



# Agenda Briefing

## 17 July 2024

### Notes

#### Unconfirmed Notes

These notes were approved for distribution on 18 July 2024.

Grace French  
**Acting Executive Manager Corporate and Community Services**

When these Notes are approved for distribution they are in essence "informal notes" that will be received at the next Ordinary Council Meeting, subject to any amendments being made by 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 included in the attachments to the Ordinary Council Meeting with the exception of confidential items or attachments that are confidential which will be included in Confidential Minutes of the Ordinary Council Meeting.

#### Received Notes

These notes were received at an Ordinary Council Meeting held on 24 July 2024.

Signed: .....

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

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**1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

Cr M McKeown, Shire President, declared the meeting open at 3.06pm.

**2 RECORDS OF ATTENDANCE**Members

Cr M McKeown	Shire President
Cr S Dival	Deputy Shire President
Cr C Duri	Councillor
Cr S McCormick	Councillor
Cr D Wrench	Councillor (via zoom)
Cr J Prater	Councillor

Staff

Mr C Sullivan	Executive Manager Infrastructure, Assets & Services
Ms T Bateman	Acting Chief Executive Officer
Mr H de Vos	Executive Manager Development and Regulation
Mrs M Rebane	Executive Assistant
Ms G French	Acting Executive Manager Corporate and Community Services

Visitors

Nil

**2.1 APOLOGIES**

Cr R Madacsi Councillor

**2.2 APPROVED LEAVE OF ABSENCE**

Nil

**2.3 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

**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**

Nil.

**4.2 PUBLIC QUESTION TIME**

Nil.

**5 CONFIRMATION OF MINUTES**

As per Council Meeting Agenda

**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)**

Nil.

**9 OFFICER REPORTS**

**9.1 DEVELOPMENT AND REGULATION**

**9.1.1 Lot 3 Telegraph Road, Toodyay - Proposed outbuilding and garage**

Item 9.1.1 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation, unless otherwise specified.
<i>Dival</i>	Was consultation required for neighbours?	<i>No due to it being a minor amendment.</i>
<i>Dival</i>	What risks are associated with approving variations to the policy?	<i>The risk will be that we are moving away from a design standard considered heritage. The pitch was more favoured in earlier designs for roof pitches but not too prevalent contemporarily.</i>
<i>McKeown</i>	Page 4: The application was referred to Dr Robyn Taylor and a summary of her comments listed below. Is that paragraph after that. Are they her comments?	<i>There is a summary of the comments submitted provided in the Officer Report.</i>

