



SHIRE OF WILLIAMS MINUTES

ORDINARY COUNCIL MEETING
WEDNESDAY 15 APRIL 2020



NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Elected Member & Community Members,

You are respectfully advised the next Ordinary Meeting of the Shire of Williams will be held on Wednesday 15 April 2020, in the Shire of Williams Council Chambers, 9 Brooking Street, Williams, and via electronic means, commencing at 3.30 pm.

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

Geoff McKeown
Chief Executive Officer

DISCLAIMER

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

SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2017-2032

ECONOMIC

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

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

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

SOCIAL AND CULTURAL

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

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

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

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

LAND USE & ENVIRONMENT

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

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

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

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

CIVIC LEADERSHIP

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

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

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

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

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AGENDA

1.0 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Presiding Member, President Jarrad Logie, declared the Meeting open at 3.53pm.

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Elected Members

Cr Jarrad Logie - President
Cr Natalie Major - Deputy President
Cr Moya Carne
Cr Gil Medlen
Cr Simon Harding
Cr Alex Watt
Cr Bob Baker (via electronic means)
Cr Tracey Price (via electronic means)
Cr Bernie Panizza (via electronic means)

Staff

Geoff McKeown - Chief Executive Officer
Britt Logie - Community Development Officer (16.34pm – 16.43pm)
Manuela Lenehan - Minute Taker

Visitors – Nil
Apologies - Nil
Leave of Absence – Nil

2.1 LOCAL LAWS RELATING TO STANDING ORDERS – SUSPENSION OF CERTAIN PROVISIONS

File Reference	4.1.20
Statutory Ref.	<i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 14 April 2020
Attachments	Nil

Background

The Shire of Williams has Local Laws Relating to Standing Orders. The Chief Executive Officer should identify if any clauses in the Local Government's Local Laws that cannot be complied with or require modification when conducting an eMeeting.

Comment

The April 2020 Ordinary Meeting is the first to be held via electronic means. There is potential for a conflict between the conduct of this meeting and the Shire's local laws that govern meeting procedure.

The Local Laws Relating to Standing Orders were gazetted on the 24 October 1997. It is appropriate to suspend the following Local Law clauses that may limit eMeeting effectiveness or efficiency. They primarily relate to the public being admitted to the meeting and the requirement for an elected member to rise and address the President when moving a motion or amendment, or taking part in discussion of an item.

6.1 Admission and Removal of the Public

6.1.1 The public is admitted to council meetings on the basis that no expression of dissent or approval, conversation or interruption to the proceedings of the council shall take place. In the event of any such interruption, the President may use discretion and without a vote of the council, require those interrupting to withdraw. The person or persons concerned shall immediately withdraw from the meeting.

6.1.2 Any person, not being a member of the council, who interrupts the orderly conduct of the council who does not withdraw immediately upon being called by the President to withdraw from the meeting, may, by order of the President, be removed from the meeting.

8.1 Members to Address The President

Any member moving a motion or amendment or taking part in the discussion thereof shall, except when prevented by sickness or physical disability, rise and address the President.

12.7 That the Council Meet Behind Closed Doors-Effect of Motion

12.7.1 In accordance with the Act, the motion, if carried, will cause the general public and any officers or employees the council determines, to leave the room.

12.7.3 Upon the public again being admitted to the meeting the CEO shall, unless the council resolves otherwise, read out the motions passed by the council whilst it

was proceeding behind closed doors including the vote of a member or members to be recorded in the minutes under Section 5.21 of the Act.

Strategic Implications

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

- CL 1.2 Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate.
- CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

Nil

Voting Requirements

Simple Majority

Officer's Recommendation

That Council supports the suspension of the following provisions of the Shire of Williams Local Laws Relating to Standing Orders pursuant to clause 18.1 of the Local Law, for any meeting held by electronic means (i.e. eMeeting):

- 6.1 Admission and Removal of the Public, were the public is admitted to the meeting;
- 8.1 Members to Address the President, were members are required to rise when addressing the President; and
- 12.7 That the Council Meet Behind Closed Doors – Effect of Motion, were the general public are to leave the room.

Council Resolution

Medlen/Major

That Council supports the suspension of the following provisions of the Shire of Williams Local Laws Relating to Standing Orders pursuant to clause 18.1 of the Local Law, for any meeting held by electronic means (i.e. eMeeting):

- 6.1 Admission and Removal of the Public, were the public is admitted to the meeting;
- 8.1 Members to Address the President, were members are required to rise when addressing the President; and
- 12.7 That the Council Meet Behind Closed Doors – Effect of Motion, were the general public are to leave the room.

**Carried 9/0
Resolution 142/20**

3.0 PUBLIC QUESTION TIME

4.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

5.0 DECLARATIONS OF INTEREST

DECLARATION OF INTEREST	
Name / Position	
Item No. / Subject	
Type of Interest	

6.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

6.1 ORDINARY COUNCIL MEETING HELD 18/03/2020

Officer's Recommendation

That the Minutes of the Ordinary Meeting held 18/03/2020, as previously circulated, be confirmed as a true and accurate record.

Council Resolution

Harding/Watt

That the Minutes of the Ordinary Meeting held 18/03/2020, as previously circulated, be confirmed as a true and accurate record.

**Carried 9/0
Resolution 143/20**

7.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.0 MATTERS WHICH REQUIRE DECISIONS

8.1 DEVELOPMENT AND REGULATORY SERVICES

8.1.1 BUILDING PERMITS

File Reference	13.34.10
Statutory Reference	<i>Building Act 2011, Building Regulations 2012</i>
Author & Date	Trevor Brandy 8 April 2020
Attachments	Nil

Background

The Environmental Health Officer/ Building Surveyor undertakes a number of activities in accordance with legislation that require a decision by Council. This report includes detail of these activities.

Comment

One Building Permit was approved for the month of March 2020.

Permit Number	Owner	Address	Description
432	Alan Liptay	Lot 141 (53) Richmond St	Steel Framed Dwelling and Shed

Strategic Implications

This item aligns with the community's vision and aspirations as contained in the Shire of Williams Strategic 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

Fees are received for processing Building Permits in accordance with the *Building Regulations 2012*.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council endorse the issue of a building permit for the month of March 2020.

Council Resolution

Medlen/Major

That Council endorse the issue of a building permit for the month of March 2020.

**Carried 9/0
Resolution 144/20**

8.2 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.2.1 DEVELOPMENT APPROVAL – MULTIPLE DWELLINGS ON LOT 7291 (421) EXTRACTS ROAD

File Reference	10.60.15
Statutory Ref.	Shire of Williams Town Planning Scheme No.2
Author & Date	Geoff McKeown 2 April 2020
Attachments	Nil

Background

A development application has been received from Rapanui Nominees Pty Ltd to construct two (2) new dwellings on a 'rural' zoned property at Lot 7291 (421) Extracts Road, Williams.

The Shire of Williams Town Planning Scheme No.2 is not specific in giving direction on multiple dwellings in the 'rural' zone. However, the following wording is relevant:

2.1 APPLICATION OF THE SCHEME

After the gazettal date of the Scheme:-

(1) Council permission shall be required for any development undertaken within the Scheme Area.

(2) Unless otherwise provided in the Scheme the following operations or uses of land shall not be taken for the purpose of this Scheme to involve development:-

(a) The use of land in a Reserve where such land is held by the Council or vested in a public authority;

(i) for the purpose for which the land is Reserved under the Scheme; or

(ii) in the case of land vested in a public authority, for any purpose for which such land may be lawfully used by that authority;

(b) the carrying out of works for the maintenance, improvement or other alteration of any building, being works which affect only the interior of the building or which do not materially affect the external appearance of the building;

(c) the carrying out by a public authority of any works for the purpose of inspecting, repairing or renewing any sewers, mains, pipes, cables or other apparatus, including the breaking open of any street or other land for that purpose;

(d) the use of any building or other land within the curtilage of a dwelling for any purpose incidental to the enjoyment of the dwelling as such;

- (e) the construction of, or extension to, a single house except:
 - (i) in the Rural Residential Zone as provided in Clause 4.5(2)(a); or
 - (ii) where the lot on which the single house is proposed does not have frontage access to a constructed road in a dedicated road reserve

in either of which cases a development application shall be made to Council in accordance with the provisions of this Part of the Scheme.

(3) For the avoidance of doubt it is hereby declared that:-

- (a) the use of two or more separate dwellings of any building previously used as a single house involves a material change in the use of the building;
- (b) the deposit of refuse or waste materials on land involves a material change in the use thereof, where the land has not previously been used for that purpose;
- (c) the keeping of horses, cattle, sheep, pigs or goats is not a purpose incidental to the enjoyment of a dwelling as stated in 2.1(2)(e) above.

Earlier advice from Council's Town Planning Consultant, on the subject of multiple dwellings, confirmed that a proposal for a second dwelling on a 'rural' zoned lot should be dealt with as a development application.

Comment

The applicant has indicated that the proposal is to construct two (2) new dwellings for permanent workers accommodation.

A map showing the proposed site for the dwellings follows on the next page. The map identifies the new dwellings as sites A and B. There is a dwelling currently at site C and there are sheds at site D, E and F.

All of these dwellings access the property at 412 Extracts Road. Location 7291 is very large being approximately 2,370ha in size.



The property is located in a Bush Fire Prone Area. The applicant has submitted a Bushfire Attack Level Assessment Report for each of the dwellings and have been prepared to accompany an application for a building permit.

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

The Shire will receive a development application fee based on the minimum fee of \$147.00.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council grants development approval to Rapanui Nominees Pty Ltd to construct a two (2) additional dwellings on Lot 7291 (421) Extracts Road, Williams subject to the following conditions:

1. The buildings and effluent disposal systems having the necessary clearance from the lot boundaries as required under relevant legislation;
2. The additional dwellings are to provide accommodation for an employee/farm worker; and
3. The applicant is to meet all Health and Building requirements to the satisfaction of the Shire.

Council Resolution

Harding/Price

That Council grants development approval to Rapanui Nominees Pty Ltd to construct a two (2) additional dwellings on Lot 7291 (421) Extracts Road, Williams subject to the following conditions:

1. The buildings and effluent disposal systems having the necessary clearance from the lot boundaries as required under relevant legislation;
2. The additional dwellings are to provide accommodation for an employee/farm worker; and
3. The applicant is to meet all Health and Building requirements to the satisfaction of the Shire.

**Carried 9/0
Resolution 145/20**

8.2.2 COVID-19 STIMULUS PACKAGE

File Reference	Various
Statutory Ref.	<i>Local Government Act 1995</i>
Author & Date	Geoff McKeown 3 April 2020
Attachments	Nil

Background

The Premier and Minister for Local Government have urged local governments to consider adoption of stimulus measures to assist the community during the COVID-19 pandemic. In an address to the sector, via a webinar, on the 27 March 2020 the premier advocated for a freeze on rates and fees & charges, fast track development approvals, keep employees employed, use budgets to keep project going and fast track other projects by accessing reserve or loan funds.

Comment

A number of local governments are adopting stimulus measures immediately as well as informing the community of measures that may be considered in the next financial year's budget. Some of these include:

- A 12 month freeze on increases in municipal rates and fees and charges, including recycling and waste charges.
- No new fees and charges.

- No increase in community, residential and staff housing rents for the next 12 months.
- No fees and charges relating to inspection services for small business for the next 12 months.
- No planning fees for 12 months.
- Suspension of lease and rental payments for three months to all Shire business tenants, excluding multinationals.
- An express planning service for Change of Land Use and Development applications for small businesses with no application fee.
- Accelerated capital works projects and major Shire maintenance programs to be brought forward
- Full refunds on all cancelled bookings at Shire properties or facilities.
- Shorter payment terms for creditors, reduced from 30 days to 15 days.
- Debtors experiencing hardship will receive a range of options to assist in payment.
- Reduced penalty interest charges on existing debts and new debts.
- No wage increases for employees for the next 12 months.
- Developing support arrangements for vulnerable residents.
- Supporting and encouraging projects that increase or facilitate volunteerism and community connectedness.

If Council wishes to waive any fees & charges, or lease and rental payments now it is required to follow the requirements contained in legislation.

The *Local Government Act 1995* includes powers for the Council to defer, grant a discount, waive or grant a concession and write off debts.

Section 6.12 of the *Local Government Act 1995* states:

6.12. Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) waive or grant concessions in relation to any amount of money; or*
 - (c) write off any amount of money, which is owed to the local government.*

Immediate measures

Measures that could be enacted now include:

1. Applying the National Cabinet's Code of Conduct to all commercial tenancies that are suffering financial stress or hardship as a result of the COVID-19 pandemic as defined by their eligibility for the Commonwealth Government's JobKeeper programme. The waiver of lease payments for the Shire's two commercial leased properties, being Great Southern 4x4 and Mechanical at Lot 403 Marjidin Way and Prime Ag Services at Lot 440 Marjidin Way for a three month period from 1 April to 30 June 2020 will reduce revenue by \$13,798.74.

2. Waive annual fees to sporting and community groups that would normally access Shire facilities in the next three to six months, i.e. Williams Football Club, Williams Hockey Club, Williams Netball Club, Williams Gateway Expo, and Williams Campdraft. This will reduce revenue by \$3,124.00.

Family Day Care

As of 2 April, 2020 the Australian Government announced a new Child Care Package to support families who are needing child care to continue working through this COVID-19 Pandemic. This new package allows all families to receive their child care for free.

Unfortunately this new package has hit the Willi Wag Tails Family Day Care Educators hard with 9 of our 15 Educators experiencing a financial deficit. With the new way of calculating fees, the Government have taken away the parent portion that would normally be paid to educators along with the Child Care Subsidy, which we pass onto them after we remove our service levy. They have introduced a bulk 'Business Continuity Payment (BCP)' instead. This new payment commenced on 6 April 2020.

The payment is made up of half the hourly cap rate of \$11.10 if Educators charge over this figure, or half of whatever their fee is if it is under \$11.10. The money that is being paid to our Educators ranges from \$5.55 to \$5.17 per hour of care provided per child.

The BCP will be deposited directly into the Shire bank account each week for us to then distribute to the Educators according to the hours they have worked. Out of this payment we also need to take our service levy of \$1.35 per hour of care provided per child, as this is the only income we receive for FDC to operate. Our Educators are classified as Sole Traders and it is reported that they will be entitled to the Jobkeeper payment, but even with this factored in the financial loss for some is still significant.

Two (2) Educators will have a massive income loss of approximately \$1,400 per fortnight and another Seven (7) will also have a deficit. Five (5) Educators will receive more income than what they normally would. The trend seems to be the less you work the more you get paid.

With all of this information and after consulting with our Educators and other Family Day Care Services that are Shire based, it is proposed that the Shire charge the Educators only half the normal levy with a review to be done in approximately one months' time. This way we are supporting our educators and monitoring the situation closely so we can make adjustments according to the outcomes of COVID-19 and the impact it brings. This reduction could amount to a reduction in revenue of approximately \$7,875.00.

Other Measures

Measures that have a financial impact that can be considered when the 2020/21 Annual Budget is adopted could include:

1. A freeze on increases in municipal rates and fees and charges, including recycling and waste charges.
2. A freeze on increases in community, residential and staff housing rents.
3. Reduced penalty interest charges on existing debts and new debts.
4. No wage increases for employees for a 12 month period.

Strategic Implications

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

- CL 1.2 Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate
- CL 2.2 Maintain accountability, transparency and financial responsibility.

