



SHIRE OF WILLIAMS

MINUTES

SPECIAL COUNCIL MEETING
WEDNESDAY 30TH JULY 2025

SHIRE COUNCIL CHAMBERS
9 BROOKING STREET
WILLIAMS WA 6391



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1. DECLARATION OF OPENING AND ANNOUNCEMENTS

The Presiding Member, President Logie, declared the Council meeting open at 5.03 pm, reminding all present that the meeting was being audio recorded.

The meeting commenced approximately one hour later than the advertised time due the availability of two Councillors unable to make the advertised meeting time.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Elected Members

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

Staff

Peter Stubbs	Chief Executive Officer
Gemma Boyce	Executive Manager for Corporate Services

Visitors

Apologies – Cr Simon Harding

Leave of Absence – Nil

3. REPORTS

3.1 CHIEF EXECUTIVE OFFICERS REPORT

3.1.1 2025-26 BUDGET CONSIDERATION & ADOPTION

File Reference	4.23.10
Statutory Reference	Local Government Act 1996, Section 6.2 Local Government (Financial Management) Regulations 1996
Authors	Peter Stubbs, Chief Executive Officer Gemma Boyce, Executive Manager of Corporate Services Cassie Barker, Senior Finance Officer
Date	25 July 2025
Disclosure of Interest	The Authors declare Financial Interests, given they are beneficiaries of staff related budget costs.
Attachments	Nil

Background & Comment

The draft 2025/26 budget has been compiled based on the principles contained in the

- Strategic Community Plan 2022-2032
- Long Term Financial 2024-2039
- Corporate Business Plan 2021-2025

and in line with the Elected Member Forum considerations and the budget workshop with Councillors on 23 July 2025.

The draft 2025/26 Budget includes information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and the Australian Accounting Standards. The following considerations have been given in developing the draft 2025/26 Budget.

- Long term forecast for road upgrades and plant replacement.
- Consumer price index rises of between 3.4 to 3.6%.
- The mandatory increase in superannuation from 11.5% to 12.0%.
- That community and Council assets and service are maintained.
- That Council meets the increasing compliance costs for Local Governments.

The 2025-26 draft budget has an opening surplus of \$1,153,995 (unaudited), consisting of:

- Financial Assistance Grants (FAGS) for the 2025-26 of \$466,031 paid to the Shire 28 June 2025. The FAGS grants are typically paid in late June each year. The FAGS grant pool for Western Australia declined by around \$120m from 2024-25 and therefore this decline has been shared across the Local Government sector. The Shire of Williams allocation is \$276,782 less than 2024-25.
- Residual funds from unspent Capital projects in the 2024-25 year.

Notwithstanding, inflation and CPI indicators the Shire of Williams Operating costs for 2025-26 are forecast to be 6% above the previous year, and the draft budget accommodates this. This takes into account costs advised by key suppliers of contracts and services to the Shire and district.

The budget includes a number of significant capital projects for the district, including

1. Hynes Court residential subdivision with a supporting grant of \$1.6m is confirmed funding from the Australian Government.
2. Construction of the Multi Use Indoor Courts with a supporting grant of \$1.6m and new Shire loan of \$250,000 recognising the intergenerational value of the project.
3. Subject to grant confirmation and lighting upgrade of the recreational facilities, with a Shire contribution of \$137,523.
4. Replacement of the Brooking Street culvert and rebuild of a portion of Brooking Street to Narrogin Road.
5. Completion of the construction and sealing of Quindanning-Darkan Road and Congelin-Narrogin Roads.
6. Subject to grant funding, the construction of a concrete causeway crossing on section of the Quindanning-Darkan Road.
7. Bridge repairs work to bridge 884 Williams-Darkan Road.
8. Feature survey and design work for a future rebuild of the Williams-Darkan Roads (works commenced).
9. Feature survey and design work for a future rebuild of the Marradong Road.
10. Re-sheeting and gravel upgrades to various roads.
11. Road resealing (asset preservation) Glenfield, Clayton, and Cemetery Roads and town intersections.
12. Replacement of one Shire grader, and purchase of two fast attack vehicles to support fire response and mitigation.
13. Replacement of the Shires 20-year-old operating systems with a modern ERP system.
14. Construction of Tourism Information notice board.