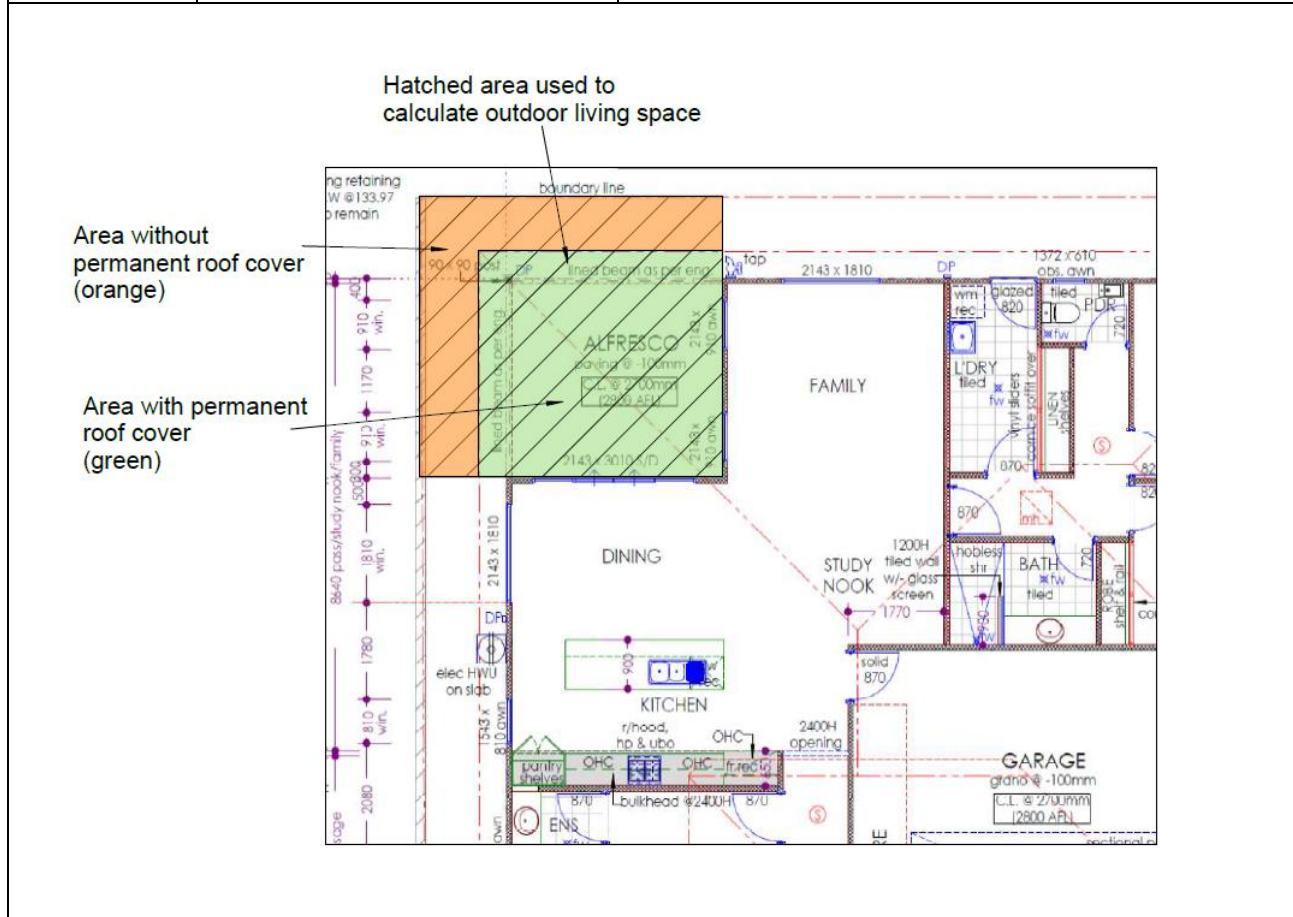
Item 9.1.1 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation, unless otherwise specified.
	Application referring to Dr Taylor.	
McKeown	Are her comments listed below or not?	<i>I have made a summary of what those responses were.</i>
McKeown	Where is the summary referring to roof pitches and trees?	<i>It is in the next paragraph.</i>

**9.1.2 Lots 13 - 15 on Survey Strata Plan 79131 Cascade Lane (44 Stirling Terrace) - Grouped Dwellings**

Item 9.1.2 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation unless otherwise specified.
Dival	<p>What they are asking for is a variation to the open space requirement. Looking at their plan the R codes commentary does say if you go above requirement of minimum space you need not increase the open area. In the plan it shows alfresco areas but they do not seem to match what the applicant has said is their open living area which is larger so plans are not showing boundaries of the open living area. In their justification the area they talk about seems to say they already comply.</p>	<p><i>Take question on notice.</i></p> <p><b><u>Response after meeting:</u></b></p> <p>In accordance with Design Element 5.3.1 – Outdoor Living Areas of the R-Codes, the <i>deemed-to-comply</i> requirements require outdoor living areas for dwellings to be provided –</p> <ul style="list-style-type: none"> <li>• in accordance with the requirements of Table B in the R-Codes;</li> <li>• behind the street setback area;</li> <li>• directly accessible from the primary living space of the dwelling;</li> <li>• with a minimum length and width dimension of 4m; and</li> <li>• with at least two-thirds of the required area without permanent roof cover.</li> </ul> <p>In the case of the 3 proposals before Council, the applicant has demonstrated that the 3 dwellings can comply with the first 4 dot points above. However, with respect to the last dot point, it could not be demonstrated that two-thirds of the respective outdoor living areas*</p>

Item 9.1.2 - Questions and Points raised

Councillor	Discussion	Response from Executive Manager Development and Regulation unless otherwise specified.
		<p>are without permanent roof cover (drawing included below to illustrate point).</p> <p>* The areas designated “alfresco” on the proposed Site Plan and the Ground Floor Plan including those areas abutting the alfresco areas right up to the legal boundaries of the respective strata lots, have been used to calculate the outdoor living space available to each individual dwelling. In each instance, our calculations show that only <u>one-third</u> of the required outdoor living areas are without permanent roof cover.</p>



