526)	(105,825)	(96,249)	9,576	9%	▲
Health		(60,204)	(60,204)	(60,204)	(42,644)	17,560	29%	▲
Education and Welfare		(521,951)	(513,918)	(521,951)	(453,579)	68,372	13%	▲
Housing		(196,366)	(201,366)	(196,366)	(195,449)	917	0%	
Community Amenities		(339,478)	(339,478)	(339,478)	(315,857)	23,621	7%	▲
Recreation and Culture		(824,929)	(841,637)	(824,929)	(832,735)	(7,806)	(1%)	
Transport		(1,518,285)	(1,491,519)	(1,518,285)	(1,542,819)	(24,534)	(2%)	
Economic Services		(238,875)	(188,844)	(238,875)	(137,242)	101,633	43%	▲
Other Property and Services		(128,007)	(104,097)	(128,007)	(103,101)	24,906	19%	▲
		(4,247,771)	(4,197,208)	(4,247,771)	(4,029,356)	218,415		
Non-Cash Amounts excluded from operating activities								
Add back Depreciation		1,264,609	1,264,609	1,264,609	1,275,082	10,473	1%	
Adjust (Profit)/Loss on Asset Disposal	6	33,625	(34,609)	33,625	(102,097)	(135,722)	(404%)	▼
Adjust Fair Value to financial assets		0		0	(2,997)	(2,997)		
Adjust Provisions and Accruals		5,128	5,128	5,128	0	(5,128)	(100%)	▼
Amount attributable to operating activities		752,719	910,251	770,719	1,698,455	927,736		
Investing Activities								
Grants, Subsidies and Contributions	8	953,493	953,493	953,493	893,625	(59,868)	(6%)	▼
Proceeds from Disposal of Assets	6	136,000	193,617	136,000	683,825	547,825	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)	(2,412,193)	(2,197,954)	214,239	(9%)	▲
Amount attributable to investing activities		(1,215,677)	(1,237,272)	(1,215,677)	(513,481)	702,196		
Financing Activities								
Proceeds from New Borrowings		200,000	200,000	0	200,000	200,000		
Transfer from Reserves	3	236,955	236,955	0	(45,640)	(45,640)		
Repayment of Debentures		(195,514)	(195,514)	(195,514)	(299,592)	(104,078)	(53%)	▼
Transfer to Reserves	3	(180,058)	(180,058)	(180,058)	(450,962)	(270,904)	(150%)	▲
Amount attributable to financing activities		61,383	61,383	(375,572)	(596,194)	(220,622)		
NET OPERATIONS, CAPITAL, FINANCING		(401,575)	(265,638)	(820,530)	588,781	1,409,310		
CLOSING FUNDING SURPLUS (DEFICIT)	1(b)	0	109,481	(418,955)	963,900	1,382,854		

KEY INFORMATION

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

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

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

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

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

PROVISIONS

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

INVENTORIES

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

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022**

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

	Note	Year to Date Actual 30 Jun 2022	Year to Date Actual 44,286	This Years Opening 1 July 2021
		\$	\$	\$
Current Assets				
Cash Unrestricted	3	1,739,746	958,698	862,396
Cash Restricted	3	1,243,715	767,390	747,113
Receivables - Rates	4	(1,644)	171,571	12,116
Receivables -Other	4	199,274	56,865	135,087
Accrued Revenue		37,972	0	43,567
Loans Receivable - clubs	7	0	0	107,023
Inventories		30,748	36,843	22,190
		<u>3,249,811</u>	<u>1,991,367</u>	<u>1,929,492</u>
Less: Current Liabilities				
Payables		(182,246)	(199,707)	(262,217)
Contract Liabilities	8	(560,413)	(197,674)	(122,634)
Provisions		(330,236)	(356,517)	(341,041)
Long Term Borrowings	7	11,276	(43,659)	(211,480)
		<u>(1,061,619)</u>	<u>(797,557)</u>	<u>(937,372)</u>
Adjustments and exclusions permitted by FM Reg 32				
Less: Cash Reserves	3	(1,243,715)	(767,390)	(747,113)
Less: Loans Receivables	7	0	0	(107,023)
Add: Leave Entitlements Cash Backed		30,698	20,643	25,655
Add: Long Term Borrowings	7	(11,276)	43,659	211,480
Adjusted Net Current Assets		963,900	490,721	375,119

SIGNIFICANT ACCOUNTING POLICIES

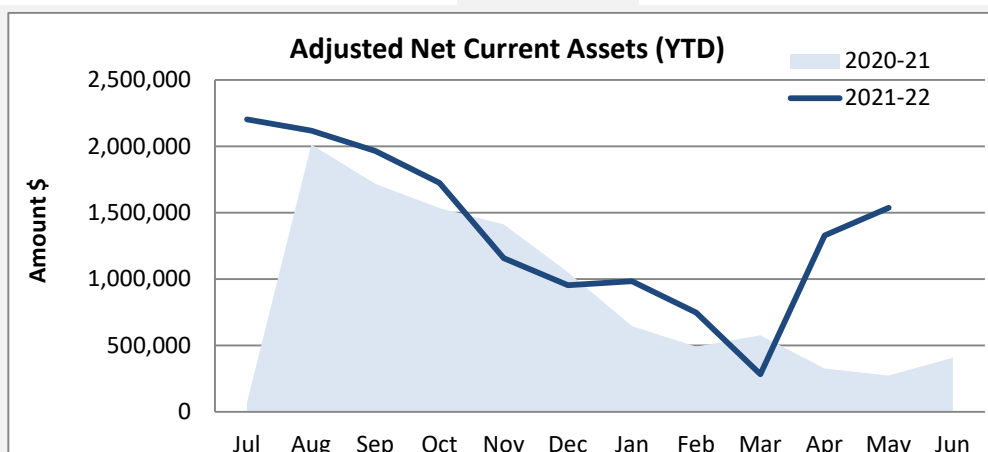
Please see Note 1 (a) for information on significant accounting policies relating to Net Current Assets.

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.

**This Year YTD
Surplus (Deficit)
\$963,900**

**Last Year YTD
Surplus(Deficit)
\$490,721**



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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	20,041	100%	▲	Permanent	Increase in value of WALGA House Units/Shares x 3 @ \$999, a total of \$2,997. Plus community development grants \$4,460 and \$13,583.88
General Purpose Funding - Rates	3,273	0%			
General Purpose Funding - Other	729,008	272%	▲	Permanent	Financial Assistance Grant actual amount paid was \$119,264 more (that is \$80,732 for the General Purpose grant and \$38,532 more for the Local Roads grant) than anticipated. Received 75% of 2022-23 grant \$613,275 -not budgeted for. All permanent.
Law, Order and Public Safety	43,339	116%	▲	Permanent	DFES Operating Grant reimbursement of over expenditure from 2020-2021 - \$6,701, DFES grant for Narrakine BFB water tank \$40,555.72. Partially offset by \$1,130 less income from animal control registration fees, fines and penalties
Health	(365)	(30%)		Permanent	Income from Fees and charges - food vendors lower than
Education and Welfare	52,257	10%	▲	Timing	Childcare Centre income \$68,455.51 more than expected at this time and Family Day Care Centre fees currently \$15,698.34 lower.
Housing	(38,254)	(15%)	▼	Timing	Reduction mainly due to NRAS - incentive payment of \$39,104 held up by ATO, expected by end of July 2022
Community Amenities	(4,588)	(2%)		Timing	Primarily due to late payment from Feral Pig Declared Species Fund (\$4,339.68)
Recreation and Culture	2,502	3%		Timing/Permanent	An unbudgeted amount of \$3,300 was received categorised as Grants and Donations. Similarly, a \$5,000 grant was received for the Library. - both are permanent. Contributions and Donations down by \$11,010 - Timing. Income from sale of history books was up by \$2,654 - Permanent
Transport	37,403	36%	▲	Permanent	Primarily relates to the unexpected Profit on Sale of Assets (grader, mower and ute) \$36,660 - permanent.
Economic Services	13,730	9%	▲	Timing	Unbudgeted profit on sale of land and buildings 5 Marjidin Way \$2,317 (actual \$55,570, budget \$53,252), plus \$5,515 more income from Building Control and \$7,693 more income from Tourism and Area Promotion .
Other Property and Services	(15,650)	(22%)	▼	Permanent	Private works currently below budget expectations by \$22,041. 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	(1,852)	(1%)	▼	Timing/Permanent	Public relations costs \$28,000 higher than budget as community development costs allocated here, some activities being grant funded - Permanent. Partially offset by lower than expected strategic planning costs to date - Timing
General Purpose Funding	6,021	6%	▲	Permanent	Mainly due to Allocation of Adim costs \$5,553 lower than anticipated. Added to this is lower than expected bank fees (\$780) and lower printing and stationery costs (\$594)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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
Law, Order and Public Safety	9,576	9%	▲	Permanent	Fire prevention equipment purchases, vehicle maintenance, protective burning and communications repairs and maintenance costs lower than expected (\$6,335). Similarly, Animal control costs were down by \$2,313
Health	17,560	29%	▲	Permanent	Group Scheme expenditure (EHO) down by \$13,335 on expectations due change over of service provider this reduction could be permanent. Medical services costs were also down by \$2704.
Education and Welfare	68,372	13%	▲	Permanent	Childcare costs down (Family Day Care \$54,133 and Childcare Centre \$11,958) on expectations. Resource Centre maintenance costs \$1,875 lower than anticipated.
Housing	917	0%			
Community Amenities	23,621	7%	▲	Permanent	Costs generally down on expectations at this time. Sanitation down by \$12,562, Other by \$4,477 and protection of the environment by \$4,477.
Recreation and Culture	(7,806)	(1%)			
Transport	(24,534)	(2%)			Primarily due to there being no loss on sale of assets (grader, mower and ute) as expected -\$27,745
Economic Services	101,633	43%	▲	Permanent	Mainly due to Community Water Supply project (\$62,472) being reclassified as capital. Also Building control costs down by \$14,638 due to change over in service provider. Water supply costs \$17,360 lower than anticipated.
Other Property and Services	24,906	19%	▲	Permanent	Expenditure on Private Works down by \$19,859. Similarly Town Planning down by \$6,038
Investing Activities					
Grants, Subsidies and Contributions	(59,868)	(6%)	▼	Permanent	Transfer of \$20,000 held in Trust for public open space awaiting application for Minister's approval - now expected in 2022/23. LRCP grant \$39,871 still to be received.
Proceeds from Disposal of Assets	547,825	100%	▲	Permanent	Primarily relates to sale of 5 Marjidin Way (\$480,000 - net of GST). Balance relates to higher than expected income from sale of plant, equipment and vehicles.
Capital Expenses	214,239	-9%	▲	Permanent	Expenditure on Roads and Other Infrastructure (parks, gardens, carparks etc) down by \$169,288 and \$49,139
Transfer to Reserves	(270,904)	(150%)	▼	Permanent	Net of transfers in and out of Reserve Funds. Variance primarily due to an additional amount of \$364,646 transferred to Building Reserve, partially offset by lower than planned transfers from Reserves.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

CASH AND INVESTMENTS

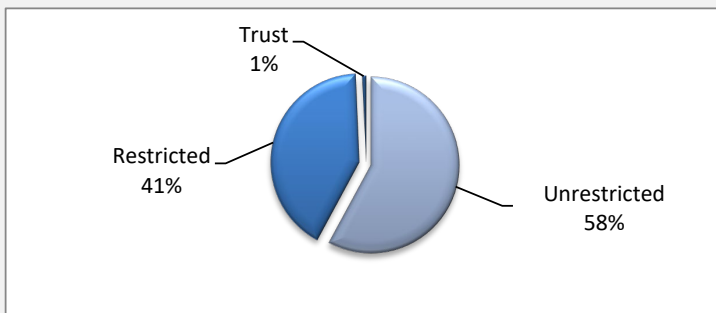
	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash & Floats	600			600		0.00%	On Hand
Cash Deposits							
Municipal Bank Account	55,523			55,523	ANZ	0.00%	At Call
Municipal Cash Investment	826,035			826,035	ANZ	0.05%	At Call
Trust Bank Account			20,000	20,000	ANZ	0.00%	At Call
Term Deposits							
Reserves		1,243,715		1,243,715	ANZ	0.00%	At Call
Treasury							
Overnight Cash Deposit	855,003			855,003	Treasury	0.80%	Overnight
Total	1,737,161	1,243,715	20,000	3,000,876			

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
\$3. M	\$1.74 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	44	5,000	5,000	0	0	30,782	30,698
Plant Reserve	156,451	782	(71,013)	44,000	44,000	(60,840)	35,640	140,393	165,078
Building Reserve	282,393	1,412	481	45,000	409,646	(65,000)	0	263,805	692,520
Joint Venture Housing Reserve	119,927	600	197	10,000	10,000	(41,115)	0	89,412	130,124
Recreation Facilities Reserve	115,502	578	(9,796)	10,000	10,000	(5,000)	5,000	121,080	120,706
Art Acquisition Reserve	8,819	44	(9,985)	500	500	(25,000)	5,000	(15,637)	4,334
Refuse Site Reserve	24,294	121	41	0	0	0	0	24,415	24,335
Community Chest Reserve	14,073	70	24	1,822	1,822	0	0	15,965	15,919
Childcare	0	0	0	60,000	60,000	(40,000)	0	20,000	60,000
	747,113	3,736	(90,006)	176,322	540,968	(236,955)	45,640	690,216	1,243,715

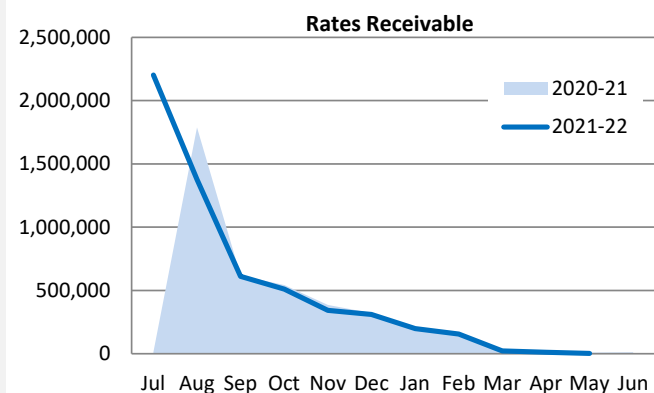
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Receivables - Rates Receivable	30 Jun 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	(2,231,674)	(2,153,953)
Net Rates Collectable	(1,644)	12,116
% Collected	100.07%	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.



