



Ordinary Council Meeting

18 December 2025

Minutes

To: The President and Councillors.

Here within are the Minutes of the Ordinary Council Meeting of the Shire of Toodyay held on the above-mentioned date in the Shire of Toodyay Council Chambers, 15 Fiennes Street, Toodyay WA 6566.

Aaron Bowman JP

CHIEF EXECUTIVE OFFICER



Our Vision, Purpose and Values

The Shire of Toodyay's Plan for the Future (Council Plan 2023-2033) is the Community's Strategic Plan outlining the direction that the Shire is undertaking to meet the needs and aspirations of its community.

Our Vision

A caring and visionary rural community, working together to preserve and enrich Toodyay's environment, character and lifestyle.

Our Purpose

The Shire of Toodyay exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

Our Values

We conduct ourselves in line with values the local community cares deeply about:

- **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; and
- **Commitment** – we translate our plans into actions and demonstrate the persistence that will provide results.

Community Aspirations

There are five core performance areas in this plan: People, Planet, Place, Prosperity, and Performance. These areas are interrelated, and each must be satisfied to deliver excellent quality of life in the Shire of Toodyay.

For each area, there is an overarching aspirational statement and desired outcomes, summarised in the Council Plan which is available on the Shire's website at: <https://www.toodyay.wa.gov.au/documents/432/council-plan-plan-for-the-future-2023-2033>

Disclaimer

Any discussion regarding a planning matter 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 a 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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CONTENTS

1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	6
2	RECORDS OF ATTENDANCE	6
2.1	APOLOGIES	6
3	DISCLOSURE OF INTERESTS	6
4	PUBLIC QUESTIONS	7
4.1	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	7
4.2	PUBLIC QUESTION TIME	7
5	APPROVED LEAVE OF ABSENCE	9
6	CONFIRMATION OF MINUTES	9
6.1	Ordinary Meeting of Council held on 27 November 2025.....	9
7	PETITIONS / PRESENTATIONS / SUBMISSIONS	9
7.1	PETITIONS.....	9
7.2	PRESENTATIONS	10
7.2.1	Toodyay District High School Certificate Presentation.....	10
7.3	SUBMISSIONS.....	10
8	BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED).....	10
9	ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION).....	10
10	OFFICER REPORTS	11
10.1	PLANNING AND REGULATORY SERVICES	11
10.1.1	Consent to advertise Revised Local Planning Policy 2 - Ancillary Dwellings.....	11
10.1.2	Development Application at 97 Stirling Terrace, Toodyay.....	18
10.1.3	Scheme Amendment 1 - LPS5 - Resolution to proceed	25
10.2	FINANCE AND CORPORATE SERVICES	32
10.2.1	Amendment to the 2025/26 Fees and Charges.....	32
10.2.2	Request for Rates Concession A262	36
10.2.3	Monthly Financial Statements - November 2025.....	39
10.2.4	List of Payments - November 2025	41
10.3	ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES	44
10.4	EXECUTIVE SERVICES	44
10.4.1	BFAC Committee Meeting Schedule 2026	44

10.4.2	Budget Adjustment - Newcastle Bridge.....	47
10.5	INFRASTRUCTURE, ASSETS AND SERVICES.....	50
10.6	COMMITTEE REPORTS.....	50
10.6.1	Financial Management Review: Risk Assessment and Improvement Plan.....	50
10.6.2	Debt Write off - Australian Taxation Office.....	53
10.6.3	Integrity Framework	56
10.6.4	IT Health Check.....	60
11	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	63
12	NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING	63
13	QUESTIONS OF MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	63
14	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING	63
14.1	MEMBERS	63
14.2	EMPLOYEES	63
15	CONFIDENTIAL BUSINESS	63
15.1	Operational Efficiency Measures	64
16	NEXT MEETINGS.....	65
17	CLOSURE OF MEETING.....	65

Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following an 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 19 December 2025.



Aaron Bowman JP

CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 5 February 2026.

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 M McKeown, Shire President, declared the meeting open at 5.30pm and read aloud an Acknowledgement of Country:

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

The Shire President read through other preliminaries.

2 RECORDS OF ATTENDANCE

Members

Cr M McKeown	Shire President
Cr M Dival	Deputy Shire President
Cr R Madacsi	Councillor
Cr J Prater	Councillor
Cr R Mills	
Cr S Van der Heyden	

Staff

Mrs M Rebane	Governance Coordinator
Mr A Bowman JP	Chief Executive Officer
Ms V Crispe	Executive Manager Infrastructure, Assets and Services
Mr A Hart	Executive Manager Finance and Corporate Services
Mr P Nuttall	Executive Manager Planning and Regulatory Services
Mrs M Taylor	Executive Manager Economic Development and Community Services

Visitors

P Ruthven

B Ruthven

2.1 APOLOGIES

Cr S McCormick	Councillor
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3 DISCLOSURE OF INTERESTS

Name	Type	Item	Extent
Cr Dival	Financial	10.1.2	Applicant is a client of hers.

4 PUBLIC QUESTIONS**4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

4.2 PUBLIC QUESTION TIME

B Ruthven

Question 1

Has the 2024/25 audit, including the GST reconciliation, been completed?

Response

2024/25 Audit No. GST Reconciliation-Yes. There is no evidence since 2021 that monthly and end of year reconciliations have been undertaken. It is standard practice that all Balance Sheet accounts are reconciled both monthly and as part of an of the end of year process. This reconciliation was completed as part of preparing the 2024/25 Annual Financial Statements and had to go back to June 2021 which identified unclaimed GST from that date. From June 2021 to December 2021 a total of \$194,353 in GST credits had not been claimed. This was reported in the Annual Report for the year ended 30 June 2022 and in each subsequent year. The amounts reported in the Annual Financial Statements were:

2021/22 \$302,422

2022/23 \$416,125

2023/24 \$542,702

2024/25 \$540,777

There auditors have advised the Shire that this issue was raised verbally with the previous management, however this was not raised in any Management Letter.

Question 2

If not, why is this write-off being put to council now, instead of waiting for the opinion from the OAG?

Response

This is a GST matter with the Australian Taxation Office (ATO) and has nothing to do with the Audit Opinion of the Office of Auditor General (OAG). The write-off of money is from June to November 2021.

We also acknowledge that in the years 2021,2022 and 2024 were audit disclaimers and 2023 was a qualified audit (however evidence has been found to suggest that this year should have also been a disclaimer audit).

It must also be noted that we are on track for the first time in 5 years, to have an audit opinion returned to the Shire by the 31st of December, noting that in previous years it was up to 12 months past the previous financial year.

Question 3

Without a written opinion from the ATO and/or the OAG, how can you guarantee that the amount of the proposed write-off is correct?

Response

A written opinion from the OAG is not required, they do not issue tax advice. The Miscellaneous Tax Ruling MT 2024/01 and Section 93-5 of the New Tax System (Goods and Services Tax) Act 1999 (GST Act) as amended sets out the timeframe required to claim credits.

Question 4

Why has this request for the write-off not been recommended by the ARIC?

Response

That is a matter for ARIC, ARIC has recommended an alternative motion which is the reason why.

Question 5

Why is the Officer's Recommendation to write off \$195,000 being dealt with before the ARIC recommendation which is for the CEO to undertake a detailed investigation, including external advice before reporting back to the ARIC in February?

