

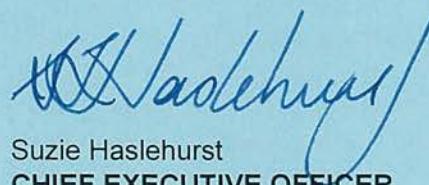
Ordinary Council Meeting

28 September 2021

Minutes

To: The President and Councillors

Here within are the Minutes of the Ordinary Council Meeting of the Shire of Toodyay held on the abovementioned date in the Council Chambers at the Shire of Toodyay, 15 Fiennes Street, Toodyay.



Suzie Haslehurst
CHIEF EXECUTIVE OFFICER



Our Vision, Purpose and Values

The Shire of Toodyay works together with the community to obtain the best possible social, economic, and environmental outcomes for the people of Toodyay.

Vision: We are a vibrant rural community that respects our environment, celebrates our past and embraces a sustainable future.

Purpose: Local Government and community working together to obtain the best possible social, economic, and environmental outcomes for the people of Toodyay.

Community Values: We value highly:

- Our sense of community support and spirit;
- Our natural environment and healthy ecosystems;
- Our rural lifestyle;
- Our historic town; and
- Our local economy built on agriculture and emerging tourism, arts and cultural opportunities.

Shire Values: To progress the community's aspirations, the Shire is guided by:

Integrity: We behave honestly to the highest ethical standard.

Accountability: We are transparent in our actions and accountable to the community.

Inclusiveness: We are responsive to the community and we encourage involvement by all people.

Commitment: We translate our plans into actions and demonstrate the persistence that produces results.

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the Shire of Toodyay during the course of any meeting is not intended to be and is not to be taken as notice of approval from Council. No action should be taken on any item discussed at a Council Meeting prior to written advice on the resolution of the Council being received. Any plans or documents contained in this document may be subject to copyright law provisions (*Copyright Act 1998*, as amended) and the express permission of the copyright owner(s) should be sought prior to reproduction.

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Information about Council Meetings is located on the website
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Agendas & Minutes are located under the heading "Council Meetings" at
<http://www.toodyay.wa.gov.au/Council/Council-Meetings/Agendas-Minutes-and-Notes>

Public copies are available by contacting the Shire on (08) 9574 9300.

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Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following Ordinary Meeting of Council, where the Minutes will be confirmed subject to any amendments made by the Council.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Council Meeting are put together as a separate attachment to these Minutes with the exception of Confidential Items.

Confidential Items or attachments that are confidential are compiled as separate Confidential Minuted Agenda Items.

Unconfirmed Minutes

These minutes were approved for distribution on 1 October 2021.



Suzie Haslehurst

CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 26 October 2021.

Signed: 

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr Madacs, Shire President, declared the meeting open at 4.02pm and read aloud an Acknowledgement of Country:

"I acknowledge the Ballardong Noongar people, the traditional custodians of the land where we meet today and the Yued and Whadjuk people, who are traditional custodians of respective lands within the wider Shire of Toodyay. I pay my respect to their Elders, past, present and emerging."

The Shire President read through other preliminaries.

2. RECORDS OF ATTENDANCE

Members

Cr R Madacs	Shire President
Cr B Ruthven	Deputy Shire President
Cr T Chitty	
Cr P Hart	
Cr M McKeown	
Cr S Pearce	
Cr B Rayner	

Staff

Ms S Haslehurst	Chief Executive Officer
Mr J Augustin	Manager Assets and Services
Mr M Werder	Acting Manager Corporate & Community Services
Mr H de Vos	Acting Manager Planning & Development
Mrs M Rebane	Executive Assistant

Visitors

M Sinclair-Jones	C Duri	B Foley
P Ruthven	R Pearce	W Hall
S McCormick		

2.1 APOLOGIES

Cr B Bell

2.2 APPROVED LEAVE OF ABSENCE

Nil.

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

The Shire President ruled that the next Order of Business be Disclosure of Interests and Public Question Time, and that the meeting would return to Applications for leave of absence after that time.

3. DISCLOSURE OF INTERESTS

The Chief Executive Officer advised that disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting as follows:

Cr Chitty declared an Indirect Financial Interest pursuant to Section 5.61 of the Local Government Act 1995 in Item No. 9.1.1. Renewal of Extractive Industry (Sand) – Lot 123 Clackline Toodyay Road as her son who lives with her is currently doing contract work for the owner of the land.

4. PUBLIC QUESTIONS (responded to by the Shire President unless otherwise indicated)

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Ordinary Meeting of Council held on 24 August 2021 there were no questions taken on notice.

4.2 PUBLIC QUESTION TIME

B Foley

Summary of Question One

What major reason is there for the additional 2.5 % proposed over the term of the Long-Term Financial Plan (LTFP) which indicates 2.5% rate rise?

Shire President response:

There was a 2.5% proposed last year and we kept it at zero and there was a proposed 2.5% for this financial year. The combined rates equates to 5% to bring us back to some level of normality otherwise the rates and expenses are behind where we should be for the LTFP for 2021/2022.

Summary of Question Two

Is that the moral way to catch up and go for the lost percentage?

Clarification was sought.

The Shire President proposed that Mr Foley submit his question in writing and in accordance with Standing Order 5.7(6) the question will be responded to as normal business correspondence.

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Cr McKeown moved the Officer's Recommendation as follows:

That Council approves a Leave of Absence for Cr Bell from 4.05pm on 28 September 2021 to Friday 5 November 2021 inclusive.

Cr Chitty objected to the motion.

Cr Hart seconded the motion.

Clarification was sought.

Debate commenced.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL 179/09/21	RESOLUTION NO.
MOVED Cr McKeown	SECONDED Cr Hart
That Council approves a Leave of Absence for Cr Bell from 4.05pm on 28 September 2021 to Friday 5 November 2021 inclusive.	MOTION CARRIED 4/3

In accordance with Section 5.21(4)(b) of the *Local Government Act 1995*, Cr Madacsi requested that the vote of all members present be recorded. Councillors Madacsi, Ruthven, McKeown and Hart voted for the motion. Councillors Rayner, Chitty and Pearce voted against the motion.

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council held on 24 August 2021

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION NO. 180/09/21	
MOVED Cr Ruthven	
That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 24 August 2021 be confirmed.	MOTION CARRIED 7/0

5.2 Special Meeting of Council held on 24 August 2021

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO.
181/09/21

MOVED Cr Hart

That the Unconfirmed Minutes of the Special Meeting of Council held on 24 August 2021 be confirmed.

MOTION CARRIED 7/0

5.3 Agenda Briefing held on 21 September 2021

Cr Pearce moved the Officer's Recommendation.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO.
182/09/21

MOVED Cr Pearce

That the Notes of the Agenda Briefing held on 21 September 2021 be received.

MOTION CARRIED 7/0

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil.

6.2 DEPUTATIONS

Nil.

6.3 PRESENTATIONS

Nil.

6.4 SUBMISSIONS

Nil

7. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER (without discussion)

The Shire President's announcement, in accordance with the *Shire of Toodyay Standing Orders Local Law 2008* (Section 4.3) is as follows:

- Key activities in the last month have been the Shire drainage and road network including review of emerging road management tools and approaches to resourcing restoration.
- Focus on a coordinated multi stakeholder approach to the feral pig problem to property owners and shire infrastructure. Just a reminder, hunters are not welcome and create more problems than they solve. Don't invite and please report.
- Addressing opportunities for shared services and other mutually beneficial relationships between neighbouring shires.
- The finalisation of the Environmental Advisory Committee's Verge Project to identify and catalogue roadside verge flora as a precursor to manage practices that threaten remnant vegetation and to provide the framework for restoration and conservation.

A huge thanks to those people heeding the message and controlling cats and dogs. It is encouraging to see the reduction in wandering dogs and lost cats. Pigs, dogs and cats are a big problem in the Shire, it takes us all.

Shire President's Activities to the 14 September:

- Weekly President/CEO Operational Briefings
- Agenda Briefing & Concept Forum (17/8)
- Two meetings with ratepayers (18/8)
- WA Electoral Commission Candidate meeting (19/8)
- Meeting with a ratepayer (20/8)
- Annual Budget workshop (20/8)
- Welcome Marty Kallane (21/8)
- Avon-Midland Country Zone (23/8)
- Meetings with Hon Steven Martin MLC, then Hon Darren West MLC (23/8)
- Meeting Wheatbelt Health Network (24/9)
- Special Council Meeting (24/9)
- Ordinary Council Meeting (24/9)
- Chalice meeting (25/8)
- Post OCM Herald meeting, the CEO briefing (26/8)
- Shire, sign documentation (27/8)

- Annual Budget workshop (6/9)
- Environmental Advisory Committee meeting (7/9)
- State Budget Breakfast (10/9)
- Feral Pig Management meeting (10/9)
- Avon Region of Councils meeting (13/9)
- Ida's Hideaway 20th Birthday (13/9)
- Annual Budget workshop (13/9)
- Wheatbelt Skills Summit, Northam (13/9)

General daily tasks include articles for the Toodyay Herald, OCM, AMCZ; briefing notes, speeches and weekly updates to Council; reviews of numerous documents and other material; and liaison with the CEO, shires, departments, and community.

9. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS

9.1 PLANNING AND DEVELOPMENT

9.1.1 Renewal of Extractive Industry (Sand) - Lot 123 Clackline Toodyay Road

Cr Chitty declared an Indirect Financial Interest pursuant to Section 5.61 of the Local Government Act 1995 in Item No. 9.1.1. Renewal of Extractive Industry (Sand) - Lot 123 Clackline Toodyay Road as her son who lives with her is currently doing contract work for the owner of the land.

Cr Chitty declared that the extent of her interest meant that as a consequence, there may be a perception that her impartiality on the matter may be affected. Cr Chitty declared that she would leave the room while the item was being debated.

Cr Chitty departed Council Chambers at 4.20pm.

Date of Report:	14 September 2021
Applicant or Proponent:	Ringa Civil / K Wood
File Reference:	P2021-1 / A4799 / 123CLAC
Author:	H de Vos – Acting Manager Planning and Development
Responsible Officer:	S Haslehurst – Chief Executive Officer
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Quasi-Judicial
Attachments:	<ol style="list-style-type: none">Map – Lot 123 Clackline Toodyay Road; andExtractive Industry Application - Lot 123 Clackline Toodyay Road.

PURPOSE OF THE REPORT

Council is requested to consider an application for development approval for an extractive industry and for an extractive industry licence for Lot 123 Clackline Toodyay Road in Hoddy's Well. In accordance with 2(a) of Delegation PD3, the application cannot be determined under delegated authority.

BACKGROUND

This application is seeking development approval and an extractive industry license renewal for the extraction of sand from Lot 123 Clackline Toodyay Road, on behalf of Ringa Civil. This is the third renewal application submitted for the extraction of sand from this lot, the land use activity was originally issued with approval from the Shire in February 2000 and again in July 2011, both for a 10 year term. This approval expired on 19 July 2021. The pit has remained inoperative since this time and any future extraction will rely on a development approval and extractive industry licence being granted.

This application seeks approval for a further 10 years to continue extraction of sand from the existing extraction area and to extend the extraction area, as shown on the site plan.

A summary of the key operations of the proposal is provided in the table below:

Subject	Description
Basic Raw Material	Sand
Term of Approval	10 years
Hours of Operation	7am to 5pm, Monday to Saturday excluding public holidays.
Operator	Ringa Civil
Volume Extracted	2,000 to 10,000 tonnes per annum.
Projected Traffic Movements	10 loads per week for up to 40 weeks per year.
Site Preparation	Minimal site preparation is required as the site is already cleared of native vegetation. To prepare the expansion area for extraction, the thin topsoil layer and overburden will be removed and stockpiled on site for later use in rehabilitation of the land.
Depth of Extraction	Maximum depth 4m
Extraction Method	A front-end loader will be used to excavate the sand from the extraction area that will be directly loaded into a truck. The truck will then deliver the sand to the end use. Occasional (maximum of 2 weeks per year) a screening plant will be on site to screen the sand, prior to transport.

Subject	Description
Access	The existing sealed crossover to Clackline Toodyay Road will be utilised to provide access to site. The existing farm track will provide the internal access for trucks to access the excavation area.
Transport	<ol style="list-style-type: none">1. Clackline-Toodyay Road north-west to Toodyay Road (Average of 60%)2. Clackline-Toodyay Road south-east to Great Eastern Highway (Average of 40%).
Structure	No permanent or temporary structures will be involved in this activity.
Rehabilitation	At the conclusion of extraction, the site will be rehabilitated through recontouring of the extraction area to maximum 1:6 grade. The topsoil/overburden stockpiled on site will be mixed with clay and applied to the recontoured area which then will be seeded with pasture.

The extraction of sand has been occurring from the site for over 20 years and the Applicant has demonstrated that the operations have been occurring in an acceptable manner without impact on the environment or adjacent properties. The proposed sand extraction will comply with the dust management plan, noise management plan and water management plan contained in the attached. For further details of the proposed extractive industry, please refer to Attachment 2 - Extractive Industry Application – Lot 123 Clackline Toodyay Road.

Timeframe to determine application

This application was received by the Shire of Toodyay on 6 July 2021.

In accordance with clause 75(1)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, this application must be determined within 90 days of the receipt of the application which is by 4 October 2021.

COMMENTS AND DETAILS

Basic Raw Material (Sand) has been extracted from Lot 123 Clackline Toodyay Road nearly continuously for 20 years.

The Shire of Toodyay is not aware of any complaints regarding its operation over this time.

The application was advertised, and it was noted that both submissions received either supported or had no comment about the proposal. Additional comments and recommendations contained in the DWER response have been addressed through the application of standard conditions.

The application is considered to comply with the provisions of Local Planning Scheme No 4 and the requirements within the Shire of Toodyay's Extractive Industry Local Law.

One note regarding carting, the previous approval did not differentiate between separate conditions pertaining to operation and cartage. It is now standard that separate conditions be applied regarding the operating hours and the cartage hours. Therefore, suggested conditions have been inserted as follows:

- Operating hours within the extraction area shall be restricted to 7:00am until 5:00pm Monday to Saturday (excluding Sundays and public holidays); and
- Operating hours for cartage shall be limited to 7:00am until 5:00pm Monday to Friday;

It is noted that the previous approval allowed cartage on Saturdays. Council can choose to modify this condition if it sees fit.

In light of the above, it is recommended that Council supports this application subject to conditions.

IMPLICATIONS TO CONSIDER

Consultative:

Consultation in respect to the Application for Development Approval and Extractive Industry Licence was undertaken in accordance with Level E of Council's Policy M.2 – *Public Consultation Formal Matters*.

An advertisement was placed in the August edition of the *Toodyay Herald*. The proposal was also placed on the Shire of Toodyay website and made available at the Shire Administration Offices. All landowners within 1,000m of the property were advised of the proposal in writing and provided with an opportunity to comment. This was also sent to Main Roads WA, and the Department of Water and Environmental Regulation. The 28 day consultation period expired on 18 August 2021.

N.B. The advertisement in the newspaper was published on 4 August 2021 and had the same consultation period ending on 18 August 2021. The website, front counter and mail out were all done from 20 July 2021. This is consistent with the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Shire received 2 submissions. Main Roads WA wrote to advise they had no comment on the proposal. The Department of Water and Environmental Regulation (DWER) wrote to advise they had no objection to the proposal. The DWER did advise that the development has the potential for impact on water values and management.

This has been addressed through the application of standard conditions:

- The operations are managed in accordance with “*Water Quality Protection Note 15 - Extractive Industries Near Sensitive Water Resources*”; and
- Any dewatering shall be in accordance with “*Water Quality Protection Note 13 - Dewatering of Soils*”.

The DWER also specified that the development will need to demonstrate compliance with the general provisions of the *Environmental Protection Act 1986* and all relevant regulations [*Environmental Protection (Noise) Regulations 1997* and *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*].

This has been addressed through the application of standard conditions:

- The Applicant is required to obtain approval from the Department of Water and Environment Regulation (DWER) prior to the removal of native vegetation on site;
- The noise generated by the development is not to exceed the levels as set out under the *Environmental Protection Act 1986* (and the *Environmental Protection (Noise) Regulations 1997*); and
- Measures are to be taken to minimise the amount of dust pollution associated with the extraction site and are to comply with the *Environmental Protection Act 1986* and Department of Environmental Regulation Guidelines.

Strategic:

Shire of Toodyay Local Planning Strategy 2017

The Shire's Local Planning Strategy maintains that extractive industries are an important feature of the Shire of Toodyay.

Planning for the rural areas of the Shire must have regard to the potential for extraction of basic raw materials and accommodate suitable buffer areas between sensitive land uses and extraction sites in accordance with the provision of the WAPC's State Planning Policy No. 2.5 – Rural Planning. The priority resource and extraction sites identified in SPP 2.5 are shown on the Local Planning Strategy Map No. 3. Further, Section 6.4 of SPP2.5 guides the implementation of the provisions of the policy into local planning schemes, which has been taken into account in this Strategy and will be implemented into LPS5.

Extractive industries are a discretionary land use in the Local Planning Scheme No. 4 and this Strategy proposes to maintain this level of permissibility.

Environmental:

The application was advertised to the Department of Water and Environmental Regulation (DWER) which supports the proposed extractive industry. Additional comments and recommendations contained in the DWER response have been addressed through the application of standard conditions.

Policy related:

State Planning Policy 2.4 – Basic Raw Materials

This policy sets out the planning considerations used by the Western Australian Planning Commission (WAPC) for extractive industries and the responsible use of basic raw material resources.

Financial:

Road Maintenance and Rehabilitation Bond

Councils Policy LPP.7 – *Extractive Industries, Road Maintenance Contribution* is applicable to extractive industry applications. The Shire of Toodyay's Schedule of Fees and Charges specifies that any extractive industry that extracts more than 2,000 tonnes per annum will need to make a road maintenance contribution.

History

The previous amount per tonne applied by the Shire was \$0.25.

This was a set figure in the Schedule of Fees and Charges.

The Local Planning Policy 7 was modified in 2014 and now applies a formula which is applied on a case-by-case basis.

Given the complexity involved with this formula which has been devised by WALGA, it is recommended that a condition does not give a finite dollar per tonne value and rather points to the applications of the provisions of Local Planning Policy 7. This would allow Officers to apply ongoing calculations and adjustments to the value being charged over time as required. This less rigid condition is unlikely to be challenged at the State Administrative Tribunal.

It is recommended that the Shire applies its current standard condition in this instance:

- The Applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the extractive industry operations to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including the below shall be prepared and implemented, at the cost of the Applicant, throughout the duration of the operation of the development to the satisfaction of the Shire of Toodyay Chief Executive Officer. This is to be done in accordance with the Shire of Toodyay's Local Planning Policy No. LPP.7 *Extractive Industry - Road Maintenance Contributions*.

Environmental Rehabilitation Bond

Clause 5.1 of the Shire of Toodyay's Extractive Industry Local Law allows for the local government to seek security for restoration and reinstatement of the extraction area, known as a performance bond. The Applicant is required to pay a bond of as a performance guarantee against the satisfactory completion of the rehabilitation of the site.

History

In its previous approval, the Applicant at the time – Sands Plus, was required to pay a rehabilitation bond of \$20,250 as per Condition 2(j) of Council resolution 182/07/11 when the matter was determined on 19 July 2011.

It is noted in the minutes:

"The recommended bond was calculated based on the extraction surface area of the proposed pit as well as the previous extractive area, which is approximately 4.5ha. The previous extractive area is included in the calculations because the Applicant has stated that this land, which was required to be rehabilitated when the previous extractive industry licence expired, will not be rehabilitated due to the continuation of extraction operations immediately next to it. The expected rehabilitation costs for the site is \$4,500 per hectare which equates to a bond of \$20,250. This rehabilitation amount is consistent with the Shire of Toodyay Schedule of Fees and Charges 2010 – 2011."

It is recommended that the rehabilitation bond be reassessed as follows.

The adopted Shire of Toodyay Budget 2020-21 in its Schedule of Fees and Charges lists the following for rehabilitation pursuant to Clause 5.1 of the Extractive Industry Local Law:

- *Secured Sum – Rehabilitation for sand or fine grain less than 3m deep per ha. - \$5,000.00; and*
- *Secured Sum – Rehabilitation for sand or fine grain more than 3 m deep per ha. - \$12,000.00*

Current Bond: \$20,250 (Calculated at \$4,500 x 4.5 hectares).

Future rehabilitation bond recalculations

Comment	Calculations
The original bond was calculated using an area of 4.5 hectares. The new application has corrected this area to 3.87 hectares – see page 8 of Attachment 2. This will need to be adjusted off any new calculations.	4.5 hectares – 3.87 hectares = 0.63 x \$4,500 = <u>\$2,835 to be deducted.</u>
The corrected existing area of 3.87 hectares will also be adjusted to the current rate per the Schedule of Fees and Charges 2020-21 which is an increase of \$500 per hectare.	3.87 hectares x \$500 = <u>\$1,935 to be added.</u>
The area is expanding to cover 5.82 hectares which is an additional area of 1.95 hectares. The Applicant has specified a depth of 4m – see page 7 of Attachment 2.	1.95 hectares x \$12,000 = <u>\$23,400 to be added</u>

Therefore: \$23,400 + \$1,935 – \$2,835 = **Additional bond of \$22,500**

The Applicant has paid the required application fee to the Shire of Toodyay as per Schedule 2 of *Planning and Development Regulations 2009 (WA)* and clause 62(1)(c) of the *Planning and Development (Local Planning Schemes) Regulations 2015 (WA)*.

Should the Council choose to refuse this application, the Applicant has the right of appeal to the State Administrative Tribunal. This could potentially involve ratepayer funds to defend a decision.

Legal and Statutory:

Shire of Toodyay Extractive Industry Local Law

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Planning and Development Regulations 2009

Shire of Toodyay Local Planning Scheme No. 4.

Risk related:

Financial Risk

Should the Council choose to refuse this application, the Applicant has the right of appeal to the State Administrative Tribunal. This could potentially involve ratepayer funds to defend a decision.

Workforce related:

Extractive industries can be workforce intensive with each one involving input from regulatory and development services, works and assets, finance, and governance. These are best managed using an integrated approach.

Appeals through the State Administrative Tribunal can take up a great deal of officer time.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Notes the submissions received relating to the Extractive Industry Application for Lot 123, Clackline Toodyay Road.
2. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for an industry-extractive land use at Lot 123 Clackline-Toodyay Road in Hoddy's Well, subject to the following conditions:
 - (a) Development is to be in accordance with the approved Extractive Industries Licence Application – “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*”, including any amendments placed thereon by Council and except as may be modified by the following conditions:

Site specific

- i. The location and total area of the excavation is to be limited to 5.82 ha as depicted on the application;
- ii. The extraction of material is limited to a depth detailed on the submitted Extractive Industries Licence Application “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*”;
- iii. The maximum permitted extraction is limited to 10,000 tonnes per annum.
- iv. Extraction is to be undertaken entirely within Lot 123 Clackline Toodyay Road and is to be setback a minimum of 50 metres from the boundary.
- v. The term of the Development Approval is for ten (10) years from the date of this approval;
- vi. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development;
- vii. Operating hours within the extraction area shall be restricted to 7:00am until 5:00pm Monday to Saturday (excluding Sundays and public holidays);
- viii. The Applicant is required to provide the local government a Surveyors Certificate every two years, prior to the annual renewal fee for that year being payable, to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report. At the same time the Applicant will provide an update and forecast on staging for the following two-year period;

Environment & Rehabilitation

- ix. The excavation site is to be rehabilitated in accordance with the Rehabilitation and Recommissioning Programme specified as part of the Extractive Industries Licence Application “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*” for Lot 123 Clackline Toodyay Road, Morangup and the Shire of Toodyay’s Extractive Industry Local Law or any subsequent programme approved thereafter. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter;
- x. The Applicant is required to pay an additional bond of \$22,500 as a performance guarantee against the satisfactory completion of the rehabilitation of the site, as detailed in Condition (vii). This is in addition to the \$20,250 bond paid for the previous licence. The performance guarantee will be refunded at a rate of 50% following

completion of the final stage of rehabilitation works and 50% at the conclusion of the three-year monitoring period. The bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the Shire may enter the site to complete or rectify any outstanding work. Any new agreement as per this condition will supersede existing agreements. The Shire will recover the bond, or part thereof as appropriate, for any costs to the Shire in completing and/or rectifying the outstanding works. The Shire of Toodyay will accept a Bank Guarantee.

- xi. The Applicant is required to provide a Dieback Disease Management Plan to the satisfaction of the Shire of Toodyay;
- xii. The Applicant is required to obtain approval from the Department of Water and Environment Regulation (DWER) prior to the removal of native vegetation on site;
- xiii. The Applicant is to provide a Bushfire Management Plan in accordance with SPP 3.7 – Planning for Bushfire Prone Areas – to the satisfaction of the Shire of Toodyay.
- xiv. The noise generated by the development is not to exceed the levels as set out under the *Environmental Protection Act 1986* (and the *Environmental Protection (Noise) Regulations 1997*);
- xv. Measures are to be taken to minimise the amount of dust pollution associated with the extraction site and are to comply with the *Environmental Protection Act 1986* and Department of Environmental Regulation Guidelines;
- xvi. The operations are managed in accordance with “*Water Quality Protection Note 15 - Extractive Industries Near Sensitive Water Resources*”;
- xvii. Any dewatering shall be in accordance with “*Water Quality Protection Note 13 - Dewatering of Soils*”; and

Traffic and Roads

- xviii. Operating hours for cartage shall be limited to 7:00am until 5:00pm Monday to Friday;
- xix. All trucks involved in the project shall comply with the Shire of Toodyay’s Council Administration Policy No. A.8. *Oversize Vehicles* and shall seek the approval of Main Roads Western Australia as appropriate;
- xx. All truck loads leaving the site with materials are to be covered.
- xxi. The Applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the extractive industry operations to the extent that such traffic contributes to the need for

such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including the below shall be prepared and implemented, at the cost of the Applicant, throughout the duration of the operation of the development to the satisfaction of the Shire of Toodyay Chief Executive Officer. This is to be done in accordance with the Shire of Toodyay's Local Planning Policy No. LPP.7 *Extractive Industry - Road Maintenance Contributions*.

Insurance

xxii. The Applicant must maintain a current public liability insurance policy in which the interests of the Shire of Toodyay are formally noted by the insurer, indemnifying the Applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations;

3. Pursuant Part 3, Clause 3.1(2)(b) of the *Shire of Toodyay Extractive Industry Local Law 1999*, grant an extractive industry licence to Ringa Civil, for the excavation of sand at Lot 123 Clackline Toodyay Road in Hoddy's Well. This licence is issued in accordance with the Shire of Toodyay's Extractive Industries Local Law and Development is to be in accordance with the approved Extractive Industries Licence Application, including any amendments placed thereon by Council and except as may be modified by the following conditions:

(a) Development is to be in accordance with the approved Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*" including any amendments placed thereon by Council and except as may be modified by the following conditions:

Site Specific

- i. The location and total area of the excavation is to be limited to 5.82 ha as depicted on the application;
- ii. The extraction of material is limited to a depth detailed on the submitted Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*";
- iii. Extraction is to be undertaken entirely within Lot 123 Clackline Toodyay Road in Hoddy's Well and is to be setback a minimum of 50 metres from the boundary.
- iv. The excavation is limited to a maximum of 10,000 tonnes per annum.
- v. The term of licence is ten (10) years from the date of this approval.

- vi. Operating hours within the extraction area shall be restricted to 7:00am until 5:00pm Monday to Saturday (excluding Sundays and public holidays);
- vii. The excavation site is to be maintained in a safe manner and a secure gate is to be installed and kept locked when the site is unmanned;
- viii. The proponent is to provide evidence that a datum peg has been established on the land related to a point approved by the local government on the surface of a constructed public road or such other land in the vicinity;
- ix. The Applicant is required to provide to the local government a surveyors certificate every two years prior to the annual renewal fee for that year being payable to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report At the same time the Applicant will provide an update and forecast on staging for the following two-year period.
- x. An update on staging will be provided to Shire every two years at the same time as the Surveyor's Certificate for material extracted;
- xi. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development;

Environment and Rehabilitation

- xii. The excavation site is to be rehabilitated in accordance with the Rehabilitation and Recommissioning Programme specified as part of the Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*" for Lot 123 Clackline Toodyay Road in Hoddys Well and the Shire of Toodyay's Extractive Industry Local Law or any subsequent programme approved thereafter. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter.
- xiii. The Applicant is required to pay an additional bond of \$22,500 as a performance guarantee against the satisfactory completion of the rehabilitation of the site, as detailed in Condition (ix). This is in addition to the \$20,250 bond paid for the previous licence. The performance guarantee will be refunded at a rate of 50% following completion of the final stage of rehabilitation works and 50% at the conclusion of the three-year monitoring period. The bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the Shire may enter the site to complete or rectify any outstanding work. Any new agreement as per

this condition will supersede existing agreements. The Shire will recover the bond, or part thereof as appropriate, for any costs to the Shire in completing and/or rectifying the outstanding works. The Shire of Toodyay will accept a Bank Guarantee.

- xiv. The noise generated by the development is not to exceed the levels as set out under the *Environmental Protection Act 1986* (and the *Environmental Protection (Noise) Regulations 1997*);
- xv. Measures are to be taken to minimise the amount of dust pollution associated with the extraction site and are to comply with the *Environmental Protection Act 1986* and Department of Water and Environmental Regulation Guidelines;
- xvi. The operations are managed in accordance with "Water Quality Protection Note 15 - Extractive Industries Near Sensitive Water Resources";
- xvii. Any dewatering shall be in accordance with "Water Quality Protection Note 13 - Dewatering of Soils";
- xviii. That regular monitoring and reporting during the license period occur to ensure that the measures outlined to address environmental impacts are appropriately implemented and possible impacts appropriately addressed.

Transport and Roads

- xix. Operating hours for cartage shall be limited to 7:00am until 5:00pm Monday to Friday;
- xx. All trucks involved in the project shall comply with the Shire of Toodyay's Council Administration Policy No. A.8. *Oversize Vehicles* and shall seek the approval of Main Roads Western Australia as appropriate;
- xxi. All truck loads leaving the site with materials are to be covered;
- xxii. The Applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the extractive industry operations to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including the below shall be prepared and implemented, at the cost of the Applicant, throughout the duration of the operation of the development to the satisfaction of the Shire of Toodyay Chief Executive Officer. This is to be done in accordance with the Shire of Toodyay's Local Planning Policy No. LPP.7 *Extractive Industry - Road Maintenance Contributions*.

Insurance

xxiii. The Applicant must maintain a current public liability insurance policy in which the interests of the Shire of Toodyay are formally noted by the insurer, indemnifying the Applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations.

Cr Rayner moved the Officer's Recommendation as follows:

That Council:

1. Notes the submissions received relating to the Extractive Industry Application for Lot 123, Clackline Toodyay Road.
2. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for an industry-extractive land use at Lot 123 Clackline-Toodyay Road in Hoddy's Well, subject to the following conditions:
 - (a) Development is to be in accordance with the approved Extractive Industries Licence Application – “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*”, including any amendments placed thereon by Council and except as may be modified by the following conditions:

Site specific

- i. The location and total area of the excavation is to be limited to 5.82 ha as depicted on the application;
- ii. The extraction of material is limited to a depth detailed on the submitted Extractive Industries Licence Application “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*”;
- iii. The maximum permitted extraction is limited to 10,000 tonnes per annum.
- iv. Extraction is to be undertaken entirely within Lot 123 Clackline Toodyay Road and is to be setback a minimum of 50 metres from the boundary.
- v. The term of the Development Approval is for ten (10) years from the date of this approval;
- vi. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development;
- vii. Operating hours within the extraction area shall be restricted to 7:00am until 5:00pm Monday to Saturday (excluding Sundays and public holidays);

viii. The Applicant is required to provide the local government a Surveyors Certificate every two years, prior to the annual renewal fee for that year being payable, to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report. At the same time the Applicant will provide an update and forecast on staging for the following two-year period;

Environment & Rehabilitation

ix. The excavation site is to be rehabilitated in accordance with the Rehabilitation and Recommissioning Programme specified as part of the Extractive Industries Licence Application “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*” for Lot 123 Clackline Toodyay Road, Morangup and the Shire of Toodyay’s Extractive Industry Local Law or any subsequent programme approved thereafter. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter;

x. The Applicant is required to pay an additional bond of \$22,500 as a performance guarantee against the satisfactory completion of the rehabilitation of the site, as detailed in Condition (vii). This is in addition to the \$20,250 bond paid for the previous licence. The performance guarantee will be refunded at a rate of 50% following completion of the final stage of rehabilitation works and 50% at the conclusion of the three-year monitoring period. The bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the Shire may enter the site to complete or rectify any outstanding work. Any new agreement as per this condition will supersede existing agreements. The Shire will recover the bond, or part thereof as appropriate, for any costs to the Shire in completing and/or rectifying the outstanding works. The Shire of Toodyay will accept a Bank Guarantee.

xi. The Applicant is required to provide a Dieback Disease Management Plan to the satisfaction of the Shire of Toodyay;

xii. The Applicant is required to obtain approval from the Department of Water and Environment Regulation (DWER) prior to the removal of native vegetation on site;

- xiii. The Applicant is to provide a Bushfire Management Plan in accordance with SPP 3.7 – Planning for Bushfire Prone Areas – to the satisfaction of the Shire of Toodyay.
- xiv. The noise generated by the development is not to exceed the levels as set out under the *Environmental Protection Act 1986* (and the *Environmental Protection (Noise) Regulations 1997*);
- xv. Measures are to be taken to minimise the amount of dust pollution associated with the extraction site and are to comply with the *Environmental Protection Act 1986* and Department of Environmental Regulation Guidelines;
- xvi. The operations are managed in accordance with “*Water Quality Protection Note 15 - Extractive Industries Near Sensitive Water Resources*”;
- xvii. Any dewatering shall be in accordance with “*Water Quality Protection Note 13 - Dewatering of Soils*”; and

Traffic and Roads

- xviii. Operating hours for cartage shall be limited to 7:00am until 5:00pm Monday to Friday;
- xix. All trucks involved in the project shall comply with the Shire of Toodyay’s Council Administration Policy No. A.8. *Oversize Vehicles* and shall seek the approval of Main Roads Western Australia as appropriate;
- xx. All truck loads leaving the site with materials are to be covered.
- xxi. The Applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the extractive industry operations to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including the below shall be prepared and implemented, at the cost of the Applicant, throughout the duration of the operation of the development to the satisfaction of the Shire of Toodyay Chief Executive Officer. This is to be done in accordance with the Shire of Toodyay’s Local Planning Policy No. LPP.7 *Extractive Industry - Road Maintenance Contributions*.

Insurance

- xxii. The Applicant must maintain a current public liability insurance policy in which the interests of the Shire of

Toodyay are formally noted by the insurer, indemnifying the Applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations;

3. Pursuant Part 3, Clause 3.1(2)(b) of the Shire of Toodyay Extractive Industry Local Law 1999, grant an extractive industry licence to Ringa Civil, for the excavation of sand at Lot 123 Clackline Toodyay Road in Hoddy's Well. This licence is issued in accordance with the Shire of Toodyay's Extractive Industries Local Law and Development is to be in accordance with the approved Extractive Industries Licence Application, including any amendments placed thereon by Council and except as may be modified by the following conditions:

(a) Development is to be in accordance with the approved Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*" including any amendments placed thereon by Council and except as may be modified by the following conditions:

Site Specific

- i. The location and total area of the excavation is to be limited to 5.82 ha as depicted on the application;
- ii. The extraction of material is limited to a depth detailed on the submitted Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*";
- iii. Extraction is to be undertaken entirely within Lot 123 Clackline Toodyay Road in Hoddy's Well and is to be setback a minimum of 50 metres from the boundary.
- iv. The excavation is limited to a maximum of 10,000 tonnes per annum.
- v. The term of licence is ten (10) years from the date of this approval.
- vi. Operating hours within the extraction area shall be restricted to 7:00am until 5:00pm Monday to Saturday (excluding Sundays and public holidays);
- vii. The excavation site is to be maintained in a safe manner and a secure gate is to be installed and kept locked when the site is unmanned;
- viii. The proponent is to provide evidence that a datum peg has been established on the land related to a point approved by the local government on the surface of a constructed public road or such other land in the vicinity;

- ix. The Applicant is required to provide to the local government a surveyors certificate every two years prior to the annual renewal fee for that year being payable to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report At the same time the Applicant will provide an update and forecast on staging for the following two-year period.
- x. An update on staging will be provided to Shire every two years at the same time as the Surveyor's Certificate for material extracted;
- xi. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development;

Environment and Rehabilitation

- xii. The excavation site is to be rehabilitated in accordance with the Rehabilitation and Recommissioning Programme specified as part of the Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*" for Lot 123 Clackline Toodyay Road in Hoddys Well and the Shire of Toodyay's Extractive Industry Local Law or any subsequent programme approved thereafter. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter.
- xiii. The Applicant is required to pay an additional bond of \$22,500 as a performance guarantee against the satisfactory completion of the rehabilitation of the site, as detailed in Condition (ix). This is in addition to the \$20,250 bond paid for the previous licence. The performance guarantee will be refunded at a rate of 50% following completion of the final stage of rehabilitation works and 50% at the conclusion of the three-year monitoring period. The bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the Shire may enter the site to complete or rectify any outstanding work. Any new agreement as per this condition will supersede existing agreements. The Shire will recover the bond, or part thereof as appropriate, for any costs to the Shire in completing and/or rectifying the outstanding works. The Shire of Toodyay will accept a Bank Guarantee.

