



SHIRE OF WILLIAMS MINUTES

ORDINARY COUNCIL MEETING
WEDNESDAY 26 JULY 2023



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SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2022-2032

ECONOMIC

To support industry and business development through the 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 AND 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 & 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. To have safe and well maintained transport network that supports local economy.

LUE4. Recognising and implementing sustainability measures.

INNOVATION, LEADERSHIP & GOVERNANCE

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

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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AGENDA

1.0 Declaration of Opening / Announcement of Visitors

The Presiding Member, President Jarrad Logie, declared the Meeting open at 4.10pm.

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
Cr John Macnamara

Staff

Geoff McKeown - Chief Executive Officer
Cassie Barker – Senior Finance Officer (4.10pm – 5.21pm)
Manuela Lenehan - Minute Taker

Visitors – Nil
Apologies - Nil
Leave of Absence – Nil

3.0 Public Question Time

Nil

4.0 Petitions / Deputations / Presentations

Nil

5.0 Declarations of Interest

Nil

6.0 Confirmation of Minutes of Previous Meetings

6.1 Ordinary Council Meeting Held 21 June 2023

Officer's Recommendation

That the Minutes of the Ordinary Council Meeting held 21 June 2023, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Cowcher/Major

That the Minutes of the Ordinary Council Meeting held 21 June 2023, as previously circulated, be confirmed as a true and accurate record.

**Carried 9/0
Resolution 1/24**

7.0 Announcements by Presiding Member Without Discussion

Nil

8.0 Matters Which Require Decisions

8.1 Corporate and Community Services

8.1.1 Payment Listing

| | |
|--------------------------|---|
| File Reference | 4.23.15 |
| Statutory Ref. | <i>Local Government (Financial Management) Regulations 1996</i> |
| Author & Date | Cassie Barker 20 July 2023 |
| Attachments | Payment listing for month ending 30 June 2023 |

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 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 104975 – 104979 totalling \$475,841.49 approved by the Chief Executive Officer during the month of June 2023 be endorsed.

Council Resolution

Price/Cowcher

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104975 – 104979 totalling \$475,841.49 approved by the Chief Executive Officer during the month of June 2023 be endorsed.

**Carried 9/0
Resolution 2/24**

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 30 JUNE 2023

| DATE | NAME | DESCRIPTION | AMOUNT |
|--|------------------------------------|---|-------------|
| MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES | | | |
| 01/06/2023 | SHIRE OF WILLIAMS | Salaries & Wages PE 31/05/2023 | \$47,577.43 |
| 08/06/2023 | BUILDING AND ENERGY | BSL collection - May 2023 | \$169.95 |
| 09/06/2023 | LO-GO APPOINTMENTS WA | 13268 - Recruitment Services (50%) - CEO Position | \$5,569.85 |
| 09/06/2023 | SPORTZING COURT CARE WA PTY LTD | 13254 - Tennis Court Clean & Treatment (Partially Reimbursed) | \$8,530.50 |
| 14/06/2023 | FDC EDUCATORS | FDC Educators PE 11/06/2023 | \$20,412.47 |
| 15/06/2023 | SHIRE OF WILLIAMS | Salaries & Wages 14/6/2023 | \$48,094.73 |
| 22/06/2023 | LAVENDER, GEORGE E | Adjustment Bill for Overpayment of Reimbursement | \$225.00 |
| 23/06/2023 | ACUMENTIS | 13260 - Valuations (Rental & Employee Housing) | \$990.00 |
| 23/06/2023 | AIR RESPONSE | 13266 - Service Air Conditioner (8 Fry St) | \$215.00 |
| 23/06/2023 | AVON WASTE | 11015 - Monthly Refuse Charges May 2023 | \$13,172.81 |
| 23/06/2023 | BELVEDERE NURSERY | 13199, 13267 - Plants, Fungicide (Various) | \$347.55 |
| 23/06/2023 | BENARA NURSERIES | 13188 - Plants (Lions Park, Wandoo Crt) | \$474.23 |
| 23/06/2023 | BEST OFFICE SYSTEMS | 12803, 13265 - Photocopy Charges, Toner for DoT Licensing | \$919.46 |
| 23/06/2023 | BLUE DIAMOND MACHINERY PTY LTD | 13128 - Filters for Generator (Men's Shed) | \$198.58 |
| 23/06/2023 | BOC Ltd | 12822 - May 2023 Container Service Fee | \$44.71 |
| 23/06/2023 | CAUNT, MARY | Face Painting (Community Event - Lions Park) | \$390.00 |
| 23/06/2023 | CITY OF KALAMUNDA | Building Surveyor Wages 1/2/2023 - 24/5/2023 | \$756.11 |
| 23/06/2023 | CONPLANT PTY LTD | 13133 - Parts (Multi Tyre Roller) | \$1,555.38 |
| 23/06/2023 | CUMMINS SOUTH PACIFIC PTY LTD | 13132 - Parts (Multi-Tyre Roller) | \$142.52 |
| 23/06/2023 | DEPARTMENT OF COMMUNITIES.. | Childcare/Daycare Service Annual Fee 2023/24 | \$615.00 |
| 23/06/2023 | DUFF ELECTRICAL CONTRACTING | 13183, 13169, 13271 - Electrical Works (Various) | \$2,710.28 |
| 23/06/2023 | EDWARDS ISUZU UTE | 20,000km Service (Mazda CX-5) | \$330.00 |
| 23/06/2023 | EVERGREEN SYNTHETIC GRASS | Synthetic Green - Final Payment | \$5,000.00 |
| 23/06/2023 | FIRST REEF PTY LTD | Monthly IT Management for Marradong Directory | \$196.90 |
| 23/06/2023 | FRANK BOWMAN & CO | 13211 - Truck Hire (Gravel Cartage) - Quindanning Darkan Rd | \$5,423.00 |
| 23/06/2023 | FUEL DISTRIBUTORS OF WA PTY LTD | 13205 - Bulk Fuel | \$14,686.93 |
| 23/06/2023 | FULTON HOGAN (EFT) | 13045 - 3 Bulka Bags Coldmix (Rural Roads) | \$2,112.00 |
| 23/06/2023 | HARMONY SOFTWARE | Educators' Software Fees, Month of May 2023 | \$340.00 |
| 23/06/2023 | HUBHELLO AUSTRALIA PTY LTD | 13282 - Annual Hubworks Licence 2023/2024 (Childcare) | \$1,705.00 |
| 23/06/2023 | JP UPHOLSTERY & CANVAS | 13185 - 10 Straps (Ram Shed Blinds) | \$121.25 |
| 23/06/2023 | LANDGATE. | Valuation Expenses, including UV Revaluations | \$6,970.45 |
| 23/06/2023 | LAVENDER, GEORGE E | Reimbursement - Antenna (Fire Control) | \$225.00 |
| 23/06/2023 | LIBERTY RURAL | 13273 - Bulk Fuel | \$14,977.56 |
| 23/06/2023 | LOGIE, BRITT E. | Reimbursements - ANZAC Day, Stationery | \$175.14 |
| 23/06/2023 | MARTIN JAINE SCULPTURES | 13094 - Sculptures - Various | \$12,100.00 |
| 23/06/2023 | MELCHIORRE PLUMBING & GAS | 13191, 13184, 13193 - Plumbing Works (Various) | \$2,252.80 |
| 23/06/2023 | MJB INDUSTRIES PTY LTD | 13206 - Concrete Pipes & Headwalls | \$19,210.52 |
| 23/06/2023 | NARROGIN GLASS | 13272 - Replacement Side Window (Colorado Ute) | \$403.56 |
| 23/06/2023 | NARROGIN TECHNOLOGY SOLUTIONS | Multi Port Adaptor (Shire Office) | \$21.00 |
| 23/06/2023 | NARROGIN VALLEY STOCKFEED | 13200 - Limestone Blocks, Pine Sleepers (Various) | \$255.00 |
| 23/06/2023 | OFFICE OF THE AUDITOR GENERAL | Attest Audit for YE June 2022 | \$24,420.00 |
| 23/06/2023 | OH, COLLEEN | Reimbursement - Childcare Centre (Toys) | \$49.50 |
| 23/06/2023 | PRICE'S FABRICATION AND STEEL | 13093 - Supply & Install Tank (Ram Shed) - Final 50% | \$13,694.49 |
| 23/06/2023 | PRIME AG SERVICES - WILLIAMS | 13275 - Bailey's Energy Turf (Ovals) | \$3,700.00 |
| 23/06/2023 | SHIRE OF DUMBLYUNG | Final Contribution - 4WDL Housing Study | \$198.00 |
| 23/06/2023 | SHIRE OF NARROGIN. | EHO Wages & Travel May 2023 | \$173.60 |
| 23/06/2023 | SOUTH WEST ISUZU | 13134, 13136 - Parts (Isuzu Tri-Tipper) | \$222.38 |
| 23/06/2023 | STAR TRACK EXPRESS | Freight ex Sunny Signs (Rural Numbers) | \$51.93 |
| 23/06/2023 | SUNNY SIGN COMPANY PTY LTD | 13263 - Reflective Numerals (Rural Numbers) | \$165.00 |
| 23/06/2023 | TEAM GLOBAL EXPRESS | Freight - Various | \$350.18 |
| 23/06/2023 | THE GOODS | 13262, 13088 - Cleaning Products (Various) | \$2,166.91 |
| 23/06/2023 | THE WEST AUSTRALIAN | Advertising - Position Vacancy (Plant Operator) | \$112.00 |
| 23/06/2023 | THE WILLIAMS COMMUNITY NEWSPAPER. | Photocopy Charges for Shire Notes | \$97.20 |
| 23/06/2023 | THE WILLIAMS WOOL SHED. | 13279 - Refreshments (June Council Meeting) | \$69.56 |
| 23/06/2023 | TOWN PLANNING INNOVATIONS | 13284 - General Planning Advice for May 2023 | \$1,443.75 |
| 23/06/2023 | TRUCK CENTRE (WA) PTY LTD | 13131 - Parts & Oil (Various) | \$2,269.08 |
| 23/06/2023 | VOCATIONAL TRAINING SERVICES | Staff Training (K Medlen) | \$400.00 |
| 23/06/2023 | WA CONTRACT RANGER SERVICES | 12816 - Ranger Services - 25/5/2023, 6/6/2023 | \$627.00 |
| 23/06/2023 | WILD HARVEST CAFE | 13278 - Refreshments (June Council Meeting) | \$96.50 |
| 23/06/2023 | WILLIAMS COMMUNITY RESOURCE CENTRE | Library Service at CRC - 4th Quarter 2022/23 | \$10,854.91 |
| 23/06/2023 | WILLIAMS GROCER | Monthly Refreshments & Consumables, May 2023 | \$234.06 |
| 23/06/2023 | WILLIAMS NEWSAGENCY | Monthly Account May 2023 | \$76.60 |
| 23/06/2023 | WILLIAMS RURAL SUPPLIES | Monthly Hardware Account - May 2023 | \$2,056.60 |
| 23/06/2023 | DORMAKABA AUSTRALIA PTY LTD | 13314 - Automatic Door Repairs (Shire Office) | \$591.71 |
| 28/06/2023 | FDC EDUCATORS | FDC Educators PE 25/06/2023 | \$19,475.05 |

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 30 JUNE 2023

| DATE | NAME | DESCRIPTION | AMOUNT |
|------------|---|---|---------------------|
| 29/06/2023 | SHIRE OF WILLIAMS | Salaries & Wages PE 28/06/2023 | \$49,196.34 |
| 08/06/2023 | TELSTRA | Monthly Phone Usage to 19/5/2023 | \$429.36 |
| 14/06/2023 | AUSTRALIAN TAXATION OFFICE | BAS May 2023 | \$23,380.00 |
| 15/06/2023 | SYNERGY | Electricity - Lighting of Streets, Bates Rd WAERN Tower | \$3,334.61 |
| 15/06/2023 | TELSTRA | Mobile Phones and Data Services (Various) | \$357.89 |
| 21/06/2023 | SYNERGY | Electricity to Swimming Pool 16/5/2023 to 19/6/2023 | \$471.10 |
| 28/06/2023 | TELSTRA | Pool Telephone to 19/6/2023 | \$34.54 |
| 01/06/2023 | WESTNET | Monthly CEO Internet Charges, June 2023 | \$54.99 |
| 05/06/2023 | CBA | CBA - Merchant Fees May 2023 | \$136.35 |
| 16/06/2023 | ANZ CARDS | Monthly Credit Card Expenses x 2 (See Details Below) | \$3,009.83 |
| 29/06/2023 | WA TREASURY CORPORATION | Loan Repayment - #70 Industrial Land | \$13,701.24 |
| 1-30 Jun23 | DEPARTMENT OF PLANNING & INFRASTRUCTURE | Licensing Payments Forwarded to Department of Transport | \$43,498.45 |
| 12/06/2023 | WILLIAMS LICENSED POST OFFICE | Petty Cash Recoup | \$130.00 |
| 14/06/2023 | WILLIAMS LICENSED POST OFFICE | Postage & Stationery, May 2023 | \$138.17 |
| 15/06/2023 | WATER CORPORATION. | Water Use, Service / Sewer - Various | \$10,603.73 |
| 28/06/2023 | WATER CORPORATION. | Water - Standpipes, Recreation Ground, Swimming Pool | \$4,140.76 |
| 30/06/2023 | WILLIAMS LICENSED POST OFFICE | Petty Cash Recoup | \$10.45 |
| | | | \$475,841.49 |

16/06/2023 ANZ CARDS Monthly Credit Card Expenses x 2 -3,009.83

Geoff McKeown - CEO

| | | |
|------------------------|---|--------|
| MISC:M017Arts & Crafts | Leaf Blower (part payment) | 250.00 |
| | Google - Marradong Trails Promotion | 16.80 |
| MISC:M017Arts & Crafts | Leaf Blower (final payment) | 321.82 |
| | Meat - Williams VFRS 50th Anniversary Celebration | 914.91 |

Sharon Palumbo - Manager of Children's Services

| | | |
|----------------------------------|--|-----------------|
| | Hair Products | 6.82 |
| | Toilet Brush | 6.82 |
| | Laminating Supplies | 54.15 |
| | Mothers' Day Resources | 20.00 |
| PLANT:P084 CX-5 2022 WL036 (FDC) | 33.74L ULP | 53.65 |
| PLANT:P084 CX-5 2022 WL036 (FDC) | 39.71L ULP | 70.00 |
| | Accommodation Novotel Perth - 1-2 May 2023 | 217.32 |
| | Meal - Novotel Perth 1 May 2023 | 35.85 |
| | Rubbish Bags | 27.27 |
| | Meal - Subway Armadale 2 May 2023 | 13.18 |
| PLANT:P084 CX-5 2022 WL036 (FDC) | 51.62L ULP | 88.18 |
| | Meal Items - Coles 9 May 2023 | 28.66 |
| | Meal Items - Coles 9 May 2023 | 2.75 |
| PLANT:P084 CX-5 2022 WL036 (FDC) | 32.55L ULP | 49.09 |
| | Accommodation | 177.27 |
| PLANT:P084 CX-5 2022 WL036 (FDC) | 28.20L ULP | 48.18 |
| PLANT:P084 CX-5 2022 WL036 (FDC) | 35.06L ULP | 56.00 |
| | Subscription for Centre | 180.45 |
| | Subscription for Centre | 180.45 |
| AUSTRALIAN TAXATION OFFICE | Non-Cap. Acq. - Inc GST | 190.21 |
| | | 3,009.83 |

8.1.2 Financial Statements

| | |
|--------------------------|---|
| File Reference | 4.23.15 |
| Statutory Ref. | <i>Local Government (Financial Management) Regulations 1996</i> |
| Author & Date | Cassie Barker 20 July 2023 |
| Attachments | Financial Statements ending 30 June 2023 |

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 2023 be received.