Dival	continued	<p>Therefore, the applicant is seeking the Shire’s discretion to vary the last dot point of the deemed-to-comply provisions (also sometimes referred to as the ‘as-of-right’ provisions) for outdoor living areas in the R-Codes.</p>
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Item 9.1.2 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation unless otherwise specified.
		<p>Council’s attention is also drawn to recent changes to the 2015 Planning and Development Regulations that came into effect on the 1<sup>st</sup> of July this year.</p> <p>Newly-inserted clauses 84A - D in the deemed provisions for local planning schemes establishes that, in respect of the erection of, alterations or additions to, a single house and associated development, must be approved by a local government CEO or an authorised employee. This type of development, referred to in the Regulations as “<i>prescribed single house development</i>” is not subject to the direction of the council of the local government or a committee of that council <u>unless the development is in a heritage-protected place.</u></p> <p>However, given the subject properties are located in the Central Toodyay Heritage Area, it is not classified “prescribed single house development”, and is therefore referred to full Council for determination.</p>
<i>Prater</i>	Is the road going to Cascade Lane is that a Shire road?	<i>This is a private road not requiring street lighting.</i>

**9.1.3 Lot 1 (No. 2A) Duke Street North, Toodyay - Amendment to Development Approval - Single Dwelling.**

Item 9.1.3 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation, unless otherwise specified.
<i>Dival</i>	Comparing this plan to original approval seems to be quite a variation in the roof line and appearance of house. Are we talking about an amendment?	<i>We agree it is not a minor amendment. The regulations work as if they are issuing a fresh application. A Development approval to consider.</i>
<i>Dival</i>	Does that mean that if this goes in the other	<i>The process is that it is a new application. The previous application will be as is. Any decision</i>



Item 9.1.3 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation, unless otherwise specified.
	application is essentially voided because this next application replaces it?	<i>Council makes now will supersede the previous decision.</i>
<i>Dival</i>	Are we looking at any of the changes as different	<p><i>Take question on notice.</i></p> <p><b><u>Response after meeting:</u></b></p> <p>In determining whether to approve an amendment to a development approval, consideration will be given to whether the nature and extent of the proposed amendment is such that the use or development the subject of the development approval:</p> <ul style="list-style-type: none"> <li>a) Remains, in substance, the same; or</li> <li>b) Is changed to such an extent that a new and different use or development is proposed.</li> </ul> <p>Notwithstanding this, an amendment to a development approval will be considered against the relevant requirements of Parts 8 and 9 of the Deemed Provisions, as required by clause 77(2) of the Deemed Provisions of Local Planning Scheme No. 4.</p> <p>If the nature and extent of the proposed amendment is such that there is a new and different use or development to that which was the subject of the original development approval, the amendment to the development approval may be refused to be accepted or may be refused.</p> <p>If an application to amend a development approval is refused, nothing shall preclude the applicant from making, a new application for development approval for the use or development the subject of the amendment application.</p>

**9.1.4 Consideration of proposed purchase of Crown Lots abutting Lot 1 (No. 480) Julimar Road, West Toodyay**

Item 9.1.4 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation, unless otherwise specified.
<i>Madacsi</i>	What measures can be taken by the shire to reduce the moderate risk, from poor management, that may lead to environmental impacts? p.16	<i>To reduce the risk of environmental impacts from poor management the Shire support can be conditional by requiring the landowner to submit a detailed management plan outlining how they will maintain and protect the ecological integrity of the land. Community involvement can be encouraged to monitor and report any concerns. Providing education and training on sustainable land management practices, making procurement conditional on specific conservation measures, and establishing a system of incentives for good stewardship can also be effective. Additionally, environmental agencies can further support sustainable management practices.</i>
<i>Duri</i>	Purchase Lot 1 Julimar Road – What security do we have in the future that the land will be maintained appropriately and with care to the environment being so close to the river?	<i>Council will retain a vast amount of control on what is done with the land via the planning process.</i>
<i>Duri</i>	Can you clarify how this will be monitored over the years/sale of property?	<i>This would be done through conditions of approval in a future Development Application. A recommended condition would be the provision of a management plan and compliance with this could be checked periodically.</i>
<i>Dival</i>	From the map there are other privately owned properties same vicinity of the river. Are the same controls applied to those landowners?	<i>The request from the landowner is to take over a reserve, public recreation reserve. If Council are willing to support it to make sure we can maintain the integrity of that.</i>

Item 9.1.4 - Questions and Points raised		
Councillor	Discussion	Response from Executive Manager Development and Regulation, unless otherwise specified.
<i>Dival</i>	If it currently crown land vested with the Shire ?	<i>Yes</i>
<i>Dival</i>	Where the boundary is finished and the river is there: is the land there just a reserve?	<i>Yes</i>
<i>Dival</i>	Is there still public access to the river? Will it impact on public access to the river?	<i>This is something that we will discover through submissions.</i>
<i>McKeown</i>	Whose consensus was it in relation to proposing private ownership of the property?	<i>Mine.</i>