Additionally, the Shire is working with Development WA to engage it to develop the 23 hectares of industrial land Lot 9000 Albany Highway to provide opportunity for business investment and growth.

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, by Absolute Majority, 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 refer 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 2025/26 Budget as presented meets these statutory requirements.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 enables local government to impose an annual charge in respect of premises provided with a waste service by the local government.

Strategic Implications

This item links to Councils Strategic Community Plan 2022 to 2032 and Long-Term Financial Plan and is a key driver for resourcing activity to advance most strategic goals.

Financial Implications

The specific financial implications are detailed in the draft budget and budget notes.

Voting Requirements

Absolute Majority

Moved: Cr Price

Seconded: Cr Panizza

DRAFT BUDGET AMENDMENT

The Council adopts an amendment to the draft 2025-26 budget presented, as follows,

1. Remove the allocation for funding for the grader purchase and trade.
2. Allocate \$50,000 from the funds recommended for the grader exchange for use of contract grading of gravel roads.
3. Allocate the balance of funds for the proposed grader exchange to the Plant Reserve (\$45,000).

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

Against: Nil

Carried: 6/0

Resolution: 1/25

Note the Council decision recognised that

- the current CAT grader was not close to end of useful life
- Deferral for the grader exchange allowed further time to evaluate the merits of contract grading and the extent to which it might be beneficial in the years ahead.
- The decision to reduce the forecast demand on the Plant Reserve and enable the Reserve to be increased for future plant exchange.

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Macnamara

PART A - MUNICIPAL FUND BUDGET FOR 2025/2026

The Council adopts the Municipal Fund Budget as contained in the Draft Budget attached to this Agenda, for the Shire of Williams for the 2025/26 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page (2)
- Statement of Cash Flows on page (3)
- Statement of Financial Activity on page (4) showing a net result for that year and the amount required to be raised from rates and ex-gratia rates of \$2,502,289.
- Notes to and Forming Part of the Budget on pages (5 to 24)

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

Against: Nil

Carried: 6/0

Resolution: 2/25

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Panizza

Seconded: Cr Cowcher

PART B - GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. Raising Rates

Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the following Gross Rental and Unimproved Value and Minimum Rates.

2. General Rates*

- | | |
|---------------------------------|----------------------------------|
| • Residential (GRV) | 9.748 cents in the dollar |
| • Commercial / Industrial (GRV) | 9.748 cents in the dollar |
| • Rural/Mining (UV) | 0.339 cents in the dollar |

3. Minimum Rates

- | | |
|---------------------------------|----------------|
| • Residential (GRV) | \$1,050 |
| • Commercial / Industrial (GRV) | \$1,050 |
| • Rural/Mining (UV) | \$1,341 |

4. Instalments

Council nominates the following due dates for the payment in full by instalments:

- | | |
|---|--------------------------|
| • Full payment and 1st instalment due date | 30 September 2025 |
| • 2nd quarterly instalment due date | 25 November 2025 |
| • 3rd quarterly instalment due date | 20 January 2026 |
| • 4th and final quarterly instalment due date | 17 March 2026 |

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, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of **\$12.50** for each instalment after the initial instalment is paid.

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, Council adopts an interest rate of **11%** where the owner has elected to pay rates and service charges through an instalment option.

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 Council adopts an interest rate of **11%** for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.

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

Against: Nil

Carried: 6/0

Resolution: 3/25

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Macnamara

Seconded: Cr Major

PART C - GENERAL FEES AND CHARGES FOR 2025/2026

Pursuant to section 6.16 of the *Local Government Act 1995*, Council adopts the Fees and Charges included in the draft budget attached to this Agenda and forming part of the 2025/2026 Budget.

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

Against: Nil

Carried: 6/0

Resolution: 4/25

Voting Requirements

Absolute Majority

OFFICER'S RECOMMENDATION AND COUNCIL RESOLUTION

Moved: Cr Major

Seconded: Cr Price

PART D - MATERIAL VARIANCE REPORTING FOR 2025/2026

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 2025/2026 for reporting material variances shall be 5% or \$5,000, whichever is the greater.