Council Resolution

Panizza/Price

That the financial statements presented for the period ending 30 June 2023 be received.

**Carried 9/0
Resolution 3/24**

SHIRE OF WILLIAMS

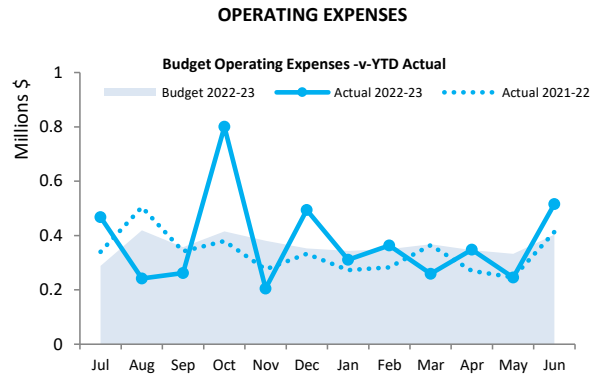
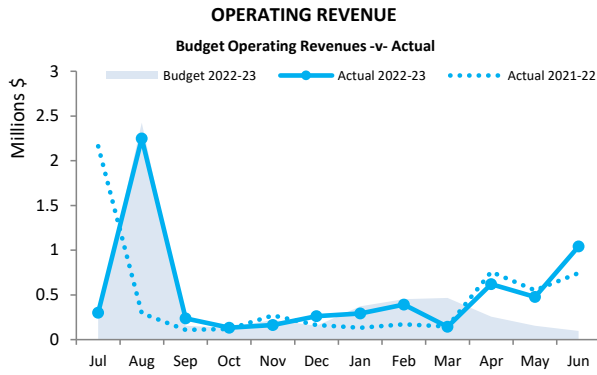
MONTHLY FINANCIAL REPORT (Containing the Statement of Financial Activity) For the period ending 30 June 2023

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

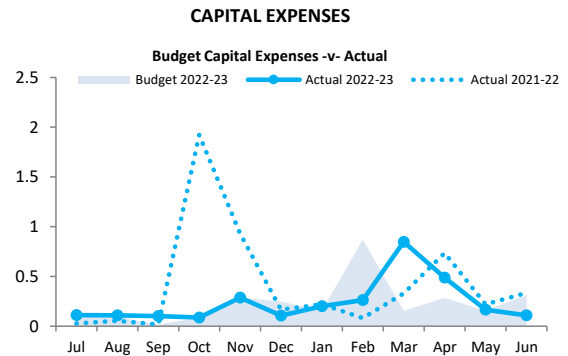
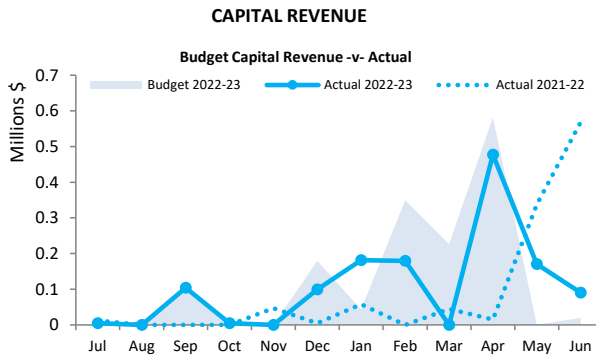
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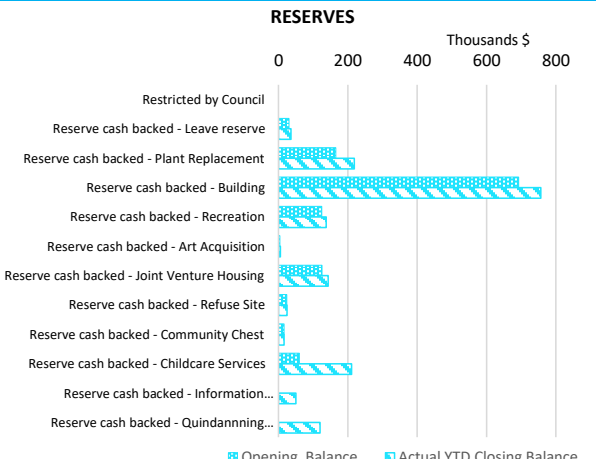
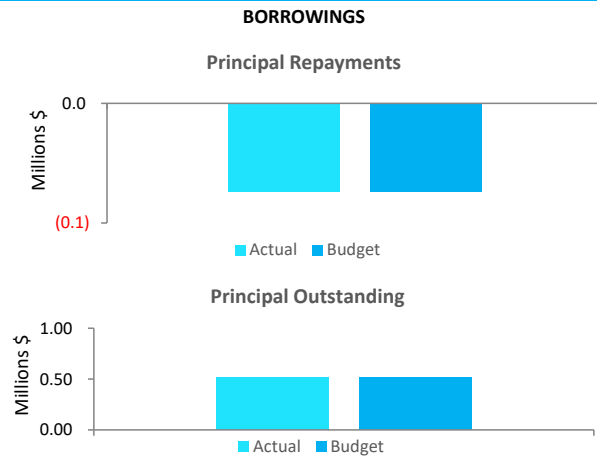
OPERATING ACTIVITIES



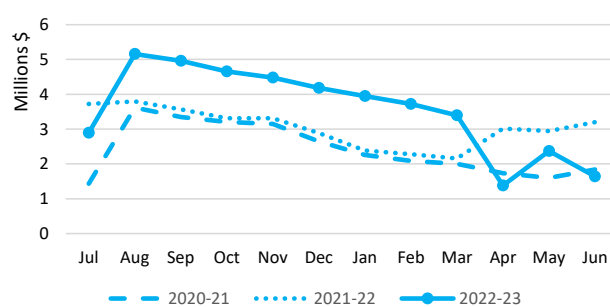
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

Funding surplus / (deficit) Components

| Funding surplus / (deficit) | | | | |
|--|----------------|----------------|----------------|-----------------|
| | Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| Opening | \$0.93 M | \$0.93 M | \$0.99 M | \$0.06 M |
| Closing | \$0.00 M | \$0.10 M | \$1.32 M | \$1.22 M |
| Refer to Statement of Financial Activity | | | \$0.00 M | \$0.00 M |

| Cash and cash equivalents | | |
|---|----------|------------|
| | \$3.39 M | % of total |
| Unrestricted Cash | \$1.67 M | 49.3% |
| Restricted Cash | \$1.72 M | 50.7% |
| Refer to Note 2 - Cash and Financial Assets | | |

| Payables | | \$0.00 M | % Outstanding |
|----------------------------|--|----------|---------------|
| Trade Payables | | \$0.22 M | |
| 0 to 30 Days | | | 0.0% |
| Over 30 Days | | | 0.0% |
| Over 90 Days | | | 0% |
| Refer to Note 5 - Payables | | | |

| Receivables | | |
|-------------------------------|----------|---------------|
| | \$0.12 M | % Collected |
| Rates Receivable | \$0.01 M | 99.7% |
| Trade Receivable | \$0.12 M | % Outstanding |
| Over 30 Days | | 22.9% |
| Over 90 Days | | 1.2% |
| Refer to Note 3 - Receivables | | |

Key Operating Activities

| Amount attributable to operating activities | | | |
|---|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| \$0.55 M | \$0.55 M | \$2.16 M | \$1.61 M |
| Refer to Statement of Financial Activity | | | |

| Rates Revenue | | | |
|--|------------|------------|------|
| | YTD Actual | % Variance | |
| | \$2.14 M | | |
| | YTD Budget | \$2.13 M | 0.2% |
| Refer to Statement of Financial Activity | | | |

| Operating Grants and Contributions | | | |
|---|------------|------------|--------|
| | YTD Actual | % Variance | |
| | \$1.47 M | | |
| | YTD Budget | \$0.46 M | 218.4% |
| Refer to Note 11 - Operating Grants and Contributions | | | |

| Fees and Charges | | | |
|--|------------|------------|-------|
| | YTD Actual | % Variance | |
| | \$1.12 M | | |
| | YTD Budget | \$0.97 M | 15.3% |
| Refer to Statement of Financial Activity | | | |

Key Investing Activities

| Amount attributable to investing activities | | | |
|---|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$1.14 M) | (\$1.04 M) | (\$1.28 M) | (\$0.24 M) |
| Refer to Statement of Financial Activity | | | |

| Proceeds on sale | | | |
|--------------------------------------|----------------|----------|-------|
| | YTD Actual | % | |
| | \$0.15 M | | |
| | Adopted Budget | \$0.10 M | 40.0% |
| Refer to Note 6 - Disposal of Assets | | | |

| Asset Acquisition | | | |
|--|----------------|----------|------|
| | YTD Actual | % Spent | |
| | \$2.81 M | | |
| | Adopted Budget | \$2.77 M | 1.3% |
| Refer to Note 7 - Capital Acquisitions | | | |

| Capital Grants | | | |
|--|----------------|------------|--------|
| | YTD Actual | % Received | |
| | \$1.36 M | | |
| | Adopted Budget | \$1.50 M | (9.4%) |
| Refer to Note 7 - Capital Acquisitions | | | |

Key Financing Activities

| Amount attributable to financing activities | | | |
|---|----------------|----------------|-----------------|
| Adopted Budget | YTD Budget (a) | YTD Actual (b) | Var. \$ (b)-(a) |
| (\$0.34 M) | (\$0.34 M) | (\$0.55 M) | (\$0.21 M) |
| Refer to Statement of Financial Activity | | | |

| Borrowings | |
|------------------------------|----------|
| Principal repayments | \$0.07 M |
| Interest expense | \$0.02 M |
| Principal due | \$0.52 M |
| Refer to Note 8 - Borrowings | |

| Reserves | |
|---------------------------------|----------|
| Reserves balance | \$1.72 M |
| Interest earned | \$0.03 M |
| Refer to Note 9 - Cash Reserves | |

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

KEY TERMS AND DESCRIPTIONS FOR THE PERIOD ENDED 30 JUNE 2023

REVENUE

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

NATURE OR TYPE DESCRIPTIONS

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

BY NATURE OR TYPE

| | Ref | Adopted Budget | YTD Budget | YTD Actual | Variance \$ | Variance % | Var. |
|--|------|--------------------|--------------------|--------------------|-------------|-----------------|------|
| | Note | (a) | (b) | (c) | (c) - (b) | ((c) - (b))/(b) | |
| | | \$ | \$ | \$ | \$ | % | |
| Opening funding surplus / (deficit) | 1(c) | 927,694 | 927,694 | 985,898 | 58,204 | 6.27% | ▲ |
| Revenue from operating activities | | | | | | | |
| Rates | | 2,094,863 | 2,094,863 | 2,096,955 | 0 | 0.00% | |
| Rates (excluding general rate) | | 38,224 | 38,224 | 39,444 | 1,220 | 3.19% | |
| Operating grants, subsidies and contributions | 11 | 461,514 | 461,514 | 1,469,463 | 1,007,949 | 218.40% | ▲ |
| Fees and charges | | 969,800 | 969,800 | 1,117,835 | 148,035 | 15.26% | ▲ |
| Interest earnings | | 10,500 | 10,500 | 73,750 | 63,250 | 0.00% | ▲ |
| Other revenue | | 63,428 | 63,428 | 527,529 | 464,101 | 731.70% | ▲ |
| Profit on disposal of assets | 6 | 1,003 | 1,003 | 54,720 | 53,717 | 5355.63% | ▲ |
| | | 3,639,332 | 3,639,332 | 5,379,696 | 1,740,364 | 47.82% | |
| Expenditure from operating activities | | | | | | | |
| Employee costs | | (1,820,803) | (1,563,320) | (1,655,549) | (92,229) | (5.90%) | ▼ |
| Materials and contracts | | (838,802) | (1,096,283) | (1,108,114) | (11,831) | (1.08%) | |
| Utility charges | | (190,061) | (190,061) | (231,292) | (41,231) | (21.69%) | ▼ |
| Depreciation on non-current assets | | (1,264,609) | (1,264,609) | (1,341,349) | (76,740) | (6.07%) | ▼ |
| Interest expenses | | (21,502) | (21,502) | (20,543) | 959 | 4.46% | |
| Insurance expenses | | (149,166) | (149,166) | (149,873) | (707) | (0.47%) | |
| Other expenditure | | (65,100) | (65,100) | (4,917) | 60,183 | 92.45% | ▲ |
| Loss on disposal of assets | 6 | (5,332) | (5,332) | 0 | 5,332 | 100.00% | ▲ |
| | | (4,355,375) | (4,355,373) | (4,511,637) | (156,264) | 3.59% | |
| Non-cash amounts excluded from operating activities | 1(a) | 1,268,938 | 1,268,938 | 1,293,834 | 24,896 | 1.96% | |
| Amount attributable to operating activities | | 552,895 | 552,897 | 2,161,893 | 1,608,996 | 291.01% | |
| Investing activities | | | | | | | |
| Proceeds from non-operating grants, subsidies and contributions | 12 | 1,503,941 | 1,503,941 | 1,361,974 | (141,967) | (9.44%) | ▼ |
| Proceeds from disposal of assets | 6 | 104,500 | 104,500 | 146,349 | 41,849 | 40.05% | ▲ |
| Proceeds from financial assets at amortised cost - self supporting loans | 8 | 17,107 | 17,107 | 17,107 | 0 | 0.00% | |
| Payments for financial assets at amortised cost - self supporting loans | 8 | 0 | 0 | 0 | 0 | 0.00% | |
| Payments for property, plant and equipment and infrastructure | 7 | (2,770,535) | (2,667,694) | (2,805,660) | (137,966) | (5.17%) | ▼ |
| Amount attributable to investing activities | | (1,144,987) | (1,042,146) | (1,280,231) | (238,085) | 22.85% | |
| Financing Activities | | | | | | | |
| Transfer from reserves | 9 | 75,000 | 75,000 | 317 | (74,683) | (99.58%) | ▼ |
| Repayment of debentures | 8 | (73,675) | (73,675) | (73,675) | 0 | 0.00% | |
| Transfer to reserves | 9 | (336,927) | (336,927) | (476,276) | (139,349) | (41.36%) | ▼ |
| Amount attributable to financing activities | | (335,602) | (335,602) | (549,634) | (214,032) | 63.78% | |
| Closing funding surplus / (deficit) | 1(c) | 0 | 102,843 | 1,317,926 | 1,215,083 | (1181.49%) | ▲ |

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 15 for an explanation of the reasons for the variance.