Response

It is not there are 2 recommendations, the officer recommendation and the Audit and Risk Improvement Committee recommendation. These have both been included in the agenda to ensure good governance and transparency. The officer's recommendation as presented to ARIC and ARIC recommendation and officers' recommendation are both before Council for Consideration. The order of the recommendations are as they were presented to ARIC. It is now up to Council to make a decision.

Question 6

The Officer Report, under Consultative, lists the OAG and the ARIC but not the ATO. Has the ATO been consulted and, if yes, why is the ATO not listed?

Response

There have been communications between the Executive Manager Finance and Corporate Services and the Australian Taxation Office. The ATO have advised the Council that in accordance with The Miscellaneous Tax Ruling MT 2024/01 and Section 93-5 of the New Tax System (Goods and Services Tax) Act 1999 (GST Act) as amended, claims for GST credits can only go back 4 years.

Question 7

What will be the effect on the financial reports of this write-off if it is approved?

Response

It will decrease the available funds which the Shire would otherwise use to deliver services to the community. This is because in from June to November 2021 the correct GST credits were not claimed. Claiming GST

credits normally is no impact on the Shire as all credits are claimed monthly and normally checked and balanced as part of an end of year reconciliation process. It becomes a cost to the Shire when unclaimed credits are lost, and this is recognised as a cost to Council. Which is where we are at now. Because of the inaction of previous management, the community will have to bear the brunt of this in the 2025/26 year by reducing the amount of funds available for much needed community projects.

Question 8

During the agenda briefing, the CEO stated that \$257,666 has been claimed from the ATO. Has this been received?

Response

To-date, the total received in GST refunds is \$399,095.

5 APPROVED LEAVE OF ABSENCE

Cr Dival from 17 December 2025 to 19 December 2025 inclusive (*Note: Cr Dival was in attendance at this meeting*).

6 CONFIRMATION OF MINUTES

6.1 Ordinary Meeting of Council held on 27 November 2025

OFFICER'S	RECOMMENDATION/COUNCIL	RESOLUTION	NO.
OCM228/12/25			
MOVED	Cr R Madacsi		
SECONDED	Cr S Van der Heyden		
That the Unconfirmed Minutes of the Ordinary Council Meeting held on 27 November 2025 be confirmed subject to the following amendment:			
That Point 4 of the Revised Officer's Recommendation OCM223/11/25 be removed.			
<u>Voted For:</u>	Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden		
<u>Voted Against:</u>	Nil		
MOTION CARRIED 6/0			

7 PETITIONS / PRESENTATIONS / SUBMISSIONS

7.1 PETITIONS

Nil.

7.2 PRESENTATIONS

7.2.1 Toodyay District High School Certificate Presentation

At 5.42pm Cr Michelle Dival to present a certificate from the Toodyay District High School whose Principal would like to extend their sincere thanks to the Shire for supporting their students in their workplace learning opportunities. This year, they were thrilled to have students work alongside the Shire Rangers—a partnership that proved to be a huge success. They wished to thank the Shire President, CEO, and the entire Rangers team for making this possible and for providing such a valuable experience for their students.

Attachments

- 1 Certificate presented

7.3 SUBMISSIONS

Nil.

8 BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Since the last Ordinary Council Meeting, the Shire President undertook these activities:

- Sunday 30 November attended a Sundowner as a guest of Arts Toodyay.
- Tuesday 2 December attended a musical morning tea for Thank a Volunteer Day.
- Wednesday 3 December, by Teams attended a meeting of the Avon Sub-Regional Road Group,
- Thursday 4 December, attended a meeting of the Audit, Risk and Improvement Committee.
- Thursday 4 December, together with Councillors Mills and Van Der Heyden took part in a road trip of infrastructure projects in the Shire of Toodyay.
- Thursday 4 December attended a presentation by representative of the University of Western Australia regarding Future Climate Adaptation, with special reference to Toodyay town.
- Thursday 4 December, attended a Councillor Briefing session
- Thursday 11 December chaired an Agenda Briefing.
- Saturday 13 December attended a Christmas Dinner as a guest of the Toodyay Men's Shed.
- Tuesday 16 December attended the Toodyay District High School Awards Presentation Ceremony.

I would like to take an opportunity to acknowledge the retirement of a well-known Toodyay identity. John Lucas is getting out from behind the steering wheel. For

many, many years John has been running his bus operation delivering children to and from school, ferrying sporting groups to competitions away from Toodyay, and providing transport for the people of Toodyay and their families and friends to many family and community functions. A job well done John!

I would personally like to thank all the volunteer fire-fighters from Toodyay and elsewhere - red and white trucks both - and farmers, and fire control officers, and other volunteers, and our CESM, and DFES personnel, and the Salvation Army, who have attended fires in the relatively large fires in the Shire since our last meeting. The fires were at Julimar, Hawthornden and Foggarthorpe.

These fires in particular tested all those present but each of the fires was contained and controlled after days and nights of hard work.

In closing, given the events at Bondi on Sunday, I suggest that we all pause for a minute to reflect on what happened as a gesture of solidarity with our fellow Australians who have been so severely impacted by this tragedy.

10 OFFICER REPORTS

10.1 PLANNING AND REGULATORY SERVICES

10.1.1 Consent to advertise Revised Local Planning Policy 2 - Ancillary Dwellings

Date of Report:	27 November 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	LPP2
Author:	P Nuttall – Executive Manager Planning and Regulatory Services
Responsible Officer:	P Nuttall – Executive Manager Planning and Regulatory Services
Previously Before Council:	22 June 2022: OCM22/06/22
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Review
Attachments:	<ol style="list-style-type: none"> Current Ancillary Accommodation Policy (2008); ⇒ Revised LPP2 Draft Ancillary Dwellings policy. ⇒

PURPOSE OF THE REPORT

To adopt a Revised Draft Ancillary Dwellings Policy (**Attachment 2**) for the purposes of public advertisement.

It is intended that the current Ancillary Accommodation Local Planning Policy No.2 (LPP2) (**Attachment 1**) will be renamed "Ancillary Dwellings" To realign the policy to State definitions and align it also with the name in the current Local Planning Scheme No.5 gazetted on 22 August 2024.

BACKGROUND

The current LPP2 Ancillary Accommodation policy was last reviewed 13 May 2010 and was presented to Council as an Ancillary Dwelling policy for advertisement in June 2022.

That version of policy predated the new planning Scheme No.5 which has required the policy to be reviewed again to consider the current Local Planning Scheme. The review of the current policy incorporated changes to State Government legislation that have occurred since 2008, as well as a link to Local Planning Scheme No.5 provisions. This new policy proposes substantial changes to the way the Shire has previously assessed ancillary dwellings.

COMMENTS AND DETAILS

The review of this policy has considered the fundamental basis of the need to provide Ancillary Dwellings into the broad landscape of the Shire while catering for the Shire's unique needs and demands.

While the fundamentals of this policy stem from the need to keep elderly residents close to their families, as a planning concession, the changes made to State government legislation can now permit non-family members to occupy these dwellings. With changes to the Short-Term Rental Accommodation (STRA) State policy, ancillary dwellings are now meeting housing needs within our community as well as short term holiday rental accommodation.

Those original planning concessions were focused on the proximity to the main house, size of the dwelling, number of bedrooms, and use by family members. This is no longer the need in the community, and this will be reflected with the new policy.