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

Against: Nil

Carried: 6/0

Resolution: 5/25

3.1.2 PREFERRED SITE FOR LOCATION OF MULTI-PURPOSE INDOOR COURT FACILITY

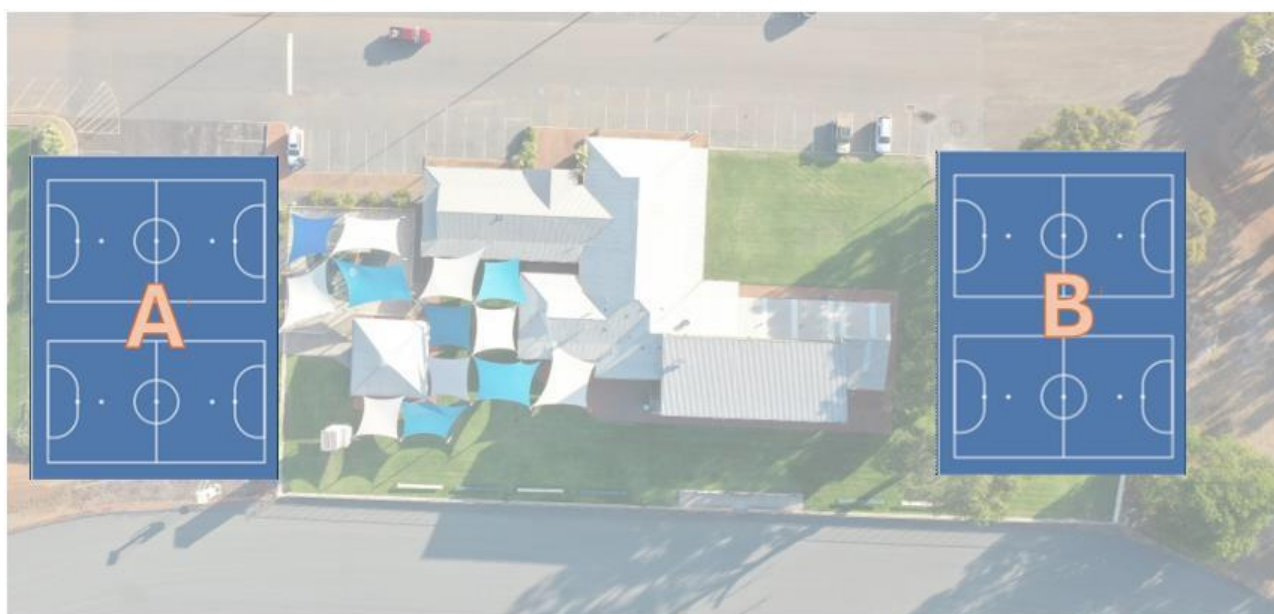
File Reference	Nil
Statutory Reference	Local Government Act 1996 and various legislation
Authors	Peter Stubbs, Chief Executive Officer Britt Logie, Community Development Officer
Date	24 July 2025
Disclosure of Interest	The Authors declare Financial Interests, given they are beneficiaries of staff related budget costs.
Attachments	Nil

Background

The Shire of Williams is planning the construction of a new indoor multi-purpose court facility to support increased participation in netball, basketball, fitness, and other community recreation options, particularly for women and youth, and to cater for community needs in the decades ahead.

Request for Tender (RFT) documentations for the tender of design and construction of the multipurpose court are under development. A key consideration in the tender process is determining the proposed location for the facility. Agreeing a preferred location informs the tender process and enable to project to moves forward with confidence and great accuracy in design and costing.