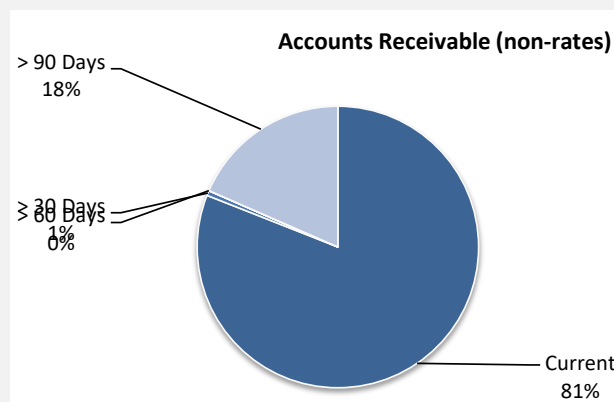
Collected	Rates Due
100%	-\$1,644

Receivables - General	Current	> 30 Days	> 60 Days	> 90 Days
	\$	\$	\$	\$
Receivables - General	161,365	1,124	37	36,747
Percentage	80.98%	0.56%	0.02%	18.44%
Total Receivables General Outstanding				199,274

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
\$199,274
Over 30 Days
19.02%
Over 90 Days
18.44%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2022**

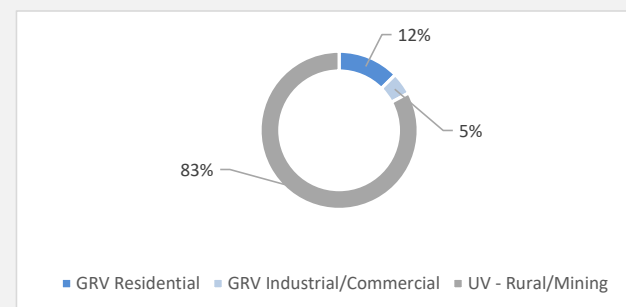
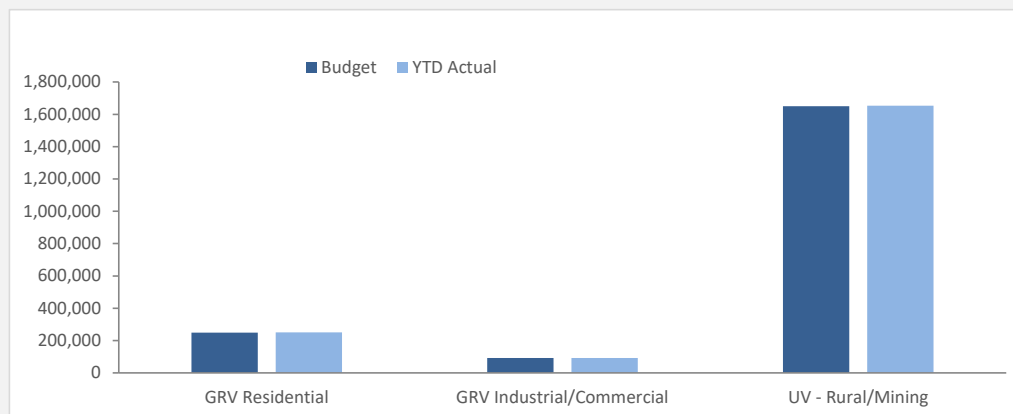
**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

General Rate Revenue	Budget						YTD Actual				
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
GRV Residential	0.077340	147	1,854,082	143,395	0	0	143,395	143,395	1,064	0	144,459
GRV Industrial/Commercial	0.077340	23	1,034,496	80,008	0	0	80,008	80,008		0	80,008
UV - Rural/Mining	0.006090	241	255,822,000	1,557,956	0	0	1,557,956	1,558,848	1,322	0	1,560,169
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	2,386	0	1,994,596
Amount from General Rates							1,991,319				1,994,596
Ex-Gratia Rates							37,533				37,530
Total General Rates							2,028,852				2,032,126

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 30 JUNE 2022**

**INVESTING ACTIVITIES
NOTE 6
CAPITAL DETAILS**

Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land & Buildings	184,483	305,100	180,896	124,204
Plant & Equipment	476,000	455,740	459,820	(4,080)
Furniture & Equipment	57,000	54,239	52,239	2,000
Infrastructure - Roads	1,063,510	1,063,510	894,222	169,288
Parks, Gardens, Recreation Facilities	631,199	659,915	610,776	49,139
Capital Expenditure Totals	2,412,193	2,538,504	2,197,954	340,551

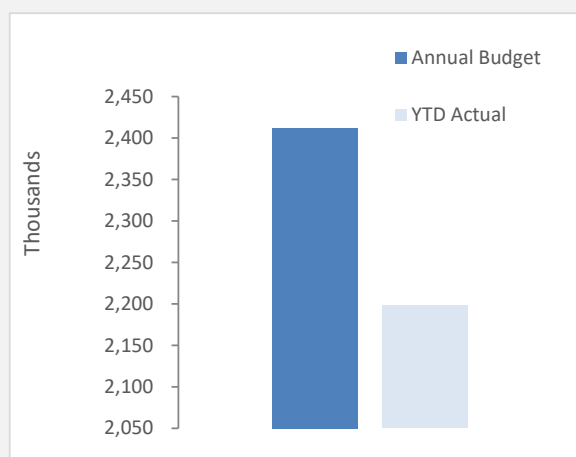
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	953,493	893,625	893,625	0
Borrowings	200,000	0	0	0
Other (Disposals & C/Fwd)	136,000	0	683,825	683,825
Cash Backed Reserves				0
Plant Replacement Reserve	60,840	0	-35,640	35,640
Building Reserve	65,000	0	0	0
Recreation Facilities Reserve	5,000	0	-5,000	5,000
Refuse Site Reserve	0	0	0	0
Contribution - operations	991,859	1,644,879	661,144	(983,736)
Capital Funding Total	2,412,193	2,538,504	2,197,954	(259,271)

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	\$2.2 M	91%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$.95 M	\$.89 M	94%

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)	11,239	20,208	8,969
Sale of 5 Marjin Way Williams				424,430	480,000	55,570
Capital Disposals Total	169,625	136,000	(33,625)	581,728	683,825	102,097

CAPITAL ACQUISITIONS

% of Completion	Infrastructure Assets	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
-	Sandalwood Crt Refurbishment	25,000	25,000	0	25,000
-	Single Person Unit - Carport	20,000	20,000	0	20,000
-	Building Refurbishments	15,000	15,000	0	15,000
100%	Mens Shed	54,483	54,483	60,280	(5,796)
-	Archive Room	30,000	30,000	0	30,000
-	Childcare - (Foyer, Kitchen, Office)	40,000	40,000	0	40,000
100%	Bushfire Infrastructure Develop		44,251	44,251	0
100%	Stock Water - emergency supply		76,365	76,365	0
	Land and Buildings Total	184,483	305,100	180,896	124,204
100%	Office Printer	7,000	7,000	5,000	2,000
100%	Office Server Replacement	50,000	47,239	47,239	0
	Furniture and Equipment Total	57,000	54,239	52,239	2,000
100%	Mazda CX5 - WL16	37,000	0	0	0
100%	Road Grader - WL61	375,000	374,800	374,800	0
100%	Toro Reelmaster Mower	37,000	53,940	53,940	0
100%	4 x 2 Single Cab Hi Rise Ute - WL5826	27,000	27,000	31,080	(4,080)
	Plant & Equipment Total	476,000	455,740	459,820	(4,080)
100%	Project Grant - Congelin Narrogin Rd	158,526	158,526	171,108	(12,582)
100%	Project Grant - Quindanning Darkan Rd	281,700	281,700	293,497	(11,797)
50%	RTR - York Williams Rd	103,298	103,298	16,574	86,725
-	RTR - Clayton Rd	92,814	92,814	71,583	21,231
100%	Council - Brooking Street	124,500	124,500	126,920	(2,420)
100%	LRCI - Rosselloty Street	140,000	140,000	194,762	(54,762)
-	Council - Narrakine Rd	15,900	15,900	825	15,075
100%	Council - Pig Gully Rd	21,265	21,265	18,954	2,311
100%	Council - Townsite Drainage - part of Rosselloty project	30,000	30,000	0	30,000
-	Council - Road Upgrades	95,506	95,506	0	95,506
	Roads Total	1,063,510	1,063,510	894,222	169,288
100%	Carpark - Lions Park	134,400	163,116	163,116	0
80%	Town Hall Park (Phase 1)	101,044	101,044	70,403	30,641
-	Town Hall Park (Phase 2)	30,000	30,000	0	30,000
100%	Eagle Sculpture (Final Payment)	20,455	20,455	20,455	0
100%	Cemetery Improvements - Marling	5,000	5,000	8,171	(3,171)
100%	Cemetery Gazebo - Williams	15,000	15,000	17,736	(2,736)
80%	Townscape Brooking Street (Phase 1)	18,463	18,463	15,194	3,269
90%	Entry Statements (Phase 2)	11,836	11,836	13,079	(1,243)
-	Playground Recreation Centre	20,000	20,000	0	20,000
100%	Depot Fuel Facility	65,000	65,000	75,634	(10,634)
100%	Synthetic Bowling Green	210,000	210,000	226,988	(16,988)
	Infrastructure - Other Total	631,199	659,915	610,776	49,139
	Capital Expenditure Total	2,412,193	2,538,504	2,197,954	340,551

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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	12,818	12,818	159,915	159,915	10,802	10,802
Loan #66 Industrial Land	128,210	0	0	128,210	12,856	0	115,354	7,338	5,214
Economic Services									
Loan #70 Industrial Shed	171,737	0	0	11,108	22,384	160,629	149,353	5,019	5,019
	593,399	0	0	192,569	88,492	400,830	504,907	24,195	22,070
Self supporting loans									
<u>Recreation and Culture</u>									
Loan #69 Williams Bowling Club	107,023	0	0	107,023	107,023	0	0	9,143	8,901
Loan #72 Williams Bowling Club	0	0	200,000	0	0	200,000	200,000	0	0
	107,023	0	200,000	107,023	107,023	200,000	200,000	9,143	8,901
Total	700,422	0	200,000	299,592	195,515	600,830	704,907	33,338	30,971

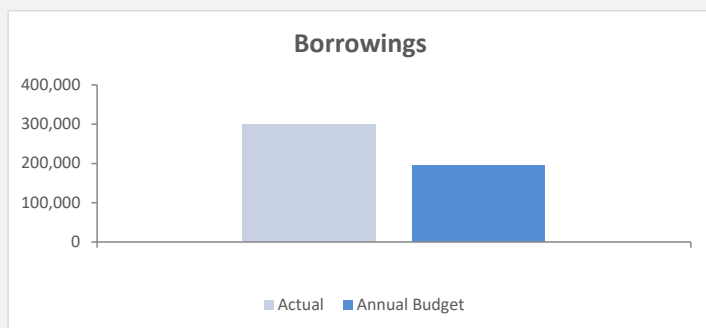
All debenture repayments were financed by general purpose revenue.

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
\$299,592

Interest Earned
\$2,352

Interest Expense
\$33,338

Reserves Bal
\$1,243,715

Loans Due
\$600,830

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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 30-Jun						
GENERAL PURPOSE FUNDING					\$	\$	\$	\$	\$	\$
Equalisation Grant	0	0	0	0	108,796	0	108,796	0	483,625	(374,829)
Local Road Grant	0	0	0	0	140,340	0	140,340	0	498,050	(357,710)
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	34,049	(6,701)
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	12,101	1,399
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	10,000	0
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	40,000	0
Repertory Club Contribution to BBQ	0	0	0	0	5,000	0	0	5,000	5,000	0
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	293,484	(3)
Local Roads and Community Projects	0	0	0	0	260,328	0	0	260,328	220,457	39,871
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	196,112	0
Street Lighting Subsidy	0	0	0	0	5,700	0	5,700	0	5,854	(154)
ECONOMIC SERVICES										
Community Water Supply Program	0	0	0	0	53,252	0	53,252	0	44,124	9,128
TOTALS	122,634	117,394	(122,634)	117,394	1,568,183	0	614,690	953,493	2,190,691	(622,508)

KEY INFORMATION

Operating	Annual Budget	YTD Actual	% Received
	\$.61 M	\$ 1.3 M	211%
Non- Operating	Annual Budget	YTD Actual	% Received
	\$.95 M	\$.89 M	94%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 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	Amount	Closing Balance
	1 Jul 21	Received	Paid	30 Jun 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 30 JUNE 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 Memorandum of Understanding – Hotham-Williams Shires & PHCC Partnership

File Reference	10.51.10
Statutory Ref.	Nil
Author & Date	Geoff McKeown 29 June 2022
Attachments	Attachment 1 – Existing Memorandum of Understanding

Background

In 2018 an MOU was entered into with the Peel-Harvey Catchment Council (PHCC) and neighbouring shires. The purpose of the MOU formalised the partnership between the (PHCC) and the Shires of Boddington, Williams, Wandering and Cuballing to provide natural resource management/landcare support to the landowners and community of the Hotham-Williams catchment, as defined within the Hotham-Williams NRM Plan 2015-2025.

The MOU has a term of five (5) years and is due to expire in August 2023, although the funding commitment from the local governments concludes in the 2021/22 financial year.

As 2021/22 is the last financial year stated within the MOU, the PHCC is seeking the Shire of Williams support to enter into a five-year extension of this agreement commencing July 2022 along with the other shires to continue to support NRM activities within the Hotham-Williams sub-catchment.

Comment

Representatives of the PHCC made a presentation to Council at the May 2022 Ordinary Council, where the entering into a new MOU was discussed. In subsequent correspondence the PHCC outlined some of the major achievements since the commencement of the current MOU, including:

- Enabling leveraging of funding from the Australian Government's National Landcare Program to secure the Numbat Neighbourhood, Greening Farms and Black Cockatoo projects as well as funding for a Regional Agriculture Landcare Facilitator.
- Development of a dedicated River Action Plan and River Health Assessments for the Hotham-Williams sub-catchment.
- Preparation of restoration plans for eight sites on the Hotham and Williams Rivers, including Williams Town Site.
- Four Community Environmental Grant rounds delivered to the Hotham-Williams community since 2018/19 with PHCC cash contribution of \$750,000, leading to 94 projects which have protected 2,000 ha vegetation through 144 km fencing installed and large scale feral animal and weed control.
- 50 capacity building workshops/events delivered across the Hotham-Williams sub-catchment.
- Monthly editions of the Hotham-Williams landcare matters across 4 community newsletters.

The PHCC would appreciate an ongoing contribution of at least the current amount of \$5,000 but would welcome an increase if possible.

Subject to being advised the outcome, PHCC will provide a new 5-year MOU for the Shire's review and endorsement.