Key considerations for changing this policy to reflect contemporary housing and lifestyle choices in the Shire are:

The key elements are:

1. Size of an ancillary dwelling
2. Number of bedrooms
3. Separation from the primary house
4. Proportionality
5. Building Envelopes & Setbacks
6. Large rural lot bonus
7. Land uses
 - (a) Townsite (R-codes)
 - (b) Rural zones

Dwelling Size

The current requirement of a 70m² ancillary dwelling is deemed to be too small and will be replaced with a more efficient scaling or proportionality to the main dwelling. The Shire is proposing to increase that floorspace minimum in rural areas, however the 70m² base cap will still apply in cases where proportionality calculations are made (Example 3).

The current regulated 70m² dwelling size has more merit within an urban residential framework, and even that framework permits larger dwellings under the R-Codes for special

needs housing. If a larger than 70m² ancillary dwelling were to be proposed, then performance criteria in the R-Codes could be applied.

The draft policy recognises that on larger rural lots a larger ancillary dwelling is not out of character, if it is clearly and measurably ancillary to the main house. To ensure this proportionality a 40% requirement is introduced, in that the ancillary dwelling must not be greater than 40% (in floor area) of the main house.

Based on the size of the main house, a rural ancillary dwelling could under this policy have a larger floorspace. Lots in the Residential and commercial zones in the Shire are bound by the provisions of the R-Codes. Those codes can consider larger ancillary dwellings on residential lots in certain circumstances, such as disabled housing etc.

While the base maximum floor areas proposed will support larger houses, a 40% proportional cap to the ancillary dwelling will apply to larger rural lots.

Number of bedrooms

This element of the current policy no longer has a basis in modern design or is fit for community need. This is seen as a redundant criteria and restricts the use of an ancillary dwelling, especially when a new (larger) main dwelling is proposed on the same lot. It is proposed that this design element be removed from the future criteria in this policy.

Dwelling Separation.

This design element imposes a requirement for clustering of development to the proximity to the main dwelling. This old criteria was used to support elderly residents, or to share existing infrastructure but can cause unforeseen issues in rural areas, due to tree clearing or difficult terrain. There have been a few examples in the Shire where the placement of an ancillary dwelling in proximity of the main house would have resulted in loss of tree cover or placed the ancillary in a high bushfire risk area. Having greater flexibility with this criteria will support alternate locations that do not require Council resolution to proceed.

There are many locations within the Shire where lots have building envelopes. In these cases, the new separation criteria will bind the landowner to only construct within the established building envelope. Boundary setbacks will still apply in all cases as per Scheme provisions in Clause 32 – *General development standards and requirements*.

Proportionality:

This is a new design criteria to be used to measure the relationship between the main dwelling and the ancillary dwelling. This consideration relates to the relative size of a dwelling relative to the lot size and to the proportionality between the main house and the secondary house.

There are no planning controls over the size of a primary dwelling on a rural lot, apart from the boundary setbacks. In townsite areas with smaller lots the size of the dwelling land area is dictated through the R-Codes. There will still need to be a demonstrated differentiation between the size of the two dwellings. If both dwellings were approximately the same size then the *Planning and Development Act*, and R-Codes would deem that development a Grouped Dwelling which is generally not permitted in most rural zoned areas (except the rural zone, with conditions in this policy).

The same reverse concept applies when an old house becomes an ancillary dwelling under this policy. The area of the old house must then be used to dictate the minimum size of the new house. The proportionality must be maintained under this policy (example 3).

Building Envelopes and Setbacks

As per all applications under this proposed policy, consideration will be made regarding building envelopes on lots. Ancillary dwellings will not be permitted outside of these allocated envelopes, to preserve the estates design guidelines.

Alternate locations on open rural lots will always have to conform with existing Table 6 – *site and development requirements* in the scheme or to R-Code requirements. These provisions form the basis of responsible siting of development on a lot.

Large rural lot bonus

In response to housing needs within the community the draft Ancillary Dwelling policy will provide an additional opportunity for large rural lots. Current scheme provisions 32(11) may allow the shire to permit two main dwellings to lots greater than 40ha, however the requirement of only one ancillary dwelling has remained. This policy is proposing to support two ancillary dwellings in these circumstances.

This new provision may provide extra housing stock on working farms in the Shire of Toodyay which is at the forefront of planning in local governments.

This approach to housing development on rural land, while not explicitly forbidden in *SPP2.5 - Rural living or DC policy 3.4 - subdivision of rural land*, is worth maintaining in the Shire, as it appears in the Scheme Clause 32 (11)b.

GENERAL PROPOSAL

The two tables below represent the criteria and restrictions of the current policy and the proposed policy. The key difference is the use of lot size or zoning to determine the ancillary dwelling cap for proposals.

Table 1- Current policy requirement

Land Use	Dwelling Size	Bedrooms	Separation	Quantity
Residential	R-codes chapter 5.5	N/A	N/A	1
All Rural	<70m ²	max 2	max 20m	1

Table 2 proposed policy requirements

Land Use / Lot Size	Dwelling Size	Bedrooms	Separation	Quantity
Residential	R-codes chapter 5.5	N/A	N/A	1
Rural Residential / Rural Enterprise <4ha	<100m ²	N/A	N/A unless there is a building envelope	1
Rural Smallholdings 4-40ha	<120m ² or <40% of the primary dwelling's area	N/A	N/A unless there is a building envelope	1
Rural >40ha	<130m ² or <40% of the primary dwelling's area	N/A	N/A	2
All zones default	70m ²	N/A	N/A	1

WORKED EXAMPLES

Under the current policy all applications must meet the criteria of Table 1. The proposed policy will increase the dwelling caps, which may again exceed those caps where large main dwellings exist.

In some cases, the base line cap of 70m² may be applied when dealing with the proportionality criteria.

Example 1 – 20ha rural zoned lot, main house 320m².

The 20ha size of the Lot means that assessment will be made as if it were zoned Rural Smallholdings, 120m² base cap. The main house is more than 300m² so the shire can use the 40% rule to expand the base cap to 128m² (300x0.4=128m²).

Example 2 – 4ha rural residential zoned lot, main house 160m².

The 4ha sized lot and zone would use the 100m² base cap, because the main house is 160m², the 40% provision would not enlarge the cap (160x0.4=64m²) the new cap is larger.

Example 3 – 32ha Rural zoned lot, 120m² main house

The 32ha sized lot and zone would use the 130m² base cap. In this case the main house is only 120m² so we have a negative calculation.

- a) The current house becomes the ancillary house, and the new house becomes the main house, but the new house would then need to be a minimum of 300m² to meet this policy requirement, or*
- b) The new proposed ancillary house must be less than 40% of the main dwelling = 48m². In this case a default 70m² cap would apply.*

IMPLICATIONS TO CONSIDER

This new policy will relax and enlarge the longstanding practice of:

- small maximum dwelling sizes;
- remove the imitations to the number of bedrooms;
- remove the requirements for small separations distances between dwellings.

It will now focus on:

- relative dwelling proportionality;
- finding the best location on the lot;
- retain consideration of existing building envelopes; and
- providing additional dwelling bonuses for large rural lots.

This amended policy will expand the development options of landowners, especially those where subdivision may not be a viable option.