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

| Description | Classification | Unrestricted | Restricted | Total Cash | Trust | Institution | Interest Rate | Maturity Date |
|-------------------------------|---------------------------|------------------|------------------|------------------|----------|-------------|---------------|---------------|
| | | \$ | \$ | \$ | \$ | | | |
| Municipal Fund Cheque Account | Cash and cash equivalents | 896,236 | | 896,236 | | 0 | 0.00% | |
| Municipal Fund Investment | Cash and cash equivalents | 26,063 | | 26,063 | | ANZ | 0.01% | |
| Municipal Treasury OCDF | Cash and cash equivalents | 747,428 | | 747,428 | | WATC | 4.05% | |
| Reserve Funds | Cash and cash equivalents | 0 | 1,719,674 | 1,719,674 | | WATC | 4.05% | |
| Petty Cash Advance | Cash and cash equivalents | 600 | | 600 | | | 0.00% | |
| Total | | 1,670,327 | 1,719,674 | 3,390,000 | 0 | | | |
| Comprising | | | | | | | | |
| Cash and cash equivalents | | 1,670,327 | 1,719,674 | 3,390,000 | 0 | | | |
| | | 1,670,327 | 1,719,674 | 3,390,000 | 0 | | | |

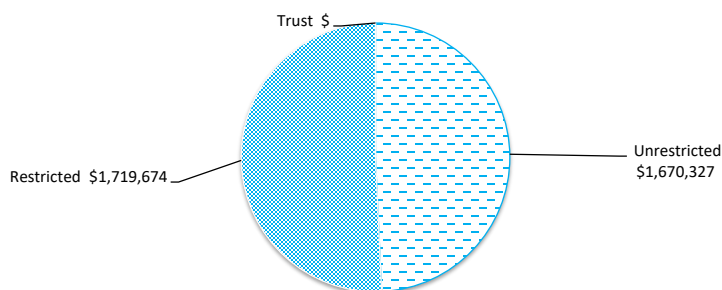
KEY INFORMATION

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

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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.

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.

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. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICES

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 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

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.

ROUNDING OFF FIGURES

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 17 July 2023

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

| | Notes | Adopted Budget | YTD Budget (a) | YTD Actual (b) |
|--|-------|------------------|------------------|------------------|
| Non-cash items excluded from operating activities | | | | |
| | | \$ | \$ | \$ |
| Adjustments to operating activities | | | | |
| Less: Profit on asset disposals | 6 | (1,003) | (1,003) | (54,720) |
| Movement in employee benefit provisions (non-current) | | | | 7,205 |
| Add: Loss on asset disposals | 6 | 5,332 | 5,332 | 0 |
| Add: Depreciation on assets | | 1,264,609 | 1,264,609 | 1,341,349 |
| Total non-cash items excluded from operating activities | | 1,268,938 | 1,268,938 | 1,293,834 |

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

| | | Adopted Budget Opening 30 June 2022 | Last Year Closing 30 June 2022 | Year to Date 30 June 2023 |
|--|----|-------------------------------------|--------------------------------|---------------------------|
| Adjustments to net current assets | | | | |
| Less: Reserves - restricted cash | 9 | (1,243,716) | (1,243,716) | (1,719,675) |
| Less: - Financial assets at amortised cost - self supporting loans | 4 | (200,000) | (200,000) | (182,893) |
| Add: Borrowings | 8 | 73,675 | 73,675 | 75,989 |
| Add: Current employee related provisions held in reserve | 10 | 30,698 | 30,698 | 30,698 |
| Total adjustments to net current assets | | (1,339,343) | (1,339,343) | (1,795,881) |

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

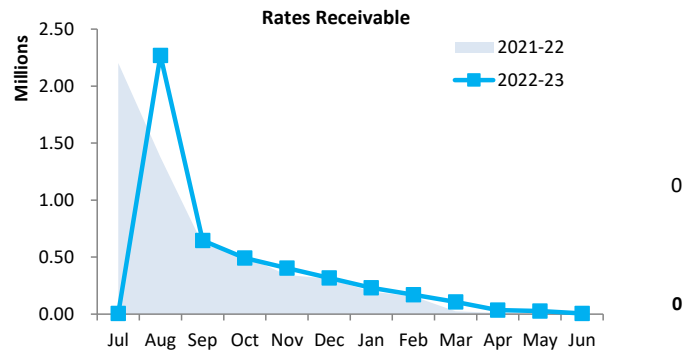
Current assets

| | | | | |
|--|------|--------------------|--------------------|--------------------|
| Cash and cash equivalents | 2 | 2,983,406 | 2,983,406 | 3,390,001 |
| Rates receivables | 3 | 9,821 | 9,821 | 6,386 |
| Receivables | 3 | 161,804 | 161,804 | 122,627 |
| Other current assets | 4 | 226,515 | 284,868 | 312,578 |
| Less: Current liabilities | | | | |
| Payables | 5 | (160,820) | (160,820) | (282,230) |
| Borrowings | 8 | (73,675) | (73,675) | (75,989) |
| Contract liabilities | 10 | (560,413) | (560,413) | (5,000) |
| Provisions | 10 | (319,750) | (319,750) | (354,566) |
| Less: Total adjustments to net current assets | 1(b) | (1,339,343) | (1,339,343) | (1,795,881) |
| Closing funding surplus / (deficit) | | 927,545 | 985,898 | 1,317,926 |

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 Council's operational cycle.

| Rates receivable | 30 June 2022 | 30 Jun 2023 |
|--------------------------------|--------------|--------------|
| | \$ | \$ |
| Opening arrears previous years | 27,020 | 9,821 |
| Levied this year | 2,032,126 | 2,136,399 |
| Less - collections to date | (2,049,325) | (2,139,834) |
| Gross rates collectable | 9,821 | 6,386 |
| Net rates collectable | 9,821 | 6,386 |
| % Collected | 99.5% | 99.7% |



| Receivables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|--|--------|---------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Receivables - general | 492 | 94,408 | 24,622 | 2,079 | 1,450 | 123,051 |
| Percentage | 0.4% | 76.7% | 20% | 1.7% | 1.2% | |
| Balance per trial balance | | | | | | |
| Sundry receivable | | | | | | 122,627 |
| Total receivables general outstanding | | | | | | 122,627 |

Amounts shown above include GST (where applicable)

KEY INFORMATION

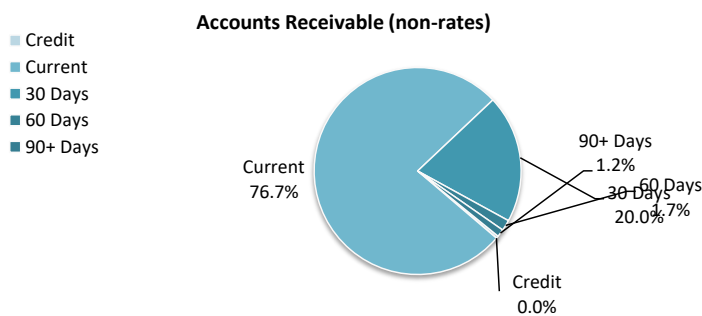
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



| Other current assets | Opening Balance 1 July 2022 | Asset Increase | Asset Reduction | Closing Balance 30 June 2023 |
|--|-----------------------------------|-------------------|--------------------|------------------------------------|
| | \$ | \$ | \$ | \$ |
| Other financial assets at amortised cost | | | | |
| Financial assets at amortised cost - self supporting loans | 200,000 | | (17,107) | 182,893 |
| Inventory | | | | |
| Fuel | 18,559 | 148,539 | (156,963) | 10,134 |
| History Books | 614 | | | 614 |
| Gravel | 7,342 | 22,511 | (19,534) | 10,320 |
| Units in WALGA House Trust | 58,353 | 2,764 | | 61,117 |
| Williams Golf Club Loan | | 50,000 | (2,500) | 47,500 |
| Total other current assets | 284,868 | 223,814 | (196,104) | 312,578 |
| Amounts shown above include GST (where applicable) | | | | |

KEY INFORMATION

Other financial assets at amortised cost

The Shire classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Inventory

Inventories are measured at the lower of cost and net realisable value.

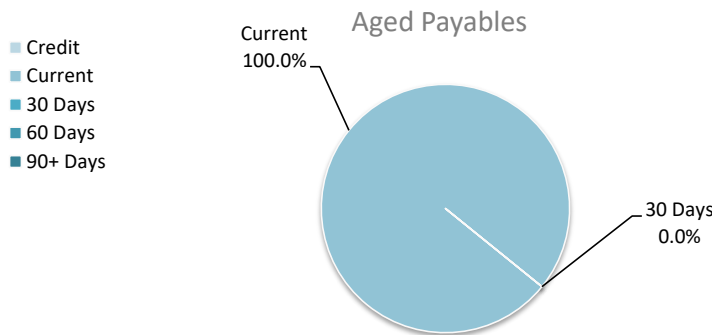
Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

| Payables - general | Credit | Current | 30 Days | 60 Days | 90+ Days | Total |
|---|--------|---------|---------|---------|----------|----------------|
| | \$ | \$ | \$ | \$ | \$ | \$ |
| Payables - general | 0 | 219,120 | 0 | 0 | 0 | 219,120 |
| Percentage | 0% | 100% | 0% | 0% | 0% | |
| Balance per trial balance | | | | | | |
| Sundry creditors | | | | 0 | 0 | 219,120 |
| Accrued salaries and wages | | | | | | 13,000 |
| ATO liabilities | | | | | | (21,918) |
| Other payables | | | | 0 | | 74,802 |
| BSL Fees | | | | | | (5,299) |
| DPI Licensing | | | | | 0 | 1,408 |
| Provision for Doubtful Debts | | | | | | 375 |
| Family Day Care liabilities | | | | | | (20) |
| Bonds | | | | | | 762 |
| Total payables general outstanding | | | | | | 282,230 |

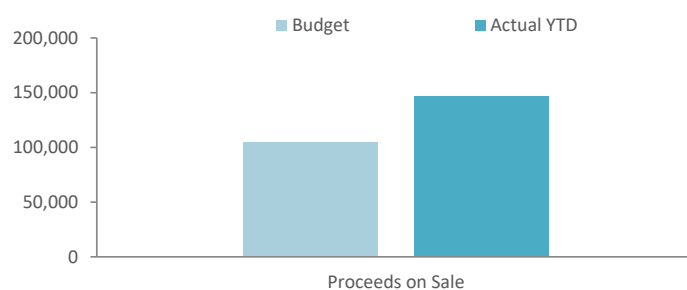
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



| Asset Ref. | Asset description | Budget | | | | YTD Actual | | | |
|------------|------------------------------------|----------------|----------------|--------------|----------------|---------------|----------------|---------------|----------|
| | | Net Book | | Profit | (Loss) | Net Book | | Profit | (Loss) |
| | | Value | Proceeds | | | Value | Proceeds | | |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
| | Plant and equipment | | | | | | | | |
| | Education and welfare | | | | | | | | |
| | Plant and Equipment - Mazda CX-5 | 23,331 | 18,000 | 0 | (5,331) | 22,352 | 27,364 | 5,012 | 0 |
| | Transport | | | | | | | | |
| | P&E - Kubota Skid Steer Loader | 24,997 | 25,000 | 3 | 0 | 21,298 | 46,562 | 25,264 | 0 |
| | P&E - Crew Cab Truck | 14,000 | 15,000 | 1,000 | 0 | 12,406 | 31,164 | 18,758 | 0 |
| | P&E - Ride on Mower | 9,666 | 10,000 | 334 | 0 | | | 0 | 0 |
| | P&E - Side by Side Utility Vehicle | 833 | 500 | 0 | (333) | | | 0 | 0 |
| | Other property and services | | | | | | | | |
| | Plant and Equipment - Isuzu MU-X | 36,001 | 36,000 | 0 | (1) | 35,573 | 41,259 | 5,686 | 0 |
| | | 108,829 | 104,500 | 1,337 | (5,665) | 91,629 | 146,349 | 54,720 | 0 |



| Capital acquisitions | Adopted | | YTD Actual | YTD Actual Variance |
|---|------------------|------------------|------------------|------------------------|
| | Budget | YTD Budget | | |
| | \$ | \$ | \$ | \$ |
| Buildings | 15,000 | 0 | | 0 |
| Buildings - specialised | 641,594 | 641,594 | 463,626 | (177,968) |
| Plant and equipment | 371,000 | 371,000 | 680,158 | 309,158 |
| Infrastructure - Roads | 1,487,841 | 1,400,000 | 1,398,171 | (1,829) |
| Infrastructure - Footpaths | 123,200 | 123,200 | 127,012 | 3,812 |
| Infrastructure - Drainage | 90,000 | 90,000 | 101,774 | 11,774 |
| Infrastructure - Parks and Ovals | 41,900 | 41,900 | 34,919 | (6,981) |
| Payments for Capital Acquisitions | 2,770,535 | 2,667,694 | 2,805,660 | 137,966 |
| Capital Acquisitions Funded By: | | | | |
| | \$ | \$ | \$ | \$ |
| Capital grants and contributions | 1,503,941 | 1,503,941 | 1,361,974 | (141,967) |
| Other (disposals & C/Fwd) | 104,500 | 104,500 | 146,349 | 41,849 |
| Cash backed reserves | | | | |
| Reserve cash backed - Joint Venture Housing | (45,000) | | 0 | 0 |
| Reserve cash backed - Community Chest | 0 | | 317 | 317 |
| Reserve cash backed - Childcare Services | (30,000) | | 0 | 0 |
| Contribution - operations | 1,237,094 | 1,059,253 | 1,297,021 | 237,768 |
| Capital funding total | 2,770,535 | 2,667,694 | 2,805,660 | 137,966 |

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

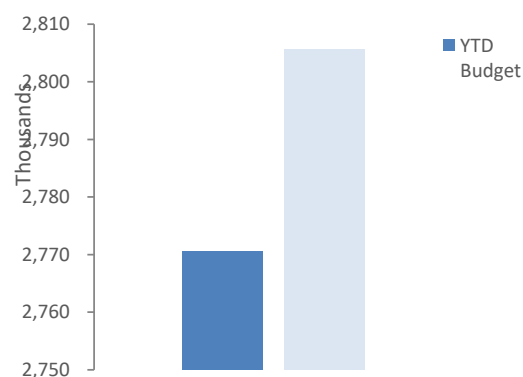
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognised at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

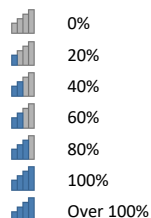
In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

0

0

Level of completion indicator, please see table at the end of this note for further detail.