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 1.3 Monitor the impact of pests and weeds throughout the Shire and adopt appropriate mitigation methods
- CL 3.2 Foster, nurture and develop strategic alliances with local government, major industry and government agencies

Financial Implications

Entering a MOU and agreeing to a financial contribution will require inclusion of the contribution amount in the 2022/23 Budget and subsequent years.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council supports entering into a Memorandum of Understanding with the Peel-Harvey Catchment Council and the Shires of Boddington, Cuballing and Wandering to provide natural resource management/landcare support and agrees to contribute \$5,000 per annum for the duration of the agreement.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is entered into between:

Peel-Harvey Catchment Council Inc.

and

The Shires of Boddington, Williams, Wandering and Cuballing

August, 2018 to August, 2023 (5 years)

(funding commencing 2017/18)

1 Purpose of the MOU

The purpose of the MOU is to formalise the partnership between the Peel-Harvey Catchment Council (PHCC) and the Shires of Boddington, Williams, Wandering and Cuballing to provide natural resource management/landcare support to the landowners and community of the Hotham-Williams catchment, as defined within the Hotham-Williams NRM Plan 2015-2025. The footprint of the works/support will extend to include those portions of the Shires of Pingelly, Collie, Narrogin and Wickiepin, within the surface water catchment of the Peel-Harvey.

The PHCC, through funding from the Australian Government and State NRM Program have been providing on-ground support to landowners across the Hotham-Williams catchment for a number of years. This support has been able to be increased in the last four years, thanks to funding received through the Australian Government via the "Rivers 2 Ramsar" project, and more recently through the National Landcare Programme. Via the PHCC approximately \$700,000 has been invested in the Hotham Williams since 2013 for on-ground projects such as fencing of rivers and bushland, revegetation, feral animal control support, weed removal and investment in community groups. It has also enabled the development of the Hotham-Williams NRM Plan, with the community, to provide a framework to implement community priorities.

A collaborative arrangement is required to continue to build the capacity of the Hotham-Williams community for ongoing natural resource management/landcare activities. The uptake and involvement of the community currently relies on the support provided by the PHCC via a locally placed NRM Officer, supported by the governance and supporting frameworks of the PHCC. Approximately \$145,000 is required per annum to continue this and this MOU defines the intended contributions of each organisation, noting that, in accordance with governance processes, each Local Government's contribution will be subject to an annual budget endorsement of that Local Government and as such the amounts shown are an intended, but non-binding contribution.

The Shires of Boddington, Williams, Wandering and Cuballing are important delivery partners and their collaborative roles with the PHCC in reinvigorating NRM in the Hotham-Williams since 2013 is acknowledged.

This MoU has two primary purposes, the first is to solidify and define the relationships between the Shires and the PHCC, and secondly to demonstrate a commitment to continue to work together to deliver these important community services (as defined in the NRM Plan) through cash funding and/or other support. The PHCC will continue to provide funding as is available to ensuring there are NRM human resources available in Hotham-Williams, as well as funding to deliver on-ground outcomes, wherever possible.

2 Roles and Responsibilities

The PHCC will be responsible for providing a NRM Officer/s (based in Boddington) to provide the knowledge, skills and resources to landowners to facilitate on ground and engagement activities. Funding will also be directed to the Hotham-Williams catchment to ensure on-ground activities can be undertaken. The PHCC will facilitate regular meetings of a steering committee, made up of community representatives from the PHCC Board, including representatives from both within and outside of the Hotham-Williams. Community representatives will also be invited, where and when appropriate, to help provide community input into the direction of NRM activities that are undertaken and ensure projects are consistent with the Hotham-Williams NRM Plan. The PHCC will ensure regular communication to the Shires on proposed activities as well as any achievements that are completed via this MoU and ongoing partnership, on a minimum of an annual basis.

The Shires commit to providing funding to help cover the cost of the gap that exists in the NRM services costs to enable the NRM officer/s to effectively provide NRM support in Hotham-Williams as outlined in the table below. The Shire will also commit to providing a Senior Staff member, or Councillor to attend at least one Steering Committee meeting each year, to provide the Shire's input into the prioritisation of activities as per the Hotham-Williams NRM Plan.

3 Funding

The below table outlines the financial needs of the position to effectively provide NRM support to the Hotham-Williams Community, and defines the agreed financial contributions of each. This funding will provide for 1 x full time equivalent officer (over 1 or more persons); Supervision and Administration; Vehicle lease and running costs; Governance, supervision and Steering Committee support.

	2017/18	2018/19	2019/20	2020/21	2021/22
Total cost of NRM Support	\$145,000	\$145,000	\$148,000	\$148,000	\$150,000
PHCC Contribution	\$105,000	\$105,000	\$108,000	\$108,000	\$110,000
Funding Gap	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Shire of Boddington Contribution	\$25,000	\$25,000*	\$25,000*	\$25,000*	\$25,000*
Shire of Williams Contribution	\$10,000	\$5,000*	\$5,000*	TBD*	TBD*
Shire of Cuballing Contribution	\$2,500	\$5,000*	\$5,000*	\$5,000*	\$5,000*
Shire of Wandering Contribution	\$2,500	\$2,500*	\$2,500*	\$2,500*	\$2,500*
Total Funding	\$40,000	\$37,500*	\$37,500*	\$32,500*	\$32,500
Remaining Gap	\$0	\$2,500*	\$2,500*	\$7,500*	\$7,500*

*Subject to Council Approval (Annual Budget Approval Process)

4 Timeframe

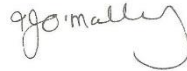
This MOU will be effective from 1 March 2018 and will be expire no later than 1 August 2023.

This Memorandum of Understanding is the complete agreement between Peel-Harvey Catchment Council and the Shires of Boddington, Williams, Wandering and Cuballing, and may only be amended by written agreement signed by each of the parties involved. The memorandum of understanding can be cancelled by either party at any time by writing to the other party and conveying their desire to exit the agreement.

The MOU to be executed by the PHCC and Shires of Boddington, Williams, Wandering and Cuballing.

PHCC

Authorised Signature:



Name and Title (Printed):

Jane O'Malley, CEO

Date:

16 February, 2018

Phone: 63698800

Email: jane.omalley@peel-harvey.org.au

Shire of Boddington

Authorised Signature:



Name and Title (Printed):

Grant Bartle, Acting CEO

Date:

16 February, 2018

Phone: 9883 4999

Email: ceo@boddington.wa.gov.au

Shire of Williams

Authorised Signature:



Name (Printed):

Geoff McKeown, CEO

Date:

16 February 2018

Phone: 9885 1005

Email: ceo@williams.wa.gov.au

Shire of Wandering

Authorised Signature:



Name and Title (Printed):

Amanda O'Halloran, CEO

Date:

16 February, 2018

Phone: 9884 1056

Email: ceo@wandering.wa.gov.au

Shire of Cuballing

Authorised Signature:



Name and Title (Printed):

Gary Sherry, CEO

Date:

16 February, 2018

Phone: 08 9883 6031

Email: ceo@cuballing.wa.gov.au

8.2.2 Arrangements for the Management of Bushfire Brigades

File Reference	5.10.7
Statutory Ref.	Bush Fires Act 1954
Author & Date	Geoff McKeown 5 July 2022
Attachments	Attachment 2 - Infopage and Attachment 3 - Proposed Advocacy Position on Arrangements for Management of Bushfire Brigades Paper

Background

WALGA has prepared an Information Page and a Paper on a Proposed Advocacy Position on Arrangements for Management of Bushfire Brigades. It has distributed these documents for sector wide discussion and is seeking feedback for consideration by WALGA State Council in September 2022.

Comment

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing Bushfire Brigades (BFBs). 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

In response to this survey the following proposed advocacy position has been developed:

“Management of Bush Fire Brigades

1. *The Association advocates that the State Government must provide for:*
 - a) *A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;*
 - b) *The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;*
 - c) *Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and*
 - d) *The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.*
2. *That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).*
3. *Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.”*

The Shire of Williams currently supports six (6) bushfire brigades. It recently adopted a local law to assist with the ongoing operational support of the BFBs.

At the recently held WALGA Central Country Zone Meeting several local governments indicated that they had already adopted the WALGA advocacy position, arguing that it supported those local government that wished to transition responsibility, where the ongoing support of BFBs was beyond their capacity, capability and resources.

Also, at the WALGA Central Country Zone Meeting an alternative position was proposed by the Shire of Pingelly. The following recommendation was put forward by the Shire. After

debate on the matter, it was resolved that the motion be left 'on the table' for discussion at the next Zone Meeting.

That:

1. WA Local Government Association (WALGA) to advocate for the:
 - a. Modernisation of Western Australian emergency services legislation, including alignment of the WA Bush Fires Act 1954 with the rest of Australia by removing the legislative requirement for WA Local Governments to manage Volunteer Bush Fire Brigades (VBFB);
 - b. Provision of a legislated State Government department or agency to do so, fully implementing recommendation 15 of the "Reframing Rural Fire Management" Report of the Special Inquiry into the January 2016 Waroona Fire (Ferguson Report), which states:

"The State Government to create a Rural Fire Service to enhance the capability for rural fire management and bushfire risk management at a State, regional and local level. The proposed Rural Fire Service will:

- be established as a separate entity from the Department of Fire and Emergency Services or, alternatively, be established as a sub-department of the Department of Fire and Emergency Services;*
- have an independent budget;*
- be able to employ staff;*
- have a leadership structure which, to the greatest degree possible, is regionally based and runs the entity;*
- be led by a Chief Officer who reports to the responsible Minister on policy and administrative matters; and to the Commissioner for Fire and Emergency Services during operational and emergency response;*
- have responsibilities and powers relating to bushfire prevention, preparedness, and response; and*
- operate collaboratively with the Department of Fire and Emergency Services, the Department of Parks and Wildlife, Local Government, and volunteer Bush Fire Brigades.*

In creating the Rural Fire Service, the State Government to consider whether back office and corporate support services could be effectively provided by an existing Department, such as the Department of Fire and Emergency Services or the Department of Parks and Wildlife. The State Government to review the creation of the Rural Fire Service two years after its establishment, to assess whether its structure and operations are achieving the intended outcome."

2. WALGA to support, in the review of the emergency services legislation and formation of a Rural Fire Service, a comprehensive plan developed by local government representatives; volunteer bush fire representatives; a VFRS volunteer representative; the Department of Premier and Cabinet, and former professionals from Rural Fire Services in other states for:
 - a. Full engagement with the VBFBs and local governments to understand their successes, challenges, ideas and hopes for this service;
 - b. Inclusion of a review of the history and past performance of the volunteer bush fire brigades in Western Australia, including all previous studies and findings, with volunteer safety as a key theme;
 - c. A best practice assessment of volunteer bush fire brigades departmental/agency structures and legislative underpinnings across Australia; and
 - d. A legislative outcome goal that ensures that organisational structures, expertise, strategy, management, and control, best meet the health and

safety mandates of the WHS Act 2020 while retaining volunteers and their interests at the centre of the organisation; and that this comprehensive plan is presented to local governments and state government in full for a final decision prior to proceeding; and

3. *Not support any of the 4 options in its "Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position" paper in favour of the creation of a Rural Fire Service.*

Council is asked to provide feedback to WALGA on its proposed advocacy position. Unfortunately, there has not been an opportunity to consult widely with local BFBs.

Strategic Implications

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

- CL 1.2 Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate
- CL 1.3 Maintain, review and ensure relevance of Council's policies, local laws and operational plans
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

The Local Government Grants Scheme managed by DFES contributes to the cost of managing BFBs and provision of equipment and resources. It does not pay for administrative support.

Voting Requirements

Simple Majority

Officer's Recommendation

That with respect to the Western Australian Local Government Associations (WALGA) proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades, on the review of the consolidated Emergency Services Act, Council support WALGA's proposed Advocacy Position as follows:

1. The Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.



To: All Local Governments **From:** Susie Moir, Resilient Communities Policy Manager

Date: 20 May 2022

Reference: 05-024-02-0059SM **Priority:** High

Subject: Proposed Advocacy Position on Arrangements for Management of Volunteer Bushfire Brigades

Operational Area:	CEO, Emergency Management
Key Issues:	<ul style="list-style-type: none">The Association is consulting the Local Government sector on a proposed Advocacy Position on the arrangements for management of volunteer Bush Fire Brigades.Responses to the proposed Advocacy Position Paper are requested by 8 July 2022.Sector feedback will inform a final position to be considered by WALGA State Council in September 2022.
Action Required:	<ul style="list-style-type: none">Local Governments are encouraged to provide a written response or submit a response through the survey.A formal Council resolution will assist the Association understand the sentiment of the sector.

Background

Western Australian Local Governments have extensive roles and responsibilities embedded in the State Emergency Management Framework across the emergency management spectrum of prevention, preparedness, response, and recovery. Under the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs). 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers.

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

The State Government is currently drafting the *Consolidated Emergency Services Act* (CES Act), which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill for consultation in early 2023.

The introduction of the *Work Health and Safety Act 2020* has also shone a spotlight on Local Government responsibilities for managing volunteer BFBs.

Comment

The development of the CES Act represents a important and timely opportunity for the sector to determine its position on the management of volunteer BFBs. An endorsed advocacy position will guide the Association in its engagement with the State Government on this issue.

WALGA has prepared the attached proposed Advocacy Position for the sector's consideration.

An six week period for sector consultation is designed to enable Local Governments to engage with relevant stakeholders, including volunteers, and for Councils to consider their position. Feedback on the proposed position will be reviewed and inform a final position to be considered by WALGA State Council in September 2022.

Further information

Please contact WALGA's Resilient Communities Policy Manager, Susie Moir smoir@walga.asn.au or 9213 2058.

Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position

May 2022




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Acknowledgement

The WA Local Government Association (WALGA) acknowledges the Traditional Owners of the land and pays respects to Elder's past, and present. WALGA acknowledges the continuing knowledge and cultural practices that they bring to the Local Government and Emergency Management sectors to support resilient and sustainable land management on WA landscapes.



Executive Summary

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

This Paper proposes a new Advocacy Position on the management of BFBs to guide the Association's emergency management advocacy on behalf of Local Government, and in particular its engagement with the State Government on the development of the *Consolidated Emergency Services Act* which is expected to be released for stakeholder consultation in early 2023.

How to Comment on This Paper

Local Governments are encouraged to provide a written response to this Paper or to complete the [survey](#). Formal Council resolutions will assist the Association understand the sentiment of the sector on this important issue.

The Paper outlines the proposed Advocacy Position, followed by the background and rationale for the new position.

Questions are provided at the end of the Paper to guide feedback.

For further information please contact WALGA's Resilient Communities Policy Manager, Susie Moir via 9213 2058 or smoir@walga.asn.au

Feedback should be provided in response to the questions via email to em@walga.asn.au by **5pm Friday 8 July 2022**.

Introduction

This Paper seeks Local Government's views on a new WALGA Advocacy Position on the management of volunteer bush fire brigades (BFBs).

WALGA Advocacy Positions guide WALGA's policy, advocacy and capacity building activities and support a consistent and whole-of-sector approach.

The introduction of the *Work Health and Safety Act 2020* has shone a spotlight on Local Government responsibilities for managing BFBs. In addition, the State Government is currently drafting the *Consolidated Emergency Services Act*, which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill in early 2023. Therefore consultation on a new Advocacy Position with respect to management of BFBs is timely.

In 2012, 2019 and 2021, WALGA undertook comprehensive consultation with Local Government in relation to emergency management matters.