Consultative

Councillors were invited to comment on the Ancillary Dwelling policy at a workshop on 17th April 2025. During that meeting questions were raised regarding the proposed policy and possible outcomes. Adjustments have been made accordingly. Referral to the Department of Planning was made as there is potential to conflict with the State level R-Codes of WA. Advice received back from the department of planning in September, advised a few tweaks,

but gave general support for the updated policy. Local Planning Policies Clause 4(1)-(3) of Schedule 2, Part 2, Division 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 outlines the statutory requirement and process for the advertising of Local Planning Policies.

If the local government resolves to create or amend a local planning policy, in accordance with the Regulations, the local government must, unless the WAPC otherwise agrees, advertise the proposed policy. Advertising of Local Planning Policies must be for a period of not less than twenty-one (21) days. Where it is proposed that a deemed-to-comply provision of the R-Codes is to be amended or replaced – the WAPC will need to be consulted.

Strategic:

Shire of Toodyay *Plan for the Future 2023-2033*

5.1. Provide responsible planning and development.

5.2. Enable access to affordable, sustainable, and diverse housing options.

Policy related:

Pursuant to Clause 3, Division 2 of Schedule 2 ('the deemed provisions'), the local government may prepare a local planning policy in respect of any matter related to the planning and development of the Scheme area. However, with regards to any matters where the R-Codes are involved, there is a caveat. A local planning policy local planning policy, will only be a relevant consideration in the exercise of judgement where it is:

- (a) specifically sanctioned by a provision of the R-Codes Volume 1;
- (b) consistent with the design principles of the R-Codes Volume 1; and
- (c) consistent with the objectives of the R-Codes Volume 1.

Therefore, any changes to the Local Planning Policy which proposes to amend or replace a deemed-to-comply provision of the R-Codes must be given consent by the Western Australian Planning Commission. Local Law, which will be effectively superseded by this amended Local Planning Policy.

Consultation has been received from the department and no negative comment has been received.

Financial:

It is a requirement that Local Planning Policies undergo a formal advertising process which includes publication in a locally circulating newspaper. Cost to the Shire will relate to one advertisement and this has been allocated for in the Shire's adopted budget.

Legal and Statutory:

Planning and Development Act 2005 – Part 5

Planning and Development (Local Planning Schemes) Regulations 2015 - Division 2 of Schedule 2

Local Planning Policies

Division 2 of Schedule 2 ('the deemed provisions') provides the statutory basis for local planning policies and outlines the procedure for making, amending, and revoking local planning policies.

Local planning policies are guidelines used to assist the local government in making decisions under the local planning scheme. Although local planning policies are not part of

the local planning scheme, they must be consistent with, and cannot vary, the intent of the scheme provisions, including the R-Codes, unless otherwise permitted by the R-Codes and/or approved by the WAPC.

A local planning policy is not part of the local planning scheme and does not bind the local government in respect of any application for development approval, however, the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination.

Risk related:

Review of a policy is essential to good governance as it demonstrates the Shire's ability to adapt to changing circumstances to ensure that its policies remain contemporary and relevant. The Shires risk is reduced to **Low** if the correct procedures are followed. However, there could be **Medium** risk to the Shire's reputation if procedures are not correctly followed.

There is a **Low** risk to the Council when new local planning policies are developed, and proper community consultation is undertaken.

Workforce related:

Reviews of this nature place additional yet necessary additional demands on workforce time and resources.

However, a benefit of successful and regular reviews of policies will ensure the Shire is operating as efficiently as possible by aligning these documents with the prevailing community expectations and state government frameworks of the day. This ultimately will reduce the burden on the workforce moving forward.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM229/12/25

MOVED Cr M Dival

SECONDED Cr R Mills

That Council adopts the Revised Draft Ancillary Dwellings Policy (**Attachment 2**) for the purposes of public advertisement in accordance with the procedures set out in clause 4 of the Deemed Provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0 BY ABSOLUTE MAJORITY

10.1.2 Development Application at 97 Stirling Terrace, Toodyay***Cr Michelle Dival left the meeting at 5.47pm.***

Date of Report:	4 December 2025
Applicant or Proponent:	Stirling Peter Thomson
File Reference:	A24/8STIT
Author:	J Ngedup – Town Planner
Responsible Officer:	P Nuttall – Executive Manager Planning and Regulatory Services
Previously Before Council:	No
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Quasi-Judicial
Attachments:	<ol style="list-style-type: none"> 1. Architectural Drawings; ➡ 2. Car Parking Calculations; ➡ 3. Car Parking Layout; ➡ 4. Heritage Impact Statement; and ➡ 5. Cover Letter. ➡

PURPOSE OF THE REPORT

To consider approving a development application for a retaining wall, a toilet structure and a land use of Shop, Café and Offices at 97 Stirling Terrace, Toodyay.



BACKGROUND

A development application has been received for 97 Stirling Terrace which is an existing heritage building listed on the Shire Municipal Inventory.

The proposal aims to support the use of a Shop, Café and Offices which are permitted uses under the Town Planning Scheme No. 5. in the Commercial Zone. Additionally, the application includes the construction of a retaining wall and a new toilet block.

The property is located within Special Control Area 3 – Toodyay Town Centre Precinct therefore, officers do not have delegated authority to approve this development application.

COMMENTS AND DETAILS

Site Location

The proposed development at 97 Stirling Terrace is located within the Commercial zone under the Toodyay Town Planning Scheme No. 5. The site lies between Stirling Terrace and Charcoal Lane, has a trapezoidal shape with its longer boundary fronting Stirling Terrace. The lot has a total area of 1,483 m².

Proposal

The proposal includes the following development **Attachment 1**:

- For the development of a shop, cafes and offices which are all permitted uses under the current Town Planning Scheme No.5. This will occur within the existing fabric of the heritage building and not involve any notable changes to the structure.
- A retaining wall at the rear of the property, with a proposed height of 1.8 m that retains land adjacent to Charcoal Lane to create a useful level area for the use of the shops and cafe.
- A new toilet block adjacent to the heritage structure.

Change of Use

The property has operated as a service repair station ever since its establishment, and this is reflected in its heritage listing. The last approval granted was for 'motor vehicle repair' use under Town Planning Scheme No. 1. Because the property has been unused for a period of more than 6 months, the non-conforming land use rights for this activity have expired, *Cause 22(2) of the scheme*.

The applicant is proposing to convert the old garage structure into retail spaces accommodating shops, cafés, and offices, complemented by adjacent seating areas. As the property is listed on the Shire's Municipal Inventory, an assessment must be undertaken in respect to the heritage values of the building and streetscape.

Parking

With any change of use application, an assessment must be undertaken to ensure that adequate parking provision is made so that the development operate in a way that does not detrimentally affect the neighbourhood, and that the imposition of an increased activity does not detrimentally impact upon parking provision. The original land use of Motor Vehicle repair would have required a small number of parking bays. This proposal requires substantially more parking for the efficient use of the site.

In accordance with the Town Planning Scheme No.5, the minimum parking provisions for the proposed development uses are as follows:

- Retail Shop: 1 space for every 20m² of Net Lettable Area (NLA).

- Cafe: 1 space for every 5m² of NLA
- Office: 1 space for every 50m² of NLA
- Garden Centre: 1 space for every 50m² of NLA

Refer to Town Planning Scheme No.5: Schedule 6 – Car Parking requirements.

On-site parking cannot be fully provided, given the building's heritage status, Council parking requirements will need to be varied to allow for an appropriate and practical solution.

