



SHIRE OF WILLIAMS COUNCIL AGENDA

COUNCIL MEETING
WEDNESDAY 25 MARCH 2026

SHIRE COUNCIL CHAMBERS
9 BROOKING STREET
WILLIAMS WA 6391



NOTICE OF ORDINARY COUNCIL MEETING

Dear Elected Member and Community Members,

You are respectfully advised the next Ordinary Council Meeting of the Shire of Williams will be held on 25 March 2026, in the Shire of Williams Council Chambers, 9 Brooking Street, Williams, commencing at 4:00pm.

A handwritten signature in blue ink, appearing to read 'Peter Stubbs'.

Peter Stubbs

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 2022-32

VALUES / VISION

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

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

ECONOMIC

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

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

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

SOCIAL & CULTURAL

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

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

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

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

LAND USE AND ENVIRONMENT

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

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

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

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

LUE4. Recognising and implementing sustainability measures.



INNOVATION, LEADERSHIP & GOVERNANCE

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

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

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

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

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

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member, President Logie, will declare the Meeting open at 4:00pm.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Elected Members

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

Staff

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

- Visitors – Mr Mark Rayner, Lacour Energy
- Apologies - Nil
- Leave of Absence - Nil

3. PUBLIC QUESTION TIME

A 15-minute public question period is available. Public questions should be writing prior to Council meetings. Guidelines for public questions are available on the Shire of Williams website at [Council Meetings » Shire of Williams](#).

4. PETITIONS / DEPUTATIONS / PRESENTATIONS

Mr Mark Rayner representing Lacour Energy with a potential wind farm interest in the Shire of Williams and some surrounding Shires requested an opportunity to present at this Council meeting.

5. DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	Cr Logie
Item No. / Subject	8.2.2 Request to Extend Planning Approval for Proposed Service Station, Lot 889 Albany Highway
Type of Interest	Proximity

DECLARATION OF INTEREST	
Name / Position	Cr Logie
Item No. / Subject	8.2.3 Proposed Un-Naming Channon Street (Moore Street to Olive Street)
Type of Interest	Related Party

DECLARATION OF INTEREST	
Name / Position	Cr Panizza
Item No. / Subject	8.2.8 Subdivision Lot 24 Piesse Street
Type of Interest	Proximity

DECLARATION OF INTEREST	
Name / Position	Cr Price
Item No. / Subject	8.2.8 Development Application – 6 Williams Street
Type of Interest	Financial

DECLARATION OF INTEREST	
Name / Position	Cr Price
Item No. / Subject	9.1 Tender Indoor Court Project (Confidential Item)
Type of Interest	Financial

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 11 FEBRUARY 2026.

OFFICERS RECOMMENDATION

That the Minutes of the Ordinary Council Meeting held 11 February 2026 as previously circulated, be confirmed as a true and accurate record.

6.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD 13 MARCH 2026.

OFFICERS RECOMMENDATION

That Council receive the minutes of the Audit, Risk and Improvement Committee meeting held 13 March 2026.

6.3 ROAD AND PLANT COMMITTEE MEETING HELD 24 FEBRUARY 2026

OFFICERS RECOMMENDATION

That Council receive the minutes of the Road and Plant Committee meeting held 24 February 2026.

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

I congratulate Terri-Jane Nickson on becoming an Australian Citizen at her Citizenship Ceremony held last Wednesday 18 March 2026.

I am pleased to advise that the Shire of William was successful in seeking additional grant funding for cement stabilisation repairs to a section of the York-Williams Road in 2026/27.

8. OFFICER REPORTS

8.1 CORPORATE AND COMMUNITY SERVICES

8.1.1 WORKS REPORT - ASSET MANAGEMENT AND IMPROVEMENT

File Reference	4.1.20
Statutory Reference	Various
Author	Tony Kett, Works Manager Peter Stubbs, Chief Executive Officer
Date	12 March 2026
Voting Requirements	Simple Majority
Attachments	Nil

Background

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

Gravel Road Grading Summary

ROAD NAME	TOTAL LENGTH GRAVEL RD	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
ANDERSONS ROAD	2.25						
BATES ROAD	3.52		3.52				
BOUNDRY ROAD	0.72						
BROWNES ROAD	0.95						
BUEGGE ROAD	0.33						
BULLIED ROAD	1.61		1.61				
CARNE ROAD	6.11						
CHAPMAN ROAD	2.13						
CLAYTON ROAD	11.83						
CHURCH ROAD	1.0						
CONGELIN – NARROGIN ROAD	3.0						
COULTER ROAD	2.32						
COWCHER ROAD	4.04		4.04				
CULBIN – BORANING ROAD	17.70	17.70					
CULBIN SOUTH	2.44						
CURTEIS ROAD	4.29						
DARDADINE ROAD	21.50	21.5					
DARDADINE – SOUTH ROAD	0.48						
DARKAN-QUINDANNING ROAD	4.6						
DEEP DEAN ROAD	5.76						
EDDINGTON ROAD	2.09		2.09				
ENGLISH ROAD	6.56		6.56				
EXTRACTS ROAD	12.25						
FAWCETT ROAD	2.87						
FOLLAND ROAD	2.09						

FOURTEEN MILE BROOK ROAD	13.66					
GILLET ROAD	1.12		1.12			
GLENFIELD ROAD	8.6					
GLENORCHY ROAD	1.20					
GRAHAM ROAD	1.95					
GULL STREET	0.48					
HAMON ROAD	0.85					
HARDIE ROAD	2.0					
HIGHAMS ROAD	3.31	3.31				
HILLMAN-DARDADINE ROAD	1.78	1.78				
HURLEY ROAD	13.84	13.8				
JOHNSTONE ROAD	1.29		1.29			
JOSBURY ROAD	0.56					
KELLY ROAD	8.42					
KENNEDY ROAD	2.74					
LAVENDER ROAD	1.29					
LYONS ROAD	1.77					
MAJOR ROAD	1.21					
MARLING ROAD	7.14					
MARTIN ROAD	3.86					
MATHEWS ROAD	2.16					
MCKENZIE ROAD	5.43					
MEDLEN ROAD	8.26		8.26			
MUNDAYS ROAD	8.71					
MUNTHOOLA ROAD	2.1		2.1			
NARRAKINE ROAD	8.1					
NASH ROAD	5.88		5.88			
NEW TIP ACCESS ROAD	0.71					
NORTH ROAD	1.16					
NORWOOD ROAD	0.9					
OLD SOLDIERS ROAD	3.92		3.92			
PETCHELL ROAD	2.09					
PHILLIPPE ROAD	1.77					
PHILLIS ROAD	3.44					
PIG GULLY ROAD	11.00		11.0			
PINGELLY ROAD	8.01					
PLANK ROAD	4.78		4.78			
PLAYLE ROAD	3.75					
REDMAN ROAD	1.45					
RICHMOND STREET	0.27					
RINTOUL ROAD	1.61					
ROCCIS ROAD	4.13					
SATTLER ROAD	5.42	5.42				
TAYLOR ROAD	9.1		9.1			
TIN SHED ROAD	2.53		2.53			
TIP ROAD	1.0		1.0			
TOP END ROAD	1.13					
WALDOCK ROAD	1.8					
WANGERLING GULLY ROAD	8.86		8.86			
WESTMERE ROAD	5.01		5.01			
WHITE ROAD	0.19					
WILKE ROAD	3.0					
YARABIN ROAD	4.5		4.5			
ZILKO ROAD	19.31					
TOTAL LENGTH GRADED	350.94	63.51	87.17			

Strategic Implications

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

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

Financial Implications

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

OFFICERS RECOMMENDATION

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

8.1.2 PAYMENT LISTING

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Att 8.1.2 – Payment Listing Feb 2026

Background

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

Statutory Implications

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

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

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

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

Comment

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

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

As listed in the recommendation below.

OFFICERS RECOMMENDATION

That Municipal Fund EFT, Bpay, Direct Debits and Cheques totalling \$1,006,523.30, approved by the Chief Executive Officer during the month of February 2026, be endorsed.