| Account Description | | Adopted | | YTD Actual | Variance (Under)/Over |
|-----------------------------------|--|------------------|------------------|------------------|--------------------------|
| | | Budget | YTD Budget | | |
| | | \$ | \$ | \$ | \$ |
| Land and Buildings | | | | | 0 |
| | Archive Room C/Fwd 2021/22 | 30,000 | 0 | | 0 |
| | Sandalwood Court Fencing C/Fwd 2021/22 | 25,000 | 0 | | 0 |
| | Single Person Units Carport C/Fwd 2021/22 | 30,300 | 0 | | 0 |
| | Childcare Centre Foyer C/Fwd 2021/22 | 30,000 | 0 | | 0 |
| | Community Housing Refurbishment | 15,000 | 0 | | 0 |
| | E168216 Sandalwood Unit Refurbishment | 431,494 | 431,494 | 425,715 | -5779 |
| | E168218 Water Tank - Ram Shed | 24,000 | 24,000 | 37,911 | 13910.92 |
| | Ram Shed Lighting Upgrade | 8,000 | 0 | | 0 |
| | Office & Hall Painting | 23,800 | 0 | | 0 |
| | 8 Fry Street | 16,000 | 0 | | 0 |
| | 18 Richardson Street | 6,000 | 0 | | 0 |
| | Arts & Crafts Building Upgrade | 17,000 | 0 | | 0 |
| Plant and Equipment | | | | | 0 |
| | E168523 Isuzu MU-X SUV | 53,000 | 53,000 | 49,364 | -3636.45 |
| | E168523 Mazda CX-5 | 38,000 | 38,000 | 36,673 | -1327.27 |
| | E168523 Kubota Skid Steer Loader | 80,000 | 80,000 | 75,000 | -5000 |
| | Ride-on Mower | 85,000 | 0 | | 0 |
| | Side by Side Utility Vehicle | 25,000 | 0 | | 0 |
| | E168523 Crew Cab Truck | 80,000 | 80,000 | 71,908 | -8091.82 |
| | E168520 Minor Plant | 10,000 | 10,000 | 14,397 | 4397.18 |
| Infrastructure - Roads & Drainage | | | | | 0 |
| | E168165 Road Project Grant - Quindanning Darkan Road | 298,770 | 170,000 | 326,432 | 156432.34 |
| | E168172 Road Project Grant - Congelin Narrogin Road | 163,281 | 163,281 | 131,230 | -32051.17 |
| | E168139 Clayton Road C/Fwd RTR 2021/22 | 41,274 | 41,274 | 41,274 | 0 |
| | E168141 York Williams Road C/Fwd RTR 2021/22 | 66,724 | 66,724 | 66,724 | 0 |
| | E168141 RTR - York Williams Road | | | 74,444 | |
| | E168139 RTR - Clayton Road | 60,100 | 60,100 | 59,806 | -294.16 |
| | RTR - Dardadine Road | 171,112 | 0 | 0 | 0 |
| | E168178 LRCI (Phase 3) - York Williams Road | 518,880 | 518,880 | 699,867 | 180987.27 |
| | E168179 Munday's Road - Culvert Replacement | 90,000 | 90,000 | 88,579 | -1420.77 |
| | Munday's Road | 56,340 | 0 | | 0 |
| | E168183 Hurley Road | 67,340 | 30,000 | 30,599 | 599.18 |
| | Cemetery Road | 31,515 | 0 | | 0 |
| | E168185 Mandiaking Road - Damaged Flood Crossing | 12,805 | 12,805 | 13,195 | 389.6 |
| | Narrakine Road | 34,800 | | | 0 |
| Infrastructure - Parks & Gardens | | | | | 0 |
| | E168367 Brooking Street Townscape (LRCI Phase 2) | 30,000 | 20,000 | 12,457 | -7542.77 |
| | E168310 Playground Recreation Centre | 6,900 | 6,900 | 6,900 | 0 |
| | Synthetic Bowling Green (Final Installment) | 5,000 | 0 | 4,545 | 4545.45 |
| | E168327 Entry Statements | | | | |
| | E168323 Town Hall Park | | | 11,016 | |
| Infrastructure - Footpaths | | | | | 0 |
| | E168176 Williams Narrogin Road & Richmond Street | 99,200 | 99,200 | 99,878 | 678.26 |
| | E168184 Rosselloty Street | 24,000 | 24,000 | 27,134 | 3133.54 |
| | | 2,805,635 | 2,019,658 | 2,405,048 | 299,930 |

Repayments - borrowings

| Information on borrowings Particulars | Loan No. | 1 July 2022 | New Loans | | Principal Repayments | | Principal Outstanding | | Interest Repayments | |
|--|----------|-------------|-----------|--------|----------------------|----------|-----------------------|---------|---------------------|----------|
| | | | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget |
| | | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | |
| Recreation and culture | | | | | | | | | | |
| Mens Shed | 71 | 80,285 | | | (19,856) | (19,856) | 60,429 | 60,429 | (540) | (540) |
| Williams Bowling Club | 72 | 200,000 | | | (17,107) | (17,107) | 182,893 | 182,893 | (6,650) | (6,651) |
| Economic services | | | | | | | | | | |
| Industrial Shed | 70 | 149,353 | | | (23,065) | (23,065) | 126,289 | 126,288 | (4,338) | (4,338) |
| Other property and services | | | | | | | | | | |
| Industrial Land | 65 | 159,916 | | | (13,647) | (13,647) | 146,269 | 146,269 | (9,973) | (9,973) |
| | | 389,554 | 0 | 0 | -56,568 | -56,568 | 332,986 | 332,986 | -14,850 | -14,851 |
| Self supporting loans | | | | | | | | | | |
| Recreation and culture | | | | | | | | | | |
| Williams Bowling Club | | 200,000 | 0 | 0 | -17,107 | -17,107 | 182,893 | 182,893 | (6,650) | (6,651) |
| | | 200,000 | 0 | 0 | -17,107 | -17,107 | 182,893 | 182,893 | (6,650) | (6,651) |
| Total | | 589,554 | 0 | 0 | -73,675 | -73,675 | 515,879 | 515,879 | (21,500) | (21,502) |
| Current borrowings | | 73,675 | | | | | 75,989 | | | |
| Non-current borrowings | | 515,879 | | | | | 439,890 | | | |
| | | 589,554 | | | | | 515,879 | | | |

All debenture repayments were financed by general purpose revenue.

Self supporting loans are financed by repayments from third parties.

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**OPERATING ACTIVITIES
NOTE 9
RESERVE ACCOUNTS**

Reserve accounts

| 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 |
|---|------------------------|-------------------------------|-------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|-------------------------------|-----------------------------------|
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Restricted by Council | | | | | | | | | |
| Reserve cash backed - Leave reserve | 30,698 | 31 | 624 | 5,000 | 5,000 | | | 35,729 | 36,322 |
| Reserve cash backed - Plant Replaceme | 165,078 | 165 | 3,355 | 50,000 | 50,000 | | | 215,243 | 218,433 |
| Reserve cash backed - Building | 692,521 | 693 | 14,074 | 50,000 | 50,000 | | | 743,214 | 756,595 |
| Reserve cash backed - Recreation | 125,132 | 125 | 2,543 | 10,000 | 10,000 | | | 135,257 | 137,675 |
| Reserve cash backed - Art Acquisition | 4,334 | 4 | 88 | 1,000 | 1,000 | | | 5,338 | 5,422 |
| Reserve cash backed - Joint Venture Ho | 125,699 | 126 | 2,555 | 15,000 | 15,000 | (45,000) | | 95,825 | 143,254 |
| Reserve cash backed - Refuse Site | 24,335 | 24 | 495 | | | | | 24,359 | 24,830 |
| Reserve cash backed - Community Ches | 15,919 | 16 | 324 | 4,683 | | | (317) | 20,618 | 15,926 |
| Reserve cash backed - Childcare Service | 60,000 | 60 | 1,219 | 150,000 | 150,000 | (30,000) | | 180,060 | 211,219 |
| Reserve cash backed - Information Tect | 0 | | | 50,000 | 50,000 | | | 50,000 | 50,000 |
| Reserve cash backed - Quindanning Cc | 0 | | | | 120,000 | | | 0 | 120,000 |
| | 1,243,716 | 1,244 | 25,276 | 335,683 | 451,000 | (75,000) | (317) | 1,505,643 | 1,719,675 |

| | Note | Opening Balance 1 July 2022 | Liability transferred from/(to) non current | Liability Increase | Liability Reduction | Closing Balance 30 June 2023 |
|---|------|-----------------------------------|--|-----------------------|------------------------|------------------------------------|
| | | \$ | | \$ | \$ | \$ |
| Other current liabilities | | | | | | |
| Other liabilities | | | | | | |
| - Contract liabilities | | 0 | 0 | 169,754 | (169,754) | 0 |
| - Capital grant/contribution liabilities | | 560,413 | | 403,078 | (958,491) | 5,000 |
| Total other liabilities | | 560,413 | | 572,832 | (1,128,245) | 5,000 |
| Employee Related Provisions | | | | | | |
| Annual leave | | 164,844 | 0 | 33,716 | (17,149) | 181,411 |
| Long service leave | | 154,906 | 0 | 38,988 | (20,739) | 173,155 |
| Total Employee Related Provisions | | 319,750 | 0 | 72,704 | (37,888) | 354,566 |
| Total other current assets | | 880,163 | 0 | 645,536 | (1,166,133) | 359,566 |
| Amounts shown above include GST (where applicable) | | | | | | |

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11 and 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

| Provider | Unspent operating grant, subsidies and contributions liability | | | | | Operating grants, subsidies and contributions revenue | | |
|---|--|-----------------------|-----------------------|--------------|-------------------|---|----------------|------------------|
| | Liability | Increase in Liability | Decrease in Liability | Liability | Current Liability | Adopted Budget | YTD | YTD |
| | 1 July 2022 | | (As revenue) | 30 Jun 2023 | 30 Jun 2023 | Revenue | Budget | Revenue |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Operating grants and subsidies | | | | | | | | |
| Governance | | | | | | | | |
| National Australia Day Council - Australia Day 2022 | | 9,348 | (9,348) | 0 | | 9,348 | 9,348 | 9,348 |
| National Australia Day Council - Australia Day 2023 | | 28,500 | (28,500) | 0 | | | | 28,500 |
| General purpose funding | | | | | | | | |
| Financial Assistance Grant - General Purpose | | 444,780 | (444,780) | 0 | | 62,829 | 62,829 | 444,780 |
| Financial Assistance Grant - Local Road | | 507,047 | (507,047) | 0 | | 80,117 | 80,117 | 507,047 |
| Law, order, public safety | | | | | | | | |
| ESL Administration Grant | | 4,000 | (4,000) | 0 | | 4,000 | 4,000 | 4,000 |
| ESL Operating Grant | | 44,479 | (44,479) | 0 | | 44,479 | 44,479 | 44,479 |
| WAPOL - Road Safety Commision Grant | | 5,300 | (5,300) | 0 | | | | 5,300 |
| Education and welfare | | | | | | | | |
| FDC - Sustainability Grant | | 62,238 | (62,238) | 0 | | 62,238 | 62,238 | 62,238 |
| Childcare Centre - Sustainability Grant | | 44,000 | (44,000) | 0 | | 44,000 | 44,000 | 44,000 |
| Dept of Education - Training Incentive | | 23,613 | (23,613) | 0 | | 12,000 | 12,000 | 23,613 |
| Williams Playgroup - Community Assitance Program | | 5,000 | | 5,000 | | 6,000 | | |
| Housing | | | | | | | | |
| NRAS - Incentive | | 56,170 | (56,170) | 0 | | 56,325 | 56,325 | 56,170 |
| Department of Communities - Residual SHERP Grant | | 7,818 | (7,818) | 0 | | | | 7,818 |
| Community amenities | | | | | | | | |
| PHCC - Narrakine Feral Pig Eradcatcion Project | 8,424 | 5,258 | (13,682) | 0 | | | | 13,682 |
| Domestic Waste Collections | | 112,684 | (112,684) | 0 | | | | |
| Commercial Waste Collections | | 57,031 | (57,031) | 0 | | | | |
| Recreation and culture | | | | | | | | |
| South 32 - Quinndanning Community Project | | 120,000 | (120,000) | 0 | | | | 120,000 |
| SLWA - Travel Grant 22-23 | | 1,351 | (1,351) | 0 | | | | 1,351 |
| SLWA - EPP Rolling Grant 22-23 | | 4,212 | (4,212) | 0 | | | | 4,212 |
| Transport | | | | | | | | |
| Main Roads - Direct Grant | | 92,925 | (92,925) | 0 | | 80,207 | 80,207 | 92,925 |
| Main Roads - Street Lighting Subsidy | | | | 0 | | 5,971 | 5,971 | |
| | 8,424 | 1,635,754 | (1,639,178) | 5,000 | 0 | 467,514 | 461,514 | 1,469,463 |

| Provider | Capital grant/contribution liabilities | | | | | Non operating grants, subsidies and contributions revenue | | |
|--|--|--------------------------|--|--------------------------|-------------------------------------|---|------------------|--------------------------|
| | Liability 1 July 2022 | Increase in Liability | Decrease in Liability (As revenue) | Liability 30 Jun 2023 | Current Liability 30 Jun 2023 | Adopted Budget Revenue | YTD Budget | YTD Revenue Actual |
| | \$ | \$ | \$ | \$ | \$ | \$ | \$ | \$ |
| Non-operating grants and subsidies | | | | | | | | |
| Housing | | | | | | | | |
| Dept of Communities - SHERP Grant - Sandalwood Crt | 193,247 | 227,683 | (420,930) | 0 | 0 | 386,494 | 386,494 | 420,930 |
| Recreation and culture | | | | | | | | |
| Public Open Space Contribution | | | | 0 | | 20,000 | 20,000 | |
| Transport | | | | | | | | |
| Dept of Infrastructure - LRCI Phase 3 | 349,394 | 69,878 | (419,272) | 0 | | 465,858 | 465,858 | 419,272 |
| Main Roads - Road Project Grants | | 246,787 | (246,787) | 0 | | 308,034 | 308,034 | 246,787 |
| Dept of Infrastructure - Roads to Recovery | | 196,112 | (196,112) | 0 | | 196,112 | 196,112 | 196,112 |
| Dept of Infrastructure - LRCI Phase 1 & 2 | | | | 0 | | 77,843 | 77,843 | |
| Dept of Transport - WABN Grant | | 49,600 | (49,600) | 0 | | 49,600 | 49,600 | 49,600 |
| Economic services | | | | | | | | |
| DWER - Stock Water Grant | | 29,273 | (29,273) | 0 | | | | 29,273 |
| | 542,641 | 819,333 | (1,361,974) | 0 | 0 | 1,503,941 | 1,503,941 | 1,361,974 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 13
TRUST FUND**

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

| Description | Opening Balance 1 July 2022 | Amount Received | Amount Paid | Closing Balance 30 Jun 2023 |
|--------------------------------|-----------------------------------|--------------------|----------------|--------------------------------|
| | \$ | \$ | \$ | \$ |
| Public Open Space Contribution | 20,000 | | | 20,000 |
| | 20,000 | 0 | 0 | 20,000 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 14
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 | | | | | 0 | 927,695 |
| | | | | 0 | 0 | 0 | 0 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 15
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 2022-23 year is \$5,000 or 5.00% whichever is the greater.

| Nature or type | Var. \$ | Var. % | Explanation of positive variances | | Explanation of negative variances | | |
|---|-----------|------------|-----------------------------------|------------------------------------|--|----------------------------------|---|
| | | | Timing | Permanent | Timing | Permanent | |
| Opening funding surplus / (deficit) | \$ 58,204 | 6.27% | ▲ | | | 0 | 0 |
| Revenue from operating activities | | | | | | | |
| Operating grants, subsidies and contributions | 1,007,949 | 218.40% | ▲ | Higher than expected at this time | | 0 | |
| Fees and charges | 148,035 | 15.26% | ▲ | Higher Childcare Fees | | | |
| Interest earnings | 63,250 | 0.00% | ▲ | Higher interest rates | | | |
| Other revenue | 464,101 | 731.70% | ▲ | DFES Reimbursements | | | |
| Profit on disposal of assets | 53,717 | 5355.63% | ▲ | Level of profit better than Budget | | | |
| Expenditure from operating activities | | | | | | | |
| Employee costs | (92,229) | (5.90%) | ▼ | | | | |
| Utility charges | (41,231) | (21.69%) | ▼ | Higher than expected at this time | | | |
| Depreciation on non-current assets | (76,740) | (6.07%) | ▼ | | | Lower than expected at this time | |
| Other expenditure | 60,183 | 92.45% | ▲ | | Loan to Golf Club | | |
| Loss on disposal of assets | 5,332 | 100.00% | ▲ | | Lower loss on sale of asset than anticipated | | |
| Investing activities | | | | | | | |
| Proceeds from non-operating grants, subsidies and contributions | (141,967) | (9.44%) | ▼ | | | Lower than expected at this time | |
| Proceeds from disposal of assets | 41,849 | 40.05% | ▲ | | | Timing of asset disposals | |
| Payments for property, plant and equipment and infrastr | (137,966) | (5.17%) | ▼ | | | Timing of asset purchases | |
| Financing activities | | | | | | | |
| Transfer from reserves | (74,683) | (99.58%) | ▼ | | | Timing of reserve fund transfers | |
| Transfer to reserves | (139,349) | (41.36%) | ▼ | Timing of reserve fund transfers | | | |
| Closing funding surplus / (deficit) | 1,215,083 | (1181.49%) | ▲ | | | | |

8.2 Office of the Chief Executive Officer

8.2.1 Proposed Two Lot Subdivision – Lot 44 (11) Rosselloty Street, Williams

| | |
|--------------------------|--|
| File Reference | 10.64.20 |
| Statutory Ref. | Shire of Williams Town Planning Scheme No.2 |
| Author & Date | Liz Bushby, Town Planning Innovations 20 July 2023 |
| Attachments | Nil |

Background

Lot 44 is zoned 'Residential' with a density code of R20 under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 3,035m² and has been developed with two dwellings.