Financial Implications

The stimulus measures recommended could impact the Shire's revenue with a reduction of \$16,922.74 for the financial year.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council implement the following measures in response to the COVID-19 pandemic:

1. Support the National Cabinet's Code of Conduct for all commercial tenancies that are suffering financial stress or hardship as a result of the COVID-19 pandemic, as defined by their eligibility for the Commonwealth Government's JobKeeper programme, and if applicable apply a waiver from lease payments for a three month period from 1 April 2020 to 30 June 2020;
2. Waive annual fees to sporting and community groups that would normally access Shire facilities in the next three to six months, i.e. Williams Football Club, Williams Hockey Club, Williams Netball Club, Williams Gateway Expo, and Williams Campdraft;
3. Grant a discount of 50% for the hourly Family Day Care Educator's Service Levy fee for a period from 6 April 2020 to 22 May 2020, with delegated authority granted to the Chief Executive Officer to reverse the discount if during this period the Child Care Package is modified.
4. Develop support arrangements for vulnerable residents, and support and encourage projects that increase or facilitate volunteerism and community connectedness; and
5. Consider when adopting the 2020/21 Annual Budget the following initiatives:
 - A freeze on increases in municipal rates and fees and charges, including recycling and waste charges.
 - A freeze on increases in community, residential and staff housing rents.
 - Reduced penalty interest charges on existing debts and new debts.
 - A freeze on wage increases for Shire employees.

Council Resolution

Major/Watt

That Council implement the following measures in response to the COVID-19 pandemic:

1. Support the National Cabinet's Code of Conduct for all commercial tenancies that are suffering financial stress or hardship as a result of the COVID-19 pandemic, as defined by their eligibility for the Commonwealth Government's JobKeeper programme, and if applicable apply a waiver from lease payments for a three month period from 1 April 2020 to 30 June 2020 proportionate to the trading reduction in the tenant's business;
2. Waive annual fees, or pro-rata amount if activity resumes, to sporting and community groups that would normally access Shire facilities in the next three to six

- months, i.e. Williams Football Club, Williams Hockey Club, Williams Netball Club, Williams Gateway Expo, and Williams Campdraft;
3. Grant a discount of 50% for the hourly Family Day Care Educator's Service Levy fee for a period from 6 April 2020 to 22 May 2020 proportionate to the trading reduction in the educator's business, with delegated authority granted to the Chief Executive Officer to reverse the discount if during this period the Child Care Package is modified.
 4. Develop support arrangements for vulnerable residents, and support and encourage projects that increase or facilitate volunteerism and community connectedness; and
 5. Consider when adopting the 2020/21 Annual Budget the following initiatives:
 - A freeze on increases in municipal rates and fees and charges, including recycling and waste charges.
 - A freeze on increases in community, residential and staff housing rents.
 - Reduced penalty interest charges on existing debts and new debts.
 - A freeze on wage increases for Shire employees.

**Carried by Absolute Majority 9/0
Resolution 146/20**

The resolution differed from the recommendation to reflect Council's consideration of a proportionate support package.

8.2.3 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 7 April 2020
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 each meeting 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:

- **Debt, Write-Off, Waiver or Concession – Delegation LGA9**

Delegation - The Chief Executive Officer has delegated authority to write-off debts and grant concessions in relation to any amount of money, up to an amount of \$50.00.

Action - The Chief Executive Officer granted a concession to the value of \$50.00 off the normal Recreation Ground hire fee to the Narrogin Senior High School for an unscheduled cricket match. The grounds in Narrogin were not playable due to rain and the fixture was

moved to Williams. The condition of the outfield in Williams was not to the usual standard for cricket as there was no time to prepare it and the discounted price was agreed.

- **Payment of Creditors – Delegation FMR1**

Delegation - Under section 5.42 of the *Local Government Act 1995*, the Chief Executive Officer is delegated to exercise the powers or discharge the duties of the Council under Regulation 12 of the *Local Government (Financial Management) Regulations 1996*, in regard to the making of payments from the municipal and trust funds.

Action - Payments from the Municipal Fund and Trust Fund as per financial report attached to this Agenda.

- **Planning Matters – Delegation PLN1**

Delegation - The Chief Executive Officer is authorised to issue planning consent for development applications that fully comply with all requirements.

Action - The Chief Executive Officer confirmed planning approval to Tahlia Dawson to undertake a beauty treatment business on Lot 342 (20) Albany Highway, Williams following completion of a public consultation period where no submissions were received.

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

Payments from the Municipal Fund and Trust Fund have been approved in the 2019/20 Annual Budget or by separate resolution of Council.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council accepts the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of March 2020.

Council Resolution

Price/Baker

That Council accepts the report "Use of Common Seal and Actions Performed under Delegated Authority" for the month of March 2020.

**Carried 9/0
Resolution 147/20**

Cr Carne left the Meeting at 16.33pm.

The Community Development Officer, Britt Logie, attended the Meeting at 16.34pm to discuss her report.

Cr Carne returned to the Meeting at 16.35pm.

8.3 CORPORATE AND COMMUNITY SERVICES

8.3.1 COMMUNITY STRATEGIC PLAN REVIEW

File Reference	4.12.36
Statutory Ref.	Local Government Act 1995
Author & Date	Britt Logie 9 April 2020
Attachments	Appendix 1 Strategic Community Plan Cheat Sheet Appendix 2 Strategic Community Plan - Draft

Background

As part of the Local Government Integrated Planning and Reporting Framework and Guidelines (2016), all local governments must develop a Strategic Community Plan through a community engagement process aimed at identifying long term community aspirations, visions and objectives.

In May 2017, The Shire of Williams endorsed its Strategic Community Plan 2017-2032. The Department of Local Government Sports and Communities Integrated Planning and Reporting Framework and Guidelines state that every two years, local governments are required to undertake a minor review of the Strategic Community Plan.

Comment

As a result of the minor review, each Councillor has received a hard copy of the Draft Revised Strategic Community Plan for Council input if necessitated.

Strategic Implications

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

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

Financial Implications

Strategies included in the Strategic Community Plan are costed and included in the Annual Budget adopted by Council.

Voting Requirements

Simple Majority

Officer's Recommendation

That Council endorse the revised Strategic Community Plan 2017-2032 incorporating information from the minor review process.

Council Resolution

Major/Harding

That Council endorse the revised Strategic Community Plan 2017-2032 incorporating information from the minor review process.

**Carried 9/0
Resolution 148/20**

SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2017-2032 – SUMMARY OF STRATEGIES

	<i>ID</i>	<i>Strategy</i>
ECONOMIC	ED 1.1	Develop and promote the Marjidin Industrial Estate to offer affordable and appropriately serviced lots
	ED 1.2	Develop and invest in the redevelopment of the Williams Lions Park
	ED 1.3	Encourage linkages between the Lions Park and Brooking Street to actively encourage visitation and investigate the establishment of an information board highlighting places to stay, services and the history of the town
	ED 1.4	Promote land availability within the Shire for residential, industrial and commercial development
	ED 1.5	Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest
	ED 1.6	Advocate, promote and champion industrial development that will offer employment opportunities for our community
	ED 1.7	Investigate the feasibility of establishing a carpark linking the existing Post Office carpark and existing Caltex truck bay
	ED 1.8	Consider future land acquisition for the Shire for recreation, commercial, residential or industrial purposes
	ED 2.1	Plan and develop relevant aged housing suitable to meet needs of growing population
	ED 2.2	Investigate the feasibility of the establishment of short term, backpacker accommodation
	ED 2.3	Promote and support the availability of accommodation suitable for young people, families and retirees
	ED 3.1	Assist local businesses and the community in periods of economic shortfall
	SOCIAL & CULTURAL	SCD 1.1
SCD 1.2		Support the initiatives of the Williams Men's Shed in establishing a facility that will support men's health and well-being
SCD 1.3		Maintain a safe and secure environment for the community
SCD 1.4		Implement strategies that will support increased usage of the Williams Recreation Ground facilities (including swimming pool)
SCD 1.5		Continue to support and develop tourism opportunities for the Shire
SCD 1.6		Investigate the feasibility for the redevelopment of the Town Park, Skatepark and Cullen Park
SCD 2.1		Advocate and support service provision for Seniors
SCD 2.2		Lobby for the use of the HACC bus for non-HACC clients (on a fee for service basis)
SCD 2.3		Support seniors by offering subsidised bus hire if required for activities and outings
SCD 2.4		Continue to promote community events, initiatives and programs
SCD 2.5		Investigate opportunities to engage with youth, through improved access to services, facilities and programs
SCD 2.6		Continue to support health service provision for the community (doctor, allied health, Medical Centre)
SCD 2.7		Support implementation of initiatives identified in Disability Access and Inclusion Plan, Williams Local Bike Plan, Local Emergency Management Arrangements and other related Plans for the Shire
SCD 2.8		Advocate and support an awareness campaign to promote safety on our roadways.
SCD 3.1		Advocate and support initiatives that will develop and celebrate the cultural heritage of the Shire
SCD 3.2	Investigate opportunities for preservation of historical artifacts of Williams	
SCD 3.3	Encourage and Support historical groups in Williams	

Remove

Add

LAND USE & ENVIRONMENT	LUE 1.1	Ensure that the townsite is maintained to a high standard
	LUE 1.2	Maintenance of road reserves to be undertaken mindful of retention of natural vegetation where possible whilst ensuring safety of all road users
	LUE 1.3	Monitor the impact of pests and weeds throughout the Shire and adopt appropriate mitigation methods
	LUE 1.4	Identify flood prone areas of townsite and introduce mitigation measures where required
	LUE 1.5	Continue to ensure appropriate compliance in fire safety mitigation measures within the townsite and work with relevant agencies to address issues on public land
	LUE 2.1	Provide quality amenities and accessible public open spaces for the community
	LUE 2.2	Ensure townsite amenities are maintained and improved where required
	LUE 2.3	Investigate the feasibility of a walk trail from Williams Lions Park to Williams Nature Reserve
	LUE 3.1	Undertake energy audits and investigate alternative energy solutions for Shire owned facilities
	LUE 3.2	Investigate the implementation of sustainable water programs in town
	LUE 3.3	Investigate measures for bulk rubbish pick-up for town based residents (on a fee for service basis)
	LUE 3.4	Investigate the feasibility of introduction of an Environmental Officer to provide support and guidance on all environmental related issues
	LUE 3.5	Support and advocate for a regional waste approach to waste management including transfer station, recycling and waste reduction education
	LUE 4.1	Strive for high-quality, well-constructed and maintained local road network
	LUE 4.2	Ensure adequate and appropriate drainage is considered in all road upgrades and maintenance for both town and rural roads
CIVIC LEADERSHIP	CL 1.1	Promote a positive image of Council through appropriate marketing activities and high standards of customer service
	CL 1.2	Ensure the community remains well informed, well connected and engaged and has the opportunity to actively participate
	CL 1.3	Maintain, review and ensure relevance of Council's policies, local laws and operational plans
	CL 1.4	Continue to use community satisfaction surveys to seek community feedback on a range of issues
	CL 2.1	Maximise and leverage grant funding opportunities to balance and support Council investment
	CL 2.2	Maintain accountability, transparency and financial responsibility
	CL 2.3	Monitor revenue streams and implement opportunities where appropriate. Consistently review rate income.
	CL 3.1	Participate in, and actively collaborate with, the 4WDL VROC on resource sharing opportunities
	CL 3.2	Foster, nurture and develop strategic alliances with local government, major industry and government agencies
	CL 4.1	Implement the development of the IPR documentation including the Corporate Business Plan, Asset Management Plan, Workforce Plan and Forward Capital Works Plan
	CL 4.2	Provide professional development opportunities for all staff
	CL 4.3	Provide elected member training and professional development opportunities
	CL 4.4	Monitor and ensure compliance with regulatory framework for local government business
	CL 4.5	Monitor the community's administration needs and ensure that the Shire administration area is inviting, welcoming and addresses disability access needs where appropriate



SHIRE OF WILLIAMS STRATEGIC COMMUNITY PLAN 2017 – 2032



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Our Vision

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





Our Values

- ***Community connectedness and great lifestyle.***
- ***Friendly people***
- ***Safety***
- ***Ideal location (proximity to regional centres and metropolitan area)***
- ***Relevant and well maintained facilities***
- ***Recognition of the need to care for the environment in a balanced approach***
- ***Effective communication and cooperation***



Message from the Shire President.

As president for the Shire of Williams, it gives me great pleasure to present the Shire of Williams revised Strategic Community Plan.

It has been two years since the Shire of Williams adopted its Strategic Community Plan in 2017. During this time the Shire has worked hard to honour the community's vision and to achieve the things that were important to our community. The redevelopment of the Williams Lions Park was completed in September 2018. The Lions Park is a major asset to the Shire of Williams, with travellers stopping and enjoying this amazing nature play area and spending more time and money within our Shire.

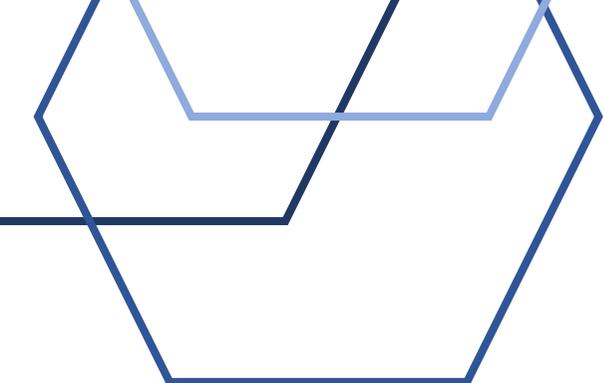
Tourism is always big on the Shires agenda and we are constantly looking at ways to promote our town. A HWEDA initiated Self-Drive Trail through Marradong Country, which main aim is to share with tourists some of the amazing destinations that exist away from the coast. Together with the Shires of Boddington and Wandering, Williams jumped on board to assist in creating an online portal showcasing what our region has to offer. During 2018/2019, the working group worked tirelessly to ensure the Marradong Country Self Drive Trail was ready for release in July 2019.

The Williams River Bridge replacement began in November 2018 and is set to be completed in March 2020. Although this has seen some disruptions and difficult times for the Businesses effected, The Williams community understood the necessity of the replacement and worked together to support each other during this disruptive time.

We believe that we have listened to the community and have reflected these in the accomplished outcomes. The results of the current community consultation survey gave us the opportunity to review our accomplishments and build on what we have achieved as well as presenting the Shire with an agenda to work toward the future. We will work as a local government, but most importantly we will work as a community to continue to focus to achieve our vision together.



Jarrad Logie
Shire President
March 2020



A little bit of history

The Williams District was first explored in 1831, when Captain Thomas Bannister led the first overland expedition from the Swan River Colony to King George Sound (Albany). During this expedition, they discovered a River flowing through their route and named it “Williams River”, most likely the name honors King William IV, who reigned England from 1830-1837.

The first claims on and in the area occurred in 1832. In 1835, an expedition led by Governor James Stirling and John Septimus Roe surveyed a route joining King George Sound with York via Williams to encourage inland settlement.

The Albany Highway was first built by convicts in the 1850's, and it was as a result of this construction that Williams became an important stopover point for passengers and the changing of horses. The Williams Roads Board was first convened in 1877.

To this day, Williams is a popular stopover for travellers travelling along Albany Highway.



Williams today

Williams is a small rural community located within the Wheatbelt region of Western Australia. Williams is known as the ‘Gateway to the Great Southern’. Williams is located approximately 160 kilometres from the capital city of Perth, a 2 hour drive and is on an important strategic freight transport route as well as tourism route for travellers looking to explore the southern region of WA.