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 28 FEBRUARY 2026

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
03/02/2026	BUILDING AND ENERGY - LGIRS	BSL collection - Jan 2026	-56.65
04/02/2026	FDC EDUCATORS	FDC Educators PE 01/02/2026	-26,824.96
05/02/2026	SHIRE OF WILLIAMS	PAYROLL ENDING 04/02/2026	-59,061.68
05/02/2026	MAXXIA PTY LTD	Novated Lease	-969.08
05/02/2026	SERVICES AUSTRALIA	7090424552940290	-121.93
11/02/2026	FDC EDUCATORS	FDC Educators PE 08/02/2026	-25,102.97
12/02/2026	AVON WASTE	2025371 - January 2026 Account	-11,147.68
12/02/2026	BITUTEK PTY LTD.	CLAYTON RD (SLK 4.5 - 7.5) & GLENFIELD RD (SLK 4.0-4.75)	-135,087.61
12/02/2026	BOC Ltd	Container Service Fees 29/12/2025 to 28/01/2026	-48.53
12/02/2026	BODDINGTON COMMUNITY NEWSLETTER (EFT)	Advertising of Admin and Childcare Worker Positions	-175.00
12/02/2026	STAFF	Reimbursement for Fuel and Food for Volunteer Firefighters	-346.15
12/02/2026	CENTRAL SURVEYS	2025399 - Surveying Services Proposed Indoor Ct	-1,732.50
12/02/2026	DUFF ELECTRICAL CONTRACTING	2026-D8 - Replace Hot Plate Switch	-165.00
12/02/2026	GOODYEAR AUTOCARE NARROGIN	2025298 - 2 New Tyres, fitting, wheel balance, disposal	-1,450.00
12/02/2026	GREAT SOUTHERN FUELS	Monthly Fuel Account January 2026	-1,060.51
12/02/2026	HARMONY SOFTWARE	Educators' Software Fees, Month of January 2026	-327.75
12/02/2026	JP UPHOLSTERY & CANVAS	Shade Sail Replacements	-4,478.70
12/02/2026	MESSAGES ON HOLD AUSTRALIA PTY LTD	Audio Productions for Phone System	-734.98
12/02/2026	NARROGIN CARPETS & CURTAINS.	Replacement Chain for Roller Blind 17 New St	-50.00
12/02/2026	NARROGIN PACKAGING	SW72 - Two Solenoid Valves for Swimming Pool	-107.00
12/02/2026	NARROGIN TOYOTA	WL49 Service	-626.69
12/02/2026	OFFICE OF REGIONAL ARCHITECTURE	TENDER SERVICES	-1,408.00
12/02/2026	OPTIFLOW PLUMBING AND GAS	Plumbing services	-478.50
12/02/2026	PRIME AG SERVICES - WILLIAMS	2025403 - Lawn Beetle Pesticide & Spray Oil	-904.00
12/02/2026	SHIRE OF LAKE GRACE.	Reimbursement for 4WDL Dinner	-110.83
12/02/2026	ST LUKE'S FAMILY PRACTICE	Medical Services	-4,400.00
12/02/2026	STIRLING ASPHALT	2025324 - Resealing of Brooking Street & Intersections	-137,655.96
12/02/2026	TEAM GLOBAL EXPRESS	Service Kit	-118.77
12/02/2026	THE WEST AUSTRALIAN	Advertising Staff Vacancies	-110.00
12/02/2026	THE WILLIAMS COMMUNITY NEWSPAPER.	Photocopy Charges	-221.00
12/02/2026	TRUCK CENTRE (WA) PTY LTD	2025299 - Parts for Tipper Truck	-2,031.50
12/02/2026	WA BLOCKMAKERS	2025378 - 56 Laterite Blocks + Transport	-2,956.80
12/02/2026	WA LOCAL GOVERNMENT ASSOCIATION	2025409 - Staff Training	-682.00
12/02/2026	WALLIS COMPUTER SOLUTIONS	NBN Fixed Wireless for February	-187.00
12/02/2026	WESTERN AUSTRALIAN ELECTORAL COMMISSION.	2025412 - Local Government Election Services	-4,187.33
12/02/2026	WILLIAMS DISTRICT CLUB	Refreshments for Australia Day 2026	-280.00
12/02/2026	WILLIAMS GENERAL STORE	Monthly Account January 2026	-685.81
12/02/2026	WILLIAMS MENS SHED	Man BBQ & Cook Sausages at Australia Day Celebrations	-300.00
12/02/2026	WILLIAMS NEWSAGENCY	Monthly Account January 2026	-283.36
12/02/2026	WILLIAMS POST OFFICE.	Postage & Stationery, January 2026	-137.46
12/02/2026	WILLIAMS RURAL SUPPLIES	Monthly Hardware Account - January 2026	-1,073.41
18/02/2026	FDC EDUCATORS	FDC Educators PE 15/02/2026	-23,652.46
18/02/2026	BUILDING AND ENERGY - LGIRS	BSL collection - Dec 2025	-1,278.48
19/02/2026	SHIRE OF WILLIAMS	PAYROLL ENDING 18/02/2026	-60,775.55
23/02/2026	MAXXIA PTY LTD	Novated Lease	-969.08
23/02/2026	SERVICES AUSTRALIA	7090424552940290	-121.93
25/02/2026	FDC EDUCATORS	FDC Educators PE 22/02/2026	-23,002.51
26/02/2026	A BONZA BOUNCE	2025416 - Bouncy Castle Hire Australia day 2026	-2,200.00
26/02/2026	ACCURATE SHED CONSTRUCTION	2025420 - Installation of 20 Temporary Acrow Props Tarwonga Hall	-550.00
26/02/2026	AGRI BLOOM SOLUTIONS	Contracted Early Childhood Teacher 02/02/2026 to 15/02/2026	-247.50
26/02/2026	ALBANY IRRIGATION & DRILLING PTY LTD	2025297 - Impellor for Quindanning Tank	-2,978.80
26/02/2026	BEST OFFICE SYSTEMS	2025209 - Photocopier charges 20/01/2026 to 20/02/2026	-247.81
26/02/2026	BODDINGTON TYRE SERVICE (EFT)	2025417 - Four New Tyres for WL49	-620.00
26/02/2026	CANNON HYGIENE	2025425 - Sanitary Bins & Sharps Contract 29/03/2026 to 28/09/2026	-1,948.55
26/02/2026	CITY OF KALAMUNDA	Building Surveyor & Admin Wages	-706.72
26/02/2026	CONTRACT AQUATIC	2025274 - Pool Management March 2026	-11,916.66
26/02/2026	CORNER'S AUTOMOTIVE ELECTRICS	2025300 - 2 x 12V 100AH & 120AH D-Cycle batts for Traf Lights	-1,474.00
26/02/2026	CZM ENTERPRISES PTY LTD	2025419 - Brooking Street Culvert Replacement	-251,074.01
26/02/2026	DFES.	ESL	-26,992.76
26/02/2026	EDGE PLANNING AND PROPERTY	2025265 - Planning Services in January 2026	-2,475.00
26/02/2026	FUEL DISTRIBUTORS OF WA PTY LTD	2025301 - Ecoblue for Loader, Tipper Truck & Prime Mover	-1,599.00

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 28 FEBRUARY 2026

DATE	NAME	DESCRIPTION	AMOUNT
26/02/2026	HERSEY'S SAFETY PTY LTD	PPE	-1,026.30
26/02/2026	JOHN PARRY MEDICAL CENTRE	Pre Employment Medical	-205.00
26/02/2026	LANDGATE.	Land Valuations - Rating	-25.84
26/02/2026	MCINTOSH & SON NARROGIN	SW73 - Air Cleaner Element	-41.59
26/02/2026	NARROGIN BEARING SERVICE	SW77 - 1 Cog Auto Belt	-24.29
26/02/2026	NARROGIN CARPETS & CURTAINS.	Repairs to Vertical Blind (U2 Sandalwood Ct)	-65.00
26/02/2026	NARROGIN PACKAGING	SW76 - 3 Solenoids + PVC Fittings for Pool Retic	-311.44
26/02/2026	NARROGIN TOYOTA	SW 74 - 20L Bar & Cutter oil, 3 Chains, 1 File	-369.99
26/02/2026	OFFICEWORKS	OFFICE STATIONARY	-120.90
26/02/2026	OPTIFLOW PLUMBING AND GAS	Water Supply - Test & Report	-1,980.00
26/02/2026	PRICE'S FABRICATION AND STEEL	2025386 - Final Payment Quindanning Water tank	-14,414.00
26/02/2026	R MUNNS ENGINEERING CONSULTING SERVICES	2025405 - Engineering Hours for York-Williams Rd	-272.25
26/02/2026	SAMUELS EMPORIUM	2025422 - Catering for Staff Christmas Party	-2,750.00
26/02/2026	SHIRE OF BODDINGTON	VROC Facilitation	-10,466.10
26/02/2026	ST LUKE'S FAMILY PRACTICE	Medical Services	-1,540.00
26/02/2026	SUPAGAS PTY LTD	65L Bulk Gas Williams Hall	-182.62
26/02/2026	TEAM GLOBAL EXPRESS	Freight of Parts (Various)	-204.80
26/02/2026	THE GOODS	Cleaning Products & Consumables (Childcare)	-302.53
26/02/2026	THE WILLIAMS COMMUNITY NEWSPAPER.	The Williams Printing Costs Feb 2026	-35.20
26/02/2026	THE WILLIAMS WOOL SHED.	Catering for Council Meeting 18/02/2026	-158.70
26/02/2026	TYKE ELECTRICAL	2025415 - Investigate & Replace Control Panel for Waste Water	-4,950.00
26/02/2026	WILLIAMS COMMUNITY RESOURCE CENTRE	AusChem Accreditation Staff	-320.00
17/02/2026	Macco Feeds	Refund of Cat Trap Bond	-50.00
23/02/2026	Mansfield, Claudia	Refund of overpaid amounts	-38.75
02/02/2026	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payment	-2,383.60
03/02/2026	CBA	CBA - Merchant Fees JAN 2026	-278.55
04/02/2026	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payment	-9,641.90
09/02/2026	DM READ	PROGRESS PAYMENT GUTTERING SUPPLIES	-7,325.00
09/02/2026	DEPARTMENT OF PLANNING & INFRASTRUCTURE	DPI Payment	-16,066.00
05/02/2026	SYNERGY	Various Accounts	-5,720.96
05/02/2026	TELSTRA	Various Accounts	-2,005.43
16/02/2026	WATER CORPORATION.	Various Accounts	-16,158.03
16/02/2026	ANZ CARDS	Monthly Credit Card Expenses x 3	-7,544.27
20/02/2026	AUSTRALIAN TAXATION OFFICE	BAS January2026	-30,397.00
03/02/2026	SUPERANNUATION	FEB 26 SUPERANNUATION	-26,429.34
		TOTAL	-1,006,523.30
			\$ -
16/02/2026	ANZ CARDS	Monthly Credit Card Expenses x 3	-7544.27
02/02/2026	PLANT:P084 CX-5 2022 WL036 (FDC)	127.45L ULP, Car service	669.55
		New Laptop	1,817.27
		Baby Wipes, Gloves, Detergent, Cleaning Products, Rubbish Bags	201.41
		ECRU Waiver, Sally Downey	120.91
		Storage Containers, Shelving Unit	97.27
		Stone Tiles	131.82
		Centre Staff waiver	120.91
		First Reef - VROC Website Hosting January 2026, Google Workspace	69.53
	PLANT:P098 ISUZU MUX 16WL	57.94L Diesel	88.44
		Perth Mint Citizenship Gifts	40.90
		Starlink monthly fee	392.73
		LPO Giftcards for retiring Employees	919.91
	MISC:Swimming Pool	Safety sings for Pool, Backboard	1,102.15
	Grants & Events:L003 - COVID Safe Australia Day	Bread Rolls for Australia Day	231.00
	ROADS:099 Town Roads	Hire of Boom Lift for Street Tree Pruning	875.64
	AUSTRALIAN TAXATION OFFICE	GST	664.83
			7,544.27
28/02/2026		INTERNAL BANK TRANSFERS	-
			0.00
			0.00

8.1.3 FINANCIAL STATEMENTS

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Att 8.1.3 – Monthly Financial Report – Feb 2026

Background

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

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

Statutory Implications

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

Comment

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

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

As disclosed in the financial statements.

OFFICERS RECOMMENDATION

That financial statements presented for the period ending 28 February 2026, be received.