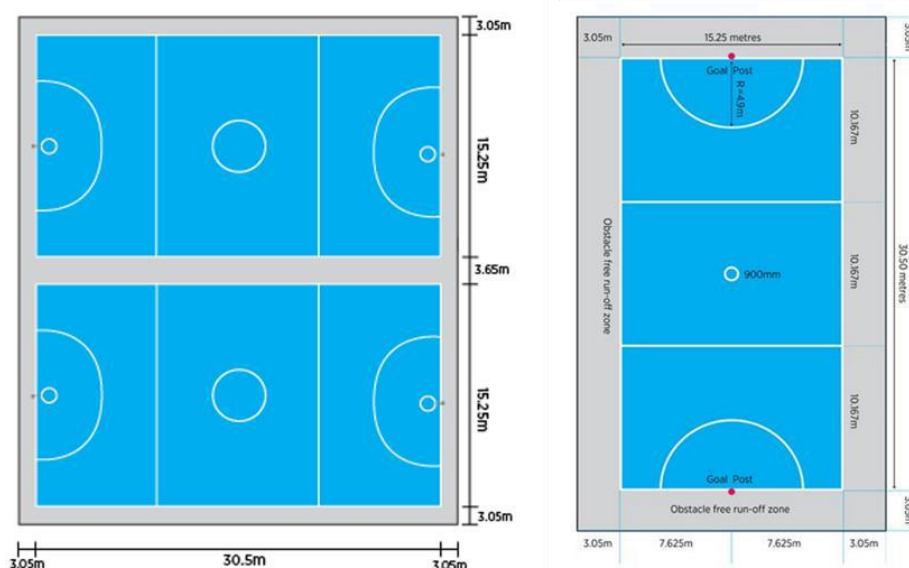
Community consultation has been undertaken via community workshops and online surveys, with feedback indicating an even split in community preference between the two proposed sites.



The location options were considered by elected members at their Forum meeting on the 23 July 2025, and this report to Council seeks to settle the preferred location by Council decision.

Budget permitting the facility would include two indoors courts, space for either gymnasium or squash courts, ablutions/changerooms, storage as well as a viewing platform. To achieve this outcome a building of approximately 46m x 43m would be required, given the national standards for court sizes and run off areas.

Figure 1 - National Standards of Netball Courts with run off areas.



SITE OPTION A - SOUTHERN SIDE.

The South Side site provides an opportunity to integrate the new facility within the existing recreation hub and take advantage of shared infrastructure. Notably, the changerooms in the proposed facility could be shared with the swimming pool, reducing duplication and maximising usage across seasons.

However, the construction of the facility in this location would require the relocation of the existing playground and outdoor bar area. These facilities are valued by the community, and relocation would incur additional costs and planning considerations.

While the playground and outdoor bar would need to be relocated to accommodate the courts, these elements are relocatable and upgradeable within the precinct. Their relocation presents an opportunity to refresh and modernise those areas with updated safety and accessibility standards. An option to consider for the bar would be to gain a customised sea container into a mobile/portable bar that can be used at different locations until a more permanent bar can be found, or even hired out to events in other communities

Benefits of the Southern side location:

1. Shared Changeroom Infrastructure
Offers the opportunity to integrate changerooms with the existing swimming pool, reducing the need for duplicative facilities and associated costs.
2. Consolidated Recreation Precinct
Creates a centralised sporting hub by connecting the pool, pavilion, and new courts, enhancing accessibility for users and improving precinct functionality.
3. Year-Round Use and Activation
The southern site benefits from seasonal crossover — with pool use in summer and indoor sports in winter — increasing consistent foot traffic and value for money.
4. Operational Efficiencies
Sharing services like water, electricity, maintenance, and cleaning with the adjacent pool and pavilion buildings improves long-term cost management.