The Shire of Williams covers a land area of approximately 2,300 square kilometres and is home to a population

of 937 (source: ABS ERP 2015). The Shire includes the localities of Boraning, Congelin, Culbin, Dardadine, Narrakine, Quindanning and Tarwonga. The economy is largely driven by the agricultural industry, tourism and agri-business related developments. Recent years has seen a greater diversification of the economy into increasing tourism related businesses and service industries, as well as the more traditional agri-support businesses that support the agricultural endeavours of the region that includes cropping, livestock hay processing and grain pellet production.

Williams is located on the Albany Highway, a strategic road transport link between the Perth metropolitan area and the Great Southern region of WA. The highway has an estimated traffic volume of between 3,800 and 4,600 vehicles per day (source: MRWA 2016 *Wheatbelt Traffic Digest*).





The Economy

The Williams economy is almost entirely based on primary production, dominated by agricultural pursuits including broadacre farming of grain, barley, lupins, wheat, canola, peas, oats, export hay, olives, wine grapes and livestock.

This industry is well supported by other economic activity in the town, including grain pellet production, hay processing, holiday farm stays, engineering, retailing and servicing of farm machinery. The average size of agricultural holdings is 800ha and the area of public parks, gardens and play areas is 20ha.

Tourism is a growing economic driver for the Shire, as many businesses service the travelling public with food and fuel. Williams is a popular place to take a break on a long journey of the Albany Highway.

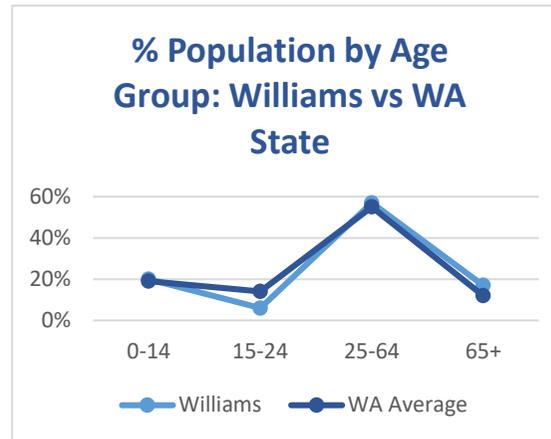
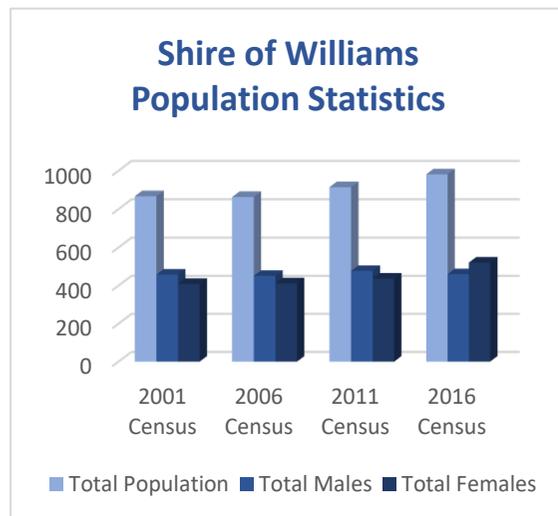
The mining industry in the adjacent Shire of Boddington (Newmont Boddington Gold and Worsley/South 32 Bauxite mine) provides employment opportunities being only 50km from the Williams townsite.

The Shire maintains approximately 370km of unsealed roads and 184km of sealed roads.



Demographics

According to the Australian Bureau of Statistics 2016 Census, the population of Williams was 981 with 460 (46.8%) being male and 521 (53.2%) being female. In comparison, the WA average is 50% male and 50% female. The 0-14 age demographic has strong numbers with 20.2% of the population in this age group, followed by 6.4% aged 15-24, 56.5% in the 25-64 age bracket and finally 16.9% of the population being aged 65 and above. 17.1% of the total population were born overseas. Median age for Williams' residents is 43.



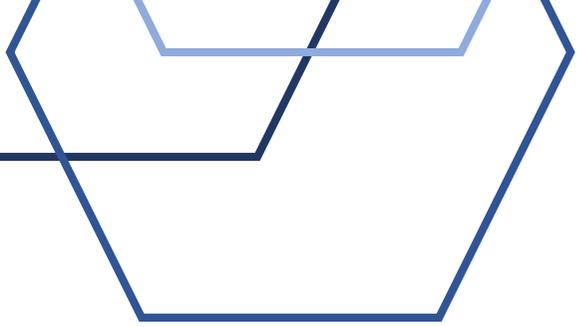
The age distribution of the population according to the Australian Bureau of Statistics 2016 Census the population statistics closely resembles the State average. The main variations being the Shire having less residents in the 15-24 age bracket, which is most likely to be as a result of children leaving town for further education and/or employment. These residents often return to the community when they have young families of their own, seeking a similar early life experience to what they enjoyed. Finally, the other difference is in the 65+ age bracket, where the Shire has a higher population than the State average.



The Shire's recent aged housing project that has built purpose designed independent living units dedicated to the well-aged (those able to care for themselves and live independently) – thereby retaining the seniors residents in Williams and their community of choice ('ageing in place').

Many factors will influence population growth over the life of this plan, most notably a supply of suitable accommodation, employment and retention of (or growth in) service provision. Population estimates are that the population is likely to be retained, if not slightly increase in the out years. Shire service delivery, in direct correlation, will also need to grow to meet the needs of future residents.





Guide to this plan

Community Engagement

As part of the Local Government Integrated Planning and Reporting Framework and Guidelines (2016), all local governments must develop a Strategic Community Plan through a community engagement process aimed at identifying long term community aspirations, visions and objectives.

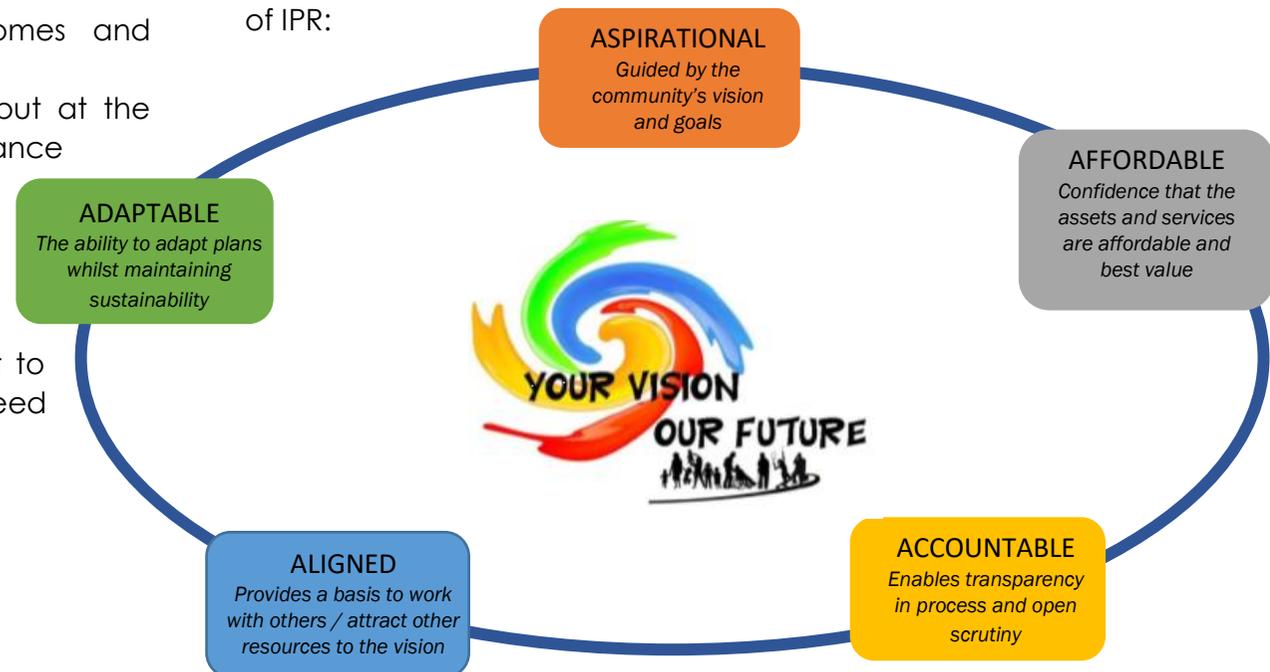
In summary, the IPR process is designed to:

- ❖ Articulate the community's vision, outcomes and priorities;
- ❖ Allocate resources to achieve the vision, but at the same time, taking into consideration the balance between aspirations and affordability; and
- ❖ Monitor and report progress.

It enables the community to have their say in shaping the future of the community and in identifying issues and solutions. It is also important to note that aspirations will almost always exceed resources.

IPR does not support commitments or significant rate increases beyond the capacity of the local government. But rather, it actively encourages the robust assessment and prioritisation of outcomes. Uncertainties, such as the securing of external funding, should always be acknowledged.

Benefits of IPR need to be considered taking into close consideration the local government's fiscal position over the coming decade, including the other resources that could possibly be attracted (such as external funding). IPR encourages the review of the entirety of these resources and ensuring optimisation of funds to be able to deliver on community expectations, whilst maintaining financial sustainability. If IPR is completed appropriately, decisions on the delivery of community expectations will meet the five 'A's' of IPR:





To inform potential investors and developers of the community's key priorities, and the ways to contribute to the Shire's future.



To actively engage local businesses, community groups and residents in various ways to contribute to the Shire's future



The Plan

Plans are only effective if there is adequate resources dedicated to ensure that they can be delivered. The strategies identified in this Plan will be prioritised and actions applied, after a further assessment of available resources through the development of a Corporate Business Plan. Key performance measures are outlined

further in the Plan which will be used to report back to the community on the Shire's performance in achieving the outcomes as identified in this Plan.

The Shire's 2012 Strategic Community Plan was prepared by *Labyrinth Consulting*, with an extensive community consultation process engaged to ensure widespread community input into the planning and identification of community and shire outcomes for the ensuing 10 years. The contents of that Plan have largely been

incorporated into this revised updated Plan in recognition of the significant and extensive consultation process that was undertaken in the original document preparation.

A desktop review of the 2012 Plan was conducted by Councillors and Senior Administrative staff in 2014. A full community review of the Plan was required in 2016.



To inform the decision making of other agencies and organisations, including community and state government



To provide a rationale and supporting documentation to pursue grants and other resources to demonstrate how specific projects align with the aspirations of the community, and within the strategic direction of the SCP



To be a mechanism for the ongoing integration of local initiatives and provide a framework for monitoring progress against our vision and values

Strategic Plan Achievements

In preparation for the 2016/7 major review of the SCP, the Shire engaged the professional facilitation skills of Andrew Huffer from *Andrew Huffer and Associates*. The scope of his brief was to facilitate a community engagement process. Andrew prepared an online community survey and facilitated community workshops where residents were asked to review the vision of the Shire (as developed in the SCP in 2012) and to rank the current outcomes that the Shire was accountable for under the current SCP

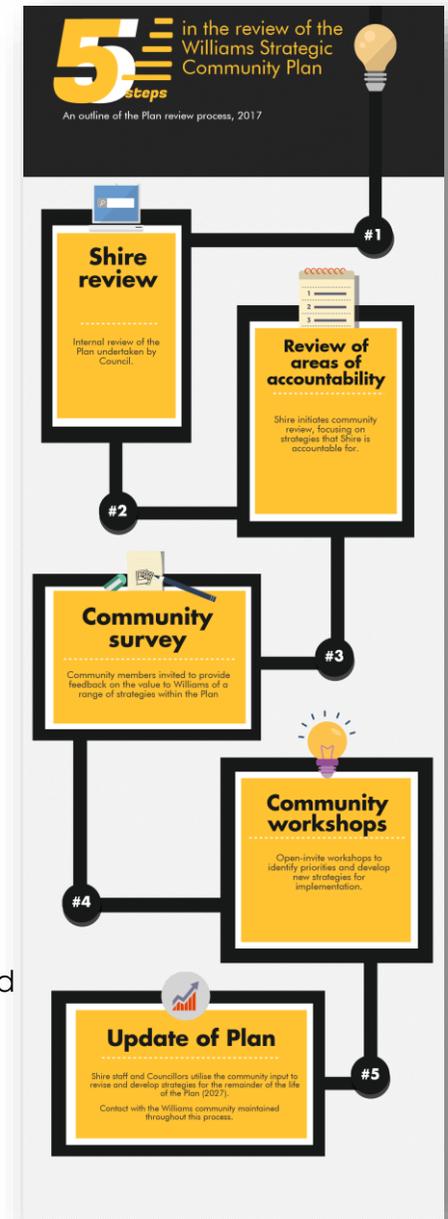
A range of engagement tools were utilised:

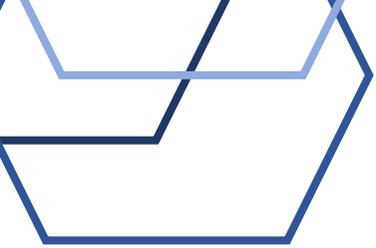
- ❖ A hard copy survey (distributed through the Shire administration and the Williams Community Resource Centre);
- ❖ An on-line survey (completed by 59 residents);
- ❖ Two x 3 hour community workshops held on the 9th March 2017 (attended by 36 residents);
- ❖ One x 3 hour Councillor Workshop held on the 30th March 2017 (attended by 6 Councillors and 3 administrative staff).

The community was engaged in the process, through the following mechanisms:

- ❖ 'Householder' flyer distributed to all residents (circulation 360);
- ❖ Facebook posts (Site has 231 'likes'; post was reached by 174 people);
- ❖ Articles in the local community newsletter *The Williams* (circulation 235);
- ❖ SMS message to residents on the 'Community Interest' list (circulation 291);
- ❖ An on-line survey that was promoted through Facebook, the Shire's website, direct emailing and advertised in the Shire's notes in *The Williams*;
- ❖ Flyers and posters around town, on community noticeboards, in the Williams CRC, in the Shire offices and widely promoted by word of mouth;
- ❖ Promotions on Triple M Great Southern (918 AM) and ABC Morning Show (558 AM).

With a total population of 937 (2015 ERP ABS Statistics), 11.1% of residents completed the online survey or actively participated in the community workshops.





The Workshops

The community surveys and workshops provided a valuable insights into the key issues and aspirations as identified by the local residents. Importantly for Council, these views have established clear priorities and subsequently shaped the visions, values, objectives and strategies documented throughout this plan.

This report was analysed and presented to Elected Members and senior staff at a Councillor Strategic Planning workshop that was held on the 30th March 2017.

After heavy consultation, William's residents asked for:

- Support industry, business and development success
- Support seniors in a caring and productive manner.
- Have a sustainable environment that is cared for in a balanced way by those that live within it.



Councillors reviewed the current 'accountable' strategies in the 2012 Community Strategic Plan, and then reviewed and prioritized the new strategies that had been suggested by the community at the community workshops.

The new outcomes and strategies highlighted in this Plan are a collaboration of the existing and new strategies into areas of commonality and simplified to ensure achievability, with key performance measures applied where appropriate. This will ensure that Council has a guiding strategic direction in which to make decisions for investment and projects for the Shire

Shaping the Future of Williams.

The Shire of Williams is currently reviewing its Community Strategic Plan and would like your input.

This will ensure that the plan reflects the needs of the Williams Community. The Shire would like your thoughts on various community strategies that were included in the last plan, and to see how well we have done with achieving what was outlined in 2012.