**9.2 CORPORATE AND COMMUNITY SERVICES**

**9.2.1 List of Payments - June 2024**

Item 9.2.1 - Questions and Points raised		
Councillor	Discussion	Response
<i>Duri</i>	Item 48 13054 27/06/24 Telstra property damage \$1,879.43 Page 54 May I please have clarity as to how the property was damaged and if this was due to shire works or outside factors?	<u><i>Executive Manager, Infrastructure, Assets and Services response:</i></u> <i>The Telstra pit was damaged by Shire construction work on one of the Julimar Road projects last year.</i>
<i>Duri</i>	56 & 57; 64 and 66 Community & medical water charges entered twice \$762.04 page 55	<i>Take question on notice.</i> <b><u>Response after meeting:</u></b> 2 Cheques issued for Medical Centre – Water Charges. Cheque 13056 was cancelled due to wrong amount (Hand written).
<i>Duri</i>	The following payments appear to be paid twice, can	<b><u>Acting Executive Manager, Corporate and Community Services response:</u></b>

Item 9.2.1 - Questions and Points raised		
Councillor	Discussion	Response
	<p>I please have clarification if this is so?</p> <p>85 13/06 Cloud Collections Pty Ltd -PSSO legal costs for ongoing 23/24 rates recovery page 55 \$660.00</p> <p>86 13/06 Cloud Collections Pty Ltd - Court filings and solicitors fees PSSO for 6 overdue rates recovery action \$2,638.02</p> <p>87 13/06 Cloud Collections Pty Ltd - Court filings and solicitors fees PSSO for 5 overdue rates recovery action \$967.78</p> <p>88 13/06 Cloud Collections Pty Ltd - Landgate Title Search and solicitors fees for 3 overdue rates \$984.50.</p> <p>193 20/06 <i>Cloud Collections Pty Ltd -PSSO legal costs for ongoing 23/24 rates recovery pge 60 \$660.00</i></p> <p>194 20/06 <i>Cloud Collections Pty Ltd - Court filings and solicitors fees PSSO for 6 overdue rates recovery action \$2,638.02</i></p> <p>195 20/06 <i>Cloud Collections Pty Ltd - Court filings and solicitors fees PSSO for 5 overdue rates recovery action \$967.78</i></p> <p>196 20/06 <i>Cloud Collections Pty Ltd - Landgate Title Search and solicitors fees for 3 overdue rates \$984.50</i></p>	<p><b><u>Response after meeting:</u></b></p> <p>There have been few duplications for the June period as follows:</p> <p><b>EFT 132 &amp; 212</b> – Security Screen doors. Nil Effect on payment as it was entered and reversed twice. Records shows entries and amount and not shows the journal reversing the transaction.</p> <p><b>EFT 155 &amp; 156</b> – Synergy Account – It was duplicated as Invoice numbers were different – with same total amount. Adjustment is completed and reversed.</p> <p>Notes for the incorrect issues should have been done at the end of the report – as a normal procedure. Adjustment to the report will be done and presented at the OCM.</p> <p>Councillors were advised the critical issues around finance and actions (or lack of thereof) and management have appointed an experienced staff to address, resolve and implement all pending issues.</p> <p>It is understatement to say that the current workload is also a carried forward from previous reporting period as stated in the Auditor’s management report.</p> <p><b>EFTS – 85 – 88 -&amp; 193 – 196 - Cloud Collections:</b> These payments refer to Rates – legal charges on overdue accounts. Amounts differ due to each individual files and cases. Some arrears are over 12 months with larger amount to be recovered. Some cases have been investigated with different methods for collection.</p> <p>Please note that all charges will (and is) added for recovery from ratepayer’s accounts.</p>