- xiv. The noise generated by the development is not to exceed the levels as set out under the *Environmental Protection Act 1986* (and the *Environmental Protection (Noise) Regulations 1997*);
- xv. Measures are to be taken to minimise the amount of dust pollution associated with the extraction site and are to comply with the *Environmental Protection Act 1986* and Department of Water and Environmental Regulation Guidelines;
- xvi. The operations are managed in accordance with “Water Quality Protection Note 15 - Extractive Industries Near Sensitive Water Resources”;
- xvii. Any dewatering shall be in accordance with “Water Quality Protection Note 13 - Dewatering of Soils”;
- xviii. That regular monitoring and reporting during the license period occur to ensure that the measures outlined to address environmental impacts are appropriately implemented and possible impacts appropriately addressed.

Transport and Roads

- xix. Operating hours for cartage shall be limited to 7:00am until 5:00pm Monday to Friday;
- xx. All trucks involved in the project shall comply with the Shire of Toodyay's Council Administration Policy No. A.8. *Oversize Vehicles* and shall seek the approval of Main Roads Western Australia as appropriate;
- xxi. All truck loads leaving the site with materials are to be covered;
- xxii. The Applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the extractive industry operations to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including the below shall be prepared and implemented, at the cost of the Applicant, throughout the duration of the operation of the development to the satisfaction of the Shire of Toodyay Chief Executive Officer. This is to be done in accordance with the Shire of Toodyay's Local Planning Policy No. LPP.7 *Extractive Industry - Road Maintenance Contributions*.

Insurance

xxiii. The Applicant must maintain a current public liability insurance policy in which the interests of the Shire of Toodyay are formally noted by the insurer, indemnifying the Applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations.

Clarification was sought.

Cr McKeown foreshadowed an amendment to the motion.

Further clarification was sought.

Cr Hart seconded the motion.

Debate commenced.

The Shire President suspended the meeting at 4.32pm to allow time for Cr McKeown to formulate an amendment to the motion.

The Shire President resumed the meeting at 4.40pm.

Cr McKeown moved an amendment to the motion as follows:

That at Part 2(a) viii and Part 3(a) (ix) the following words be inserted after the words “a Surveyors certificate”

“prior to commencement of the development and”

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO. 183/09/21

MOVED Cr McKeown

That at Part 2(a) viii and Part 3(a) (ix) the following words be inserted after the words “a Surveyors certificate”

“prior to commencement of the development and”

AMENDMENT CARRIED 6/0

Cr Pearce moved an amendment to the substantive motion as follows:

That at Part 2(a) viii and Part 3(a) (ix) a new Paragraph be inserted to read as follows:

“The Surveyor to be appointed by the Shire at the cost of the Applicant.”

Cr Ruthven seconded the motion.

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO. 184/09/21

MOVED Cr Pearce

SECONDED Cr Ruthven

That at Part 2(a) viii and Part 3(a) (ix) a new Paragraph be inserted to read as follows:

“The Surveyor to be appointed by the Shire at the cost of the Applicant.”

AMENDMENT CARRIED 6/0

Debate commenced.

The substantive motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 185/09/21

MOVED Cr Rayner

SECONDED Cr Hart

That Council:

1. Notes the submissions received relating to the Extractive Industry Application for Lot 123, Clackline Toodyay Road.
2. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for an industry-extractive land use at Lot 123 Clackline-Toodyay Road in Hoddy's Well, subject to the following conditions:
 - (a) Development is to be in accordance with the approved Extractive Industries Licence Application – “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*”, including any amendments placed thereon by Council and except as may be modified by the following conditions:

Site specific

- i. The location and total area of the excavation is to be limited to 5.82 ha as depicted on the application;
- ii. The extraction of material is limited to a depth detailed on the submitted Extractive Industries Licence Application “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*”;
- iii. The maximum permitted extraction is limited to 10,000 tonnes per annum.
- iv. Extraction is to be undertaken entirely within Lot 123 Clackline Toodyay Road and is to be setback a minimum of 50 metres from the boundary.
- v. The term of the Development Approval is for ten (10) years from the date of this approval;

- vi. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development;
- vii. Operating hours within the extraction area shall be restricted to 7:00am until 5:00pm Monday to Saturday (excluding Sundays and public holidays);
- viii. The Applicant is required to provide the local government a Surveyors Certificate prior to commencement of the development and every two years, prior to the annual renewal fee for that year being payable, to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report. At the same time the Applicant will provide an update and forecast on staging for the following two-year period. The Surveyor to be appointed by the Shire at the cost of the Applicant.;

Environment & Rehabilitation

- ix. The excavation site is to be rehabilitated in accordance with the Rehabilitation and Recommissioning Programme specified as part of the Extractive Industries Licence Application “*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*” for Lot 123 Clackline Toodyay Road, Morangup and the Shire of Toodyay’s Extractive Industry Local Law or any subsequent programme approved thereafter. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter;
- x. The Applicant is required to pay an additional bond of \$22,500 as a performance guarantee against the satisfactory completion of the rehabilitation of the site, as detailed in Condition (vii). This is in addition to the \$20,250 bond paid for the previous licence. The performance guarantee will be refunded at a rate of 50% following completion of the final stage of rehabilitation works and 50% at the conclusion of the three-year monitoring period. The bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the Shire may enter the site to complete or rectify any outstanding work. Any new agreement as per this condition will supersede existing agreements. The Shire will recover the bond, or part thereof as appropriate, for any costs to the Shire in completing and/or rectifying the outstanding works. The Shire of Toodyay will accept a Bank Guarantee.
- xi. The Applicant is required to provide a Dieback Disease Management Plan to the satisfaction of the Shire of Toodyay;

- xii. The Applicant is required to obtain approval from the Department of Water and Environment Regulation (DWER) prior to the removal of native vegetation on site;
- xiii. The Applicant is to provide a Bushfire Management Plan in accordance with SPP 3.7 – Planning for Bushfire Prone Areas – to the satisfaction of the Shire of Toodyay.
- xiv. The noise generated by the development is not to exceed the levels as set out under the *Environmental Protection Act 1986* (and the *Environmental Protection (Noise) Regulations 1997*);
- xv. Measures are to be taken to minimise the amount of dust pollution associated with the extraction site and are to comply with the *Environmental Protection Act 1986* and Department of Environmental Regulation Guidelines;
- xvi. The operations are managed in accordance with “*Water Quality Protection Note 15 - Extractive Industries Near Sensitive Water Resources*”;
- xvii. Any dewatering shall be in accordance with “*Water Quality Protection Note 13 - Dewatering of Soils*”; and

Traffic and Roads

- xviii. Operating hours for cartage shall be limited to 7:00am until 5:00pm Monday to Friday;
- xix. All trucks involved in the project shall comply with the Shire of Toodyay’s Council Administration Policy No. A.8. *Oversize Vehicles* and shall seek the approval of Main Roads Western Australia as appropriate;
- xx. All truck loads leaving the site with materials are to be covered.
- xxi. The Applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the extractive industry operations to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including the below shall be prepared and implemented, at the cost of the Applicant, throughout the duration of the operation of the development to the satisfaction of the Shire of Toodyay Chief Executive Officer. This is to be done in accordance with the Shire of Toodyay’s Local Planning Policy No. LPP.7 *Extractive Industry - Road Maintenance Contributions*.

Insurance

- xxii. The Applicant must maintain a current public liability insurance policy in which the interests of the Shire of Toodyay are formally

noted by the insurer, indemnifying the Applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations;

3. Pursuant Part 3, Clause 3.1(2)(b) of the *Shire of Toodyay Extractive Industry Local Law 1999*, grant an extractive industry licence to Ringa Civil, for the excavation of sand at Lot 123 Clackline Toodyay Road in Hoddy's Well. This licence is issued in accordance with the Shire of Toodyay's Extractive Industries Local Law and Development is to be in accordance with the approved Extractive Industries Licence Application, including any amendments placed thereon by Council and except as may be modified by the following conditions:
 - (a) Development is to be in accordance with the approved Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*" including any amendments placed thereon by Council and except as may be modified by the following conditions:

Site Specific

- i. The location and total area of the excavation is to be limited to 5.82 ha as depicted on the application;
- ii. The extraction of material is limited to a depth detailed on the submitted Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*";
- iii. Extraction is to be undertaken entirely within Lot 123 Clackline Toodyay Road in Hoddy's Well and is to be setback a minimum of 50 metres from the boundary.
- iv. The excavation is limited to a maximum of 10,000 tonnes per annum.
- v. The term of licence is ten (10) years from the date of this approval.
- vi. Operating hours within the extraction area shall be restricted to 7:00am until 5:00pm Monday to Saturday (excluding Sundays and public holidays);
- vii. The excavation site is to be maintained in a safe manner and a secure gate is to be installed and kept locked when the site is unmanned;
- viii. The proponent is to provide evidence that a datum peg has been established on the land related to a point approved by the local government on the surface of a constructed public road or such other land in the vicinity;
- ix. The Applicant is required to provide to the local government a surveyors certificate prior to commencement of the development

and every two years prior to the annual renewal fee for that year being payable to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report. At the same time the Applicant will provide an update and forecast on staging for the following two-year period. The Surveyor to be appointed by the Shire at the cost of the Applicant.

- x. An update on staging will be provided to Shire every two years at the same time as the Surveyor's Certificate for material extracted;
- xi. Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development;

Environment and Rehabilitation

- xii. The excavation site is to be rehabilitated in accordance with the Rehabilitation and Recommissioning Programme specified as part of the Extractive Industries Licence Application "*Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road for Ringa Civil - June 2021*" for Lot 123 Clackline Toodyay Road in Hoddys Well and the Shire of Toodyay's Extractive Industry Local Law or any subsequent programme approved thereafter. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter.
- xiii. The Applicant is required to pay an additional bond of \$22,500 as a performance guarantee against the satisfactory completion of the rehabilitation of the site, as detailed in Condition (ix). This is in addition to the \$20,250 bond paid for the previous licence. The performance guarantee will be refunded at a rate of 50% following completion of the final stage of rehabilitation works and 50% at the conclusion of the three-year monitoring period. The bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the Shire may enter the site to complete or rectify any outstanding work. Any new agreement as per this condition will supersede existing agreements. The Shire will recover the bond, or part thereof as appropriate, for any costs to the Shire in completing and/or rectifying the outstanding works. The Shire of Toodyay will accept a Bank Guarantee.
- xiv. The noise generated by the development is not to exceed the levels as set out under the *Environmental Protection Act 1986* (and the *Environmental Protection (Noise) Regulations 1997*);
- xv. Measures are to be taken to minimise the amount of dust pollution associated with the extraction site and are to comply with the

Environmental Protection Act 1986 and Department of Water and Environmental Regulation Guidelines;

- xvi. The operations are managed in accordance with “Water Quality Protection Note 15 - Extractive Industries Near Sensitive Water Resources”;
- xvii. Any dewatering shall be in accordance with “Water Quality Protection Note 13 - Dewatering of Soils”;
- xviii. That regular monitoring and reporting during the license period occur to ensure that the measures outlined to address environmental impacts are appropriately implemented and possible impacts appropriately addressed.

Transport and Roads

- xix. Operating hours for cartage shall be limited to 7:00am until 5:00pm Monday to Friday;
- xx. All trucks involved in the project shall comply with the Shire of Toodyay’s Council Administration Policy No. A.8. *Oversize Vehicles* and shall seek the approval of Main Roads Western Australia as appropriate;
- xxi. All truck loads leaving the site with materials are to be covered;
- xxii. The Applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the extractive industry operations to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including the below shall be prepared and implemented, at the cost of the Applicant, throughout the duration of the operation of the development to the satisfaction of the Shire of Toodyay Chief Executive Officer. This is to be done in accordance with the Shire of Toodyay’s Local Planning Policy No. LPP.7 *Extractive Industry - Road Maintenance Contributions*.

Insurance

- xxiii. The Applicant must maintain a current public liability insurance policy in which the interests of the Shire of Toodyay are formally noted by the insurer, indemnifying the Applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations.

MOTION CARRIED 6/0

Cr Chitty returned to Council Chambers at 4.47pm.

Cr Hart raised a Point of Order in accordance with Standing Order 8.4 pertaining to advising Cr Chitty, upon her return to the Chambers or the result of Council's decision.

The Shire President upheld the Point of Order in accordance with Standing Order 8.5 and advised that, for the benefit of Cr Chitty, there had been two minor amendments to the Officer's Recommendation and it had been passed unanimously.

9.1.2 Lot 69 Telegraph Road, Toodyay – Proposed single house

Date of Report:	15 September 2021
Applicant or Proponent:	W Hall / Hilburn Construction
File Reference:	P2021-7/A4336/69TEL
Author:	H de Vos – Acting Manager Planning and Development
Responsible Officer:	S Haslehurst – Chief Executive Officer
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Quasi-judicial
Attachments:	<ol style="list-style-type: none">Map – Lot 69 Telegraph Road;Application Plans; andSchedule of submissions.

PURPOSE OF THE REPORT

To determine an application for development approval for a single dwelling (and demolition of an existing dwelling) in the Central Toodyay Heritage Area. Council is required to determine this application as current delegations do not allow for this matter to be determined at officer level.

BACKGROUND

Lot 69 (No. 2) Telegraph Road in Toodyay is an 1815m² property which is zoned Residential with a density code of R10 under the Shire of Toodyay's Local Planning Strategy No. 4.

The property is located within the Central Toodyay Heritage Area and thus due regard must be given to Local Planning Policy No. 20 – *Central Toodyay Heritage Area*. The site is irregularly shaped, and the landowner also owns an adjoining parcel of land – Lot 123 on plan D711 which has an existing shed.

The existing dwelling was built prior to 1960 (according to aerial records) and straddles the boundary of Lot 69 and Lot 123. No records of this build were able to be located.

The property is not on the Shire's Municipal Inventory however it is noted to have been given 'some' level of significance under the Local Planning Policy. For more details, please refer to Attachment 1 – Map Lot 69 Telegraph Road.

Proposal

The Applicant proposes to build a stumped home and to demolish the existing dwelling on site at the completion of the new build. The new dwelling is a weatherboard, timber-framed construction. The proposal involves some variations to the Local Planning Policy No. 20 – namely, a reduced roof pitch of 22.5 degrees in lieu of 25 degrees and the siting of the new dwelling is not in line with existing dwellings. For more details – please refer to Attachment 2 – Application Plans.

Timing

This application was received on 12 July 2021. Regrettably, due to a higher-than-normal volume of development applications and staff vacancies, there has been a delay in processing this application.

In accordance with clause 75(1)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, this application must be determined within 60 days of the receipt of the application which is by 10 September 2021. However, once the issue with the local planning policy and the lack of delegation was determined, the matter was discussed with the Applicant and the landowner who have consented to the extension to allow this to be determined at the Ordinary Council Meeting on the 28 September 2021.

The Applicant is not amenable to any further extension as they are concerned about limitations and problems arising from harder ground (as the ground dries out) – making the stumps being driven into the ground significantly more difficult.

Additionally, the landowner is hoping to make use of a grant to assist with development. This runs out on 31 December 2021 – by which time the development must be substantially commenced to qualify. It is acknowledged that this is not a valid planning consideration.

COMMENTS AND DETAILS

The proposed dwelling is considered in keeping with heritage values and is able to demonstrate this through the use of materials, roofing and general architectural design.

The proposed roof pitch, whilst less than that required under the policy is considered to be a more aesthetically pleasing outcome.

The proposed siting of the new dwelling is neither parallel to Telegraph Road nor is it in line with existing developments. However, this is not consistently applied across the Central Toodyay Heritage Area. The new dwelling will be in line with the dwelling to its east on Lot 72.

Demolition

It is noted that there is a presumption against demolition for properties within the Central Toodyay Heritage Area. However, it is also noted that in accordance with the Shire's Local Planning Scheme No. 4, the new development proposal can only occur if the existing dwelling is removed. Additional dwellings may only be considered on Rural zoned land of a certain size and generally are for agricultural purposes.

Therefore, Council, in making its determination, must be careful not to inadvertently sterilise what should be a progressive and enlightened response through the planning system to enable better architecture and design overall – than if strict and rigid rules were the sole basis for decision making.

IMPLICATIONS TO CONSIDER

Consultative:

The application did not undergo any formal public consultation as there was no trigger. However, it was referred to Mrs Robyn Taylor of the Toodyay Historical Society particularly on the matter of the proposed demolition of the existing cottage. It was also referred to Mr Stephen Carrick – the Shire's Heritage Advisor.

Their comments can be viewed under Attachment 3 – Schedule of Submissions.

Neither submissions raised any objection to the demolition on the proviso that a suitable condition be applied to ensure the structure was adequately documented prior to demolition. Stephen Carrick has recommended that an '*Archival Record of the building is prepared to the Department of Planning, Lands and Heritage standard*' is prepared.

<https://www.wa.gov.au/sites/default/files/2021-04/HER-Guide-to-Preparing-an-Archival-Record-2019.pdf>

The following condition is recommended to be applied:

1. *An archival record is to be made of the building to be demolished and submitted to the local government for approval prior to the issue of a Demolition Permit and shall include:*
 - (a) *A site plan prepared at 1:200 scale, floor plan(s) of the building and four elevations prepared at 1:100 scale.*
 - (b) *Digital photographs taken of the building (once vacated) to include:*
 1. *a general/overall photo of the building to be demolished;*
 2. *photos of each of the four elevations;*
 3. *internal photos of all rooms (2 photos from different angles of each room); and*
 4. *photos of any all features, such as architraves, skirtings & joinery details.*

Strategic:

Shire of Toodyay – Strategic Community Plan

Objective 1: Provide accountable and transparent leadership for the community

S 1.1 Use the Strategic Community Plan as the blueprint for Council Policy development and decisions.

Objective 2: Ensure our built environment meets community needs

S 2.1 Encourage diverse housing and development options.

Objective 3: Improve processes to support the built environment

S 3.1 Adjust regulatory processes to be more enabling and accessible.

Shire of Toodyay Local Planning Strategy

Toodyay is one of the oldest inland towns in Western Australia and much of its heritage is preserved. A key objective of the LPS is to recognise and encourage the protection of places of cultural heritage value...

7.2 Heritage

Strategic Directions & Strategies

- a. Establish a list of places and areas of cultural heritage significance in which development will be subject to assessment in terms of its impact on the particular heritage values of the place or area.*
- c. Apply design standards and guidelines to encourage retention and enhancement of local character that will contribute to a sense of place and community identity.*
- d. Review relevant policies to ensure that they encourage appropriate, complementary and sustainable development.*

The current dwelling on Lot 69 (No. 2) Telegraph Road is noted to be of some significance. It was not identified at the time the policy was developed in 2009 and in subsequent reviews, to be upgraded to a higher level of significance. Nor was it considered necessary to be included in the Municipal Inventory or Heritage List at the time. It is acknowledged that all three of these documents are in need of review, however it is unclear if this would result in any elevation of this property.

Due regard has been given to the policy provisions and regarding the new dwelling, are largely met, except for the minor variations as previously discussed.

From a strategic perspective – this development can be supported.

Policy related:

State Planning Policy 3.5 – Historic Heritage Conservation

6.3 The difference between heritage areas and urban character areas

It is important to distinguish between “historic heritage significance” and “urban or neighbourhood character”. Not all areas of urban or neighbourhood character have a level of historic heritage significance which warrants protection.

Urban character is essentially identified by built form and age, topography, open space, streetscape, land use and activity, and all areas exhibit some form of urban character. However planning controls in urban character areas do not necessarily require restrictions on demolition or building design.

6.5 Relevant considerations for development assessment

Local governments in considering applications for planning approval to have regard, amongst other things, to—

- *The conservation and protection of any place or area that has been registered in the register of heritage places under the Heritage Act or is the subject of a conservation order under the Act, or which is included in the heritage list under clause 7.1 of the scheme, or which is designated as a heritage area under clause 7.2 of the scheme.*
- *Whether the proposed development will adversely affect the significance of any heritage place or area, including any adverse effect resulting from the location, bulk, form or appearance of the proposed development.*

Development within a heritage area

- *Whether the proposed development responds sympathetically to the heritage values of the area as a whole and that part of the heritage area in the vicinity of the proposed development.*
- *Whether the siting, scale, style and form, materials and finishes of the proposed development responds sympathetically to the heritage values of the area.*
- *The local planning policy for the heritage area including any places designated of heritage significance and the objectives and guidelines for conservation and enhancement of the heritage area.*

As discussed previously, it is considered that the proposed new dwelling responds sympathetically to the heritage values of the area. The variation to siting is also sympathetic as are the materials being used which are consistent with the Local Planning Policy.

The heritage significance of the existing dwelling has been taken into consideration, and its lack of inclusion or elevated heritage status means that demolition can be supported subject to conditions.

State Planning Policy 3.7 - Planning in bushfire prone areas

The Applicant has advised that one of the primary reasons for locating the proposed development as per the application is to meet the obligations under this policy. Should the Council resolve not to support this application and by default require the development to be re-sited in a future application, this will result in a higher Bushfire Attack level rating and increased development costs.

State Planning Policy 5.4 - Road and rail noise

The proposed development is outside of the 300m buffer area which triggers this policy.

State Planning Policy 7.3 - Residential Design Codes

The proposed development is consistent with the deemed provisions of the R-codes.

Local Planning Policy No. 20 – Central Toodyay Heritage Area

With regards to the new dwelling, the following variations are sought:

Provisions:

3.4.7. Roof lines shall be hipped or gabled and shall have a minimum slope of 25 degrees. Eave overhangs shall be a minimum of 300mm wide. A skillion roof as an extension of an original roof form may be acceptable.

3.4.12. All new residential development and additions, extensions or modifications to existing residential dwellings shall be located parallel to the street and shall observe any established front and side building setbacks of the neighbouring properties in the street.

These variations are acceptable.

Financial:

The Applicant has paid the required application fee to the Shire of Toodyay as per Schedule 2 of *Planning and Development Regulations 2009* (WA) and clause 62(1)(c) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (WA).

Should the Council choose to refuse this application, the Applicant has the right of appeal to the State Administrative Tribunal. This could potentially involve ratepayer funds to defend a decision.

Legal and Statutory:

Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Planning and Development Regulations 2009

Shire of Toodyay Local Planning Scheme No. 4

Risk related:

Financial Risk

Should the Council choose to refuse this application, the Applicant has the right of appeal to the State Administrative Tribunal. This could potentially involve ratepayer funds to defend a decision.

Workforce related:

This proposal is not workforce intensive, however, should a Council decision be appealed in the State Administrative Tribunal, it is likely to take considerable Officer time and resources.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Notes the submissions relating to the application for development approval for a single dwelling at Lot 69 Telegraph Road, which involves the proposed demolition of an existing dwelling.
2. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for a single dwelling at Lot 69 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) The development hereby permitted must substantially commence within two years from the date of the decision letter.
 - (b) The development hereby permitted taking place in accordance with the approved plans.
 - (c) Permanent screening (such as lattice) to be installed between the natural ground level and finished floor level of the development to enclose the void created by the stumps, to the satisfaction of the Shire of Toodyay.
 - (d) Prior to the occupation of the development, vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.
 - (e) The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
 - (f) Prior to occupation, the development hereby permitted shall be connected to an approved effluent disposal system.
3. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for the demolition of the existing dwelling at Lot 69 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) Demolition of the existing dwelling must occur within 6 months of the occupation of the approved dwelling which is the subject of Condition 2.
 - (b) An archival record is to be made of the building to be demolished and submitted to the local government for approval prior to the issue of a Demolition Permit and shall include:
 - i. A site plan prepared at 1:200 scale, floor plan(s) of the building and four elevations prepared at 1:100 scale.
 - ii. Digital photographs taken of the building (once vacated) to include:
 1. a general/overall photo of the building to be demolished;
 2. photos of each of the four elevations;

3. internal photos of all rooms (2 photos from different angles of each room); and
4. photos of any all features, such as architraves, skirtings & joinery details.

Advice Notes:

1. Given that this property is fragmented (two adjacent lots being owned by the same landowner), it is recommended that the landowner considers legally amalgamating Lot 69 and Lot 123 in the future to avoid development issues and to maximise the development potential and future enjoyment of the land;
2. The bricks from the existing dwelling to be demolished are encouraged to be reused/recycled for local use where possible.

The Shire President advised at 4.50pm that there were three possible alternate recommendations to choose from, if a Councillor did not wish to move the original Officer's Recommendation.

ALTERNATE OFFICER'S RECOMMENDATION 1A (provided to Council on 23/09/2021)

That Council:

1. Notes the submissions relating to the application for development approval for a single dwelling at Lot 69 Telegraph Road, which involves the proposed demolition of an existing dwelling.
2. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for a single dwelling at Lot 69 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) The development hereby permitted must substantially commence within two years from the date of the decision letter.
 - (b) The development hereby permitted taking place in accordance with the approved plans.
 - (c) Prior to the occupation of the development, vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.
 - (d) The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
 - (e) Prior to occupation, the development hereby permitted shall be connected to an approved effluent disposal system.
3. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for the

demolition of the existing dwelling at Lot 69 Telegraph Road in Toodyay, subject to the following conditions:

- (a) Demolition of the existing dwelling must occur within 6 months of the occupation of the approved dwelling which is the subject of Condition 2.
- (b) An archival record is to be made of the building to be demolished and submitted to the local government for approval prior to the issue of a Demolition Permit and shall include:
 - i. A site plan prepared at 1:200 scale, floor plan(s) of the building and four elevations prepared at 1:100 scale.
 - ii. Digital photographs taken of the building (once vacated) to include:
 1. a general/overall photo of the building to be demolished;
 2. photos of each of the four elevations;
 3. internal photos of all rooms (2 photos from different angles of each room); and
 4. photos of any all features, such as architraves, skirtings & joinery details.

Advice Notes:

1. Given that this property is fragmented (two adjacent lots being owned by the same landowner), it is recommended that the landowner considers legally amalgamating Lot 69 and Lot 123 in the future to avoid development issues and to maximise the development potential and future enjoyment of the land;
2. The bricks from the existing dwelling to be demolished are encouraged to be reused/recycled for local use where possible.

ALTERNATE OFFICER'S RECOMMENDATION 1B (provided on 28/09/2021)

That Council:

1. Notes the submissions relating to the application for development approval for a single dwelling at Lot 69 Telegraph Road, which involves the proposed demolition of an existing dwelling.
2. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for a single dwelling at Lot 69 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) The development hereby permitted must substantially commence within two years from the date of the decision letter.
 - (b) The development hereby permitted taking place in accordance with the approved plans.

- (c) Prior to the occupation of the development, vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.
- (d) The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
- (e) Prior to occupation, the development hereby permitted shall be connected to an approved effluent disposal system.

ALTERNATE OFFICER'S RECOMMENDATION 2 (provided on 28/09/2021)

1. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for a change of use from a single dwelling to a grouped dwelling on Lots 69 on plan P3650 & 123 on plan D711 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) The development hereby permitted taking place in accordance with the approved plans.
 - (b) The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
 - (c) Lots 69 on plan P3650 and 123 on plan D711 are to be legally amalgamated or alternatively the owner may enter into a legal agreement with the local government, drafted by the local government's solicitors at the expense of the owner. The legal agreement will allow the owner twelve (12) months to amalgamate the lots. The agreement will have to be executed by all parties concerned prior to the commencement of the works hereby permitted.

ALTERNATE OFFICER'S RECOMMENDATION 3 (provided on 28/09/2021)

1. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for a change of use from a single dwelling to an ancillary dwelling on Lots 69 on plan P3650 & 123 on plan D711 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) The development hereby permitted taking place in accordance with the approved plans.

- (b) The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
- (c) Lots 69 on plan P3650 and 123 on plan D711 are to be legally amalgamated or alternatively the owner may enter into a legal agreement with the local government, drafted by the local government's solicitors at the expense of the owner. The legal agreement will allow the owner twelve (12) months to amalgamate the lots. The agreement will have to be executed by all parties concerned prior to the commencement of the works hereby permitted.

Cr McKeown foreshadowed a motion to move the Alternate Officer's Recommendation No.1B.

Cr McKeown withdrew the foreshadowed motion.

Cr Pearce moved Officer's Alternate Recommendation 1A.

Clarification was sought.

The Shire President invited Mr Hall to sit at the table and respond to any Member questions.

Further clarification was sought.

Cr Rayner seconded the motion.

Debate commenced.

Clarification was sought.

Cr McKeown raised a Point of Order in accordance with Standing Order 8.2 during the debate as the cost of the amalgamation of the lots had already been provided.

Cr Madacs rejected the Point of Order in accordance with Standing Order 8.5 as one consideration is heritage and the other is the impost of the planning decision upon the Applicant.

Further clarification was sought.

Debate continued.

The motion was put.

ALTERNATE OFFICER'S RECOMMENDATION 1A

(provided to Council on 23/09/2021)

COUNCIL RESOLUTION NO. 186/09/21

MOVED Cr Pearce

SECONDED Cr Rayner

That Council:

1. Notes the submissions relating to the application for development approval for a single dwelling at Lot 69 Telegraph Road, which involves the proposed demolition of an existing dwelling.
2. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for a single dwelling at Lot 69 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) The development hereby permitted must substantially commence within two years from the date of the decision letter.
 - (b) The development hereby permitted taking place in accordance with the approved plans.
 - (c) Prior to the occupation of the development, vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.
 - (d) The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
 - (e) Prior to occupation, the development hereby permitted shall be connected to an approved effluent disposal system.
3. Pursuant to Clause 68(2)(b) of the *Planning and Development (Local Planning Schemes) Regulations 2015*; approves the development approval for the demolition of the existing dwelling at Lot 69 Telegraph Road in Toodyay, subject to the following conditions:
 - (a) Demolition of the existing dwelling must occur within 6 months of the occupation of the approved dwelling which is the subject of Condition 2.
 - (b) An archival record is to be made of the building to be demolished and submitted to the local government for approval prior to the issue of a Demolition Permit and shall include:
 - i. A site plan prepared at 1:200 scale, floor plan(s) of the building and four elevations prepared at 1:100 scale.
 - ii. Digital photographs taken of the building (once vacated) to include:
 1. a general/overall photo of the building to be demolished;
 2. photos of each of the four elevations;

3. internal photos of all rooms (2 photos from different angles of each room); and
4. photos of any all features, such as architraves, skirtings & joinery details.

Advice Notes:

1. Given that this property is fragmented (two adjacent lots being owned by the same landowner), it is recommended that the landowner considers legally amalgamating Lot 69 and Lot 123 in the future to avoid development issues and to maximise the development potential and future enjoyment of the land;
2. The bricks from the existing dwelling to be demolished are encouraged to be reused/recycled for local use where possible.

MOTION CARRIED 4/3

In accordance with Section 5.21(4)(b) of the *Local Government Act 1995*, Cr Madacsı requested that the vote of all members present be recorded. Councillors Madacsı, Ruthven, Rayner and Pearce voted for the motion. Councillors McKeown, Hart and Chitty voted against the motion.

9.1.3 Lot PT 2 Clinton Street, Toodyay – 3 Dog Application

Date of Report:	9 September 2021
Applicant or Proponent:	N & D Hearn
File Reference:	A12/PT2CLI
Author:	T Prater – Development Support Officer
Responsible Officer:	H de Vos – Acting Manager Planning & Development
Previously Before Council:	No
Disclosure of Interest:	Nil
Council's Role in the matter:	Quasi-Judicial
Attachments:	Nil

PURPOSE OF THE REPORT

For Council to consider an application for the keeping of 3 dogs at Lot PT 2 Clinton Street, Toodyay.

BACKGROUND

The Applicant is seeking approval to have 3 dogs at Lot PT 2 (3) Clinton Street, in the locality of Toodyay as follows:

BACKGROUND

No.	Breed	Colour	Name	Sex	Age
1	Mastiff X	Tan/White	Mr Brando	M	9
2	Bull Arab X Staghound	Grey/White chest blaze	Paddermere	M	7
3	Jack Russell X	Brown /White Chest Blaze	Rose	F	7

Earlier Approvals

Records indicate the Shire has not previously approved any 3-Dog applications on this property.

Applicant's Justification

The Applicant's justification for keeping more than two dogs at the application address is they have had the dogs for many years, prior to moving to this property and do not want to give one up.

The Property

Lot PT 2 Clinton Street has an area of 0.1237ha and is zoned 'Residential' under the Shire's Local Planning Scheme No 4.

Ranger Inspection

The Shire's Ranger Services inspected the property on 4 June 2021.

The Rangers' findings are listed below:

Aspect	Ranger Comments
Fencing	Suitable The fences are made from a variety of materials and varying heights. 1200mm to 2400mm. With two separate dog containment areas. One for the Jack Russell and Mastiff and one for the Bull Arab cross.
Materials and Height of Fencing	Tin sheets have been installed down the southern side of the Bull Arab cross containment area to help eliminate any barking at people who may walk past
Locking Devices on Gates	Standard locking devices on the containment area gates.
Housing	The dogs have sufficient containment areas at the back of the house and some access to the house.
Condition of Existing Dogs	All dogs in question appear to be in good health and are well fed.
Dog(s) / Owners History	Shire of Toodyay Ranger Services have received a barking dog diary - 30 July to 7 August 2021 for the dogs at Lot PT 2 Clinton Street. The owners have provided adequate day time confinement to minimise barking at passers-by.

A copy of the Ranger's '3 – 6 Dog Permit Ranger Inspection' sheet for this application can be made available to Councillors under separate cover upon request.

COMMENTS AND DETAILS

The Rangers have assessed the application and support the application for the following reasons:

1. The size and location of the property is suitable.
2. The fencing around the property and the purpose-built dog confinement areas are adequate.
3. Adequate day time confinement; is provided to minimise barking at passers-by.

IMPLICATIONS TO CONSIDER

Consultative:

Consultation was undertaken accordance with section 5 of Council's 'Keeping of 3 to 6 Dogs' Policy.

One (1) landowner was contacted with no submissions being received.

Strategic:

There are no adverse strategic implications envisaged from this report.

Policy related:

The application does not meet all the requirements of Council's 'Keeping of 3 to 6 Dogs' Policy and is therefore referred to Council for consideration.

Under the Policy, the maximum number of dogs that could be approved in the 'Residential' zone is 2.

Under section 4 of the Policy, an application to have more than 2 dogs on a property must, among other things, be accompanied by the reason(s) for which the Applicant requires the permit. As outlined in the 'Background' section of this Report, the Applicants have indicated that they wish to have 3 dogs at the premises, as they have owned the dogs for many years prior to moving to this property and do not want to give one up.

Financial:

There are no direct financial implications for the Shire of the recommendations of this Report.

Legal and Statutory:

Section 26 of the *Dog Act 1976* outlines the limitations on dog numbers. The Act allows for the local government to create Local Laws to control the number of dogs on a property.

Clause 3.2(3) of the Shire's Dogs Local Law establishes that Council may approve more than two dogs on a property.

Risk related:

Adverse risk implications from the recommendations of this Report are not envisaged. However, in the event that Council refuses the application, the Applicant may have a

right of appeal to the State Administrative Tribunal (SAT). Should the Applicant elect to appeal Council's decision (refusal or dissatisfied with conditions of approval), the Shire may be required to assign resources to defend its position at SAT.

Workforce related:

This proposal is not workforce intensive, however, should a Council decision be appealed in the State Administrative Tribunal, it is likely to take considerable Officer time and resources.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council permits the keeping of three (3) dogs on Lot PT 2 (3) Clinton Street, Toodyay subject to the following conditions:

1. All dogs must be confined to the property and kept under control by the following means:
 - (a) Fencing and gates on the premises or a portion of the premises where the dogs are to be contained, must be of a suitable type, height and construction to prevent the dogs at all times from passing over, under or through it, or
 - (b) An approved electronic confinement.
2. Any proven complaints regarding the dogs offending against the *Dog Act 1976* may result in the permit being revoked and the number of dogs having to be reduced to a maximum of two (2) within fourteen (14) days.
3. All dogs must be registered and registration must be maintained.
4. The approval only applies to the following dogs:

Name	Breed	Sex	Reg No	Age	Colour
Mr Brando	Mastiff x	M	L987	9 yrs.	Tan/ White
Rose	Jack Russell x	F	L986	7 yrs.	Brown/ White Chest Blaze
Paddermere	Bull Arab X Staghound	M	TBA	7 yrs.	Grey / White Chest Blaze

5. Upon the death or disposal of one or more of the above dogs, the permit will cease and the number of dogs permitted will revert to the lesser number.