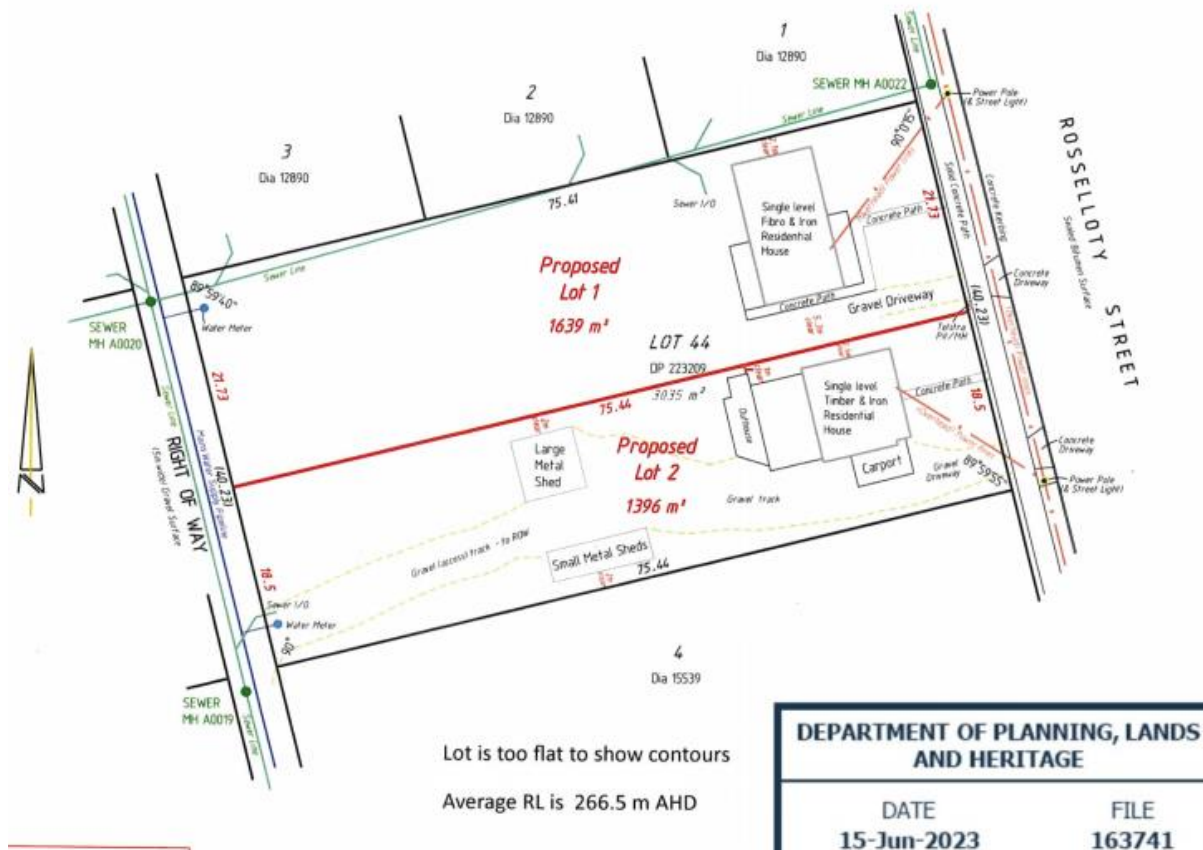
Location Plan

The closest intersection is Richardson Street and Rosselloty Street.

Comment

• **Proposed Subdivision**

The owners have lodged an application to the Western Australian Planning Commission (WAPC), Reference No.163741, seeking approval to subdivide the existing lot into two separate green title lots of 1.639m² and 1.396m² respectively. Each lot would contain an existing dwelling.



The application will be determined by the WAPC, however it has been referred to the Shire for a recommendation and comments. Council can recommend conditions be placed on any approval.

Residential Design Codes

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

The Codes require a minimum lot size of 350m² and an average of 450m². The application complies with the minimum lot size requirements.

Consultation

The WAPC has referred the application to Western Power, Water Corporation, Department of Mines, Industry, Regulation and Safety, Department of Biodiversity, Conservation and Attractions and the Shire for 42 days.

The Shire needs to provide a response to the WAPC by the 28 July 2023.

Conclusion

It is recommended that the application be unconditionally supported having regard that it complies with the minimum lot size requirements under the Residential Design Codes, will simply allow existing dwellings to be contained on separate lots, and is consistent with the lot size pattern in the immediate locality.

Legislative Requirements

Planning and Development (Local Planning Schemes) Regulations 2015 -

Clause 67 outlines 'matters to be considered by Council' including and not limited to the aims and provisions of the Scheme, orderly and proper planning, any approved state policy,

the compatibility of the development with its setting including to development on adjoining land, amenity, loading, access, traffic and any submissions received on a proposal.

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

Sustainability Implications

- **Environment**

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

- **Economic**

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

- **Social**

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

Strategic Implications

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

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

Financial Implications

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

Voting Requirements

Simple Majority

Officer's (Consultant Planner) Recommendation

That Council authorises the Chief Executive Officer to advise the Western Australian Planning Commission that the application to subdivide Lot 44 (11) Rosselloty Street, Williams (WAPC Reference 163741) into two lots is unconditionally supported.

Council Resolution

Baker/Macnamara

That Council authorises the Chief Executive Officer to advise the Western Australian Planning Commission that the application to subdivide Lot 44 (11) Rosselloty Street, Williams (WAPC Reference 163741) into two lots is unconditionally supported.

**Carried 9/0
Resolution 4/24**

8.2.2 Proposed Amendment 20 to Shire of Williams Town Planning Scheme No.2

| | |
|--------------------------|---|
| File Reference | 14.25.26 |
| Statutory Ref. | <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> |
| Author & Date | Liz Busby, Town Planning Innovations (TPI) 20 July 2023 |
| Attachments | Attachment 1 – Draft Local Development Plan |

Background

Elders Rural Supply store operates from Lot 150 (36) Albany Highway, Williams. Business activities including the storage of goods associated with the existing Elders store have spilled into adjacent Lot 10 (1) New Street in Williams.



Location Plan

As Lot 10 is zoned Residential, Shire Administration has encouraged the owners of the property to pursue a scheme amendment to provide Council with discretion to consider a future development application for retrospective approval for existing storage uses on Lot 10.

A Draft Scheme Amendment was lodged in March 2023. TPI provided feedback to the applicant and requested that:

1. Any discretionary land uses listed as additional uses for Lot 10 align with land use definitions from the Model Provisions in the *Planning and Development (Local Planning Scheme) Regulations 2015*.
2. They consider requiring future development to comply with a Local Development Plan. A Local Development Plan could afford the adjacent

residential neighbour with some added amenity protection through buffers, height limitations and a building envelope.

3. Consider future development needs for Elders and provide flexibility for new buildings or structures that may be required for storage.

The applicant has worked collaboratively with both TPI and the Shire, to achieve a Scheme Amendment and Draft Local Development Plan to address relevant planning considerations.

Comment

• **Proposed Scheme Amendment**

The scheme amendment proposes to retain the existing Residential zone that applies to Lot 10, and list some 'additional uses' in the Scheme. The amendment will give Council discretion to approve future development applications for a range of additional uses on Lot 10.

The proposed additional uses for Lot 10 (in additional to uses that can already be considered in the Residential zone) are:

| Land Use | New Definition to be included in Scheme |
|----------------------|--|
| Bulky goods showroom | <p>(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —</p> <ul style="list-style-type: none"> (i) automotive parts and accessories; (ii) camping, outdoor and recreation goods; (iii) electric light fittings; (iv) animal supplies including equestrian and pet goods; (v) floor and window coverings; (vi) furniture, bedding, furnishings, fabrics, manchester and homewares; (vii) household appliances, electrical goods and home entertainment goods; (viii) party supplies; (ix) office equipment and supplies; (x) babies' and children's goods, including play equipment and accessories; (xi) sporting, cycling, leisure, fitness goods and accessories; (xii) swimming pools; <p>or</p> <p>(b) used to sell by retail goods and accessories by retail if —</p> <ul style="list-style-type: none"> (i) a large area is required for the handling, display or storage of the goods; or (ii) vehicular access is required to the premises for the purpose of collection of purchased goods; |
| Car park | <p>means premises used primarily for parking vehicles whether open to the public or not but does not include —</p> <ul style="list-style-type: none"> (a) any part of a public road used for parking or for a taxi rank; or (b) any premises in which cars are displayed for sale; |

| | |
|-------------------|--|
| Trade display | means premises used for the display of trade goods and equipment for the purpose of advertisement; |
| Trade supplies | means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for the following purposes including goods which may be assembled or manufactured off the premises — (a) automotive repairs and servicing; (b) building including repair and maintenance; (c) industry; (d) landscape gardening; (e) provision of medical services; (f) primary production; (g) use by government departments or agencies, including local government; |
| Warehouse/storage | means premises including indoor or outdoor facilities used for — (a) the storage of goods, equipment, plant or materials; or (b) the display or sale by wholesale of goods; |

The above will be new land use definitions inserted into the Scheme.

There is an existing Additional Use table listed under Schedule 5 of the Scheme:

| No. | Particulars of Land | Permitted Uses | Development Standards/Conditions |
|-----|----------------------------|-----------------|--|
| 1. | Lot 13 Adam St WILLIAMS | Transport Depot | Storage of goods to be temporary only (for goods in transit) and all storage to be under free-standing cover to Council' satisfaction. No other storage to be permitted. |

The amendment will refine the existing table headings, and add additional use provisions to apply to Lot 10 as follows:

| No. | Particulars Description of Land | Permitted Additional Uses | Development Standards/Conditions |
|-----|---------------------------------------|--|--|
| 2. | Lot 10 New Street, Williams | bulky goods showroom – AA car park – AA trade display – AA trade supplies – AA warehouse/storage – AA The symbols in this table have the same meaning as the correlating symbols in Clause 4.3. | 1. The use of Lot 10 New Street, Williams is required to be incidental to the operation of the Rural Supply Store currently operating on Lot 150 Albany Highway, Williams. 2. The additional uses are required to be developed generally in accordance with a Local Development Plan as approved by the local government. |

Note: Changes to the Additional use table headings are shown in red text for ease of reference

- **Type of Amendment**

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

Council has to formally resolve which type of amendment applies. The applicant proposes it be processed as a 'standard' amendment for the following reasons:

- a) The amendment would have a minimal impact on land in the scheme area that is not the subject of the amendment; and
- b) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

- **Proposed Local Development Plan**

A Local Development Plan is a mechanism used to provide additional development controls for any future planning application. Elders will still need to lodge a separate planning application in the future to seek retrospective approval for storage on Lot 10.

TPI recommended that the applicant pursue a Local Development Plan to provide some parameters for future development and include some provisions to protect the residential amenity for the house to the east of Lot 10.

Ordinarily, the Scheme Amendment would be finalised before a local government would consider adopting an LDP, because the amendment will provide Council with the discretion to consider new land uses on the property.

As both a Scheme Amendment and Local Development Plan require advertising, TPI has encouraged the applicant to lodge the LDP prematurely so that it can be advertised concurrently with the Scheme Amendment, to expedite the process.

Final approval of any LDP cannot occur until the Scheme Amendment is approved by the Minister for Planning and published in the Government Gazette. Final adoption of the LDP cannot pre-empt the Minister's decision on the Scheme Amendment.

A Draft Local Development Plan is included as Attachment 1.

The Local Development Plan:

- a) Requires a 2 metre buffer and physical barrier to the residential lot to the immediate east;
- b) Ensures only the storage of general goods occurs on the eastern side of the lot;
- c) Requires that chemicals have to be stored on the western side of the lot, so there is separation to the residential lot to the east;
- d) Includes a building inclusion area as a building envelop for any future development such as a warehouse/storage building or covered area;
- e) Limits any future building height to 6 metres;
- f) Requires the trafficable areas and storage areas to be sealed with 150mm bitumen;
- g) Includes maximum heights for stored material (for visual amenity);
- h) Shows general access from New Street and the Laneway but states that the Shire can require a truck movement plan as part of any future development application.

Both TPI and the Shire Chief Executive Officer have had input into the LDP provisions, in consultation with the applicant.

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.

• **Model Provisions**

The Regulations include 'Model Provisions' that outline the recommended format for new and / or amended town planning schemes.

The 'Model Provisions' list the most modern and up to date land use terms to be used in town planning schemes and / or through scheme amendments.

This Amendment proposes to introduce new land use definitions into the Scheme for bulky goods showroom, car park, trade display, trade supplies and warehouse/storage. The definitions are based on those already contained in the Regulations.

• **Scheme Amendment Process**

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

1. Amendment considered by Council for adoption (with or without modifications). Council can refuse to initiate a Scheme Amendment.
2. Any Amendment adopted by Council has to be referred to the Environmental Protection Authority (EPA). The EPA has to determine whether any environmental assessment is required. If the EPA advises that no environmental assessment is required, then the amendment can be advertised.
3. Advertising of a standard amendment for a minimum of 42 days. Advertising should include letters to nearby landowners, a public notice on the Shire website, letters to relevant government authorities and service authorities, and may include an advertising sign erected on site (if feasible).
4. Any public submissions must be summarised in a table and each submission has to be considered.
After advertising a second report will be referred to Council to consider the public submissions, whether the amendment needs to be modified to address any issues raised in submissions, and whether to adopt the amendment for final approval (with or without modifications).
5. Once reconsidered by Council the amendment is lodged with the Western Australian Planning Commission for referral to the Minister for Planning who makes the final decision on the amendment. The Minister can refuse the amendment, or approve the amendment (with or without modifications).
6. If the amendment is approved by the Minister, the decision has to be published in the Government Gazette.

• **Local Development Plan**

Clause 47 of the Regulations requires a Local Development Plan where it is a requirement of a Scheme and / or both the Shire and the Western Australian Planning Commission (WAPC) agree it is needed for the purposes of orderly and proper planning.

The WAPC will need to be consulted about the proposed LDP to ascertain if they agree one is necessary to guide future development on Lot 10.

The LDP will need to be advertised for public comment. TPI proposes that the Scheme Amendment and LDP be advertised concurrently.

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

Sustainability Implications

• **Environment**

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

• **Economic**

Increased flexibility for development associated with the Elders Store may have some local economic benefits.