Input can be provided via a short (less than 5 minute) online survey, which can be accessed via :

<https://www.surveymonkey.com/r/NTF8H7X>

A hard copy version of the survey can also be completed at the Shire office. The Shire will host two community workshops to discuss in more detail the community's feedback

THURSDAY 9TH MARCH

DAY SESSION 11am-2pm including light lunch

OR

EVENING SESSION 6:30-9:30pm including light supper

RSVPs are encouraged for catering purposes to shire@williams.wa.gov.au or 98851005.

Social & Cultural Development Activities

Support the Men's Shed in establishing a facility



Supports the Self Drive Trail to promote tourism for the Shire.

Sport and Recreational facilities upgraded.

Williams Pharmacy Established



Support for Childcare Service, Family Day-care Service, Playgroup and Toy Library

Doctor Visits Weekly



7 Independent living units built in Jam Tree Lane for Senior's

Live LOCAL love LOCAL campaign created to promote community events and initiatives

Advocate and support service provisions for Seniors



New Medical Centre constructed in 2018

Land Use and the Environment

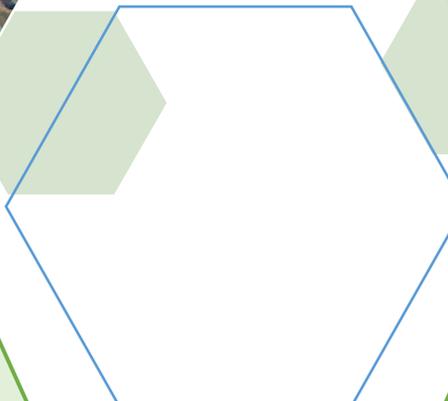
Ongoing roads
and townsite
maintenance
programs

Main Roads
bridge
replacement
completed in
2020

Sports ovals
watered with
treated waste
water

Williams Refuse
site converted
to a waste
transfer station in
2019

Investigating
programs to
reduce reliance
on Scheme
Water



Participate in community engagement forums and events



Provide opportunities for the community to participate in decision making processes

Council engages broadly and proactively with the community.



Ensure the Shires long term financial planning delivers the community goals.



Civic Leadership

Continuously improve organisational performance and service delivery



Develop, maintain and implement asset management plans that maintain community assets at the appropriate standard.



Lions Park
Redevelopment
completed in
2018

Support for
Williams Business
Groups and
tourism
opportunities



Economic

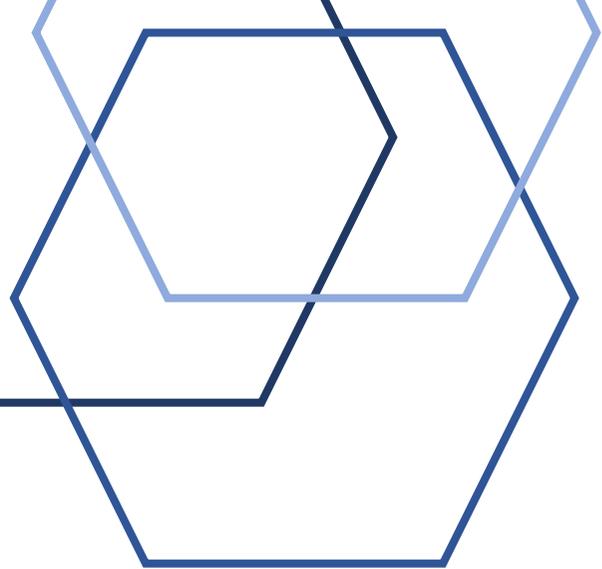
Landcorp
residential land
has blocks for
sale

Extended carpark
along Albany
Highway
extending further
North

Support HWEDA
in the
implementation
of the Self Drive
Trail to promote
our area

Marjidan Way
Industrial Estate
released in 2013





What is in this Plan?

The Shire of Williams Strategic Community Plan reflects a vision for the future and is the principal strategic guide for future planning and activities going forward.

As a direct result of the community engagement process, we have confirmed the community's support for the vision for the Shire and captured the community's aspirations and values.



A strategic objective has been developed for each of the four identified key areas of community interest:

- ❖ **Economic**
- ❖ **Social & Cultural**
- ❖ **Land Use & the Environment**
- ❖ **Civic Leadership (previously known as Organisational Performance)**

Desired outcomes have been determined in support of each of these overarching objectives after considering the Council's current and future resources, and the ability to deliver on these outcomes over the next 15 years.

For each strategic objective, the following is provided:

- ❖ A summary of the major issues highlighted by the community;
- ❖ Examples of quotes/comments from community members;
- ❖ The opportunities available to the Shire;
- ❖ Strategies to achieve each of the desired outcomes;
- ❖ Key partners identified to assist with each strategy (if required).

The plan also provides details of how the Shire will measure success in achieving the objectives, and who else has influence over the Shire's ability to achieve these objectives.





How we will use this Plan.

This plan identifies and shares the community's vision and aspirations for the future and outlines how the Shire, will over the long term, endeavour to work towards the delivery of these aspirations for our community.

As we look to the future, the Strategic Plan will influence how the Shire resources and delivers its operational targets. The Plan will be the primary driver for all strategic direction for the Shire and will provide the required supporting evidence and documentation feeding into the other Integrated Planning documents, including the Corporate Business Plan, Workforce Plan, Asset Management Plan and the Forward Capital Works Program.

It is important to note that plans are only effective if resourced adequately to ensure an outcome. The strategies will be prioritised and actions applied, after an assessment of available resources, through the development of a Corporate Business Plan annually.

After adoption of the Strategic Plan, it is required to be reviewed regularly. Every second year, the process enters the Strategic Review process. The Strategic Review alternates between minor and major versions. The minor version is generally a desktop review and tends to focus on resetting the Corporate Business Plan. The major review involves re-engagement with the community on vision, outcomes and priorities, together with a comprehensive review of the whole IPR suite. The community are encouraged to play an active role in this review to ensure that the aspirations and vision for the Shire remain a collaborative effort.

Whilst not a mandatory requirement, aligning the Strategic Review with the local government election cycle (October biannually) enables the post-election Council to play an active role in reviewing the strategic direction of council, which falls at the core of its governance role.





ECONOMIC

What the Community told us

A summary of the key issues raised in relation to the economy were:

- Need to improve the advertising of land availability in Williams (residential and industrial) in conjunction with Landcorp;
- Ensure planning for any future aged housing units takes into consideration location and access to amenities and facilities;
- Consider improvements to the town park for locals and visitors;
- Council needs to secure funding for projects to be implemented;
- Need to support new industries to establish and develop in Williams;
- Need to increase and develop tourism opportunities;
- Signage on highway to encourage people up Brooking Street

Quotes from the Community

“Just need to broaden the economic base of Williams. Easier said than done, but there needs to be more to attract and retain people in the town”

“Great place, great people and great location. Unfortunately there is not a lot to do here vocation wise except own a farm or Ag contracting business or not much else. Not a lot to retain people in the area outside of that.”

“Williams can't grow without more people. Businesses”

“Do it well but a bit more growth and vibrancy would be great”

“Develop a marketing plan and make the area attractive for business to want to establish there”

“Strengthen the image of Williams and facilities available – land (residential and industrial), water, power, location, great facilities, NBN”



The Opportunity

The Shire of Williams' vibrant, local economy can build on its competitive advantage of its location and proximity to other regional centres and the Perth metropolitan area. Williams' location on the Albany Highway, together with its estimated 3,800-4,600 vehicles per day travelling through, provides opportunities for businesses related to tourism (eg: food, fuel and toilets) to grow, develop and flourish.

With forward planning around infrastructure to support economic development, the Shire is well placed to continue to attract new residents and businesses that can value-add to the local agriculture industry as well as expand into other existing industries such as service and support industries for the agricultural area. Tourism is also seen as industry with untapped potential, and the community is keen to explore and support this further. Whilst Williams may not be recognised as a destination point, it is a strategic gateway to the much visited regions of WA

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





OUTCOME 1

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

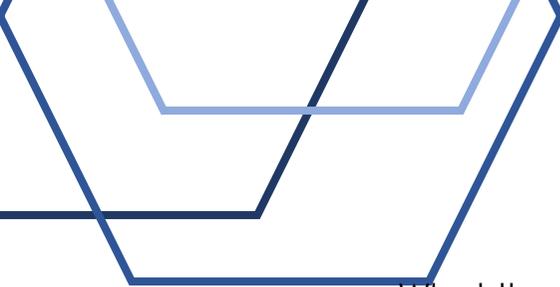
- ED 1.1** Develop and promote the Marjidin Industrial Estate to offer affordable and appropriately serviced lots.
- ED 1.2** Encourage linkages between the Lions Park and Brooking Street to actively encourage visitation and investigate the establishment of an information board highlighting places to stay, services and history of the town.
- ED 1.3** Promote land availability within the Shire for residential, industrial and commercial development
- ED 1.4** Encourage business and community groups' initiatives to promote the Shire as a place to live, work, play and invest.
- ED 1.5** Advocate, promote and encourage industrial development that will offer employment opportunities for our community.
- ED 1.6** Consider future land acquisition for the Shire for recreation, commercial, residential or industrial purposes.
- ED 1.7** Assist Local Businesses and the community in periods of economic shortfall.

OUTCOME 2

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

- ED 2.1** Plan and develop relevant aged housing suitable to meet needs of growing population.
- ED 2.2** Investigate the feasibility of the establishment of short term, backpacker accommodation
- ED 2.3** Promote and support the availability of accommodation suitable for young people, families and retirees.





SOCIAL & CULTURAL

What the Community told us

A summary of the key issues raised in relation to the social and cultural development were:

- Need to plan for, and address support services needs of seniors;
- A safe community environment;
- Consider redevelopment of the town park;
- Community want access to quality sport and recreational facilities and community meeting places to encourage social interaction;
- Ensure the plans for the redevelopment of the Williams Lions Park includes elements such as information signage, adequate parking, nature play;
- Men's Shed;
- Williams needs an 'icon' – the new Numbat being considered for the redeveloped Lions Park may meet this.

The Opportunity

The Shire of Williams wants to retain its welcoming and safe environment and would like to see the continued provision of community facilities and services for all age groups, abilities and interests to sustain these highly valued social attributes, The Shire would like to ensure that the community feel that their contributions are valued, important and very much welcome as they all contribute to making Williams the strong and vibrant community that it is.

To achieve this, the Shire will need to work collaboratively with the community and other organisations and stakeholders to deliver on the following strategies. We are fortunate that much of this already exists in Williams, but the focus for the future should be on the continued maintenance and engaging collaboratively with the community on a regular basis to ensure that the Shire can continue to successfully meet the needs of a changing and growing community.

Quotes from the Community

"I also think we could do with more seating around town so that the seniors can sit when they are going for walks"

"Consider investing in the park in Brooking Street to bring visitors into town"

"General beautifying of the town – idea of collecting recycling materials eg: plastics to recycle into park benches – a community activity that has a positive outcome"

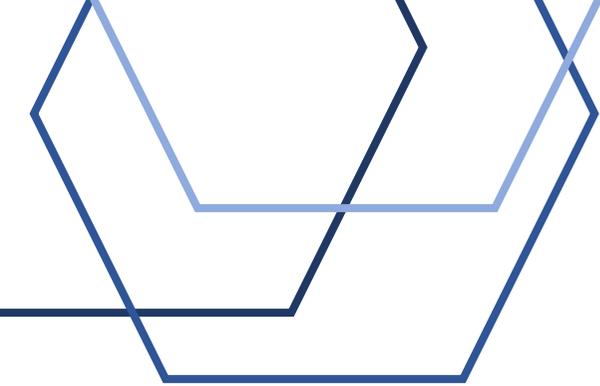
"Support services and facilities for seniors are part of a growth industry in this district and can attract more people to Williams"

"Boost Men's Shed. Make it a priority"

"Need to promote Williams and its role in the development of the region. Recognising its place in the history of the development of WA. Promote and develop tourism and recognising our history"

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



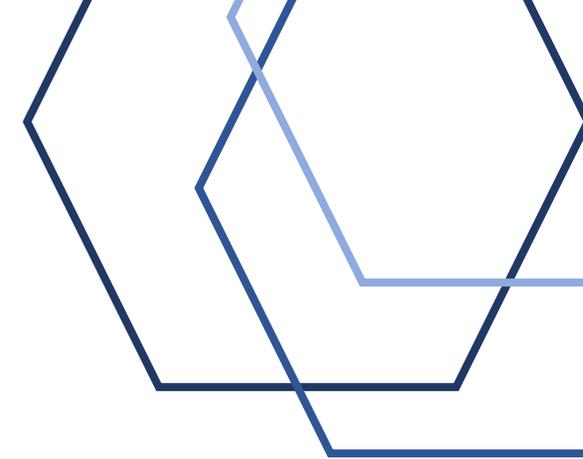


OUTCOME 1

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

- SCD 1.1** Provide, maintain and improve community infrastructure.
- SCD 1.2** Support the initiatives of the Williams Men's Shed in establishing a facility that will support men's health and well-being).
- SCD 1.3** Maintain a safe and secure environment for the community
- SCD 1.4** Implement strategies that will support increased usage of the Williams Recreation Ground facilities (including swimming pool)..
- SCD 1.5** Continue to support and develop tourism opportunities for the Shire.
- SCD 1.6** Investigate the feasibility for the redevelopment of the Town Park, Skatepark and Cullen Park. Actively work to deliver identified improvements in collaboration with all stakeholders and Identify and source funds to assist with implementation.

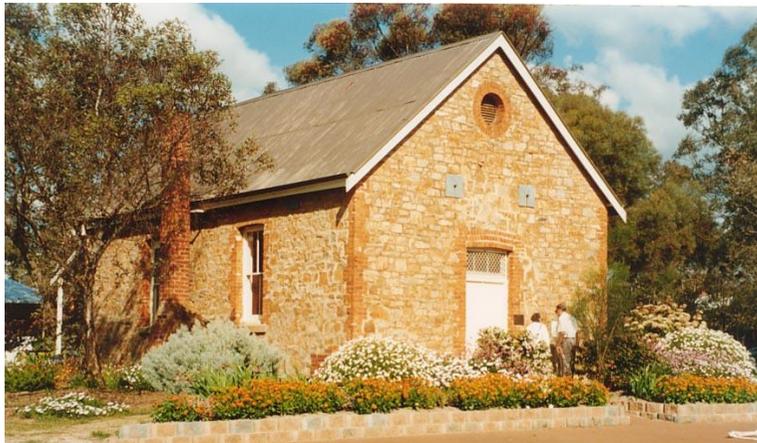




OUTCOME 2

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

- SCD 2.1** Advocate and support service provisions for seniors.
- SCD 2.2** Lobby for the use of the HACC Bus for non-HACC clients (on a fee for service basis).
- SCD 2.3** Support seniors by offering subsidised bus hire if required for activities and outings
- SCD 2.4** Continue to support and promote community events, initiatives and programs.
- SCD 2.5** Investigate opportunities to engage with youth, through improved access to services, facilities and programs.
- SCD 2.6** Continue to support health service provision for the community (doctor, allied health, Medical Centre)
- SCD 2.7** Support implementation of initiatives identified in Disability Access and Inclusion Plan, Williams Local Bike Plan, Local Emergency Management Arrangements and other related Plans for the Shire.



OUTCOME 3

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

- SCD 3.1** Advocate and support initiatives that will develop and celebrate the cultural heritage of the Shire.
- SCD 3.2** Investigate opportunities for preservation of Historical artefacts of Williams.
- SCD 3.3** Encourage and support Historical Groups in Williams.