Parking Assessment

The applicant has provided parking calculations. **Attachment 2.**

The requirements for the proposed development as per Schedule 6, of the Scheme, are as follows:

Use	Requirements	Net Lettable Area	Bays Required		Total
			Normal	Visitor	
Shop	1 per 20m ²	218.75m ²	10.93	2	12.93
Cafe	1 per 5m ²	53.88m ²	10.77	2	12.77
Garden Centre	1 per 50m ²	339.68m ²	6.79	2	8.79
Office	1 per 50m ²	33.37m ²	0.66	2	2.66
Total Car Parking Bays Required					37.15 = 38
Bicycle Parking Bays Required					4

As on-site parking provisions are minimal, only four car parking bays can be accommodated within the lot. However, the parking requirement can be met through off-site alternatives, as there are two nearby locations with sufficient parking availability. This is preferable given the nature of the preservation of Heritage and the potential negative impacts if a portion of the site were to be demolished to meet the parking requirements:

- Stirling Terrace: Street parking along Stirling Terrace can provide 5 car parking bays.
- Charcoal Lane: At the rear of the property, Charcoal Lane offers more than 35 underutilised parking bays, which can be conveniently used by visitors.
- Bicycle parking has been provided on the road reserve that meets the requirements of schedule 6 of the Scheme.
- Motorcycle Parking: 3 motorcycle parking bays are also being provided along Stirling Terrace.

In total, 40 car parking bays are accessible adjacent to the property, which exceeds the car parking requirements of the site and is unlikely to pose a significant burden on surrounding parking provision. **Attachment 3**

Local Planning Policy 1.1 – Car Parking

This local planning policy has been used to guide the assessment of parking for this development. However the policy relates to the old scheme, and the calculation table has now been superseded by the new scheme No.5. Scheme calculation table. Cash in lieu provisions within this policy have not been used, as Council is unable to request a cash in Lieu payment.

Historical Significance

According to the Heritage Council website, the property was originally constructed in 1925, and this development predates the establishment of a Local Planning Scheme in the district.

Heritage council signifies the property as *“A garage that has historic value as it demonstrates post-World War II development of the main street of Toodyay. The development is associated with transport and 'modern' design, influenced by the Art Deco movement of the 1930's. The place also has historic value for its associations with Ken Somers who established the first garage in Toodyay. The place has aesthetic value for its contribution to the streetscape of Toodyay.”*

Refer to Place No 12158 - <https://inherit.dplh.wa.gov.au/Public/Inventory/Details/0075f0b1-12ee-4cee-8aac-16e729be38ce>)

The site is classified under Management Category 3 in the Shire of Toodyay Municipal Inventory, with the Municipal Inventory Ref: 130. The building is classified as having ‘some’ heritage significance in the Shire’s Municipal Inventory.

Refer to MI: 130 - <https://www.toodyay.wa.gov.au/documents/47/municipal-inventory-jan-2013>

Assessment of Heritage Impact

Since the building is in SCA3 and is also included on the Shire’s Municipal Inventory, a Heritage Impact Statement was requested to assess the potential effects of this proposed development. **Attachment 4**

The proposal is situated between a residential dwelling on the east, the CWA Hall on the west, and offices across the street in the north, all of which are listed in the Shire’s Heritage Municipal Inventory.

The proposed retaining wall will be built to support a levelled area to match the finished floor level of the existing building. This results in the land towards Charcoal Lane being approximately 1.8 metres higher than the site level. The retaining wall will be located at the rear of the property and will not be visible from Charcoal Lane thereby causing no visual impact.

The proposed toilet block is positioned where an outbuilding previously existed, before its demolition earlier this year. The new structure will be discreetly located, screened from Stirling Terrace, and will not detract from the visual amenity of the site when viewed from Charcoal Lane. It is to be constructed with materials that resemble the existing structure.

The proposed change of use will not alter the exterior façade of the structure, ensuring its visual contribution to the streetscape remains intact. Internal alterations will be minimal, limited to essential modifications such as installing doors at specific locations and adding fire exits to meet safety requirements.

This development is considered to be minor and deemed unlikely to detract from the historical significance of the site.

IMPLICATIONS TO CONSIDER.

The applicant seeks approval for development on a municipal heritage property, involving an internal reconfiguration to facilitate the adaptive reuse of the building. **Attachment 5.**

As part of this application, the applicant has:

1. Requested a variation to the parking standards applicable to the development.
2. Sought consideration to the potential impacts on the building's heritage value; and is
3. Proposes to reuse the structure of the building to become a shop, café, and office spaces.

Consultative:

Neighbourhood consultation was not deemed necessary in this case as the property, while listed on the Shire's Municipal Inventory, is only subject to minor development works that involve a change of use and internal space modifications without any structural alterations or impact on the external appearance. The proposal does not affect the building facade, heritage fabric, or streetscape, and will not result in any adverse impacts on neighbouring properties such as amenity, privacy, or access.

Strategic:

Outcome 5.1 – Provide Responsible Planning and Development

Policy related:

- *Local Planning Policy 20: Central Toodyay Heritage*
- *Special Control Area 3 – Toodyay Town Centre Precinct*

This control within the Town Planning Scheme No.5 sets out criteria for the assessment and management of development within the town centre to protect its heritage significance and character. This scheme requirement places a stronger level of responsibility on a developer to ensure that new development, alterations, and signage respect the historic streetscape, architectural integrity, and amenity of the precinct while promoting its role as the Town Centre of the Shire.

Financial:

Nil

Legal and Statutory:

Planning and Development Act 2005

Schedule 7 – Matters which may be dealt with by planning scheme.

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Toodyay Local Planning Scheme No. 5

Local Planning Policy 1.1 – Car Parking

Risk related:

None

Workforce related:

The processing of this application, including the request to council to approve the development application are within the normal workloads of the Town Planning business unit.

Conclusion:

The proposed development at 97 Stirling Terrace satisfies the relevant provisions within the Town Planning Scheme No. 5, including land use, building setbacks, and heritage considerations. The adaptive re-use of the existing structure for Shop, café and café uses, along with the construction of a retaining wall and toilet block, is considered minor and will not adversely impact the visual amenity or historical significance of the property.

Furthermore, adequate off-site parking arrangements have been identified thereby fulfilling the parking requirements for the new land uses proposed.

Overall, the proposal supports the revitalisation of the Toodyay Town Centre Precinct while preserving its cultural heritage.

VOTING REQUIREMENTS

Simple Majority

MOTION/COUNCIL RESOLUTION NO. OCM230/12/25

MOVED Cr M McKeown

SECONDED Cr J Prater

That Council move behind closed doors at 5.52pm.

Voted For: Crs M McKeown, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 5/0

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM231/12/25

MOVED Cr S Van der Heyden

SECONDED Cr R Mills

That Council grants approval for application at 97 Stirling Terrace, Toodyay for the construction of retaining wall and toilet block, with land uses supporting a shop, café and office subject to the following conditions:

- a) The development hereby permitted must substantially commence within two years from the date of the approval letter.
- b) The proposed development shall comply with the Bushfire Attack Level Report No. 25370 dated 17 February 2025.
- c) The development shall be carried out in accordance with the plans submitted with the application as a part of the approval.
- d) All parking requirements must be maintained and utilised in accordance with the approved parking plans.

- e) Stormwater must be managed in a way that prevents any discharge onto adjoining properties, to the satisfaction of the Shire
- f) A building permit to be obtained prior to commencement of work.