• **Social**

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

Strategic Implications

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

- ED 1.3 Promote land availability within the Shire for residential, industrial and commercial development
- 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. The application also attracts a development application fee

Voting Requirements

Simple Majority

Officer’s (Consultant Planner) Recommendation

That Council

A. In pursuance of Section 75 of the *Planning and Development Act 2005*, adopt Amendment No 7 to the Shire of Williams Town Planning Scheme No 2 (for the purpose of advertising) by:

1. In 'Schedule 2 – Interpretations', inserting the following definitions:

bulky goods showroom: means premises –

(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —

- (i) automotive parts and accessories;
- (ii) camping, outdoor and recreation goods;
- (iii) electric light fittings;
- (iv) animal supplies including equestrian and pet goods;
- (v) floor and window coverings;
- (vi) furniture, bedding, furnishings, fabrics, manchester and homewares;
- (vii) household appliances, electrical goods and home entertainment goods;
- (viii) party supplies;
- (ix) office equipment and supplies;
- (x) babies' and children's goods, including play equipment and accessories;
- (xi) sporting, cycling, leisure, fitness goods and accessories;

(xii) swimming pools;

Or

(b) used to sell by retail goods and accessories by retail if —

- (i) a large area is required for the handling, display or storage of the goods; or
- (ii) vehicular access is required to the premises for the purpose of collection of purchased goods;

car park: means premises used primarily for parking vehicles whether open to the public or not but does not include —

- (a) any part of a public road used for parking or for a taxi rank;
- or
- (b) any premises in which cars are displayed for sale;

trade display: means premises used for the display of trade goods and equipment for the purpose of advertisement;

trade supplies: means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for the following purposes including goods which may be assembled or manufactured off the premises —

- (a) automotive repairs and servicing;
- (b) building including repair and maintenance;
- (c) industry;
- (d) landscape gardening;
- (e) provision of medical services;
- (f) primary production;
- (g) use by government departments or agencies, including local government;

warehouse/storage: means premises including indoor or outdoor facilities used for —

- (a) the storage of goods, equipment, plant or materials; or
- (b) the display or sale by wholesale of goods;

2. In 'Schedule 5 – Additional Uses', modifying the existing additional use table headings by;

- (a) Deleting reference to 'Particulars of Land' and inserting 'Description of Land';
- (b) Deleting reference to 'Permitted Uses' and inserting 'Additional Uses';
- (c) Deleting 'Development Standards/';

And inserting the following Additional Uses for Lot 10 New Street, Williams as follows:

Description of Land: Lot 10 New Street, Williams

Additional Uses: bulky goods showroom – AA

car park – AA

trade display – AA

trade supplies – AA

| | |
|---|---|
| <i>warehouse/storage – AA</i> | |
| <i>Conditions:</i> | <i>1. The use of Lot 10 New Street, Williams is required to be incidental to the operation of the Rural Supply Store currently operating on Lot 150 Albany Highway, Williams.</i> |
| | <i>2. The additional uses are required to be developed generally in accordance with a Local Development Plan as approved by the local government.</i> |
| <p>The symbols in this table have the same meaning as the correlating symbols in Clause 4.3.</p> <p>3. Amending the Scheme Map accordingly.</p> <p>4. Resolving that Amendment No 7 is 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:</p> <p style="padding-left: 40px;">(a) The amendment would have a minimal impact on land in the scheme area that is not the subject of the amendment; and</p> <p style="padding-left: 40px;">(b) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.</p> <p>5. Authorising the Shire President and Chief Executive Officer to sign the Amendment No 20 document.</p> <p>6. Accepting the Local Development Plan for Lot 10 New Street, Williams in accordance with Clause 49 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015 for processing and advertising.</p> <p>7. Authorising the Shires Planning Consultant, Liz Bushby of Town Planning Innovations Pty Ltd to:</p> <p style="padding-left: 40px;">(i) Refer Scheme Amendment No 20 to the Environmental Protection Authority on behalf of the Shire to seek confirmation that no environmental assessment is required.</p> <p style="padding-left: 40px;">(ii) Refer the Amendment to the Western Australian Planning Commission for information.</p> <p style="padding-left: 40px;">(iii) Lodge the Local Development Plan to the Western Australian Planning Commission to seek agreement that an LDP is required for the purpose of orderly and proper planning for Lot 10, in accordance with Clause 47 (d) of the Planning and Development (Local Planning Schemes) Regulations 2015.</p> <p>B. Note that a second report will be referred back to Council after advertising.</p> | |

Council Resolution

Major/Cowcher

That Council

- A. In pursuance of Section 75 of the *Planning and Development Act 2005*, adopt Amendment No 7 to the Shire of Williams Town Planning Scheme No 2 (for the purpose of advertising) by:
1. In 'Schedule 2 – Interpretations', inserting the following definitions:

bulky goods showroom: means premises –

(a) used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —

- (i) automotive parts and accessories;
- (ii) camping, outdoor and recreation goods;
- (iii) electric light fittings;
- (iv) animal supplies including equestrian and pet goods;
- (v) floor and window coverings;
- (vi) furniture, bedding, furnishings, fabrics, manchester and homewares;
- (vii) household appliances, electrical goods and home entertainment goods;
- (viii) party supplies;
- (ix) office equipment and supplies;
- (x) babies' and children's goods, including play equipment and accessories;
- (xi) sporting, cycling, leisure, fitness goods and accessories;
- (xii) swimming pools;

Or

(b) used to sell by retail goods and accessories by retail if —

- (i) a large area is required for the handling, display or storage of the goods; or
- (ii) vehicular access is required to the premises for the purpose of collection of purchased goods;

car park: means premises used primarily for parking vehicles whether open to the public or not but does not include —

(a) any part of a public road used for parking or for a taxi rank;

or

(b) any premises in which cars are displayed for sale;

trade display: means premises used for the display of trade goods and equipment for the purpose of advertisement;

trade supplies: means premises used to sell by wholesale or retail, or to hire, assemble or manufacture any materials, tools, equipment, machinery or other goods used for the following purposes including goods which may be assembled or manufactured off the premises —

- (a) automotive repairs and servicing;
- (b) building including repair and maintenance;
- (c) industry;
- (d) landscape gardening;
- (e) provision of medical services;
- (f) primary production;
- (g) use by government departments or agencies, including local government;

warehouse/storage: means premises including indoor or outdoor facilities used for —

- (a) the storage of goods, equipment, plant or materials; or
 - (b) the display or sale by wholesale of goods;
2. In 'Schedule 5 – Additional Uses', modifying the existing additional use table headings by;
- (a) Deleting reference to 'Particulars of Land' and inserting 'Description of Land';
 - (b) Deleting reference to 'Permitted Uses' and inserting 'Additional Uses';
 - (c) Deleting 'Development Standards/'.

And inserting the following Additional Uses for Lot 10 New Street, Williams as follows:

| | |
|-----------------------------|---|
| <i>Description of Land:</i> | <i>Lot 10 New Street, Williams</i> |
| <i>Additional Uses:</i> | <i>bulky goods showroom – AA</i> |
| | <i>car park – AA</i> |
| | <i>trade display – AA</i> |
| | <i>trade supplies – AA</i> |
| | <i>warehouse/storage – AA</i> |
| <i>Conditions:</i> | <i>1. The use of Lot 10 New Street, Williams is required to be incidental to the operation of the Rural Supply Store currently operating on Lot 150 Albany Highway, Williams.</i> |
| | <i>2. The additional uses are required to be developed generally in accordance with a Local Development Plan as approved by the local government.</i> |

The symbols in this table have the same meaning as the correlating symbols in Clause 4.3.

3. Amending the Scheme Map accordingly.
4. Resolving that Amendment No 7 is 'standard' under the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for the following reasons:
- (a) The amendment would have a minimal impact on land in the scheme area that is not the subject of the amendment; and
 - (b) The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.
5. Authorising the Shire President and Chief Executive Officer to sign the Amendment No 20 document.
6. Accepting the Local Development Plan for Lot 10 New Street, Williams in accordance with Clause 49 (2) of the Planning and Development (Local Planning Schemes) Regulations 2015 for processing and advertising.
7. Authorising the Shires Planning Consultant, Liz Bushby of Town Planning Innovations Pty Ltd to:

(i) Refer Scheme Amendment No 20 to the Environmental Protection Authority on behalf of the Shire to seek confirmation that no environmental assessment is required.

(ii) Refer the Amendment to the Western Australian Planning Commission for information.

(iii) Lodge the Local Development Plan to the Western Australian Planning Commission to seek agreement that an LDP is required for the purpose of orderly and proper planning for Lot 10, in accordance with Clause 47 (d) of the Planning and Development (Local Planning Schemes) Regulations 2015.

B. Note that a second report will be referred back to Council after advertising.

Carried 9/0
Resolution 5/24



Local Development Plan Provisions

This Local Development Plan (LDP) has been prepared pursuant to Schedule 2 Clause 52(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*. The provisions outlined in the LDP constitute provisions and standards of development under the Shire of Williams Town Planning Scheme No. 2 (TPS2).

Lot Boundary Setbacks:

1. No storage, parking, access or any other use or activity shall occur within the area marked as "2m Buffer Zone" adjacent to the eastern boundary.
2. The area marked as "Non-Hazardous Goods Storage" between 2m and 6m from the eastern side boundary shall only be used for the storage of dry goods, such as fencing and gates, water troughs and tanks for livestock purposes, poly pipe, work trailers and pallet storage.
3. Other general goods storage associated with the approved activities not categorised as Non-Hazardous Goods Storage may be permitted in the area marked as "General Goods Storage Area". General goods storage shall be set back a minimum of 6m from the eastern side boundary and 2m from all other boundaries. Non-Hazardous Goods Storage may be permitted in the General Goods Storage Area, subject to approval by the local government.
4. The "Non-Dangerous Goods Chemical Pad" for chemical storage shall be set back a minimum of 20m from the eastern side boundary, 2m from the western side boundary, 25m from the primary frontage to New Street and 13m from the secondary frontage to the right-of-way.
5. Development of buildings and other roofed structures shall be limited to the building inclusion area and shall be set back a minimum of 11m from the eastern side boundary, 2m from the western side boundary, 16.5m from the primary frontage to New Street and 10m from the secondary frontage to the right-of-way.

Building Height:

6. Development of buildings and other roofed structures shall be limited to a building height of 6.0m to the eaves.

Height of Stored Goods:

7. Non-Hazardous Goods Storage between 2m and 6m from the eastern side boundary shall be limited to a maximum height of 3m.
8. General goods storage and non-dangerous goods chemical storage (outside of the area marked as "Non-Hazardous Goods Storage") shall be limited to a maximum height of 4m.

Other:

9. Vehicular access to the site is from New Street to the south, the right-of-way to the north and from Lot 150 (No. 36) Albany Highway, Williams from the west, noting that New Street and the right-of-way do not form part of the approved Restricted Access Vehicle (RAV) route. The local government may require a truck movement plan at development application stage for heavier truck movements.
10. Any loading and unloading of vehicles shall occur within the boundaries of the site and shall not occur within 2m of the eastern and western side boundaries.
11. Trafficable surfaces and storage areas shall be treated with a 150mm bitumen profiling surface as a minimum standard.
12. A physical barrier to prevent access of vehicles within 2m of the eastern boundary is to be installed and maintained for the life of the development. This may include slim concrete battens inserted into the profilings with yellow painted top, or another physical barrier as agreed by the local government.
13. Development of buildings, sheds or other roofed structures shall be constructed with low reflective materials. The following colours or materials are not permitted as an external cladding: Zinalume; White; Silver; Metallic coatings; Galvanized or polished steel; and Aluminium.

Approval:

Pursuant to Schedule 2 Clause 52(1)(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, this Local Development Plan is hereby Approved.

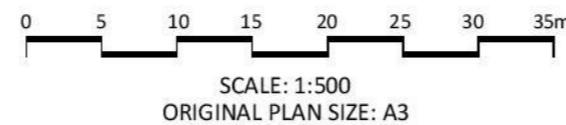
Chief Executive Officer:

Date:

LOCAL DEVELOPMENT PLAN

LOT 10 (No. 1) NEW STREET
WILLIAMS

SHIRE OF WILLIAMS



JOB CODE:
WHI NEW RZ

DATE:
29.05.2023



LEGEND:

- LOCAL DEVELOPMENT PLAN AREA -
- VEHICULAR ACCESS -
- NON-HAZARDOUS GOODS STORAGE -
- GENERAL GOODS STORAGE AREA -
- BUILDING INCLUSION AREA -
- NON-DANGEROUS GOODS CHEMICAL PAD -
- 2m BUFFER ZONE -



Allering & Associates

Town Planners, Advocates
and Subdivision Designers

8.2.3 Proposed Outbuilding – Lot 192 (185) Narrogin Road, Williams

| | |
|--------------------------|--|
| File Reference | 10.60.15 |
| Statutory Ref. | Shire of Williams Town Planning Scheme No.2 |
| Author & Date | Liz Bushby, Town Planning Innovations 20 July 2023 |
| Attachments | Nil |

Background

Lot 192 is zoned ‘Rural Residential’ under the Shire of Williams Town Planning Scheme No 2 (‘the Scheme’).

The lot has an approximate area of 1,012m² and is vacant.



Location Plan

Comment

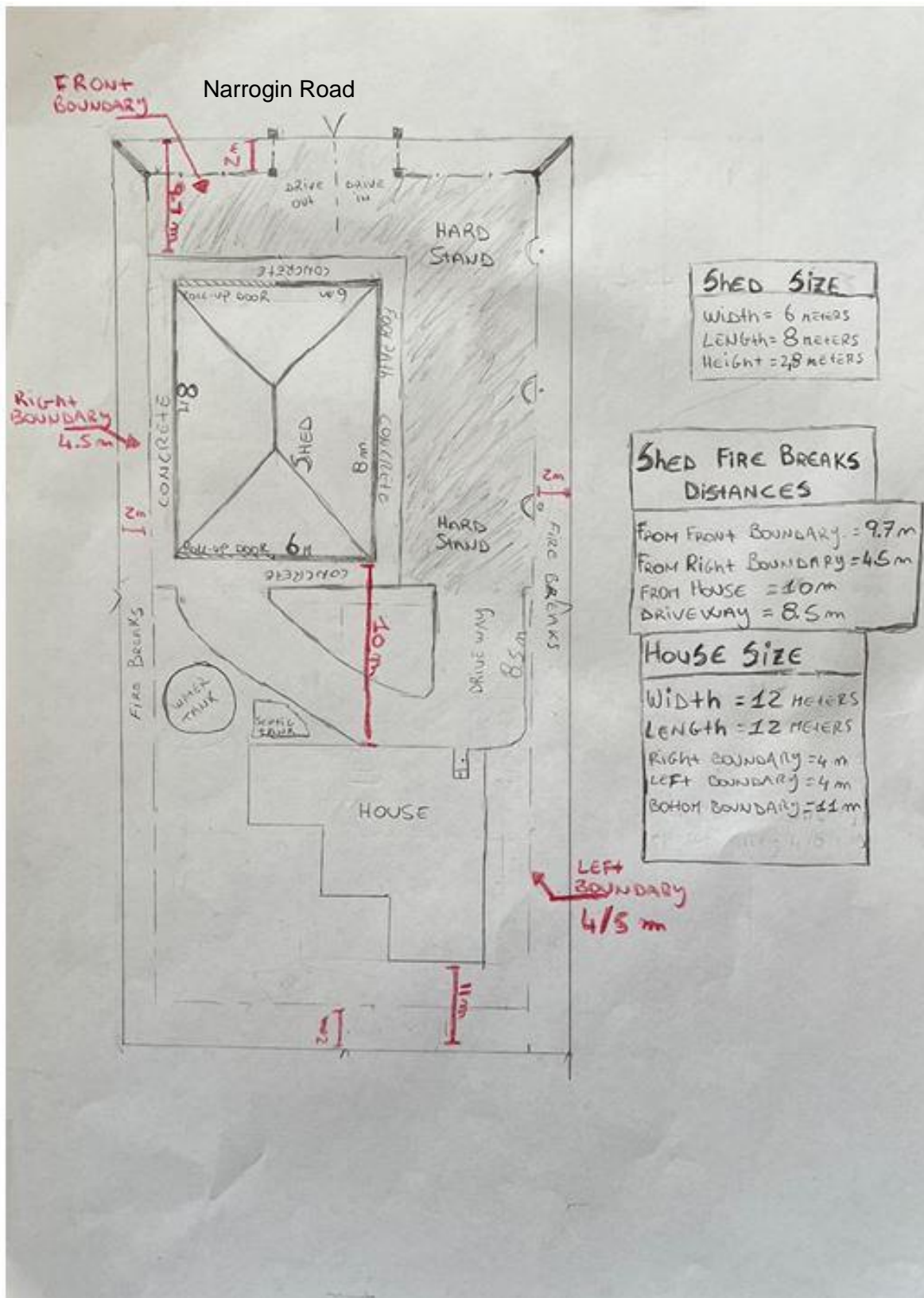
• **Proposed Development**

The owner has applied for an outbuilding which is proposed to measure 8 metres by 6 metres with a floor area of 48m². The proposed wall height is 2.8 metres and roof peak height is 3.38 metres.