In 2021 WALGA undertook a comprehensive [Local Government Emergency Management Survey](#) to ascertain the sector's sentiment with respect to their emergency management responsibilities. 104 Local Governments responded to the Survey. Responses were provided by:

- 36 Chief Executive Officers
- 18 Community Emergency Services Managers
- 50 Local Government officers

As part of the survey Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

These Survey responses reinforce that it is timely to engage with the sector on this issue.

WALGA has been undertaking a process to update our Advocacy Positions, and as a result has prepared eight new Advocacy Position Statements relating to Emergency Management, which will be considered at the July 2022 State Council meeting, as listed in Appendix 1. These new Advocacy Positions are based on previous State Council endorsed submissions, recommendations from significant reviews and inquiries, and information and priorities captured in sector-wide consultations.

A comprehensive Advocacy Position regarding the *Consolidated Emergency Services Act*, is outlined in Appendix 1, Advocacy Position 8.4.

Background

FESA (now the Department of Fire and Emergency Services (DFES)) was established in 1999 for the purpose of improving coordination of the State's emergency services, replacing the Fire Brigades and Bush Fires Boards¹. DFES provides strategic leadership for emergency services across WA. DFES manages the career fire and rescue service, as well as a number of volunteer emergency services: Volunteer Fire and Emergency Services (VFES); Volunteer Fire and Rescue Service (VFRS); State Emergency Services (SES); and Marine Rescue Western Australia.

Around Australia:

- WA is the only State in Australia in which Local Governments manage bushfire volunteers (pursuant to the *Bush Fire Act 1954*).
- In New South Wales, the NSW Rural Fire Service, which makes up the world's largest firefighting volunteer services, is managed by the NSW Government².
- Similarly, the Victorian Government manages the Country Fire Authority which manages regional fire services in Victoria³.
- In South Australia, the *Fire and Emergency Services Act 2005* (SA) provides for the South Australian Country Fire Service (SACFS) being established as a body corporate, currently managing 14,000 volunteers. The SACFS is responsible to the Minister for Emergency Services⁴.
- In Queensland, the *Fire and Emergency Services Act 1990* (Qld) provides for the establishment of rural fire brigades, with the Commissioner responsible for the efficiency of rural fire brigades⁵.
- The Tasmanian Fire Service sits under the State Fire Commission, established under the *Fire Service Act 1979*⁶, with more than 200 fire brigades across Tasmania, 350 career firefighters and 5000 volunteers.
- The ACT Rural Fire Service sits under the ACT Emergency Services Agency⁷ and is responsible for all bush and grass fires in rural ACT areas, through 450 volunteers in eight brigades.
- Bushfires NT is a division of the Department of Environment, Parks and Water Security, which is responsible for administration of the *Bushfires Management Act 2016*⁸. The Minister appoints members of the Bushfires Council and regional bushfires committees.

¹ <https://www.dfes.wa.gov.au/site/about-us/corporate-information/corporate-history/corporate-history.html>

² <https://www.rfs.nsw.gov.au/about-us/history>

³ <https://www.cfa.vic.gov.au/about-us/who-we-are>

⁴ [Part B 2015 South Australian Country Fire Service.pdf \(audit.sa.gov.au\)](#)

⁵ [Fire and Emergency Services Act 1990 \(legislation.qld.gov.au\)](#)

⁶ [TFSAnnualReport2021.pdf \(fire.tas.gov.au\)](#)

⁷ [Emergencies Act 2004 | Acts](#)

⁸ [Legislation Database \(nt.gov.au\)](#)

Current Arrangements in WA

In Western Australia 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin:

- Bush Fire Service: 19,639 volunteers
- Fire and Rescue Service: 2,486 volunteers
- State Emergency Services: 2001 volunteers
- Volunteer Fire and Emergency Services: 926 volunteers
- Emergency Services Cadet Corps: 2,261 volunteers
- Marine Rescue Service: 1,559 volunteers⁹.

The number of BFBs managed by Local Governments varies from one up to 20. For example, the Shire of Cranbrook, which has a population of 1000 people, annual revenue of \$8 million and 29 employees manages 11 BFBs. The City of Mandurah, population 88,000, annual revenue of \$116 million and 678 employees, manages one BFB.

DFES also manages some BFBs. This includes seven bushfire brigades within the Kimberley and seven bushfire brigades within the Pilbara regions, under Memorandums of Understanding (MOU) with relevant Local Governments which make DFES responsible for the day-to-day management of the BFB and all response activities, excluding in relation to land tenure managed by the Department of Biodiversity, Conservation and Attractions.

Under this arrangement, Local Governments maintain responsibility for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits.

The Local Government Grants Scheme (LGGS) Manual ([Appendix 1](#)) outlines five different 'profiles' for Bush Fire Brigades, as follows:

- Farmer Response Rural Brigades
- Pastoral Emergency Management
- Rural Brigades
- Settlement Brigades (Rural/Semi Rural)
- Urban Brigades (Defensive/Structural/Breathing Apparatus).

Considerations for Future Bush Fire Brigade Management Arrangements

Local Government Views

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

⁹ DFES Volunteering, April 2022

Detailed comments provided in the WALGA survey indicated a strong preference for the State Government to be responsible for all emergency management matters in Western Australia, including the management of BFBs.

Recommendations of Previous Reviews

Over the years there have been many calls for transformational change to the State Emergency Management Framework, in particular rural fire management.

The [Ferguson Report](#) on the 2016 Waroona Bushfire recommended that the State Government establish a rural fire service to address perceived issues in rural fire management, including insufficient capacity and unsuitable governance to deliver rural fire services. In 2017 the State Government hosted a bushfire mitigation summit at which a number of options were considered by stakeholders: a rural fire service operated within DFES; a rural fire service operated within DFES with autonomy; and a dedicated rural fire service that operated independently. Options to transfer the management of all BFBs under one umbrella – DFES or other – were also explored.

The 2017 [Economic Regulation Authority Review of the Emergency Services Levy \(ESL\)](#) considered the extent to which the ESL should be available to fund the administrative and/ or operational costs of a rural fire service, although it was outside the terms of reference for the ERA to examine the merits of a rural fire service or form a view on the best model of a rural fire service¹⁰. A number of Local Governments provided submissions to the ERA Review that supported the creation of a rural fire service¹¹.

Work Health and Safety Act 2020

The requirements of the *Work Health and Safety Act 2020*, enacted in March 2022, have heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency.

The shared responsibility for the health and safety of BFB volunteers adds further complexity to the management of BFBs and responsibilities. Local Governments, DFES, and in some cases the Department of Biodiversity, Conservation and Attractions (DBCA), have a shared duty of care to BFB volunteers due to Controlling Agency activities at incidents, and funding mechanisms (LGGs) for BFB operations and capital equipment.

DFES has a role as the lead fire and emergency services agency in WA for preparing training resources and standard operating procedures. DFES is currently developing additional resources suited to each of the above BFB 'profiles', specifically the management and training of BFBs. These additional resources will be discussed further with the sector in the coming months.

Whether the management structure for BFBs could be aligned to reflect the current operations of different brigade 'profiles', as provided in the LGGs Manual and outlined on Page 5 of this Paper, would require further discussion between DFES and the Local Government sector. This could allow for scalability of BFBs depending on location, resources and capabilities.

¹⁰ [ERA Review of the ESL, 2017, pg 185](#)

¹¹ [ERA ESL Review – summary of submissions to issues paper and draft report](#)

Volunteer Insurance

Local Governments are responsible for providing compensation for injury caused to present and former BFB volunteers as a result of their duties. The commercial insurance market ceased writing injury insurance for volunteers in 2012, therefore a self-insurance mutual scheme was implemented to ensure that Local Governments continue to meet this obligation.

Since 2012, due to the high cost of claims, the aggregate limit of liability has increased from \$250,000 to \$750,000. In addition, the annual cost of insurance has nearly doubled (92%) from \$47.50 to \$91.20 per volunteer, and it is expected that this trend will continue¹².

Sector Capacity, Capability and Resourcing

Local Governments vary in their capability, capacity, and resources to manage BFBs, as well as their other extensive legislative responsibilities and requirements¹³.

By way of overview, Local Governments in Western Australia:

- vary in size from less than 1.5 to over 370,000 square kilometres;
- have populations of just over 100 to more than 220,000 people;
- employ fewer than 10 to over 1000 staff; and
- have revenue (2019-20) ranging from just over \$2 million to just over \$225 million¹⁴.

Bush Fire Service and Volunteerism

The localised culture and history of BFBs in WA has had a large influence on the way that Local Governments engage with and manage BFBs. Many BFBs operate in an independent and self-sufficient way, which Local Governments encourage and support, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Communities, and therefore many Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs. Therefore it is essential that any future management arrangements, including the transfer of responsibility for management of BFBs to the State Government, should be a voluntary process available to Local Governments that do not have the capacity, capability or resources to manage BFBs. It is also essential that the integrity of the Bush Fire Service is maintained, whatever the arrangements for the management of BFBs.

¹² Data provided by LGIS, 17 May 2022

¹³ 2021 Local Government Emergency Management Capability report - SEMC

¹⁴ [Department of Local Government, Sport and Cultural Industries](#)

Options for future management of BFBs

Four options are identified for the future management of BFBs:

1. Status quo - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. Improvements - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined above, it is considered appropriate for the Association to **support a hybrid model** for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require **additional support and resourcing** which should be provided by the State Government, including:

- development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2021*;
- expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- universal access to DFES training for BFBs; and
- development of mandatory and minimum training requirements including recognition of competency for volunteers.

Based on the previous commentary, the following Advocacy Position is proposed:

Management of Bush Fire Brigades

1. The Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

How to Provide a Response to this Paper and Proposed Position

WALGA strongly encourages all Local Governments, and particularly those with responsibility for managing Bush Fire Brigades to provide a response to this Paper and the proposed Advocacy Position. Council endorsed responses are preferred but not essential.

The following questions are provided for Local Governments to consider:

1. Does your Local Government manage BFBs?
2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?
3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?
4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?
5. Is your response endorsed by Council? If so, please include the Council paper and resolution.
6. Do you have any further comments to make?

Responses can be provided by way of written submission or by completion of the online [survey](#).

Please provide written submissions by **5pm Friday 8 July 2022** to em@walga.asn.au (Subject line: Bush Fire Brigade Advocacy Position).

WALGA will review the feedback received and prepare a report for consideration by WALGA Zones and State Council in September 2022.

APPENDIX ONE - Proposed Emergency Management Advocacy Position Statements

(Positions to be considered at July 2022 State Council Meeting)

8 Emergency Management

Local Governments in Western Australia play a significant role in emergency management. Both Commonwealth and State Government policy identify Local Government as a key player in community disaster resilience, preparedness and response. Local Governments however face a few challenges in addressing their emergency management responsibilities, and these challenges differ greatly across the State.

8.1 Emergency Management Principles

1. The State Government bears fundamental responsibility for emergency management and has the role of providing strategic guidance, support and services for emergency management activities in Western Australia.
2. The State Government should provide financial and resourcing support as necessary to enable Local Governments to adequately deliver their extensive emergency management roles and responsibilities under the State Emergency Management Framework.
3. The Local Government Sector should be engaged as a partner in policy and legislative reviews that impact Local Government emergency management roles and responsibilities.

8.2 State Emergency Management Framework

Local Governments are supported to undertake their emergency management responsibilities by a simple and streamlined State Emergency Management Framework with the primary objectives of:

1. Protecting people, the economy, and the natural environment from disasters;
2. Supporting communities in preventing, preparing for, responding to and recovering from emergencies;
3. Clearly outlining roles, responsibilities and accountabilities for Local Government and other emergency management stakeholders;
4. Scalability and adaptability that supports Local Governments of varied capacity and capability; and
5. Supporting agency interoperability through common systems and approaches to key activities including data management, communications, and hazard management.

8.3 Sustainable Grant Funding Model for Emergency Management

Local Government should be empowered to discharge its emergency management responsibilities through sustainable grant funding models that support a shared responsibility and all hazards approach to prevention, preparedness, response and recovery from natural disasters. A sustainable grant funding model for Local Government emergency management:

1. empowers Local Governments to undertake proactive approaches to preparedness, prevention, response and recovery;

2. supports the resilience of local communities through capacity-building activities and programs;
3. is responsive to the variations in Local Government resourcing and context
4. develops the skills, capacity and capability of the emergency management workforce; and
5. is consistent, flexible, timely, accessible, scalable, strategic and the guidance provided is comprehensive.

8.4 Consolidated Emergency Services Act

1. The Association advocates for the development of a Consolidated Emergency Services Act to provide a comprehensive and contemporary legislative framework to support the effective delivery of emergency services in Western Australia. The Legislation should clearly define the roles and responsibilities of all emergency management stakeholders including Local Government.
2. The Local Government sector seeks ongoing engagement in the scoping and co-design of the Act and associated Regulations and supporting materials such as Guidelines and fact sheets.
3. The Association advocates for DFES to undertake a full costing analysis of the new Act and to provide to Local Government details of the cost implications prior to the release of any Exposure Draft Bill.
4. Any new or increased responsibilities placed on Local Government by the Consolidated Emergency Services Act must be accompanied by funding and resource support to enable Local Governments to adequately discharge those responsibilities.
5. The Association recognises that in addition to the Consolidated Emergency Services Act, the Regulations and other supporting materials that are developed to support it provide a key resource for Local Governments in understanding and discharging their legislative obligations.
6. The Association advocates for the Act to provide clear guidelines for the process for transferring responsibility for bushfire incident response from Local Government to DFES.

8.5 Resource Sharing

Local Governments and the Association support resource sharing across the Local Government Sector for the purpose of emergency management, to support Local Governments to undertake effective and timely response and recovery to emergencies as well as conduct business as usual. The Association will endeavour to facilitate support to the sector in undertaking resource sharing arrangements.

8.6 Lessons Learnt Management

The Association advocates for the implementation of a transparent and contemporary assurance framework for emergency management lessons management overseen by the State Emergency Management Committee. Findings from inquiries and reviews, and progress on implementation of recommendations, should be publicly reported regularly and consistently.

8.7 Emergency Services Levy

Local Government requests the implementation of the recommendations from the 2017 Economic Regulation Authority (ERA) Review of the Emergency Services Levy, which supported increased transparency and accountability in the administration and distribution of the ESL through:

1. Expansion of the ESL to fund Local Government emergency management activities across prevention, preparedness and response.
2. Administration of the ESL by an independent organisation that is funded through consolidated revenue, with regular independent reviews of expenditure and assessment of the effectiveness of ESL funding expenditure to support prevention, preparedness and response activities.
3. The ESL administration fee should recompense Local Governments for the complete cost of administering the ESL.
4. Public disclosure of the allocation and expenditure of the ESL.
5. Public disclosure by the State Government on the progress of implementation of each of the ERA Review recommendations.
6. A review of the role, responsibilities and reporting arrangements of the Community Emergency Services Manager (CESM) Program.