Cr Hart moved the Officer's Recommendation as follows:

That Council permits the keeping of three (3) dogs on Lot PT 2 (3) Clinton Street, Toodyay subject to the following conditions:

1. **All dogs must be confined to the property and kept under control by the following means:**
 - (a) **Fencing and gates on the premises or a portion of the premises where the dogs are to be contained, must be of a suitable type, height and construction to prevent the dogs at all times from passing over, under or through it, or**
 - (b) **An approved electronic confinement.**
2. **Any proven complaints regarding the dogs offending against the Dog Act 1976 may result in the permit being revoked and the number of dogs having to be reduced to a maximum of two (2) within fourteen (14) days.**
3. **All dogs must be registered and registration must be maintained.**
4. **The approval only applies to the following dogs:**

Name	Breed	Sex	Reg No	Age	Colour
Mr Brando	Mastiff x	M	L987	9 yrs.	Tan/ White
Rose	Jack Russell x	F	L986	7 yrs.	Brown/ White Chest Blaze
Paddermere	Bull Arab X Staghound	M	TBA	7 yrs.	Grey / White Chest Blaze

5. **Upon the death or disposal of one or more of the above dogs, the permit will cease and the number of dogs permitted will revert to the lesser number.**

Clarification was sought.

Cr McKeown foreshadowed an amendment to the motion.

Further clarification was sought.

Cr McKeown moved an amendment as follows:

That clause 3 be deleted and at the last point the words "or lapse of registration" be inserted after the words "Upon the death or disposal"

Cr Hart seconded the motion.

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO. 187/09/21

MOVED Cr McKeown

SECONDED Cr Hart

That Clause 3 be deleted and at the last point the words “or lapse of registration” be inserted after the words “Upon the death or disposal”

MOTION CARRIED 7/0

Further clarification was sought on the substantive motion.

Cr McKeown moved an amendment to the motion as follows:

That at Point 1 the words “when on the property” be inserted preceding the words “All dogs must be confined” and the words “to the property” be deleted.

Cr Hart objected to the amendment.

Debate commenced.

Cr Hart foreshadowed an amendment to the motion as follows:

That at Point 1 the words “except when taken off the property and kept under control by a responsible person” be included after the words “confined to the property”

Cr Hart withdrew his objection and his foreshadowed amendment to the motion.

Clarification was sought.

Debate continued.

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO. 188/09/21

MOVED Cr McKeown

That at Point 1 the words “when on the property” be inserted preceding the words “All dogs must be confined” and the words “to the property” be deleted.

MOTION CARRIED 7/0

Debate recommenced.

Further clarification was sought.

Cr Chitty seconded the substantive motion.

Debate continued.

Cr Pearce objected to the substantive motion.

Debate recommenced.

The substantive motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 189/09/21

MOVED Cr Hart

SECONDED Cr Chitty

That Council permits the keeping of three (3) dogs on Lot PT 2 (3) Clinton Street, Toodyay subject to the following conditions:

1. When on the property all dogs must be confined and kept under control by the following means:
 - (a) Fencing and gates on the premises or a portion of the premises where the dogs are to be contained, must be of a suitable type, height and construction to prevent the dogs at all times from passing over, under or through it, or
 - (b) An approved electronic confinement.
2. Any proven complaints regarding the dogs offending against the *Dog Act 1976* may result in the permit being revoked and the number of dogs having to be reduced to a maximum of two (2) within fourteen (14) days.
3. The approval only applies to the following dogs:

Name	Breed	Sex	Reg No	Age	Colour
Mr Brando	Mastiff x	M	L987	9 yrs.	Tan/ White
Rose	Jack Russell x	F	L986	7 yrs.	Brown/ White Chest Blaze
Paddermere	Bull Arab X Staghound	M	TBA	7 yrs.	Grey / White Chest Blaze

4. Upon the death or disposal of one or more of the above dogs, or lapse of registration, the permit will cease and the number of dogs permitted will revert to the lesser number.

MOTION LOST 1/6

In accordance with Section 5.21(4)(b) of the *Local Government Act 1995*, Cr Madacs requested that the vote of all members present be recorded. Councillor Hart voted for the motion. Councillors Madacs, Ruthven, Rayner, Chitty, Pearce and McKeown voted against the motion.

Acting Manager Planning and Development departed Council Chambers at 6.13pm.

9.2 CORPORATE & COMMUNITY SERVICES

9.2.1 List of Payments – July & August 2021

Date of Report:	3 September 2021
Applicant or Proponent:	Shire of Toodyay
File Reference:	FIN6
Author:	C Murcott – HR/Finance Officer
Responsible Officer:	T Bateman – Manager Corporate & Community Services
Previously Before Council:	N/A
Disclosure of Interest:	Nil
Council's Role in the matter:	Review
Attachments:	1. List of Payments for the months ending 31 July 2021 & 31 August 2021

PURPOSE OF THE REPORT

To present the payments made from the municipal and trust funds during the months of July 2021 and August 2021.

BACKGROUND

Payments made from the municipal fund and the trust fund are required to be reported to Council for each month, under section 13 of the *Local Government (Financial Management) Regulations 1996*.

Creditor invoices are processed as they are received and, on the 15th, and final day of every month, cheques and electronic fund transfers are raised for payment.

COMMENTS AND DETAILS

A list of all payments processed under delegated authority during July and August 2021 is attached.

Electronic Funds Transfers (EFT) are for payments transferred directly to creditor bank accounts.

Direct Debits are for direct debits against the bank account such as bank fees, leases, loans, and other charges.

Payroll Direct Debits are for payroll and superannuation expenditures which are paid through Council's on-line (internet) banking system.

IMPLICATIONS TO CONSIDER

Consultative:

Nil

Strategic:

Objective 3: Ensure rigorous organisational systems.

S 3.1 Maintain long term financial and resourcing plans.

S 3.2 Operate to best practice management in all areas.

S 3.3 Ongoing review of customer service and satisfaction.

S 3.4 Embrace innovation in information and communication technologies.

Policy related:

Council has delegated authority to the Chief Executive Officer to make payments from the Municipal and Trust Accounts.

Creditor invoices and other charges paid have been duly incurred and authorised for payment in accordance with Shire policies F2 Authorised Signatories Policy and F.3 Purchasing Policy.

Financial:

Whilst the 2021/2022 Annual Budget has not yet been adopted, payments made to date are consistent with the ongoing operational requirements of the Shire or for previously approved projects in accordance with section 6.8(1)(a) of the *Local Government Act 1995*.

Legal and Statutory:

Section 5.42 of the *Local Government Act 1995* allows the local government to delegate its powers to the Chief Executive Officer.

Section 6.8(1)(a) of the *Local Government Act 1995* states a local government must not incur expenditure for an additional purpose except where it is incurred before the adoption of the annual budget.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states that 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 for each month and presented to Council.

Risk related:

There is a legislative requirement to present the list of payments to Council. Failure to do so would pose a minor compliance risk. This report and its attachments help to mitigate this risk and gives Council the opportunity to review and question any payments made.

Workforce related:

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 190/09/21

MOVED Cr Pearce

That Council notes as being paid, payments listed and presented for the months of July 2021 and August 2021 as attached to this report, summarised as follows:

July 2021

Direct Debits	21,047.53
EFT Payments	588,863.39
Direct Debits Payroll	243,132.67
<u>Municipal Cheques</u>	<u>17,171.72</u>
Total	870,215.31

August 2021

Direct Debits	16,835.44
EFT Payments	538,187.28
Direct Debits Payroll	223,822.78
<u>Municipal Cheques</u>	<u>9,511.68</u>
Total	788,357.18

MOTION CARRIED 7/0

9.2.2 Monthly Financial Report – July & August 2021

Date of Report:	14 September 2021
Applicant or Proponent:	Shire of Toodyay
File Reference:	FIN24
Author:	B Flaherty – Finance Coordinator
Responsible Officer:	T Bateman - Manager Corporate & Community Service
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Legislative/Review
Attachments – <i>to be provided separately</i> :	<ol style="list-style-type: none">1. Statement of Financial Activity by Nature or Type July 20212. Statement of Financial Activity by Nature or Type August 2021.

The CEO sought withdrawal of the item given that the Statement of Financial Activity for July and August 2021 were not able to be provided to Council at this time.

Clarification was sought.

9.2.3 Auspice agreement for joint museum project between Shire of Toodyay and Noongar Kaartdjin Aboriginal Corporation

Date of Report:	22 July 2021
Applicant or Proponent:	Shire of Toodyay
File Reference:	ABG1
Author:	M Eberle – Museum Curator / Cultural Heritage Officer
Responsible Officer:	M Werder – Acting Manager Corporate & Community Service
Previously Before Council:	N / A
Disclosure of Interest:	Nil
Council's Role in the matter:	Review
Attachments:	1. Draft Museum Project Plan & Activities timeline.

PURPOSE OF THE REPORT

Seeking Council support for the Shire of Toodyay to auspice funds in the event of a successful Lotterywest application for the funding of the Noongar Museum Project “Gnulla Karnany Waangkiny (Our Truth Telling)” in collaboration with Noongar Kaartdjin Aboriginal Corporation.

BACKGROUND

The Noongar Kaartdjin Aboriginal Corporation (NKAC) and the Shire of Toodyay (SoT) are collaborating on a joint project titled “Gnulla Karnany Waangkiny (Our Truth Telling)” – a permanent display at the Newcastle Gaol Museum.

This visual display is proposed to reclaim the Noongar voice; highlighting Noongar displacement and everyday Noongar life since white exploration and settlement, through three areas:

1. Noongar Daily Life – Post 1830's Settlement;
2. Dark History – Post Exploration;
3. Noongar Elders – 20th Century Stories.

COMMENTS AND DETAILS

A funding application was submitted to Lotterywest and requested a total of \$55,870. As the value will be over \$15,000, the body to receive the funds is required to be registered for GST. NKAC is not registered for GST and has approached the Shire to

make the application and 'auspice' the Lotterywest funds (i.e. apply, hold, financially manage and acquit the funds).

Application

After several cross-agency meetings and planning consultations, NKAC voluntary Heritage Manager, Helen Shanks, is drafting and preparing the Lotterywest application for the project. Helen has offered to provide voluntary support to the Shire and undertake all the application work required to submit it in the on-line format.

Planning and Activities

NKAC has met with the Lotterywest officer to discuss the project, which is viewed as sitting within the Lotterywest Community Investment framework priority areas: *Connected Cultural Experiences* and *Inclusive Thriving Community*. Lotterywest is aware of the request to auspice through the Shire.

Management of Project

The project, once funded, is expected to have 4-6 months of planned activities with the exhibition ready in time for the 2022 tourism season. The project will have a management team consisting of Shire Officers and representatives of NKAC, with Helen Shanks undertaking a voluntary lead / coordination role in regular liaison with the Museum Curator. A project timeline has been drafted.

IMPLICATIONS TO CONSIDER

Consultative:

"Gnulla Karnany Waangkiny" is a collaborative project between the Shire of Toodyay and NKAC.

Strategic:

Toodyay Community Strategic Plan 2028

Social Objectives

- O.1: Maintain and develop services that meet the requirements of our diverse community
- O.3: Support the development of places and spaces for recreation, learning, art and culture

Corporate Business Plan March 2019

S1.2 Support development of community groups and sponsorships.

- Develop, through engagement, a Reconciliation Action Plan

This project sits within the Shire of Toodyay Reconciliation Action Plan launched in June 2021 with the two items below specific to this project.

6. *Build respect for Aboriginal culture and history.*

Action: Incorporate truth telling of Aboriginal history at Shire museums.

9. *Include Aboriginal history in new projects and further develop Aboriginal context for Aboriginal history in Shire museums.*

Action: Engage with NKAC to develop Aboriginal historical context for displays in Shire Museums, Encourage Aboriginal art in public spaces; and include interpretive artworks/signage in key Shire projects.

Policy related:

Nil

Financial:

This project is currently included in the draft Annual Budget 2021/2022 represented by income from Lotterywest and expenditure of \$55,870. The Shire's cash contribution of \$3,600 will be funded from the annual exhibitions allowance within the Museum general program activities and does not require any new or additional funds. In-kind support from the Shire will include officer and volunteer time for research and project coordination and is estimated to be \$10,300. Lotterywest is expected to be the main contributor to the project.

Legal and Statutory:

Nil

Risk related:

There may be a reputational risk if the Shire is not prepared to assume the responsibility of auspicing the funds for this project. A financial risk could also exist in the event the auspicing of funds is not managed appropriately. An auspicing agreement will be developed between NKAC and the Shire to mitigate these risks.

Workforce related:

Shire Officer time will be required as part of the financial management and collaboration during the roll-out of the project. It is anticipated that these elements can be managed within current resources available.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 191/09/21

MOVED Cr Rayner

That Council approves the Shire of Toodyay auspicing grant funds on behalf of Noongar Kaartdijin Aboriginal Corporation for the proposed joint Museum project "Gnulla Karnany Waangkiny (Our Truth Telling)" subject to a successful application to Lotterywest.

MOTION CARRIED 7/0

9.3 EXECUTIVE SERVICES

9.3.1 Governance Review Action Plan

Date of Report:	8 September 2021
Applicant or Proponent:	Shire of Toodyay
File Reference:	MAN12/GV.T01294.2
Author:	M Rebane – Executive Assistant; S Haslehurst – Chief Executive Officer
Responsible Officer:	S Haslehurst – Chief Executive Officer
Previously Before Council:	OCM 27 July 2021 Item 9.3.6
Disclosure of Interest:	Nil
Council's Role in the matter:	Executive & Review
Attachments:	1. Governance Review Action Plan

PURPOSE OF THE REPORT

To consider endorsement of the Governance Review Action Plan (the Action Plan), as attached.

BACKGROUND

Following an authorised inquiry into the Shire of Toodyay initiated in December 2018 in accordance with section 8.3(2) of the *Local Government Act 1995* (the Act), a Report was tabled in Parliament on 13 October 2020 which contained 25 findings. As a result, the Department of Local Government, Sport and Cultural Industries (DLGSC) made several recommendations to Council, one of which was that:

The Shire undertake a Governance Review as approved by the Director General within 6 months of this report becoming final and the review is to be made available to the Director General.

Subsequently, a timeline was agreed between the Shire and the DLGSC which requires the final review to be submitted to the Director-General by 30 September 2021.

The Governance Review Report, undertaken by independent consultants Hammond Woodhouse Advisory, was received by Council at the July 2021 Ordinary Council Meeting. In accordance with Council Resolution No. 154/07/21, the Interim Governance Review Report was submitted to the Director-General DLGSC on 29 July 2021.

Point 2(b) of the July 2021 resolution required that the CEO arrange a Council workshop to develop a response and proposed actions to the Governance Review Report prior to the agenda being presented to Council for the September 2021 Ordinary Council Meeting.

COMMENTS AND DETAILS

A workshop with Councillors and Managers was held on Monday 6 September 2021 to consider the Action Plan (**Attachment 1**). Particular focus was given to the recommendations in the high-risk category to determine if the actions were achievable within the indicative timeframes. Following the workshop, Councillors and Officers were invited to submit further feedback in relation to the Action Plan. No further comments were received.

The Action Plan is now presented to Council for approval to submit to the Director-General of the DLGSC by 30 September 2021.

IMPLICATIONS TO CONSIDER

Consultative:

Managers were requested to review the Action Plan to consider the proposed actions, suggest additions or amendments, and provide advice on whether the proposed timeframes were achievable. Councillors were provided the opportunity to submit further feedback on the action plan following the workshop.

Strategic:

The Strategic Community Plan Toodyay 2028 states:

Governance is the way the Shire leads and operates and the objectives are:

Objective 1: provide accountable and transparent leadership for the community

Objective 2: Consistently improve our governance practices

Objective 3: Ensure rigorous organisational systems

Policy related:

Council adopted a comprehensive Governance Framework at the August 2021 Ordinary Council Meeting.

Financial:

Council will be required to allocate resources within the annual budget that will enable the recommendations to be addressed. Any further requests that cannot be met in-house, will be considered based on priority and brought back to Council for decision or deferred for consideration in the 2022/2023 budget.

Legal and Statutory:

In accordance with s.5.41 Functions of CEO in the *Local Government Act 1995*, the CEO, through reporting to Council, will ensure that advice and information is available to Council so that Council can make informed decisions.

Risk related:

The Action Plan has been developed to mitigate the low, moderate and high priority areas identified during the Governance Review.

Workforce related:

The Action Plan specifies the individual Officers who will work together and individually to achieve the actions in line with the indicative target dates for completion.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Endorses the Governance Review Action Plan as attached to this report.
2. Requests the CEO to forward the Governance Review Action Plan to the Director-General of the Department of Local Government, Sport and Cultural Industries with no further comment.

Cr Ruthven moved the Officer's Recommendation.

Clarification was sought.

Cr McKeown objected to the motion.

Debate commenced.

Further clarification was sought.

Cr Pearce seconded the motion.

Debate continued.

Cr Chitty moved a Procedural Motion as follows:

That in accordance with Standing Order 10.1(d) the question be now put.

Clarification was sought in respect to Standing Order 10.8.

Cr Pearce seconded the motion.

The motion was put.

PROCEDURAL MOTION/ COUNCIL RESOLUTION NO. 192/09/21

MOVED Cr Chitty

SECONDED Cr Pearce

That in accordance with Standing Order 10.1(d) the question be now put.

MOTION CARRIED 5/2

In accordance with Section 5.21(4)(b) of the *Local Government Act 1995*, Cr Madacs requested that the vote of all members present be recorded. Councillors Madacs,

Ruthven, Chitty and Hart voted for the motion. Councillors Rayner and McKeown voted against the motion.

In accordance with Standing Order 10.8, the Presiding Member offered the right of reply to Cr Ruthven.

The motion was put without further debate.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 193/09/21

MOVED Cr Ruthven

SECONDED Cr Pearce

That Council:

1. Endorses the Governance Review Action Plan as attached to this report.
2. Requests the CEO to forward the Governance Review Action Plan to the Director-General of the Department of Local Government, Sport and Cultural Industries with no further comment.

MOTION CARRIED 5/2

In accordance with Section 5.21(4)(b) of the *Local Government Act 1995*, Cr Madacsı requested that the vote of all members present be recorded. Councillors Madacsı, Ruthven, Chitty and Hart voted for the motion. Councillors Rayner and McKeown voted against the motion.

9.3.2 Correspondence - Department of Local Government, Sport & Cultural Industries

Date of Report:	15 September 2021
Applicant or Proponent:	Shire of Toodyay
File Reference:	MTG7
Author:	S Haslehurst – Chief Executive Officer
Responsible Officer:	S Haslehurst – Chief Executive Officer
Previously Before Council:	N/A
Disclosure of Interest:	Nil
Council's Role in the matter:	Executive
Attachments:	1. DLGSC Correspondence 13 August 2021 to 15 September 2021

PURPOSE OF THE REPORT

To present details of correspondence with the Department of Local Government, Sport and Cultural Industries (DLGSC) since the August Ordinary Council Meeting.

BACKGROUND

At the June 2018 Ordinary Council Meeting (Resolution No. 122/06/18) Council resolved:

That the CEO submit a report to Council at each Ordinary Council Meeting detailing correspondence of a Local Government governance nature or non-compliance matters between the Shire of Toodyay and the Government of Western Australia's Department of Local Government, Sport and Cultural Industries (including with the relevant Minister) since the report to the previous Ordinary Council Meeting.

This report details the correspondence with the DLGSC since the 13 August 2021 Ordinary Council Meeting.

COMMENTS AND DETAILS

Correspondence with the DLGSC since the August OCM is attached at Attachment 1 and includes:

1. Correspondence regarding an extension for the deadline to submit the 2021/22 Annual Budget –
 - Initial inquiry;
 - Submission of formal extension request; and

- Approval of extension until 30 September 2021.

2. Advice regarding monthly financial reporting where the annual budget has not yet been adopted.

IMPLICATIONS TO CONSIDER

Consultative:

Department of Local Government, Sport and Cultural Industries

Strategic:

Governance: The way the Shire leads and operates

Objective 1 Provide accountable and transparent leadership for the community

Objective 2 Consistently improve our governance practices

Policy related:

Nil

Financial:

Nil

Legal and Statutory:

Local Government Act 1995

It is a function of CEO to give effect to the decisions of Council in accordance with section 5.41 of the *Local Government Act 1995*.

Risk related:

There is a reputational and compliance risk if a Council resolution is not implemented. These are both rated high.

Workforce related:

Officer resources are required to formally report on all correspondence with the DLGSC.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL RESOLUTION NO. 194/09/21

MOVED Cr Chitty

That Council notes the correspondence with the Department of Local Government, Sport and Cultural Industries from 13 August 2021 to 15 September 2021 as outlined in and attached to, this report.

MOTION CARRIED 7/0

9.4 ASSETS AND SERVICES

9.4.1 Request for Speed Zone Review

Date of Report:	5 September 2021
Applicant or Proponent:	Shire of Toodyay/Toodyay RoadWise Committee
File Reference:	ICR78327
Author:	J Augustin – Manager Assets and Services
Responsible Officer:	S Haslehurst – Chief Executive Officer
Previously Before Council:	Nil
Disclosure of Interest:	Nil
Council's Role in the matter:	Advocacy
Attachments:	1. Letter from RoadWise Committee.

PURPOSE OF THE REPORT

To consider submitting a request for speed zone review to the relevant regulatory body, Main Roads, Western Australia, for:

- Folewood Road, between Retford Road and Sandplain Road; and
- Toodyay West Road, from Julimar Road to just prior to the rail crossing.

BACKGROUND

Folewood Road currently has a default speed limit of 110 km/h from Sandplain Road to just before Retford Road, although much of the winding road requires advisory warning signage to further reduce driver speeds to negotiate the road safely.

Toodyay West Road currently has a default speed limit of 110 km/h from Julimar Road to the rail crossing after which residential speed limit comes into effect. This section of road includes a narrow bridge with just one lane for traffic coming from opposite directions and is located after a blind bend. The road also contains a significant number of property driveways and school bus pick up points.

Table 1 below, provides information to support the proposal to review the speed limit:

Table 1 – Folewood Road and Toodyay West Road Information Summary

	Folewood Road	Toodyay West Road
Main Roads WA Classification	Rural road with limited development and roadside hazard.	Rural road with limited development and roadside hazards.
Default speed limit	110 km/h	110 km/h
School bus route	Yes	Yes
Crash History	There has been one recorded crash in the last five years on Folewood Road within the Shire of Toodyay, which was of medical severity	There have been two recorded crashes in the last five years on Toodyay West Road, one of which was of medical severity.
Ave. Traffic Volume	Between 155 and 159 vehicles per day	Between 157 and 162 vehicles per day
	Rural, hilly and winding road with limited distance visibility.	Narrow rural road with low standard and limited distance visibility in partially build-up area.
Characteristic/ Users	Low development.	Bus route with pick up points and no pedestrian walkways.
	Popular by locals to join both Salt Valley Road and Toodyay Road into Midland.	Hazard for road users due to limited visibility.

Speed limit signs in Australia are erected in accordance with national standards. In Western Australia, the agency responsible for determining the speed limit is Main Roads WA (MRWA). Speed zones must be both appropriate for the road environment and aligned with both the perceived and actual risk for individual road users. However, all road users in Western Australia are responsible for driving safely in accordance with conditions, irrespective of any signage (see regulation 18 of the *Road Traffic Code 2000*).

COMMENTS AND DETAILS

The Toodyay RoadWise Committee holds concerns that the speed limit on Folewood Road and Toodyay West Road is too high and should be reviewed. They argue that

speeds must be managed so that humans are not exposed to impact forces in collisions beyond their physical tolerance.

Statistics on similar roads, for example the Great Southern Highway, and more recently Julimar Road, has shown that reducing the default speed limit on a road reduces the number of crashes and their severity, potentially saving lives in the long term. Therefore, the RoadWise committee would welcome a speed zone review on Folewood Road and Toodyay West Road in order to follow the core elements of the Safe System for road safety.

There are three options for Council's consideration:

1. Approve the request for speed zone review by Main Roads WA for both roads; or
2. Approve the request for speed zone review by Main Roads WA for only one road; or
3. Decide not to make a submission to Main Roads WA and have the speed zone to remain at 110 km/h.

The Officer's Recommendation is number 1.

IMPLICATIONS TO CONSIDER

Consultative:

The proposal was raised and discussed by Toodyay RoadWise Committee, which brings together key representatives involved in road safety including MRWA and Police. A written request was made to the Shire on 16 June 2021.

Regular users of Folewood Road may not accept the need for a speed review as they feel they are familiar with the road environment; however, this endorsement should be considered in the interests of road safety for all users.

Strategic:

A key point of the *Shire's Strategic Community Plan 2028* is to:

- *Ensure safe and sustainable transport options.*
- *Ensure our built environment meets community needs.*

A key point of the Shire's Corporate Business Plan 2019 is *to facilitate community safety and wellbeing.*

Policy related:

Nil.

Financial:

Nil.

Legal and Statutory:

The *Road Traffic Act 1974*, and the subsidiary regulations under the *Road Traffic Code 2000 (WA)* set out requirements in relation to speed limits and other traffic controls.

Risk related:

Formal requests to Main Roads WA to conduct speed zone reviews do not pose a risk to the Shire of Toodyay. Should Council choose not to accept the Officer Recommendation, a speed zone review will not be pursued at this time.

Workforce related:

Nil.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 195/09/21

MOVED Cr Hart

That Council authorises the CEO to submit a request for a speed zone review to Main Roads WA on behalf of the Shire of Toodyay for:

- a) Folewood Road, between Retford Road and Sandplain Road; and
- b) Toodyay West Road, from Julimar Road to just prior to the rail crossing.

MOTION CARRIED 7/0

9.5 COMMITTEE REPORTS

9.5.1 Museum Advisory Committee Recommendations

Date of Report:	1 September 2021
Applicant or Proponent:	Museum Advisory Committee
File Reference:	HER9
Author:	M Ross – Economic Development Coordinator
Responsible Officer:	T Bateman – Manager Corporate & Community Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Review
Attachments:	<ol style="list-style-type: none">Extract from the 26 August 2021 MAC Meeting Minutes including the <i>Museum update report on current activities</i>

PURPOSE OF THE REPORT

To consider a recommendation made by the Museum Advisory Committee at its meeting held on 26 August 2021.

BACKGROUND

In accordance with Council Policy A.17 – *Council Consideration of Committee Recommendations* “Recommendation from Council Committees will be considered by Council at the earliest opportunity.”

COMMENTS AND DETAILS

At the Museum Advisory Committee Meeting held on 26 August 2021 recommendations were made to Council as follows:

That Council receives the Museum update report on current activities – Shire Museum and its Collections, as contained in the Officer’s Report.

IMPLICATIONS TO CONSIDER

Consultative:

There has been no further consultation in relation to the recommendations made by the Museum Advisory Committee.

Strategic:

A key point of the *Shire's Strategic Community Plan 2018* is to ensure:

O.3: Support the development of places and spaces for recreation, learning, art and culture

Policy related:

The Mission Statement of Council Policy No. 0.4 *Museum Collection and Conservation Management* is:

The Museum conserves, interprets and promotes Toodyay's unique cultural and environmental heritage by using a range of technologies and active public programs to attract and engage visitors of all ages

Financial:

Nil

Legal and Statutory:

The Museum Advisory Committee is established under Section 5.8 of the *Local Government Act 1995* and does not have any delegated authority.

Risk related:

Nil

VOTING REQUIREMENTS

Simple Majority

MUSEUM	ADVISORY	COMMITTEE	RECOMMENDATION/COUNCIL
RESOLUTION NO. 196/09/21			

MOVED Cr Rayner

That Council receives the Museum update report on current activities - Shire Museum and its Collections, as contained in the Officer's Report.

MOTION CARRIED 7/0

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

11. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil

12. QUESTIONS OF MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

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

13.1 MEMBERS

Nil

13.2 EMPLOYEES

Nil

14. CONFIDENTIAL BUSINESS

Nil.

15. NEXT MEETINGS

Special Council Meeting (5.00pm)	29 September 2021
Audit & Risk Committee	14 October 2021
Agenda Briefing	19 October 2021
Council Meeting	26 October 2021

16. CLOSURE OF MEETING

The Shire President spoke as follows:

“Before I close the meeting I would like to recognise that tonight is the last Ordinary Council Meeting for two of our long-standing Councillors; Cr Chitty and Cr Rayner and I wish to say it is a difficult task being a Councillor. I once said that it is a thankless task. By that I didn’t mean I am not thankful to undertake it. I mean it is a task fraught with difficult decisions, a lot of work and at times a lot of negative comment as to how you should have made a decision or what you should have done and often from people with no real inside knowledge of what it entails to be a Councillor. It is a very responsible task and during their time Cr Rayner stood as Shire President and Cr Chitty as Deputy President and that is a sizeable workload. I would like Council and Shire Officers to stand and acknowledge these Councillors for the tremendous amount of achievement and hard work that they have put in for eight years on Council.”

The Shire President declared the meeting closed at 6.39pm.

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Agenda Briefing Notes from 21 September 2021

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Agenda Briefing

21 September 2021

Notes

Unconfirmed Notes

These notes were approved for distribution on 24 September 2021.



Suzie Haslehurst
CHIEF EXECUTIVE OFFICER

When the Chief Executive Officer approves these Notes for distribution they are in essence "informal notes."

At the next Ordinary Meeting of Council the Notes will be received, subject to any amendments made by the Council.

The "Received" Notes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Agenda Briefing are put together as attachments to these Notes with the exception of Confidential Items.

Confidential Items or attachments that are confidential are compiled as part of the Ordinary Council Meeting, in a separate Confidential Minuted Item (CMI).

Received Notes

These notes were received at an Ordinary Council Meeting held on 28 September 2021.



Signed:K. Mandes,

Note: *The Presiding Member at the meeting at which the notes were received is the person who signs above.*

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The **ATTACHMENTS** to these notes were the attachments to the
Ordinary Council Meeting dated 28 September 2021.

NOTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President, Cr Madacs, declared the meeting open at 5.02pm.

2. RECORDS OF ATTENDANCE/APOLOGIES

Members

Cr R Madacs

Shire President

Cr B Ruthven

Deputy Shire President

Cr P Hart

Cr M McKeown

Cr S Pearce

Cr B Rayner

Staff

Ms S Haslehurst

Chief Executive Officer

Ms T Bateman

Manager Corporate & Community Services

Mr H de Vos

Acting Manager Planning & Development

Mr M Werder

Acting Manager Corporate & Community Services

Mrs M Rebane

Executive Assistant

Visitors

W Hall

C Duri

H Duri

2.1 APOLOGIES

Cr Chitty

Cr B Bell

2.2 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Name	Date from	Date To
Cr Bell (as per Agenda)	4.05pm on 28 Sept 2021	to Friday 5 Nov 2021

3. DISCLOSURE OF INTERESTS

The Chairperson advised that no disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

4. PUBLIC QUESTIONS

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

As per the Council Meeting Agenda.

4.2 PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

As per the Council Meeting Agenda.

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil.

6.2 DEPUTATIONS

Nil.

6.3 PRESENTATIONS

Nil.

6.4 SUBMISSIONS

Mr Hall made a submission to the Council as follows:

Roof pitch of new house designed by builder for aesthetic value at 22.5 degrees. I would like it to be that. 25 degrees would be for a type of heritage building.

The house is, according to policy, supposed to face the road but facing the road would be facing a cliff. Since they built the road there is a new bridge and they built an embankment. Facing the road would be facing that embankment. I would prefer my house to face the river because the views facing the river are better. I am aware that this may not be agreeable to the Council. I have a submission here and I would like to read it or provide it to the Councillors.

The Shire President asked Mr Hall to speak to his main points.

The main point is that I described what would be presented to the Council is the pitch of the roof and facing of the house and that is what I am asking. The other point is that I have been granted \$45,000 in government funding and been notified that I am entitled to that however in order to qualify the building has to have been substantially started and the government funding program wants a photograph of a slab of the house. As my house is planned to be a wooden house the photograph needs to show the stumps placed in the ground. As the funding runs out on 31 December 2021, early resolution of these matters is required.

A copy of the submission was provided to Council Members by Mr Hall at 5.06pm (refer to attachments to the Ordinary Council Meeting minutes.).

7. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER (without discussion)

As per Council Meeting Agenda.

9. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS

9.1 PLANNING AND DEVELOPMENT

9.1.1 Renewal of Extractive Industry (Sand) - Lot 123 Clackline Toodyay Road

Councillor	Questions and Points raised	Response
Pearce	<p>As this is a renewal application, there should be 5 surveyors' certificates available for the 10-year period.</p> <p>I would like to see these certificates, and the resultant quantities removed over the last ten years. I am concerned that the applicant contracting his or her own quantity surveyor may be a conflict of interest.</p> <p>Would you provide assistance on amendment to the condition...Shire contract a quantity surveyor, at expense of applicant to produce a certificate every two years?"</p>	<p><u>Acting Manager Planning & Development response:</u></p> <p>I will have to take the request for surveyor certificates on notice. The applicant is in discussion with the previous extractive industry licence holder.</p> <p>I note your concerns about a conflict of interest and agree that a modification to the conditions clarifying the that the surveyor is to be appointed by the Shire at cost borne by the applicant should be done.</p> <p><u>Response after the meeting from the Acting Manager Planning and Development</u></p> <p>Unfortunately, this information was unable to be located. It is unlikely that it was submitted – which is a compliance matter the Shire will address and an area that can be improved in the current application.</p>

Councillor	Questions and Points raised	Response
		Council must determine this application on its merits and not use compliance issues arising (if established) from any previous approval as a reason to refuse this application
Pearce	Current bond is \$20,250 Additional bond \$22,500. Is this on top of the bond already held by the Shire i.e. the total Bond will be \$42,750 held by the Shire	<u>Acting Manager Planning & Development response:</u> Yes this is correct. There is an existing bond in place. An additional bond has been calculated to meet the current fees and charges. This has increased by \$500 per hectare from \$4,500 to \$5,000. The additional bond will also cover the increased area and depth.
Pearce	Officers' recommendation 2(a) viii Applicant to provide to LG a Surveyors Certificate. Whose responsibility is it to contract the surveyor and who has the financial responsibility?	<u>Acting Manager Planning & Development response:</u> It is the applicant's responsibility to contract the surveyor and has the financial responsibility.
Pearce	Would the Officer look at p14? Is this section repeated in the following pages i.e. point 3 not required?	<u>Acting Manager Planning & Development response:</u> One set (2) are Council conditions for the <u>Development Approval</u> , the other set (3) are Council conditions for <u>Extractive Industry Licence</u> . The development approval is under the <i>Planning and Development Act 2005</i> , the Extractive Industry Licence is under the <i>Shire of Toodyay Local Law</i> . And yes it is routine that they are duplicated.
Pearce	Fees and charges set at \$500 per Ha for rehabilitation bond. Fees and charges may increase in subsequent years – does this have an impact on the bond?	<u>Acting Manager Planning & Development response:</u>

Councillor	Questions and Points raised	Response
		<p>Yes, the rehabilitation bond is recalculated to the current levels at the time of reapplication/renewal. This has been done here.</p>
Ruthven	<p>The following site plan map is included with the application for extension in the September OCM agenda (attachments page 2). The wording on the map and black dotted line describes the extent of the current extraction. However, this map is not up to date, as can be seen in the aerial view from Google Maps.</p>  <p>PROPOSED EXPANSION AREA 5.82 Ha EXTENT OF CURRENT EXTRACTION 3.87 Ha OVERBURDEN 0.29 Ha LOT 123</p>	<p><u>Acting Manager Planning and Development response:</u></p> <p><u>Additional fees</u></p> <p>With regards to this application, the Administration can choose to treat this application retrospectively as there is evidence that the extractive industry has expanded into this area already. The applicant will be required to pay additional application fees as per the <u>Planning and Development Regulations 2009</u>, Schedule 2(4) – this amounts to an additional \$1,478.00.</p> <p><u>Compliance with 2011 approval</u></p> <p>If it can be established that the extractive industry operator is in breach of the earlier approval, then the Shire can choose to apply a fine under the s.223 of the <u>Planning and Development Act 2005</u>.</p> <p><i>Unless otherwise provided, a person who commits an offence under this Act is liable to a fine of \$200 000 and, in the case of a continuing offence, a further fine of \$25 000 for each day during which the offence continues.</i></p> <p><u>Compliance with license</u></p>

Councillor	Questions and Points raised	Response
		<p>Part 6 of the Shire of Toodyay Extractive Industry Local Law lists a range of penalties which can be applied in the instance of a breach or breaches.</p> <p>Council must determine this application on its merits and not use compliance issues arising (if established) from any previous approval as a reason to refuse this application.</p>
Ruthven	<p>The current aerial view from Google Maps, below, shows a different picture. It appears from the Google Maps' photo that the applicant is already extracting outside the boundaries approved in 2011 and, in the southern section, outside the boundary of this new application. If the applicant is non-compliant with their 2011 approval, what are the ramifications for this application?</p>	<p><u>Acting Manager Planning and Development response:</u></p> <p>Yes, the rehabilitation bond has been recalculated to take into consideration a new area and depth. As such an additional bond has been requested.</p>

Councillor	Questions and Points raised	Response
	 <p data-bbox="384 843 1140 917">Does this have any implications for the calculation of the rehabilitation bond?</p>	
Ruthven	<p data-bbox="384 970 1163 1113">The Google Maps aerial photo also shows a large dam has been constructed since the photo in the 2021 application was taken. Was approval granted for this dam?</p>	<p data-bbox="1192 949 1971 986">Acting Manager Planning and Development response:</p> <p data-bbox="1192 997 2039 1144">Under the Local Planning Scheme No. 4, dams are a “P” use for Rural zoned land. Development Approval is not required. It is also not part of consideration for this application.</p>
Ruthven	<p data-bbox="384 1176 1140 1251">Under 5.4, Rehabilitation Management (attachment p 18) of this new application is:</p> <p data-bbox="384 1267 1170 1383"><i>Stage 1 – recontouring – during active excavation, the slope of the banks of the excavation area are generally a vertical face from natural ground level to the base of</i></p>	<p data-bbox="1192 1176 1971 1213">Acting Manager Planning and Development response:</p> <p data-bbox="1192 1224 1657 1260">This question is taken on notice.</p> <p data-bbox="1192 1271 2039 1362">Response after the meeting from the Acting Manager Planning and Development</p>

Councillor	Questions and Points raised	Response
	<i>the excavation area, up to a maximum depth of 4m, which is relatively shallow extraction in contrast to other extractive industries. Has the 2011 approved maximum depth of 3m been exceeded?</i>	Given there is a lack of survey data to confirm, it is unclear. The application before Council is for 4m and appropriate bond recalculations have been applied considering this.
Ruthven	If so, will this affect the calculation of the previous rehabilitation bond?	<u>Acting Manager Planning and Development response:</u> Yes
Ruthven	What is the value of the proposed road maintenance contribution?	<u>Acting Manager Planning and Development response:</u> Road Maintenance Contributions Six Axle Artic - \$0.81 per tonne Truck and Dog (6 Axle – 45.5T Vic) - \$0.78 Average is \$0.80 (rounded) Previously they paid \$0.25 This is based on maximum per year of 10,000 tonnes Distance travelled – 9.1km Total maximum tonnage on Clackline – 65,600 tonnes per annum
Ruthven	Has the applicant complied with all other conditions from the 2011 approval?	<u>Acting Manager Planning and Development response:</u> I will take the question on notice however, a compliance issue relating to a previous approval should not be a reason for Council to refuse the current approval on the table. With regards to this application if it can be established they have already commenced operations into that area before getting

Councillor	Questions and Points raised	Response
		approval we can treat the application retrospectively in which case the \$739 fee is tripled. There is an additional amount we could recoup there. With regards to going back to the previous 2011 application if there are compliance issues and they can be confirmed and established then there are provisions under the P&D Act to fine the applicant quite significantly should Council choose to go down that path.
Pearce	Whose responsibility is it to check the compliance and follow up compliance issues?	<u>Acting Manager Planning and Development</u> It is our Department.