SHIRE OF WILLIAMS

MONTHLY FINANCIAL REPORT

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

For the period ended 28 February 2026

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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SHIRE OF WILLIAMS
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

	Adopted Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b) \$	Variance* % ((c) - (b))/(b) %	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	2,454,318	2,454,318	2,471,034	16,716	0.68%	
Rates excluding general rates	47,971	47,971	54,538	6,567	13.69%	
Grants, subsidies and contributions	450,799	360,079	527,022	166,943	46.36%	▲
Fees and charges	1,300,073	884,463	762,059	(122,404)	(13.84%)	▼
Interest revenue	112,000	74,520	74,697	177	0.24%	
Other revenue	2,360	400	50,115	49,715	12428.75%	▲
Profit on asset disposals	0	0	3,972	3,972	0.00%	
	4,367,521	3,821,751	3,943,437	121,686	3.18%	
Expenditure from operating activities						
Employee costs	(2,373,607)	(1,582,738)	(1,513,096)	69,642	4.40%	
Materials and contracts	(1,311,745)	(994,011)	(933,013)	60,998	6.14%	
Utility charges	(310,215)	(184,733)	(142,577)	42,156	22.82%	▲
Depreciation	(2,437,849)	(1,625,250)	(1,591,940)	33,310	2.05%	
Finance costs	(14,256)	(7,449)	(7,449)	0	0.00%	
Insurance	(186,501)	(186,501)	(187,433)	(932)	(0.50%)	
Other expenditure	(39,354)	(9,500)	(7,113)	2,387	25.13%	
Loss on asset disposals	(7,677)	(7,677)	(7,116)	561	7.31%	
	(6,681,204)	(4,597,859)	(4,389,737)	208,122	4.53%	
Non cash amounts excluded from operating activities	2(c) 2,445,498	1,632,927	1,595,084	(37,843)	(2.32%)	
Amount attributable to operating activities	131,815	856,819	1,148,784	291,965	34.08%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	4,143,138	0	109,947	109,947	0.00%	
Proceeds from disposal of assets	66,000	66,000	74,819	8,819	13.36%	
Proceeds from financial assets at amortised cost - self supporting loans	18,926	9,383	9,383	0	0.00%	
Proceeds on disposal of financial assets at fair values through other comprehensive income	5,000	0	0	0	0.00%	
	4,233,064	75,383	194,149	118,766	157.55%	
Outflows from investing activities						
Acquisition of property, plant and equipment	(3,521,137)	(1,401,137)	(444,614)	956,523	68.27%	▲
Acquisition of infrastructure	(2,311,592)	(1,544,450)	(1,083,017)	461,433	29.88%	▲
	(5,832,729)	(2,945,587)	(1,527,632)	1,417,955	48.14%	
Amount attributable to investing activities	(1,599,665)	(2,870,204)	(1,333,483)	1,536,721	53.54%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from new borrowings	250,000	0	0	0	0.00%	
Transfer from reserves	252,394	0	0	0	0.00%	
	502,394	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(80,920)	(40,139)	(40,139)	0	0.00%	
Transfer to reserves	(107,620)	0	0	0	0.00%	
	(188,540)	(40,139)	(40,139)	0	0.00%	
Amount attributable to financing activities	313,854	(40,139)	(40,139)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year	2(a) 1,153,995	1,153,995	1,218,826	64,831	5.62%	
Amount attributable to operating activities	131,815	856,819	1,148,784	291,965	34.08%	▲
Amount attributable to investing activities	(1,599,665)	(2,870,204)	(1,333,483)	1,536,721	53.54%	▲
Amount attributable to financing activities	313,854	(40,139)	(40,139)	0	0.00%	
Surplus or deficit after imposition of general rates	0	(899,529)	993,988	1,893,517	210.50%	▲

KEY INFORMATION

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

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

SHIRE OF WILLIAMS
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 28 FEBRUARY 2026

	Actual 30 June 2025	Actual as at 28 February 2026
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	3,535,477	4,764,219
Trade and other receivables	143,991	346,947
Other financial assets	23,926	12,043
Inventories	46,005	58,723
Contract assets	278,234	278,234
TOTAL CURRENT ASSETS	4,027,633	5,460,166
NON-CURRENT ASSETS		
Other financial assets	220,191	220,191
Property, plant and equipment	24,306,955	24,314,731
Infrastructure	69,065,016	68,914,967
TOTAL NON-CURRENT ASSETS	93,592,162	93,449,889
TOTAL ASSETS	97,619,795	98,910,055
CURRENT LIABILITIES		
Trade and other payables	106,781	14,677
Contract liabilities	764,839	2,523,694
Borrowings	80,920	40,781
Employee related provisions	240,723	240,723
TOTAL CURRENT LIABILITIES	1,193,263	2,819,875
NON-CURRENT LIABILITIES		
Borrowings	280,569	280,569
Employee related provisions	36,234	36,234
TOTAL NON-CURRENT LIABILITIES	316,803	316,803
TOTAL LIABILITIES	1,510,066	3,136,678
NET ASSETS	96,109,729	95,773,377
EQUITY		
Retained surplus	22,915,055	22,578,703
Reserve accounts	1,746,885	1,746,885
Revaluation surplus	71,447,789	71,447,789
TOTAL EQUITY	96,109,729	95,773,377

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

SHIRE OF WILLIAMS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 05 March 2026

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

MATERIAL ACCOUNTING POLICES

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

Critical accounting estimates and judgements

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

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

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

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

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

SHIRE OF WILLIAMS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

2 NET CURRENT ASSETS INFORMATION

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

Note	Adopted Budget Opening	Actual as at	Actual as at
	1 July 2025	30 June 2025	28 February 2026
	\$	\$	\$
Current assets			
Cash and cash equivalents	3,535,693	3,535,477	4,764,219
Trade and other receivables	134,727	143,991	346,947
Other financial assets	23,926	23,926	12,043
Inventories	46,005	46,005	58,723
Contract assets	278,234	278,234	278,234
	4,018,585	4,027,633	5,460,166
Less: current liabilities			
Trade and other payables	(91,396)	(106,781)	(14,677)
Other liabilities	(764,839)	(764,839)	(2,523,694)
Borrowings	(80,920)	(80,920)	(40,781)
Employee related provisions	(240,723)	(240,723)	(240,723)
	(1,177,878)	(1,193,263)	(2,819,875)
Net current assets	2,840,707	2,834,370	2,640,291
Less: Total adjustments to net current assets	2(b) (1,686,712)	(1,615,544)	(1,646,301)
Closing funding surplus / (deficit)	1,153,995	1,218,826	993,988

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets			
Less: Reserve accounts	(1,746,885)	(1,746,885)	(1,746,885)
Less: Financial assets at amortised cost - self supporting loans	(23,926)	(23,926)	(12,043)
Less: Current assets not expected to be received at end of year			
Add: Current liabilities not expected to be cleared at the end of the year			
- Current portion of borrowings	80,920	80,920	40,781
- Current portion of employee benefit provisions held in reserve	39,362	39,363	39,362
Total adjustments to net current assets	2(a) (1,686,712)	(1,615,544)	(1,646,301)

(c) Non-cash amounts excluded from operating activities

Adjustments to operating activities

Less: Profit on asset disposals
Add: Loss on asset disposals
Add: Depreciation

Adopted Budget Estimates	YTD Budget Estimates	YTD Actual
30 June 2026	28 February 2026	28 February 2026
\$	\$	\$
0	0	(3,972)
7,677	7,677	7,116
2,437,849	1,625,250	1,591,940
2,445,498	1,632,927	1,595,084

Total non-cash amounts excluded from operating activities

CURRENT AND NON-CURRENT CLASSIFICATION

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

SHIRE OF WILLIAMS
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 28 FEBRUARY 2026

3 EXPLANATION OF MATERIAL VARIANCES

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

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	166,943	46.36%	▲
Timing of Grant Payments & budgeted estimates			
Fees and charges	(122,404)	(13.84%)	▼
Allocated evenly over months in budget, time will reduce the variance			
Other revenue	49,715	12428.75%	▲
Unbudgeted Revenue to date, rebates & reimbursements			
Expenditure from operating activities			
Utility charges	42,156	22.82%	▲
Budgeted evenly but true allocation is seasonal			
Outflows from investing activities			
Acquisition of property, plant and equipment	956,523	68.27%	▲
Timing in monthly Budget Allocation			
Acquisition of infrastructure	461,433	29.88%	▲
Project timing - projects set later			
Surplus or deficit after imposition of general rates	1,893,517	210.50%	▲
Favourable budget allocation to actual job costings			

8.1.4 BUDGET REVIEW 2025-26

File Reference	4.23.15
Statutory Reference	Local Government (Financial Management) Regulations 1996
Author	Gemma Boyce, Executive Manager of Corporate Services
Date	16 March 2026
Voting Requirements	Absolute Majority
Disclosure of Interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that require disclosure
Attachments	Att 8.1.4 – 2025-26 Budget Review Report (REVISED with changes)

Background

A statement of financial activity incorporating,

1. Revenue and expenditures to the 31 December 2025,
2. Year to date budget variations, and
3. Forecasts to 30 June 2026,

was presented to the Audit, Risk and Improvement Committee (ARIC) meeting held on the 13 March 2026 to consider and to recommend adoption by Council, with or without amendments.

The Local Government (Financial Management) Regulations 1996, Regulation 33A as amended, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. The results of the review and accompanying report must be presented to Council within 30 days of the review. The review and Council decision is then provided to the Department of Local Government, Sport, and Cultural Industries within 30 days of the Council adoption of the review.

The Budget Review has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards. Council adopted a 5% and \$5,000 minimum for reporting of material variances to be used in the statements of financial activity and the annual budget review.

Legislation

33A. (1) *Review of budget*

Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.

(2A) *The review of an annual budget for a financial year must —*

1. *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
- (b) consider the local government's financial position as at the date of the review., and*
- (c) review the outcomes for the end of that financial year that are forecast in the budget*

(2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*

(3) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

*Absolute majority required.

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Comment

The ARIC review and recommendations are presented to this Ordinary Council Committee meeting, for consideration by Council.

As a result of the recommended budget changes, the 2025-26 Budget will be realigned to deliver a predicted budget balanced to zero on 30 June 2026.

The ARIC recommends to Council that two items, the treatment of the shower floors at the pavilion and the replacement of trestle tables, are recommended to be funded in 2025/26.

The budget review considered a proposed change of strategy aimed at making gravel re-sheeting of road assets more efficient in future budgets. The ARIC has recommended this option be deferred given the escalation of fuel prices in the economy and uncertainty in supply. The option of use of contract bulldozing to assemble gravel for road works will be reviewed in Councils 2026/27 budget considerations.

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

As per the budget review recommend by ARIC. No change to the end of 2025/26 year end forecast.

OFFICERS RECOMMENDATION

That Council note and approve the Audit, Risk and Improvement Committee Recommendation - 2025/26 Budget Review including;

1. Approve the purchase of new trestle tables for the Town Hall from the Community Chest Fund at a quoted value of \$15,000.
2. Approve the allocation of \$5,000 for an epoxy treatment to the shower floors at Williams Pavillion.
3. Approve the deferment of contract bulldozer services for gravel inventory for further consideration in 2026/27 budget given the uncertainty around fuel supplies and pricing for the remainder of 2025/26.
4. Medlen Road gravel re-sheeting to proceed as budgeted. Mondays Road gravel re-sheeting to be deferred to 2026/27.

8.2 CHIEF EXECUTIVE OFFICER'S REPORT

8.2.1 FOOD VENDOR LICENCES – TRADING IN LIONS PARK

File Reference	7.44.10
Statutory Reference	<i>Food Act 2008, Food Regulations 2009 and the Australia New Zealand Food Standards Code.</i>
Author	Peter Stubbs, Chief Executive Officer
Date	16 March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Nil
Attachments	Nil

Background

The Shire of Williams receives various requests from Itinerant traders to trade in Williams.

Itinerant traders can be issued with an Occasional Food Vendors Licence (daily) and the Council fee for that is \$100. This is common for festivals such as the Williams Expo or other one-off events.

Annual Food Vendors Licences for trading in public places can be issued once per week at \$350, twice per week at \$600, or three times or more per week at \$1,300.