8.8 Local Government Grants Scheme (LGGS)

Local Government supports:

1. A full, independent review of the LGGS to investigate and analyse how ESL funds are allocated to Local Government via the LGGS;
2. A redesign of the LGGS to remove the ineligible and eligible list and create a sustainable, modern, equitable grants program that funds Local Government emergency management activities across prevention, preparedness and response
3. An audit of existing buildings, facilities, appliances, vehicles, and major items of equipment for both Local Government Volunteer Bushfire Brigades (BFB) and State Emergency Services (SES) to inform the preparation of a Comprehensive Asset Management Plan and to guide future funding requests;
4. in the interim, an immediately increase in the quantum of State Government funding to enable the provision of funding of operating and capital grant applications in full, to provide all resources necessary for the safe and efficient operation of Local Government Bushfire Brigades, in accordance with obligations of the Work Health and Safety 2020 legislation.

8.9 Expansion of the Community Emergency Services Manager (CESM) Program

That the Association advocates for an expansion of the Community Emergency Service Manager (CESM) Program, as follows:

1. All Local Governments should have the option of participating in the CESM Program.
2. The full cost of the CESM Program should be funded through the Emergency Services Levy.

8.10 Management of Bush Fire Brigades

To be developed.

8.2.3 Proposed Winding Up of Region Waste Group

File Reference	4.1.20
Statutory Ref.	Nil
Author & Date	Geoff McKeown 5 July 2022 (with information provided by the Shire of Wagin)
Attachments	Nil

Background

This report recommends that the Regional Waste Site Agreement (Wagin Group of Councils) to which the Shire of Williams is a signatory, be wound up. This will enable the distribution of funds held by the Shire of Wagin to the remaining current member local governments in accordance with the provisions of the agreement.

Comment

In 2007 a group of neighbouring local governments came together under a regional partnership arrangement for the purpose of producing a combined Zero Waste Management Plan, with appendices attached relevant to individual local governments. It developed further objectives relating to refuse management and recycling that was able to attract additional funding from State Government.

Over a period of 10 years, the Group completed the Zero Waste Management Plan, which assisted several local governments to close landfill sites and establish transfer stations. There were also two unsuccessful attempts to secure land and the necessary approvals to progress a regional landfill site.

The situation at present is as follows:

- 2011 – Eleven local governments became signatories to a Regional Waste Site Agreement with the Shire of Wagin being the lead agency.
- All local governments (presumably) contributed funding towards the projects.
- October 2011 – Woodanilling withdrew from the agreement.
- 2014? – It seems that Dumbleyung, Wandering and West Arthur withdrew from the agreement.
- It is assumed that in accordance with the provisions of an agreement, the local governments which withdrew did not receive (nor were entitled to) a rebate from any contributions that they might have made.
- The remaining local governments consisted of the Shires of Wagin, Wickelup, Narrogin, Pingelly, Williams, Cuballing and the Town of Narrogin. There does not appear to have been any redrawing or amendment of the Regional Waste Site Agreement reflecting a reduction in membership from seven.
- 1st July 2016 the former Town and Shire of Narrogin commenced as a single entity as the new Shire of Narrogin, leaving six members. The membership has remained at six since that time.
- To wind up the Group all participating local governments need to agree in writing for this to occur. This will allow the residual funds to be equally distributed.
- The Shire of Wagin is holding \$37,071 on behalf of the Group.
- There are currently six remaining members, however, given that there is no record of the former Town of Narrogin withdrawing from the agreement prior to the amalgamation of the former Town and Shire of Narrogin, the Shire Narrogin should receive a double allocation of funds on disbursement.

The proposal to wind up the agreement is being considered by other member Councils and on receipt of their concurrence, the funds held by the Shire of Wagin on behalf of the group will be disbursed accordingly.

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 3.5 Support and advocate for a regional waste approach to waste management including transfer station, recycling and waste reduction education

Financial Implications

The Shire will receive approximately \$5,296 as its share of the remaining funds.

Voting Requirements

Simple Majority

Officer's Recommendation

That subject to the concurrence of the Councils that are the remaining signatories to the Regional Waste Site Agreement (Wagin Group of Councils) the Agreement be wound up and the funds being held by the Shire of Wagin, be distributed back to member local governments accordingly.

8.2.4 Exemption for Temporary Works

File Reference	10.60.15
Statutory Ref.	<i>Planning and Development (Local Planning Schemes) Regulations 2015</i>
Author & Date	Liz Bushby, Town Planning Innovations 6 July 2022
Attachments	Nil

Background

In March 2020, the Western Australian Government declared a State of Emergency and Public Health State of Emergency in response to the pandemic caused by COVID-19.

The State of Emergency has been extended twice, with the current Emergency Declaration due to expire on the 15 July 2022. At the time of writing this report, it was unknown whether the State of Emergency will be further extended.

Apart from the impact of COVID-19, there is evidence that the housing and building industry are experiencing major challenges due to a combination of factors including a general shortfall in workers and tradespersons in WA, supply chain delays, increased transport costs, increased input costs of steel and timber, and impacts associated with the war in Ukraine.

There is also reportedly a high demand for housing due to the Federal Government homebuilder stimulus package released in the first years of the pandemic. New Sensation Homes and Home Innovation Builders are two major building companies that went into liquidation in April 2022.

There is anecdotal evidence of a general lack of accommodation for construction workers in regional towns, and a general difficulty in finding builders to undertake construction works in the regions.

Comment

The purpose of this report is for Council to consider delegating power to the Chief Executive Officer to exempt temporary works from the need for any planning approval. Any temporary works must be in place no longer than 12 months, after which the works would cease, and any structures would be removed.

Due to the economic pressures explained in the background section of this report, TPI recommends that the Shire examine opportunities to maintain flexibility and be in a position that allows the Chief Executive Officer the ability to grant exemptions for temporary works.

There may circumstances where temporary development is needed, will be removed after an agreed period, and ultimately the land would be restored to its pre-development state.

Examples of temporary works may include the use of sea containers for storage during construction, offices / staff amenities for construction sites, emergency storage for agricultural farms or businesses, temporary stockpiling of materials, and temporary mobile traders (such as food vans).

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.

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

Clause 61 outlines 'development for which development approval not required'. In other words, Clause 61 lists development that is exempted from the need for any planning approval.

Under Clause 61(2) (f) development approval of the local government is not required for any 'temporary use that is in existence for less than 48 hours, or a longer period agreed by the local government, in any 12 month period'.

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.

Sustainability Implications

Environment

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

Economic

Increased flexibility for temporary development may provide broader benefits to owners, developers, and key stakeholders.

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 1.7 Assist Local Businesses and the community in periods of economic shortfall
- CL 2.2 Maintain accountability, transparency and financial responsibility
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

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

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council

1. 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 grant an exemption from the need for planning approval for temporary works (not exceeding a 12 month period) in accordance with Clause 61(2)(f) of the Regulations.
2. Grant this delegation for a period of 12 months from the 19 July 2022 to the 19 July 2023.

8.2.5 Proposed Holiday House - Lot 3644 (56) Redman Road, Williams

File Reference	10.60.15
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Liz Bushby, Town Planning Innovations (TPI) 8 July 2022
Attachments	Attachment 4 – Site and Building Fire Plan

Background

Lot 3644 is zoned ‘Rural’ under the Shire of Williams Town Planning Scheme No 2 (‘the Scheme’).

The lot has an approximate area of 64.7 hectares and contains an existing dwelling, water tanks, vineyard, dam and ancillary buildings.



Location Plan
Source: Landgate

Comment

- **Proposed Development**

The owners of the land would like to rent out the existing house for short periods and advertise the accommodation on the websites Airbnb and Stayz. The house will only be rented out when the owners are not staying on the property.

The property is known as ‘Spookwood’. The owners believe that that the property will provide an attractive holiday option for Western Australians looking for a quick getaway or a unique experience. The owners have advised that their research indicates there is strong demand for farm stay and other back-to-nature family experiences.

The owners also advise that:

- a) The professional websites have been selected due to their strict rules and strong guest rating, as well as comprehensive insurance;
- b) They have developed a management plan (included with the application) to ensure that the property will be well maintained and managed to a professional standard.
- c) The owners will employ a local cleaner / caretaker to clean and maintain the property. They can also be available to attend to any urgent complaints or issues in the event that the owners / manager cannot attend.
- d) Guests will be encouraged to experience local natural attractions such as hiking; wildflowers in the Harris River State Forest and Dryandra Woodland, as well as local attractions such as Williams Woolshed, Quindanning Hotel and Millbrook Gallery.

In support of the application the owners have lodged a Management Plan, a Code of Conduct for guests, and a Fire and Emergency (evacuation) Plan.

The owners have aspirations for future development such as glamping, chalets and camping, however that will be subject to a separate application and will require a Bushfire Management Plan.

- **Landuse Classification and Permissibility**

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

A Holiday House is defined in the *Planning and Development (Local Planning Schemes) Regulations 2015* as 'means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast'.

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

Option 1 - Determine that the 'holiday house' is not consistent with the objectives and purposes of the Rural zone and is therefore not permitted; or

Option 2 - Determine by Absolute Majority that the proposed 'holiday house' use may be consistent with the objectives and purpose of the Rural zone and thereafter follow the advertising procedures of Clause 2.6 in considering the application for planning consent.

It is recommended that Council pursue Option 2. The Scheme does not outline any specific objectives for the Rural zone.

- **Public Consultation and Delegated Authority**

The Shire is required to advertise the application for public comment. Advertising has commenced and includes:

- (i) A notice and development plans published on the Shire website;
- (ii) Letters to surrounding owners.

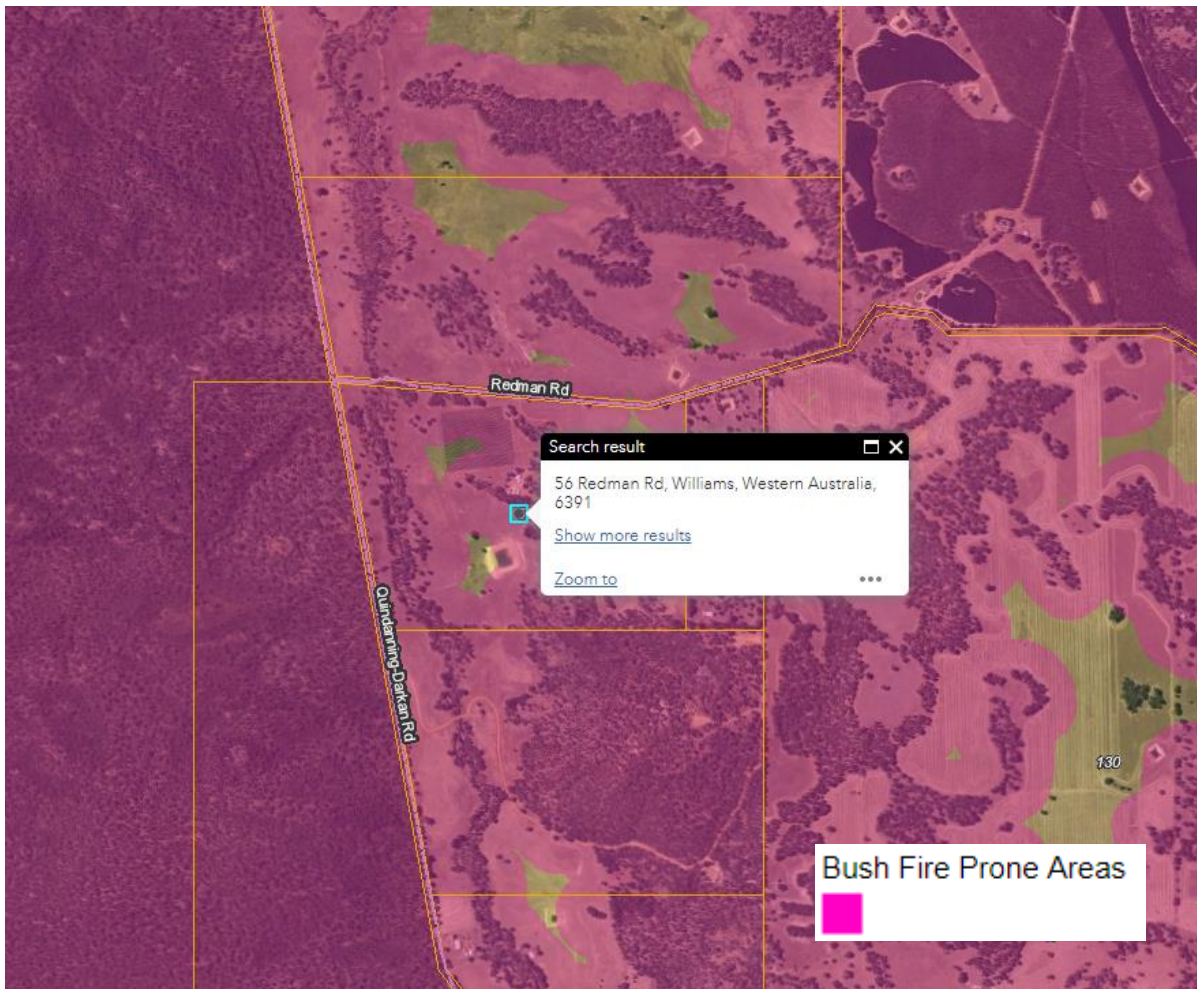
To expedite processing, it is recommended that Council delegate authority to the Chief Executive Officer to determine the application after completion of advertising, subject to no adverse submissions being received.

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

The Western Australian Planning Commission released State Planning Policy 3.7 and associated Guidelines for Planning in Bushfire Prone Areas ('the Guidelines') in

December 2015. These documents apply to all land identified as Bushfire Prone and are amended from time to time.

Mapping identifying Bushfire Prone Areas is available through the Department of Fire and Emergency Services website. The lot and the existing dwelling are 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, TPI is of the view that bushfire management is not an impediment to the proposed land use as:

- (a) The dwelling has already been constructed. It is impractical to retrospectively apply current higher construction standards for an existing structure.
- (b) The owner has increased fire safety by preparing a fire escape plan and provision of a fire extinguisher.
- (c) New 'Guidelines for Planning in Bushfire Prone Areas' became operative on the 13 March 2022, and they only require a simplified evacuation plan for holiday houses.
- (d) The Policy and Guidelines are to be applied pragmatically by the local government.

POLICY REQUIREMENTS:

Not applicable.

LEGISLATIVE REQUIREMENTS:

Planning and Development (Local Planning Schemes) Regulations 2015

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

- *Matters to be Considered by Council*

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.

- *State Planning Policy 3.7*

Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have 'due regard' to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas' (SPP 3.7). The Shire has a mandatory obligation to consider SPP3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

- *Delegated Authority – Absolute Majority*

Under Clause 82(1) and 82(2) it requires an Absolute Majority of Council for any delegated authority to the Chief Executive Officer.