At 5.22pm the CEO advised the Shire President that there had been a break in transmission of the meeting through live streaming. The Shire President advised that questions and responses would be in the Agenda Briefing Notes once circulated, for the benefit of the community.

9.1.2 Lot 69 Telegraph Road, Toodyay – Proposed single house

Councillor	Questions and Points raised	Response
Pearce	Typo 23 3(a) Dwelling Is the position of the dwelling on the plan – the required setback distance from the boundaries?	<p><u>Acting Manager Planning & Development response:</u></p> <p>Yes, R10 coding requires at least a 7.5m front setback, a 6m rear setback and in the case of the sides they are 4m which allows a wall height of 4.5m and a length of 20m.</p> <p>The actual wall height is approximately 3m so it meets the setback requirements.</p>
Pearce	Officers' recommendation – demolition of existing dwelling within 6 months. What guarantees or how will the Shire enforce this condition if the applicant does not comply? Would non-compliance involve shire legal action?	<p><u>Acting Manager Planning & Development response:</u></p> <p>The Shire will enforce this condition as a compliance matter. Non-compliance may involve legal action. However, there are steps that can be taken prior to going down this path. Usually the Shire will write to the applicant first, then a Directions Notice.</p>
Rayner	The encouragement of reuse of the bricks and recycling for local use where possible. What if the bricks stay for months and months waiting for someone to use them? If that is a condition to be enforced?	<p><u>Acting Manager Planning and Development</u></p> <p>I have put it in as an advice note and it is not a condition.</p>

Councillor	Questions and Points raised	Response
Rayner	Demolition of the place has to be within six months as the Officer's Recommendation is written but my question to Council is if it is demolished and bricks still there it is not the applicant's problem because the Heritage Advisor want their bricks to be used on some other project. Do we have a dilemma?	<p><u>Acting Manager Planning and Development</u></p> <p>The Heritage Advisor gave us a recommendation only. We would like the applicant to do it but there is nothing forcing the applicant to do it.</p>
Madacsí	There is no additional recourse as this is not an uncommon problem in Toodyay with stacks of old bricks piled up that are there from demolitions?	<p><u>Acting Manager Planning and Development</u></p> <p>There is no planning justification to make a condition for that one and it is purely a recommendation. That is why we put it in as an advice note.</p>
Pearce	Regarding the demolition within six months can it be amended demolition within 6 months "and the area to	<p><u>Acting Manager Planning and Development</u></p> <p>I do not see why not.</p>

Councillor	Questions and Points raised	Response
	be cleared."? Is that a possible planning position?	
Pearce	So that could possibly be an amendment?	<u>Acting Manager Planning and Development</u> Yes.
Hart	There is a typographical error in the Officer's Recommendation where the word "dewing" appears	<u>Acting Manager Planning and Development</u> It should be dwelling. It will be corrected.
McKeown	There are actually 3 lots on 2 Duke Street. Does this planning application only apply to lot 69 because if it does the house for demolition is also on whatever lot that is.	<u>Acting Manager Planning and Development</u> I did consider that. Normally, in a situation where there is irregular boundary alignment like that; e.g. if someone wanted to develop over 2 boundaries we would put in a condition specifying that they would need to go through an amalgamation process to bring the lots together. In this instance, because the building was slated to go, there is no real reason to apply that condition, however, were council to be of mind to consider the option of retaining that structure, then we could look at applying that condition.
McKeown	In the resolution the recommendation it is only lot 69 that is referred to so may be not for the construction because the dwelling is all on lot 69.	<u>Acting Manager Planning and Development</u> I take your point and will amend that.

Councillor	Questions and Points raised	Response
Rayner	Recommended the blocks be amalgamated. IS that a condition or recommendation?	<p><u>Acting Manager Planning and Development</u> It is an advice note.</p>
McKeown	<p>If they were amalgamated, can you confirm that the size of the block would be 2,777m² ?</p> <p>If it is then that would make it an R10 zoning which means they would be able to subdivide the block into two smaller blocks.</p>	<p><u>Acting Manager Planning and Development</u> I will take that question on notice.</p> <p><u>Response after the meeting from the Acting Manager Planning and Development</u> The calculated area is 1808m² + 728m² = 2536m². Ok to subdivide in terms of area.</p>
Ruthven	What difference would that make?	<p><u>Cr McKeown response</u> <i>It would make a difference in our consideration because if it was 2,777m² and it is zoned R10 the amalgamated block could be subdivided into two smaller blocks because they only have to be 1,000m² in R10. This raises the possibility of one building on one block and the other building being on a separate title.</i></p> <p><u>Acting Manager Planning and Development</u> That is correct.</p>

9.1.3 Lot PT 2 Clinton Street, Toodyay – 3 Dog Application

Councillor	Questions and Points raised	Response																								
Ruthven	How many of these dogs are sterilised?	<u>Acting Manager Planning and Development response:</u> All dogs are sterilised.																								
Ruthven	Have all three dogs been previously registered to the same owner in another shire?	<u>Acting Manager Planning and Development response:</u> All three dogs have had previous owners. Mr Brando and Paddermere were rescue dogs. Rose had a previous owner but was not a rescue dog.																								
Ruthven	Was the barking dog diary considered necessary because of a complaint?	<u>Acting Manager Planning and Development response:</u> The dog barking diary was undertaken due to a complaint.																								
Ruthven	<p>The ages and descriptions of the dogs vary within the report. In the Background section it shows</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Breed</th> <th>Colour</th> <th>Name</th> <th>Sex</th> <th>Age</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Mastiff cross</td> <td>Tan/White</td> <td>Mr Brando</td> <td>M</td> <td>9</td> </tr> <tr> <td>2</td> <td>Staghound</td> <td>Grey</td> <td>Paddermere</td> <td>M</td> <td>7</td> </tr> <tr> <td>3</td> <td>Jack Russell Cross</td> <td>Brown</td> <td>Rose</td> <td>F</td> <td>6</td> </tr> </tbody> </table> <p>yet in the OREC it says</p>	No.	Breed	Colour	Name	Sex	Age	1	Mastiff cross	Tan/White	Mr Brando	M	9	2	Staghound	Grey	Paddermere	M	7	3	Jack Russell Cross	Brown	Rose	F	6	<u>Acting Manager Planning and Development response:</u> The top spread sheet is correct and the bottom spreadsheet will be corrected in the minutes of the Council Meeting.
No.	Breed	Colour	Name	Sex	Age																					
1	Mastiff cross	Tan/White	Mr Brando	M	9																					
2	Staghound	Grey	Paddermere	M	7																					
3	Jack Russell Cross	Brown	Rose	F	6																					

Councillor	Questions and Points raised	Response																								
	<table border="1"> <thead> <tr> <th>Name</th><th>Breed</th><th>Sex</th><th>Reg No</th><th>Age</th><th>Colour</th></tr> </thead> <tbody> <tr> <td>Mr Brando</td><td>Mastiff x</td><td>M</td><td>L987</td><td>8 yrs.</td><td>Tan/White</td></tr> <tr> <td>Rose</td><td>Jack Russell x</td><td>F</td><td>L986</td><td>8 yrs.</td><td>Brown/ White Chest</td></tr> <tr> <td>Paddermere</td><td>Bull Arab X Staghound</td><td>M</td><td>TBA</td><td>6 yrs.</td><td>Grey/ White Chest Blaze</td></tr> </tbody> </table> <p>Which is correct?</p>	Name	Breed	Sex	Reg No	Age	Colour	Mr Brando	Mastiff x	M	L987	8 yrs.	Tan/White	Rose	Jack Russell x	F	L986	8 yrs.	Brown/ White Chest	Paddermere	Bull Arab X Staghound	M	TBA	6 yrs.	Grey/ White Chest Blaze	
Name	Breed	Sex	Reg No	Age	Colour																					
Mr Brando	Mastiff x	M	L987	8 yrs.	Tan/White																					
Rose	Jack Russell x	F	L986	8 yrs.	Brown/ White Chest																					
Paddermere	Bull Arab X Staghound	M	TBA	6 yrs.	Grey/ White Chest Blaze																					
Ruthven	Why does Paddermere need a separate enclosure from the other two dogs?	<u>Acting Manager Planning and Development response:</u> Paddermere has Anxiety and may become dog aggressive.																								
Ruthven	May I please have a copy of the Ranger's '3 – 6 Dog Permit Ranger Inspection' sheet for this application?	<u>Acting Manager Planning and Development forwarded the inspection sheet via email on Tuesday, 21 September 2021 11:13 AM</u>																								
McKeown	On page 28 the registration number for Paddermere is to be advised. Is the dog Paddermere registered?	<u>Acting Manager Planning and Development response:</u> I will take that on notice. <u>Response after the meeting from the Acting Manager Planning and Development</u> A resident can only register two dogs with the Shire of Toodyay unless they have been granted an approved 3-6 dog permit. If an approved 3-6 dog permit is granted, the dog(s) included in the permit can be and are required to be registered with the Shire.																								
Pearce	What was the result of the noise barking diary?	<u>CEO response:</u>																								

Councillor	Questions and Points raised	Response
		I spoke to the Rangers about this, and the action was that the Ranger visited the owner and showed the owner the dog barking diary and the owner modified the fence so the dog could not see passersby because when the dog could see passersby they would bark.
Rayner	The fence was between 1200 and 2.5. Which dogs are in the lower fence part and is it high enough?	<p><u>Acting Manager Planning and Development response:</u> I will take that on notice.</p> <p><u>Response after the meeting from the Acting Manager Planning and Development</u></p> <p>Paddermere is confined in the higher section of fencing and the other two dogs are confined in the 1.2 metre height section of the dog's confinement area.</p> <p>All of the fencing in place appears to be suitable to effectively confine the dogs and complies with the Toodyay Dogs Local Law/Dog Act 1976.</p>
Rayner	Is the fence buried to avoid burying dogs	<p><u>Acting Manager Planning and Development response:</u> I will take that on notice.</p> <p><u>Response after the meeting from the Acting Manager Planning and Development</u></p> <p>The fences are not buried.</p>
Rayner	How many more complaints would there need to be for the register to null and void the application should we approve it. We already have them on register. How many	<p><u>Acting Manager Planning and Development response:</u> I will take that on notice.</p>

Councillor	Questions and Points raised	Response
	complaints do we need before we revoke it back to a 2-dog application?	<p><u>Response after the meeting from the Acting Manager Planning and Development</u></p> <p>The Rangers would assess any further complaints on their merits and review the 3-6 permit if required</p>
Rayner	Are the dogs microchipped?	<p><u>Acting Manager Planning and Development response:</u> I will take that on notice.</p> <p><u>Response after the meeting from the Acting Manager Planning and Development</u></p> <p>The dogs are all microchipped and their numbers have been listed on the Rangers 3-6 dog permit investigation.</p>
Ruthven	The dog has anxiety and may become dog aggressive is aggressive just barking or is it likely to attack.	<p><u>Acting Manager Planning and Development response:</u> I will take that on notice.</p> <p><u>Response after the meeting from the Acting Manager Planning and Development</u></p> <p>Here</p>

9.2 CORPORATE & COMMUNITY SERVICES

9.2.1 List of Payments – July & August 2021

Councillor	Questions and Points raised	Response
Pearce	CI 3500 Verlindens: Fault Electrical Rec Centre \$203 Is this a warranty issue?	<u>Manager Corporate & Community Services response:</u> No – a claim under warranty wasn't progressed. This appears to be a one-off issue where the main breaker tripped the power. The technician restored the service but was unable to determine the reason for the loss of power.
Pearce	What is the process if this occurs again?	<u>Manager Corporate & Community Services response:</u> If this is an ongoing issue and determined by the technician that there was a fault, we would engage services of CCN who would deal with any warranty issues in the defects period.
Pearce	CI3600 Charles Cleaning Vacate clean 19A Clinton \$352 Is this recouped from tenant? Do staff pay a bond when renting?	<u>Manager Corporate & Community Services response:</u> The term 'vacate clean' is misleading. This property had been vacant for an extended period prior to the Acting MCCS moving in. The cleaning was undertaken to bring the house up to an acceptable standard for the A/MCCS. Normally, under a tenancy agreement, a bond is retained to pay for additional cleaning, outstanding utilities etc. if required however, this cleaning was not undertaken as a result of the previous tenant leaving the house in a poor state, instead as a result of the property being empty for a number of months.
Pearce	CI3601 Charles Cleaning Consumables \$685 Is this part of the cleaning	<u>Manager Corporate & Community Services response:</u>

Councillor	Questions and Points raised	Response
	contract? How often is the Shire charged?	In accordance with the contract (Clause 12) the Shire is responsible for supply of cleaning materials. Charles Cleaning purchase on the Shire's behalf and on charge the costs. The consumables are held by the Shire and restocked as and when required.
Pearce	CI 3716/CI3675 Charles Cleaning Monthly Clean Admin and Youth Hall A\$1980/\$1137 and Fibre Festival 2 payments in July	<p><u>Manager Corporate & Community Services response:</u></p> <p>The payment for \$1,980 refers to Admin & Youth Hall cleaning for the period 21/6-22/7/21.</p> <p>The payment for \$1,137.40 relates to 1/6-18/6/21 plus cleaning for the Fibre Festival undertaken 6/6/21.</p>
Pearce	Has the Shire entered into a contract for this cleaning Youth Hall/Admin?	<p><u>Manager Corporate & Community Services response:</u></p> <p>No - This cleaning is not itemised in the current contract; however additional services can be arranged based on an hourly rate in accordance with the contract. The admin building was, in the past, serviced by the Shire's in-house cleaner currently away on approved personal leave. Charles Cleaning Service continues to provide this service as required.</p>
Pearce	If there is no contract for this cleaning, how is it covered in our budget?	<p><u>Manager Corporate & Community Services response:</u></p> <p>We still had a budget figure to pay the inhouse cleaner and instead of paying them for services that they were not providing we now use those funds to pay Charles Cleaning Service.</p>
Pearce	What about the admin building and the youth hall? Where is that allocated in the budget.	<p><u>Manager Corporate & Community Services response:</u></p> <p>The same again. We have an allocation for the inhouse cleaner to service the youth hall as well. Instead, we pay Charles Cleaning Service.</p>

Councillor	Questions and Points raised	Response
Pearce	The inhouse cleaner did the admin and youth hall before they were away on approved leave?	<p><u>Manager Corporate & Community Services response:</u></p> <p>Yes.</p> <p><u>CEO response:</u></p> <p>The cleaner is on extended leave, due to an injury.</p>
Rayner	Does that get deducted out of contract cleaners' wages per month or is it covered by another means. Is that deducted while she is on extended leave?	<p><u>Manager Corporate & Community Services response:</u></p> <p>The in-house cleaner is on extended approved leave so we might be getting reimbursed for the wages for that in-house cleaner, but we still have to pay Charles Cleaning service for the services they provide.</p> <p><u>CEO response:</u></p> <p>We are continuing to pay the in-house cleaner but will be reimbursed for that under our insurance.</p>
Pearce	Was the in-house cleaner's injury due to work for the Shire or did it occur in another area?	<p><u>CEO response:</u></p> <p><u>I will take that question on notice</u></p> <p><u>Response after the meeting from the Manager Corporate & Community Services</u></p> <p>The injury occurred on personal time</p>
McKeown	Page 41. Item 12871 Telstra account - third one from the top for \$314.28. What if any part of this account relates	<p><u>CEO response:</u></p> <p><u>I will take that question on notice</u></p> <p><u>Response after the meeting from the Manager Corporate & Community Services</u></p> <p>None. It is for Landline rental charges at Bushfire Brigades and Waste transfer Station</p>

Councillor	Questions and Points raised	Response
	to the Toodyay Recreation Centre?	
McKeown	2 nd : next line which is also Telstra \$6,909.36. What if any part of this account relates to the Toodyay Recreation Centre?	<p><u>CEO response:</u> I will take that question on notice</p> <p><u>Response after the meeting from the Manager Corporate & Community Services</u></p> <p>None. IT relates to Telstra Internetwork Management Agreement (Mast Installation), Telstra IP Solutions Agreement, Broadband services for some of our offsite utilities, and landline rentals</p>
McKeown	Telstra mobile and data account: \$1,748.97 cents. What if any part of this account relates to the Toodyay Recreation Centre?	<p><u>CEO response:</u> I will take that question on notice</p> <p><u>Response after the meeting from the Manager Corporate & Community Services</u></p> <p>None. This is for staff mobile phones and data plans for all devices.</p>
McKeown	Page 43 CL3589 synergy group account: \$7,414.94: What if any part of this account relates to the Toodyay Recreation Centre?	<p><u>CEO response:</u> I will take that question on notice</p> <p><u>Response after the meeting from the Manager Corporate & Community Services</u></p> <p>\$5,920.52 is for the Toodyay Recreation Centre for the Period 20/05/2021 to 16/06/2021</p>
McKeown	Page 49: last item CL3763 Boral Rafferty and Associates Quantity	<u>Acting Manager Corporate & Community Services response:</u>

Councillor	Questions and Points raised	Response
	Surveyor Services. What services provided for that account. What did they do?	With the \$14m or thereabouts we need to capitalize that and Beth needed assistance to get the breakdown of the detail.
McKeown	Page 51 cl3809 third from top: synergy and electricity account \$18,781.82. What if any part of this account relates to the Toodyay Recreation Centre?	<p><u>CEO response:</u> I will take that question on notice</p> <p><u>Response after the meeting from the Manager Corporate & Community Services</u> \$6,431.32 is for the Toodyay Recreation Centre for the period 17/06/2021 to 14/07/2021</p>
McKeown	Page 53 : fourth one up from bottom CL3998 ADCO Construction Pty Ltd \$33,276.46 – this pertains to the Toodyay Recreation Centre. The account was listed for stair rectification. What was the rectification and why was it required?	<p><u>CEO response:</u> One set of stairs down to the oval washed out during the storm events. It has been assessed by our insurers. ADCO were engaged to undertake the repairs because they were the contractor who installed them.</p>
McKeown	Will the shire be reimbursed for that one?	<p><u>CEO response:</u> Yes.</p>
Rayner	page 51 Cl3811 Driver Risk Management Pty Ltd. Is that through DFES? Does it	<p><u>CEO response:</u> I believe it is fire brigades training. However, I will take that on notice.</p> <p><u>Response after the meeting from the CESM</u></p>

Councillor	Questions and Points raised	Response
	relate to driver training for fire brigade members?	Yes. It is bushfire brigade training and covered 100% by the Local Government Grant Scheme.
Rayner	If it is driver training for fire brigade members through the Department of Fire and Emergency Services, will we get reimbursed?	<p><u>CEO response:</u> <u>I will take that question on notice</u> <u>Response after the meeting from the CESM</u></p> <p>Yes. The driver training costs us nothing.</p>

9.2.2 Monthly Financial Report – July & August 2021

CEO advised the following:

The reports listed have not been issued to Councillors. We have been attempting to generate reports directly from Datascape but there have been delays with some of the data transferring over for the last financial year. The Manager Corporate and Community Services may wish to add something but that is the situation. We are working on it and hope to have it out to you asap.

9.2.3 Auspice agreement for joint museum project between Shire of Toodyay and Noongar Kaartdijin Aboriginal Corporation

Councillor	Questions and Points raised	Response
Pearce	After reading the item and seeing the application did the organisation have help in preparing how they broke down their request for the money as I was impressed by it?	<p><u>CEO response:</u> <u>The person who wrote it is experienced in that area but Shire Officers were consulted and liaised with Helen Shanks.</u></p>

9.3 EXECUTIVE SERVICES

9.3.1 Governance Review Action Plan

No questions or points raised.

9.3.2 Correspondence - Department of Local Government, Sport & Cultural Industries

Councillor	Questions and Points raised	Response
Pearce	Just reading the question to the department how to account or adjust because we cannot do a financial report. I read the article. Does that help the Council in determining these monthly financial reports?	<p><u>Manager Corporate & Community Services response:</u></p> <p>We have to acknowledge that we do not have an adopted budget at the moment and the advice given was that it is ok to spend money on operational items as long as it is not a new capital project or something that is not part of our operations. We would like to give you a comparison between last year's actuals and this year's actuals and explain the capital works expenditure based on the fact that they are carried forward projects.</p>
Rayner	Don't know whether it is related or not but because we have not done a budget as yet and asked for extension how is the cashflow situation between now and whenever we get a budget because I have been asked around town by numerous ratepayers when they will be getting their rates sent out. This is not so much because they want to pay them but people are finding it difficult financially and they'll only have nine months to pay so they would be paying larger sums of money quicker or a lump sum. The question relates to the financials. Are Council in a good financial cashflow situation or are we not?	<p><u>Manager Corporate & Community Services response:</u></p> <p>At this stage we are very lucky that we have such a large amount of invoices that have been raised for grant funding and we have also received our first quarterly payment for the financial assistance grants and we have also received nearly \$800,000 late in June so those things are tiding us over for the meantime and the fact that we have not started any major capital projects we are moving along slowly and monitoring very closely.</p>

Councillor	Questions and Points raised	Response
McKeown	When we issue the rates notices there are instalment arrangements. Because the budget is later than normal would it be possible for us to consider changing the terms for those instalments during the budget process?	<p><u>Manager Corporate & Community Services response:</u></p> <p>The first instalment will be due some time in November and under the regs we are required to have 60 days in between each instalment so our final instalment will be due sometime in May. All the rates will be due prior to 30 June.</p>

9.4 ASSETS AND SERVICES

9.4.1 Request for Speed Zone Review

Councillor	Discussion	Response
Pearce	The Officers' Recommendation states that the CEO is to submit the request. Is it correct that we are just requesting and not demanding a review?	<p><u>Shire President response:</u></p> <p>That is correct. It is a review.</p> <p><u>CEO response:</u></p> <p>The process is that Council has to agree to submit a request for the review.</p>

9.5 COMMITTEES

9.5.1 Museum Advisory Committee Recommendations

No questions or points raised.

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

Nil.

11. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil.

12. QUESTIONS OF MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

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

13.1 MEMBERS

Nil

13.2 EMPLOYEES

Nil

14. CONFIDENTIAL BUSINESS

Nil.

15. NEXT MEETINGS

As per Council Meeting Agenda.

16. CLOSURE OF MEETING

There being no further business, the Shire President, declared the Agenda Briefing closed at 6.00pm.



Lot 123 Clackline-Toodyay Road, Hoddys Well



3.3 0 1.63 3.3 Kilometers

Date produced: 15-Sep-2021

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Legend

Cadastre

Freeways & Highways

National Highway, Sealed

Main Roads

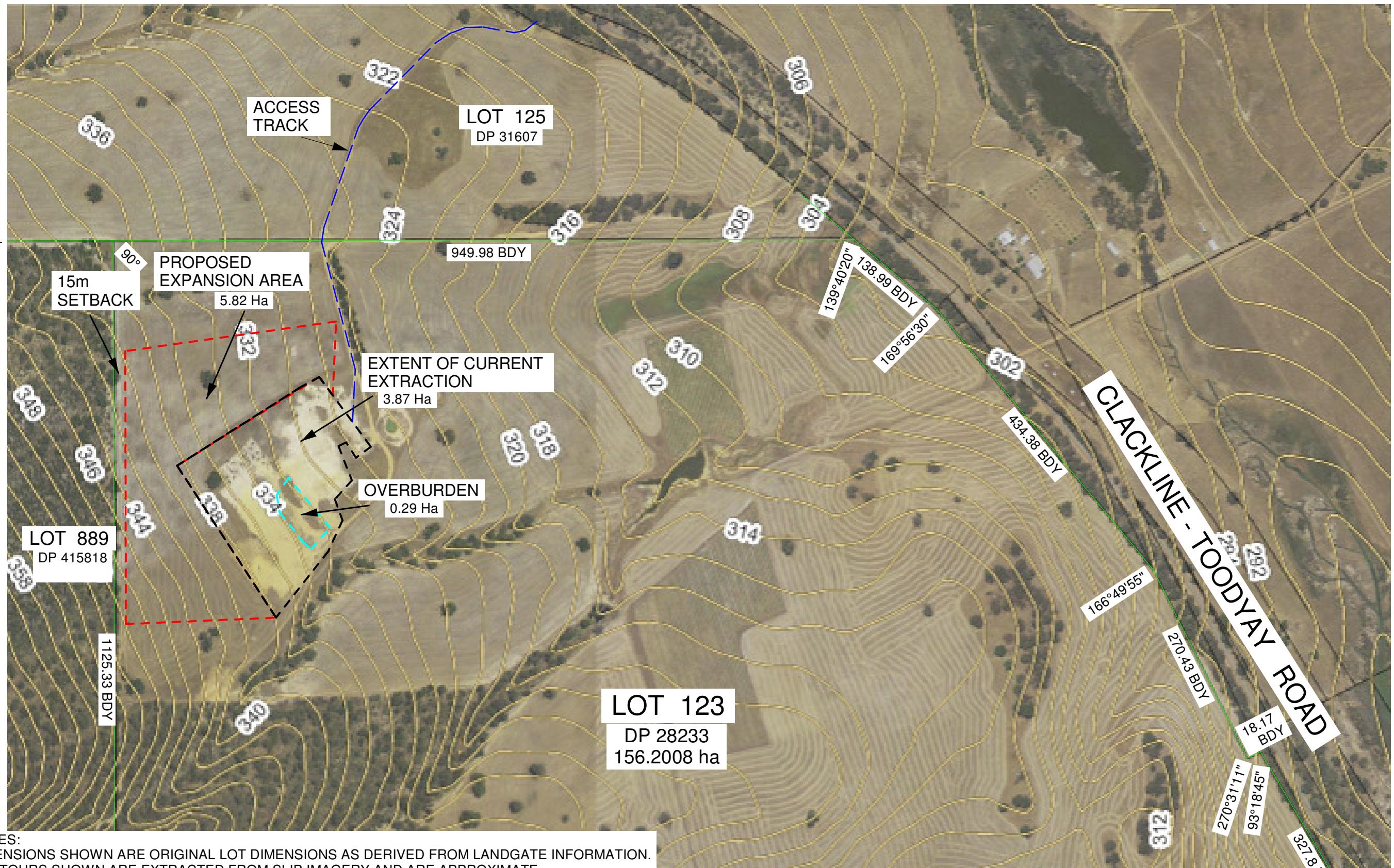
Main, Sealed

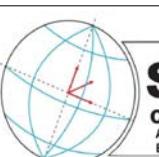
Local Government Authority (LGA) Boundaries (LGATE-233)

Notes

Extractive Industry

Attachment No 1 - Site Plan



			 Survey Line Consulting Surveyors ABN 89 606 993 186 M. 0417922006 E. stephen@surveyline.com.au INCORPORATING 	TITLE PLAN FOR EXTRACTIVE INDUSTRY APPLICATION SITE 403 CLACKLINE - TOODYAY ROAD HODDYS WELL CLIENT RINGA CIVIL	JOB NO. 21019	1:5000 @A3
NO.	REVISION	DRAWN DATE			Date: 25/05/2021	SURVEYOR: SL
					DATUM: AHD	DRAWN: SL
					GRID: MRD- AGLIME94	CHECKED: NP

Extractive Industry Application

Sand Extraction Management Plan - Lot 123 Clackline Toodyay Road



JUNE 2021

Prepared for: RINGA CIVIL
Authored by: Kirsten Wood

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1.0 Executive Summary

This application is seeking development approval and an extractive industry license renewal for the extraction of sand from Lot 123 Clackline Toodyay Road, on behalf of Ringa Civil. This is the third renewal application submitted for the extraction of sand from this lot, the land use activity was originally issued with approval from the Shire in February 2000 and again in July 2011, both for a 10-year term.

This application seeks approval for a further 10 years to continue extraction of sand from the existing extraction area and to extend the extraction area, as shown on the site plan.

A summary of the key operations of the proposal is provided in the table below:

Subject	Description
Basic Raw Material	Sand.
Term of Approval	10 years.
Hours of Operation	7am to 5pm, Monday to Saturday excluding public holidays.
Operator	Ringa Civil
Volume Extracted	2,000 to 10,000 tonnes per annum.
Projected Traffic Movements	10 loads per week for up to 40 weeks per year.
Site Preparation	Minimal site preparation is required as the site is already cleared of native vegetation. To prepare the expansion area for extraction, the thin topsoil layer and overburden will be removed and stockpiled on site for later use in rehabilitation of the land.
Depth of Extraction	Maximum depth 4m.
Extraction Method	A front-end loader will be used to excavate the sand from the extraction area that will be directly loaded into a truck. The truck will then deliver the sand to the end use. Occasional (maximum of 2 weeks per year) a screening plant will be on site to screen the sand, prior to transport.
Access	The existing sealed crossover to Clackline Toodyay Road will be utilised to provide access to site. The existing farm track will provide the internal access for trucks to access the excavation area.
Structure	No permanent or temporary structures will be involved in this activity.
Rehabilitation	At the conclusion of extraction, the site will be rehabilitated through recontouring of the extraction area to maximum 1:6 grade. The topsoil/overburden stockpiled on site will be mixed with clay and applied to the recontoured area which then will be seeded with pasture.

The extraction of sand has been occurring from the site for over 20 years and the applicant has demonstrated that the operations have been occurring in an acceptable manner without impact on the environment or adjacent properties. The proposed sand extraction will comply with the dust management plan, noise management plan and water management plan contained in the attached.

2.0 Introduction

This application seeks to extend the term of development approval and extractive industry permit for a further 10 years to enable the continuation of the extraction of sand from Lot 123 Clackline Toodyay Road. Approval is being sought to continue extraction from the existing pit area and also to the proposed expansion area.

Lot 123 Clackline Toodyay Road together with adjacent Lot 125 is predominately used for extensive agriculture as part of the Ringa Grazing farming enterprise. The property has a good quality source of sand which has been used to support the local building and construction industry. This application seeks to extend this current activity to enable the landowner to continue to supply sand.

It is proposed to extract between **2,000 to 10,000** tonnes of sand per year.

2.1 Approval History

Development Approval and an Extractive Industry Permit were first issued for the pit by the Shire of Toodyay on the 1st February 2000. A further Development Approval and Extractive Industry Permit was issued by the Shire of Toodyay over the same area on 26 July 2011 for a period of 10 years.

The sand resource is still in demand by the local building and construction industry. This application seeks to continue the above approvals previously issued by the Shire.

2.2 Location

Lot 123 Clackline Toodyay Road (**subject site**) is a 156.2ha property and is located 15km in a south-west direction from the Toodyay townsite. The subject site forms part of a larger farm holding including the adjacent Lot 125 which collectively have a site area of 286ha.

The extractive industry is located over 600m from Clackline Toodyay Road.

A location of the extraction area on the subject site is shown in **Attachment No 1**.

2.3 Tenure

The subject site is owned in freehold by Michael John Wood, the proposed extractive industry license holder.

3.0 Site Description

3.1 Topography and Landform

The subject site is predominately cleared of vegetation and is used for extensive agriculture land uses. The majority of the land is gently undulating and a ridgeline exists in the south-western portion of the site which remains as natural vegetation.

The extraction area is located below the ridgeline on the subject site and is on the gently undulating portion of the site. The extraction area is 328m AHD on the eastern extent of the extraction area and it rises to 338m AHD on the western extent of the extraction area.

3.2 Vegetation and fauna

The site has historically been cleared for extensive agricultural use. The existing and proposed excavation area is located on a portion of the site that has already been cleared of native vegetation. Furthermore, the existing access track is proposed to be utilised to provide access to the extraction area and therefore will not require the removal of any native vegetation. No clearing permit will be required to continue with the extractive land use on site.

There have been no flora or fauna surveys undertaken as part of this application as the extraction area is located in already cleared areas. As the site is cleared of vegetation, the extractive industry will not result in the loss of habitat for native fauna and therefore it is considered that the application will have minimal impact on both native flora and fauna.

3.3 Hydrology

There are no significant watercourses or features that exist on the subject site. There are no Public Drinking Water Source Areas (**PDWSA's**) located on or surrounding the property.

There is a natural contour depression to the immediate south of the extraction area within the subject site, which in high rainfall events would convey minor amounts of surface water overflow. This would be captured in the dam to the east. To the east of the site, on the opposite side of Clackline Toodyay Road is the Nunamullen Lakes, which are a series of low depression areas which

hold water. The extraction area is located away from these lakes and is unlikely to have any impact on this area.

3.4 Surrounding land use

The subject site is surrounded by rural land holdings which are used for extensive agricultural land uses. The land holdings to the immediate east is used for extractive industry (clay) and there is also another extractive industry (sand) to the north-east of the site.

The closest residence to the extraction area is 860m from the site and is a rural homestead on one of the adjacent farms. There are no Rural Residential properties adjacent to or within proximity to the extraction area.

3.5 Heritage

A search of the Department of Planning, Lands and Heritage's Aboriginal Heritage Inquiry System shows that there are no registered Aboriginal Heritage sites on or within proximity to the subject site.

There is also no known post-European heritage sites registered on the property either on the State Heritage Register or local Municipal Inventory.