Item 9.2.1 - Questions and Points raised		
Councillor	Discussion	Response
McCormick	<p>Payment 200 on page 60. Details electrical repairs to Memorial Hall.</p> <p>Did that include fixing the external lights through the Federation Square?</p>	<p><i>Take question on notice.</i></p> <p><b>Response after meeting:</b></p> <p>The cost was for electrical safety repairs inside the Memorial Hall. The lights in Federation Square are to be converted to solar power in 24/25 pending Council approval of the proposed budget item.</p>
McCormick	<p>Payment 215 on page 60. TRC 3 water meters. What does each meter total?</p>	<p><u>Executive Manager, Infrastructure, Assets and Services response:</u></p> <p><i>Purchase of submeters to isolate the water use across the site. Previous council decision, included in the 2023/24 budget.</i></p>
McCormick	<p>What are the 3 facilities</p>	<p><u>Executive Manager, Infrastructure, Assets and Services response:</u></p> <p><i>One is in the pipework adjacent to storage room at amenities room near pool itself (largest) and other two meters will isolate water use to irrigation areas where vegetation areas are at the moment. This is to isolate water use associated with swimming pool and other activities such as irrigation of the land.</i></p>
McCormick	<p>Barricading 240 metres of road Line Item Payment \$60,000ish. What was it for?</p>	<p><u>Executive Manager, Infrastructure, Assets and Services response:</u></p> <p><i>It was for a barrier that included motorcycle protection on the Julimar Road project.</i></p>
Prater	<p>Water payments: some such as the Memorial Hall and Bank Building – is rates included in that?</p>	<p><u>Acting Executive Manager Corporate and Community Services response:</u></p> <p><i>No.</i></p>
Prater	<p>Are sprinklers at the surgery on timers? Are all our premises on timers? Have they been checked to make sure the timers are switched back.</p>	<p><u>Executive Manager, Infrastructure, Assets and Services response:</u></p> <p><i>At the onset of winter the reticulation timers are switched off.</i></p>
Prater	<p>Community Standpipe on Stirling Terrace: what revenue did we pull for that? Have we more money than we spent?</p>	<p><i>Take question on notice.</i></p> <p><b>Response after meeting:</b></p> <p>The standpipe was repaired on 14/06/2024.</p>

Item 9.2.1 - Questions and Points raised		
Councillor	Discussion	Response
		<p>Budgeted amount for repairs at the standpipe was \$10,000. (Grant from Local Government Scheme)</p> <p>Actual expenditure was:</p> <p>\$6,120.00 (capital)</p> <p>\$2,440.00(operating)</p> <p>\$8,569.00 (Total Expenditure)</p> <p>Income from 14/06 onwards will be issued and reported on next reporting period.</p>
<i>Dival</i>	What is line item 119 for?	<p><i>Take question on notice.</i></p> <p><b>Response after meeting:</b></p> <p>Line item 119 in EFT payments is for Komatsu supply of a lamp for a vehicle. The description relating to Toodyay Street is incorrect.</p>
<i>Prater</i>	Why are there two payments for the Security screen door for the O'Reilly Cottage?	<p><u><i>Acting Executive Manager Corporate and Community Services response:</i></u></p> <p><i>This was a double up as well.</i></p>
<i>McKeown</i>	Line items 1 to 47: can a brief description be given about what each of those were and who uses the vehicle.	<p><i>Take question on notice.</i></p> <p><b>Response after meeting:</b></p> <p>This information is provided below:</p>

REGISTRATION	DESCRIPTION & MAKE OF VEHICLE	PURPOSE/ USE (Select from drop down)
T4500	Tandem Trailer Flat Top Signs	Infrastructure, Assets and Services General use
1GEE285 / 1HU0786	2016 Ammann AP240T3 Pneumatic Tyred Roller	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
1GQE539	ASV Posi-Track Loader - <i>With attachments, Pallet Forks, 4-in1 Bucket, Rake Bucket, Sweeper and Digga Slasher</i>	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
1HBZ025	2020 Wacker Neuson RC160 Vibrating Roller	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
1HPT112	2022 Isuzu D-Max 4x4 Space Caba Chassis SX Automatic- <b>RMO</b>	Bushfire/ Emergency management
1HQF952	2022 Isuzu MU-X 4x4 LSU Auto Wagon - <b>EMCCS</b>	CEO or Executive Vehicle

REGISTRATION	DESCRIPTION & MAKE OF VEHICLE	PURPOSE/ USE (Select from drop down)
1IBE266 / T6480	2015 Mitsubishi Triton Cab Chassis ( <b>Works</b> )	Infrastructure, Assets and Services
1THY295	Communications box-top Trailer (Fire)	Bushfire/ Emergency management
1TIL296	2007 Tri Axle Side Tipping Trailer	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
1TIP237	Trailer (Papas) 6x4 (Portable Gen Set)	Infrastructure, Assets and Services General use
1TMZ537	2013 Custom Made Portable Toilet Trailer	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
1TTE512	Freightmore Trailer	Infrastructure, Assets and Services General use
1TYV971	2023 Custom Built Coast Mac Trailer - Brian James	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T000	2022 Isuzu MU-X 4x4 LSU Auto Wagon - MIA	CEO or Executive Vehicle
T0002 / 1IBE265	2018 Holden Colorado 4x4 Space Cab Chas LS	Infrastructure, Assets and Services General use
T0005	2016 JCB Wheel Loader 3CX Classic PB2AR6 - <i>With Attachments batter Buket &amp; Trenching Bucket</i>	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T0006 / 1HBW405	2020 Komatsu WA320-6 FE Loader - <i>With Lifting Jib (attachment)</i>	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T0010	2014 Hino 700 Series Tip Truck FS2844	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T0011	2013 Hino 700 Series Prime Mover FS2844	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T0012	2018 Iveco Prime Mover	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T0013	2022 Isuzu D-Max 4x4 Space Cab Chassis SX - Tipper	Infrastructure, Assets and Services General use
T0016	2022 Isuzu D-Max 4x4 Space Cab Chassis SX - Tipper	Infrastructure, Assets and Services General use
T0019	2018 Hino 300 Series 920 Truck	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T0022	D Max 4x4 SX Crew cab Chassis	Infrastructure, Assets and Services General use
T020	2018 Holden Colorado Dual Cab Ute LTZ	CEO or Executive Vehicle
T15232	Salloy Flat Top Trailer - SES Gator Trailer	Bushfire/ Emergency management