- *Advertising*

As the application is being processed as a 'Use Not Listed', it is classified as a 'complex application' under the current (revised) Regulations.

The compulsory advertising requirements for a 'complex application' are more onerous under the current Regulations and include:

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

Advertising must be for a minimum of 28 days.

The Western Australian Planning Commission previously exempted the Shire from having to meet some or all of the advertising requirements that were not practical to achieve. The exemption expired on the 30 June 2022.

The Shire CEO has written to the Commission seeking further exemptions, particularly as it not practical to place an advertising sign on every development site.

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 tourism opportunities which may have positive economic benefits to the wider community.

- **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 1.4 Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest
- 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 fee is payable by the Applicant.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

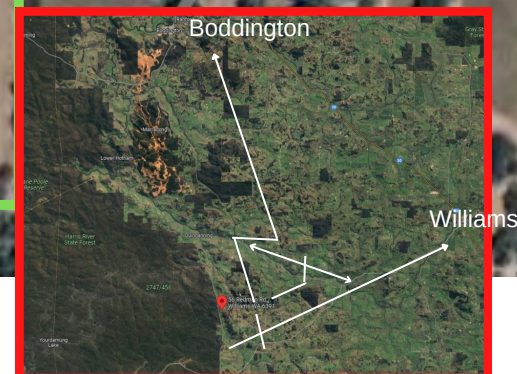
1. Determine that the proposed holiday house use may be consistent with the objectives and purpose of the Rural zone, and note that the application is being advertised in accordance with the Shire of Williams Town Planning Scheme No 2 ('the Scheme').
2. Note that the development is proposed in a declared 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) The dwelling has already been constructed. It is impractical to retrospectively apply current higher construction standards for an existing structure.
 - (b) The owner has increased fire safety by preparing a fire escape plan and provision of a fire extinguisher.
 - (c) New 'Guidelines for Planning in Bushfire Prone Areas' became operative on the 13 March 2022, and they only require a simplified evacuation plan for holiday houses.
 - (d) The Policy and Guidelines are to be applied pragmatically by the local government.
3. In accordance with Regulation 82 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* delegate authority to the Chief Executive Officer to determine the planning application for a holiday house on Lot 3644 (56) Redman Road, Williams.

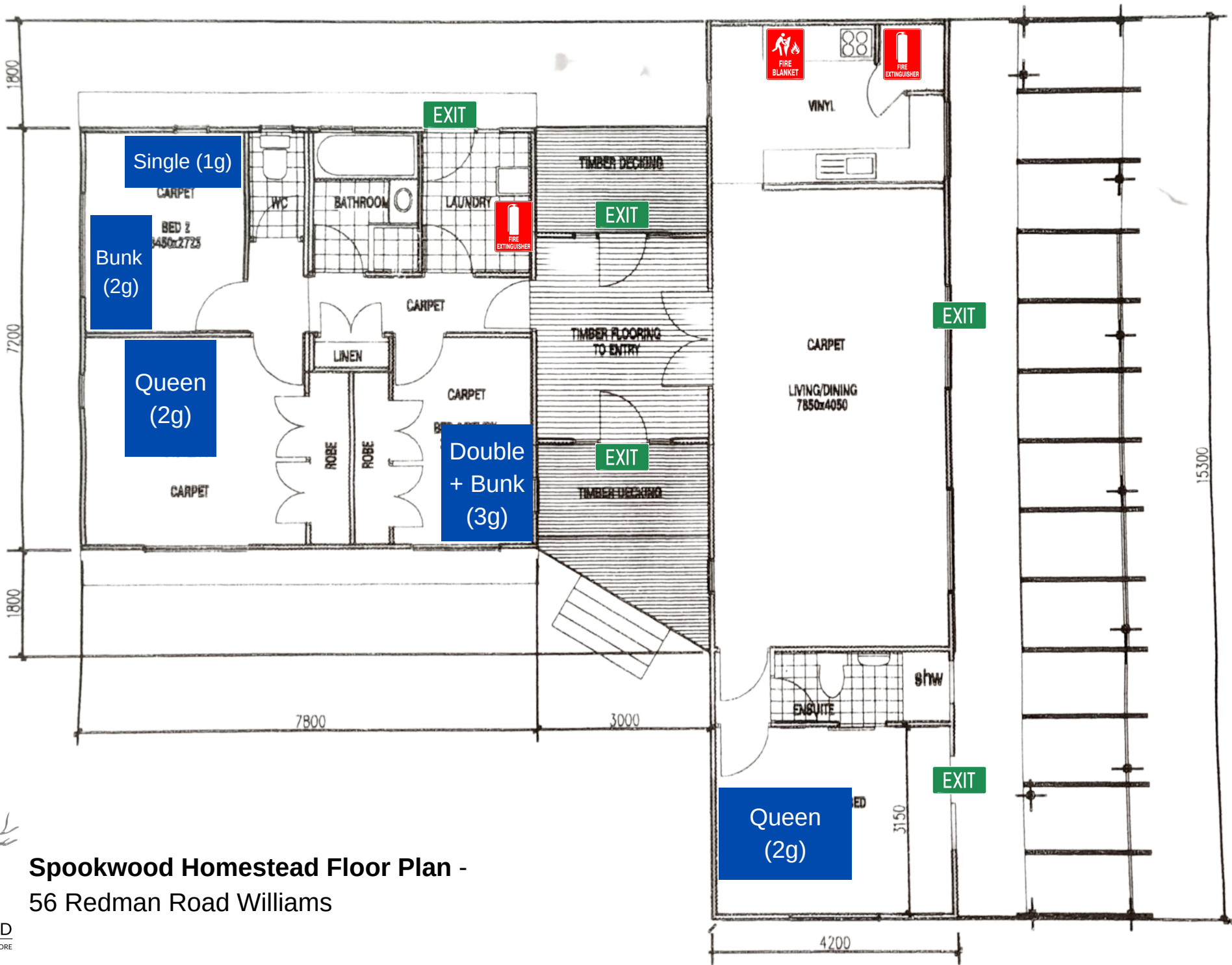


Spookwood Estate Site Plan -
 56 Redman Road Williams

EXIT Exit Gate
W Water Source

A - Homestead Accommodation
B - Primary Assembly Point
C - Secondary Assembly Point





Spookwood Homestead Floor Plan -
56 Redman Road Williams

8.2.6 Proposed Ancillary Dwelling- Lot 21 (89) Richmond Street, Williams

File Reference	10.60.15	
Statutory Ref.	Shire of Williams Town Planning Scheme No.2	
Author & Date	Liz Bushby, Town Planning Innovations (TPI)	10 July 2022
Attachments	Attachment 5 – Site Plan	

Background

Lot 21 is zoned 'Rural Residential' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 1 hectare and contains an existing dwelling.

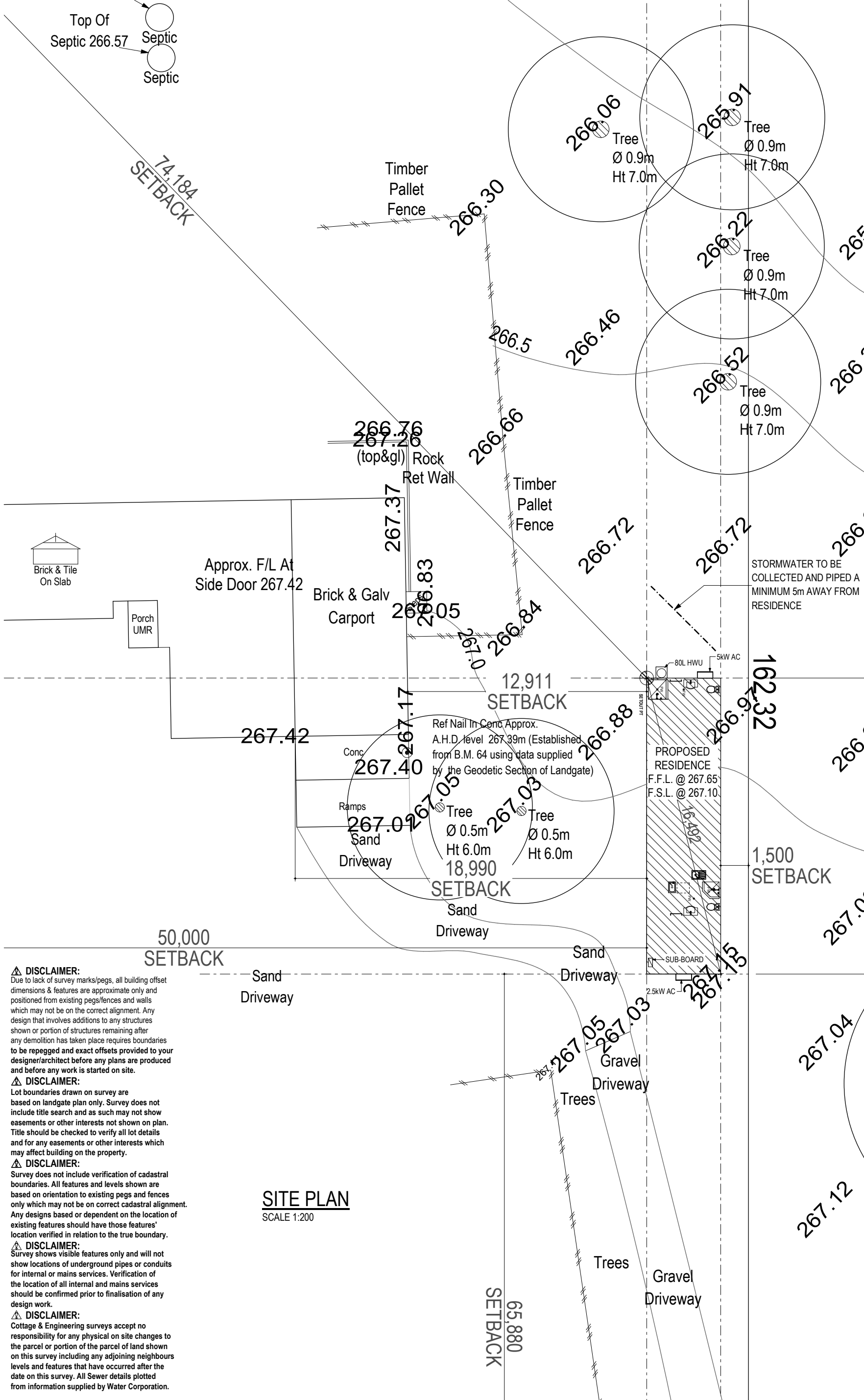


Location Plan
Source: Landgate

Comment

- **Proposed Development**

The owner of the land has applied for a second ancillary dwelling on the lot. The ancillary dwelling will be located to the east of the existing dwelling, with a setback of 65.8 metres from the front lot boundary and 1.5 metres to the side boundary.



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w: www.foxmodular.com.au
e: info@foxmodular.com.au

PROJECT DETAILS

JOB NO: FT-717
BUILDING: RAVENNA
CLIENT: MATT PAYNE
ADDRESS: 89 RICHMOND STREET,
WILLIAMS
SHIRE OF WILLIAMS

DRAWING DETAILS

PAGE: 2 OF 13
DRAWING: SITE PLAN
SCALE: 1:200
DRAWN: BSI
CHECKED: CO
DATE: 15.06.22

REVISION

B	15.06.22	DESIGN AMENDMENTS
A	07.06.22	ISSUED FOR REVIEW

NOTES

WRITTEN DIMENSIONS TAKE PREFERENCE OVER SCALE. THESE PLANS ARE TO BE READ IN CONJUNCTION WITH THE PROJECT SPECIFICATIONS, ENGINEERS DESIGNS, COMPUTATIONS, AND GEOTECHNICAL REPORT. WRITTEN SPECIFICATIONS TAKE PRECEDENCE OVER THESE DRAWINGS UNLESS NOMINATED IN CONTRACT OR SPECIFICATION.

DRAWINGS ARE ONLY ISSUED FOR CONSTRUCTION WHEN APPROVED AND SIGNED BY THE DESIGN OFFICE &/OR CONTRACTOR AUTHORISED SIGNATORY, ANY DOCUMENTS WITHOUT APPROVAL (INCLUDING ALL PDF OR EMAILED VERSIONS) ARE NOT TO BE USED FOR CONSTRUCTION.

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APPROVALS

OWNER 1: _____
DATE: _____

OWNER 2: _____
DATE: _____

DISCLAIMER:
Due to lack of survey marks/pegs, all building offset dimensions & features are approximate only and positioned from existing pegs/fences and walls which may not be on the correct alignment. Any design that involves additions to any structures shown or portion of structures remaining after any demolition has taken place requires boundaries to be repegged and exact offsets provided to your designer/architect before any plans are produced and before any work is started on site.

DISCLAIMER:
Lot boundaries drawn on survey are based on landgate plan only. Survey does not include title search and as such may not show easements or other interests not shown on plan. Title should be checked to verify all lot details and for any easements or other interests which may affect building on the property.

DISCLAIMER:
Survey does not include verification of cadastral boundaries. All features and levels shown are based on orientation to existing pegs and fences only which may not be on correct cadastral alignment. Any designs based or dependent on the location of existing features should have those features' location verified in relation to the true boundary.

DISCLAIMER:
Survey shows visible features only and will not show locations of underground pipes or conduits for internal or mains services. Verification of the location of all internal and mains services should be confirmed prior to finalisation of any design work.

DISCLAIMER:
Cottage & Engineering surveys accept no responsibility for any physical on site changes to the parcel or portion of the parcel of land shown on this survey including any adjoining neighbours levels and features that have occurred after the date on this survey. All Sewer details plotted from information supplied by Water Corporation.

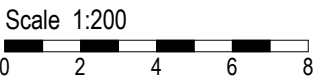
SITE PLAN
SCALE 1:200

LEGEND

	Power Dome
	Power Pole
	Phone Pits
	Water Conn.
	TP 10.00 Top Pillar/Post
	TW 10.00 Top Wall
	TR 10.00 Top Retaining
	TF 10.00 Top Fence

LOT MISCLOSE
0.006m

NOTE:
TELSTRA/COMMS. PIT NOT LOCATED ADJACENT TO LOT AT TIME OF SURVEY. VERIFY AVAILABILITY WITH TELSTRA.