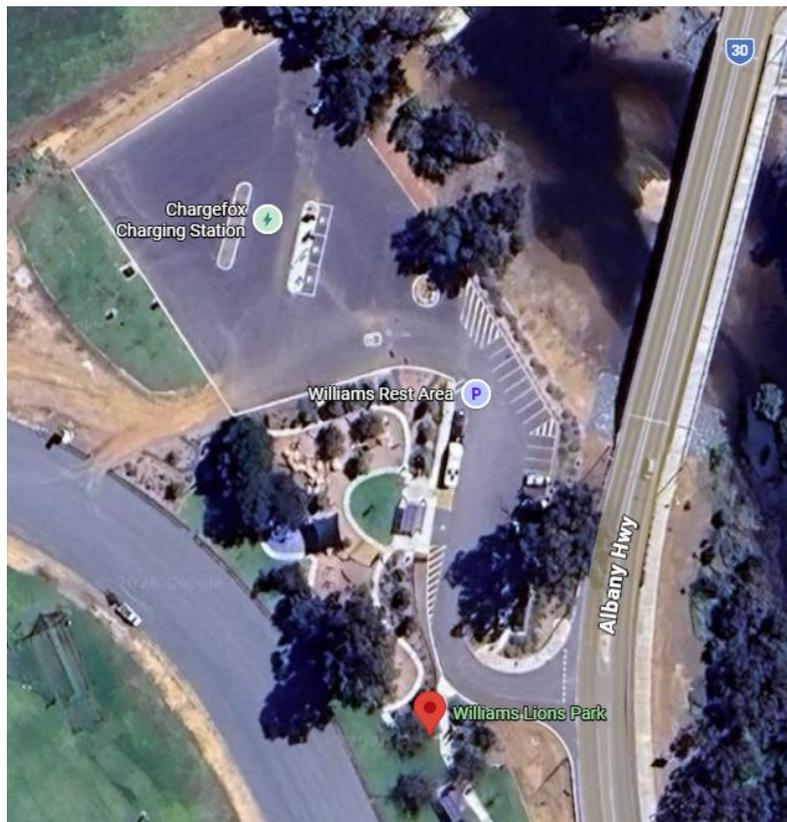
Annual Licences are issued for a 12-month period and then lapse and need to be re-applied for.

Local Governments can set conditions (insurances, waste management, signage, etc) applicable to each or any Licence.

The following annual (not occasional) Food Vendors Licence/Traders are known to operate in Williams.

Business	Main Location	First Issued	Next Expiry
The Fish Van	Private property	18 Feb 2015	18 Feb 2027
Queen of Beanz- coffee	Public Property Lions Park	23 Oct 2020	23 Oct 2026
Donut Van	Public Property Lions Park	2 July 2025	2 July 2026

Image 1 – Aerial view of Lions Park



Comment

A new local Food Business (Mr Eats Food Van) has been registered, and the business has applied to trade at Lions Park and potentially other public locations when community events occur.

There have been enquires from other registered food business in the region to also trade at Lions Park. No formal applications have been received other than the most recent one from Mr Eats Food Van.

Increasing interest particularly at Lions Park raises the matter about what approach Council wishes to have in regard to that. Lions Park is a designated Public Purpose under the Town Planning Scheme No 2.

Clause 3.2 of the own Planning Scheme No 2 states - *MATTERS TO BE CONSIDERED BY COUNCIL:*

When an application for planning approval is made with respect to land within a reserve, the Council shall have regard to the ultimate purpose intended for the reserve and the Council shall, in the case of land reserved for the purposes of a public authority, confer with that authority before granting its consent.

The principle of considering the ultimate purpose for Public Purpose land such as Lions Park, should be considered by Council. Lions Park is a considerable public investment to service both local people and the travelling public. It's patronage is growing yearly.

Lions Park is not zoned specifically for commercial use, and Council has broad discretion about what uses can and should occur on that land.

- If Council is supportive of trading in Lions Park, then what, if any, conditions would Council expect to be part of Licences?
- If Council is not supportive, does that mean no new Licences will be issued and existing Licences will lapse when they expire?

There are alternatives. For example, Council could call for Expression of Interests from the market for a café to be built/installed to service Lions Park to service travellers or to purchase and install a modular café itself and lease that out. These sorts of approaches have been used by various Local Governments who lease land, and sometimes premises, on public land for this purpose. For example, Broome and Busselton.

Should Council determine that Food Van trading in public places and Lions Park is supported then the sort of conditions considered as useful are;

1. The License is valid for a 12-month period from the date of License issue.
2. The business must maintain its:
 - a. Public Liability Insurance - \$20million or greater;
 - b. Food Handler certification;and produce these at the request of the Shire of Williams or authorised persons.
3. Traffic flow and parking at Lions Park is not to be obstructed.
4. Vehicle/s are to be always disconnected from the food van when parked on public property to reduce any potential inconvenience to other motorists.
5. That the Shire of Williams reserves the right to determine the location within Lions Park or other public sites where trade can occur from, and to move the location at the Shires absolute discretion.
6. Compliance with the Food Act 2008, the Australian and New Zealand Food Standards Code and the Food Regulations 2009.
8. The Shire of Williams is not obliged or required to provide access to power and water, or any support services, and if it chooses to provide these then these will be additional cost.
9. Annual payment for one 240L Sulo bin to support waste management generated from product sales.
10. If trading in Lions Park, Williams then the Shire of Williams reserves the right to determine hours of trade and to vary those hours at its absolute discretion.
11. Waste oil from frying is to be containerised and delivered to oil recycling venues.
12. No signage other than on the food van is permitted.
13. Wastewater is to be contained in the food van and not discharged onto public land.
14. Payment of the required Annual Fee set by the Shire of Williams for 3 or more days per week.

There is vacant land zoned commercial in the Williams townsite, but it is owned privately by various interests. The Fish Van trades on commercial land privately owned.

Strategic Implications

The matter is not largely relevant to Council's Strategic Plan, but the following strategic goals could be considered.

- SC1 To provide community infrastructure and facilities that meet the needs of the population.
- SC2. To support a safe and healthy community with a strong sense of community pride

Financial Implications

Retail/hospitality activity in Lions Park does have some potential financial consequences such as additional waste management costs (frequency of empty and cleaning bins, and pressure of public ablutions, both matters funded by Council. Fees charged contribute to that.

Voting

Simple Majority

OFFICERS RECOMMENDATION

That Council do not approve further Food Van trading and Licences, or trading at Lions Park, Williams. Any existing Annual Food Licences to trade at Lions Park are to lapse upon expiry.

8.2.2 UNMADE ROAD CLOSURE – TAYLOR ROAD

File Reference	12.15.38
Statutory Reference	Various
Author	Peter Stubbs, Chief Executive Officer
Date	9 March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Nil
Attachments	Att 8.2.2 - Public Notice_Taylor Road

Background

At the December 2025 Council meeting, Council resolved the following:

OFFICERS RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Harding

Seconded: Cr C Cowcher

That Council advertise and invite public comment on its intent to request the Minister for lands to close an unmade road reserve off Taylor Road around Lot 102 as indicated in Figure 2 of this report.

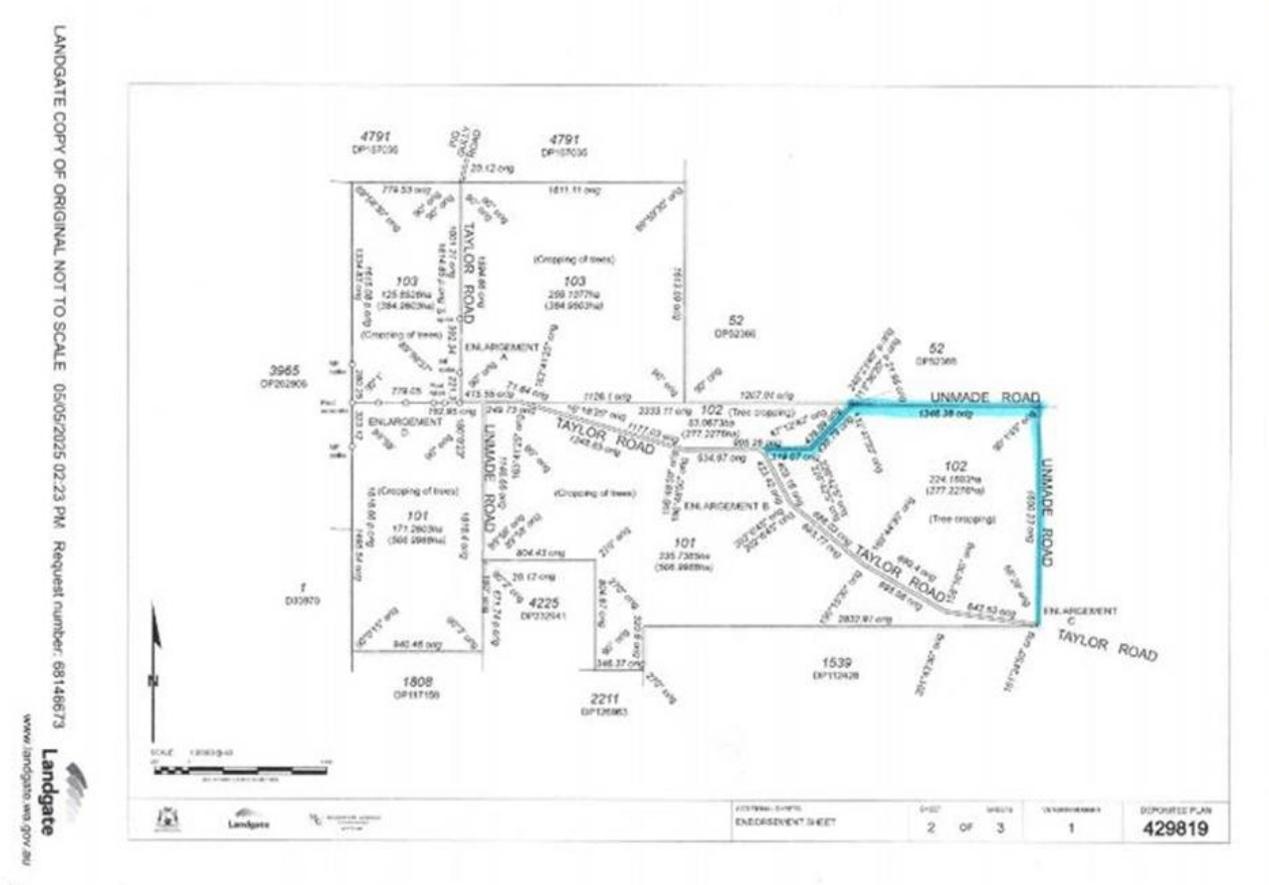
For: Cr C Cowcher, Cr H Cowcher, Cr Harding, Cr Logie, Cr Price

Against: Cr Panizza

Carried: 5/1

Resolution: 203/25

Figure 1 – map of proposed unmade road



Comment

Public comment was advertised for the period 12 January 2025 to 9am, Monday 23 February 2026. No public comments were received. Letters to adjoining landholders were also sent advising of Councils resolution.

Strategic Implications

Unmade road reserves may have some strategic use in future years, but the timing or potential future use is unclear.