Prior to Occupation

- g) The development hereby permitted shall be connected to an approved effluent disposal system.
- h) An appropriate and sufficient space to be provided for bin storage and a waste management plan to be submitted and approved to the satisfaction of the Executive Manager of Planning and Regulation.
- i) Signage to be installed adjacent to loading bays indicating the hours of operation.
- j) A Noise Management Plan must be submitted and approved to the satisfaction of the Executive Manager of Planning and Regulation.
- k) A Lighting Management Plan must be submitted and approved to the satisfaction of the Executive Manager of Planning and Regulation.

Voted For: Crs M McKeown, J Prater, R Mills and S Van der Heyden

Voted Against: Cr R Madacsi

MOTION CARRIED 4/1

MOTION/COUNCIL RESOLUTION NO. OCM232/12/25

MOVED Cr M McKeown

SECONDED Cr R Mills

That Council move from behind closed doors at 6.05pm.

Voted For: Crs M McKeown, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 5/0

Cr Michelle Dival returned to the meeting at 6.05pm.

The Shire President read aloud the resolution passed behind closed doors for the information of the gallery and online audience.

10.1.3 Scheme Amendment 1 - LPS5 - Resolution to proceed

Date of Report:	4 December 2025
File Reference:	PRO 18
Author:	P Nuttall – Executive Manager Planning and Regulatory Services
Responsible Officer:	A Bowman JP – Chief Executive Officer
Previously Before Council:	OCM 6/3/2025 OCM 24/7/2025
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Legislative
Attachments:	<ol style="list-style-type: none"> 1. Updated Map - as advertised; ⇒ 2. Modified Amendment Document; and ⇒ 3. Submissions Table; and ⇒ 4. Submission DFES ⇒

SUMMARY**Applicant:** Shire of Toodyay**Owner:** Shire of Toodyay**Proposal:** Amendment 1 to Local Planning Scheme 5**Location:** Lot 9508 and Lot 8006, Drummond Street and Burt Parkway, Nunile**PURPOSE OF THE REPORT**

For council to consider the submissions received in the second round of Community Consultation regarding the rezoning of Lot 9508 and Lot 8006 Drummond Street and Burt Parkway, Nunile.

To resolve to progress this amendment and if supported, forward all documentation and the Council resolution to the WAPC for approval. Without a Council resolution the item will not proceed to the WAPC for approval.

BACKGROUND

Council was presented at the OCM 27th March a request to commence advertisement of a proposal to change the Scheme. This proposal involved the rezoning of a portion of freehold Council land (Lot 9508) from Public Open Space to road and residential zoning, and the rezoning of Lot 8006 from Residential zone to Public Open Space. Consultation was undertaken and the results presented to Council 24 July 2025.

This consultation resulted in suggestions made by the community that have been incorporated into the new design and criteria which was then re-advertised. The Department

of planning has also requested minor changes to the R-Codes map **Attachment 1**, and updates to the accompanying report **Attachment 2**.

This report completes the required advertisement of the scheme amendment and incorporates comments received from service authorities.

This application is deemed to be a Standard amendment and was advertised for 49 days between 30/10/2025 and 12/12/2025.

COMMENTS AND DETAILS

Consultation

This round of consultation has raised three areas of concern. These concerns generally relate to:

1) **The effects of climate change – Heat Island effect**

Two respondents have referred to a Shire of Toodyay sponsored University of Western Australia study called *Future Climate Future Home*. In this study the Riverhills Estate (Foggarthorpe Structure Plan) is one of the test/study areas.

The Study considered the effects of increased global warming and the effects of liveability within the estate. Preliminary findings show that road network design and house design play a greater influence in moderating the effects of climate change, in some ways, a greater effect than increasing the tree canopy.

All the locations used in the study showed the best cooling effects were achieved when wind blew over water before reaching homes. This study is ongoing, and preliminary findings were presented to Council 4 December 2025. Even at this preliminary stage the Shire can consider these findings in designing the proposed housing estate to assist in moderating the heat island effect.

Upon conclusion of the study the Australian Urban Design Research Centre will recommend that there be a change to the Residential Design Codes of Western Australia, so that all new housing in WA be improved to address heat island effects, not just in Toodyay.

2) **Comments regarding the subdivision design**

The Shire has previously made public a design that proposes an extension of Rayner Loop to Burt Parkway and a modification to Batty Pass roadways. This is required to support the Bush Fire Management Plan requirements of evacuation routes for new homeowners. As the new roads have been moved, the internal lot configurations have also changed and will change again as more detailed subdivisional plans are developed.

Stage One of the subdivision will create more than 10 lots, and this will require consideration by Council before the application for subdivision is presented to the WAPC for approval. While the final layout of lots is not normally a public consideration, there remains a public opportunity to comment on these matters if this amendment is supported by the WAPC.

At this point it is anticipated that the first release of lots will occur on Murray Walkway and Drummond Street, subject to Council instruction.

3) **Amendments required to the Bushfire Management Plan**

The Bush Fire Management Plan (BMP) that the Shire has commissioned has been considered by the Department of Planning, referral to DFES has been made, with proposed modifications.

Concerns that Element 2 - Siting and Design are not fully satisfied.

Certain lots on Murray Walkway will have a portion of their lots in a very high bushfire risk area. While not ideal the Shire must ensure that an appropriate notification on the land title informs future buyers that there is an elevated risk from bushfire.

From a design perspective, these lots should be deeper and permit the landowners to set back their development in order to reduce their BAL rating.

Concerns that Element 3 - vehicle access is not fully satisfied.

While the Shire has placed this development on a series of dedicated roads, the requirement of providing two access routes to two different destinations hinges on the fact that only one evacuation route is on a dedicated road, *DFES preference*.

The secondary access provided via Drummond Street North is not dedicated nor is Burt Parkway, yet they do provide a formed carriageway for evacuation purposes. This Shire considers this arrangement satisfactory and will likely be accepted by DFES upon review of the Bushfire Management Plan.

Conclusion:

The Shire does not see these recommendations as insurmountable issues that cannot be overcome, and a modified Bushfire Management Plan will be prepared and sent to the WAPC and DFES prior to the approval of this amendment.

Placing notifications on titles, as to the bushfire risk and managing the reserve (drainage) will be implemented and this will provide a potential reduction to the BAL rating of future homes.

It is believed that the reduced number of submissions is related to the Council's efforts to respond to community concerns on matters raised in the OCM 24/7/2025.

Lot sizes

Initial community concerns centred around the potential location of small(er) lots adjacent to Drummond Street. In this amended proposal, the coding of land adjacent to Drummond Street has been reduced from R20 to R12.5 resulting in the average lot size being increased accordingly. The Shire is proposing to develop 900m² lots fronting Drummond Street but then must make up the shortfall of dwellings on the remainder of the site.

The western side of the amendment area has been simplified from R20 and R35 to an overall R30 coding. This residential code permits the Shire to create the two proposed group housing sites with the remainder of the estate's lots being on average 500m² each. These lots would not be able to be subdivided again with this code.

This change to the residential codes meets a concern of the community and still provides the flexibility to meet the objectives of the grant funding criteria.

Quantity of Houses

The Shire must conform with a previously submitted grant funding application, which was approved, that requires approximately 50 dwellings to be able to be produced within the boundaries of the scheme amendment area. This will be achieved through a combination of individual lots and two grouped housing sites.