REGISTRATION	DESCRIPTION & MAKE OF VEHICLE	PURPOSE/ USE (Select from drop down)
T15298	Ses Strom Trailer/Van	Bushfire/ Emergency management
T4051	Tandem Wheel Box Trailer Green	Infrastructure, Assets and Services General use
T4573 & T4574	2 x Solar Powered Traffic Control Light Trailers (portable traffic signals)	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T4623	2013 Karcher Road Broom - TB2000E Sewell	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T4708	Cement Mixer - Red	Infrastructure, Assets and Services General use
T4776	Westmix Towable Mixer	Infrastructure, Assets and Services General use
T6475	L4240HDA Kubota Tractor Mower - <i>With Attachments - Finishing mower 3-point, Vertimower 3-point &amp; Fertiliser spreader 3 point</i>	Infrastructure, Assets and Services General use
T6782	2017 Isuzu Tip Tray NQR 87/190	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction
T6818	2015 Street Sweeper	Infrastructure, Assets and Services General use
T7124	2004 Isuzu Fire Tender F3 FSS 550 Crew Cab (Julimar 2.4)	Bushfire/ Emergency management
T7851	2007 Mitsubishi Canter FireTender, Morangup 1.4	Bushfire/ Emergency management
T7852	Isuzu NP300 Fire Tender - Coondle 1.4	Bushfire/ Emergency management
T7853	2011 Isuzu Central 1.4 Fire Truck	Bushfire/ Emergency management
T7854	2013 Isuzu FTS800 Fire Tender 4x4 Central 4.4	Bushfire/ Emergency management
T7855	2011 Isuzu Fire Tanker - Central 12.2	Bushfire/ Emergency management
T7856	2012 Isuzu NPS300 Fire Truck - 1.4 SES Morangup	Bushfire/ Emergency management
T7857	2016 Ford Ranger Tray Top	Bushfire/ Emergency management
T7858	John Deere 825i Gator SUVTI	Bushfire/ Emergency management
T8035	Isuzu FTS150/260 Coondle 3.4	Bushfire/ Emergency management
1GQE539	ASV Posi-Track Loader - <i>With attachments, Pallet Forks, 4-in1 Bucket, Rake Bucket, Sweeper and Digger/Slasher</i>	Infrastructure, Assets and Services: Road (and other Infrastructure) Construction



**9.2.2 Toodyay Recreation Centre - Operational Management**

Item 9.2.3 - Questions and Points raised		
Councillor	Discussion	Response from the Acting CEO unless otherwise specified.
<i>Madacsi</i>	Will the TRC Management Report be amended to show the correct percent of community survey participation, given the Census figure of 4,601 was used, not the more accurate Estimated Resident Population (ERP) of 4,954 (June 2023)?	<i>No – officers consider the census figure a commonly used, and accepted, population reference. The percentage variation between using the ERP as opposed the census figures is considered immaterial.</i>
<i>Madacsi</i>	Do the estimated staff Full-time-equivalents (FTE) and expenses in the management report, include the dry sports management, shire administrative time, and ground staff?	<i>Yes</i>
<i>Madacsi</i>	What is the reason for endorsing recommendation 1 of the Draft TRC Management Plan on page 7, before undertaking recommendations 2-6 to determine if the clubs want to, and can, take on the level of involvement that will be required?	<i>The Shire would need to first endorse the preferred hybrid management model before progressing with recommendations 2-6.</i>
<i>Madacsi</i>	On page 41, Expenditure Scenario 1, under shire management, it states the scenario presented below is order of magnitude only. What is the order of magnitude used and what is it based upon?	<i>The budgets have been increased on a percentage basis rather than a detailed and measured analysis.</i>
<i>Madacsi</i>	On page 41 of the report, it is stated the Shire will introduce a reserve fund	<i>The operational management report is just that - it does not detail specific amounts to be transferred to the reserve for future renewals</i>