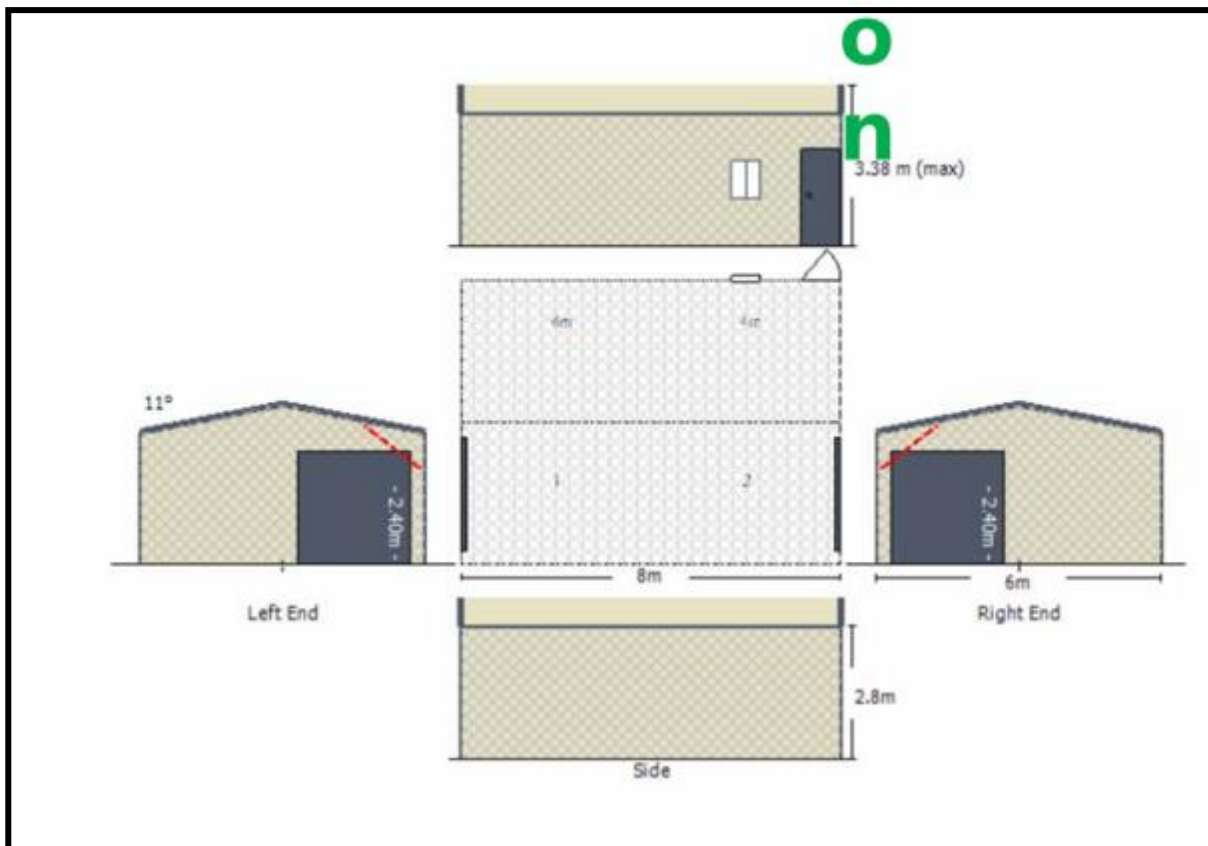
The outbuilding is proposed to the front of the lot, however the Shire Chief Executive Officer has advised that there is already another outbuilding built in the front setback area in close proximity (fronting Narrogin Road). Outbuildings in front of dwellings do not necessarily create an attractive streetscape, however there is already a precedent in the area.

The owner has shown a future house location on their site plan to demonstrate how the lot may be developed in the future.

A site plan is included below.



The proposed elevations are included below.



• **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.

A Bushfire Attack Level (BAL) assessment report is not required as part of the planning application process where the lot size is 1,100m² or less. At that lot size it is recognised that planning can only play a limited role in reducing bushfire risk, and application of the appropriate construction standard at the building permit stage is the most appropriate instrument for reducing the bushfire risk for existing lots.

As Lot 192 has an area of 1,012m², and the structure is non-habitable, a Bushfire Attack Level assessment is not required to be submitted as part of the planning process.

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.

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

Shire of Williams Town Planning Scheme No 2 (the Scheme) – Under Clause 4.6(2)(a) planning approval is required for all development in a Rural Residential zone.

Under Clause 4.6.2(f) Council shall have regard for the following:

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

Sustainability Implications

- **Environment**

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

- **Economic**

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

- **Social**

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

Strategic Implications

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

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

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. The application also attracts a development application fee.

Voting Requirements

Simple Majority

Officer's (Consultant Planner) Recommendation

That Council

- A. Notes that the application has been advertised for public comment until the 12 July 2023, and no submissions have been received.
- B. Approve the application for an outbuilding on 192 (185) Narrogin Road, Williams subject to the following conditions and footnotes:
 1. This approval is for an outbuilding only. The outbuilding is not to be used for habitable purposes at any time.
 2. The plans (for the outbuilding only) lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.
 3. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.
 4. The owner to install and construct a new crossover within 12 months from the date of this planning consent or an alternative time period approved separately by the Shire Chief Executive Officer in writing.

5. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (i) Planning consent is not an approval to commence construction. A building permit must be obtained for all work.
- (ii) Please be advised that the lot is within a designated bushfire prone area.
- (iii) It is noted that future development has been shown on the site plan submitted. Approval for the outbuilding is not an indication of any support for future development which will be subject to a separate application.

Council Resolution

Major/Harding

That Council

- A. Notes that the application has been advertised for public comment until the 12 July 2023, and no submissions have been received.
- B. Approve the application for an outbuilding on 192 (185) Narrogin Road, Williams subject to the following conditions and footnotes:
 - 1. This approval is for an outbuilding only. The outbuilding is not to be used for habitable purposes at any time.
 - 2. The plans (for the outbuilding only) lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.
 - 3. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.
 - 4. The owner to install and construct a new crossover within 12 months from the date of this planning consent or an alternative time period approved separately by the Shire Chief Executive Officer in writing.
 - 5. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (i) Planning consent is not an approval to commence construction. A building permit must be obtained for all work.
- (ii) Please be advised that the lot is within a designated bushfire prone area.
- (iii) It is noted that future development has been shown on the site plan submitted. Approval for the outbuilding is not an indication of any support for future development which will be subject to a separate application.

**Carried 9/0
Resolution 6/24**

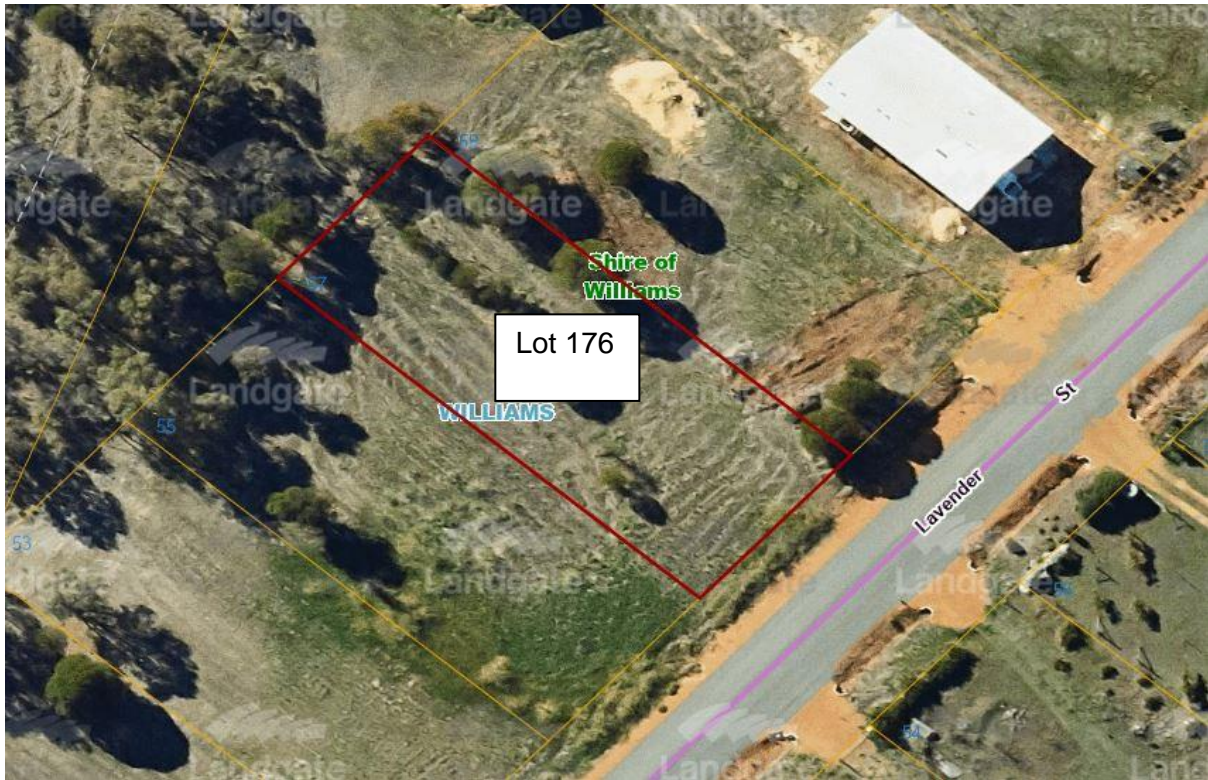
8.2.4 Proposed Outbuilding – Lot 176 (57) Lavender Street, Williams

| | |
|--------------------------|--|
| File Reference | 10.60.15 |
| Statutory Ref. | Shire of Williams Town Planning Scheme No.2 |
| Author & Date | Liz Bushby, Town Planning Innovations 20 July 2023 |
| Attachments | Nil |

Background

Lot 176 is zoned 'Rural Residential' under the Shire of Williams Town Planning Scheme No 2 ('the Scheme').

The lot has an approximate area of 1,012m² and is vacant.



Location Plan

Council considered an application for a house combined with an outbuilding for this lot, at the Ordinary Meeting held on the 17 May 2023. Delegated authority was granted to the Chief Executive Officer to determine the application and it was subsequently approved.

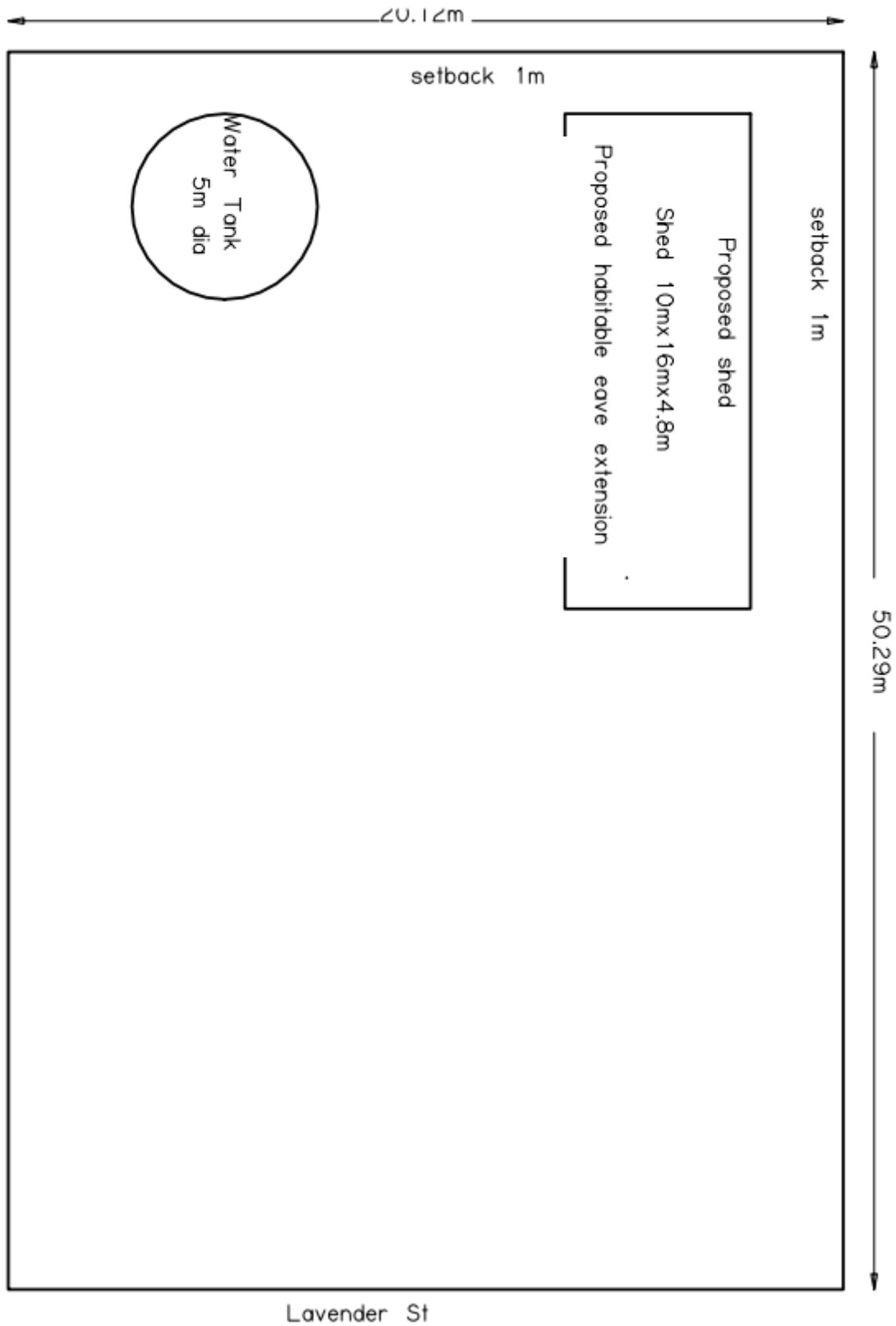
The owner has decided not to proceed with any habitable component so has lodged a new application for an outbuilding.