Financial Implications

Nil

OFFICERS RECOMMENDATION

That Council request the Minister for Lands to close an unmade road reserve off Taylor Road around Lot 102 as indicated in Figure 1 of this report.

8.2.3 REQUEST TO EXTEND PLANNING APPROVAL FOR PROPOSED SERVICE STATION, LOT 889 ALBANY HIGHWAY

File Reference	10.60.15
Statutory Reference	<i>Planning and Development Act & Regulations 2015</i>
Author	Peter Stubbs, Chief Executive Officer
Date	3 March 2025
Voting Requirements	Simple Majority
Disclosure of Interest	Cr Logie - Proximity Interest
Attachments	Att 8.2.3 (1) - Development Application Extension Request Att 8.2.3 (2) - Amended Plans Approval Att 8.2.3 (3) - State of Emergency Extension Shire Confirmation

Background

Council received a request to approve a **three-year** extension of the Development Approval for a proposed Service Station at Lot 889 Albany Highway (Attachment 1).

The original Development Approval was approved by Council in June 2019, subject to a number of conditions. This approval was provided with a three-year time period to substantially commence works.

In April 2021, an amended Development Approval was issued, which modified several of the original conditions, including Condition 14, which stipulated that the Development Approval timeframe was provided for a three-year period from the date of the approval letter, being April 2021 (Attachment 2).

In addition to the above, an additional two-year extension was applied through the State of Emergency Declaration related to the Covid period which was deemed to have impacted development generally in Western Australia. It was confirmed through correspondence from the Shire of Williams in June 2024 (Attachment 3), that the development approval was valid until April 2026 and that it would expire at that time unless the proposed project was substantially progressed in accordance with all conditions, or a further extension is approved.

The request for the Development Application extension (Attachments 1, 2 & 3) was provided by email to elected members on the 6 January 2026.

This matter was considered by Council at its February 2026 Council meeting and Council resolved as follows:

COUNCIL RESOLUTION

Moved: Cr Harding

Seconded: Cr Macnamara

That Council defer the item, 8.2.3 Request to Extend Planning Approval for Proposed Service Station, Lot 889 Albany Highway, to the March meeting.

For: Cr C Cowcher, Cr H Cowcher, Cr Harding, Cr Macnamara, Cr Panizza

Against: Nil

Carried: 5/0

Resolution: 213/26

Comment

The request is largely self-explanatory in Attachment 1 to this report. Council can approve the extension request, not approve it, or reach some other decision.

Council is taking positive steps to advance the 23 hectares of land zoned industrial which it owns adjacent to Lot 889. This has the potential to add value to Lot 889 and the value proposition for investment and development on this Lot.

Given the original Development Approval was 2019, momentum in the economy, and the additional information provide below by the applicant the Officers recommendation is that a two-year extension be approved, rather than three years to incentivise development.

The applicant was approached on the 26 February 2026 to provide further information to assist in Councils consideration. In summary the applicant provided the following information (27 February 2026),

- *Following initial approval, we immediately appointed a head contractor for the building works of the service station and completed detailed civil designs for the road upgrades that were a condition of our approval*
- *The civil works component was then put to tender (Albany Hwy upgrade works) which came back with a cost that was uneconomic for the service station development to proceed in its own right. For clarity, this was pre-COVID pricing (2019/20).*
- *With this information two-part strategy was commenced; firstly, a rezoning of the surplus land that would assist the economics of the project by sharing the cost of the infrastructure. Discussions with the Shire and Main Roads about the prospect of relocating speed signage that would limit the size and scale of the road widenings required.*
- *Once the land rezoning was finalised (approx. 2022/23)we retendered the building price and civil prices and COVID escalation had begun to take hold.*
- *The new pricing we received at this time (2023) had increased from the original estimates (pre-COVID) by ~30% for the building works and ~60% for the civil works.*
- *Whilst the cost of the infrastructure was now shared across an increased revenue pool, where were somewhat chasing our tail as the increased cost base meant we remained in a position where it was uneconomic for the construction of the service station to carry this upfront infrastructure (i.e. we would lose a significant amount of money)*
- *In addition to the increased cost base, the values of commercial assets were dropping throughout 2023 as we were in a rising interest rate environment, which meant we had the double-edged sword of a service station which cost significantly more to build and was now worth significantly less on completion.*
- *To deal with this we engaged in another multi-pronged approached; we commenced a campaign to find sales for the rezoned landholdings to bring some*

of this revenue forward and we also commenced a renegotiation process with our tenants to lift rents to offset the drop in commercial value

- We ended up replacing our fuel tenant with another tenant who would pay significantly more rent, however, this negotiation process took around 6 months.
- We also started talking to a number of land users in late 2023 (including [REDACTED] [REDACTED] who were interested in purchasing land
- We provided [REDACTED] with indicative pricing and timeframes, however, it didn't progress and we have only recently re-engaged with them.
- In 2024 construction costs continued to rise which meant, despite lifting rents and rezoning land, we remained further from our goal of commencing the service station construction with the ability to fund the upfront infrastructure required.
- In late 2024, it was apparent that we would need to seek a further rental increase from the service station tenant in order for the project to become feasible.
- We then went through the process of discussion with our existing tenant and other interested groups to see who would pay the most.
- This process took around 9 months of negotiations as all tenants were East Coast based and required multiple site visits.
- In late 2025 we landed on an agreement with a new tenant.
- As part of that agreement, we are working with them on value management of the existing design that would involve reductions in construction without impacting the services provided. This process is ongoing.
- For clarity, our current construction cost estimates have increased by an order of magnitude of 60% on the fuel building construction and ~100% on the road upgrade costs.
- A condition for road upgrades has proved extremely challenging to the feasibility of the project. Combined with increased construction costs and dropping values post-COVID, it has meant we have had to restructure this project a number of times over a multi-year period in order to have any chance of starting.
- Since 2017 we have developed 13 service stations across Western Australia, including 5 in the regions (Busselton, Bunbury, 2 x West Pinjarra and Ravenswood). We have another 4 under construction currently, including 2 in the regions. A lot of these projects have battled similar cost issues over the last few years, and we have managed to restructure them financially and get them started, which is our ongoing goal here.

[REDACTED] Detail redacted for commercial in confidence reasons

Strategic Implications

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

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

Financial Implications

A \$295.00 statutory fee is applicable under the *Planning and Development Regulations 2009 - Maximum fees for certain planning services - Schedule 2*

"Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change of the alteration, extension or change has not commenced or been carried out."

OFFICERS RECOMMENDATION

That Council approve a two-year extension to 30 April 2028 for the Development Approval requested by the proponents for a proposed service station at Lot 889 Albany Highway, Williams.

8.2.4 PROPOSED UN-NAMING CHANNON STREET (MOORE STREET TO OLIVE STREET)

File Reference	12.15.38
Statutory Reference	<i>Land Administration Act 1977, Section 58</i>
Author	Peter Stubbs, Chief Executive Officer
Date	23 February 2026
Disclosure of Interest	Cr Logie, related party interest
Attachments	Att 8.2.4 (1) – Public Notice – Proposed Road Closure portion of Channon Street Att 8.2.4 (2) – Public submission – M Italiano Att 8.2.4 (3) – Public submission – P Logie Att 8.2.4 (4) – Public submission – P Logie (Olive Street) Att 8.2.4 (5) – Public submission – P Fitzpatrick

Background

Following consideration of requests from some adjacent land holders to the Channon Street road reserve (unmade road) Council resolved at its November 2025 ordinary Council meeting as follows:

Moved: Cr Harding

Seconded: Cr Price

That Council request the Department of Planning Lands and Heritage to cancel the unmade Channon Street road reserve west of Forrest Street.

For: Cr H Cowcher, Cr Harding, Cr Panizza, Cr Price

Against: 2 – Cr Macnamara and Cr C Cowcher

Carried: 4/2

Resolution: 190/25

As a result of that decision, the required public advertising commenced on 1 December 2025 and closed 12 January 2026.

Four public comment/submissions were received and are attachments to this report (attachments 1-4).

The Shire advised the following organisations in writing of the public advertising period and of Council intent - Water Corporation, Public Transport Authority, Department of Planning, Lands and Heritage, Department of Fire and Emergency Services, Cooperative Bulk Handling and Western Power. No submissions were received from these organisations.

Two other landholders adjacent to Channon Street to the west of Forrest Street had previous to the public advertising confirmed their interest and support for the closure of Channon Street to the west of Forrest Street as proposed by Council.

Comment

1. Channon Street West of Forrest Street

The Shire of Williams must evidence to the Minister for Lands who is the decision-making authority for road reserve closures, that the required public advertising has occurred and that Council has considered public comments received with respect to Council Resolution 190/25.

This section of Channon Street does not impact the landholders who made public comment.

Two other landholders adjacent to Channon Street to the west of Forrest Street had previous to the public advertising confirmed their interest and support for the closure of Channon Street to the west of Forrest Street as proposed by Council.

The section of Channon Street to the west of Forrest Street, has no strategic value to either Council or State of WA, and it recommended that Council proceed and request the Minister of Land and the Department of Planning Lands and Heritage to close this road reserve.

2. Channon Street – between Olive and Moore Streets.

The Shire of Williams has also requested that Landgate (Geographic Names Committee) cancel the name Channon Street from Moore Street through to Olive Street and assign new addresses to impacted properties from that action.

The option to leave what is the Channon Street road reserve in place was suggested by the Minister for Lands and Landgate.

Landgate, at the Shire request, supplied emails from 2017 wherein Landgate suggested the removal of the name Channon Street for the reasons cited by Mr Italiano and Mr Logie. It is not clear why the matter was not progressed at that time.

Given the response to public advertising and the landowners requests, the following proposal has been agreed to by landowners.

In Summary the proposal is:

1. Un-name Channon Steet from Moore Street through to Olive Street, identified in Image 1 below, and
2. Assign Mr Mick Italiano & Mr Peter Logie with Richmond Street Addresses as per below:

Mick Italiano:

Lot on Plan	Old Address	New Address
Lot 296 DP85813	60 Channon Street	172 Richmond Street
Lot 297 DP85813	76 Channon Street	174 Richmond Street

Peter Logie:

Lot on Plan	Old Address	New Address
Lot 295 DP85813	20 Olive Street	142 Richmond Street

Peter Fitzpatrick land parcels will remain as they are:

Lot on Plan	Old Address	New Address
Lot 294 DP85813	28 Channon Street	No Change required
Lot 293 DP85813	20 Channon Street	No Change required

Image 1 – map outlining the portion of unmade road Channon Street to be unnamed, adjacent to the properties owned by Mick Italiano, Peter Logie, and Peter Fitzpatrick.



Strategic Implications

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

LUE 1.1 Ensure that the townsite is maintained to a high standard.

Financial Implications

Nil

Voting

Simple Majority

OFFICERS RECOMMENDATION 1

That following the public advertising period for the proposed closure of the unmade Channon Street road reserve west of Forrest Street, and noting the public submissions received, Council proceed and request the Department of Planning Lands and Heritage and Minister for Lands to cancel the unmade Channon Street road reserve west of Forrest Street.