4.0 Works and Excavation Plan

4.1 Excavation procedure

The site is already largely disturbed due to previous sand extraction and agricultural activities. The method of extraction of the sand resource will be the same as previous years of extraction. The excavation method involves removal of a thin layer of topsoil and overburden, which is stored on site in the location marked on the site plan as 'overburden stockpile'. Once this layer is removed, a front-end loader is used to dig the sand from the face of the pit. The sand is then loaded directly to the trucks for delivery to its end use, which is generally sand pads. Up to two weeks a year a hire screening plant is used on site to screen the sand.

The depth of extraction on site varies depending upon the extent and quality of the sand, however the maximum depth would be **4m** below natural ground level.

Sand is extracted on an as needs basis with no specific extraction campaigns. Access to the sand pit is limited to the owner of the land and immediate family involved in civil construction. Therefore the truck movements are controlled and minimal. It is anticipated that between **2,000 to 10,000 tonnes**

of sand is removed per annum and there would be approximately **10 truck movements per week** up to 40 weeks per year.

The hours of operation on site will be from **7am to 5pm** from **Monday to Saturday** excluding public holidays.

4.2 Staging and Timing

The existing extraction area covers an area of **3.87ha**. It is proposed to continue extraction of the sand resource in a westerly direction. The extraction will occur in the area marked 'proposed expansion area' on the site plan and a total area of **5.82ha** is proposed.

As the amount of sand removed from the extraction area is minimal, it is anticipated that the proposed expansion area will cater for a further 10 to 20 years of extraction at current rates so another renewal application may be submitted in the future.

4.3 Site Preparation

As the site is currently used for sand extraction, minimal site preparation will be required.

The access to the extraction area and a sealed crossover is well established and is not proposed to be altered. The sealed crossover was installed in consultation with the Shire's Manager of Works when the previous extractive industry renewal was sought in 2011. No clearing of the site is required for the extraction to continue and the only activity required to extend the extraction area is to remove the thin layer of topsoil and overburden on site. The overburden will be stockpiled on site and reused in the rehabilitation of the extraction area.

The extraction area exists within an active farming property and there are well established fences and gates to control the movements of stock and prevent people from accessing the extraction area.

4.4 Access

The extraction area is accessed by an internal farm access road. This access road is well formed and has been in use for this purpose for over 20 years. The site is accessed by an existing crossover on the adjacent Lot 125 Clackline Toodyay Road. This crossover is a sealed crossover and the gates are locked to prevent unauthorised access. It is proposed to continue to utilise this access point as this is the safest location for trucks to access and exit the site and will also avoid the need to remove any native vegetation.

Lot 125 and Lot 123 Clackline Toodyay Road, where the extraction occurs, are both in the same ownership and this is not anticipated to change during the term of the approval sought.

4.5 Truck Movements

A truck and single trailer combination will be used to transport the sand from the extraction area. As outlined above, the resource is extracted on an as needs basis and there are no specific extraction campaigns that will occur on site.

It is anticipated that **2,000 to 10,000** tonnes of material will be removed per annum which would equate to **10 truck movements per week** for up to **40 weeks per year**. The most truck movements that would occur on any one day is 10 movements.

4.6 Plant and Equipment

The plant used in the extraction of sand is a front-end loader and truck. Up to two weeks per year, a hired screening plant is on site to screen the sand. Other than this screening plant, no other processing of sand occurs on site. No employees are based on site, the only time people attend the site is to load the sand, as such, there are no building or structures required to support the land use. Similarly, no waste is generated by the land use activity, therefore no waste disposal equipment is required.

No refueling facilities are required on site. Refueling of trucks occurs off site and the front-end loader is refueled off site. At times, if the front-end loader is based on site for some time, it may be refueled with a mobile refuel trailer at the base of the pit.

4.7 Public Safety

Fencing and gates are in place to restrict public access to the extraction site. The site has locked gates when it is not being worked.

4.8 Workforce

No employees are based on site. The only time employees will attend the site is to load trucks.

4.9 Bushfire Management

The extraction area is within an operational farm which is majority parkland clear and at low risk for bushfire ignition. The property has well maintained firebreaks as part of the farm's bushfire

mitigation practices and during the bushfire season, the farm's fire fighting equipment, in addition to the fire fighting equipment of the civil earthmoving company, can be quickly mobilised to site if required.

The fire risk associated with extraction of sand is low as the movement of machinery as part of the extraction occurs within an open area void of vegetation, limiting the ability for a fire to be ignited. The access track to the pit is well maintained and no operations will occur on fire ban days or high risk days in summer months.

5.0 Management Plans

5.1 Noise Management

The extractive industry proposed in this application is relatively small-scale operation with infrequent operation hours. The noise that can potentially be generated from the land use solely relates to vehicle movements, being the trucks that are used to transport the sand and the front-end loader utilised to load the sand into trucks. For up to two weeks per annum, a screen is present on site to screen sand. This equipment does not generate excess noise and would be similar to a front-end loader. As there is no blasting or lengthy on-site processing of the sand, there will not be loud or continual noise generated by the activity.

The *Environmental Protection (Noise) Regulations 1997 (the Regulations)* provide controls for noise generating activities and the land use activity undertaken on site will be in compliance with the Regulations. The following key elements of the Regulations are applicable to the land use activity:

- 'Normal working hours' are prescribed as anytime between 0700 to 1900 hours, Monday to Saturday and between 0900 to 1900 hours on Sundays and Public Holidays.
- The Regulations states that an action 'must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind'.
- The Regulations prescribe baseline assigned levels (prescribed standards). For this particular site, the assigned level during 'normal working hours' is 45 dB L_{A10} and 40 dB L_{A10} on Sundays and Public Holidays.

Separation Distances

The Environmental Protection Authority (**EPA**) have prepared a series of Guidance Notes to assist proponents and responsible authorities in achieving an environmentally acceptable outcome. Of relevance to noise, the EPA have prepared *Guidance Note 3 - Separation Distances Between Industrial and Sensitive Land Uses (Guidance Note)*. The Guidance Note provides advice on the use of generic separation distances (buffers) between industrial and sensitive land uses to avoid conflicts between

incompatible land uses. The Guidance Note outlines where the separation between the industrial and sensitive land uses is greater than the generic distance, there will not usually be a need to carry out site-specific technical analyses to determine the likely area of amenity impacts due to emissions from the industry.

For sand extraction, the Guidance Note recommends a separation distance of 300m to 500m depending on the size of the operation. The closest sensitive land use (residential dwelling) to the extraction area is 860m. Therefore, the extractive industry meets with the EPA's Guidance Note and can be considered acceptable from a noise perspective.

To ensure that the operations do not impact on the amenity of the locality, by way of noise generation and meets with the Regulations, the operator will put in place the below practices to reduce noise.

Noise Control Management Practices

The applicant commits that the operations on site will be managed to comply with the Regulations. To achieve this the following noise control management practices will be implemented on site at all times:

- i. Operations will take place within the 'normal working hours' established in the Regulations;
- ii. There will be no blasting or continual on-site processing undertaken on site.
- iii. All extraction will occur from the base of the extraction area, in an area that is naturally bunded to avoid noise emissions.
- iv. Separation distances between any sensitive land use (residential dwellings) will exceed the maximum distances recommended in the EPA Guidance Note 3.
- v. All vehicles and plant used as part of the extractive industry will be well maintained to prevent noise being generated.
- vi. The applicant will maintain a complaints procedure (as set out below) at all times.

Complaints Procedure

The owner/operator is committed to maintaining a good relationship with surrounding owners/occupiers. In the unlikely event there are complaints, the following outlines the approaches that the operator will take to address.

- i. Any complaints received, either through direct contact with the operator or through the Shire, will be further investigated by the operator and acted on.

ii. Complaints received will be reviewed to assess:

- The legitimacy of the complaint;
- The aspects of the operation that resulted in the complaint being raised;
- Management actions on site, within reason, will be adjusted to address the issue raised in the complaint.
- The operator will advise the complainant of the action taken to address the concern and seek feedback if this has addressed the concerns raised.

In the event a complaint is received directly to the operator that cannot be resolved between the operator and the complainant, the operator will notify the Shire and provide an overview of the actions that have been implemented to address the concerns of the complainant.

Conclusion

The above demonstrates that the proposed extractive industry will operate in an acceptable manner to prevent any adverse off-site noise impacts. The operator commits to managing the operations to comply with the Regulations and furthermore, the application well exceeds the recommended separation distances in the EPA's Guidance Note.

Overall, the proposed land use activity will have minimal, if at all, impact from a noise perspective. As the site is an operating farm and surrounded by other farms, whereby the use of heavy machinery is common, the proposed land use activity will be consistent with the noise generated by surrounding land uses.

5.2 Dust Management

As outlined in the Noise Management, above, the extractive industry is a relatively small-scale operation, with infrequent operation hours. Due to the small-scale nature of the extractive industry, any potential impacts are unlikely and would be consistent with the impacts that would be generated by extensive agricultural operations, which is the primary land use in the area.

The potential dust that could be generated by the extractive industry would be through the movements of trucks on the internal access road to access the extraction area on site. The act of extracting the sand and loading into the truck is unlikely to generate any dust due to the size of the sand particles and the inability of these to be blown in the wind. The potential for dust generation from the extractive industry would only occur while extraction is occurring and is unlikely in the winter months due to the moisture content in the soil. As such, the risk of dust is only likely during the summer months or when there is limited moisture in the soil.

The operator has a demonstrated track-record as the extractive industry has been in operation on site for 20 years without any dust impacts. Notwithstanding this, the operator commits to the below dust management measures to avoid any impacts.

Separation Distances

As outlined in the Noise Management section, above, the EPA have prepared Guidance Note 3 which provides recommended separation distances between industrial and sensitive land uses. These separation distances have been prepared to address potential dust that could be generated by industrial land uses.

The Guidance Note recommends a separation distance of 300m to 500m, dependent on the scale of the operation, to any sensitive land use. The closest sensitive premises (residential dwelling) to the extraction site is 860m, which well exceeds the separation distances recommended by the EPA.

To ensure that the operations do not impact on the amenity of the locality, by way of dust generation, the operator will put in place the below practices to reduce dust.

Dust Control Management Practices

The primary controls to prevent dust impacts will be through use of dust suppression measures and monitoring of weather conditions.

In relation to monitoring of weather, this will be undertaken by the operator and all employees at all times. Monitoring of weather is required in summer months from a fire management perspective and also from a dust perspective as this is likely to be the season when dust is a risk. If weather conditions are adverse (i.e. particularly strong winds are making dust management difficult), then operations will stop until the weather improves.

The following dust suppression measures will be implemented:

- i. The operator and any employee while on site will visually monitor for dust. If it is witnessed that dust is being created, dust suppression measures, set out below, will be implemented.
- ii. A dust suppression agent (water) will be applied to the area creating dust (access track to the excavation area).
- iii. The frequency of water applied will be dependent upon location conditions at the time dust is observed. There is sufficient water on site in dams to be utilised as a dust suppression agent.

Due to the infrequent nature of extraction and based on previous experience from the operator, it is unlikely that dust suppression measures will need to be implemented and a preference will be to avoid extraction on days when weather conditions increase the chance of dust being generated.

Complaints Procedure

The same complaints procedure, as set out in section 5.1 Noise Management will be in place for dust.

Conclusion

The above demonstrates that the proposed extractive industry will operate in an acceptable manner to prevent any adverse off-site dust impacts. The operator commits to managing the operations to prevent any dust being generated by the operations.

Overall, the proposed land use activity will have minimal, if at all, impact from a dust perspective. As the site is an operating farm, whereby the use of heavy machinery is common, the proposed land use activity will be consistent, or less than, dust that could be generated by surrounding land uses.

5.3 Water Management

The extraction area exists within a working farm and the operator is committed to ensuring operations do not negatively impact upon water quality, to avoid any land degradation that could impact the farm operations. The operator has demonstrated through previous years of operation that the land use can occur without impact to water resources.

The Department of Water and Environmental Regulation have prepared a Water Quality Protection Note (**WQPN**) *Basic Raw Material Extraction*, which provides guidance on how extractive industries can limit impacts on the environment and water resources. The operator will manage operations on site consistent with the WQPN as described below.

Water Quality Contamination Risks

Extractive industries have the potential to impact both the ground water and surface water movements. The WQPN outlines six risks that extractive industries can have on water quality. The table below provides an assessment of the identified risk against the operations of this extractive industry.

WQPN Risk	Risk Rating	Comment
<i>dramatic changes in hydrological regimes such as groundwater levels, flooding and waterway channel migration – sometimes well beyond the extraction site or many years later.</i>	Low	There are no surface water features within proximity to the extraction area. The operations will not interact with groundwater, will not create any flooding risk and will not interact with any waterway on site or downstream of the site.
<i>exposure of the groundwater table, leading to evaporation and providing a pathway for contamination to enter the aquifer</i>	Low	The extraction area will not interact with the groundwater.
<i>possible exposure of acid sulfate soils</i>	Low	The site does not have the characteristics that would lead to acid sulfate soils being a risk.
<i>erosion, with the eroded soil running off into surface water sources, reducing water clarity, transporting other contaminants, clogging infrastructure such as culverts, pipes and drains, degrading waterways and wetlands and their ecological values, and acting as a 'mask' to drinking water treatment processes</i>	Low	Due to the location of the extractive industry in the landscape and as the extraction occurs below natural ground level and not in proximity to any surface water movements, there is limited risk of erosion and any subsequent impacts from the operations.
<i>hydrocarbon and chemical pollution from fuel, oil and chemical leaks and spills, affecting surface water and groundwater quality</i>	Low	The majority of plant involved in the extractive industry will be refuelled off site, minimising any risk of spills. On limited occasions the front-end loader may be refuelled on site. The operator will ensure that best practice refuelling occurs and a spill kit is in situ during any refuelling. Plant will be well maintained to avoid any potential leaks.
<i>pathogen spread from septic tanks and staff amenities, posing a risk to water quality and public health</i>	N/A	The operations do not require the use of septic tanks or staff amenities.

The above demonstrates that the operations are unlikely to have an impact on water quality.

WQPN Recommendations for Operations

The WQPN provides recommendations for extractive industry operations to prevent any detrimental impacts on water quality and the environment. The table below summaries the recommendations relating to water quality and provides an assessment against the operations of this extractive industry.

Consideration from WQPN	Recommendation from WQPN	Comment and onsite Management Measures
Location – Public drinking water source areas	The WQPN makes recommendations if an operation is proposed within a public drinking water source area.	N/A – there are no public drinking water source areas within proximity to the site.
Clearing Control Catchments	Extractive Industries within clearing control catchments need to be assessed for potential salinity impacts.	N/A – there are no clearing control catchments within proximity to the site.
Near Waterways	The WQPN states that extraction should be above the 1 in 100 flood level, outside of areas subject to waterlogging or flooding and to have adequate buffers to waterways.	N/A – the extraction area is not in proximity to waterway. There is a natural contour depression to the immediate south of the extraction area, which in high rainfall events would convey minor amounts of surface water. Due to the topography of the site, surface water flows from this area will not enter the excavation area. The excavation area is not subject to waterlogging or flooding.
Extraction within Waterways (in-stream mining).	The WQPN provides recommendations for extractive industry operations which extract from riverbeds or from pits in floodplains.	N/A – there are no riverbeds or flood plains in proximity to the subject site.
Wetlands	The WQPN reference the Department of Biodiversity, Conservation and Attractions website for the mapping of wetlands.	N/A – there are no wetlands on the subject site.

Groundwater	The WQPN provides guidance on matters of acid sulfate soils and dewatering.	N/A – the site does not have acid sulfate soils and no dewatering is proposed as part of operations.
Landscape	The WQPN recommends that extraction should occur on land that is gently sloping and steep areas and areas subject to erosion should be avoided.	The extraction area is on undulating, gently sloping that is not at risk of erosion.
Construction	The WQPN recommends that existing tracks and roads should be used where possible, that any waterway crossings are constructed appropriately and that access should be designed to have the least impact on surface water features and vegetation.	The existing access track is utilised to provide access to extraction area and no waterway crossings are proposed.
Stormwater	This WQPN aims to ensure that stormwater from the operational areas is retained on site. It also recommends that ponds are used to manage turbidity (i.e. settling ponds) and that they are designed to handle up to a 2 hour, 1 in 10 (10 per cent) annual exceedance probability event.	All stormwater from the extraction area will be retained on site and within the extraction area footprint. Due to the extraction areas construction, all stormwater that enters the extraction area does not leave the area and stormwater will naturally discharge from the base of the pit, with all solids being naturally filtered through the sand and removed.

The above demonstrates that operations on site will be managed consistent with the recommendations in the WQPN.

Water Management Practices

The water management practices on site aim to achieve the following objectives:

- ensure that runoff is retained onsite and not permitted to flow into surrounding areas;
- ensure that groundwater is not intercepted by the excavation; and
- ensure that any surface water within the excavation area does not have a detrimental impact on water quality.

The following management measures will be implemented on site to achieve the above objectives:

- i. All stormwater and surface water that enters the excavation area will not leave the excavation area. The excavation will be undertaken in a manner, that any stormwater will be contained within the base of the excavation area and will naturally drain through the sand and any solids within the water will be removed through this natural process.
- ii. Extraction will not interact with the natural contour depression that exists on site, thereby avoiding any potential interaction with surface water flows and creation of potential erosion.
- iii. Erosion will be managed by ensuring that the final landform will be recontoured to safe and stable slopes which will be planted with pasture.
- iv. Plant will be predominately refueled off site. Any refueling onsite will involve best practice refueling measures and a spill kit will be available.
- v. All plant used on site will be well maintained to avoid potential for leaks and spills.
- vi. The internal access track will be well maintained.

Conclusion

The above demonstrates that the proposed extractive industry will operate in an acceptable manner to prevent any impacts the operations could have upon water quality. The operator commits to managing the operations to prevent any adverse impacts on water.

5.4 Rehabilitation Management

The operator, who is also the owner of the land, is committed to managing the extraction to prevent any land degradation and to rehabilitating the site at the conclusion of extraction. The excavation area exists within a farming property and at the conclusion of extraction, the rehabilitation will involve returning the land to agricultural use.

Rehabilitation Action

The site will be progressively rehabilitated as part of operations. Once the sand resource is exhausted in an area within the excavation footprint, it will be rehabilitated consistent with the action below.

There will be two stages to rehabilitation as set out below.

- Stage 1 – recontouring – during active excavation, the slope of the banks of the excavation area are generally a vertical face from natural ground level to the base of the excavation area, up to a maximum depth of **4m**, which is relatively shallow extraction in contrast to other extractive industries.

Recontouring will involve regrading the vertical banks of the excavation area to a gentle slope with a maximum grade of 1:6. The recontouring will be achieved through the use of a bulldozer to regrade the land. At the conclusion on the regrading process, the overburden/topsoil will be mixed with some clay and applied to the surface of the regraded land.

A maximum slope of 1:6 will be achieved to prevent any erosion of the rehabilitated area. Clay will be mixed with the topsoil to further prevent erosion and to also improve the pasture carrying capacity of the area (please see below).

- Stage 2 – replanting - Immediately following the recontouring process, farm equipment will be used to reseed the area with pasture or a cereal crop.

Through implementing the above actions, the excavation area will be fully rehabilitated. The intent of the rehabilitation process is to improve the pasturing carrying capacity of the area compared with pre-extraction conditions. Prior to extraction taking place, efforts were made to establish lucern, velt grass, serradella and blue lupin pastures on the excavation area which failed due to the very porous nature of the soil pre-extraction. Through incorporating clay into the top-soil/overburden as part of Stage 1 of the rehabilitation process, the soil condition will be improved and the rehabilitated area will have greater capacity to sustain healthy pastures.

As the extraction area will be progressively rehabilitated, it is anticipated that upon conclusion of extraction, the rehabilitation process would take 4 days to complete. Rehabilitation will be undertaken between April-June to allow for successful establishment of pasture and to prevent erosion.

The access track will remain post-excavation as it is used as part of farming operations on site.

Weed Management

To ensure success of the rehabilitation program and also to ensure that the ongoing farming operations are not compromised, weed management will be critical. The following measures will be implemented to address weed management on the excavation area and on the subject site:

1. No weed contaminated or suspect soil or plant particles will be brought to site.
2. If any weeds are identified in the excavation area during or post rehabilitation, weed control will take place, either via hand removal of the weed or spraying.
3. Any vehicle entering the site will be kept to tracks and operational areas to reduce the risk of spreading weeds to the rest of the farming operations.

Conclusion

As the excavation area forms part of an active farming operations, successful rehabilitation of the site is critical to ensure the ongoing farm operations and the land asset is not compromised. At the conclusion of the rehabilitation on site, the only remanence of the previous excavation will be a slight depression in the landscape. The overall intent of the rehabilitation process is to improve the pasture carrying capacity of the land.

6.0 Statutory Framework

6.1 Shire of Toodyay Local Planning Strategy

The Shire of Toodyay Local Planning Strategy (**the Strategy**) establishes the long-term planning directions and objectives and was endorsed by the WAPC on the 22 June 2018. The Strategy states that 'Guidance for the extraction of basic raw materials within the Perth and Peel planning regions is provided in State Planning Policy 2.4: Basic Raw Materials (**SPP 2.4**) and outside the Perth and Peel planning regions, this advice is provided in State Planning Policy 2.5: Rural Planning'. It should be noted that the Shire of Toodyay is included in SPP 2.4 which specifically lists the Shire as a local government area that the Policy applies to and therefore SPP 2.4 is deemed the relevant policy to provide direction on this application.

The Strategy states that 'where basic raw materials are present, it is important to consider the zoning and land use of the area, and provisions for the protection, access and use of the resources.'

The Strategy provides Strategic Directions and Strategies for basic raw materials and the table below provides an overview of these and how this application addresses these directions and strategies:

Strategies Directions and Strategies	Comment
<i>Facilitate the extraction of basic raw materials, subject to appropriate precautions to minimise any adverse impact on adjacent property, or on the natural environmental resources.</i>	This application will enable the ongoing extraction of a basic raw material and through the implementation of the management plans ensure that appropriate precautions are in place to minimise off-site impacts and impacts on the environment.
<i>Encourage the definition of suitable buffers within LPS5 to limit the impact on adjacent property, and to avoid encroachment of sensitive development into areas subject to reduced air quality, noise or risk.</i>	This is a low-scale extractive industry and the implementation of the management plans will limit any off-site impacts and would be consistent with the type of impacts expected in a general agricultural zone. The separation distances between the extraction site and any

	sensitive premises well exceeds the recommendations in the EPA Guidance Note.
<i>Identify and protect basic raw materials including gravel and sand resources from inappropriate developments that would prevent their future use.</i>	The extraction of sand from this site has been occurring for 20 years.
<i>Identify natural resource priority areas and significant geological supplies and buffers to avoid encroachment of sensitive development into areas subject to reduced air quality, noise or other risks.</i>	This is an action to be completed in the Local Planning Scheme preparation.
<i>Establish appropriate controls for extractive industries to minimise impacts on the environmental and local amenity, including roads.</i>	Extraction proposed under this application has been reviewed against guidance provided by DWER (environmental and water quality guidance) and EPA (separation distances) in addition to the guidance provided by the Shire in the Strategy, Scheme, Local Law and Policies.

Overall the intention of the Strategy is to provide for the protection of extraction of basic raw materials through incorporation of controls into Local Planning Scheme No 5. The Strategy also emphasises that extraction should not impact on sensitive land uses and have an impact on the environment. This application is deemed consistent with the directions contained within the Strategy.

6.2 Shire of Toodyay Local Planning Scheme No 4

The Shire of Toodyay Local Planning Scheme No 4 (**LPS4**) is the statutory planning instrument that provides controls for land use and establishes the standards for development in the local government area.

The subject site is zoned ‘Rural’ under LPS4. ‘Industry – Extractive’ is a ‘D’ use in the Scheme which ‘means that the use is not permitted unless the local government has exercised its discretion by granting development approval’. LPS4 establishes objectives for the Rural zone which are to be considered when exercising discretion to approve a land use. The table below outlines the objectives and provides comment on how this application addresses them.

Objectives	Comment
<i>protect broad-scale agriculture from un-planned breakdown of rural land.</i>	The extractive industry has not impacted on the ongoing agricultural operations on the subject site. The objective of the rehabilitation of the site post extractive industry is to have more productive agricultural land.

<i>Subject to i. above, provide for tourist related activities, including farm stay, bed and breakfast and holiday accommodation;</i>	N/A to this application.
<i>Subject to i. above, provide for a range of rural related uses such as intensive agriculture, aquaculture, rural pursuits; and</i>	N/A to this application.
<i>ensure the protection of and conservation of native vegetation</i>	This application does not involve the removal of any native vegetation.

The site does not exist within a Special Control Area under the LPS4 and there are no specific site and development standards prescribed for extractive industries. It is therefore submitted that the proposal is deemed consistent with LPS4.

6.3 Shire of Toodyay Extractive Industry Local Law

The Shire of Toodyay Extractive Industry Local Law (**Local Law**) is adopted under the Local Government Act and establishes the licensing requirements for extractive industries and also establishes conditions of operation and information that is required to be supplied with an application.

The material supplied with the application in this report addresses section 2.3 and 4.3 of the Local Law.

Section 6.1 of the Local Law set out that extraction shall not occur within 50m of a boundary without the written approval of the local government. The proposed expansion area does propose to extraction sand within 50m of the western property boundary. It is submitted that this should be an acceptable setback to this boundary considering the following:

- i. There are no sensitive premises positioned on the adjacent western property and this land also has an extractive industry on site.
- ii. The adjacent western property is well vegetated, and the extraction area would be screen from this land due to the presence of vegetation. The location of the extraction area in the topography of the land means that it will be screened from view to the west by the ridge line that exists on the adjacent property.
- iii. Due to the low-scale nature of this extractive industry, there are unlikely to be any impacts on the western property. Furthermore, this property has an extractive industry on the site.

6.4 State Planning Policies

The following State Planning Policies are relevant to consideration of this application:

- State Planning Policy 2 – Environment and Natural Resources Policy;
- State Planning Policy 2.4 – Basic Raw Materials; and
- State Planning Policy 3.7 – Planning in Bushfire Prone Areas.

State Planning Policy 2 – Environment and Natural Resources Policy (SPP2)

SPP2 has been adopted by the WAPC and aims to integrate environment and natural resource management with broader land use planning and to protect, conserve and enhance the natural environment. Basic Raw Materials is included within Policy Measure 5.7 which states that ‘mineral resources, petroleum resources and basic raw materials are important natural resource assets and are a vital part of the economy’. The importance of basic raw materials located in close proximity to the metropolitan area is also recognised in the Policy. It states that ‘A ready supply of basic raw materials close to developing areas is required in order to keep down the cost of land development and the price of housing.’

SPP2 identifies a number of principles which supports the identification, protection and extraction of basic raw materials whilst avoiding environmental harm. The proposed development is considered consistent with SPP2.

State Planning Policy 2.4 – Basic Raw Materials;

SPP 2.4 has been adopted by the WAPC to establish the matters which are to be taken into account and given effect to by the Commission and local governments in considering zoning, subdivision and development applications for extractive industries (for the extraction of basic raw materials) and zoning, subdivision and development applications in the vicinity of identified basic raw material resource areas.

Section 6.3 of SPP 2.4 establishes the relevant consideration that decisions makers must consider for extractive industries. The table below outlines the consideration and provides comment on how this application responds:

Relevant Consideration in SPP2.4	Comment
<i>the significance of the resource in terms of its positioning in a priority resource location, key extraction area, or extraction area.</i>	The basic raw material extracted is sand which is a significant resource used in the local building and construction industry.
<i>the effect of the proposed extractive industry on any native flora and fauna, the natural landscape, groundwater quality, quantity and use, surface drainage and surface water quality,</i>	This application seeks to extend the term of approval of a current extractive industry. As demonstrated in the sections above and through the implemented of management

<p><i>and sites of cultural and historic significance on and near the land. An application in an environmentally significant area may require referral to the Department of Environmental Protection (refer to the Environmental and Conservation Reference Chart located on each of the Resource Protection Working Plans).</i></p>	<p>plans, the extractive industry is unlikely to have a negative impact on native flora and fauna, water quality, an environmentally significant area or sites with known cultural and historic significance.</p>
<p><i>the effect of the proposed extractive industry on agricultural land.</i></p>	<p>The extractive industry exists within a working farm and does not impact on these operations.</p>
<p><i>the effect of vehicular traffic, noise, blasting, dust and vibration on the amenity of the surrounding area having regard to existing and future uses.</i></p>	<p>The surrounding land is zoned Rural under LPS4 and the development meets with the separation distances recommended in the EPA Guidance Note, as such the development is considered reasonable having regard to existing and future uses.</p>
<p><i>the ability to rehabilitate the land to a form or for a use which is compatible with the long-term planning for the site and surrounding area.</i></p>	<p>The rehabilitation management plan supplied demonstrates that the land can be rehabilitated to a use compatible with the long-term planning for the surrounding area.</p>
<p><i>the availability and suitability of road access.</i></p>	<p>Access to the site is provided via Clackline Toodyay Road which is identified as a district road under LPS4 and is in acceptable standard for the land use.</p>
<p><i>the ability to stage the extraction operations to avoid conflicts with adjacent land uses.</i></p>	<p>The proposal satisfies the separation distance contained within the EPA Guidance Note and the activity has not had an impact on adjacent land uses in the past.</p>

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP3.7)

SPP 3.7 was adopted in 2015 and provides the foundation for land use planning to address bushfire risk management in Western Australia and to inform and guide decisionmakers, referral agencies and landowners to help achieve acceptable bushfire protection outcomes.

The subject site is designated as bushfire prone on DFES state-wide mapping, which is most likely due to the presence of bushland in proximity to the site. The site of the excavation area itself, is positioned within active farming land which would be deemed as low-risk vegetation under AS3959.

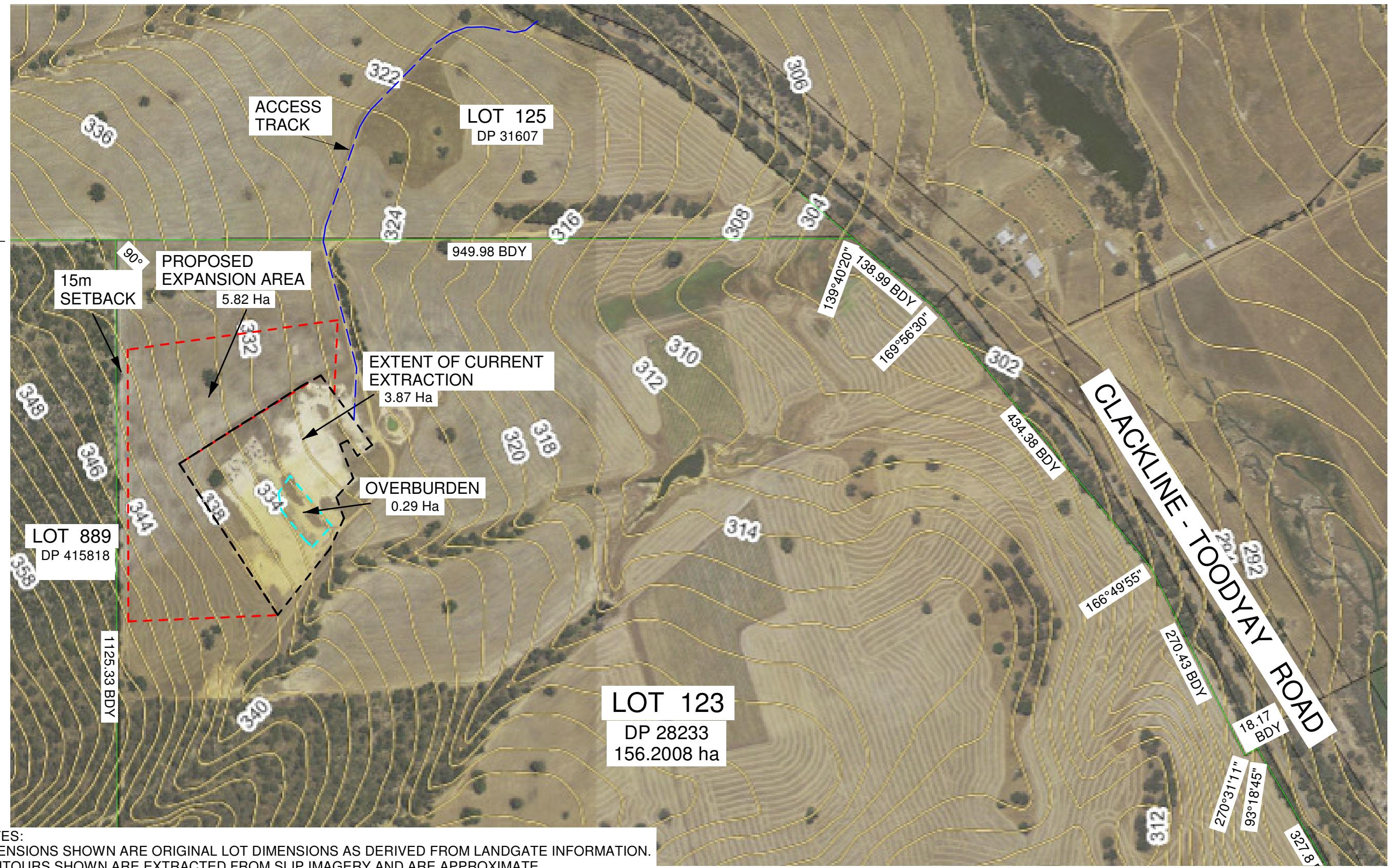
The WAPC have prepared *Planning Bulletin 111/2016 - Planning in Bushfire Prone Areas (Planning Bulletin)* to clarify the intent and application of the SPP3.7. The Planning Bulletin clarifies that in relation to development applications, SPP3.7 applies to 'development applications for vulnerable and high risk land uses'. The land use proposed in this application is not vulnerable or a high risk land use.

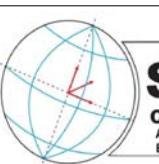
Furthermore, SPP3.7 establishes that 'if the proposal does not result in the intensification of development (or land use), does not result in an increase of residents or employees; or does not involve the occupation of employees on site for any considerable amount of time, then there may not be any practicable reason to require a BAL Assessment. Exemptions may apply to infrastructure including roads, telecommunications and dams; and to rural activities, including piggeries and chicken farms which do not involve employees on site for a considerable amount of time'. This application is for a renewal of an existing land use that does not involve occupation of employees on site for any considerable period of time and nor does the proposal increase the fire risk to the area. The application is therefore deemed consistent with SPP3.7 without the need to prepare a bushfire management plan by an accredited assessor.

7.0 Conclusion

The application is seeking approval to extend the term of approval to enable the extraction of sand for a further 10 years to supply the local building and construction industry. The application meets with the objectives of the 'Rural' zone under LPS4, satisfies the Local Law and meets with the State Planning Framework and environmental guidelines. It is respectfully requested that a development approval and extractive industry permit is issued to enable ongoing operations.

Attachment No 1 - Site Plan



			 Survey Line Consulting Surveyors ABN 89 606 993 186 M. 0417922006 E. stephen@surveyline.com.au INCORPORATING 	TITLE PLAN FOR EXTRACTIVE INDUSTRY APPLICATION SITE 403 CLACKLINE - TOODYAY ROAD HODDYS WELL CLIENT RINGA CIVIL	JOB NO. 21019	1:5000 @A3
NO.	REVISION	DRAWN DATE			Date: 25/05/2021	SURVEYOR: SL
					DATUM: AHD	DRAWN: SL
					GRID: MRD- AGLIME94	CHECKED: NP



Lot 69 (No. 2) Telegraph Road, Toodyay



0.1 0 0.05 Kilometers

Date produced: 12-Sep-2021

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Proposed single dwelling and demolition of existing dwelling.