LAND USE & ENVIRONMENT



What the Community told us

A summary of the key issues raised by the community in relation to the environment were:

- Management of public open spaces with a balance of open space and recreational development;
- Ensuring townsite is clean and tidy;
- Road network maintenance;
- Mosquito management;
- Sustainable resources management and use;
- Flood mitigation;
- Footpath maintenance and management;
- Shade trees;
- Walking/Cycle friendly pathway linkages;
- Waste Management

The Opportunity

The Shire of Williams values highly both its natural and built environments. The community recognises that there is a need to balance the two.

The Shire needs to ensure that it maintains public open space areas, balancing open space provision with the need to establish recreational areas including playgrounds, BBQs, amenities and family friendly facilities. There is a strong evidenced need that the Shire needs to map flood prone areas and then plan to mitigate or address these to ensure that valuable assets – whether public or private – are not adversely impacted. Effective, safe and appropriate mosquito management was discussed at the community meetings, with the community wanting reassurance that the current mitigation methods are the most effective management tool.

The Shire's road network is seen as a high priority given the extensive network that the Shire is responsible for maintaining and the high usage of much of the network, particularly seasonally.

Quotes from the Community

“Value the public open space and improve – blocks are getting smaller, in future will need more open space – especially old caravan park site”

“Introduce water initiatives to reduce reliance on scheme water eg: roadworks”

“Develop a plan for action for the next flood. Coordinating sandbagging, knowing vulnerable locations and identify who is responsible”

“Plant more deciduous, leafy, shady trees along footpaths for pedestrians, car parking and aesthetics”

“Develop a nature trail from Williams Nature Reserve to Williams Lions Park”

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





OUTCOME 1

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

- LUE 1.1** Ensure that the townsite is maintained to a high standard.
- LUE 1.2** Maintenance of road reserves is undertaken mindful of retention of natural vegetation where possible whilst ensuring safety of all road users.
- LUE 1.3** Monitor the impact of pests and weeds throughout the Shire and adopt appropriate mitigation methods).
- LUE 1.4** Identify flood prone areas of townsite and introduce mitigation measures where required.
- LUE 1.5** Continue to ensure appropriate compliance in fire safety mitigation measures within the townsite and work with relevant agencies to address issues on public land.



OUTCOME 2

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

- LUE 2.1** Provide quality amenities and accessible public open spaces for the community.
- LUE 2.2** Ensure townsite amenities are maintained and improved where required.
- LUE 2.3** Investigate the feasibility of a walk trail from Williams Lions Park to Williams Nature Reserve.

Land Use and Environment



OUTCOME 3

Recognising and implementing sustainability measures.

- LUE 3.1** Undertake energy audits and investigate alternative energy solutions for Shire owned facilities.
- LUE 3.2** Investigate the implementation of sustainable water programs in town.
- LUE 3.3** Investigate measures for bulk rubbish pick-up for town based residents (on a fee for service basis).
- LUE 3.4** Investigate feasibility of introduction of an Environmental Officer to provide support and guidance on all environmental related issues.
- LUE 3.5** Support and advocate for regional waste approach to waste management including transfer stations, recycling and waste education.



OUTCOME 4

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

- LUE 4.1** Strive for high quality, well-constructed and maintained local road network.
- LUE 4.2** Ensure adequate and appropriate drainage is considered in all road upgrades and maintenance for both town and rural roads.



CIVIC LEADERSHIP

What the Community told us

The key issues identified by the community in relation to civic leadership were:

- Respect results of community survey's;
- Shire to have stall at Expo to provide community with informal forum for comment and to promote the positive things Shire is doing;
- Promote communication methods – SMS, Facebook, website etc;
- Consider need to redevelop Shire front reception area;
- Maintain strong regional partnerships;
- Financial stability is paramount;
- Maintain approachable Councillors and Staff – committed to the very best for the Shire and community.



Quotes from the Community

“What we have is good, however we need to be more open to new ideas and take notice of what is said by people at local level when having meetings”

“Let people know ‘how’ the shire currently disseminates information – SMS, flyer, website, Facebook, The Williams, ‘Welcome to Williams’ pack for new residents (available from the Williams CRC)”

The Opportunity

The Shire of Williams community is a proud, passionate and loyal community that always endeavours to strive for the very best in all that it sets out to do. We are a community that is proud of its heritage and wants the best for its future.

Strong and visionary leadership, continued support and encouragement of volunteerism, proactive community engagement and communication are the keys to successful community development into the future. Working together to achieve the outcomes that have been developed as a community, for the community, is the focus. Not everything has to be done by the Shire – community groups, businesses and the wider community can equally contribute to the betterment of the community through strong, well developed, well initiated projects that strive to make a difference in the way we live, work, play and invest.

The community is focused on the need to ensure that the community remains well informed, well connected and engaged and has the opportunity to actively participate, and be listened to. They want to make sure that their priorities for the development of our town are as high as Council's priorities, and that they are synonymous with each other. It is important to recognise that aspirations will almost always be greater than the resources available to Council to implement them. The balance, therefore, is in the delivery of the community's aspirations in a timely manner without placing significant and unnecessary financial pressures on the organisation, and therefore ratepayers.

OUTCOME 1

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

- CL 1.1** Promote a positive image of Council through appropriate marketing activities and high standards of customer service.
- CL 1.2** Ensure the community remains well informed, well connected, engaged and has the opportunity to actively participate.
- CL 1.3** Maintain, review and ensure relevance of Council's policies, local laws and operational plans.
- CL 1.4** Continue to use community satisfaction surveys to seek community feedback on a range of issues.



OUTCOME 2

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

- CL 2.1** Maximise and leverage grant funding opportunities to balance and support Council investment.
- CL 2.2** Maintain accountability, transparency and financial responsibility.
- CL 2.3** Monitor revenue streams and implement opportunities where appropriate. Consistently review rate income.



OUTCOME 3

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

- CL 3.1** Participate in, and actively collaborate with, the 4WDL Voluntary Regional Organisation of Councils on resource sharing opportunities.
- CL 3.2** Foster, nurture and develop strategic alliances with local governments, Major industry and government agencies.





OUTCOME 4

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

- CL 4.1** Implement the Integrated Planning and Reporting Framework documentation including the Corporate Business Plan, Asset Management Plan, Workforce Plan and Forward Capital Works Plan.
- CL 4.2** Provide professional development opportunities for all staff.
- CL 4.3** Provide elected member training and professional development opportunities.
- CL 4.4** Monitor and ensure compliance with regulatory framework for local government business.
- CL 4.5** Monitor the community's administration needs and ensure that the Shire administration area is inviting, welcoming and addresses disability access needs where appropriate.



Community
Democracy
Government
Values
Equity
Thriving
Pride
infrastructure
Listen
People
officials
Residents
Dialogue
Trust
Civic
Unity
Activism
Leadership
Together
Prosperity
Society
Hear
Problem-solving
Reform
Responsibility
Decision-making
Institutions
Engagement
Inclusive



Measuring Success

The aim of this Plan is to align the community's visions and aspirations for the future of Williams to strategic objectives for the next 15 years. Whether we are achieving these objectives will be measured by both quantifiable and non-quantifiable outcomes.

Key Performance Measures

Key performance measures seek to provide an indication of whether we are meeting our objectives and will be monitored and reported. A combination of measures will be developed along with a base line level and target for each measure.

Community Satisfaction Survey

As part of each two year review, the Shire of Williams will measure the success of the plan by seeking feedback from the community through surveys. The community was asked to provide feedback on the importance of services we provide, and the level of satisfaction with these services

The information received from the community will help the Shire to determine how well the Strategic Community Plan is performing.

The Shire undertakes these community satisfaction surveys on a bi-annual basis and they give an indication of the ongoing community satisfaction levels to guide the prioritisation of investment in the delivery of the outcomes and objectives contained within this Plan.

The Annual Report

The Annual Report produced at the end of every financial year is a report of the Shire's achievement during the previous financial year. It contains an overview of the Strategic Community Plan and the Corporate Business Plan, together with information about our actions, achievements and budget performance. It also describes the major initiatives scheduled to continue or commence in the next financial year.



Economic

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

OUTCOME	KEY PERFORMANCE MEASURES	2018/19 RESULTS
Develop infrastructure and investment that is sustainable and an ongoing legacy to the shire.	Number of Businesses established	Relocation of Great Southern 4x4 to the industrial area. Shell Roadhouse plans were approved by council and construction will begin in 2019/20
	Number of jobs created	
	Level of unemployment	The Shire maintains a relatively low level of unemployment.
	Lions Park redeveloped to meet the need of users.	Officially opened in Sept 2018, The Lions Park attracts travellers to stop in the town.
	Marketing opportunities investigated and implemented	Shire continues to market itself and opportunities via the Shire website, Facebook page and local community newsletters.
	New Carpark established	An approximate extension of 100m to the carpark along Albany highway allowing more parking for access to businesses along the highway.
To have appropriate levels of housing to cater for population retention and growth.	Accommodation availability meets demand	Current levels of accommodation meet the demand. Single accommodation quarters will be looked into in the future.

Social and Cultural

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

OUTCOME	KEY PERFORMANCE MEASURES	2018/2019 RESULTS
To provide community infrastructure and facilities that meet the needs of the population	Community satisfaction levels	Community are actively engaged via social media, local community newsletters and online surveys and provide feedback on satisfaction or otherwise directly to elected members and staff as required
	Men's Shed established	Planning in progress, project will be implemented once funding is approved.
	Usage of sporting facilities	Swimming pool usage numbers are recorded annually and the bookings of the other sporting grounds are recorded.
To support a safe and healthy community with a strong sense of community pride	Number of community events, initiatives and programs	Community continue to provide sporting events with support by the Shire where required. The Williams Community Resource Centre engage with the community with initiatives and programs tailored to meet identified needs
	Number of youth programs and initiatives	The Williams Community Resource Centre undertakes youth initiatives regularly tailored to the needs and interests of the young people.
	New medical centre established with allied health access	The Williams Medical Centre was opened in September 2018, a doctor remains servicing Williams once a week from this premises
To recognise the vibrant history of the Shire and its rich, varied cultural heritage and natural environment is valued, respected, promoted and celebrated	Marradong country self drive trail	The self drive trail was developed showcasing the exquisite areas between Boddington, Wandering and Williams. The trail will encourage tourists to travel inland rather than the coast.

Land use & Environment

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

OUTCOME	KEY PERFORMANCE MEASURES	2018/2019 RESULTS
To enhance, promote, rehabilitate and leverage the natural environment so it continues to be an asset to the community	Community satisfaction levels	The community provides feedback on the natural environment on an as needs basis and Council addresses these as funds permit or funding is secured.
	Number of documented complaints	No formal complaints received. Requests for work to be completed recorded and addressed as required.
	Weed management measures implemented	Contractor engaged to undertake key roadside spraying.
	Flood prone areas identified and mitigation methods introduced	Stage One of flood mitigation planning complete.
	Hazard reduction	Ongoing work with DFES on bush fire risk mitigation.
Natural assets and public open spaces are accessible, well utilised and managed	Walk trail implemented	Walk trails are being reviewed and hope of have walk trails planning underway in 2019/2020.
Recognising and implementing sustainability measures	Reduction in reliance on scheme water	Monitoring of consumption usage ongoing.
	Bulk rubbish pick-up in town	Ongoing access to larger recycling bins for local businesses.
	Regional approach to waste management implemented	Shire is implementing a new waste management facility that will be operational September 2019
To have safe and well maintained transport networks that supports the local economy	Road condition reports	Road condition assessed regularly as part of Asset Management Plan.
	Drainage included in design of all upgrades to town and rural road network	Ongoing.

Civic Leadership

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

OUTCOME	KEY PERFORMANCE MEASURES	2018/2019 RESULTS
The Shire is efficient in its operations; actively listens to the community and anticipates and responds to community needs	Attendance at community meetings	The Shire prides itself on being community minded and a delegate of the Shire attends as many community consultation forums as possible
	Policies are relevant and up-to-date to meet legislative requirements	Policy Manual revised and updated and adopted by Council.
	Community satisfaction surveys completed bi-annually	Scheduled for 2019/20.
The revenue needs of the Shire are managed in an equitable, proactive and sustainable manner	Council investment leveraged with funding	Adequate funding leveraged to meet project needs.
	Long term financial viability	Ongoing.
	Financial ratios within target	Two ratios did not meet the Department of local Government, Sport and Cultural Industries standard. Report prepared and published.
Effective collaboration and shared services with other relevant Local, State and Federal Government agencies, industry and community organisations	Level of regional participation and collaboration	Continued participation in the 4WDL VROC group of local governments. Continued participation in the Hotham Williams Economic Development Alliance (HWEDA)
A strategically focused, unified Council functioning effectively ensuring compliance within the regulatory framework	Compliance with IPR framework	Ongoing.
	Adoption of Compliance Return	Completed.
	Staff attend PD	Ongoing. As needed/identified.
	Staff retention rates	Minimal turnover of Staff.
	Number of PD workshops attended by Councillors	PD completed for new councillors in-house. Additional training/workshops offered and attended as needed.



Resource Capacity

This Strategic Community Plan was developed with an understanding of our current resource capacity, in regards to financial, workforce and asset resources. Whilst future resource capacity is not known, expectations of relative future resource capacity were considered

AT A GLANCE

- Total Operating Expenditure for 2018/2019 was \$3.58m (including depreciation).
- Employee Wages costs for 30 permanent & casual employees were \$1.53m.
- Rates and Charges comprised of \$2.55m of the total income received.
- Council's total Grant Funding for the year was \$1.99m.
- A \$2.07m Capital Works program was delivered.
- Cash and Investments as of June 2019 totalled \$1.51m.
- Council Borrowings are \$815,826 at the end of the year.



Review and further development of Asset Management Plans, the Workforce Plan and the Long Term Financial Plan will influence future resource levels for consideration during the Corporate Business Planning and Annual Budget processes.

Summary	Actual	Actual	Actual
	2018/2019	2017/2018	2016/2017
Total Operating Revenues	\$3,404,235	\$3,313,854	\$3,642,392
Total Operating Expenditure	(\$3,578,936)	(\$3,837,486)	(\$4,262,550)
Non- Operating Grants, Subsidies and Contributions	\$1,274,043	\$839,221	\$1,894,736
Profit/Loss on Asset Disposals	(\$40,213)	\$2,907	(\$117,736)
Net Result	\$1,059,129	\$318,496	\$1,156,842
Revaluation of Assets	\$0	(\$24,288,585)	(\$2,877,364)
Net Operating Result	\$1,059,129	(\$23,970,089)	(\$1,720,522)



References and Acknowledgements



We thank the community of Williams for their time and effort in being part of our community engagement, and for their invaluable input into the review and update of our Strategic Community Plan.

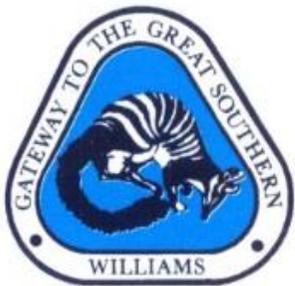
The Shire of Williams Strategic Community Plan 2017-2032 has been developed by engaging the community and other stakeholders. Council's Elected Members and Staff have also had input into the development of this Plan.

The community engagement facilitator was Andrew Huffer from *Andrew Huffer and Associates*.

Much of the information contained in this plan has been derived from documents in the public domain and liaison with key stakeholders. We have also made particular reference to the following documents and websites during the preparation of the plan.