Voting

Simple Majority

OFFICERS RECOMMENDATION 2

That Council request Landgate to un-name Channon Street, from Moore Street through to Olive Street, and assign the change of addresses to properties as follows, noting those property owners have provided written concurrence for that:

Lot on Plan	Old Address	New Address
Lot 296 DP85813	60 Channon Street	172 Richmond Street
Lot 297 DP85813	76 Channon Street	174 Richmond Street

Lot on Plan	Old Address	New Address
Lot 295 DP85813	20 Olive Street	142 Richmond Street

8.2.5 ELECTORAL REFORM DISCUSSION PAPER

File Reference	Various
Statutory Reference	N/A
Author	Peter Stubbs, Chief Executive Officer
Date	5 March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Nil
Attachments	Att 8.2.5 (1) - InfoPage Sector Consultation Electoral Reform Discussion Paper Att 8.2.5 (2) – Discussion Paper – Electoral Reform

Background

The Western Australian Local Government Association (WALGA) is seeking Council-endorsed feedback from Local Governments to inform a sector-wide response to anticipated State Government proposals for Local Government electoral reform.

As outlined in the attached InfoPage and accompanying Discussion Paper, the State Government is expected to progress reforms relating to:

- the introduction of full spill elections every four years; and
- compulsory voting at Local Government elections.

The Discussion Paper summarises these emerging reform considerations and provides example questions Council may wish to consider.

Comment

Council is invited to consider the information provided in the attached InfoPage and Discussion Paper and provide feedback on the proposed reforms. Any comments endorsed by Council will be submitted to WALGA to inform the sector’s response to the State Government.

WALGA has requested Council positions on these matters by the 27 March 2026 to support a sector wide response to the State Government.

Proposed Changes	Potential Considerations
Full spill elections every four years <u>vs</u> the current half spill every 2 years	<ol style="list-style-type: none"> 1. Reduced number of elections. 2. Reduced election workload. 3. May result in a loss of corporate elected member knowledge if large proportion of new elected members occur at election. This risk may be mitigated as past history suggests low numbers of nominating candidates for elections. 4. Reduced election costs- may or may not occur. 5. If there are insufficient candidate nominations it may feed into future debate about Local Government amalgamations.

Compulsory Voting at Local Government elections <u>vs</u> the current non-compulsory election	1. Would increase voting participation. 2. May not be popular in the community
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Strategic Implications

There is no specific alignment with the Shire of Williams Strategic Community Plan 2022 to 2032 associated with this report. However, these matters are the core of local governance and leadership for the community.

Financial Implications

Nil

OFFICERS RECOMMENDATION

That in response to the Western Australian Local Government Association (WALGA) request for Council feedback on proposed Local Government electoral reform, by the State Government including,

- the introduction of full spill elections every four years; and
- compulsory voting at Local Government elections.

Council advise WALGA that is does not support full spill elections every four years and compulsory voting at Local Government elections.

8.2.6 NATIONAL TIDY TOWNS AWARDS

File Reference	10.20.65
Statutory Reference	N/A
Author	Peter Stubbs, Chief Executive Officer
Date	13 March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	To be advised at the meeting (if applicable)
Attachments	Nil

Background

The Williams community is the recipient of State of Western Australia, Keep Australia Beautiful Council Tidy Town of the Year for 2025.

To achieve that Award the Community Resource Centre (CRC and Shire of Williams) collaborated to nominate Williams for consideration.

As a result of receiving the State Award, Williams has the opportunity to nominate for the National Tidy Towns Award to be held in Launceston, Tasmania on the 14 - 17 May 2026. Each State and Territory in Australia will have one community nominated for the National Award.

The recipient community for the National Award will have the opportunity to host the 2027 National Tidy Town Award in their community.

Williams will make an online presentation at 11.30 am on 30 March 2026 at the CRC as part of required assessment of nominations. One in person presentation will be required by each nominee in Launceston as part of the National Assessment process.

The CRC will be sending two staff to the National Awards, and the CRC has requested that Council consider assisting with financial support to fund \$2,500 related to the cost of sending two staff.

Comment

Achieving the State Tidy Town Award was possible because Williams was able to demonstrate that its community was active across six of the nine criteria used to assess Tidy Town nominations. Things that were important to achieve State Award included the community recycling and waste reduction efforts, involvement of children in the environmental management, and the presentation and diligence of the community to keep its town presentable. Receiving the State Award is a significant achievement for the people of Williams and potentially a once in a generational achievement, given the good work of many communities across Western Australia.

Local Government plays a leadership and supportive role in a variety of ways to help meet the necessary criteria for the Tidy Towns process and support people to actively participate in their community.

It is recommended that Council support the attendance of at least one person representing the Shire of Williams at the National Tidy Town event.

Strategic Implications

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

- SC2. To support a safe and healthy community with a strong sense of community pride.
- SC3. To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural environment is valued, respected, promoted and celebrated.

Financial Implications

Estimated cost for the attend the National Award inclusive of airfares, accommodation and meals is \$2,500 per person.

OFFICERS RECOMMENDATION

That Council recognising the significance of Williams being the State of Western Australian Tidy Town Award recipient for 2025, nominate _____, as its delegate to represent the Shire of Williams at the National Tidy Towns Awards to be held in Launceston 14 - 17 May 2026. Council support attendance by paying for the required airfare, accommodation, meals and incidental expenses.

That if the nominated delegate is unable to attend then Council nominate _____ as proxy.

8.2.7 SUBDIVISION LOT 24 PIESSE STREET

File Reference	10.64.20
Statutory Reference	Planning and Development Act 2005 (PD Act)
Author	Peter Stubbs, Chief Executive Officer
Date	17 March 2026
Voting requirements	Simple Majority
Disclosure of Interest	Cr Panizza - Proximity Interest
Attachments	Nil

Background

At the November 2025 Council meeting Council considered the proposed subdivision of Lot 24 Piesse Street, Williams and resolved as follows,

Moved: Cr Price

Seconded: Cr Macnamara

That Council provide the following feedback to the Western Australian Planning Commission on the proposed subdivision Plan for Lot 24 Piesse Street, Williams.

- 1. That Council confirm that residential subdivision of the land consistent with the zoning and R Code- R12.5 is desirable to meet current and future housing needs.*
- 2. The inclusion of more Lots at around the 700m2 to 800m2 size in the Plan be encouraged while still being mindful of keeping infrastructure and service costs for the development reasonable.*

For: Cr C Cowcher, Cr H Cowcher, Cr Harding, Cr Logie, Cr Macnamara, Cr Price

Against: Nil

Carried: 6/0

Resolution: 189/25

Feedback was provided to the Western Australian Planning Commission (WAPC) in accordance with the above Council decision.

In February 2026 the applicant lodged a revised Subdivision Plan with the WAPC (Image 1 below), and the Shire was consulted about this. The WAPC advised the Shire in writing that the revised Plan was an improvement and more conducive to potential for further subdivision in future years.

Email thread – WAPC

Hi Graeme

Further to our discussion and the revised plan you forwarded to Peter Stubbs (Shire of Williams) on 19 Feb. I have further discussed the proposal with my manager and Peter.

As a result it is considered the revised plan is a better outcome than the original plan submitted as the lots provided can achieve further subdivision in the event that the density of the land is increased, as per the Shire's preferred strategic direction.

Therefore, I will proceed with full assessment of the plan once I receive additional advice from the Shire (Peter advised he will take it to Council on 25 March) and other relevant referral agencies.

Subject to full assessment it appears approval is likely. If so, a condition of the subdivision will be that the plan submitted is modified in accordance with that plan.

Therefore, can you please confirm that you wish the application to proceed with accordance with the attached plan (sent to me from peter)

In the meantime, the application will be deferred until 30 April once that deferral is signed off, but hopefully the application can be finalised prior to that.

Regards

Claire

Claire Krummenacher
Senior Planning Officer | Land Use Planning
Department of Planning, Lands and Heritage