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WATER METER

POWER POLE

2 TELEGRAPH RD

TOO BAY

Sheet No 1 of 4
Scale 1:200

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1 of underground utility services see "Dial Before You Dig" plans
metres

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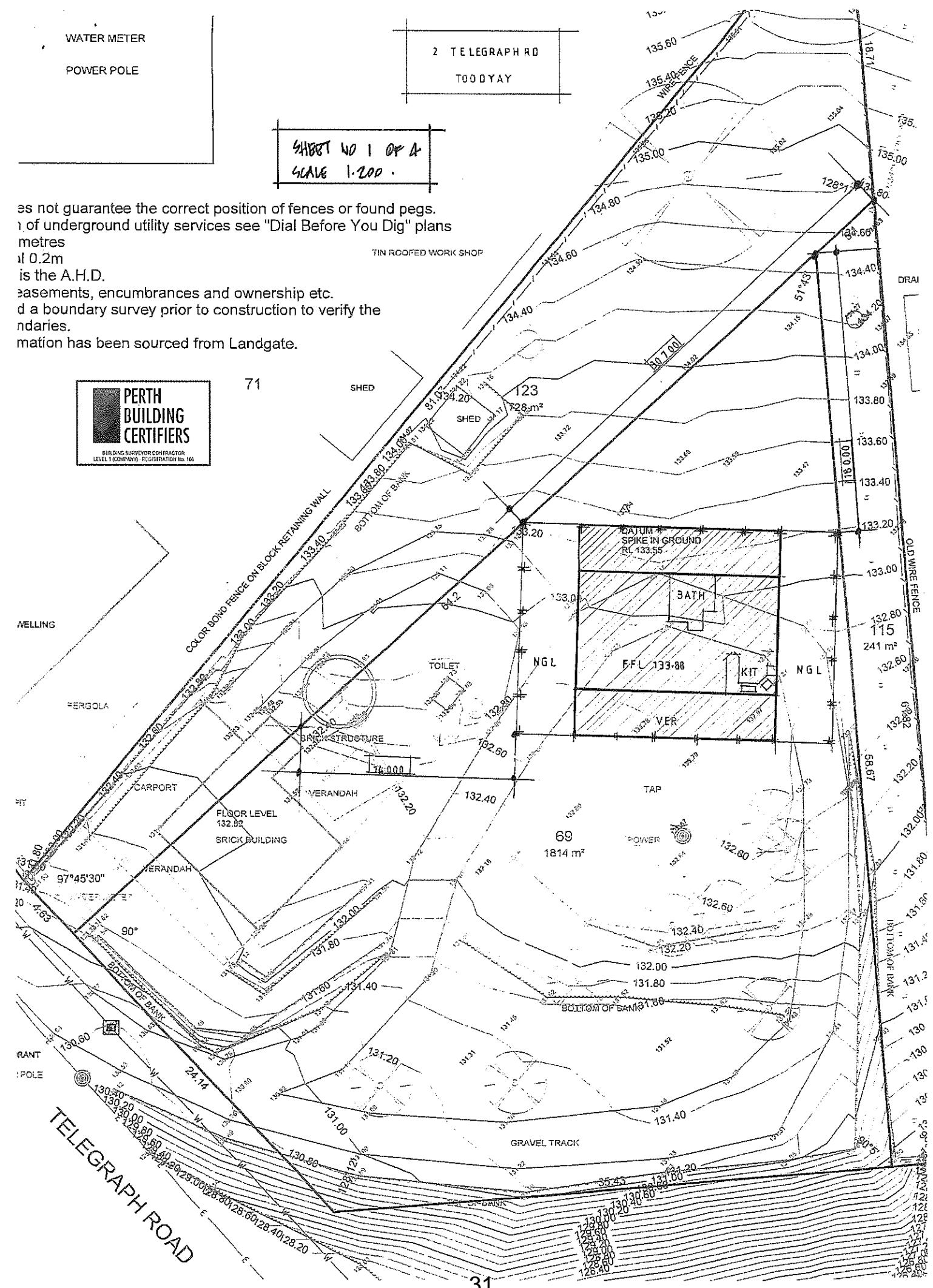
easements, encumbrances and ownership etc.

d a boundary survey prior to construction to verify the

ndaries.

mation has be

www.english-test.net English Test



CONSTRUCTION NOTES

- 1995 DELUXE HELMET AND
- TO MY TIMBER WALL FRAMEWORK
TO THE WALL
- JAMES HADDE NEWPORT MUDMA
SMOOTH CLADDING
- CORRUGATED ROOF SHEETING
AT 30° PITCH
- VERKNOED & CARPORT LINED
WITH HADDEPLEX
- ALL TIMBER TO BE TREATED
AS PER AS 3600-1-2011
- ALL GUNNIS TO BE FITTED
WITH EMBEL GUARDS
- RAILING SHELF & HANG RAIL
TO BE BUILT IN CASES.
- CLEAR SPACING BETWEEN
ALL GUNNIS TO BE NO MORE
THAN 100MM AS PER BCA 3.9

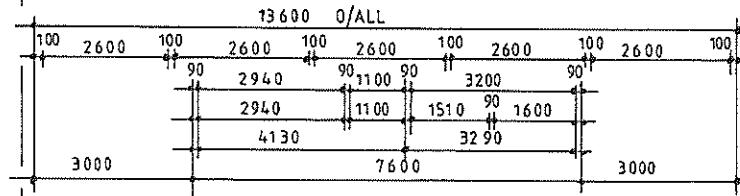
ALL STAINS AS PER
BCA 3-9-11. RISE IRONM
GONG IRONM.

NOTES

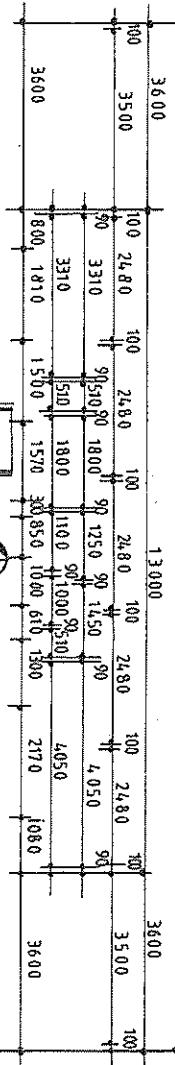
- CONSTRUCTION IN ACCORDANCE WITH DIA 51 AS PER AS 5151-1-2004
DEVER ATTACHED SHEET FOR
FLOOR SPECIFICATION
- ALL TIMBER TREATED AS PER
RS 3660.1 - 2014

PERTH
BUILDING
CERTIFIERS

BUILDING SURVEYOR CONTRACTOR
LEVEL 1 (COMPANY) - REGISTRATION No. 106

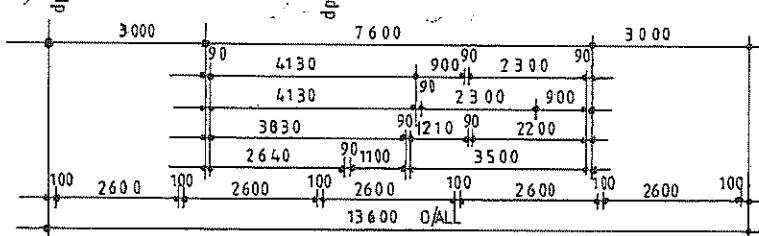


20200411



NOTES

- DO NOT SCALE FROM DRAWINGS DIMENSIONS TO BE FOLLOWED AND CHECKED ON SITE PRIOR TO COMMENCEMENT OF WORKS.
- DRAINAGE ARE TO BE LOCATED AT PLUMBING DISCRESSION TO SUIT RAIN WATER RUN OFF & DWF MEMBERS.
- ROOT BEAMS ARE DIAGRAMMATIC ONLY.
- HARD WIRED SMOKE DETECTORS TO PBA 31.1
- MECHANICAL VENTILATION TO EXTRACT AIR TO DUST BIN.



1



11 (03) 302 1516
2. sales@nilbunderupptown.com.au
www.nilbunderupptown.com.au
Customer Support: 1300 367 367

APPENDIX

CLIENT NAME
MR WHALL

2 TELEGRAPH RD
TOODIYAY

LOCAL & M.R.
TOODAY

**DRAWING
THE PLAN**

THESE DRAWINGS ARE SUBJECT TO COPYRIGHT
AND ANY REPRODUCTION IN WHOLE OR PART
WITHOUT WRITTEN PERMISSION IS DEEMED TO
BE A BREACH OF COPYRIGHT

DO NOT SCALE FROM THESE DRAWINGS.
All sub-contractors to check dimensions & notes
prior to commencing work. Any discrepancies
are to be notified to the Site Supervisor without delay.

2 of 4

Drawn By Date
BS 03/21

BAL 19 REQUIREMENTS FOR 2 TELEGRAPH RD TOODYAY

FLOOR UNENCLOSED

STUMPS – PRESERVATIVE TREATED TIMBER

FLOOR BEARERS, JOISTS, AND FLOORING – PRESERVATIVE TIMBER

EXTERNAL WALLS

STRUCTURAL MEMBERS – PRESERVATIVE TREATED TIMBER

CLADDING – FIBRE CEMENT SHEETING JAMES HARDIE PRIMELINE WEATHERBOARD 6MM ALL JOINTS SHALL BE COVERED, SEALED, OVERLAPPED OR BUTT JOINTED TO PREVENT GAPS GREATER THAN 3MM

WINDOWS

UPVC FRAME METAL REINFORCED WITH STAINLESS STEEL KOMMERLING PROFILE CLIMATE FRAME

ALL GLASS SMM TOUGHENED

SCREENS ALUMINIUM MESH

SLIDING DOORS

UPVC FRAME METAL REINFORCED STAINLESS STEEL KOMMERLING PROFILE CLIMATE FRAME

ALL GLASS SMM TOUGHENED

SCREENS ALUMINIUM MESH

EXTERNAL SWING DOORS

MERBAU FRAME

SOLID JARRAH DOOR PANELLED

ALUMINIUM SILL

WEATHER SEAL

SIDELITE GLAZED IN 5MM TOUGHENED GLASS

ROOF

FRAMING – PRESERVATIVE TREATED TIMBER

METAL SHEET ROOF

FULLY SARKED WITH A SARKING MATERIAL WITH A FLAMMABILITY INDEX OF NOT MORE THAN 5

ALL VENTS TO BE FITTED WITH EMBER SCREENS

EAVES LINING AND GABLES TO BE LINED WITH HARDIEFLEX 6MM

VERANDA AND CARPORT CEILINGS TO BE LINED WITH HARDIEFLEX 6MM



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SCHEDULE OF SUBMISSIONS

PROPOSED SINGLE DWELLING AND DEMOLITION OF EXISTING DWELLING – LOT 69 TELEGRAPH ROAD, TOODYAY

#	NAME	SUMMARY OF SUBMISSION	DEVELOPMENT SERVICES COMMENTS ON SUBMISSION
1.	Robyn Taylor	<ul style="list-style-type: none"> • Sad to hear this cottage will be demolished; • It's typical of the late 19th century buildings erected in North Newcastle as it was then known and has high heritage value as it appears to have had no major external alterations, possibly apart from the front verandah; • A lot of landscape value; • Surprised it isn't on the MI, it should have been as an integral part of the Central Toodyay heritage area; • Appreciate it is a great site for building a new home; • The roof pitch of the new building is important, and if something of the original symmetrical style 	<ul style="list-style-type: none"> • Note the submission; • Recommend the following condition: <p>"An archival record is to be made of the building to be demolished and submitted to the local government for approval prior to the issue of a Demolition Permit and shall include:</p> <ol style="list-style-type: none"> i. A site plan prepared at 1:200 scale, floor plan(s) of the building and four elevations prepared at 1:100 scale. ii. Digital photographs taken of the building (once vacated) to include: <ol style="list-style-type: none"> 1. a general/overall

#	NAME	SUMMARY OF SUBMISSION	DEVELOPMENT SERVICES COMMENTS ON SUBMISSION
		<p>could be incorporated that would be great;</p> <ul style="list-style-type: none"> • If the place is being demolished I would suggest it is photographically documented before demolition, and an investigation of the internal walls, and foundations. I suspect the interior walls, and maybe external, are mud brick possibly made on site as it is close to the river. • It would be good to have a record of its construction. 	<p>photo of the building to be demolished;</p> <ol style="list-style-type: none"> 2. photos of each of the four elevations; 3. internal photos of all rooms; and 4. photos of any special architectural features.
	Stephen Carrick	<ul style="list-style-type: none"> • The proposed demolition is for a place recorded of some significance. Under the Local Heritage Survey (Municipal Heritage Inventory) a place of some significance contributes to the heritage of the locality and conservation of the place is desirable. As the place is not included as an individual place in the LHS there is no requirement to retain the place. • In my opinion, based on the evidence presented, the place is very important to the heritage of the locality and specifically to the Central Toodyay Heritage Area. The place displays characteristics that are highlighted in the Statement of Significance, being its scale, massing, texture, materials, colour and detail of the individual building and its site providing visual 	<ul style="list-style-type: none"> • Note the submission; • Apply condition as above.

PROPOSED SINGLE DWELLING AND DEMOLITION OF EXISTING DWELLING – LOT 69 TELEGRAPH ROAD, TOODYAY

	<p>characteristics which have formed distinctive periods in the town's development.</p> <ul style="list-style-type: none">• Based on the recorded significance I recommend that an Archival Record of the building is prepared to the Department of Planning, Lands and Heritage standard. This would enable key information and features of the building and site to be appropriately recorded and made available for the Shire of Toodyay's community.	
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Shire of Toodyay

List of Payments Presented to Council for Period 1 July 2021 to 31 July 2021

Pay Type	Date	Name	Description	Amount
12869	15/07/2021	Department Of Transport	12 Months Registration - 1TTE512	24.40
12870	15/07/2021	Old Gaol Museum	Old Gaol Honorariums - Aug 2021	400.00
12871	15/07/2021	Telstra Corporation Ltd	Telstra Account 7852285500 - June 2021	314.28
12871	15/07/2021	Telstra Corporation Ltd	Telstra Account 0293288400 - June 2021	6,909.36
12871	15/07/2021	Telstra Corporation Ltd	Telstra Mobile & Data Account 2608284176 - June 2021	1,748.97
12872	15/07/2021	Water Corporation	Water Account - Northam Toodyay Rd Standpipe 9007933760 03/05/2021 To 01/07/2021	5,493.39
12874	15/07/2021	Shire Of Toodyay	Library Book Purchases	1,000.00
12875	15/07/2021	Water Corporation	Water Account - Toodyay Recreation Centre 9023940768	304.82
12875	15/07/2021	Water Corporation	Water Account - 9023929614 9508 Murray Walkway - Trade Waste Permit 63339	690.17
12875	15/07/2021	Water Corporation	Water Account 9023940768 - Toodyay Recreation Centre 30/06/2021 To 28/07/2021	286.33
CI.3246	15/07/2021	Fire & Safety WA	1 Pair Magnum Strike Force 6Ct Boots Size 9	154.69
CI.3455	15/07/2021	Jason Signmakers	Street Blades & Other Road Signs - Julimar Area	1,174.73
CI.3471	15/07/2021	Bunnings - Midland	Replacement Toilet Seat For VC	74.68
CI.3472	15/07/2021	Bunnings - Midland	Replacement 5" Cordless Makita Angle Grinder For Workshop	305.00
CI.3473	15/07/2021	S F Fitzgerald Plumbing & Gas	Installation Of Plumbing Fittings For Stirling Tce Standpipe & Backflow Testing	1,688.50
CI.3474	15/07/2021	WA Hino & Sales	Service Filter Kit For T0011 - Hino Prime Move	712.82
CI.3475	15/07/2021	Avon Valley Windscreens	Replacement Windscreens - T0012 & T0009	1,692.90
CI.3476	15/07/2021	Avon Skip Bins	Front Lift Bin Hire - Toodyay Recreation Centre April To June 2021	210.00
CI.3477	15/07/2021	Avon Skip Bins	Front Lift Bin Hire - Memorial Hall April To June 2021	105.00
CI.3478	15/07/2021	Avon Skip Bins	Front Lift Bin Hire - Showgrounds April To June 2021	105.00
CI.3479	15/07/2021	Avon Skip Bins	Front Lift Bin Hire - Depot April To June 2021	105.00
CI.3484	15/07/2021	Shire Of Northam	Waste Tipping Fees For May 2021	10,575.60
CI.3490	15/07/2021	Vernice Pty Ltd	Supply & Cart Screened Gravel For Hall Road Project	54,421.61
CI.3491	15/07/2021	Avon Valley Windscreens	Replacement Windscreen For T7030	429.00
CI.3492	15/07/2021	Bricks & Mortar Restoration Pty Ltd	Claim #1 - Repairs To Brick Works At Library (20%)	1,100.00
CI.3493	15/07/2021	Toodyay Hardware & Farm	12 X 2.4M Black Star Pickets For Fencing	168.48
CI.3494	15/07/2021	Toodyay Hardware & Farm	2 X 25Kg Flaked Barley	35.70
CI.3495	15/07/2021	Toodyay Hardware & Farm	4 Boxes Of 5/8 X 4 Hex Bolts	9.90
CI.3497	15/07/2021	Verlindens Electrical Service (WA)	Attend Admin To Replace 32Amp 3 Phase Inlet On Site Box	598.68
CI.3498	15/07/2021	Toodyay Tyre & Exhaust	Replacement Tyres On Isuzu D-Max Crew Cab	500.00
CI.3499	15/07/2021	Toodyay Tyre & Exhaust	Tyre Repair On Mitsubishi Pajero Sport	35.00
CI.3500	15/07/2021	Verlindens Electrical Service (WA)	Attend To Faulty Power At Toodyay Rec Centre	203.28
CI.3501	15/07/2021	Datacom Solutions (Au) Pty Ltd	Datascape Monthly SaaS Fee - June 2021	3,300.00
CI.3502	15/07/2021	Fulcher's Tree Service	Pruning & Removal Of Bushes & Trees Along Side Bindi Bindi Toodyay Rd	14,960.00
CI.3503	15/07/2021	Shred-X Pty Ltd	Paper - Shred - June 2021	163.31
CI.3504	15/07/2021	Multicon Commercial Constructions (Stallion Homes)	June Progress Payment - Julimar Fire Station Project	10,820.70
CI.3505	15/07/2021	Australia Post	Postage Charges For June 2021	645.99
CI.3506	15/07/2021	Stewart & Heaton Clothing Co Pty Ltd	BFB PPE - Part Order	183.68
CI.3507	15/07/2021	Autopro Northam	Replacement Wiper Blades - Mitsubishi Triton Ute	46.34
CI.3508	15/07/2021	Ladelle Pty Ltd	VC Stock Plus Freight	296.14
CI.3509	15/07/2021	Autopro Northam	Service Filter Kits For 4 X Holden Colorado	416.29

Shire of Toodyay

List of Payments Presented to Council for Period 1 July 2021 to 31 July 2021

Pay Type	Date	Name	Description	Amount
CI.3510	15/07/2021	Destination Perth	Destination Perth Platinum Membership 21/22 - Toodyay VC	695.00
CI.3511	15/07/2021	Forbes James Kinsella	Reimbursement Of Crossover Costs (50%) For Lot 107 #6 Campbell Chase	990.00
CI.3512	15/07/2021	Toodyay Hardware & Farm	2 X 25Kg Steam Rolled Oats	45.00
CI.3513	15/07/2021	Toodyay Hardware & Farm	25Kg Flaked Barley	17.85
CI.3514	15/07/2021	Toodyay Hardware & Farm	3/4" Nut & Tail Poly Fittings	20.02
CI.3515	15/07/2021	Toodyay Hardware & Farm	9Kg Gas Bottle Refill	29.00
CI.3517	15/07/2021	Toodyay Hardware & Farm	4 X Outlet Powerboard	23.74
CI.3518	15/07/2021	Shire Of Northam	Northam Waste Tipping Fees For June 2021	9,930.93
CI.3519	15/07/2021	Avon Waste - Stondon Pty Ltd	Rubbish Collection Charges Fortnight Commencing 07/06/2021	13,851.88
CI.3520	15/07/2021	Avon Waste - Stondon Pty Ltd	Rubbish Collection Charges Fortnight Commencing 21/06/2021	13,812.64
CI.3521	15/07/2021	Alison Barbara Downie	Consign Sales - June 2021	17.99
CI.3522	15/07/2021	Barry Graham Keens	Consign Sales - June 2021	23.35
CI.3523	15/07/2021	John Butler	Consign Sales - June 2021	23.10
CI.3524	15/07/2021	Deborah Termann	Consign Sales - June 2021	16.00
CI.3525	15/07/2021	Julie Trendos	Consign Sales - June 2021	46.14
CI.3526	15/07/2021	June Foote	Consign Sales - June 2021	25.31
CI.3527	15/07/2021	Leah Imelda Carvell	Consign Sales - June 2021	23.08
CI.3528	15/07/2021	Lindsay Burke	Consign Sales - June 2021	11.53
CI.3529	15/07/2021	Misty Nitoska Rogers	Consign Sales - June 2021	57.87
CI.3530	15/07/2021	Quilts By Robyn	Consign Sales - June 2021	465.00
CI.3531	15/07/2021	Sharon's Outback Pottery	Consign Sales - June 2021	19.00
CI.3532	15/07/2021	Suzanna Douglas	Consign Sales - June 2021	22.50
CI.3533	15/07/2021	Swan Genealogy	Consign Sales - June 2021	21.15
CI.3534	15/07/2021	Tammar Publications	Consign Sales - June 2021	24.00
CI.3535	15/07/2021	Tanya Michelle Stuart	Consign Sales - June 2021	44.25
CI.3536	15/07/2021	Wright Express Aust Pty Ltd	SES Fuel Card Fees 08/07/2021	20.64
CI.3537	15/07/2021	Verlindens Electrical Service (WA)	Supply & Install Power To Stirling Terrace Standpipe	2,436.50
CI.3538	15/07/2021	URL Networks Pty Ltd	Sip Trunks - PAYG, Landlines & Mobiles For June 2021	310.73
CI.3539	15/07/2021	Toodyay Music Festival	Consign Sales June 2021	20.40
CI.3540	15/07/2021	Think Project Aust Pty Ltd (RAMM Software Pty Ltd)	Rental For Pocket RAMM Software For The Period 01/07/2021 To 30/06/2022	1,562.00
CI.3541	15/07/2021	Think Project Aust Pty Ltd (RAMM Software Pty Ltd)	RAMM Annual Support And Maintenance 01 Jul 2021 - 30 Jun 2022	8,109.92
CI.3542	15/07/2021	Southern Sharpening Services	Consign Sales June 2021	34.61
CI.3543	15/07/2021	Glenoran Leather	Consign Sales June 2021	36.15
CI.3544	15/07/2021	St John Ambulance- Toodyay & Districts	Provide First Aid - 1 Day Course For Staff Held 23rd & 25th June 2021	4,071.00
CI.3545	15/07/2021	Easifleet	Easisalary Payroll Deductions PPE 06/07/2021	852.19
CI.3546	15/07/2021	Equifax	Fit2Work Integrity Checks For June 2021	24.09
CI.3547	15/07/2021	Toll	Freight Charges To 20/06/2021	58.85
CI.3548	15/07/2021	Toll	Freight Charges To 27/06/2021	30.03
CI.3549	15/07/2021	IT Vision	Renewal Of Annual Licenses	27,959.12
CI.3550	15/07/2021	Dunning Investments Pty Ltd	23600Lt Diesel & 1950Lt Unleaded	33,538.67
CI.3551	15/07/2021	Gemma Ringa Civil	Undertake Rock Breaking - Toodyay St Capital Works	15,798.38
CI.3552	1/07/2021	Bendigo & Adelaide Bank Ltd	Transfer Fee	10.00

Shire of Toodyay

List of Payments Presented to Council for Period 1 July 2021 to 31 July 2021

Pay Type	Date	Name	Description	Amount
CI.3553	1/07/2021	Bendigo & Adelaide Bank Ltd	Monthly Service Fee	15.00
CI.3554	1/07/2021	Bendigo & Adelaide Bank Ltd	Overdraft Fee	15.00
CI.3555	1/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	2.98
CI.3556	1/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	0.05
CI.3557	1/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	5.28
CI.3558	1/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	0.60
CI.3559	1/07/2021	Westnet	Morangup Library Internet	106.56
CI.3560	1/07/2021	Alleasing	Solar Lease Depot And Library	1,407.46
CI.3561	1/07/2021	Bendigo & Adelaide Bank Ltd	Bpay Monthly Fee	260.87
CI.3562	5/07/2021	Commonwealth Bank Of Australia	Merchant Fee	174.96
CI.3563	5/07/2021	Commonwealth Bank Of Australia	Merchant Fee	348.07
CI.3564	5/07/2021	Commonwealth Bank Of Australia	Merchant Fee	52.31
CI.3565	7/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	7.81
CI.3566	8/07/2021	Fujifilm Business Innovation Australia Pty Ltd	Photocopier Lease - Depot/VC/Library	470.34
CI.3567	12/07/2021	Cnh Industrial Capital Aust Pty Ltd	Iveco Truck Lease	3,207.70
CI.3568	12/07/2021	Paymate	Community Standpipe Controller	0.33
CI.3569	15/07/2021	Forum Advocating Cultural & Eco-Tourism Inc (Facet)	Registration For "Connecting The Tourism Industry With Local Govt" Workshop	50.00
CI.3570	15/07/2021	Himac Attachments	Replacement Cutting Edge, Nuts & Bolts For Skid Steer Plus Freight	587.44
CI.3571	15/07/2021	Broderick Waste Solutions	Cartage Of E-waste - June 2021	660.00
CI.3572	15/07/2021	Broderick Waste Solutions	Cartage Of Waste To Northam For The Month Of June 2021	5,076.72
CI.3573	30/07/2021	Autopro Northam	Replacement Wiper Blades - Isuzu Dmax	46.64
CI.3574	15/07/2021	C & F Building Approvals	NCC Compliance Assessment & Issue Of CDC As At 2 July 2021	132.00
CI.3575	15/07/2021	Charles Service Company	Cleaning Of Admin & Youth Hall & Fibre Festival Cleaning	1,137.40
CI.3576	15/07/2021	Frames West	Supply 5mm All Covers With Handles For Retic Pits	973.50
CI.3577	15/07/2021	Major Motors Pty Ltd	Service Kits For Yearly Servicing Of Fire Trucks	1,851.80
CI.3578	15/07/2021	Public Transport Authority Of WA	TransWA Ticket Sales For June 2021	556.62
CI.3583	15/07/2021	Snap - West Perth	Blank Perforated Tax Invoice/Receipt Paper (5000)	495.00
CI.3584	15/07/2021	Snap - West Perth	Gold C4 Envelopes (250)	287.65
CI.3585	15/07/2021	Eastern Metropolitan Regional Council	Toodyay International Food Festival & Family Fun Day Admin & Marketing Support	5,500.00
CI.3586	15/07/2021	Northam Betta Home Living	8.5Kg Lg Top Load Washing Machine For Animal Management Facility	795.00
CI.3589	30/07/2021	Synergy	Electricity Account - Group Account 802970900 28/05/2021 To 28/06/2021	7,414.94
CI.3590	30/07/2021	Synergy	Electricity Account - Streetlights 01/06/2021 To 02/07/2021	3,800.62
CI.3591	30/07/2021	Synergy	Electricity Account - New Depot, Railway Rd 09/06/2021 To 14/07/2021	691.75
CI.3592	30/07/2021	Gary Horsfield	Window Cleaning - Admin 01/07/2021	540.00
CI.3593	30/07/2021	Gary Horsfield	Window Cleaning - Community Centre, VC & Connors Mill 02/07/20021	550.00
CI.3594	30/07/2021	One Music Australia - Australasian Performing Right Assoc Ltd	Music Licence - Music For Councils 01/07/2021 To 30/09/2021	128.56
CI.3595	30/07/2021	Fujifilm Business Innovation Australia Pty Ltd	June 2021 Photocopier Readings - Admin	731.85
CI.3596	30/07/2021	Wilmot Harvey Pty Ltd	VC Stock	590.48
CI.3597	30/07/2021	Dunning Investments Pty Ltd	Purchase Of 6 Bulk Water Bottles For VC	76.80
CI.3598	30/07/2021	Connectiv	Delivery Charges Incurred For TRC Phone System Before PPS Was Called In By MCCS	248.74
CI.3599	15/07/2021	Charles Service Company	June 2021 - Shire Facilities Cleaning	11,215.39
CI.3600	15/07/2021	Charles Service Company	Vacate Clean Of 19A Clinton Street 22/04/2021	352.00

Shire of Toodyay

List of Payments Presented to Council for Period 1 July 2021 to 31 July 2021

Pay Type	Date	Name	Description	Amount
CI.3601	15/07/2021	Charles Service Company	Consumables - Shire Facility Cleaning	665.65
CI.3602	30/07/2021	Autosweep WA	Sweeping Services - Julimar Road And Toodyay Townsite	1,155.00
CI.3603	30/07/2021	Datacom Solutions (Au) Pty Ltd	Datapay Payroll & Direct Access For The Month Of June 2021	321.75
CI.3604	30/07/2021	Destination Perth	Banner Advertising With Destination Perth - July & August 2021	550.00
CI.3605	30/07/2021	Esri Australia	Annual Subscription - Local Govt ELA Level 1 - Esri Aust GIS	13,750.00
CI.3606	30/07/2021	Spacetoco Pty Ltd	Host Parterpro Bundle - Online Facility Bookings - June 2021	165.00
CI.3607	30/07/2021	Southern Cross Austereo Pty Ltd	Triple M Advertising Authority "Around The Towns" - June 2021	88.00
CI.3608	30/07/2021	Professional PC Support Pty Ltd	Managed ITC Agreement - July 2021 Billing	5,252.26
CI.3609	30/07/2021	Professional PC Support Pty Ltd	Managed Phone Services July 2021 Billing	1,068.47
CI.3610	30/07/2021	Landgate	Mining Valuations - Schedule M2021/6	40.60
CI.3611	30/07/2021	Landgate	GRV Valuations - Schedule G2021/5	365.61
CI.3612	30/07/2021	Landgate	Certificate Of Title Online Searches - June 2021	53.40
CI.3614	15/07/2021	Toyota Finance	BRPC Vehicle Lease	1,359.73
CI.3615	15/07/2021	Commonwealth Bank Of Australia	Bpoint Fee	33.17
CI.3616	16/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	6.93
CI.3617	16/07/2021	Komatsu Australia Corporate Finance Pty Ltd	Front Wheel Loader Lease	4,901.37
CI.3618	19/07/2021	Gear Select	Drum Roller Lease	2,296.91
CI.3619	30/07/2021	Daniel Rodney Jones	Reimbursement 50% Of Crossover Costs At 6 Bishop Court	405.07
CI.3620	30/07/2021	Phillip Denis Dodd	Reimbursement Maximum Contribution To Crossover Construction At 69 Toodyay West Road	1,000.00
CI.3622	30/07/2021	Jason Signmakers	Provision To Supply And Install Advisory Signage As Per Sot Drawing - Julimar Road Capital Works	5,773.64
CI.3623	30/07/2021	Andrew Carr Welding And Carpentry	Vegetation Management And Removal Of Dumped Rubbish From Dumbarton And Windmill Hill Reserves.	280.00
CI.3624	30/07/2021	Advanced Traffic Management	Provision To Supply Traffic Management For Asphalt Works - Julimar Road Capital Works	4,537.50
CI.3625	30/07/2021	Bee Happy Apiaries	VC Stock	881.00
CI.3626	30/07/2021	S F Fitzgerald Plumbing & Gas	Hire Of Excavator For Grave Works At Toodyay Cemetery	200.00
CI.3627	30/07/2021	Gemma Ringa Civil	Provision To Supply And Install Rock Pitching For Drainage, Julimar Road Capital Works	9,075.00
CI.3628	30/07/2021	Blackwell Plumbing	Replace Broken Pipes At Water Tanks At Depot.	463.00
CI.3629	30/07/2021	Easifleet	Easisalary Payroll Deductions PPE 20/07/2021	852.19
CI.3630	30/07/2021	Datacom Solutions (Au) Pty Ltd	ERP Implementation Milestones 14 & 15 Plus Project Variation 005	8,278.36
CI.3631	30/07/2021	Frontline Fire & Rescue Equipment	Pump Pressure Issue, Rectification Bejoording 1.4	543.13
CI.3632	30/07/2021	Sunny Sign Company Pty Ltd	500 Post PVC Guide C/W P/S Delin Red/White X 1.4Mt	6,875.00
CI.3633	30/07/2021	Toodyay Bakery & Cafe	Refreshments For The Forget Me Not Cafe July 2021	62.80
CI.3634	30/07/2021	Lupton's Liquid Waste	Empty Waste Tanks At Toodyay Showgrounds	1,022.00
CI.3635	30/07/2021	Landgate	Rural UV Valuations - Schedule's R2020/3 & 2020/4	128.19
CI.3636	30/07/2021	Landgate	GRV Valuations - Schedule G2021/2	69.20
CI.3637	30/07/2021	Landgate	Urban UV Valuations - 20/21	536.00
CI.3638	30/07/2021	Kleen West Distributors	Admin Cleaning Products - 05072021	61.15
CI.3639	30/07/2021	Cable Locates & Consulting	Provision To Supply Service Location Service. Harper Road & Toodyay Tyre Shop For Drainage Investigation Works	4,127.20
CI.3641	30/07/2021	Gary Horsfield	Window Cleaning - Library	560.00
CI.3642	30/07/2021	Toodyay IGA	Toodyay IGA Account - June 2021	616.04
			Admin - Milk, Newspapers, Coffee, Tea, Cleaning products	130.77

Shire of Toodyay

List of Payments Presented to Council for Period 1 July 2021 to 31 July 2021

Pay Type	Date	Name	Description	Amount
			VC & Tourism - Milk, Stationery, Sugar,	42.27
			Library - Newspapers, Milk, Cleaning products, Coffee, Tea, Refreshments for Event	109.08
			Depot - Milk, Sugar, Tea, Coffee	63.16
			Rangers - Milk, Batteries, Water	105.47
			Bushfire Brigade Catering - refreshments (IIRS Training & BAS Training	165.29
CI.3643	30/07/2021	Market Creations	WALGA Councilconnect Website Development - Second Payment	19,258.00
CI.3644	30/07/2021	Main Roads WA	Provision To Reinstate Stop Holding Line And Rail X Pavement Marking, River Road Toodyay.	2,214.67
CI.3645	30/07/2021	Boc Limited	Oxygen Medical C Size Bottle Rentals	953.28
CI.3646	30/07/2021	LG Professionals Australia WA	Workshop Registration - Finance For Non-Financial People - M Rebane	345.00
CI.3647	30/07/2021	Officeworks	Admin Stationery - Part Order	446.77
CI.3648	30/07/2021	Officeworks	Admin Stationery - Final	5.26
CI.3649	30/07/2021	Roads2000 Pty Ltd	Provision To Supply And Install Asphalt As Per SOT Design, Julimar Rd Roadworks	88,017.60
CI.3650	30/07/2021	Toodyay Herald	Shire Of Toodyay News July 2021 Edition	705.00
CI.3651	30/07/2021	WALGA	Community Disaster Recovery For Local Government Tuesday 17 August 2021 For Jan Augustin To Attend	578.00
CI.3652	30/07/2021	WALGA	Recovery Coordinator Course (22 and 23 Sept 2021) For D Hobley	1,045.00
CI.3653	30/07/2021	WALGA	Recovery Coordinator Course (22 and 23 Sept 2021) For T Prater	1,045.00
CI.3654	30/07/2021	WALGA	WALGA Council Connect Website Development - 01/07/2021 To 30/06/2022 & Council Subscriptions	34,046.86
CI.3655	21/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	7.81
CI.3656	30/07/2021	Toodyay Hardware & Farm	Pocket Butane Torch	7.55
CI.3657	30/07/2021	Toodyay Hardware & Farm	40Mm Brass Combination Padlock	17.96
CI.3658	30/07/2021	Toodyay Hardware & Farm	Reticulation Parts	4.02
CI.3659	30/07/2021	Toodyay Hardware & Farm	Reticulation Parts	19.47
CI.3660	30/07/2021	Toodyay Hardware & Farm	1 X 20Kg Creme Cement	12.07
CI.3661	30/07/2021	Toodyay Hardware & Farm	2 X 2" Poly Plugs	6.66
CI.3662	30/07/2021	Toodyay Hardware & Farm	Poly Male Barb Connection & Thread Seal Tape	6.99
CI.3663	30/07/2021	Toodyay Hardware & Farm	1 Lt Powerfeed Fertiliser Concentrate	13.40
CI.3664	30/07/2021	Toodyay Hardware & Farm	Passage Door Set - Flair Lever	39.95
CI.3665	30/07/2021	Toodyay Hardware & Farm	20mm Hose For New Community Low-Flow Standpipe	125.10
CI.3666	30/07/2021	Toodyay Hardware & Farm	Replacement Acetylene Bottle	242.00
CI.3667	30/07/2021	West Wide Auto Electrics	Electrical Repairs To John Deere Grader	292.50
CI.3668	30/07/2021	West Wide Auto Electrics	Electrical Repairs - Hino Prime Mover	790.50
CI.3669	30/07/2021	West Wide Auto Electrics	Electrical Repairs - Tri Axle Side Tipper	1,432.45
CI.3670	30/07/2021	West Wide Auto Electrics	Electrical Repairs - Hino Rigid Trailer	125.00
CI.3671	30/07/2021	West Wide Auto Electrics	Electrical Repairs - Posi track Loader	300.50
CI.3672	30/07/2021	West Wide Auto Electrics	Replace Battery In Amman Roller	657.50
CI.3673	30/07/2021	Way Signs	3 X Interpretive Signs, Includes Artwork And Layout.	1,452.00
CI.3674	30/07/2021	Professional PC Support Pty Ltd	Managed ITC Agreement - August 2021 Billing	8,024.26
CI.3675	30/07/2021	Professional PC Support Pty Ltd	Managed Phone Services - August 2021 Billing	1,068.47
CI.3676	30/07/2021	Toodyay Tyre & Exhaust	Replacement Tyres On T0014	500.00
CI.3677	14/07/2021	Credit Card MAS	Credit Card - MAS	4.00
			Card Fee	4.00