Item 9.2.3 - Questions and Points raised		
Councillor	Discussion	Response from the Acting CEO unless otherwise specified.
	and an appropriate amount will be attributed annually. Given previous advice that the amount should approximate 4%/annum of the fair value of the asset, what is the fair value of the complex and what is anticipated to be an appropriate amount for the budget ?	<i>as this information would be detailed in an Asset Management Plan. Whilst there are commonly accepted targets to address asset renewals, these are not always achievable – this factor places added importance on the need for effective long term financial planning.</i>
<i>Madacsi</i>	On page 47 risk is given as low for Operational income is lower than expenditure, and the report advised control is to Ensure reserve funds are available for unforeseen circumstances. As the stated purpose of the Recreation Reserve is for funds set aside for the development of recreational facilities – can this be used for operational buffering?	<i>Take question on notice.</i> <b><u>Response after meeting:</u></b> It is a generally accepted fact that income will always be lower than expenditure in relation to management and maintenance of local governments recreational facilities. The risk was initially considered high prior to putting controls in place. Setting aside funds in a Reserve account is one effective control. Grouped with a number of other controls, the risk has been reduced to a low rating.
<i>Madacsi</i>	What are other staff on-costs?	<i>Other staff costs include items such as leave loading, uniforms, training etc.</i>
<i>Madacsi</i>	Are the ‘low’ Risk Management ratings on page 46 for “Failure to achieve operational outcomes and Operational income is lower than expenditure”, understated given the predicted and past economic climate, climbing supply costs and difficulty in securing qualified people to regional WA?	<i>Take question on notice.</i> <b><u>Response after meeting:</u></b> The ratings are based on current assessments and potential mitigating strategies. By maintaining appropriate controls and regularly assessing the effectiveness of mitigation strategies, the Shire’s exposure to risk may be reduced.
<i>Duri</i>	In the report no. 10 zero budget on page 40 the budgeted cost of goods for 23/24 is much higher than previous years. Are these	<i>Due to timing of preparation of this report, the number was based on the 2023/24 budget rather than actuals. The increase between 2022/23 and 2023/24 reflects the estimated impact of a successful liquor licence</i>

Item 9.2.3 - Questions and Points raised		
Councillor	Discussion	Response from the Acting CEO unless otherwise specified.
	final figures or projected figures till end of this year?	<i>application and therefore increased cost of goods.</i>

**9.2.4 Monthly Financial Statements - June 2024**

Item 9.2.4 - Questions and Points raised		
Councillor	Discussion	Response from the Executive Manager Infrastructure, Assets and Services unless otherwise specified.
<i>Madacsi (List of Payments)</i>	<p>Are there plumbing faults, or a reason behind the escalation in water consumption, for</p> <p>Stirling Park - has not had an account since December until now?</p> <p>Connors Cottage - What caused the near 80% increase in consumption?</p> <p>Memorial Hall - the usage has escalated – is this increased use or a plumbing issue.</p> <p>Medical &amp; Community Centre – has identical entries (n° 64 &amp; 66) of \$762.04, are these duplicates?</p>	<p><i><b>Stirling Park:</b> Shire staff have not been utilising that meter (Lot 340 Stirling Terrace) for reticulation last summer, the consumption would be unauthorised use which is being investigated.</i></p> <p><i><b>Connor’s Cottage:</b> The account for the sum of \$706.29 is for the Visitor Centre.</i></p> <p><i><b>Memorial Hall:</b> There has been a water leaks in the services at the Memorial Hall that has been repaired.</i></p> <p><i><b>Medical &amp; Community Centre:</b> This is a duplication.</i></p>
<i>McKeown</i>	When will the depreciation be posted?	<p><u><i>Acting CEO response:</i></u></p> <p><i>Officers are finalising Asset depreciation, disposals and additions this week.</i></p>