Image 1 - Revised Plan 2

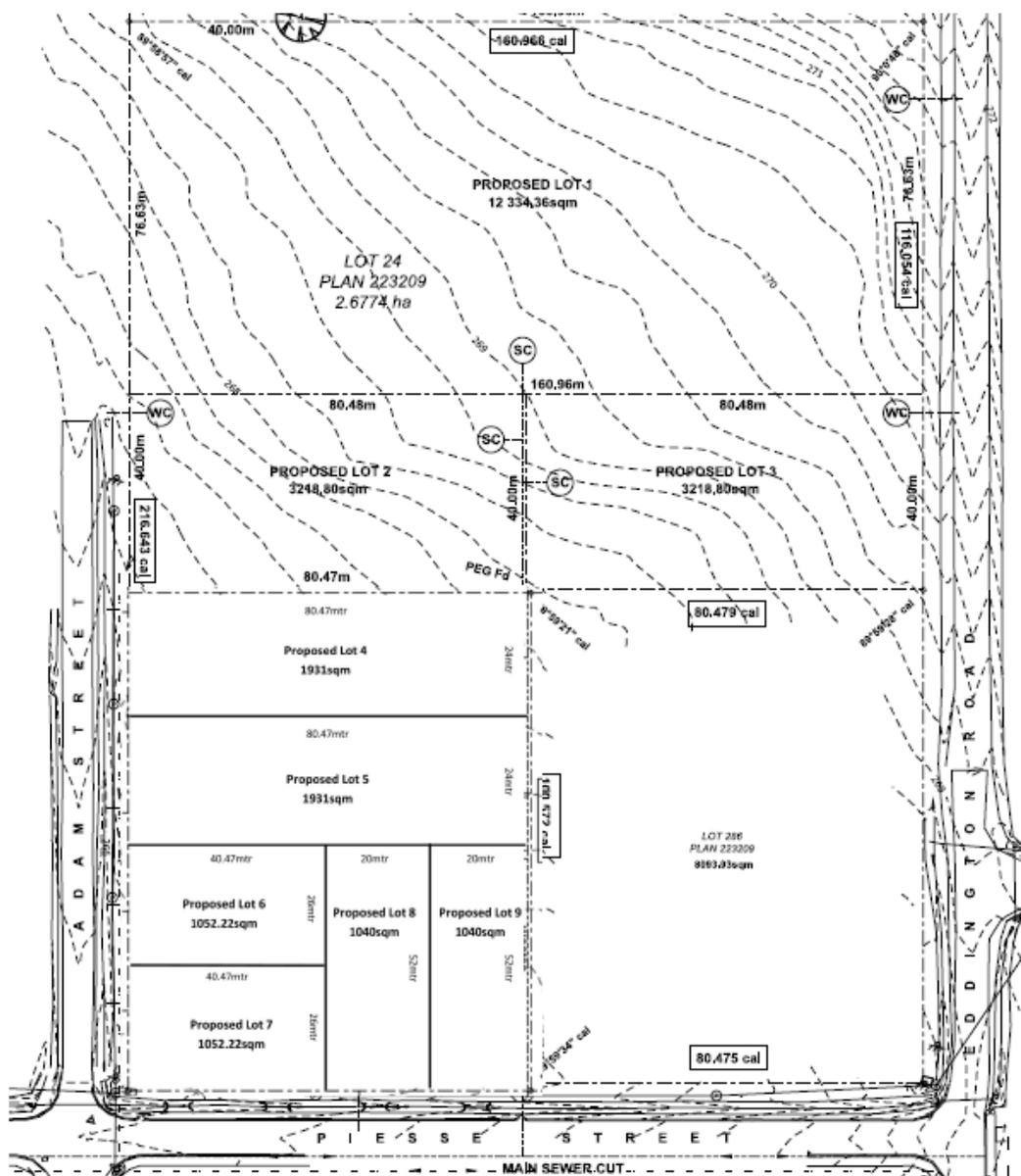


Image 2 - Original Plan 1

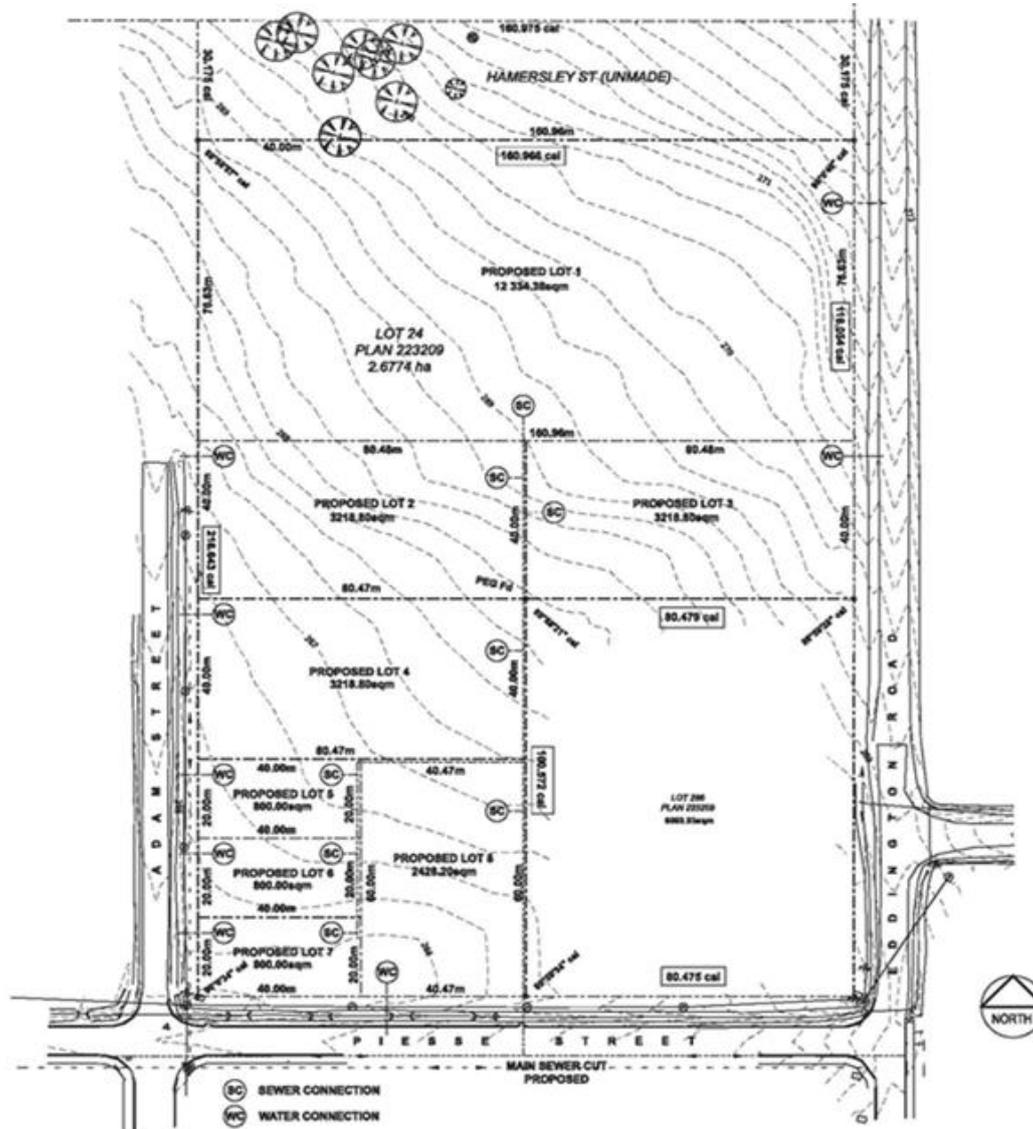


Table 1 - Summary of Changes between the Original and Revised Subdivision Plan

Proposed Lots	Original Plan (m2)	Revised Plan (m2) 19 Feb 2026	Change from Original Plan
1	12,334.38m2	12,334.38m2	0
2	3,218.80 m2	3,248.80m2	0
3	3,218.80 m2	3,218.80 m2	0
4	3,218.80 m2	1,931m2	-1,287.8m2
5	800.0m2	1,931m2	+1,131 m2
6	800.0m2	1,052.22m2	+252.22m2
7	800.0m2	1,052.22m2	+252.22m2
8	2,426.2m2	1,040m2	-1,386m2
9	NA	1,040m2	+1,040m2

Comment

While the potential for further subdivision exists to deliver increased Lot yield more consistent with R12.5 zoning, this may be compromised by factors including;

1. The desire and motivation of owners to further subdivide.
2. Whether the services (power, water, sewer) are installed in this first subdivision to make subsequent subdivision easier or harder. If there is no capacity on the services to support further subdivision, then it will be harder and more costly in the future and mitigate against further subdivision.
3. How structures are placed on the Lots. If they are placed in ways which mitigate or complicate further subdivision, then it will be less likely.
4. More piecemeal subdivision, in the future, if that is to occur.

It is desirable for land such as 24 Piesse Street to be developed for highest and best use, and accordingly subdivision should be encouraged in keeping with the residential zoning.

There remains strong demand for additional options for residential housing.

Risks associated with any future subdivision/s suggested should be acknowledged.

Should the proposed revised subdivision plan be formally lodged by the applicant with the WAPC then it would be provided to referral agencies by the WAPC, including the Shire and Council for comment and consideration of what, if any, conditions should be applied to the subdivision and be met before Titles would be issued.

Strategic Implications

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

- E1 Develop infrastructure and investment that is sustainable and an ongoing legacy to the Shire.
- E2 To have appropriate levels of housing to cater for population retention and growth.

Financial Implications

No costs in the Shire 2025-26 Budget. Longer term cost might relate to any road or crossover requirements, and what conditions are applied to the subdivision as developer requirements. Increased Lots might also mean improved rate revenue from the land.

OFFICER'S RECOMMENDATION

That Council:

1. Acknowledge the advice of the Western Australian Planning Commission that the proposed and revised subdivision plan for Lot 24 Piesse Street, Williams is more conducive to future subdivision options, should future landowners pursue that.
2. Provide in principle support for the proposed revised subdivision.
3. Advise the WAPC that further consideration will be given to subdivision conditions once the formal referral process is underway.

8.2.8 DEVELOPMENT APPLICATION - 6 WILLIAM STREET, WILLIAMS

File Reference	Various
Statutory Reference	<i>Local Government Act 1996, Planning and Development Act 2005, Shire of Williams Town Planning Scheme No. 2 (TPS2)</i>
Author	Peter Stubbs, Chief Executive Officer
Date	19 March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Cr Price - Financial Interest
Attachments	Nil

Background

A Development Application has been made by Cooinda Williams Pty Ltd, 6 William Street, which is the location of the Williams Motel and Caravan Park.

The proposed development includes;

1. Removal of existing CBH dongas.
2. Closure of the William Street entrances to the Caravan Park (except for emergency exit).
3. Access to the Caravan Park from the existing Narrogin Road access.
4. Construction of 19 new self-contained accommodation cabins (in 2 stages).
5. Construction of a new storeroom/laundry shed.

6 William Street is Zoned as 'Special Use' under the Shire of Williams Town Planning Scheme No. 2 (TPS2, and it has been used as a Motel and Caravan Park for over 30 years. This Zoning permits tourist accommodation and associated uses subject to Council approval.

Existing buildings on the site include:

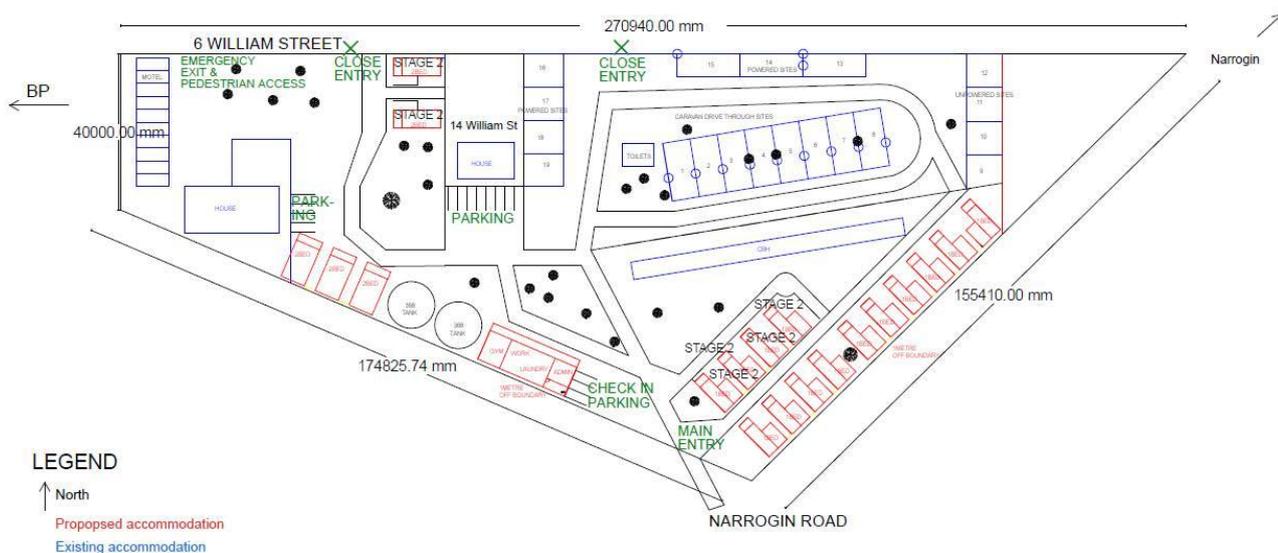
- One residence with attached laundry and office,
- Ten motel rooms,
- Two storage sheds,
- One caravan park amenities block,
- One BBQ facility,
- Four CBH-owned dongas, containing eleven single rooms and one communal kitchen.

The site currently has four vehicle access points (three from William Street and one from Narrogin Road).