- ❖ Williams 2022 – A Strategic Community Plan (prepared by *Labyrinth Consulting* 2012)
- ❖ Shire of Williams website www.williams.wa.gov.au
- ❖ Australian Bureau of Statistics www.abs.gov.au
- ❖ Our Plan to develop the Hotham-Williams Regional Economy (prepared for HWEDA in 2015 by *RPS and TMR Consulting*)
- ❖ Wheatbelt Development Commission Regional Blueprint (2015) www.wheatbelt.wa.gov.au
- ❖ Regional Development Australia Wheatbelt www.rdawheatbelt.com.au
- ❖ Shire of Harvey Strategic Community Plan (reference material)
- ❖ Shire of Shark Bay Strategic Community Plan (reference material)





For further details on the Strategic Community Plan, please contact:

Shire of Williams
9 Brooking Street
PO Box 96
WILLIAMS WA 6391
P: 9885 1005

E: shire@williams.wa.gov.au

W: www.williams.wa.gov.au

Britt Logie left the Meeting at 16.43pm.

8.3.2 ACCOUNTS FOR PAYMENT

File Reference	4.23.15
Statutory Ref.	<i>Local Government (Financial Management) Regulations 1996</i>
Author & Date	Cara Ryan 8 April 2020
Attachments	Payment listing for month ending 31/03/2020

Background

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the Shire's municipal or trust accounts. In exercising their authority, and in accordance with the *Local Government (Financial Management) Regulations 1996*, it is a requirement to produce a list of payments made from Council's Municipal Fund and Trust Fund bank accounts to be presented to Council in the following month.

Statutory Implications

Local Government (Financial Management) Regulations 1996 - Reg 13

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

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

Comment

The list of accounts for payment is a separate attachment to this agenda.

Strategic Implications

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

CL 2.2 Maintain accountability, transparency and financial responsibility

Financial Implications

As listed in the recommendation below.

Voting Requirements

Simple Majority

Officer's Recommendation

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104809 – 104817 totalling \$244,881.12, and Trust Fund EFT and Cheques totalling \$ 240.00 approved by the Chief Executive Officer during the month of March 2020 be endorsed.

Council Resolution

Harding/Watt

That Municipal Fund EFT, Bpay, Direct Debits and Cheques 104809 – 104817 totalling \$244,881.12, and Trust Fund EFT and Cheques totalling \$ 240.00 approved by the Chief Executive Officer during the month of March 2020 be endorsed.

**Carried 9/0
Resolution 149/20**

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 MARCH 2020

DATE	NAME	DESCRIPTION	AMOUNT
MUNICIPAL - EFT, BPAY, DIRECT DEBIT & CHEQUES			
04/03/2020	FDC Educators	15 FDC Educators PE 01 March 2020	\$ 17,811.17
04/03/2020	APV VALUERS & ASSET MANAGEMENT	10931 - Part 3, asset valuations	\$ 6,880.50
04/03/2020	LGIS RISK MANAGEMENT (EFT)	10920 - Business Continuity Consult - (to be refunded)	\$ 2,420.00
10/03/2020	Liddelow, Emma & Dylan	Refund of BCITF Levy overcharge, CR - 4598	\$ 13.25
10/03/2020	BUILDING AND ENERGY (EFT)	BSL Collection - February 2020	\$ 56.65
11/03/2020	SHIRE OF WILLIAMS	Salaries & Wages PE 11 March 2020	\$ 44,973.29
11/03/2020	WA SUPER	Super - February 2020	\$ 16,239.08
18/03/2020	SHAKY	11238 - Quindanning Hall Mural	\$ 1,650.00
18/03/2020	FDC Educators	15 FDC Educators PE 15 March 2020	\$ 18,684.60
18/03/2020	HARMONY SOFTWARE	Educators' Software Fees, Month of February 2020	\$ 198.00
25/03/2020	SHIRE OF WILLIAMS	Salaries & Wages PE 25 March 2020	\$ 41,301.88
26/03/2020	AGQUIRE RURAL HOLDINGS PTY LTD	11184 - February Purchases	\$ 2,397.98
26/03/2020	AIR RESPONSE	11081 - Repair Air Conditioner, Unit 2 Sandalwood Ct	\$ 311.02
26/03/2020	AMALGAMATED CIVIL & PLANT HIRE	11124 - Hire of Water Tanker, Williams-Darkan Rd	\$ 2,970.00
26/03/2020	APV VALUERS & ASSET MANAGEMENT	10931 - Part 4, asset valuation (land & buildings)	\$ 764.50
26/03/2020	AVON WASTE	11015 - Monthly Refuse Charges February 2020	\$ 8,999.61
26/03/2020	BCITF	BCITF Levy - January 2020	\$ 51.73
26/03/2020	BEAUREPAIRES (EFT)	11193, 11255 - Repair & Replace Tyres (Roller & Truck)	\$ 1,479.08
26/03/2020	BEST OFFICE SYSTEMS	Monthly Printing/Copying Charges	\$ 203.94
26/03/2020	BITUTEK PTY LTD (EFT)	11189 - Bitumen, York-Williams Rd	\$ 9,815.96
26/03/2020	BOC Ltd (EFT)	10828 - Feb. Cylinder Hire, Indust. Gases, Med. Oxygen	\$ 39.79
26/03/2020	BODDINGTON MEDICAL CENTRE	10476 - Support Doctor's Visit to Williams, 4th Qtr 2019	\$ 2,106.00
26/03/2020	BP TRUST (EFT)	Fuels / Ice - January & February 2020	\$ 952.91
26/03/2020	CORNER'S AUTOMOTIVE ELECTRICS	11235 - Part for Water Tanker	\$ 33.00
26/03/2020	CORSIGN (EFT)	11188, 11302 - Traffic Signs	\$ 440.00
26/03/2020	COVS PARTS PTY LTD (EFT)	11194 - Parts (LED Beacon, Isuzu Truck)	\$ 622.94
26/03/2020	DEPARTMENT OF TRANSPORT.	11208, 11218 - Abandoned Vehicle Searches	\$ 6.80
26/03/2020	DUFF ELECTRICAL CONTRACTING	11181, 11214, 11082 - Public & Residential Facilities Mtc	\$ 517.00
26/03/2020	JAMIESON ENGINE ENGINEERING (EFT)	11190 - Engine Repairs (Nissan Fire Truck)	\$ 4,080.80
26/03/2020	JUNCTION BROOK PTY LTD (EFT)	11192 - Filters (for 4 vehicles)	\$ 1,479.50
26/03/2020	LANDGATE (EFT)	Land Valuations - Rating	\$ 125.64
26/03/2020	M & J DYKE PTY LTD	11180 - Hydraulic Hoses (Standpipe Trailer)	\$ 683.23
26/03/2020	MISTER YARDMAN	11242 - Work at Quindanning Hall Playground	\$ 110.00
26/03/2020	MJB INDUSTRIES PTY LTD (EFT)	11200, 11301 - Concrete Pipes, Headwalls, Tarwonga Hall	\$ 1,353.00
26/03/2020	MODERN TEACHING AIDS PTY LTD (EFT)	10947 - Cleaning products (Childcare)	\$ 174.52
26/03/2020	NARROGIN BEARING SERVICE (EFT)	11256 - O-rings (Nissan Fire Unit)	\$ 1.58
26/03/2020	NARROGIN CHAMBER OF COMMERCE INC (EFT)	11244 - Narrogin Chamber of Commerce M/ship 20/21	\$ 265.00
26/03/2020	NARROGIN GLASS (EFT)	11248 - Repair Town Hall Window	\$ 154.05
26/03/2020	NARROGIN HIRE SERVICE (EFT)	11253 -Reticulation (Hockey Oval)	\$ 172.40
26/03/2020	NARROGIN NISSAN	11191 - Part (Nissan Fire Unit)	\$ 396.25
26/03/2020	NARROGIN TOYOTA (EFT)	11252 - Parts (Chainsaw)	\$ 117.00
26/03/2020	PH & KE GOW (LICENSED SURVEY)	11246 - Survey Lions Park Car Park	\$ 1,650.00
26/03/2020	RECKON LTD (EFT)	11353 - 2-User Annual Licence	\$ 745.00
26/03/2020	RUSTIK RAINBOW (EFT)	11247 - Refreshments - Council Meeting	\$ 75.50
26/03/2020	SHIRE OF WAGIN (EFT)	Reimburse EHO Wages & Mileage, March 2020	\$ 4,277.17
26/03/2020	SHIRE OF WANDERING (EFT)	11243 - Councillors' Training	\$ 330.00
26/03/2020	SWAT PEST CONTROL	Insect Treatment - Recreation House	\$ 27.50
26/03/2020	T-QUIP (EFT)	11196 - Mower Tyre, Toro Reelmaster Mower	\$ 163.70
26/03/2020	THE GOODS (EFT)	10949 - Cleaning Products	\$ 1,345.66
26/03/2020	TOLL TRANSPORT PTY LTD	Freight - Parts, Water Samples	\$ 53.03
26/03/2020	WA CONTRACT RANGER SERVICES	11240 - Ranger Services, Feb/Mar 2020	\$ 561.00
26/03/2020	WALLIS COMPUTER SOLUTIONS	10950 - IT Support, February 2020	\$ 985.55
26/03/2020	WESTRAC (EFT)	11187 - Service/Labour (CAT Grader)	\$ 821.43
26/03/2020	WILLIAMS GENERAL STORE (EFT)	Monthly refreshments & consumables, February 2020	\$ 213.86
26/03/2020	WILLIAMS NEWSAGENCY	Monthly account February 2019, Paper & Seedlings	\$ 49.30
26/03/2020	WILLIAMS SJA SUB CENTRE (EFT)	SJA Subscriptions Collected in February 2020	\$ 56.00
27/03/2020	Logie, J & D (JW & DL Logie Transport)	Refund of overpayment	\$ 4,092.88
25/03/2020	AUSTRALIAN TAXATION OFFICE	BAS - Feb 20	\$ 25,334.00
01/03/2020	WESTNET	Monthly CEO Internet Charges, March 2020	\$ 54.99
03/03/2020	CBA	CBA - Merchant Fees Feb 2020	\$ 166.91

SHIRE OF WILLIAMS PAYMENT LISTING FOR THE MONTH ENDING 31 MARCH 2020

19/03/2020	ANZ CARDS	Monthly Credit Card Expenses x 3	\$ 1,592.35
09/03/2020	SYNERGY	Electricity to Swimming Pool 21/1/2020 to 18/2/2020	\$ 1,699.13
09/03/2020	TELSTRA	Phone services - Office, Pool, Childcare	\$ 472.44
10/03/2020	WILLIAMS LICENSED POST OFFICE	Petty Cash Recoup - Keys cut, Australia Day Expenses	\$ 105.10
11/03/2020	SHIRE OF WILLIAMS	Rego - Titan Mower	\$ 38.20
18/03/2020	AUSTRALIA POST	PO Box Renewal to Mar 2021	\$ 93.00
18/03/2020	SYNERGY	Electricity - Offices, Depot, Various Facilities	\$ 6,336.12
18/03/2020	TELSTRA	Mobile Phone Services to 1/3/2020	\$ 317.48
26/03/2020	SYNERGY	Electricity to Swimming Pool 18/2/2020 to 17/3/2020	\$ 2,017.71
26/03/2020	TELSTRA	Telstra Instant Messaging SMSs, W/Supervisor Phone	\$ 152.46
			\$ 244,881.12

TRUST - EFT & CHEQUES

04/03/2020	REDHEAD, DARREN.	Return Nomination Deposit	\$ 80.00
12/03/2020	DAVID PHELPS.	Return Nomination Deposit	\$ 80.00
12/03/2020	CHADWICK, JACKY	Return Nomination Deposit	\$ 80.00
			\$ 240.00

8.3.3 FINANCIAL STATEMENTS

File Reference	4.23.15
Statutory Ref.	Local Government (Financial Management) Regulations 1996
Author & Date	Cara Ryan 8 April 2020
Attachments	Financial Statements ending 31/03/2020

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

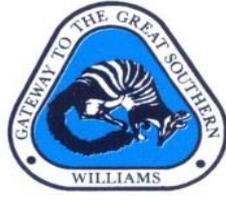
That the financial statements presented for the period ending 31 March 2020 be received.

Council Resolution

Harding/Major

That the financial statements presented for the period ending 31 March 2020 be received.

Carried 9/0
Resolution 150/20



SHIRE OF WILLIAMS

MONTHLY FINANCIAL REPORT For the Period Ended 31 March 2020

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

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Statement of Financial Activity by Program

Note 1	Net Current Assets
Note 2	Explanation of Material Variances
Note 3	Cash and Investments
Note 4	Receivables
Note 5	Rating Revenue
Note 6	Capital Details
Note 7	Borrowings
Note 8	Grants and Contributions
Note 9	Trust Fund
Note 10	Budget Amendments

Prepared by : Manager of Finance
Date prepared : All known transactions up to 12th March 2020

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34. Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities and to the extent they are not inconsistent with the Local Government Act 1995 and accompanying regulations), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise.

Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All Funds through which the Council controls resources to carry on its functions have been included in this statement. In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated. All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

SIGNIFICANT ACCOUNTING POLICIES

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 MARCH 2020**

STATUTORY REPORTING PROGRAMS

The Shire of Williams operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME	OBJECTIVE	ACTIVITIES
GOVERNANCE	To provide a decision making process for the efficient allocation of scarce resources.	Administration and operation of facilities and services to members of Council. Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific Council services.
GENERAL PURPOSE FUNDING	To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
LAW, ORDER, PUBLIC SAFETY	To provide services to help ensure a safer community.	Supervision and enforcement of local laws, fire prevention and suppression activities and animal control.
HEALTH	To provide an operational framework for good community health.	Health inspection and advisory services, analytical services, mosquito control, collection agent for Williams St John Ambulance subscriptions and assist with providing medical services.
EDUCATION AND WELFARE	To provide a framework that enables community needs in these areas are met.	Provision and maintenance of premises for the Williams Community Resource Centre and Willi Wagtails Childcare Centre. Provide administration services for the Childcare centre.
HOUSING	To help ensure the availability of adequate housing for the community needs.	Management, administration and maintenance of Williams Community Homes, Sandalwood Court, Wandoo Cottages, Jamtree Lane Units and New Street units.
COMMUNITY AMENITIES	Provision of amenities required by the community.	Refuse management, protection of the environment, maintenance of cemeteries and public conveniences.
RECREATION AND CULTURE	To establish and manage efficiently all infrastructure and resources which will meet the recreational and cultural needs of the community.	Maintenance of halls, recreational facilities and reserves. Operation of Library and compilation and maintenance of local heritage register.
TRANSPORT	To provide safe, effective and efficient transport services to the community.	Construction and maintenance of streets, roads, bridges and drainage. Cleaning and lighting of streets, depot maintenance and on-line agent for Department of Transport.
ECONOMIC SERVICES	Promotion of Williams and improvement of economic wellbeing of the district and its inhabitants.	Tourism services, area promotion, implementation of buildings controls, provision of standpipe water, maintenance and management of Williams Stud Breeders pavilion.
OTHER PROPERTY AND SERVICES	Efficient utilisation of Council resources, plant repairs and operations, management of Williams Town Planning Scheme.	Provision of private works to public, maintenance of Council plant, approvals and monitoring of town planning activities.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