Comment

- Proposed Development**

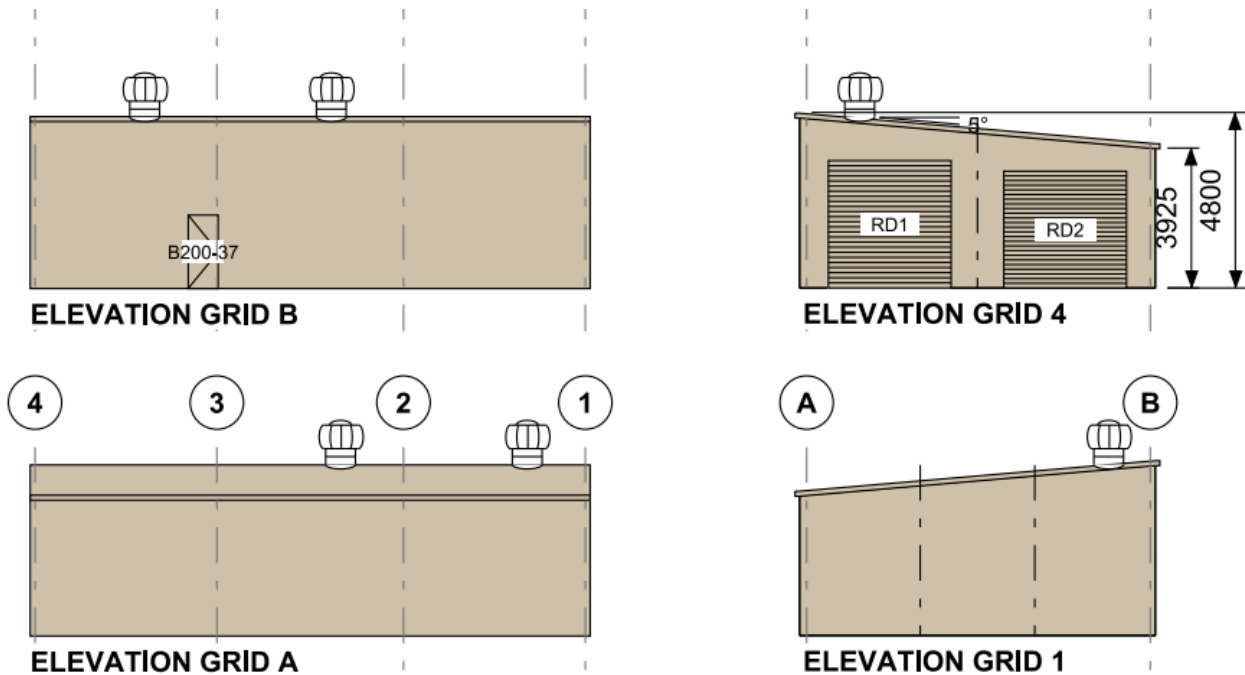
The owner has applied for an outbuilding with a 10 metre by 16 metre floor area (160m²), and associated water tank. The structure is proposed to the rear of the lot and is proposed to be setback 1 metre from the rear lot boundary and 1 metre from the nearest side lot boundary.

A site plan is included below.



The outbuilding is proposed to house the Owner's truck and caravan.

The proposed elevations are included below.



• **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.

A Bushfire Attack Level (BAL) assessment report is not required as part of the planning application process where the lot size is 1,100m² or less. At that lot size it is recognised that planning can only play a limited role in reducing bushfire risk, and application of the appropriate construction standard at the building permit stage is the most appropriate instrument for reducing the bushfire risk for existing lots.

As Lot 176 has an area of 1,012m², a Bushfire Attack Level assessment is not required to be submitted as part of the planning process.

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.

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

Shire of Williams Town Planning Scheme No 2 (the Scheme) – Under Clause 4.6(2)(a) planning approval is required for all development in a Rural Residential zone.

Under Clause 4.6.2(f) Council shall have regard for the following:

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

Sustainability Implications

- **Environment**

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

- **Economic**

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

- **Social**

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

Strategic Implications

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

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

Financial Implications

The Shire pays consultancy fees to Liz Bushby of Town Planning Innovations for advice. The application also attracts a development application fee.

Voting Requirements

Simple Majority

Officer's (Consultant Planner) Recommendation

That Council

- A. Approve the application for an outbuilding and water tank on Lot 176 (57) Lavender Street, Williams subject to the following conditions and footnotes:
 - 1. This approval is for an outbuilding only. The outbuilding is not to be used for habitable purposes at any time.
 - 2. The plans (for the outbuilding only) lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.
 - 3. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.
 - 4. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (i) Planning consent is not an approval to commence construction. A building permit must be obtained for all work.
- (ii) Please be advised that the lot is within a designated bushfire prone area.

- B. Approve the placement of a sea container on the property for the purposes of storage during the construction of the outbuilding. Further, if the owner wishes to retain the sea container on the property it is to have cladding and a roof fitted to the satisfaction of the Shire.

Council Resolution

Major/Harding

That Council

- A. Approve the application for an outbuilding and water tank on Lot 176 (57) Lavender Street, Williams subject to the following conditions and footnotes:
1. This approval is for an outbuilding only. The outbuilding is not to be used for habitable purposes at any time.
 2. The plans (for the outbuilding only) lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.
 3. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.
 4. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

Footnotes:

- (i) Planning consent is not an approval to commence construction. A building permit must be obtained for all work.
 - (ii) Please be advised that the lot is within a designated bushfire prone area.
- B. Approve the placement of a sea container on the property for the purposes of storage during the construction of the outbuilding. Further, if the owner wishes to retain the sea container on the property it is to have cladding and a roof fitted to the satisfaction of the Shire.

**Carried 8/1
Resolution 7/24**

8.2.5 Adoption of the 2023/2024 Budget

| | |
|--------------------------|---|
| File Reference | 4.23.10 |
| Statutory Ref. | Local Government Act 1995 Section 6.2 Local Government (Financial Management Regulations) 1996 |
| Author & Date | Geoff McKeown and Cassie Barker 20 July 2023 |
| Attachments | 2023-2024 Draft Budget, 2023-2024 Fees & Charges |

Background

The draft 2023/24 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 2023/24 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 5.0% rate in the dollar increase on GRV rated properties and reducing the rate in the dollar by 14.96% for UV rated properties. GRV properties were not revalued this financial year and the total valuation did not change significantly, although some properties received valuation increases due to being developed.
UV property valuation for 2023/2024 includes an average increase of 23.52%, which then reflects in the overall rate income for these properties.
The minimum rates are proposed to increase from \$790 to **\$830** for **GRV** rated properties and \$1,010 to **\$1,060** for **UV** rated properties. The overall increase to the total rates revenue will be **5.13%**, 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 **5%**. 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 7% increase proposed for kerbside rubbish collection. There will be 5.8% increase in the contract for collection of waste due to the rise in CPI to the end of the March 2023 quarter. This movement is included in the current waste collection contract.
- A capital works programme totalling **\$2,872,029** 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 **\$1,243,529** is in line with Council's strategy to increase the investment in road and associated assets.
- An estimated surplus of **\$1,317,926** is anticipated to be brought forward from 30 June 2023. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.
- Capital grant funding for the year is estimated from:
 - Roads to Recovery - \$196,112
 - Road Project Grant - \$372,896
 - Department of Transport – WA Bike Network \$30,000

Consultation

While no specific community consultation has occurred on the draft 2023/24 Budget, the community has been involved in extensive consultation with the development of the

Strategic Community Plan 2022-2032. 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 2023/24 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 2023/24 Budget continues to give consideration to the consequences of the COVID-19 pandemic 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 2023/24 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 2023/24 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 2023/24 Budget delivers social outcomes identified in various planning and community supporting strategies that have previously been adopted by the Council.

Environmental Implications

The draft 2023/24 Budget supports key environmental strategies and initiatives adopted by the Council.

Comment

The draft 2023/24 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 2023/2024

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 2023/24 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 \$2,200,253
- Notes to and Forming Part of the Budget on pages (8 to 26)
- Capital Income and Expenditure (27)

Council Resolution

Harding/Cowcher

That Council:

PART A – MUNICIPAL FUND BUDGET FOR 2023/2024

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 2023/24 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 \$2,200,253
- Notes to and Forming Part of the Budget on pages (8 to 26)
- Capital Income and Expenditure (27)

**Lost 4/5
Resolution 8/24**

As the resolution was lost Council chose not to consider the remaining recommendations in the item. The draft 2023/24 Budget documents were referred to the Shire Administration for revision of some items.

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) **8.400 cents in the dollar**
- Commercial / Industrial (GRV) **8.400 cents in the dollar**
- Rural/Mining (UV) **0.466 cents in the dollar**

3. Minimum Rates

- Residential (GRV) **\$830**
- Commercial / Industrial (GRV) **\$830**
- Rural/Mining (UV) **\$1,060**

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 **19 September 2023**
- 2nd quarterly instalment due date **21 November 2023**
- 3rd quarterly instalment due date **23 January 2024**
- 4th and final quarterly instalment due date **19 March 2024**

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 2023/2024

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 2023/2024 Budget.

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART D – OTHER STATUTORY FEES FOR 2023/2024

1. 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 2023/2024 Budget.
2. 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 **\$497.00pa**

Commercial Premises

- Privately Owned Bulk Recycling Bin collection (3.0m3) **\$1,206.50pa**
- Privately Owned Bulk Recycling Bin collection (4.5m3) **\$1,495.50pa**
- 240ltr bin per service Commercial General Waste (no recycling) **\$368.00pa**

3. 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) | \$35.00 | Y | GST | 1101111 |
| General Household Waste | 1 x 240L Bin | \$18.00 | Y | GST | 1101111 |
| Furniture and E-waste | per item | \$13.00 | Y | GST | 1101111 |
| Uncontaminated Garden Waste - Ute or trailer | Gardeining Contractos only | \$16.00 | Y | GST | 1101111 |
| Uncontaminated Garden Waste - Truck 3 tonnes or more | | \$23.50 | Y | GST | 1101111 |
| Vehicle Body - Car belonging to ratepayer | | FREE | Y | GST | 1101111 |
| Vehicle Body - Car by non ratepayer | | \$439.50 | Y | GST | 1101111 |
| Vehicle Body - Truck belonging to ratepayer | | FREE | Y | GST | 1101111 |
| Vehicle Body - Truck by non ratepayer | | \$873.50 | Y | GST | 1101111 |
| Tyres - Small (car etc.) | each | \$13.00 | Y | GST | 1101111 |
| Tyres - Small truck | each | \$17.00 | Y | GST | 1101111 |
| Tyres - Large truck or tractor | each | \$26.50 | Y | GST | 1101111 |
| Building rubble | per m ³ | \$38.00 | Y | GST | 1101111 |
| Rural Household Pass (unlimited household waste) | | \$336.00 | Y | GST | 1101111 |
| Scrap metal and batteries from ratepayer | | FREE | Y | GST | 1101111 |
| New/Replacement Bins | | \$110.50 | Y | GST | 1101111 |
| Kerbside Rubbish Collection | | | | | |
| | | \$ | GST | GST | Charge |
| | | GST Incl | Y/N | Code | Account |
| 240lt General Waste & 240lt Recycling pickup | | \$497.00 | N | OOS | 1101105 |
| Commercial Bulk Recycling Bin - 3.0m3 | | \$1,206.50 | N | OOS | 1101107 |
| Commercial Bulk Recycling Bin - 4.5m3 | | \$1,495.50 | N | OOS | 1101107 |
| Commercial General Waste 240lt (No Recycling) | | \$368.00 | N | OOS | 1101107 |

Voting Requirements

Absolute Majority

Officer’s Recommendation

PART E – MATERIAL VARIANCE REPORTING FOR 2023/2024

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 2023/2024 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

Council Resolution

Carne/Major

That Council defer adoption of the 2023/2024 Budget and it be further considered at a Special Meeting of Council to be held on 3 August 2023 commencing at 5.00pm.

**Carried 9/0
Resolution 9/24**

Senior Finance Officer, Cassie Barker, left the Meeting at 5.21pm.

8.2.6 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 21 July 2023 |
| 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 – There was one Building Permit issued for the Month of June 2023:

| Permit Number | Owner | Address | Description |
|---------------|-------------|---------------------------|-----------------|
| 499 | Peter Logie | Lot 295 (20) Olive Street | Car Shed, Patio |

- **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 granted a concession for a hire fee for the Williams Primary School P&C Association's use of the Town Hall and minor kitchen use for a fundraising event held on 23 June 2023, having a hire fee value of \$249.00.

Action – The Chief Executive Officer granted a concession for a hire fee for a combined event involving the Williams Netball Club, Williams Football Club and Williams Hockey Club's use of the Town Hall and minor kitchen use for a fundraising event held on 1 July 2023, having a hire fee value of \$249.00.

Action – The Chief Executive Officer waived a portion of fees charged to Elyse Wallace for swimming pool lane hire due to the pool not being available for one session and lower number of registered participants at other sessions, to the value of \$75.00.

- **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. \$500,000.00 from the Reserve Fund Cash Management Account to the WA Treasury Corporation Reserve Overnight Cash Deposit Facility Fund to earn interest on 26 June 2023.
2. \$400,000.00 from the Reserve Fund Cash Management Account to the WA Treasury Corporation Reserve Overnight Cash Deposit Facility Fund to earn interest on 28 June 2023.
3. \$350,000.00 from the WA Treasury Corporation Muni Overnight Cash Deposit Facility to support Reserve Fund transfers on 29 June 2023.

- **Local Planning Scheme – Council to CEO – Delegation 9.2**

Delegation - Authority to determine development applications that fully comply with all requirements of the Act and Regulations, and the Town Planning Scheme.

Action – The CEO granted planning approval for additional fuel storage at Lot 500 (24) Albany Highway, as per Council Resolution 92/23 of 19 April 2023, with the following conditions:

1. The plans lodged with this application shall form part of this planning approval. All development shall generally be in accordance with the approved plans unless otherwise approved separately in writing by the Chief Executive Officer.
2. The verandah to the existing building shall be removed in accordance with the approved plans, prior to commencement of use of the new aboveground fuel tank, to ensure unencumbered access for the fuel tanker truck.
3. The fuel tanker truck movements shall be in accordance with the attached 'sweep path' plan dated 30 June 2023, unless an alternative plan is approved separately in writing by the Chief Executive Officer.
4. All stormwater from roofed and paved areas shall be collected and disposed of on-site and any associated drains and soak wells shall be maintained in a clean and clear condition. All drainage to be fully contained within the property boundaries with no water discharge into road reserve unless otherwise approved in writing by the Chief Executive Officer.
5. If the development the subject of this approval is not substantially commenced within a period of 2 years, the approval shall lapse and be of no further effect.

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

Nil

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 2023.

Council Resolution

Price/Baker

That Council accept the report “Use of Common Seal and Actions Performed under Delegated Authority” for the month of June 2023.

**Carried 9/0
Resolution 10/24**

9.0 Elected Members’ Motions of which Notice has been given

Nil

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

10.1 Elected Members

Nil

10.2 Officers

Nil

11.0 Application for Leave of Absence

Nil

12.0 Closure of Meeting

There being no further business for discussion, the presiding member, Cr Jarrad Logie, declared the Meeting closed at 5.27pm.