	87-89 Guthrie Street Osborne Park, WA 6017	JOB # 526672	GPS Lat: -33.018036 Long: 116.892766	ROADS Bitumen	ELEC. U/Ground / O/Head
	PO Box 1611 Osborne Park Business Centre WA 6917	CLIENT Payne	ORDER # FT717	KERBS Nil	COMMS. Not loc.
P: (08) 9446 7361 E: perth@cottage.com.au W: www.cottage.com.au	ADDRESS #89 Richmond Street	LOT Lot 21 (DP 415869)	FOOTPATH Nil	SOIL Sand, Gravel, Clay(Poss), Rock(Poss)	WATER Yes
	SUBURB Williams	AREA 1.0098ha VOL. 2987 FOL. 704	DRAINAGE Poor	VEGETATION Light Grass Cover	GAS Check Alinta
	LGA SHIRE OF WILLIAMS	DATE 07 Jun 22	SSA No	SEWER Nil	COASTAL No
	DRAWN J. Jee				

AREAS:

PERIM. (m)	AREA (m2)
40.00	64.00
	64.00 m ²

ROOF QUANTITIES

Material Type	Roof Metal
Surface Area (m2 on the rake)	72.64
Area [m2 on the flat]	72.54

FINAL DESIGN SUBJECT TO SITE SURVEY, ENERGY EFFICIENCY ASSESSMENT, ENGINEER'S REQUIREMENTS AND COUNCIL APPROVAL

GLAZING NOTES
GLAZING TO BCA 3.6 AND AS2047/AS1288

WET AREA NOTES
WET AREAS TO BCA 3.8.1 & AS3740

SUB FLOOR VENTILATION NOTES
SUB FLOOR VENTILATION TO COMPLY WITH BCA 3.4.1

INSULATION REQUIREMENTS

REFER ENERGY REPORT FOR DETAILS
ROOF : 55mm ANTICON TO ROOF
CEILING : R4.0 CEILING BATTS
EXTERNAL WALLS : R2.5 BATTS + REFLECTIVE WALL WRAP

GUTTERS & DOWNPIPES

METAL GUTTERS & DOWNPIPES TO COMPLY WITH AS2179

VAPOUR BARRIER

VAPOUR BARRIER TO BE FITTED IN ACCORDANCE WITH BCA 3.2.2.6

METAL WALL CLADDING NOTES

METAL CLADDING TO AS1662.1

PLUMBER NOTES

ALL PLUMBING WASTE TO RUN TO ONE CONNECTION POINT UNDER BUILDING

BAL NOTE

BUILDING TO BE CONSTRUCTED TO BAL 29



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PROJECT DETAILS

JOB NO: FT-717
BUILDING: RAVENNA
CLIENT: MATT PAYNE
ADDRESS: 89 RICHMOND STREET,
WILLIAMS
SHIRE OF WILLIAMS

DRAWING DETAILS

PAGE: 3 OF 13
DRAWING: FLOOR PLAN
SCALE: 1:100
DRAWN: BSI
CHECKED: CO
DATE: 15.06.22

REVISION

NO	DESCRIPTION	DATE
B	DESIGN AMENDMENTS	15.06.22
A	ISSUED FOR REVIEW	07.06.22

NOTES

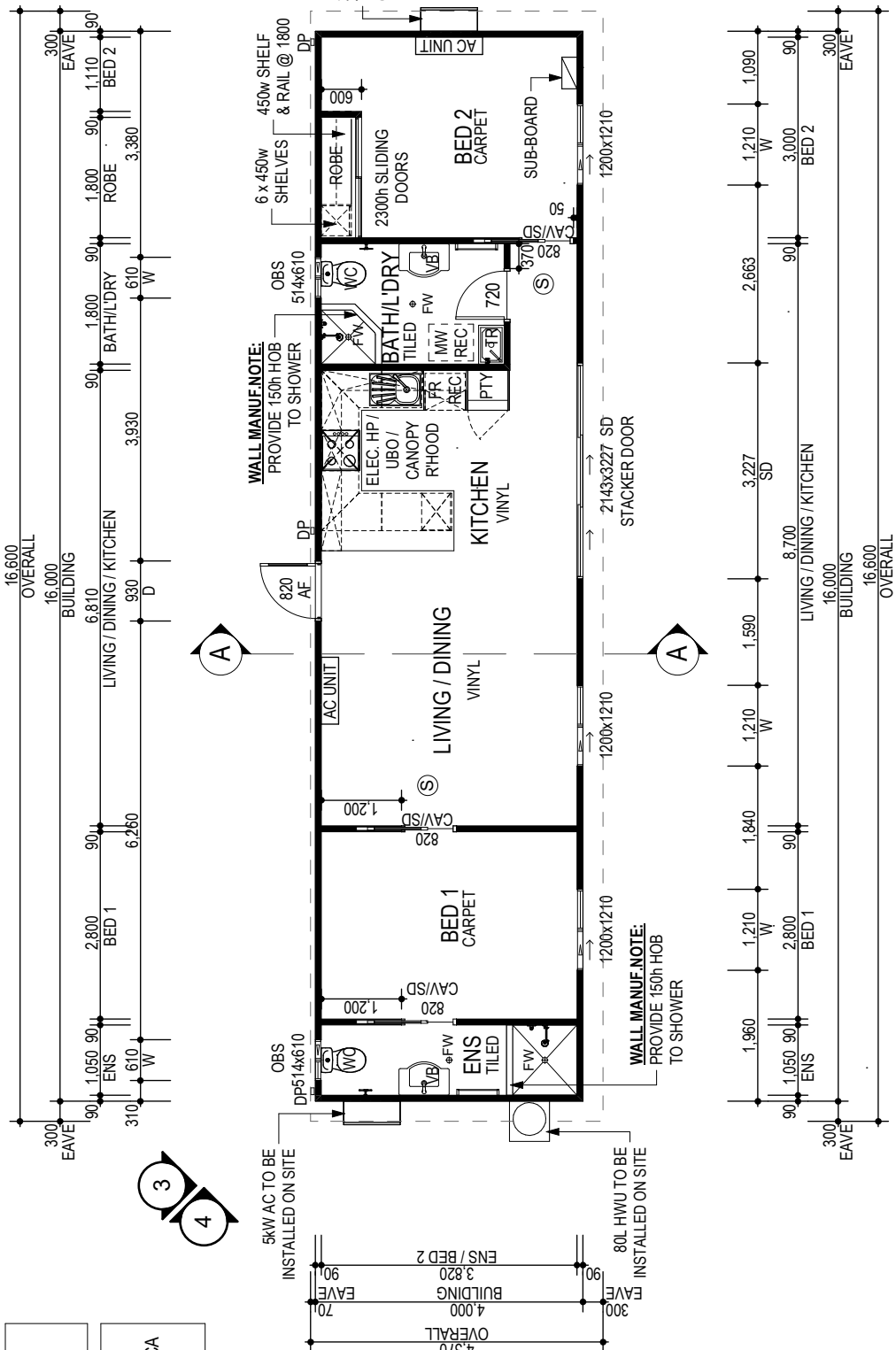
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APPROVALS

OWNER 1: ---
DATE: ---
OWNER 2: ---
DATE: ---



FLOOR PLAN
SCALE 1:100

The new dwelling will be ancillary to the existing house on Lot 21, with a proposed floor area of 64m².

- **Landuse Classification and Permissibility**

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

An ancillary dwelling is defined in the Residential Design Codes as '*self-contained dwelling on the same lot as a single house which may be attached to, integrated with, or detached from the single house*'.

Historically, ancillary dwellings were more commonly referred to as 'granny flats', and were restricted to use by a person who was related to the family that occupied the main dwelling.

Changes to the Residential Design Codes, which operate as a State Planning Policy, have taken away any restrictions over who can live in an ancillary dwelling. The changes have been effective since at least 2018, when the Residential Design Codes (R Codes) were last reviewed.

The R Codes (now) provide for ancillary dwellings to encourage diversity in accommodation types, and to provide a means for residents to live in proximity but with autonomy.

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

Option 1 - Determine that the 'ancillary dwelling' is not consistent with the objectives and purposes of the Rural Residential zone and is therefore not permitted; or

Option 2 - Determine by Absolute Majority that the proposed 'ancillary dwelling' use may be consistent with the objectives and purpose of the Rural Residential zone and thereafter follow the advertising procedures of Clause 2.6 in considering the application for planning consent.

Clause 2.22(1) of the Scheme states that '*The objective of the Rural Residential zone is to select areas wherein closer subdivision will be permitted to provide for such uses as hobby farms, horse breeding, rural residential retreats, and also to make provisions for retention of the rural landscape and amenity in a manner consistent with the orderly and proper planning of such areas.*'

It is recommended that Council pursue Option 2, as the proposed use is not contrary to the objective of the Rural Residential zone.

- **Public Consultation and Delegated Authority**

The Shire is required to advertise the application for public comment. Advertising has commenced and includes:

- (i) A notice and development plans published on the Shire website;
- (ii) Letters to surrounding owners.

To expedite processing, it is recommended that Council delegate authority to the Chief Executive Officer to determine the application after completion of advertising, subject to no adverse submissions being received.

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

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

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



Above: Bushfire Prone Areas map
Source: DFES

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

A Bushfire Attack Level (BAL) assessment report has been lodged in support of the proposed ancillary accommodation. The report examines vegetation within 100 metres, the type of vegetation, existing topography and slope. The report recommends that BAL-12.5 be applied to the proposed ancillary dwelling.

Under state planning guidelines any BAL less than BAL-29 is acceptable for a habitable building.

POLICY REQUIREMENTS:

Not applicable.

LEGISLATIVE REQUIREMENTS:

Planning and Development (Local Planning Schemes) Regulations 2015

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

- *Matters to be Considered by Council*

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.

- *State Planning Policy 3.7*

Under the 'deemed provisions' of the *Planning and Development (Local Planning Schemes) Regulations 2015* Council is to have 'due regard' to any state planning policy. This essentially means Council has an obligation to give proper, genuine and realistic consideration to the requirements of 'State Planning Policy 3.7: Planning in Bushfire Prone Areas' (SPP 3.7). The Shire has a mandatory obligation to consider SPP3.7 when making a decision on any application where the lot is within a designated bushfire prone area.

- *Delegated Authority – Absolute Majority*

Under Clause 82(1) and 82(2) it requires an Absolute Majority of Council for any delegated authority to the Chief Executive Officer.

- *Advertising*

As the application is being processed as a 'Use Not Listed', it is classified as a 'complex application' under the current (revised) Regulations.

The compulsory advertising requirements for a 'complex application' are more onerous under the current Regulations and include:

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

Advertising must be for a minimum of 28 days.

The Western Australian Planning Commission previously exempted the Shire from having to meet some or all of the advertising requirements that were not practical to achieve. The exemption expired on the 30 June 2022.

The Shire CEO has written to the Commission seeking further exemptions.

Shire of Williams Town Planning Scheme No 2 (the Scheme) – 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):

- ED 2.3 Promote and support the availability of accommodation suitable for young people, families and retirees
- CL 4.4 Monitor and ensure compliance with regulatory framework for local government business

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. A fee is payable by the Applicant.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

1. Determine that the proposed ancillary dwelling use may be consistent with the objectives and purpose of the Rural Residential zone, and note that the application is being advertised in accordance with the Shire of Williams Town Planning Scheme No 2 ('the Scheme').
2. Note that the development is proposed in a declared bushfire prone area and a Bushfire Attack Level Assessment has been lodged in support of the application.
3. In accordance with Regulation 82 (1) of the Planning and Development (Local Planning Schemes) Regulations 2015 delegate authority to the Chief Executive Officer to determine the planning application for an ancillary dwelling on Lot 21 (89) Richmond Street, Williams.

8.2.7 Hotham Williams Voluntary Regional Organisation of Councils

File Reference	17.1.40
Statutory Ref.	<i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 14 July 2022
Attachments	Attachment 6 – Hotham Williams VROC Memorandum of Understanding

Background

In late 2021 correspondence was received from Hotham Williams Economic Development Alliance Inc. (HWEDA) advising of a decision proposing that the association be wound up and the local government members of the organisation form a voluntary regional organisation of councils (VROC) group.

Council resolved at the September 2021 Ordinary Council Meeting that HWEDA be advised that it supports in principle the proposal to form a VROC including the Shires of Boddington, Wandering and Williams. Further, it supported the local governments meeting to progress its formation.

Following that decision, the local governments met and agreed to proceed along with support for the Shire of Cuballing to be included.

Comment

A new Memorandum of Understanding (MOU) has been developed and the name Hotham Williams VROC has been adopted. The last meeting of the group endorsed the final draft of the MOU. It is presented to this meeting for endorsement.

Strategic Implications

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

- ED 1.4 Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest.
- ED 1.5 Advocate, promote and champion industrial development that will offer employment opportunities for our community.
- CL 3.2 Foster, nurture and develop strategic alliances with local government, major industry and government agencies.

Financial Implications

The MOU includes an annual contribution of \$5,000 per year from each member.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council supports the formation of the Hotham Williams Voluntary Regional Organisation of Councils, which includes the Shires of Boddington, Cuballing, Wandering and Williams and approves the Shire President to endorse and execute the Memorandum of Understanding (MOU).

Boddington, Cuballing, Wandering, Williams

Hotham Williams VROC

Memorandum of Understanding

CERTIFICATE OF AGREEMENT

The Shires of Boddington, Cuballing, Wandering and Williams enter a Memorandum of Understanding (MOU) with the intent of developing an alliance that will assist in providing the group with a clear strategic direction for economic development in the Hotham Williams Region.

The MOU recognises (the group) role as a strategic regional management team represented by appointed elected members and staff.

The MOU has a particular focus to support economic development and sets out commitments by all parties for the timely implementation of initiatives and specific projects agreed to by the parties of the MOU.

As part of this MOU the undersigned agree to abide by the underlying principle and commitments (outlined) on which the agreement are based.

Signed byfor and on behalf of the Shire of Boddington

Name.....Date.....

Signed byfor and on behalf of the Shire of Cuballing

Name.....Date.....

Signed byfor and on behalf of the Shire of Wandering

Name.....Date.....

Signed byfor and on behalf of the Shire of Williams

Name.....Date.....

NAME

The name of the voluntary regional organisation of councils is the Hotham Williams Voluntary Organisation of Councils (Hotham Williams VROC). It is recognised that the Hotham Williams VROC has been established to continue the work of the Hotham Williams Economic Development Alliance (HWEDA) that was established as part of the Boddington SuperTown Economic Development Strategy. HWEDA was a collaborative sub-regional group made up of the three communities of Boddington, Wandering and Williams.

PURPOSE

A Memorandum of Understanding between the Shires of Boddington, Cuballing, Wandering and Williams is to establish a working partnership: -

- To achieve recognition of the Hotham Williams area as a viable, political, social and economic region;
- To enhance service delivery and infrastructure for the collective and individual communities;
- To achieve a sustainable, cost effective model for the sharing of resources.

PARTIES TO THE MOU

The Shires of Boddington, Cuballing, Wandering and Williams.

OBJECTIVES

The objectives of the Hotham Williams VROC as follows:

1. To initiate, facilitate and coordinate activities to meet the business development needs and interests of:
 - a. Existing corporations and other business enterprises operating in the Hotham Williams area; and
 - b. Corporations and other business enterprises investing in or considering investment in the area;
2. Provide assistance to investors and potential investors through strategic introductions and non-financial assistance to appropriate sources of advice to encourage the economic development and promotion of the area;
3. Lobby government at all levels for the provision of government services, infrastructure, concessions and incentives which encourage and facilitate economic development;
4. Strengthen the local government / business interface;
5. Market and promote the Hotham Williams area as a destination to commercial/industry visitors and recreation visitors;
6. Generally conduct activities identified by the group from time to time that meet the aims of regional economic development; and
7. Promote sustainable development through a balance between economic, environment and quality of life.