Shire of Toodyay

List of Payments Presented to Council for Period 1 July 2021 to 31 July 2021

Pay Type	Date	Name	Description	Amount
CI.3678	14/07/2021	Credit Card CESM	Credit Card - CESM	4.00
			Card Fee	4.00
CI.3679	30/07/2021	Stewart & Heaton Clothing Co Pty Ltd	BFS Turnout T-Shirts	168.40
CI.3680	30/07/2021	Stewart & Heaton Clothing Co Pty Ltd	BFS Turnout T-Shirts	288.68
CI.3681	30/07/2021	WOBM - Wheatbelt Office Of Business Machines - Northam	Photocopier Readings Library 11/06/2021 To 19/07/2021	98.91
CI.3682	30/07/2021	WOBM - Wheatbelt Office Of Business Machines - Northam	Photocopier Readings Depot 11/06/2021 To 19/07/2021	218.13
CI.3683	30/07/2021	WOBM - Wheatbelt Office Of Business Machines - Northam	Photocopier Readings VC 11/06/2021 To 19/07/2021	1,017.08
CI.3684	30/07/2021	Toll	Freight Charges To 04/07/2021	38.50
CI.3685	30/07/2021	Toll	Freight Charges To 11/07/2021	133.16
CI.3687	30/07/2021	Ampac Debt Recovery (WA) Pty Ltd	Rates Debt Collection Charges As At 22/07/2021	6.00
CI.3689	30/07/2021	Rosemary June Madacs	July 2021 - Members Monthly Councillor Payment	3,114.95
CI.3690	30/07/2021	Beth Ruthven	July 2021 - Councillor Monthly Attendance Allowance	1,484.90
CI.3691	30/07/2021	Brian Rayner	July 2021 - Councillor Monthly Attendance Allowance	1,022.94
CI.3692	30/07/2021	Benjamin John Bell	July 2021 - Councillor Monthly Attendance Allowance	1,022.94
CI.3693	30/07/2021	Therese Chitty	July 2021 - Monthly Member Attendance Allowance	1,022.94
CI.3694	30/07/2021	Philip David Hart	July 2021 - Monthly Member Attendance Allowance	1,022.94
CI.3695	30/07/2021	Susan Caroline Pearce	July 2021 - Monthly Member Attendance Allowance	1,022.94
CI.3696	30/07/2021	Michael Vincent McKeown	July 2021 - Monthly Member Attendance Allowance	1,022.94
CI.3697	30/07/2021	BCA Building Certifiers & Assessors Pty Ltd	Building Certifiers & Assessors - Bca Ref: 3581/2020 - Vic Hotel Sat Appeal - 114 Stirling Terrace, Toodyay	9,825.64
CI.3698	30/07/2021	Cadds Fashions Sportfirst Northam	10 X Standard - Yellow - Hi Vis Vests For Depot OSH	58.50
CI.3699	30/07/2021	Cadds Fashions Sportfirst Northam	Bisley Hi-Vis Taped LS Shirt Bs6448T + Embroidery (Shire Of Toodyay)	252.72
CI.3700	30/07/2021	Cadds Fashions Sportfirst Northam	Steel Blue Argyle - Size 9 1/2 - Black - No Side Zip	179.99
CI.3701	30/07/2021	Cadds Fashions Sportfirst Northam	1 X Steel Blue Argyle Boots - Black- Size 9.5 - Lace/Zip	189.99
CI.3702	26/07/2021	Komatsu Australia Corporate Finance Pty Ltd	Grader Lease	4,560.99
CI.3703	30/07/2021	C & F Building Approvals	3 X NCC Compliance Assessments & Issue Of CDC	396.00
CI.3704	30/07/2021	C & F Building Approvals	2 X NCC Compliance Assessments & Issue Of CDC	264.00
CI.3705	30/07/2021	Jason Signmakers	Provision To Supply And Install Advisory Signage As Per SOT Drawing - Julimar Road Capital Works	220.00
CI.3706	30/07/2021	Vanguard Press	Shire Of Toodyay Vinyl Wrap For Pop Up Counter	264.00
CI.3707	14/07/2021	Credit Card MPD	Credit Card - MPD	20.00
			Shell Fresh Trading Co - Fuel T0000	20.00
CI.3708	30/07/2021	Hempfield Small Engines Services	Replacement Flex Drive For Robin Motor	1,060.00
CI.3709	30/07/2021	WA Recycled Asphalt	Provision To Supply And Deliver Recycled Asphalt For Road Rehabilitation, Approximately 660T. Morangup Rd Capital Works	26,317.50
CI.3710	14/07/2021	Credit Card CEO	Credit Card - CEO	1,306.29
			Dunnings Toodyay - Fuel	31.08
			Landgate - Certificate of Title Search	26.70
			Landgate - Certificate of Title Searches - Potential disposal of land	213.60
			Landgate - Certificate of Title Searches - Potential disposal of land	80.10
			City of Swan - Parking - Meeting at City of Swan	6.00
			Dropbox - Professional account	306.90
			St John Ambulance - Mental First Aid Training	175.00

Shire of Toodyay

List of Payments Presented to Council for Period 1 July 2021 to 31 July 2021

Pay Type	Date	Name	Description	Amount
			Adobe Systems - Subscription	462.91
			Card Fee	4.00
CI.3711	30/07/2021	Little Farm-Toodyay	Erosion Control On Julimar Fire Egress	720.00
CI.3712	27/07/2021	Paymate	Community Standpipe Controller Fee	82.50
CI.3713	30/07/2021	Blackwell Plumbing	Unblock Drains At Connors Cottage	241.45
CI.3714	30/07/2021	Lydia Highfield Consultancy	Recruitment & Selections Service For The Position Of Manager Corp & Community Services Plus Travel	5,965.50
CI.3716	30/07/2021	Verlindens Electrical Service (WA)	Replace Lights In Accounts Room At Admin	1,139.77
CI.3717	30/07/2021	Charles Service Company	Monthly Cleaning Of Admin & Youth Hall 21/06/2021 To 22/07/2021	1,980.00
CI.3718	30/07/2021	Landgate	Rural UV Interim Valuations Schedule's R2021/6 & R2021/7	217.35
CI.3719	30/07/2021	The Cola Cafe	Catering BFS Training 24th & 25th July 2021	484.00
CI.3720	30/07/2021	Jomar (WA) Pty Ltd	Emergency Propping Of Bridge 4081 Telegraph Road	2,920.50
CI.3721	30/07/2021	Kennards Hire	Vmb Sign For Traffic Management At Morangup Road	770.00
CI.3722	30/07/2021	Cemeteries & Crematoria Association Of WA	21/22 Ordinary Membership	125.00
CI.3724	30/07/2021	Main Roads WA	6 X Participants - Road Safety Audit Training - Ipwea Online Road Safety Engineering And Audit	3,537.60
CI.3726	30/07/2021	WALGA	Understanding & Applying The Local Govt Award 2020 WA (Virtual Classroom) - C Murcott	558.00
CI.3728	30/07/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	7.81
CI.3983	15/07/2021	Fujifilm Business Innovation Australia Pty Ltd	Photocopier Lease - Admin	370.70
	7/07/2021	Payroll PPE 06/07/2021	Payroll PPE 06/07/2021	103,171.99
	21/07/2021	Payroll PPE 20/07/2021	Payroll PPE 20/07/2021	101,077.51
	7/07/2021	Aware Super	Superannuation	19,306.10
	21/07/2021	Aware Super	Superannuation	19,577.07
			Total Payments	870,215.31

Direct Debit	21,047.53
Trust Chqs	0.00
EFT	588,863.39
DD Payroll	243,132.67
DD Loans	0.00
Muni Chqs	17,171.72
TOTAL	870,215.31

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Shire of Toodyay

List of Payments Presented to Council for Period 1 August 2021 to 31 August 2021

Pay Type	Date	Name	Description	Amount
12876	16/08/2021	Department Of Transport	12 Months Vehicle Registration - T7168	397.40
12877	16/08/2021	Telstra Corporation Ltd	Telstra Account 0293288400 - July 2021	6,922.64
12877	16/08/2021	Telstra Corporation Ltd	Telstra Account BFB - 7852285500 July 2021	136.79
12877	16/08/2021	Telstra Corporation Ltd	Mobile & Data Account 2608284176 - July 2021	1,717.58
12878	31/08/2021	Old Gaol Museum	Old Gaol Honorariums - Sept 2021	300.00
12879	31/08/2021	Water Corporation	Water Account - Newcastle Park 11/06/2021 To 12/08/2021	37.27
CI. 3735	16/08/2021	Toodyay Tyre & Exhaust	2 Tyres Fitted And 2 Disposals - Hino Prime Mover (Tr011)	741.00
CI.3640	31/08/2021	Fulton Hogan Industries Pty Ltd	Supply And Deliver 12 Tn Of Winter Premix For Road Patching Repairs	2,772.00
CI.3688	16/08/2021	A&M Medical Services	Annual Servicing Of BFS Oxy Soks	1,089.11
CI.3729	1/08/2021	Bendigo & Adelaide Bank Ltd	Bpay Monthly Fee	205.70
CI.3730	1/08/2021	Bendigo & Adelaide Bank Ltd	Overdraft Fee	15.00
CI.3731	1/08/2021	Bendigo & Adelaide Bank Ltd	Monthly Service Fee	15.00
CI.3732	1/08/2021	Bendigo & Adelaide Bank Ltd	Transfer Fee	10.00
CI.3733	2/08/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	3.56
CI.3734	2/08/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	0.06
CI.3736	16/08/2021	Toodyay Tyre & Exhaust	2 X 295/80R22.5 Michelin X Multi Tyres & Disposals For Hino Tip Truck (TR012)	1,472.00
CI.3737	16/08/2021	Easy2C Pty Ltd	Toodyay Ambassador Promotional Keyrings X 250	500.50
CI.3738	16/08/2021	Autopro Northam	Replacement Wiper Blades For Shire Vehicles	231.70
CI.3739	16/08/2021	Kwik Copy	Firebreak Notices, Fire Chat Brochures & Tip Passes	2,419.64
CI.3740	16/08/2021	Shred-X Pty Ltd	Paper Shred For July 2021	80.00
CI.3741	16/08/2021	Toodyay Tyre & Exhaust	Tyre Fitted - Salloy Trailer	384.50
CI.3742	16/08/2021	Toodyay Tyre & Exhaust	Tube Fitted, Travel, Call Out & Labour - JCB Backhoe	317.20
CI.3743	16/08/2021	Toodyay Tyre & Exhaust	Battery - Mitsubishi Triton Ute	160.00
CI.3744	16/08/2021	Toodyay Tyre & Exhaust	Strip & Fit 4 Trailer Tyres - Tri Axle Tipping Trailer	252.00
CI.3745	3/08/2021	Commonwealth Bank Of Australia	Merchant Fees	131.71
CI.3746	3/08/2021	Commonwealth Bank Of Australia	Merchant Fees	136.38
CI.3747	3/08/2021	Commonwealth Bank Of Australia	Merchant Fee	18.33
CI.3748	3/08/2021	Commonwealth Bank Of Australia	Merchant Fee	23.57
CI.3749	4/08/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	7.81
CI.3750	9/08/2021	Fujifilm Business Innovation Australia Pty Ltd	Photocopier Lease - Depot/Vc/Library	470.34
CI.3751	16/08/2021	Toodyay District High School P&C	Refund Of Bond Paid (Receipt Number 224) For The Use Of Memorial Hire On 23/07/2021	500.00
CI.3752	16/08/2021	Marketforce	Advertising - Ten 02/2021 Bushfire Mitigation	350.93
CI.3753	16/08/2021	URL Networks Pty Ltd	Sip Trunks - PAYG , Landlines & Mobiles For July 2021	299.85
CI.3754	16/08/2021	Dept Of Water & Environmental Regulation	Waste Transfer Station Licence Fee 21/22	324.80
CI.3755	16/08/2021	S F Fitzgerald Plumbing & Gas	Plumbing Repair Work At Front Of Toodyay Vc	228.00
CI.3756	16/08/2021	Public Transport Authority Of WA	TransWA Ticket Sales For July 2021	572.71
CI.3757	16/08/2021	12D Solutions Pty Ltd	12 Month Subscription - 12D Design Software Package	3,564.00
CI.3758	16/08/2021	A&M Medical Services	6 X Pulse Oximeter	891.00
CI.3759	16/08/2021	Australia Post	Postage Charges For July 2021	175.68
CI.3760	16/08/2021	Avon Waste - Stondon Pty Ltd	Fortnightly Rubbish Collection Charges Fortnight Commencing 21/06/2021	14,652.49
CI.3761	16/08/2021	Avon Waste - Stondon Pty Ltd	Fortnightly Rubbish Collection Charges Fortnight Commencing 19/07/2021	14,811.53
CI.3762	16/08/2021	Emerg Solutions Pty Ltd	Bart Subscription (DFES - Shire Of Toodyay) 150 Licences - Annual Charge	2,250.00
CI.3763	16/08/2021	Borrell Rafferty Associates Pty Ltd	Quantity Survey Services TRC - June/July 2021	4,895.00

Shire of Toodyay

List of Payments Presented to Council for Period 1 August 2021 to 31 August 2021

Pay Type	Date	Name	Description	Amount
CI.3764	16/08/2021	C & F Building Approvals	NCC Compliance Assessment & Issue Of CDC As At 03/08/2021	132.00
CI.3765	16/08/2021	JCB Construction Equipment Australia	Service Kit For JCB Backhoe	547.56
CI.3766	16/08/2021	Contra-Flow Pty Ltd - Wangara	Provision To Supply Traffic Management For Roadside Pruning - Bind Bindi Toodyay Rd	6,009.48
CI.3767	16/08/2021	Destination Perth	Destination Perth Bronze Association Corporate Membership 21/22	1,305.00
CI.3768	16/08/2021	Easifleet	Easisalary Payroll Deductions Ppe 03/08/2021	852.19
CI.3769	16/08/2021	Equifax	Fit 2 Work Integrity Checks July 2021	48.18
CI.3770	16/08/2021	ASV Sales And Service	Parts To Repair ASV Posi Track Loader	4,622.20
CI.3771	16/08/2021	The Cola Cafe	Governance Training Catering	298.10
CI.3772	16/08/2021	Robert Van Oosten	VC Consignment Sales - June & July 2021	26.00
CI.3773	16/08/2021	Margaret Bradford Seeley	VC Consignment Sale For June & July 2021	18.48
CI.3774	16/08/2021	Glenoran Leather	VC Consignment Sales For July 2021	47.69
CI.3775	16/08/2021	Toodyay Music Festival	VC Consignment Sales For July 2021	30.80
CI.3776	16/08/2021	Deborah Termann	VC Consignment Sales For July 2021	26.00
CI.3777	16/08/2021	Tanya Michelle Stuart	VC Consignment Sales For July 2021	111.57
CI.3778	16/08/2021	6Five Double6	VC Consignment Sales For July 2021	11.53
CI.3779	16/08/2021	G & C Steytler	VC Consignment Sales For July 2021	20.00
CI.3780	16/08/2021	Stephanie Mary Patricia Slater	VC Consignment Sales For June & July 2021	10.00
CI.3781	16/08/2021	Quilts By Robyn	VC Consignment Sales For July 2021	170.00
CI.3782	16/08/2021	Barry Graham Keens	VC Consignment Sales For July 2021	82.85
CI.3783	16/08/2021	Suzanna Douglas	VC Consignment Sales For July 2021	22.50
CI.3784	16/08/2021	Alison Barbara Downie	VC Consignment Sales For July 2021	24.09
CI.3785	16/08/2021	Leah Imelda Carvell	VC Consignment Sales For July 2021	12.00
CI.3786	16/08/2021	John Butler	VC Consignment Sales For July 2021	53.90
CI.3787	16/08/2021	Elizabeth Flaherty	Reimburse Costs Of Purchase Of Printer For Front Desk At Admin	154.95
CI.3788	16/08/2021	Toll	Freight Charges As At 18/07/2021	11.17
CI.3789	16/08/2021	Toll	Freight Charges As At 25/07/2021	246.63
CI.3790	16/08/2021	Fujifilm Business Innovation Australia Pty Ltd	July 2021 Photocopier Readings - Admin	852.17
CI.3791	16/08/2021	Shire Of Northam	Waste Tipping Fees July 21 (164 Tonnes)	12,087.84
CI.3792	16/08/2021	Autopro Northam	Yearly Service Kits For Fire Vehicles	234.63
CI.3793	16/08/2021	Bunnings - Midland	4 X Saxon Square Mouth Shovels For P&G	21.92
CI.3794	16/08/2021	Broderick Waste Solutions	Management Of Waste Transfer Station Fortnight Ending 13/07/2021	5,500.00
CI.3795	16/08/2021	Broderick Waste Solutions	Management Of Waste Transfer Station Fortnight Ending 27/07/2021	5,500.00
CI.3796	16/08/2021	Broderick Waste Solutions	Cartage Of Waste To Northam For July 2021	5,159.88
CI.3797	16/08/2021	Broderick Waste Solutions	Cartage Of E-waste To Perth - July 2021	660.00
CI.3798	16/08/2021	Broderick Waste Solutions	Management Of Waste Transfer Station Fortnight Ending 10/08/2021	5,500.00
CI.3799	16/08/2021	Avon Skip Bins	Skip Bin Empty - Recreation Centre - July 2021	200.00
CI.3800	16/08/2021	Avon Skip Bins	Skip Bin Empty July 2021 - Depot	50.00
CI.3801	16/08/2021	Avon Skip Bins	Skip Bin Empty July 2021 - Memorial Hall	200.00
CI.3802	16/08/2021	Avon Skip Bins	Skip Bin Empty July 2021 - Sportsground	100.00
CI.3803	16/08/2021	Hills Fire Equipment Service	Fire Equipment Servicing - Shire Buildings	1,440.45
CI.3804	31/08/2021	Wolfcom Australia Pty Ltd	Protective Vests & Ranger Patches	275.00
CI.3805	16/08/2021	Jtagz Pty Ltd	2024 Dog & Cat Tags & Lifetime Dog Tags	515.90
CI.3806	16/08/2021	Synergy	Electricity Account 174585790 - Streetlights 25/06/2021 To 24/07/2021	3,758.78

Shire of Toodyay

List of Payments Presented to Council for Period 1 August 2021 to 31 August 2021

Pay Type	Date	Name	Description	Amount
CI.3807	16/08/2021	Synergy	Electricity Account 149993610 - Depot 14/07/2021 To 10/08/2021	561.01
CI.3808	16/08/2021	Synergy	Electricity Account 321395980 - Coondle Nunile Fire Station	467.34
CI.3809	16/08/2021	Synergy	Electricity Account 802970900 - Group Account May To July 2021	18,781.82
CI.3811	16/08/2021	Driver Risk Management Pty Ltd	Driver Risk Training Services - 6 Participants On 5 & 6 August 2021	4,521.00
CI.3812	16/08/2021	Marsh Pty Ltd	Evacuation Diagrams For Shire Of Toodyay Emergency Services Complexes	1,485.00
CI.3813	16/08/2021	Stewart & Heaton Clothing Co Pty Ltd	BFB PPE	183.68
CI.3814	16/08/2021	Spacetoco Pty Ltd	Host Parterpro Bundle - Online Facility Bookings - July 2021	165.00
CI.3815	16/08/2021	Task Exchange Pty Ltd	LG Hub Australian Cloud Package - 15 Users	5,574.80
CI.3816	16/08/2021	Datacom Solutions (Au) Pty Ltd	Datapay Payroll & Direct Access For July 2021 Plus EOY Charge	587.40
CI.3817	16/08/2021	Datacom Solutions (Au) Pty Ltd	Datascape Monthly SaaS Fee - July 2021	3,300.00
CI.3818	16/08/2021	Toodyay Traders	2 X Brass Nitto Male Sockets1/4" - T0011	31.60
CI.3819	31/08/2021	Toodyay Traders	4X 40Cm/16" Bars, 4 X 16C/Loop Mini 61Pmmc3	395.80
CI.3820	16/08/2021	Toodyay Traders	4 X 70W Halogen Globes - VC	15.60
CI.3822	31/08/2021	Toodyay Hardware & Farm	25Kg Steamed Rolled Oats	22.50
CI.3823	31/08/2021	Toodyay Hardware & Farm	2 X 25Kg Steamed Rolled Oats	45.00
CI.3824	16/08/2021	Toodyay Hardware & Farm	Painter Masking Tape 25Mm X 55M	5.99
CI.3825	16/08/2021	Toodyay Hardware & Farm	650M X 4Mm Orange Poly Rope	330.00
CI.3826	16/08/2021	Toodyay IGA	Toodyay IGA - July 2021	635.29
			Toodyay Ambassador Launch - refreshments, stationery	50.42
			Admin - Newspapers, Coffe, Milk, Tea, Sugar, Cleaning products	91.51
			Council - Refreshments	36.78
			VC - Milk, Sugar, Cleaning Products, Stationery	22.24
			Library - Newspapers, Milk, Coffee, Cleaning Products, batteries	106.02
			BFB Catering - Refreshments for FF Skills training	78.56
			Rangers - Batteries, dog food, cleaning products	195.83
			Depot - Milk, Biscuits, Cakes	39.87
			RRG - Tea, Coffee, Milk	14.06
CI.3827	16/08/2021	JYC Enterprise Pty Ltd	Catering For The VIP Area At The Toodyay International Food Festival - Bao Buns	350.00
CI.3828	16/08/2021	Bunga Raya Satay	Catering For The VIP Area At The Toodyay International Food Festival - Satay Sticks	200.00
CI.3830	16/08/2021	Pizza Joe's Woodfired Pizza	Catering For The VIP Area At The Toodyay International Food Festival - Pizza	180.00
CI.3831	16/08/2021	Major Motors Pty Ltd	Filters For 3.4 Isuzu Fire Truck: Yearly Service Kit For Aux Engine	45.72
CI.3832	16/08/2021	Southern Cross Austereo Pty Ltd	Triple M "Talk Around The Towns" - July 2021	88.00
CI.3835	16/08/2021	Wright Express Aust Pty Ltd	SES Fuel Card Fees - July 2021	20.64
CI.3836	16/08/2021	Kennards Hire	Supply VMB Sign For Traffic Management - Morangup Road Works	770.00
CI.3838	16/08/2021	Gary Horsfield	Window Cleaning - Memorial Hall & Pavilion	480.00
CI.3839	16/08/2021	Veris Australia Pty Ltd - Corporate Office (Head Office)	Survey Setout - Julimar Road Line marking	1,474.00
CI.3840	16/08/2021	Veris Australia Pty Ltd - Corporate Office (Head Office)	Survey Setout - Toodyay St	2,321.00
CI.3841	16/08/2021	Tenderlink	Ten02 2021 Fire Mitigation Services Tender	190.30
CI.3842	16/08/2021	Professional PC Support Pty Ltd	Managed ITC Agreement - Billable Hours - Project Planning Meeting Ticket 87322	220.00
CI.3843	31/08/2021	Toodyay Hardware & Farm	25Kg Barley Flaked	17.85
CI.3844	31/08/2021	Toodyay Traders	12G Blank Shotgun Shells - Little Corella Management	49.65
CI.3845	31/08/2021	Toodyay Traders	Labour - Installation Of Gun Cabinet	220.00
CI.3846	16/08/2021	Esslemont Estate	VC Consignment Sales For March, April & May 2021	87.33

Shire of Toodyay

List of Payments Presented to Council for Period 1 August 2021 to 31 August 2021

Pay Type	Date	Name	Description	Amount
CI.3847	31/08/2021	Advanced Traffic Management	Traffic Control Signage - Toodyay St	224.40
CI.3848	12/08/2021	CNH Industrial Capital Aust Pty Ltd	Iveco Truck Lease	3,207.70
CI.3849	16/08/2021	Fujifilm Business Innovation Australia Pty Ltd	Photocopier Lease - Admin	370.70
CI.3850	16/08/2021	Komatsu Australia Corporate Finance Pty Ltd	Front Wheel Loader Lease	4,901.37
CI.3851	16/08/2021	Commonwealth Bank Of Australia	Bpoint Bank Fee	30.21
CI.3851	16/08/2021	Toodyay Hardware & Farm	2 X 5Lt Builders Bucket & 1 X 10Lt Builders Bucket With Lids - P&G	16.94
CI.3855	31/08/2021	Frontline Fire & Rescue Equipment	BFB PPE	2,115.93
CI.3856	31/08/2021	Woodlands Distributors & Agencies	3 X Cartons Dog Bags, 1 Dog Bag Holder	620.40
CI.3857	31/08/2021	Oil & Energy Pty Ltd	2 X Drums Carnet Jumbo Lp (25Lt)	440.00
CI.3860	17/08/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	7.81
CI.3862	18/08/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	9.02
CI.3865	31/08/2021	Peter James Byfield	Entertainment - Performing Band - TIFF 2021	500.00
CI.3868	31/08/2021	Mayday Earthmoving	Dry Hire Of Water Truck - June 2021 - Toodyay St	7,507.50
CI.3869	31/08/2021	Transwest WA	Supply Of MRWA Spec Gravel For Toodyay St Capital Works	14,244.45
CI.3875	31/08/2021	Kristy Lee Harris, Ultimate Slotracer	Provide Dart Wars - TIFF 14/08/2021	900.00
CI.3876	31/08/2021	Kristy Lee Harris, Ultimate Slotracer	Ultimate Slotracer Car Track - TIFF 14/08/2021	600.00
CI.3878	14/08/2021	Credit Card MAS	Credit Card - MAS	2,009.20
			Toodyay LPO - 20/21 FCO Gift cards	1,035.70
			Chemcert Training - 2 Staff to complete AQF3 Accreditation	700.00
			Addprint Rubber Stamps - BFS Training assessor stamps	269.50
			Card Fee	4.00
CI.3879	31/08/2021	Stratagreen	4 X Hamilton Tree Planters And 2 X Bushpro Planting Spades	791.58
CI.3881	31/08/2021	Kylie Neaves - EHO Rural Local Government Services	24 Food Stall Applications & Septic Application	2,038.00
CI.3882	31/08/2021	Toodyay Express	11 X Boxes Of Books Delivered From Toodyay Library To State Library WA	165.00
CI.3884	31/08/2021	Toodyay Traders	Purchase Of New Davey 62101-3 Pressure Pump And Torrium T70 Controller For Water Supply At Toodyay Waste Transfer Station.	1,248.60
CI.3885	31/08/2021	Toodyay Traders	2 X Weed Wakka & 1 Weed Wakka Blades Pkt	153.60
CI.3886	31/08/2021	Toodyay Hardware & Farm	2 X 11Fc Sikaflex Construction Adhesive	37.91
CI.3887	31/08/2021	Toodyay Hardware & Farm	1 Pkt 240Lt Garbage Bags (20)	9.99
CI.3889	31/08/2021	Toodyay Hardware & Farm	1 X Round Wall Clock	14.95
CI.3919	31/08/2021	Easifleet	Payroll Deductions Ppe 17/08/2021	852.19
CI.3920	31/08/2021	Toll	Freight Charges To 01/08/2021	205.43
CI.3922	31/08/2021	School Of Medical And Health Sciences, Local Health Authorities Analytical Committee	Public Health Analytical Services 2021/2022	1,130.35
CI.3926	31/08/2021	C & F Building Approvals	NCC Compliance Assessment & Issue Of CDC X 2	264.00
CI.3930	31/08/2021	Avon Valley Windscreens	Windscreen Replacement For T0002	429.00
CI.3931	31/08/2021	Rosemary June Madacs	Members Monthly Attendance Allowance - August 2021	3,114.95
CI.3932	31/08/2021	Beth Ruthven	Members Monthly Attendance Allowance - August 2021	1,484.90
CI.3933	31/08/2021	Brian Rayner	Members Monthly Attendance Allowance - August 2021	1,022.94
CI.3934	31/08/2021	Benjamin John Bell	Members Monthly Attendance Allowance - August 2021	1,022.94
CI.3935	31/08/2021	Therese Chitty	Members Monthly Attendance Allowance - August 2021	1,022.94
CI.3936	31/08/2021	Philip David Hart	Members Monthly Attendance Allowance - August 2021	1,022.94

Shire of Toodyay

List of Payments Presented to Council for Period 1 August 2021 to 31 August 2021

Pay Type	Date	Name	Description	Amount
CI.3937	31/08/2021	Susan Caroline Pearce	Members Monthly Attendance Allowance - August 2021	1,022.94
CI.3938	31/08/2021	Michael Vincent McKeown	Members Monthly Attendance Allowance - August 2021	1,022.94
CI.3941	31/08/2021	Kleenheat Gas	Annual Gas Bottle Rental - 19B Clinton St	85.80
CI.3942	31/08/2021	Landgate	Title Searches For July 2021	136.00
CI.3943	31/08/2021	Landgate	Mining Tenements Schedule M2021/7	50.10
CI.3944	31/08/2021	Metal Artwork Creations	Name Plates For Managers Of Corporate & Community Services And Asset & Development Services	35.20
CI.3952	31/08/2021	Professional Lockservice	Fit New Lock To Managers Office Door Plus Mechanics Door Supply D 6 Locks X 6	1,197.35
CI.3953	31/08/2021	WA Amusements Pty Ltd	Children's Entertainment X1 Inflatable Obstacle Course - For 2021 Toodyay International Food Festival	1,140.00
CI.3954	31/08/2021	Toodyay Fairytale Farm	Face Painting & Glitter Tattoos Stand - For Toodyay International Food Festival	1,188.00
CI.3957	31/08/2021	WALGA	Local Government Act 1995 - Advanced - Manager Assets & Services To Attend	558.00
CI.3959	24/08/2021	Komatsu Australia Corporate Finance Pty Ltd	Grader Lease	4,560.99
CI.3960	31/08/2021	LGISWA	Property Insurance 06/21 To 06/22 - 1st Instalment	34,093.35
CI.3961	14/08/2021	Credit Card CEO	Credit Card - CEO	609.42
			Dept of Racing, Gaming and Liquor - Liquor Licence - TIFF 2021	54.50
			ASIC - Toodyay Moondyne Festival Buiness Name registration renewal	88.00
			Adobe System subscription	462.92
			Card Fee	4.00
CI.3962	31/08/2021	LGIS (Jardine Lloyd Thompson)	Marine Cargo Insurance 21/22	606.38
CI.3963	31/08/2021	LGISWA	Management Liability 21/22	16,939.03
CI.3964	31/08/2021	LGISWA	Bushfire Insurance 21/22	21,468.48
CI.3965	31/08/2021	LGISWA	Personal Accident Insurance 21/22	467.50
CI.3966	31/08/2021	LGISWA	Travel Insurance 21/22	825.00
CI.3967	31/08/2021	LGISWA	Crime & Cyber Liability Insurance 21/22	7,325.93
CI.3968	31/08/2021	LGISWA	Public Liability Insurance 21/22 - 1st Instalment	25,952.24
CI.3969	31/08/2021	LGIS (Jardine Lloyd Thompson)	Income Protection Insurance 21/22 - 1st Instalment	37,265.72
CI.3970	31/08/2021	LGISWA	Workcare Insurance 21/22 - 1st Instalment	47,083.13
CI.3971	31/08/2021	Major Security Services	Security Services Hire For Toodyay IFF Thurs 12 August To Sun 14 August 2021	3,646.50
CI.3972	31/08/2021	Megavision Sound & Lighting	Hire Of Audio, Microphones, Event Equipment & Tools - TIFF 2021	1,992.21
CI.3980	31/08/2021	Charles Service Company	Consumables At 16/06/2021	430.63
CI.3981	31/08/2021	Charles Service Company	Monthly Cleaning Services July 2021 - Library, Public Toilets, Depot, Community Centre, Memorial Hall, Pavilion, VC, Goal Museum & Workshop	11,215.39
CI.3986	31/08/2021	Toodyay Herald	August Shire News - Toodyay Herald	705.00
CI.3989	31/08/2021	Professional Pc Support Pty Ltd	Sheet Tray For Central Printer, Toner And Laptop Charger	2,577.30
CI.3990	31/08/2021	Professional Pc Support Pty Ltd	Kyocera Multi Function Printer - Toodyay Central BFB	3,802.70
CI.3997	31/08/2021	Multicon Commercial Constructions (Stallion Homes)	Julimar Fire Station Progress Claim - July 2021	82,830.00
CI.3998	31/08/2021	ADCO Construction Pty Ltd	Progress Claim #16 TRC Stair Rectification	33,276.46
CI.3999	27/08/2021	Paymate	Community Standpipe Controller	82.50
CI.4004	14/08/2021	Credit Card CESM	Credit Card - CESM	4.00
			Card Fee	4.00
CI.4006	31/08/2021	Truckline	Replacement Parts For Truck 12	402.38

Shire of Toodyay

List of Payments Presented to Council for Period 1 August 2021 to 31 August 2021

Pay Type	Date	Name	Description	Amount	
CI.4011	31/08/2021	Winc Australia P/L	Admin Stationery - Part Order	671.53	
CI.4012	31/08/2021	Winc Australia P/L	Admin Stationery - Part Order	127.38	
CI.4013	31/08/2021	Winc Australia P/L	Admin Stationery - Part Order	6.99	
CI.4015	31/08/2021	Toodyay Hardware & Farm	20 X Silicone General Purpose 410Gm	123.31	
CI.4016	31/08/2021	Toodyay Hardware & Farm	Bush Poly 2 X 1"	4.18	
CI.4028	31/08/2021	Bendigo & Adelaide Bank Ltd	Bank Fee	5.06	
	5/08/2021	Payroll PPE 04/08/2021		99,883.50	
	18/08/2021	Payroll PPE 17/08/2021		104,498.14	
	5/08/2021	Aware Super		19,441.14	
		Total Payments		788,357.18	

Direct Debit	16,835.44
Trust Chqs	0.00
EFT	538,187.28
DD Payroll	223,822.78
DD Loans	0.00
Muni Chqs	9,511.68
TOTAL	788,357.18

TIMELINE: Noongar Kaartdijin Aboriginal Corporation & Shire of Toodyay - Collaborative Museum Project - Gnulla Karnany Waangkiny 2021 / 2022

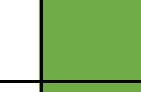
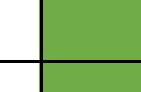
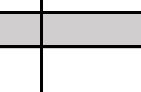
Item:	Cost (*In-kind)	Project - Activity Time line							
1: PROJECT ADMINISTRATION, FINANCIAL AND COORDINATION - To be able to undertake the project we are keen for good governance and administration and financial management. There has been several meetings between the parties. The Project is also embedded in the RAP by the partners (NKAC & SoT). Project Admin below:									
	Cost	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22		Jun-22
1.1: Activity Planning - Setting up for Success: 2 additional planning meetings post successful application all ensuring good understanding of grant agreement, requirements, roles and tasks and project conditions	1,920								
1.2: Financial Activities: As the NKAC is not registered for GST, the project application / funds is auspice through the SoT finance department (PO to be used).	1,000								
1.3: Project Coordination: Managing project actions, follow-ups, social media, budget, quotes and support to SoT Finance officer, engaging key persons & experts, overseeing activities in all components 1, 2 & 3; mapping progress, reporting, acquittal (in collaboration with Shire) etc. 8k. Plus out-of-pocket consumerables and costs 2k.	8000 + 2000								
1.4: Insurance for NKAC: NKAC volunteers & Elders when conducting project activities	800								
1.5: Activity Implementation & Compliance: Representatives from both NKAC and SOT will meet throughout the Project life with the Project Coordinator. Likely fortnightly over 6+ months	1,440								
1.6: Cultural Ceremony: Public event (with special guests) at end of project. A WTC (400) and Smoking Ceremony (400) and a traditional Doordaaroo keneng (Kobori) - all traditional to area. (\$2,200)	3,000								
2: HISTORICAL RESEARCH ACTIVITY: This is a SIGNIFICANT part of the Project to ensure we successfully gain historical records. The information gathered is <u>key</u> to the project components 1, 2 & 3 (Noongar Traditional Life - Pre-European Contact in 1831; Daily Life - Post Settlement, and the Dark History – Truth Telling – Post Exploration). The Project will engage an experienced historian to research the history of Aboriginal Noongar people and their participation in the Toodyay Valley region since exploration and white settlement. Information will be gathered via various avenues – EG. Explorer diaries; Police records, Native police information, Court and Lockup records; Old Maps, Photos; Battye Library Books by historians etc. Some of the information will also be gained during the course of the Noongar Yarning days, though prior to the yarning days this Historical Research Activity will commence:									
	Cost	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22		Jun-22
2.1: Engage Experienced Research / Historian. Engage and contract a professional research person/s based on 120 hours of (mostly desk top) research work and 30 hours collating all information into an agreed report format, with all references	10,500								