Site Option A



SITE OPTION B- NORTHERN SIDE

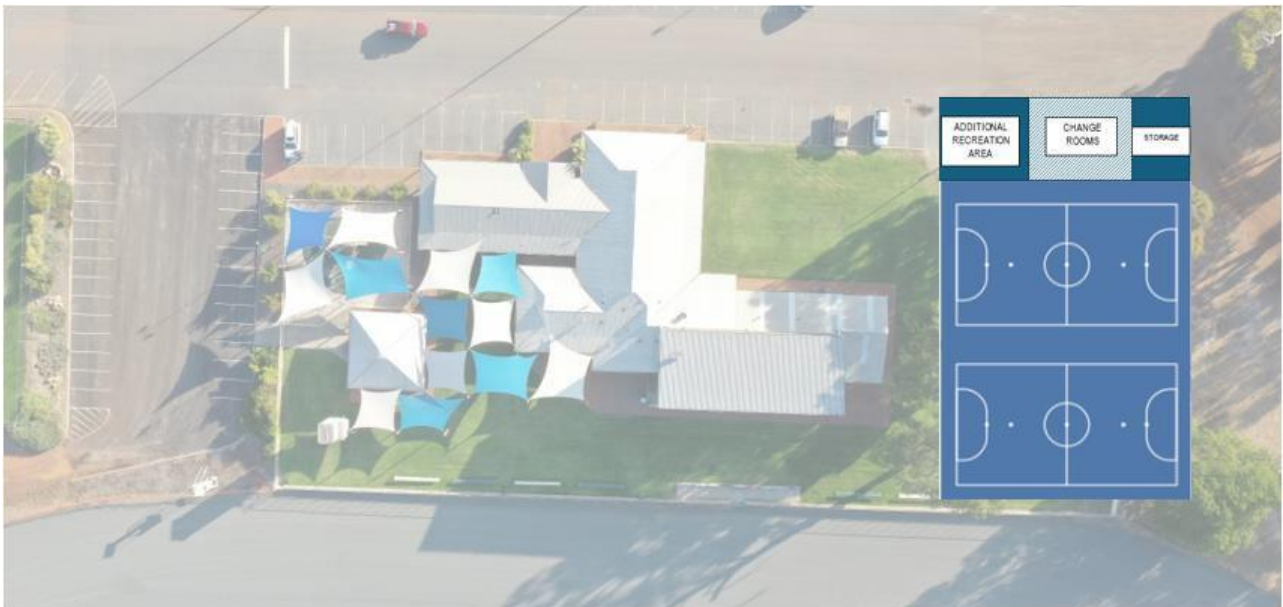
The North Side location provides a relatively clear site with fewer existing infrastructure conflicts. While it avoids the need to relocate the playground and outdoor bar, it offers fewer opportunities for shared facilities.

Community consultation, however favoured this site location for future expansion for a possible combined tennis/ hockey area.

Benefits of the Northern side location:

1. Unencumbered Site
Offers a more open, undeveloped area requiring minimal relocation of existing infrastructure, which may simplify construction staging and reduce short-term disruption.
2. Retains Existing Community Amenities
Preserves the current playground and outdoor bar area, which are valued social and family spaces frequently used during community events and sporting days.
3. Future Growth Potential
Provides flexibility for larger-scale expansion in future years (e.g. additional courts, clubrooms, youth space), with fewer constraints on spatial layout.
4. Proximity to Oval and Parking
The location adjacent to the oval allows easy connection to existing sports fields, carparks, and storage, facilitating cross-use by sports teams and clubs.

Site Option B



Council will receive the tender submissions and select a preferred tenderer based on experience, price, and design concept and detail

Strategic Implications

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

SC1.1 Provide, maintain and improve community infrastructure.

SC1.7 To encourage support of local groups and sporting clubs in Williams.

This is an intergenerational project and investment for the community, made possible with the support of the Australian Government.

Financial Implications

The project supported by an approved \$1.6m grant a forecast cost for the 2025-26 year are included the 2025-26 budget. The project will run over the 2026-27 as well and the balance of cost will be incurred in that year.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council endorses the location for the new multi-purpose indoor court facility, recognising the long-term benefits of shared changerooms, consolidated infrastructure, and improved service delivery as either,

Site Option A - Southern side between the Pavillion and Swimming Pool, or
Site Option B - Northern side of the Pavillion.

Requests that the Chief Executive Officer progress to the next stage of the project planning and design based on the endorsed location.

COUNCIL RESOLUTION

Moved: Cr Price

Seconded: Cr Macnamara

That Council endorses the location for the new multi-purpose indoor court facility, recognising the long-term benefits of shared changerooms, consolidated infrastructure, improved service delivery and potential future redevelopment goals, as

Site Option A - Southern side between the Pavillion and Swimming Pool, and

Requests that the Chief Executive Officer progress to the next stage of the project planning and design based on the endorsed location.

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

Against: Nil

Carried: 6/0

Resolution: 6/25

4. CLOSURE OF MEETING

There being no further business for discussion the President, Cr Jarrad Logie, declared the Meeting closed at 6.54pm.