PRINCIPLES

In entering this MOU all the parties agree to abide by the following principles, as established between the local governments.

OVERARCHING PRINCIPLE

To promote and expand the economy of the Hotham Williams area by undertaking purposeful and agreed joint initiatives and projects.

GENERAL PRINCIPLES

1. Partnerships

- a. Recognise that partnerships between the local governments in the MOU are essential to achieve social, environmental and economic development of the Hotham Williams area.
- b. Be flexible and open to new approaches to service delivery and funding.
- c. Recognise and acknowledge the needs and constraints of all spheres of government, community and stakeholders.
- d. Recognise that new partnership agreements may be considered if initiated by either state or local government.
- e. Invite participation from key business, industry and community groups where appropriate.

2. Roles and Responsibilities

- a. Identify, understand and respect the roles and responsibilities of all parties.
- b. Ensure that these roles and responsibilities are considered and respected in all decision making.
- c. Recognise and respect the role that each plays in enhancing sustainable social, environmental and economic development.

3. Communication

- a. Open and timely communication on issues of relevance to the group.
- b. Meet at least twice in any financial year.
- c. Recognise the need to confidentiality of discussion until a mutually agreed time.

4. Consultation

- a. Appropriate consultation to facilitate understanding and consensus.

5. Outcomes

- a. Well defined and agreed outcomes and performance measures for all projects and activities.
- b. Adopt a realistic approach to funding and resource issues, including opportunities for development of local assets for the benefit of the people of the area.
- c. Commitment to contribute resources and expertise to the partnership process.

6. Accountability

- a. A transparent approach where changes to roles, responsibilities and budgets are negotiated and agreed and resources necessary to implement changes are identified.
- b. Undertake open assessments of the effectiveness of agreements.
- c. Have clearly defined reporting, dispute resolution and review mechanisms.

MEMBERSHIP COMMITTEE

Appointment of Committee

- a. Each local government is to have two representative voting members, being an elected member and CEO.
- b. Non-voting elected members and officers of each local government may participate in meetings.

Chairperson and Executive/Financial Management Support

The Chairperson will be elected for a two-year term that aligns with the Local Government Electoral cycle. Executive support and financial management support will be determined by resolution of the VROC.

Role of representative of Hotham Williams VROC

- a. Represent the interests of the individual local governments, ratepayers and residents of the region;
- b. Facilitate communication between the community of the region and Hotham Williams VROC;
- c. Participate in the decision-making processes at meetings of Hotham Williams VROC and its committees (if formed); and
- d. Represents and undertakes actions on behalf of Hotham Williams VROC as authorised by the VROC.

Decision making process

- a. In all strategic planning issues, consensus will be reached to make recommendations back to individual MOU local governments for ratification.
- b. Where voting is required on approved operational issues a simple majority prevails.
- c. In relation to membership of Hotham Williams VROC any decision must be absolute.

FINANCIAL CONTRIBUTIONS

Annual contributions

Each local government will contribute \$5,000 per annum to meet project and executive/secretarial financial needs.

Manner of Payment

The contributions shall be paid by each party to the Hotham Williams VROC in a manner determined by the VROC.

PROJECTS

Requirements

Hotham Williams VROC shall only undertake a project once it is satisfied that any services and facilities will: -

- a. Integrate and coordinate, so far as practical, with any provided by the Commonwealth, State or any public body;
- b. Within the district of a local government do not duplicate, to an extent that the party consider inappropriate, services or facilities provided by the Commonwealth, State or any other body or person, whether public or private; and
- c. Are managed efficiently and effectively.

Project plan to be prepared

Where the Hotham Williams VROC is considering a proposed project, it shall prepare a project plan.

Contents of a project plan

Project plan can include:-

- a. Clearly identified project purpose, objectives and outcomes;
- b. Cost benefit analysis;
- c. A project action plan with clear timelines and performance milestones clearly outlined; and
- d. A project budget which includes the following:-
 - Grant or other funding
 - Local Government contributions
 - Project expenses
 - Administrative expenditure
 - Human resource cost
 - A dollar cost of in-kind contributionsRecurrent budget if required which includes:
 - Revenue
 - Expenditure
 - Human Resource Cost
 - Program maintenance and asset management costs

Parties to be given a project plan

Upon completion of the project plan the Hotham Williams VROC shall give a copy of the plan to each of the member local governments.

Election to participate in a project

Each local government shall, within a reasonable period determined by the Hotham Williams VROC, elect whether to participate in the project by giving notice of its election to the Hotham Williams VROC.

Review of project plan

As soon as practicable after the period referred to in the project plan:-

- a. Review the project plan and its viability having regard to the number of local governments that elected to participate;
- b. Decide whether to proceed with the project; and give notice to each of the project parties of its decision.

Project parties to be bound

Where the Hotham Williams VROC decides to proceed with a project and gives notice of its decision to each of the local governments then each of the parties shall be bound by the terms of the project plan in a new project agreement.

Winding up the project

The Hotham Williams VROC may resolve to wind up the project. An absolute majority vote will be required by the Hotham Williams VROC to resolve to wind up any project.

Division of assets

If a project is to be wound up and there remains after satisfaction of all its debts and liabilities, any property and assets of the project then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the project parties in the proportions referred to in the project plan.

Division of liabilities

If a project is wound up and there remains any liability or debt in excess of the realised property and assets of the project plan then the liability or debt is to be met by the project parties in the proportions referred to in the project plan.

Indemnification by project parties of Hotham Williams VROC

If a project is wound up, then the project parties shall indemnify the Hotham Williams VROC (in the proportions referred to in the project plan) with respect to that liability or project.

TERM AND TERMINATION

Term of agreement

Unless wound up, this agreement shall remain in place, for five (5) years from the date of signing by the local government representatives.

Winding up by agreement

The parties may, by agreement, wind up the Hotham Williams VROC.

Division of assets

If the Hotham Williams VROC is wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of Hotham Williams VROC then the property and assets shall be realised and the proceeds along with any surplus funds shall be divided among the parties in the proportions referred to in the agreement.

Division of liabilities

If the Hotham Williams VROC is wound up and there remains any liability or debt in excess of the realised property and assets of the Hotham Williams VROC then the liability or debt is to be met by each of the parties in the proportions referred to in the agreement.

WITHDRAWAL OF A PARTY

Withdrawal

Parties may at any time may advise the Hotham Williams VROC of their intent to withdraw from Hotham Williams VROC.

When withdrawal to take effect

Withdrawal will take effect as from the end of the relevant financial year with a minimum of three (3) months' notice.

Entitlement or liability of withdrawing party

As soon as practicable following withdrawal taking effect the Hotham Williams VROC shall: -

- a. Distribute to the party an amount equal to the proceeds and any surplus funds which would have been payable if the Hotham Williams VROC was wound up; or
- b. Be entitled to recover from the party an amount equal to the liability or debt which would have been payable by the party if Hotham Williams VROC was wound up.

Parties may be required to pay distribution

If the Hotham Williams VROC is unable to meet the distribution referred to above from funds on hand then, unless the Hotham Williams VROC decides otherwise, the parties (other than the party that has withdrawn) shall pay the distribution in the proportions equal to their respective equities in the Hotham Williams VROC.

ADMITTING NEW MEMBERS

Prospective new members may only be admitted by full agreement of all parties and shall be required to contribute to Hotham Williams VROC a sum equal to the current year's contribution schedule or a discretionary sum agreed to by the Hotham Williams VROC.

DISPUTE RESOLUTION

Dispute

In the event of any dispute or difference arising between the parties or any matter or thing arising under in connection with the Memorandum of Understanding, then notice in writing may be given adequately identifying the matters, the subject of the dispute.

Arbitration

The party or Hotham Williams VROC may refer the matter to arbitration under and in accordance with the provisions of the *Commercial Arbitration Act 1985*.

Legal representation

For the purposes of the *Commercial Arbitration Act 1985*, the parties' consent to each other and the Hotham Williams VROC being legally represented at any such arbitration.

Memorandum of Understanding in Good Faith

Despite anything expressed or implied to the contract in this Memorandum of Understanding (MOU) or anywhere else, this MOU is a mere non-justiciable statement of current intent, and is neither intended to be, nor is it, (a) legally binding, or (b) creative of legal relations between the parties to it. No legal rights or obligations will come into existence unless or until one or more legally enforceable written agreements are entered into.

8.2.8 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 14 July 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 June 2022:

Permit Number	Owner	Address	Description
479	Terry Tyler	Lot 237 (138) Narrogin Road	Shed
480	Ruth Tinley	Lot 21 (21) Brooking Street	Re-roof tile to iron
481	Duncan Gilbert	Lot 43 (4) Fry Street	Retaining Wall
482	Shire of Williams	Lot 13277 Albany Highway	Scoreboard support structure

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

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

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

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

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

Action – The Chief Executive Officer waived a fee for use of the RSL Hall to Arts Narrogin for a community engagement event ahead of a performance in the Town Hall on the 30 June 2022. Also waived a fee for the Arts & Crafts Building to the Williams CRC to conduct mosaic workshops on the 15 and 22 June 2022.

- **Power to Invest and Manage Investments – Delegation 1.1.21**

Delegation - Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose.

Action – The Chief Executive Officer approved a transfer of:

1. \$495,328.00 from the Municipal Fund to the Reserve Fund Cash Management Account to recognise reserve fund transfers for the financial year on 7 June 2022.
2. \$200,000.00 from the Cash Management Account to the Municipal Fund for the payment of creditors on the 30 June 2022.

Strategic Implications

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

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

Financial Implications

Fees are received for the issue of Building Permits.

Voting Requirements

Simple Majority

Officer's Recommendation

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

8.2.9 Adoption of the 2022/2023 Budget

File Reference	4.23.10
Statutory Ref.	Local Government Act 1995 Section 6.2 Local Government (Financial Management Regulations) 1996
Author & Date	Alan Lamb & Geoff McKeown 15 July 2022
Attachments	2022-2023 Draft Budget, 2022-2023 Fees & Charges

Background

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

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

- The budget has been prepared by applying a 2.53% rate in the dollar increase on GRV rated properties and reducing the rate in the dollar by 10.02% for UV rated properties. GRV properties were revalued for this financial year and whilst the total valuation did not change significantly, some properties received large valuation increases due to their development.
UV properties for 2022/2023 includes an average increase of 16.62%, which then reflects in the overall rate income for these properties.
The minimum rates are proposed to increase from \$760 to **\$790** for **GRV** rated properties and \$960 to **\$1,010** for **UV** rated properties. The overall increase to the total rates revenue will be **5.15%**, which is in line with the Long Term Financial Plan and contained in the 2021-25 Corporate Business Plan.
- Fees and charges in general have been increased by **2%**. There are also other minor changes which are itemised within the attached fees and charges schedule and in line with the forward financial plans.
- There is a 2% increase proposed for kerbside rubbish collection. There will be 7.61% increase in the contract for collection of waste due to the rise in CPI to the end of the March 2022 quarter. This movement is included in the current waste collection contract. Shorter opening hours at the Waste Site will reduce costs, lessening the need to increase kerbside collection charges.
- A capital works programme totalling **\$2,765,378** for investment in infrastructure, land and buildings, and plant and equipment is planned. Expenditure on road infrastructure is a major component of this and the amount of **\$1,577,841** is in line with Council's strategy to increase the investment in road and associated assets.
- An estimated surplus of **\$963,900** is anticipated to be brought forward from 30 June 2022. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.
- Principal additional grant funding for the year is estimated from:
 - Roads to Recovery - \$196,112
 - Road Project Grant - \$308,034
 - Local Roads and Community Infrastructure Grant (Phase 3) - \$464,858
 - Social Housing Economic Recovery Package - \$386,494
 - Department of transport – WA Bike Network \$49,600

Consultation

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

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

Statutory Environment

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

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

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

Policy Implications

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

Financial Implications

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

Strategic Implications

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

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

TRIPLE BOTTOM LINE ASSESSMENT

Economic Implications

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

Social Implications

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

Environmental Implications

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

Comment

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

Voting Requirements

Absolute Majority

Officer’s Recommendation

That Council:

PART A – MUNICIPAL FUND BUDGET FOR 2022/2023

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

- Statement of Comprehensive Income by Nature and Type on page (2) showing a net result for that year
- Statement of Comprehensive Income by Program on page (4) showing a net result for that year
- Statement of Cash Flows on page (6)
- Rate Setting Statement on page (7) showing an amount required to be raised from rates of \$2,090,717
- Notes to and Forming Part of the Budget on pages (8 to 26)
- Capital Income and Expenditure (27)

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. Raising Rates

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

2. General Rates*

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

3. Minimum Rates

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

4. Instalments

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

- Full payment and 1st instalment due date **16 September 2022**
- 2nd quarterly instalment due date **18 November 2022**
- 3rd quarterly instalment due date **20 January 2023**
- 4th and final quarterly instalment due date **24 March 2023**

5. Instalment Option Charge

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

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

6. Instalment Option Interest Rate

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

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

7. Interest rate on Overdue Rates

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

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

Voting Requirements

Absolute Majority

Officer's Recommendation

PART C – GENERAL FEES AND CHARGES FOR 2022/2023

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

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART D – OTHER STATUTORY FEES FOR 2022/2023

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

Residential Premises (including recycling)

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

Commercial Premises

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

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

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

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

Voting Requirements

Absolute Majority

Officer's Recommendation

PART F – MATERIAL VARIANCE REPORTING FOR 2022/2023

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

Confidential Item

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

8.2.10 Confidential Item- CEO Performance Review

File Reference	4.20.15
Statutory Ref.	Sections 5.38 and 5.39 <i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 14 July 2022
Attachments	Nil

Background

Section 5.38 of the *Local Government Act 1995* provides that, for a CEO who is employed for a term of more than one year, the performance of a CEO is to be reviewed formally at least once in every year of their employment.

Any changes to the CEO's performance agreement, such as changes to key result areas should also be discussed, and agreed to, between the Council and the CEO, as the matters arise.

Comment

A review of the CEO's performance has been undertaken involving all Councillors. The Review Committee, comprising the President and Deputy President, met with the CEO to discuss the outcome of the review. The Review Report has been provided to Councillors.

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

5.23. Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees; and

Strategic Implications

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

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

Financial Implications

The remuneration package of the CEO is included in the Review Report and salaries and wages component of the Annual Budget.

Voting Requirements

Absolute Majority

9.0 Elected Members' Motions of which Notice has been given

Nil

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

10.1 Elected Members

Nil

10.2 Officers

Nil

11.0 Application for Leave of Absence

Nil

12.0 Closure of Meeting