2.2: Progress Completed Research Work: Identify and prioritise research information to be able to write up key information into draft in preparation for graphic designer. (In-kind NKAC x 3 persons – Overall project coordinator (HS), Aboriginal male and female persons (RM & SM), plus Museum Curator and Officer	5,000								
3: NOONGAR YARNING 'ON COUNTRY' – 2 DAYS (GATHERING NOONGAR INFORMATION) Supports all areas of project. <i>The partners seek to have Aboriginal people 'FRONT & CENTRE' in this Project to ensure engagement and outcomes are achieved through observing cultural protocols, respect and authentic & trusted communications. Bring together up to 12 targeted consenting Noongar Elders (from several key families) who have lived here / connected with area and will have information to share (both traditional and historic). We can listen to and learn from their Toodyay Valley stories. Much of this may have been handed down through generations, and not yet recorded. This 2 days of yarning will be invaluable for all areas of the project. It is also expected to support wellbeing and healing of participants and country</i>									
	Cost	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	
3.1: Cultural Protocols: Welcome to Country & Smoking Ceremony	800								
3.2: Participating Elders: Noongar Voices. Costs for Elders participation gaining their input and recording of their knowledge. Payment may be made through NKAC (detailed Invoice) then direct to Elders (Signed & paper trail where cash is provided)	9,600								
3.3: Elder Travel Support: For those (up to) 12 travelling from out of Toodyay. (likely Perth or Moora/Wheatbelt areas and return) Possible same payment model as 3.2	2,400								
3.4: Elder Accommodation: Accommodation for Elders. 12 units / rooms at local accommodation (will be as per preference of each participant)	3,000								
3.5: Aboriginal Facilitators: 2 x Aboriginal facilitators (male / female)	2,400								
3.6: Aboriginal Wellbeing Support: 1 x Aboriginal wellbeing support person at Yarning for Elders and others if required (to be determined)	1,200								
3.7: Facilitators Travel & Accommodation: Travel and Accommodation for 2 x facilitators and 1 x wellbeing support person	1,350								
3.8: Venue Hire: Area to use for yarning (in-kind from Shire - Wicklow Shearing Shed)	500								
3.9: Recording Equipment Hire: Hire of equipment for recording of discussions taking (PA Microphones / video) with operator	3,000								
3.10: Venue Equip Hire: Seating, tables and outdoor marquee shelters (In-kind from Shire / 2 days)	1,000								

3.11: Catering For Yarning - Food catering (including cultural foods), and outdoor cook up (possible through Toodyay Locals Care (TLC) group). Food to cover all 12 Elders and their families (based on 2 extra each Elder) that attend, 4 event supports / organisers and 2 facilitators (42 persons) based on lunch, dinner first day and breakfast, lunch second day	2,520								
3.12: Yarning Days - Practical Support: Yarning event set up & clean up over the 2 days, administrative support during event	4,800								
3.13: Collate Recorded Information: Engage experienced NKAC person to collate and write up the recorded yarning information. Post yarning. (50% in-kind)	2000 (50% inkind)								
3.14: Coordinate Action - Post yarning: Coordinator and project team to liaise closely with the person collating .	1,200								
4: YARNING WITH NON-ABORIGINAL OLD TIMER FAMILIES: Supports areas 2 & 3 of Project. This will be through interviewing of key elderly non-Aboriginal long-time residents, of which many may still have un-written information (handed down through their generations) of the interaction between Aboriginal people and the early settlers. There is often a quiet murmur of 'things unspoken'. We believe that with the current good-will between groups, and with many non-Aboriginal people keen to be better informed of the past history of this place, that it is important to seek their voices. The THS will support the NKAC and Shire with this component of the Gnulla Karnany Waangkiny – Our Truth Telling project. The NKAC feel that the THS are best placed to do this.									
	Cost	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	
4.1: Engage Historian from THS. The historian engaged will be local and known. Contact approximately 2 – 4 'old timer' residents, seek permissions, build trust in the relationship, interview, and writing up key points from those interviewed. This will be provided to the project coordinator. 50% as in-kind from THS	3,000 (50%)								
5: NOONGAR ELDER STORIES (INTERVIEWS) Supports area '4' of the project. The Project will seek to record four (4) individuals Noongar Elders' stories of everyday life in the wider Toodyay region post settlement, especially during the 1900's. A real opportunity to amplify Elders voices with their stories of resilience, stories of pride – who they are and where they have come from. These stories (Dudja waangkiny – Toodyay yarning) will be placed in the museum in a visual form for all to view. Some of the recording may be captured during the course of the Noongar Yarning days, though a dedicated more lengthy follow up interview will be held with four Elders.									
	Cost	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	
5.1: Photos: Professional photograph of each Elder	1,600								
5.2: Interviews / Write Up: Engage Aboriginal person (to lead interviews) with coordinator for follow up visit, write up stories and identify summary information to be used (ensuring Elder permissions) and follow up in preparation for graphic designer. 50% in-kind from NKAC	3,200 (50%)								

6: MUSEUM DISPLAYS / BOARDS - GRAPHIC DESIGN AND PRACTICAL ACTIONS. Visual Information Boards to finalise each of the components I.E. 1) Noongar Traditional Life – Pre-European Contact; 2) Noongar Daily Life - Post 1830's Settlement; 3) Dark History - Truth Telling – Post Exploration; and, 4) Noongar Elders – 20th Century Stories. Information and photos for the Visual Boards will be gathered during the activities of these four components. With the installation of these the Museum Project will be complete and visitors will be able to view and become aware of the incredible Noongar history, connection to this area and their treatment and contributions since white settlement.

	Cost	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22
PROJECT AREA 1: Noongar Traditional Life - Pre-European Contact 1831								
6.1: Purchase Relevant Display Photos: Costs to acquire photos and information (with permissions) from Battye Library and other places to be used on 1 large display board for the Noongar Traditional Life part of project. Approximately \$500 (TBC)	500							
6.2: Graphic design: Engage graphic designer to prepare layout of visual board (1 large board in a traditional style) = 5 hours x 100 per hour = \$500	500							
6.3: Print Display Boards: Sign company to print the 1 large board as per Museum / Project requirements (TBC approx. \$1000) = \$1,000	1,000							
6.4: Hang Displays: Hanging of board (In-kind Museum staff)– placement TBC possibly at actual town-based camp site as external part of museum = \$200	200							
PROJECT AREA 2: Noongar Daily Life - Post 1830's Settlement								
6.5: Purchase Relevant Display Photos: Costs to acquire photos and information (with permissions) from Battye Library and other places to be used on up to 6 display boards for the 'Everyday Life' section of the Museum.	1,500							
6.6: Graphic design: Engage graphic designer to prepare layout of visual boards (possibly 6 boards)	1,800							
6.7: Print Display Boards: Sign company to print the up to 6 boards as per Museum / Project requirements (From Shire Museum Budget)	4,800							
6.8: Hang Displays: Hanging of 6 boards in the museum	1,440							
PROJECT AREA 3: Dark History - Truth Telling – Post Exploration								
6.9: Purchase Relevant Display Photos: Costs to acquire photos and information (with permissions) from Battye Library and other places to be used on up to 6 display boards for the 'Dark History' section of the Museum.	1,500							

6.10: Graphic design: Engage graphic designer to prepare layout of visual boards (possibly 6 boards)	1,800								
6.11: Print Display Boards: Sign company to print the up to 6 boards as per Museum / Project requirements	4,800								
6.12: Hang Displays: Hanging of 6 boards in the museum	1,440								
PROJECT AREA 4: Noongar Elders – 20th Century Stories.									
6.13: Graphic Design: Graphic designer to prepare layout of visual board	800								
6.14: Print Story Boards: Sign company to print the 4 boards as per museum requirements	3,600								
6.15: Hang Displays: Hanging of 4 story boards in the museum	640								
END OF PROJECT IMPLEMENTATION ACTIVITIES									
LAUNCH / MAJOR MEDIA (Part of Item 1)	In-Kind								
REPORTING & ACQUITTAL (Part of Item 1)	In-kind								

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GOVERNANCE REVIEW ACTION PLAN

V.1. Distributed to Council 6 September 2021

THE ROLE OF THE COUNCIL						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
3.3(1)	Review content, layout and structure of reports to the Council	Medium	(a) Allocate resources to implement Info Council	Council	September 2021	Annual Budget contains an allocation for Info Council
			(b) Develop CEO directive regarding structure and content of reports	CEO	November 2021	
			(c) Implement installation of Info Council and undertake staff training	EA	April 2022	
3.3(2)	Provide training to staff re report writing/agenda preparation	Medium	(a) Identify training opportunities for relevant staff	SMG	September 2021	
			(b) Budget allocation for training	MCCS	September 2021	
			(c) Schedule training	EA	December 2021	
3.3(3)	The Council to consider all proposals to treat matters as confidential on individual basis.	High	(a) Review all reports and attachments prior to agenda distribution to determine reasons (if any) for confidentiality	SMG	Monthly	
			(b) Council decision required to treat matters as confidential and provide reasons in accordance with the Act.	Council	On-going	

THE ROLE OF THE COUNCIL						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
3.3(4)	Undertake a risk-based review of all Council Policies. Local Planning Policies should be afforded special attention.	High	(a) Present indicative plan with timeframes to Council	CEO / MPD	January 2022	
			(b) Consider allocation of resources to support review	Council	March 2022	
			(c) Hold staged Council workshops to review policies	Officers	As per indicative plan	
			(d) Present policies to Council for adoption	Officers	On-going	
3.3(5)	Develop Council Policy for dealing with corporate documents.	Medium	(a) Policy developed and workshopped with Council	CEO	November 2021	
			(b) Policy adopted by Council		November 2021	
3.3(6)	Modify Corporate Business Plan to include a 5-year financial forecast.	High	(a) Finalise review of Strategic Community Plan	CEO /MCCS	November 2021	
			(b) Council workshop to review draft Corporate Business Plan and Long-Term Financial Plan	CEO / MCCS	November 2021	
			(c) Incorporate 5-year financial plan in CBP for adoption by Council	CEO / MCCS	November 2021	

THE ROLE OF THE COUNCIL						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
3.3(7)	Undertake workshops to elevate the Corporate Business Plan to guide strategic financial management.	High	(a) Hold workshops with Council to review the CBP in November and April of each year to align with end of financial year performance (November) and formulation of the annual budget (April)	MCCS	Nov / April annually	

THE ROLE OF INDIVIDUAL COUNCILLORS						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
	No recommendations					N/A

COUNCIL CULTURE AND DYNAMICS						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
5.3(1)	Councillors to pay attention to taking steps to address behaviour issues	High	Governance Framework developed and adopted by Council	CEO / Council	August 2021	The Governance Review Report was received by Council at the July 2021 Ordinary Council Meeting. In accordance with Council Resolution No. 154/07/21, the CEO submitted the Interim Governance Review Report to the Director-General of the Department of Local Government, Sport and Cultural Industries on 29 July 2021.
5.3(1)	Councillors to pay attention to taking steps to address behaviour issues	High	Councillors to familiarise themselves with Standing Orders Local Law and ensure compliance	Councillors	On-going	
		High	(a) Induction process for new Councillors to include briefing on: <ul style="list-style-type: none"> - Code of Conduct - Complaints of Alleged Breach of Code of Conduct - <i>Standing Orders Local Law 2008</i> - Governance Framework Record-keeping	CEO	October 2021	

RELATIONSHIP BETWEEN THE COUNCIL AND CEO						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
6.3(1)	Engage a qualified independent facilitator to assist in the annual performance review process, in alignment with recommendation 4 of the Authorised Inquiry.	Medium	(a) Select an appropriately qualified independent facilitator to assist with the CEO's annual performance review for 2021.	Council	August 2021	<p>Council engaged a qualified independent facilitator to assist in the annual CEO performance review process, in alignment with recommendation 4 of the Authorised Inquiry.</p> <p>The CEO provided a response to the Shire President in accordance with her contract.</p>
			(b) Consider including a clause requiring independent facilitator in Standards for Recruitment and Selection, Performance Review and Termination of CEO policy	CEO / Council	June 2022	<p>This was considered when Council adopted the policy called <i>"G.5 Standards for CEO Recruitment and Selection, Performance Review and Termination"</i> in July 2021.</p>

RELATIONSHIP BETWEEN THE COUNCIL AND ADMINISTRATION						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
7.3(1)	Councillors to pay attention to the Code of Conduct in dealings with staff.	High	(a) Process developed and implemented to address concerns prior to the matter being escalated to a Complaint of Breach of the Code of Conduct	SP / CEO	October 2021	
			(b) Councillors to undertake a self-assessment at least annually	SP / CEO	Sept / Oct annually	
7.3(2)	Councillors to advise the CEO promptly of advice concerns	High	(a) Councillors to provide prompt advice of concerns via email	Council	On-going	
			(b) CEO to investigate and take steps to update the advice provided if required	CEO	As required	
7.3(3)	CEO to pay attention to the standard of advice that is provided by staff.	High	(a) Review all reports and attachments prior to agenda distribution to confirm accuracy of advice	SMG	Monthly	
			(b) Develop and implement a procedure for seeking external advice when required	SMG	December 2021	
			(c) Identify areas for improvement and provide training	SMG	March 2022	

MANAGEMENT OF EMPLOYEES						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
8.3(1)	Modify the annual performance review form re role changes	Medium	(a) Amend the Annual Performance Review form to include review of position descriptions and follow-up actions	MCCS	February 2022	
			(b) Review and implement the procedure for annual performance review	MCCS	February 2022	
8.3(2)	Employees not to be directed to undertake functions outside PD without appropriate skills/experience	High	(a) Review position descriptions and expectations annually	Supervisors / Managers	Annually	
			(b) Identify skills gaps and provide training where required	Supervisors / Managers	Annually	
			(c) Encourage employees to discuss issues or concerns relating to position descriptions	Supervisors / Managers	Annually	
8.3(3)	Review of all job specifications when performance reviews done	Medium	(a) Review position descriptions during annual performance reviews	SMG	Annually	
			(b) Develop and implement a procedure to update position descriptions as required	MCCS	Annually	
8.3(4)	Identify training	Medium	(a) See 8.3(2)(b) above	MCCS	December 2021	

MANAGEMENT OF EMPLOYEES						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
	opportunities		(b) Develop and implement a procedure to identify training needs as part of the annual budget process	MCCS	December 2021	

PROCUREMENT AND PROBITY						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions Taken
9.3(1) to 9.3(7)	Establish suite of standard contract templates	High	(a) Review and develop suite of standard purchasing and contract templates	CCO / MCCS	November 2021	
			(b) Provide training to relevant staff regarding the use of the templates			
9.3(8) to 9.3(10)	Develop CEO directive to mandate use of templates	High	(a) Develop and implement CEO directive regarding use of standard purchasing and contract templates	MCCS / CEO	November 2021	
9.3(11)	CEO to encourage training	Medium	(a) Identify and provide training to relevant staff	SMG	June 2022	
9.3(12) to 9.3(17)	Develop and mandate list of matters where scope of works to be	High	(a) Identify list of matters where scope needs to be prepared with expert input	CCO / SMG	December 2021	

PROCUREMENT AND PROBITY						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions Taken
	prepared by external expert		(b) Develop and implement CEO directive regarding matters where scope needs expert input	CCO / CEO	January 2022	
9.3(18) to 9.3(19)	CEO to oversee evaluation panels and consider a suitable CEO Directive	Medium	(a) Develop and implement template "Approval for RFT/RFQ" to be used that outlines specification, evaluation criteria and weightings, expert input provided if any, and evaluation panel members.	CCO / SMG	December 2021	
			(b) Develop and implement CEO Directive to ensure approval of RFT/FRQ by CEO	CCO / CEO	January 2022	
9.3(20)	CEO to provide report to Council re Rec Centre options	Medium	(a) Report presented to Council providing options for management of Recreation Centre, comparing in-house and outsourced management	CEO	August 2022	

RECORD KEEPING						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
10.3(1)	Develop procedures re record keeping for councillor emails	Medium	(a) Develop and implement procedures re record keeping for councillor emails	EA / Records	October 2021	
10.3(2)	CEO to ensure enterprise-wide record keeping capability	High	(a) Retain 10 access licenses for access to Synergysoft to enable continued record registration while new system is developed	MCCS	July 2021	
			(b)	Records		

LITIGATION POLICY						Status
Report Ref.	Recommendation	Priority	Action	Responsibility	Indicative Timeframe	Actions taken
11.3(1)	Consider amending Policy re prosecutions	Medium	(b) Workshop policy with Council to determine amendments	CEO	July 2022	

Version Control Information						
Version No.	Issued	Description	Reason	Developer/Reviewer	Approved by	
VO1	06/09/2021	First Draft	As a result of the Governance Review in 2021	CEO	N/A	
VO2	07/09/2021	Second Draft	As a result of Council workshop	Council reviewed	N/A	

Version Control Information					
Version No.	Issued	Description	Reason	Developer/Reviewer	Approved by
VO2	14/09/2021	Third Draft	Added status column in preparation for presentation to Council	Officer review	N/A

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From: [Records Officer](#)
To: [Maria Rebane](#)
Subject: FW: OCR57115 - 2021/22 Budget submission
Date: Friday, 13 August 2021 4:04:33 PM

Kind Regards,

Rachel Byrne

RECORDS OFFICER

From: Suzie Haslehurst <s.haslehurst@toodyay.wa.gov.au>
Sent: Friday, 13 August 2021 3:34 PM
To: tim.fraser@dlgsc.wa.gov.au
Cc: Records Officer <records@toodyay.wa.gov.au>
Subject: OCR57115 - 2021/22 Budget submission

Good afternoon Tim

Thanks for your time on the phone earlier. As discussed, the Shire of Toodyay has experienced several delays in preparing the Annual Budget 2021/22 for adoption by Council and I'm inquiring whether an extension to the statutory deadline of 31 August 2021 is possible.

These delays have been caused by:

1. The implementation of the Shire's new enterprise software system – a major change management process that commenced in December 2019 and has impacted the entire organisation.
2. Staff changes – the project manager and driver for the enterprise system changeover was the Manager Corporate & Community Services who left the organisation in May. An Acting M CCS has taken over the project management while trying to keep day to day operations functioning and develop the budget within a system that is not yet fully operational. The new M CCS commenced this week.
3. As you're aware, an independent governance review has been undertaken which, although very welcome, added to the pressure. In addition, Councillors have been asked to attend several budget workshops in between the training required as a result of the Inquiry, workshops to discuss the outcomes of the Governance Review and various Committee and Council Meetings.

While our current timeline will see the budget presented to Council for adoption on 30 August, I am concerned that we may not meet this timeframe which leaves no room for compliance with the statutory deadline. An extension to 30 September means that any further unforeseen delays may be mitigated.

Councillors and staff are working hard to continuously improve governance and financial

management processes, however in a small organisation with limited resources, these issues have had a significant impact.

Please don't hesitate to contact me should you have any queries. I look forward to your response.

Regards

Suzie Haslehurst

CHIEF EXECUTIVE OFFICER

Shire of Toodyay

PO Box 96

TOODYAY WA 6566

Phone: (08) 9574 9300

Fax: (08) 9574 2158

E: ceo@toodyay.wa.gov.au

W: www.toodyay.wa.gov.au

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From: [Suzie Haslehurst](#)
Sent: Friday, 13 August 2021 3:34 PM
To: REDACTED
Cc: [Records Officer](#)
Bcc: [Tabitha Bateman](#); [Maurice Werder](#)
Subject: 2021/22 Budget submission
Attachments: Picture (Device Independent Bitmap)

Good afternoon Tim

Thanks for your time on the phone earlier. As discussed, the Shire of Toodyay has experienced several delays in preparing the Annual Budget 2021/22 for adoption by Council and I'm inquiring whether an extension to the statutory deadline of 31 August 2021 is possible.

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Please don't hesitate to contact me should you have any queries. I look forward to your response.

Regards

Suzie Haslehurst
CHIEF EXECUTIVE OFFICER

Shire of Toodyay
PO Box 96
TOODYAY WA 6566



Request for an extension of time to adopt annual budget

This form must be completed by a local government seeking Ministerial approval for an extension of time to adopt their annual budget.

Requests will not be considered if they are received after 31 August of the budget year.

Legislative requirements

Local governments are required to adopt an annual budget in accordance with Part 6, Division 2 of the *Local Government Act 1995*, Part 3 of the *Local Government (Financial Management) Regulations 1996*, Australian Accounting Standards and Australian Accounting Standards Board Interpretations.

Under section 6.2(1) of the *Local Government Act 1995*, local governments must prepare and adopt their annual budget by 31 August or **such extended time as the Minister allows**.

The Deputy Director General of the Department of Local Government, Sport and Cultural Industries (the Department) has delegated authority to consider and approve extension requests, taking into consideration:

- timeliness of the application;
- reasons(s) for the request;
- reasonableness of extension period requested;
- potential adverse effects of delaying adoption; and
- transparency.

Submitting your request

Your completed request form can be submitted via Smart Hub.

If you need help completing the form, telephone the Department on (08) 6552 1784 or email smarthub@dlgsc.wa.gov.au

If you require an interpreter, please contact the Translating and Interpreting Service on 13 14 50.



Outcome

The Department will endeavour to provide notification of the outcome of your request within five working days from the date and time of lodgement of the request in Smart Hub.

Extension request details

Contact Information	
Local Government	Shire of Toodyay
CEO Title	Ms
CEO First Name	Suzie
CEO Surname	Haslehurst
CEO Email Address	[REDACTED]
CEO Phone Number	[REDACTED]
Contact Name	Tabitha Bateman
Contact Position	Manager Corporate and Community Services
Contact Email Address	[REDACTED]
Contact Phone Number	[REDACTED]
Extension Request Information	
Financial Year	2021/2022
Proposed new budget submission date	30 September 2021
Date that the annual budget is expected to be adopted at an Ordinary Council Meeting or Special Council meeting	28 September 2021
Reason for extension request	Budget preparation has been delayed due to setbacks with the Shire of Toodyay's transition to the new ERP system, Datascape, and difficulties in extracting financial data. As a result, Shire Officers have been unable to produce accurate rates modelling from Datascape until the Landgate valuations were successfully loaded. This project was completed on 19 August 2021. Council approval to advertise differential rates was then sought for a period of 21 days on 24 August 2021.



What action has been proposed to prevent further extension requests?		1. Weekly meetings with the Datascape development team to work through issues and finalise the transition process. 2. Officers will be implementing a budget timeline including training and a series of workshops commencing December each year.	
Has Council agreed to the decision to seek an extension? If so, please provide the date of the council meeting at which this decision was made.		Councillors present at a budget workshop held 20 August were informed however, the request was not formally considered by Council.	
If Council has not agreed to the decision to seek an extension, is this a CEO request? <i>Please note: A request will not be considered unless it has been approved by Council or the CEO.</i>		Yes	
Are there any anticipated adverse effects that might result from delayed budget adoption. If yes, please describe.		There are cashflow concerns relating to delayed budget adoption and raising of rates. To manage this risk, purchasing activities are being closely monitored and projects have been prioritised based on funding requirements.	
Adoption details for the last three annual budgets			
Financial Year	2020/2021	2019/2020	2018/2019
Extension Requested	No	No	No
If yes, date of extension			
Date budget was adopted by Council	23 June 2020	25 July 2019	28 August 2018
Declaration			
To the best of my knowledge, the information provided is true and correct.			
Signature	[REDACTED]	Date	30 August 2021



Department of
**Local Government, Sport
and Cultural Industries**

Our ref T3-5#08; E2162224
Enquiries
Phone
Email
[REDACTED]
[REDACTED]

Ms Suzie Haslehurst
Chief Executive Officer
Shire of Toodyay
[REDACTED]

Dear Ms Haslehurst,

SHIRE OF TOODYAY – 2021/2022 BUDGET EXTENSION

Thank you for your application seeking an extension of time to prepare and adopt the Council's Annual Budget for 2021/2022.

I advise that in accordance with the authority delegated by the Minister, I have approved your request for an extension of time to 30 September 2021 to prepare and adopt the Annual Budget for 2021/2022.

We look forward to receiving your budget once adopted by Council.

Please contact Ms Adam Ford, Legislation Officer, on details provided above should you wish to discuss this matter.

Yours sincerely,



Tim Fraser
EXECUTIVE DIRECTOR

31 August 2021

From: Alan Carmichael <[REDACTED]>
Sent: Thursday, 9 September 2021 4:48 PM
To: Tabitha Bateman <[REDACTED]>
Subject: [External]-RE: Compliance queries

Hi Tabitha

Your query has been referred to me by the Legisla on Branch.

- a. You could leave the column blank with a header "Budget not yet adopted", or if Council have a dra. budget for 2021-22 that officers are comfortable to use, you could use that with Dra. in the header. There is no guidance on the matter, other than commentary should be in the item to report the 2021-22 Budget had not been adopted and the date it was or is proposed to be adopted.
- b. The answer to this question is found in section 6.8 of the LG Act as follows:-

6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.*

Therefore as long as the expenditure is not for a new project or new capital works, there will not be a compliance issue.

If Council wanted to commence a new project or new capital works between 1 July 2021 and when the budget was/will be adopted, Council need to authorise the expenditure in advance by an absolute majority, otherwise there will be non-compliance.

If you any further questions, please don't hesitate to contact me.

Regards

Alan Carmichael
Senior Advisory Officer
Local Government Support
Department of Local Government, Sport and Cultural Industries
140 William Street, Perth WA 6000
GPO Box R1250, Perth WA 6844

Telephone [REDACTED]

Email [REDACTED]

Web www.dlgsc.wa.gov.au

From: Tabitha Bateman <[REDACTED]>
Sent: Thursday, 9 September 2021 12:22 PM
To: Legislation <legislation@dlgsc.wa.gov.au>
Subject: Compliance queries

Hi there

Because we have not yet adopted our budget, I was wondering;

- (a) the best way to present our Statement of Financial Activity for July and August as there is no budget to provide comparison for, and;
- (b) relating to our list of payments (FMreg13) should we provide comment on the fact we have incurred expenditures in the absence of an adopted budget? Is this a non-compliance issue? Is there anything in the Regs that I can refer to?

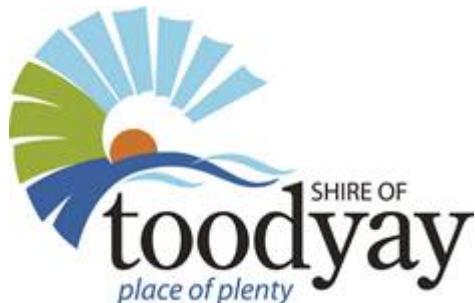
I look forward to hearing from you.

Thanks
Tabitha

Tabitha Bateman
MANAGER CORPORATE AND COMMUNITY SERVICES

Shire of Toodyay
PO Box 96
TOODYAY WA 6566

Phone: (08) 9574 9300
E: [REDACTED]
W: www.toodyay.wa.gov.au



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Toodyay RoadWise Committee
TOODYAY
WA 6566

Ms. Suzie Haslehurst
Chief Executive Officer
Shire of Toodyay
PO Box 96
TOODYAY 6566

July 16, 2021

Dear CEO

The Toodyay Roadwise committee have adopted the Vision Statement: *"All road users in the Shire of Toodyay have a positive driving experience and there are zero fatalities."* Our Mission Statement is that *"We advocate for safe roads and communicate about safe road use. We offer community-based leadership and local knowledge with a strong awareness and understanding of the Toodyay Community."*

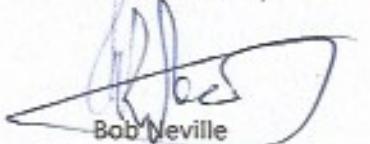
Toodyay Roadwise Committee would like to put forward recommendations for Council to request Main Roads WA to review and amend the speed limits on two (2) local roads:

1. Toodyay West Road from Julimar Road (which has an unrestricted limit) to just prior the rail crossing (after which Residential limits come into effect). This road includes Slaughterhouse Bridge which is on a blind bend with ONE lane for all traffic; while the length of the road contains a high number of property driveways, mostly gravel, and is a major school bus route, while the road itself is unmarked and not to standards.
2. Folewood road after Retford Road to the Sandplain Road turnoff, which displays "unrestricted speed signage" following the residential limits limits coming from Anzac Terrace, and which is a very hilly and winding road with limited sight distancing. This route is utilized by locals to join both Salt Valley Road, and Toodyay Road into Midland.

Council's deliberation and support on these two requests to Main Roads WA would be in the interests of road safety within our town and for our community.

Toodyay Roadwise thanks you for your time.

Yours sincerely



Bob Neville
Chairperson – Toodyay Roadwise Committee.

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson, B Frayne, declared the meeting open at 4.00pm.

2. RECORDS OF ATTENDANCE / APOLOGIES

2.1 RECORD OF ATTENDANCE

Members

Mrs B Frayne Chairperson/Community Representative

Mrs J Edgecombe Community Member

Cr P Hart Councillor

Mr B Keens Community Representative

Staff

Miss M Ross Economic Development Coordinator

Mrs T Bateman Manager Corporate & Community Services

Mrs M Rebane Executive Assistant

2.2 APOLOGIES

Mrs M Eberle Museum Curator / Cultural Heritage Officer

3. DISCLOSURE OF INTERESTS

There were no disclosures of interest.

4. CONFIRMATION OF MINUTES

4.1 Minutes of Meeting held on 27 May 2021.

OFFICER'S RECOMMENDATION/MAC RES. NO. 05/08/21

MOVED B Keens

That the Unconfirmed Minutes of the Museum Advisory Committee Meeting held on 27 May 2021 be confirmed.

MOTION CARRIED 4/0

5. INFORMATION ADDITIONAL TO THE AGENDA

5.1 Review of Museum Advisory Committee Status Report

The report was reviewed.

6. BUSINESS LEFT OVER FROM PREVIOUS MEETING (if adjourned)

Nil.

7. OFFICER REPORTS

7.1 Current Activities – Shire Museum and its Collections

Date of Report:	2 August 2021
File Reference:	COC4
Author:	M Eberle – Museum Curator, Cultural Heritage Officer
Responsible Officer:	M Ross – Economic Development Officer
Attachments:	Objects 2020.201 – 2021.53

PURPOSE

To provide information on current activities involving the Shire museums and its collections

BACKGROUND

This update follows on from a verbal report presented at the Museum Advisory Committee meeting in May 2021.

OFFICER COMMENT

This report is on current activities – no further actions are recommended.

Collections

- Transcriptions
 - New Norcia Police Occurrence Book 1878 – checking of first draft is continuing by volunteer at home. Ongoing, about half of draft has now been completed.
 - Newcastle Police Station Charge Book 1898-1903 – updating and expanding an earlier partial transcription is ongoing. Up to February 1902 completed. Ledger record concludes April 1903)
- Data about the museum collection continues to be uploaded to the online platform Collections WA.
 - 1,011 records now shared (around a third of the collection).
 - Different classifications have been identified to categorize our collection items to make searching online easier
 - Ten articles, using photographs from our collection, have been created about the changes that have happened in the Toodyay community over the last century.
- New donations to the museum collection include
 - A group of photographic portraits of the Lloyd family of Calbaline

- Sunday School certificates and prizes assoc. Barbara Sinclair
- Sinclair Store accounts ledger 1935-42
- Accessioning has been continuing of smaller items which, for the most part, have been stored for a long time with the museum collections but not included in the database. This project has been ongoing as reported in the June 2020 Museum Advisory Committee's verbal report by the curator. See attached list of additional items added to the collection. (Objects 2020.201 – 2021.53)

On site Newcastle Gaol precinct

- Relocation of collection items around the gaol precinct has been undertaken to further facilitate documentation and photography. The 1907 lock-up, with stand-alone shelving installed, has now been utilized as an official storage area (with multiple precise shelving locations allocated) on our museum database.
- Small size object boxes have been labelled in the museum workshop to indicate, at a glance, what is being stored inside. Updates of storage locations on the museum database is ongoing.

Connor's Mill

- Nil.

Promotion

- Articles about the museum, activities and heritage subjects were included in the Shire newsletter and in the Shire page of the July Toodyay Herald.
- The Toodyay Herald continues to publish photographs from the Shire Collection on page 4
- The ToodyayMuseums Facebook group continues to promote the activities of the museum to those who have joined.
- Destination Perth's 'Two for One' offer of entry to our two museums has been promoted from July
- Toodyay Ambassadors promotion. Free entry and shingle for Toodyay residents.
- Volunteer's shingle fundraising work continues to be very successful. Shingles and shingle craft items are being sold at the Newcastle Gaol and at the Visitors Centre. Pallets of shingles are being wrapped in preparation for being moved off the old works depot site.
- Wikimania 2021: our museums were invited to be a part of the annual world conference (fully digital this year) August 12 – 17. A film crew visited both Connor's Mill and the Newcastle Gaol and interviewed the curator.

Public programs / public engagement

- July school holidays craft activity at the Gaol on Sundays & Mondays – Peg Dollies and a treasure hunt

Displays

- A metal information plaque, stored at the museum workshop for years and now on display in our Families exhibition, is being proposed for incorporation in a memorial to Alma Beard – to be constructed by the RSL next to the Alma Beard Medical Centre (provisional on the RSL receiving funding for the project)
- Working with Helen Shanks and the Noongar Kaartdijin Aboriginal Corporation (NKAC) towards a grant application to Lotterywest for an interpretive project at the Newcastle Gaol Museum site - “Gnulla Karnany Waangkiny (Our Truth Telling)”. If successful this will introduce permanent displays in the gaol about Noongar Daily Life, Dark History & Noongar Elders 20th century stories. The project will be led by NKAC and will sit within the aspirations of the Shire of Toodyay’s Reconciliation Action Plan, launched in June 2021.

OFFICER'S RECOMMENDATION

The Museum Advisory Committee recommends to Council the following:

That Council receives the Museum update report on Current Activities – Shire Museum and its Collections.

M Ross provided an overview in relation to the content of the Museum Curator's report.

B Frayne read out additional information provided by the Museum Curator as follows:

This is just a brief update to fill in what has happened at the museums since 2 August 2021:

- *Volunteers stepped up to manage, for the most part, the opening and closing of the gaol museum for the time I was away. Very much appreciated and I'd like to thank them again within this forum.*
- *Volunteer fund-raising has enabled an urn to be purchased for use at the museum sites for community events. Additional storage boxes for use in the storage cell at the museum are also being purchased by volunteers.*
- *Thanks to Michelle and Geoff for making supports to store our recent donation of framed photographic portraits of the Lloyd family of Calbaline. The glass covers for some of these photographs are extremely delicate.*
- *Visitor numbers are increasing as we head into the wildflower season.*

- *Another volunteer, Sheena Hesse, will be assuming a front of house role at the gaol museum on Fridays. Sheena is a very experienced archivist who has recently retired. She is also a former volunteer at the museum from 15-20 years ago.*
- *We are really pleased to have as a regular volunteer at the goal Bec, an intellectually disabled member of our community. Bec is accompanied by a support worker and they remain at the museum until lunch time. They ensure our museum is opened up, they welcome visitors to the museum and collect entrance fees and undertake light cleaning. We all enjoy having her as a part of our team.*
- *As a direct result of our involvement with Wikimania 2021 it appears we have had 19 people from all over the world join our Toodyay Museums Facebook group page and following our daily activities.*
- *A home-schooling group visited both museums recently and had a wonderful time. Thanks to Barry for helping on the day.*
- *A large collection of documents relating to the business of WC Ellery, Toodyay butcher 1947-50 is being formally included in the museum collection after being partially documented and stored for many years at the museum workshop. Thanks Barry for tackling this project.*

OFFICER'S RECOMMENDATION/MAC RES. NO. 06/08/21

MOVED J Edgecombe

The Museum Advisory Committee recommends to Council the following:

That Council receives the Museum update report on current activities – Shire Museum and its Collections, as contained in the Officer's Report.

MOTION CARRIED 4/0

8. NOTICE OF BUSINESS FOR NEXT MEETING

Project: Developing a virtual portrait gallery of all Councillors on the boards in the Chambers area.

9. NEW BUSINESS OF AN URGENT NATURE

Nil

10. NEXT MEETING

The next meeting of the Museum Advisory Committee is scheduled to be held on 26 November 2021 commencing at 4.00pm.

11. CLOSURE OF MEETING

The Chairperson closed the meeting at 4.30pm.

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