	Note	Adopted Budget (d)	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
OPENING FUNDING SURPLUS (DEFICIT)	1 (b)	394,592	394,592	410,226	15,634	4%	
Operating Revenues							
Governance		500	375	1,918	1,543	411%	
General Purpose Funding - Rates	5	1,924,101	1,924,101	1,923,045	(1,056)	(0%)	
General Purpose Funding - Other		306,095	232,196	218,042	(14,154)	(6%)	▼
Law, Order and Public Safety		69,248	43,111	43,432	321	1%	
Health		400	400	300	(100)	(25%)	
Education and Welfare		283,029	221,225	229,381	8,156	4%	
Housing		247,804	158,717	155,718	(2,999)	(2%)	
Community Amenities		203,177	185,429	183,105	(2,324)	(1%)	
Recreation and Culture		44,557	40,269	36,896	(3,373)	(8%)	
Transport		109,381	87,031	81,568	(5,463)	(6%)	▼
Economic Services		102,826	84,171	121,747	37,576	45%	▲
Other Property and Services		99,601	80,286	85,378	5,092	6%	▲
		3,390,719	3,057,311	3,080,528	23,218		
Operating Expense							
Governance		(205,213)	(152,505)	(149,316)	3,189	2%	
General Purpose Funding		(84,250)	(63,000)	(60,524)	2,476	4%	
Law, Order and Public Safety		(90,129)	(72,414)	(75,829)	(3,415)	(5%)	
Health		(59,671)	(44,253)	(43,454)	799	2%	
Education and Welfare		(320,281)	(242,761)	(231,778)	10,983	5%	
Housing		(164,844)	(132,418)	(134,443)	(2,025)	(2%)	
Community Amenities		(316,987)	(234,131)	(199,921)	34,210	15%	▲
Recreation and Culture		(710,317)	(528,751)	(564,698)	(35,947)	(7%)	▼
Transport		(1,598,114)	(1,187,247)	(1,159,508)	27,739	2%	
Economic Services		(140,753)	(106,228)	(120,835)	(14,607)	(14%)	▼
Other Property and Services		(104,223)	(134,193)	(216,235)	(82,042)	(61%)	▼
		(3,794,782)	(2,897,903)	(2,956,540)	(58,637)		
Funding Balance Adjustments							
Add back Depreciation		1,256,950	942,713	1,026,127	83,415	9%	▲
Adjust (Profit)/Loss on Asset Disposal	6	(14,160)	(2,160)	(10,841)	(8,681)	402%	
Adjust Provisions and Accruals		5,400	0	83	83		
NET CASH FROM OPERATING ACTIVITIES		844,127	1,099,961	1,139,358	39,397		
Investing Activities							
Grants, Subsidies and Contributions	8	516,215	360,000	360,638	638	0%	
Proceeds from Disposal of Assets	6	95,000	45,000	56,571	11,571	26%	▲
Capital Acquisitions	6	(2,123,864)	(1,284,495)	(1,278,812)	5,683	(0%)	
NET CASH FROM INVESTING ACTIVITIES		(1,512,649)	(879,495)	(861,603)	17,892		
Financing							
Self-Supporting Loan Principal		15,475	15,475	15,235	(240)	(2%)	
Transfer from Reserves	3	497,232	0	0	0		
Repayment of Debentures		(112,942)	(70,909)	(70,909)	0	0%	
Transfer to Reserves	3	(125,835)	(13,575)	(7,627)	5,948	44%	▲
NET CASH FROM FINANCING ACTIVITIES		273,930	(69,009)	(63,302)	5,707		
NET OPERATIONS, CAPITAL, FINANCING		(394,592)	151,457	214,453	62,996		
CLOSING FUNDING SURPLUS (DEFICIT)	1 (b)	0	546,049	624,679	78,630		

KEY INFORMATION

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

The material variance adopted by Council for the 2019/20 year is \$5,000 or 5% whichever is the greater.

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

SIGNIFICANT ACCOUNTING POLICIES

CURRENT AND NON-CURRENT CLASSIFICATION

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

EMPLOYEE BENEFITS

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

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

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

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

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

PROVISIONS

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

INVENTORIES

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

OPERATING ACTIVITIES
NOTE 1(b)
ADJUSTED NET CURRENT ASSETS

	Note	Year to Date Actual 31 Mar 2020	This Time Last Year 31 Mar 2019	This Years Opening 1 July 2019	Last Years Closing 30 June 2019
		\$	\$	\$	\$
Current Assets					
Cash Unrestricted	3	997,521	803,845	549,747	549,747
Cash Restricted	3	966,393	951,957	958,766	958,766
Receivables - Rates	4	69,141	68,926	25,269	25,269
Receivables -Other	4	51,292	46,680	89,005	89,005
Accrued Revenue		0	0	186,643	186,643
Loans Receivable - clubs	7	0	0	0	0
Inventories		14,975	19,172	8,384	8,384
		2,099,322	1,890,580	1,817,814	1,817,814
Less: Current Liabilities					
Payables		(145,553)	(189,886)	(126,179)	(126,179)
Contract Liabilities	8	(52,573)	0	(12,435)	0
Provisions		(325,680)	(323,415)	(325,681)	(325,681)
Long Term Borrowings	7	(42,033)	(44,293)	0	0
		(565,839)	(557,594)	(464,295)	(451,860)
Adjustments and exclusions permitted by FM Reg 32					
Less: Cash Reserves	3	(966,393)	(951,957)	(958,766)	(958,766)
Less: Loans Receivables	7	0	0	0	0
Add: Leave Entitlements Cash Backed		15,556	10,337	15,473	15,473
Add: Long Term Borrowings	7	42,033	44,293	0	0
Adjusted Net Current Assets		624,679	435,659	410,226	422,661

SIGNIFICANT ACCOUNTING POLICIES

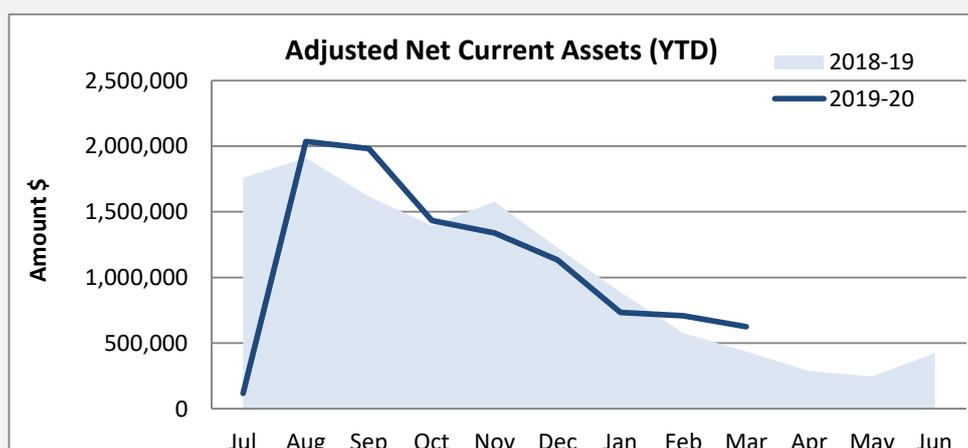
Please see Note 1 (a) for information on significant accounting policies relating to Net Current Assets.

KEY INFORMATION

The amount of the adjusted net current assets at the end of the period represents the actual surplus (or deficit if the figure is negative) as presented on the Rate Setting statement.

This Year YTD
Surplus (Deficit)
\$624,679

Last Year YTD
Surplus(Deficit)
\$435,659



The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.

The material variance adopted by Council for the 2019/20 year is \$5,000 or 5% whichever is the greater.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	1,543	411%			
General Purpose Funding - Rates	(1,056)	(0%)			
General Purpose Funding - Other	(14,154)	(6%)	▼	Permanent	Interest earned on investments will not meet budget expectations due to low interest rates.
Law, Order and Public Safety	321	1%			
Health	(100)	(25%)			
Education and Welfare	8,156	4%		Timing	Childcare fees exceeding YTD Budget expectations
Housing	(2,999)	(2%)			
Community Amenities	(2,324)	(1%)			
Recreation and Culture	(3,373)	(8%)			
Transport	(5,463)	(6%)	▼	Permanent	Variance in Storm Damage Funding Accrual to Actual Paid
Economic Services	37,576	45%	▲	Permanent	Water Sales unusually high due to usage by Main Roads for Bridge works.
Other Property and Services	5,092	6%	▲	Permanent	Reimbursement for Paid Parental Leave and Workers Compensation Payments
Operating Expense					
Governance	3,189	2%			
General Purpose Funding	2,476	4%			
Law, Order and Public Safety	(3,415)	(5%)			
Health	799	2%			
Education and Welfare	10,983	5%		Timing	Delay in expenditure of Family Day Care and Childcare building and maintenance expenditure.
Housing	(2,025)	(2%)			
Community Amenities	34,210	15%	▲	Permanent	Expenditure for Waste Collection below budget expectation due to delay in new Waste Contract commencing.
Recreation and Culture	(35,947)	(7%)	▼	Permanent	Additional mulching required for the Lions Park and completion of landscaping for Industrial Land Marjidin Way.
Transport	27,739	2%	▲	Permanent	Wages allocation for Rural Road Maintenance spent in Recreation and Culture.
Economic Services	(14,607)	(14%)	▼	Permanent	Standpipe water charge higher than budget estimate and additional expenditure for installation of phone line at 6 Marjidin way as approved by Council (Res 116/20)
Other Property and Services	(82,042)	(61%)	▼	Timing	Works overheads underallocation due to Christmas holidays should gradually increase over the remainder of year.
Investing Activities					
Grants, Subsidies and Contributions	638	0%			
Proceeds from Disposal of Assets	11,571	26%	▲	Permanent	Trade-in of Toyota Prado and Isuzu DMAX higher than budget expectations.
Capital Expenses	5,683	(0%)			

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 3
CASH AND INVESTMENTS**

CASH AND INVESTMENTS

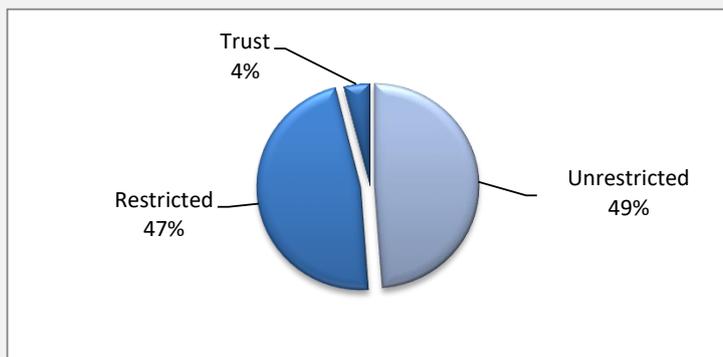
	Unrestricted	Restricted	Trust	Total YTD Actual	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
Cash on Hand							
Petty Cash & Floats	600			600		0.00%	On Hand
Cash Deposits							
Municipal Bank Account	312,294			312,294	ANZ	0.00%	At Call
Municipal Cash Investment	182,198			182,198	ANZ	0.10%	At Call
Trust Bank Account			80,008	80,008	ANZ	0.00%	At Call
Term Deposits							
Reserves		966,393		966,393	ANZ	1.35%	26-May-20
Treasury				0			
Overnight Cash Deposit	502,429		0	502,429	Treasury	0.70%	Overnight
Total	997,521	966,393	80,008	2,043,922			

SIGNIFICANT ACCOUNTING POLICIES

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

KEY INFORMATION

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



Total Cash	Unrestricted
\$2.04 M	\$1. M

CASH BACKED RESERVES

Reserve Name	Opening Balance	Budget Interest Earned	Actual Interest Earned	Budget Transfers In (+)	Actual Transfers In (+)	Budget Transfers Out (-)	Actual Transfers Out (-)	Budget Closing Balance	Actual YTD Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Long Service Leave Reserve	15,473	400	83	5,000	0	0	0	20,873	15,556
Plant Reserve	216,013	5,500	2,168	40,000	0	(160,000)	0	101,513	218,181
Building Reserve	446,758	6,800	3,230	40,000	0	(240,000)	0	253,558	449,988
Joint Venture Housing Reserve	94,194	1,500	653	10,000	0	0	0	105,694	94,847
Recreation Facilities Reserve	121,445	2,500	964	0	0	(35,000)	0	88,945	122,409
Art Acquisition Reserve	11,651	300	93	0	0	(8,000)	0	3,951	11,744
Refuse Site Reserve	53,232	1,000	437	0	0	(54,232)	0	0	53,669
Community Chest Reserve	0	100	0	12,735	0	0	0	12,835	0
	958,766	18,100	7,627	107,735	0	(497,232)	0	587,369	966,393

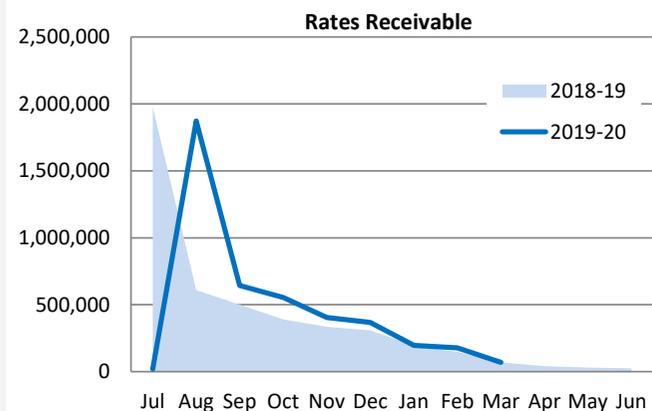
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 4
RECEIVABLES**

Receivables - Rates Receivable	31 Mar 2020	30 June 2019
	\$	\$
Opening Arrears Previous Years	25,034	26,607
Rates - Levied this year	1,890,111	1,816,428
Rubbish - Levied this year	155,506	107,488
ESL - Levied this year	57,547	56,011
Less Collections to date	(2,059,056)	(1,981,500)
Equals Current Outstanding	69,141	25,034
Net Rates Collectable	69,141	25,034
% Collected	96.75%	98.75%

KEY INFORMATION

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



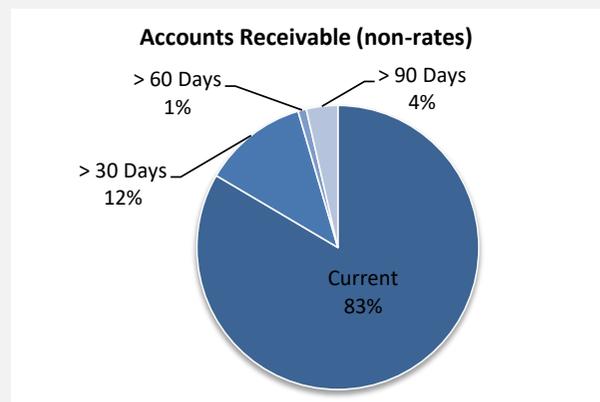
Collected	Rates Due
97%	\$69,141

Receivables - General	Current	> 30 Days	> 60 Days	> 90 Days
	\$	\$	\$	\$
Receivables - General	42,799	6,156	489	1,848
Percentage	83.44%	12.00%	0.95%	3.60%
Total Receivables General Outstanding	51,292			

Amounts shown above include GST (where applicable)

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due
\$51,292
Over 30 Days
16.56%
Over 90 Days
3.60%