Figure 1 - Map and aerial view of 6 William Street, Williams



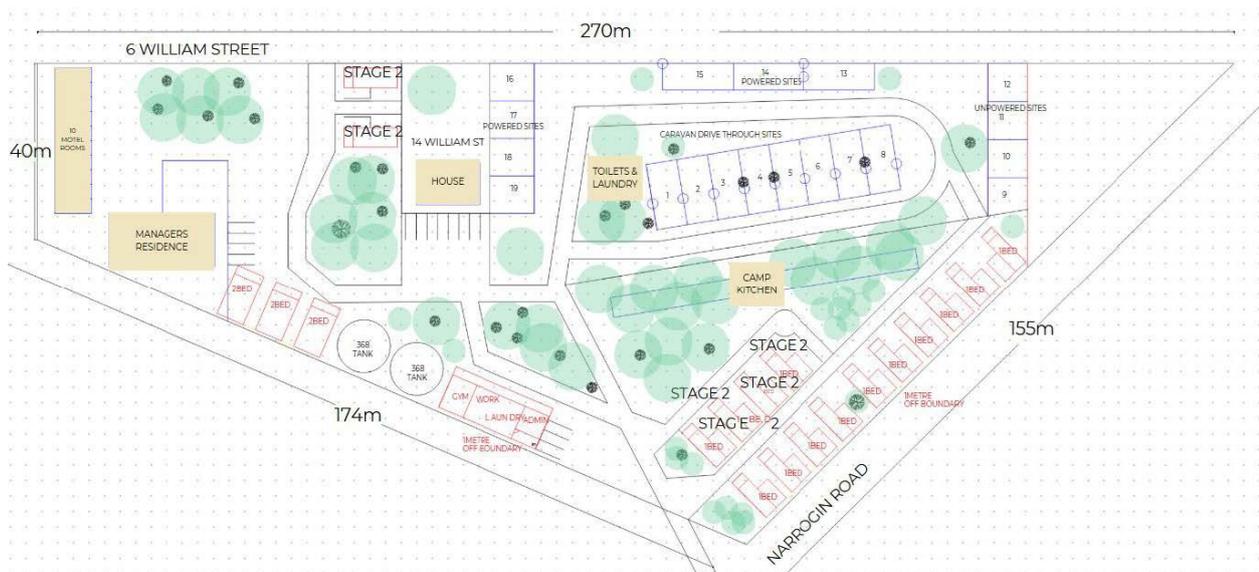
Figure 2- site plan with existing and proposed accommodation



The proposal includes works that support TPS2 objectives for improved amenity and site cohesion:

- A structured internal layout with clear delineation between open space, accommodation, internal roads and parking,
- New landscaped communal areas adjacent to the administration/laundry building and the former CBH unit area,
- Replacement of the existing open sewer drain with a culvert system, enabling removal of fencing and improving visual openness.

Figure 3 – landscaping plan



The proposal includes:

- A dedicated carport (3m x 6m) for each new cabin
- Standard car parking bays (2.6m x 6.2m) near the administration area for check-in
- A dedicated caravan check-in bay (2.6m x 20m) to ensure safe on-site queuing and reduce congestion at the entry point

A new multi-purpose building is proposed to accommodate:

- Check-in office
- Gym
- Laundry facilities & workshop space
- 2 x new water tanks to capture stormwater for reuse in laundry operations, garden irrigation, and cabin supply.

Comment

The proposed development is consistent with the Special Use zoning provisions, current and historical use of the land at 6 William Street. It represents a significant development and upgrade to the caravan park accommodation and amenity.

Strategic Implications

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

- E2. To have appropriate levels of housing to cater for population and retention and growth.
- SC 1.4 Continue to support and develop tourism opportunities for the Shire.

Financial Implications

The standard development application fees are applicable. \$1,700 + 0.257% for every dollar in excess of \$500,000.

Voting

Simple Majority

OFFICER'S RECOMMENDATION

That Council approve the Development Application by Coinda Williams Pty Ltd for 6 William Street, caravan park redevelopment with to the following conditions,

1. The plans lodged with this application form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.
2. All staff, guest, and visitor carparking is to be fully accommodated within the lot boundaries.
3. Stormwater from roofed and paved areas is to be collected and managed on-site in tanks, drains and soak wells and shall be maintained in a clean and clear condition.
4. If the development is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

8.2.9 USE OF COMMON SEAL AND DECISIONS UNDER DELEGATED AUTHORITY

File Reference	Various
Statutory Reference	Local Government Act 1996
Author	Peter Stubbs, Chief Executive Officer
Date	19 March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Nil
Attachments	Nil

Background

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

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

Comment

The Common Seal was not used since the last Ordinary Council meeting on 9 February 2026.

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

Decision Type	Name/Property	Date of Decision	Purpose
1 Building Permit	60 Lavender Street, Williams. Budo Group Pty Ltd (Stuart Nicol)	20 Feb 2026	Two storey residential dwelling with veranda. (value \$670,000)
2 Food Business Registration	Mr Eats Food Van Mr Alexander Locke	13 Feb 2026	Ability to operate a Food Business.

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

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

Strategic Implications

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

ILG 2.2 Maintain accountability, transparency and financial responsibility.

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

Financial Implications

The standard building approval Council fees were applied to the above decisions.

Voting

Simple Majority

OFFICER'S RECOMMENDATION

That Council accept the report Use of Common Seal and Actions Performed under Delegated Authority for the period 9 February 2026 to the 19 March 2026.

9. MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS

9.1 TENDER - INDOOR COURT PROJECT (CONFIDENTIAL ITEM)

File Reference	11.30.45
Statutory Reference	Local Government Act 1996
Author	Peter Stubbs, Chief Executive Officer
Date	17 March 2026
Voting Requirements	Simple Majority
Disclosure of Interest	Cr Price - Financial Interest
Attachments	Att 9.1- Pulastic PURE Sports Floor brochure

Background

Aspects of this report to Council are under confidential cover and to be considered behind closed doors because it contains potential market sensitive tender pricing and other related information. The background and legislation in the report are available to the public. Tender pricing and tender evaluation and comments to elected members are excluded from the public Agenda, to be considered behind closed doors.

The proposed Indoor Court Project is supported by an Australian Government Play Our Way grant of \$1,687,500 (excluding GST).

The contribution by the Shire is a \$250,000 loan and a contribution from the Williams Netball Club of \$20,000, giving a **Total Budget of \$1,957,500**.

The budgeted Shire loan will not need to be drawn down in 2025/26 year budget given the timing of the project.

Play Our Way grants are specifically provided to promote greater female participation in sport.

Tenders for the design and construction of the proposed Indoor Court facility closed at 2pm on the 11 March 2026.

The Shire of Williams contracted the completion of site feature surveys and geotechnical testing to support tenderer considerations.

Four (4) tenders were received. Three additional potential tenderers advised they were not proceeding with tender due to their forward commitments.

Tenders were checked for compliant documentation and short-listing evaluations completed by the appointed Project Superintendent (Office of Regional Architecture - Mr Tuan Ngo) and the Shire CEO.

At the time of drafting this report to Council supplementary questions for further clarification was issued by the Shire to two tenderers.

Tender offers are valid for 90 days.

Legislation - Section 5.23 Local Government Act 1995

(1) *The following are to be open to members of the public —*

- (a) all council meetings;
 - (b) all meetings of a committee.
- (2) Despite subsection (1), if any of the following matters is to be dealt with at a meeting, the council or committee must close the meeting to members of the public to the extent necessary to ensure that the matter is dealt with at the meeting on a confidential basis —
- (a) a matter that a committee of a House of Parliament, or a joint committee of both Houses, has advised the local government must be dealt with on a confidential basis;
 - (b) a matter relating to the recruitment or employment of the CEO or a senior employee, including the following —
 - (i) the termination of employment;
 - (ii) a review of performance under section 5.38;
 - (c) a prescribed matter;
 - (d) a matter that is the subject of a direction given under section 5.23AA(1).
- (3) Despite subsection (1), the council or committee must close a meeting to members of the public to the extent necessary to ensure compliance with a requirement (however formulated) —
- (a) that is imposed under a written law, excluding this Act and local laws; and
 - (b) that prohibits or restricts the making public of information.
- (4) Despite subsection (1), if any of the following information is to be dealt with at a meeting, the council or committee may close the meeting to members of the public to the extent necessary to ensure that the information is dealt with at the meeting on a confidential basis —
- (a) legal advice, or other information, over which the local government holds legal professional privilege;
 - (b) information relating to the personal affairs of an individual;
 - (c) information contained in a tender received by the local government for a contract to the extent that the information —
 - (i) is a tendered price; or
 - (ii) a tendered methodology for calculating a price;
 - (d) information contained in a tender received by the local government for a contract to the extent that —
 - (i) the information discloses any technology, or any manufacturing, industrial or trade process, that the tenderer proposes to use in performing the contract; and
 - (ii) the information has not previously been made public; and
 - (iii) the making public of the information would be likely to have an adverse effect on the tenderer's business interests;
 - (e) information the making public of which would be likely to endanger the security (including cyber security) of any of the local government's property or operations;

(f) information the making public of which would be likely to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;

(g) prescribed information;

(h) information that is the subject of a direction given under section 5.23AA(2).

(5) For the purpose of deciding whether to close a meeting to members of the public under subsection (4) in relation to any information, the following matters are irrelevant —

(a) whether making the information public would cause embarrassment to any of the following —

(i) the local government;

(ii) the council or a council member;

(iii) a committee of the council or a member of a committee of the council;

(iv) an employee;

(b) whether making the information public would —

(i) cause a loss of confidence in the local government; or

(ii) make the local government susceptible to adverse criticism;

(c) whether the information relates to a matter that is controversial in the district;

(d) a prescribed matter.

(6) Subsection (5) does not prevent other matters from being regarded as irrelevant.

(7) A decision to close a meeting to members of the public under subsection (2), (3) or (4) must be made (including voted on if necessary) at the meeting and while the meeting is open to members of the public.

(8) If a decision is made to close a meeting to members of the public under subsection (2), (3) or (4), the following must be recorded in the minutes of the meeting —

(a) the decision;

(b) the subsection under which the decision is made and, if that subsection is subsection (2) or (4), the paragraph of that subsection under which the decision is made;

(c) if the provision recorded under paragraph (b) is subsection (2)(c) or (4)(g) — the applicable regulation (including any applicable subregulation or paragraph);

(d) if the provision recorded under paragraph (b) is subsection (2)(d) or (4)(h) — a statement that a direction was given under section 5.23AA(1) or (2) (as the case requires);

(e) an explanation of how the matter or information to which the decision relates falls within the scope of the provision recorded under paragraph (b);

(f) a summary of the steps taken to ensure that the closure to members of the public is for no longer than required or authorised under the provision recorded under paragraph (b);

(g) any prescribed information.

(9) Sections 5.95(3) and 5.96A(2) do not apply to information that is required to be recorded in the minutes of a meeting under subsection (8).

Due to the confidential nature of this item the remainder of this document has been intentionally removed.

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

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

11.1 ELECTED MEMBERS

11.2 OFFICERS

12. APPLICATION FOR LEAVE OF ABSENCE

13. CLOSURE OF MEETING