From the original plans of having smaller lots and group housing sites, the Shire has now modified the outcome as advertised **Attachment 1**. This will not need to change its original objectives for a greater diversity of lot sizes, which is a state objective. Lots facing Drummond Street will have much larger dwellings with smaller ones in the remainder of the estate.

When the Shire develops the proposed group housing site it has committed to covenanting the lot to over 55's homes. This would commit a future developer to providing housing for community needs. This would meet an objective in the *Plan for the Future 2023 – 2033* document to broaden social housing options 5.2.1. *Advocate for more social housing in the Shire of Toodyay.*

IMPLICATIONS TO CONSIDER

Consultative:

Community consultation undertaken in April 2025 received 20 objections, 2 supported and 2 neutral comments. Most of those comments received were from residents within the 300-metre shire consultation radius, with the remainder from within the Shire. A petition was received from Nunile residents that objected to the proposed rezoning. Comments regarding those submissions was published in the OCM 24/7/2025 attachments.

The second round of consultation has reached out to all the initial referral landowners and included new residents that have moved into the consultation area. Correspondence has also been sent to relevant service authorities.

In this latest consultation received only Ten **(10)** submissions, with five **(5)** of them being from residents. **Attachment 3**

This consultation was advertised on our website and direct mailed to all previous submitters and residents in proximity to this proposal. From 30/10/2025 until 12/12/2025.

These consultation satisfy the legal requirement for Advertisement as per Sections 81, 83A, and 84 of the *Planning and Development Act 2005*.

Strategic:

From the Shire – ***Plan for the Future 2023 - 2033***

5.2. Enable access to affordable, sustainable, and diverse housing options.

The Scheme Amendment 1 proposal will lots that will be relatively affordable compared with other estates, due to the Commonwealth Grant assisting with construction costs. There will be a selection of different lot sizes to the housing market.

5.2.1. Advocate for more social housing in the Shire of Toodyay.

The categories of social housing proposed will be for Key Worker housing and a development site for over 55's Housing which could be retirement homes.

5.2.2. Advocate for developers to build more affordable housing options.

With the provision of a range of lot sizes, developers will be able to provide homes to suit the lot sizes. Smaller lots will result in smaller houses (proportionally) as the R30 code requires 45% open space per lot.

Policy related:

This proposal has been considered against the Special Control Area No.5 (SCA5) contained within the Scheme. The SCA5 – Landscape Protection Special Control Area requires consideration to be made to maintain the integrity of landscapes for land within the control area. In this case those consideration would have been considered in the Foggarthorpe Structure Plan which predates this SCA5. Therefore, it is deemed that these values have been considered accordingly.

Financial:

In accordance with the *Planning and Development Regulations 2009* and *Planning and Development (Local Planning Schemes) Regulations 2015* the costs associated with the assessment, advertising and gazettal of the scheme amendment are met by the applicant.

As the Shire has prepared this Amendment rather than a proponent, all costs associated with preparation, advertising and processing will be borne within Council's adopted Budget.

This project will be funded through a commonwealth grant to support housing in the regions in conjunction with the AROC housing initiative.

General Function:

The *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015* gives local governments powers in relation to Local Planning Schemes and Local Planning Policies. The above provisions of the *Planning and Development Act 2005* require a decision to amend a Local Planning Scheme by Council resolution.

Legal and Statutory:

1. *Planning and Development Act 2005*

- Section 75 provides legislative power to the Council to prepare changes to its local planning scheme.
- Section 81 requires referral of scheme amendments to the Environmental Protection Authority prior to advertising.
- Section 83A requires referral to the Minister for approval to advertise.
- Section 84 requires a scheme amendment to be advertised and for submissions to be considered by the local government.

2. *Planning and Development (Local Planning Schemes) Regulations 2015*

- Regulations 34 and 35(2) require an amendment to be classified as basic, standard, or complex.
- Regulation 47 specifies requirements for advertising a Standard Amendment.
- Regulation 76A specifies requirements for making documents available to public.

Risk related:

Scheme amendments are ultimately determined by the Minister of Planning, who can approve, modify or refuse any amendment. Councils' role is to prepare and process an amendment at its cost with the greatest risk being the amendment is not supported by the WAPC and the Minister.

Workforce related:

the proposed amendment has been prepared by consultant town planners under the direction of senior staff. The community consultation undertaken has been conducted by Shire staff within normal operating budgets and working hours.

Actions to Consider:

requirements of the Western Australian Planning Commission. A response must then be forwarded to the WAPC to inform the Minister of Planning of Councils decision.

Council has three presented options as per the Act.

- Support; or
- Support, subject to proposed modifications; or
- to Not Support this proposal.

Support

The option to support the advertised Amendment 1, to the Shire of Toodyay Local Planning Scheme No.5. without modification.

To the WAPC-

What has been advertised does not require modification and the subsequent land subdivision can be modified with minor changes to effect the recommended changes made by the community.

Support subject to proposed modifications

An alternate option is to modify the Amendment 1, based upon community responses and then upon WAPC advice proceed with an approval. If the WAPC deems that Council proposed changes to be substantial, then the WAPC may require Council to readvertise the amendment for a further 42 days on matters changed by Council. Community may or may not receive greater community support with proposed changes in an amended Scheme Amendment 1.

An example of a modification may be to change any of the residential R-Codes or a portion of the site to a different development R-Code. This may also relate to the change of the shape of the proposed R-Codes or proposed zones. Placing a covenant on land is not appropriate within the scheme amendment process, as this is a subdivisional matter.

Council may choose at this point to proceed with the administrative change to the zones and reserve land for Jarratt Pass and change the drain reserve to public open space and not proceeding with the residential proposal.

To the WAPC –

What has been advertised does require minor modification to support a future subdivision, and to support the adjacent community with higher levels of surety of the outcomes of that future subdivision.

Delay that may result from WAPC imposing readvertising may also jeopardise the substantial grant application for this project.

Not Support the proposal

If Council were to not support this scheme amendment, then notification will be made to the WAPC of the failure of this proposal. The rezoning of land would not proceed, and future subdivision could not occur.

There are still two remaining pieces of land within this proposal that are not appropriately reserved, that would need to be rectified at some later date. A road would continue to run through a public open space, and a drainage reserve would continue to be zoned for residential development.

To the WAPC –

What has been advertised does not meet community expectations, and Council has chosen to not proceed with the Amendment 1 to Local Planning Scheme No. 5.

Conclusion:

It is recommended that Council support the Amendment 1 to Local Planning Scheme No.5 as presented to the community through two rounds of advertising. Matters raised by the community have been addressed with the remaining changes being resolved through subdivision design changes as presented in the OCM 24/7/2025 report. The proposed scheme amendment now presented to Council not detrimentally change the housing yield or financial return to the Shire.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM233/12/25

MOVED Cr M Dival

SECONDED Cr J Prater

That Council

1. Considers and recognises all the responses received from both community consultations and service authorities regarding the proposed Scheme Amendment No.1 **Attachment 3**.
2. Supports without further amendment, the proposed Scheme Amendment No. 1 pursuant to section 75 of the Planning and Development Act 2005, to amend the Shire of Toodyay Local Planning Scheme No.5 by:
 - a) reclassifying a portion of Lot 9508 Burt Parkway, Nunile from Public Open Space reserve to:
 - i. Residential zone and applying a density coding of R12.5 and R30 as per the amended map; and
 - ii. Local Road reserve; and
 - b) Reclassifying Lot 8006 Murray Walkway, Nunile from Residential zone to Public Open Space reserve and removing the R10 density coding from the affected parcel.
3. Forwards this report and a signed statement of intent to the WAPC, of Councils recommendation to proceed with the amendment.