9.3 EXECUTIVE SERVICES

9.3.1 Council Plan Update

Item 9.3.1 - Questions and Points raised		
Councillor	Discussion	Response from the Executive Manager Infrastructure, Assets and Services unless otherwise specified.
<i>Madacsi</i>	What advocacy has occurred this financial year in transport services, infrastructure projects, and safety improvements other than for Bridge 4085.	<p><i>Representations have been made to the Main Roads Northam and Albany offices on the program for bridge funding in the years to come and what funding applications are possible.</i></p> <p><i>Level 1 bridge inspections have been completed early in 2024 and submitted to the Main Roads for assessment. Ongoing contact in relation to school bus routes have noted route modifications and bus stop area improvements.</i></p> <p><i>Contact was made with the Main Roads Planning Directorate in late 2023 to obtain a copy of the concept design for the proposed Toodyay Bypass Route to assist with representation to the State.</i></p> <p><i>WALGA Roadwise Council status was achieved, and a speed display sign is now available for Toodyay locations, in collaboration with the local WA Police to deter speeding on local roads.</i></p> <p><i>Shire staff continue to attend the Toodyay Roadwise Committee to identify road safety issues and locations. Shire staff also attend the Avon Sub Group RRG and Regional RRG meetings as well as the Wheatbelt Secondary Freight Network Technical Committee meetings.</i></p>
<i>Dival</i>	Does the facilitate community health and well-being item require further review since we have a medical centre; or is it a double up (private businesses being health services in).	<p><i>A two-yearly review for the Council Plan is due next year, at which time items can be reviewed and/or modified, and if actioned they can be removed entirely.</i></p> <p><i>The Shire will be required to have a Public Health Plan and the actions will be built into the reviewed Council Plan for next year.</i></p>

9.4 INFRASTRUCTURE AND ASSETS

9.4.1 Concept Design of Bridge 4085 Toodyay West Road

Item 9.4.1 - Questions and Points raised		
Councillor	Discussion	Response from the Executive Manager Infrastructure, Assets and Services unless otherwise specified.
<i>Madacsi</i>	Has the cost of land purchase been factored into the costs of Option 3 for the Bridge 4085 Toodyay West Road-project?	<p><i>The order of magnitude cost estimate of 6 to 8 million dollars is total project cost, including any road modifications and land acquisition.</i></p> <p><i>Council may recall that the initial proposal was that the situation is not isolated with the Shire of Toodyay and every regional or rural council in WA has responsibility on local government roads facing same funding challenges.</i></p> <p><i>Since WALGA act as the peak representative body they need to be part of the discussion. I am liaising with the Infrastructure Director of WALGA in regard to the local government component for bridge replacements.</i></p> <p><i>20% is still a large number but WALGA agrees that as there is a bridge component contained within the Federal R2R program similar to the local government grants commission, there are opportunities to find funding for bridges.</i></p> <p><i>I am expecting further advice from WALGA and will share it with Councillors as it is received.</i></p>
<i>Dival</i>	Footpath component in the recommendation and discussion. What is the reasoning to include it? Is it part of a standard or is it community support?	<p><i>Neither. If there's a two lane bridge on a road it is good practice to have a footpath to separate the pedestrians and cyclists from other traffic on the bridge, crossing the river. That will be a possible cost saving of the project to be deleted, but the safety of all road users is important.</i></p>
<i>McCormick</i>	Is there any focus on whether the bridge is still required or not from Main Roads perception, considering the West Toodyay bridge upgraded in 1988 to be main crossing of any traffic over the Avon.	<p><i>That has not been investigated.</i></p> <p><i>MRWA are normally supportive of connective communities. Council could vote to require a network analysis of the traffic movements in that part of the municipality to determine the impacts of closure of the bridge. However, normally not a good practice to closure or extinguish road reserves.</i></p>

Item 9.4.1 - Questions and Points raised		
Councillor	Discussion	Response from the Executive Manager Infrastructure, Assets and Services unless otherwise specified.
	Any merit in closing the bridge?	
<i>McKeown</i>	If we go to discuss closing permanently will it not be wise to investigate interconnectedness to take into account fire safety and carbon emissions as well?	Yes.
<i>Duri</i>	Would it not be wise to have community consultation for closing the bridge?	Yes

**9.5 COMMITTEE REPORTS**

Nil.

**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**

Cr Madacsi provided a question on notice as follows:

Question

What was the cost of the site works to the TRC Stage 2 site that was undertaken this month?

- How was this funded?
- If from fire mitigation funding, was this project included in the funding application?
- If not, what works were not undertaken to accommodate the TRC site works?

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

The Acting CEO advised that two additional reports will be included in the final agenda as follows:

1. Development and Regulation

- Lot 11 Chitty Road Hoddys Well – Temporary extension of Development Approval -Midland Brick.

2. Executive Services:

- Bendigo Bank Building Lease extension.

**13.1 MEMBERS**

Nil.

**13.2 EMPLOYEES**

Nil.

**14 CONFIDENTIAL BUSINESS**

Nil.

**15 NEXT MEETINGS**

As per Council Meeting Agenda.

**16 CLOSURE OF MEETING**

The Shire President declared the meeting closed at 4.00pm.