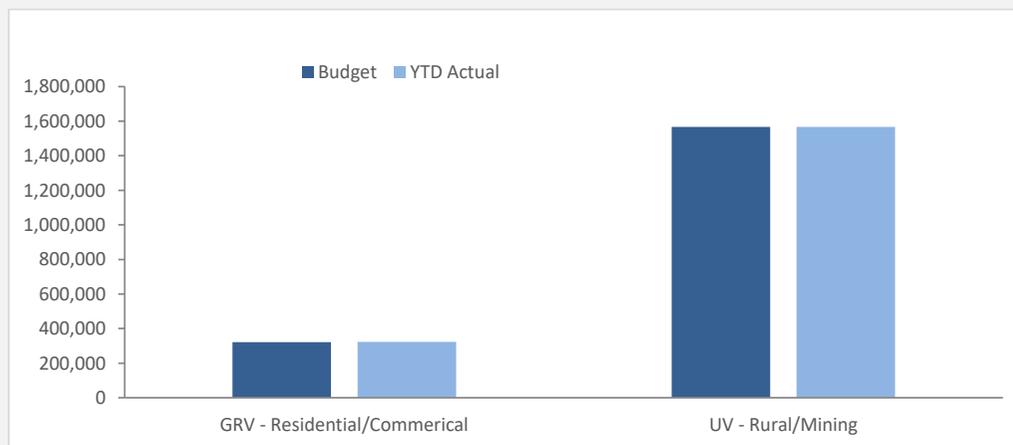
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**OPERATING ACTIVITIES
NOTE 5
RATE REVENUE**

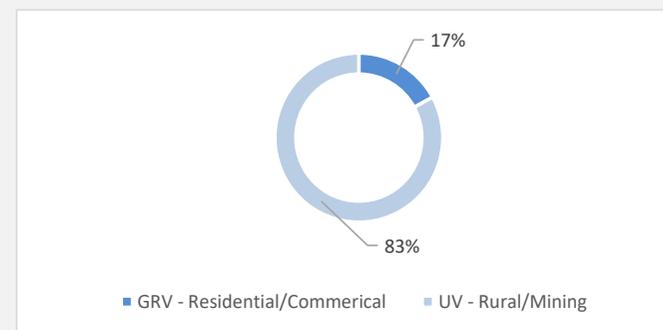
General Rate Revenue	Budget						YTD Actual				
	Rate in	Number of Properties	Rateable Value	Rate Revenue	Interim Rate	Back Rate	Total Revenue	Rate Revenue	Interim Rates	Back Rates	Total Revenue
RATE TYPE	\$			\$	\$	\$	\$	\$	\$	\$	\$
General Rate											
GRV - Residential/Commerical	0.073256	166	2,841,050	208,124	0	0	208,124	213,644	279	0	213,923
UV - Rural/Mining	0.007011	240	212,240,000	1,488,015	0	0	1,488,015	1,503,672	(817)	0	1,502,855
Minimum Payment	Minimum \$										
GRV - Residential/Commercial	720	158	725,595	113,760	0	0	113,760	108,720	0	0	108,720
UV - Rural/Mining	925	86	7,683,100	79,550	0	0	79,550	64,075		0	64,075
Sub-Totals		650	223,489,745	1,889,449	0	0	1,889,449	1,890,111	(817)	0	1,889,573
Amount from General Rates							1,889,449				1,889,573
Ex-Gratia Rates							34,652				34,329
Total General Rates							1,924,101				1,923,902

SIGNIFICANT ACCOUNTING POLICIES

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.



General Rates		
Budget	YTD Actual	%
\$1.89 M	\$1.89 M	100%



Capital Acquisitions	Annual Budget	YTD Budget	YTD Actual Total	YTD Budget Variance
	\$	\$	\$	\$
Land & Buildings	303,420	257,304	240,064	17,240
Plant & Equipment	510,000	230,000	237,284	(7,284)
Furniture & Equipment	0	0	0	0
Infrastructure - Roads	1,146,599	653,346	705,825	(52,479)
Parks, Gardens, Recreation Facilities	163,845	143,845	95,639	48,206
Capital Expenditure Totals	2,123,864	1,284,495	1,278,812	5,683

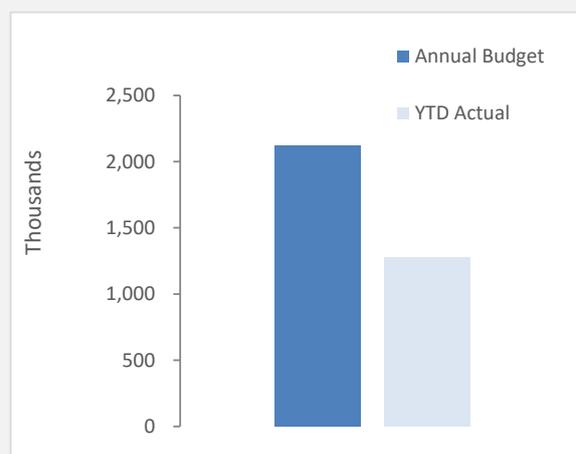
Capital Acquisitions Funded By:

	\$	\$	\$	\$
Capital grants and contributions	525,415	360,638	360,638	0
Borrowings	0	0	0	0
Other (Disposals & C/Fwd)	95,000	45,000	56,571	11,571
Cash Backed Reserves				0
Plant Replacement Reserve	116,967	0	0	0
Building Reserve	75,000	0	0	0
Recreation Facilities Reserve	85,000	0	0	0
Contribution - operations	1,226,482	878,858	861,603	(17,254)
Capital Funding Total	2,123,864	1,284,495	1,278,812	(5,683)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$2.12 M	\$1.28 M	60%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$.53 M	\$.36 M	69%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

INVESTING ACTIVITIES
NOTE 6
CAPITAL DETAILS (Continued)

CAPITAL DISPOSALS

Asset Description	Budget			YTD Actual		
	Net Book Value	Proceeds	Profit / (Loss)	Net Book Value	Proceeds	Profit / (Loss)
	\$		\$			
Toyota Prado - 16WL	24,629	32,000	7,371	21,698	35,742	14,044
Isuzu DMAX - WL5802	12,712	8,000	(4,712)	18,217	16,420	(1,797)
Holden Rodeo - WL826	3,500	3,000	(500)	3,362	2,309	(1,053)
Case Front End Loader - WL5639	37,500	50,000	12,500	0	0	0
Toro Ride On Mower - WL5302	2,499	2,000	(499)	2,453	2,100	(353)
	80,840	95,000	14,160	45,730	56,571	10,841

CAPITAL ACQUISITIONS

% of Completion	Infrastructure Assets	Annual Budget	YTD Budget	YTD Actual	Variance (Under)/Over
100%	Refurbishment - 1 x Single Person Unit - New Street	31,117	31,117	30,748	369
100%	Upgrade Drainage - Single Person Units - New Street	11,119	11,119	5,380	5,739
-	Building Refurbishment	11,116	0	0	0
100%	Land Acquisition MRWA Albany Hwy	200,000	200,000	200,000	0
10%	Mens Shed	15,068	15,068	3,936	11,132
-	Recreation Ground Grandstand Refurbishment	35,000	0	0	0
	Land & Buildings Total	303,420	257,304	240,064	17,240
100%	Ride on Mower	12,000	12,000	12,040	(40)
100%	CEO Vehicle - 16WL	55,000	55,000	43,924	11,076
100%	FDC Vehicle	34,000	34,000	33,409	591
100%	Light Vehicle - WL5802	33,000	33,000	36,784	(3,784)
100%	Semi Watercart	60,000	60,000	80,000	(20,000)
-	Front End Loader	280,000	0	0	0
100%	Minor Plant	10,000	10,000	7,000	3,000
100%	Utility - WL826	26,000	26,000	24,127	1,873
	Plant & Equipment Total	510,000	230,000	237,284	(7,284)
75%	PROJECT GRANT - Williams Darkan Rd - Reseal	202,350	130,000	130,008	(8)
100%	PROJECT GRANT - Pingelly Road - Seal	207,451	207,451	236,932	(29,481)
100%	RTR - York Williams Road - Reseal	70,000	70,000	73,490	(3,490)
100%	RTR - Clayton Road - Seal Widening	75,000	75,000	95,271	(20,271)
-	RTR - Wangeling Gully Rd - Gravel Sheeting	51,112	0	0	0
-	COUNCIL FUNDED - Zilko Road - Widening of Culverts	26,000	0	0	0
50%	COUNCIL FUNDED - Zilko Road - Gravel Sheeting	45,000	24,000	24,696	(696)
5%	COUNCIL FUNDED - Marradong Rd (Pavement Repairs)	52,055	2,000	1,575	425
-	COUNCIL FUNDED - Carne/Narrakine Rd (Pavement Repairs)	22,050	0	0	0
100%	COUNCIL FUNDED - Lavender/Forrest/Stan Gillett (Seal)	89,895	89,895	107,637	(17,742)
-	COUNCIL FUNDED - Rural Roads - Gravel Sheeting	98,347	0	0	0
10%	COUNCIL FUNDED - Townsite Drainage	50,027	25,000	5,186	19,814
-	CARPARK - Lions Park	95,000	0	1,576	(1,576)
100%	FOOTPATH - Albany Hwy/Piesse Street	62,312	30,000	29,454	546
	Roads Total	1,146,599	653,346	705,825	(52,479)
100%	Commissioning Transfer Station	54,441	54,441	29,641	24,800
100%	Oval/Trotting Track Fencing	34,404	34,404	39,374	(4,970)
	Swimming Pool - Refurb Basins	20,000	0	0	0
100%	Standpipe Water Metre System	25,000	25,000	26,624	(1,624)
-	Lions Park Development - Signage	30,000	30,000	0	30,000
	Infrastructure - Other Total	163,845	143,845	95,639	48,206
	Capital Expenditure Total	2,123,864	1,284,495	1,278,812	5,683

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**FINANCING ACTIVITIES
NOTE 7
BORROWINGS**

Information on Borrowings Particulars	Principal 30 June 19 \$	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual \$	Annual Budget \$	Actual \$	Annual Budget \$	Actual \$	Annual Budget \$	Actual \$	Annual Budget \$
Governance									
Loan #68 IT Equipment	3,884	0	0	3,884	3,884	0	0	63	63
Transport									
Loan #67 Grader	100,168	0	0	19,360	39,051	80,808	61,117	1,713	3,095
Other Property and Services									
Loan #65 Industrial Land	196,079	0	0	5,565	11,307	190,514	184,772	6,245	12,313
Loan #66 Industrial Land	152,383	0	0	5,857	11,837	146,526	140,546	3,177	6,232
Loan #70 Industrial Shed	224,847	0	0	20,768	31,387	204,079	193,460	6,635	6,635
	<u>677,362</u>	<u>0</u>	<u>0</u>	<u>55,434</u>	<u>97,466</u>	<u>621,928</u>	<u>579,896</u>	<u>17,833</u>	<u>28,338</u>
Self supporting loans									
Recreation and Culture									
Loan #69 Williams Bowling Club	138,464	0	0	15,475	15,475	122,989	122,989	2,181	4,241
	<u>138,464</u>	<u>0</u>	<u>0</u>	<u>15,475</u>	<u>15,475</u>	<u>122,989</u>	<u>122,989</u>	<u>2,181</u>	<u>4,241</u>
Total	<u>815,826</u>	<u>0</u>	<u>0</u>	<u>70,909</u>	<u>112,941</u>	<u>744,917</u>	<u>702,885</u>	<u>20,014</u>	<u>32,579</u>

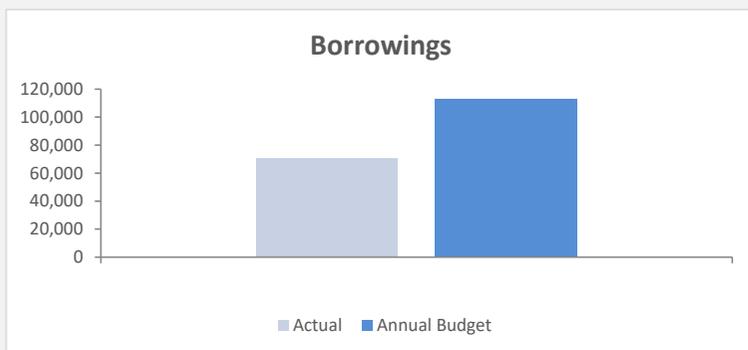
All debenture repayments were financed by general purpose revenue.

SIGNIFICANT ACCOUNTING POLICIES

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.



Principal Repayments
\$70,909

Interest Earned
\$10,313

Interest Expense
\$20,014

Reserves Bal
\$966,393

Loans Due
\$744,917

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020

NOTE 8
GRANTS & CONTRIBUTIONS

Program/Details	Unspent Grants, Subsidies and Contributions Liability				2019-20 Budget	Variations Additions (Deletions)	Operating	Non Operating	YTD Revenue	Not Received
	Liability 1-Jul	Increase Liability	Decrease (as Revenue)	Current Liability 31-Mar						
GENERAL PURPOSE FUNDING					\$	\$	\$	\$	\$	\$
Equalisation Grant	0	0	0	0	87,342	0	87,342	0	82,333	5,009
Local Road Grant	0	0	0	0	171,153	0	171,153	0	106,990	64,163
LAW, ORDER, PUBLIC SAFETY										
ESL Administration Grant	0	0	0	0	4,000	0	4,000	0	4,000	0
ESL Maintenance Grant	9,062	0	(9,062)	0	36,248	0	36,248	0	28,398	7,850
(MAF RfR) 2019-20 Round 1	0	40,000	0	40,000	0	50,000	50,000	0	10,000	40,000
EDUCATION & WELFARE										
Federal Sustainability Grant	0	0	0	0	44,000	0	44,000	0	44,000	0
Strong Communities Grant - Mensored	0	9,200	0	9,200	0	9,200	9,200	0	0	9,200
HOUSING										
NRAS - Contribution	0	0	0	0	55,572	0	55,572	0	13,990	41,582
COMMUNITY AMENITIES										
PHCC - Contribution to NRM Officer	0	0	0	0	5,000	0	5,000	0	0	5,000
Feral Pig Funding	3,373	0	0	3,373	3,373	0	3,373	0	0	3,373
RECREATION AND CULTURE										
Trotting Track - Fencing	0	0	0	0	12,000	0	0	12,000	0	12,000
TRANSPORT										
Direct Grant	0	0	0	0	74,631	0	74,631	0	74,631	0
Road Project Grant	0	109,280	(109,280)	0	276,933	0	0	276,933	192,260	84,673
Country Pathways Grant	0	0	0	0	31,170	0	0	31,170	23,378	7,793
Roads to Recovery	0	0	0	0	196,112	0	0	196,112	145,000	51,112
Street Lighting Subsidy	0	0	0	0	5,700	0	5,700	0	0	5,700
TOTALS	12,435	158,480	(118,342)	52,573	1,003,234	59,200	546,219	516,215	724,979	337,455

KEY INFORMATION

Operating	Annual Budget	YTD Actual	% Received
	\$.48 M	\$.35 M	73%
Non- Operating	Annual Budget	YTD Actual	% Received
	\$.52 M	\$.36 M	70%

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MARCH 2020**

**NOTE 9
TRUST FUND**

Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance	Amount	Amount	Closing Balance
	1 Jul 19	Received	Paid	31 Mar 2020
	\$	\$	\$	\$
Nomination Deposits	0	640	(640)	0
Housing Bonds	1,000	1,308	(2,308)	0
Building Retention	19,369	0	(19,369)	0
Subdivision Bond	0	0	0	0
Sale of Land for rates	60,007	0	0	60,007
Public Open Space Contributions	20,000	0	0	20,000
Bonds	0	50	(50)	0
	100,376	1,998	(22,367)	80,007

9.0 ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

10.1 ELECTED MEMBERS

10.2 OFFICERS

11.0 APPLICATION FOR LEAVE OF ABSENCE

12.0 CLOSURE OF MEETING

There being no further business for discussion the President declared the Meeting closed at 4.51pm.