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

Attachments

- 1 Tabled attachment - updated schedule of submissions.

10.2 FINANCE AND CORPORATE SERVICES**10.2.1 Amendment to the 2025/26 Fees and Charges**

Date of Report:	3 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	Fees
Author:	A Hart – Executive Manager Finance and Corporate Services
Responsible Officer:	A Hart – Executive Manager Finance and Corporate Services
Previously Before Council:	23/10/2024 OCM281/10/24 24/07/2025 OCM132/07/25
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Executive
Attachments:	Nil

PURPOSE OF THE REPORT

To approve an amendment to the 2025/2026 Schedule of Fees and Charges.

BACKGROUND

When Council adopted the 2025/26 Annual Fees and Charges, the incorrect fees were included for entry fees Connors Mill, old Gaol Museum and the Wicklow Shearing Shed. The purpose of this report is to amend the fees and charges schedule to the correct fees for the 2025/26 financial year.

COMMENTS AND DETAILS

In October 2024, Council resolved to adopt a fee structure for entry fees to Connors Mill and Old Newcastle Gaol Museum and hire fees for the Old Newcastle Gaol Museum and Wicklow Shearing Shed. When preparing the fees and charges for the 2025/26 year, the fees and charges schedule was not updated to reflect the new fees. This fee structure was agreed to between the Shire and the volunteers that open the museum and there was no intention to change the fees back to what they previously were.

It is recommended that Council amend the 2025/26 fees and charges schedule to reflect what Council resolved at the OCM in October 2024.

IMPLICATIONS TO CONSIDER**Consultative:**

Shire of Toodyay Museum Volunteers

Strategic:***Shire of Toodyay Council Plan 2023-2033******Outcome 9. Responsible and effective leadership and governance***

09.1 Provide, strong, clear and accountable leadership.

09.2 Govern Shire finances, assets and operations responsibly.

Policy related:

Nil

Financial:

There are no costs to publish to the website however there may be minimal advertising costs involved with arranging newspaper advertisement into the Toodyay Herald that will be met as part of the advertising budget

Legal and Statutory:***1.7. Local public notice***

Where under this Act local public notice of a matter is required to be given, notice of the matter must be —

(a) published on the official website of the local government concerned in accordance with the regulations; and

(b) given in at least 3 of the ways prescribed for the purposes of this section.

6.16. Imposition of fees and charges

(3) Fees and charges are to be imposed when adopting the annual budget but may be —
(a) imposed* during a financial year; and

(b) amended* from time to time during a financial year.

* Absolute Majority required

6.19. Local government to give notice of fees and charges.

If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —

(a) its intention to do so; and

(b) the date from which it is proposed the fees or charges will be imposed.

Risk related:

The risks in amending fees and charges places insignificant (1) risk from a compliance and/or reputational standpoint. This report mitigates the risk

Workforce related:

There are no workforce related risks to this item.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM234/12/25**MOVED** Cr J Prater**SECONDED** Cr M Dival

1. That Council by absolute majority in accordance with s6.16(3)(b) of the *Local Government Act 1995*, resolves to amend the following fees as follows.

Connors Mill admission fees

Adult	\$7.00
Children sixteen and under	\$5.00
Students and Teachers of Toodyay District High School	\$nil
Pensioner Concession card holders	\$5.00
Toodyay residents	\$nil
Family Pass (2 adults and 2 children)	\$17

Old Newcastle Gaol Museum admission fees

Adult	\$7.00
Children sixteen and under	\$5.00
Students and Teachers of Toodyay District High School	\$nil
Pensioner Concession card holders	\$5.00
Toodyay residents	\$nil
Family Pass (2 adults and 2 children)	\$17

Old Newcastle Gaol Museum Facility Hire

Commercial and Private	\$50
Not for profit and community groups	\$25
Bond for Hire	\$500

Wicklow Shearing Shed Facility Hire

Commercial and Private	\$50
Not for profit and community groups	\$25
Bond for Hire	\$500

Visitor Centre Package (entry to both Connors Mill and Old Newcastle Gaol Museum)

Adult	\$10.00
Children sixteen and under	\$7.50
Students and Teachers of Toodyay District High School	\$nil
Pensioner Concession card holders	\$7.50
Toodyay residents	\$nil
Family Pass (2 adults and 2 children)	\$25

2. That Council gives local public notice that the date in which the proposed fees will change is 1 January 2026

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and
S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0 BY ABSOLUTE MAJORITY

10.2.2 Request for Rates Concession A262

Date of Report:	21 November 2025
Applicant or Proponent:	Toodyay Masonic Lodge
File Reference:	A262
Author:	K Christiansen – Rates Officer
Responsible Officer:	A Hart – Executive Manager Finance and Corporate Services
Previously Before Council:	27 October 2020 CRN: 292/10/20
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Legislative
Attachments:	<ol style="list-style-type: none"> 1. Request for reduction in Shire rates (confidential) <i>Section 5.23(2)</i> <i>(b) the personal affairs of any person (under separate cover)</i> 2. Correspondence from Masonic Care WA. (confidential) <i>Section 5.23(2)</i> <i>(e)(ii) a matter that if disclosed, would reveal information that has a commercial value to a person where the trade secret or information is held by, or is about, a person other than the local government. (under separate cover)</i>

PURPOSE OF THE REPORT

To consider a request from Toodyay Masonic Lodge for a rates concession on Property A262 located at 19 Fiennes Street, Toodyay WA 6566 under Section 6.26(2)(g) of the *Local Government Act 1995*.

BACKGROUND

Toodyay Masonic Lodge is seeking a reduction in Shire rates. A copy of the correspondence is attached (**Attachment 1**). The Toodyay Masonic Lodge is affiliated with the Masonic Foundation. Masonic Care WA have provided correspondence supporting the concession (**Attachment 2**).

Information regarding the charitable status of the Masonic Foundation is available on the Charities and not-for-profits Commission website here:

<https://www.acnc.gov.au/charity/charities/eb5ace7b-39af-e811-a963-000d3ad244fd/profile>

Section 6.26 Rateable Land of the *Local Government Act 1995* requires all properties in the Shire to be rateable and details what properties are exempt from paying Rates.

Council can resolve to grant other discounts or concessions on properties that would otherwise be rateable.

Section 6.47 of the *Local Government Act 1995* (the Act) states that Council may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

COMMENTS AND DETAILS

The Lodge has previously applied for and been granted a 50% reduction in the applicable rates, making the following points in support of an application for granting a concession of the 2025/2026 rates:

- Masonic Foundation is a charity and not for profit organisation. The Toodyay Masonic Lodge is affiliated with the Masonic Foundation.
- The Toodyay Masonic Lodge has operated continuously in Toodyay since 1899; and in the present location since the 1920's.
- Other local community organisations have not been charged rates or granted a rates concession.

The *Local Government Act 1995* requires that Council, each year, at the time of adopting the budget or afterwards resolve to either wave a rate or grant a concession. This must be done each year to ensure compliance with the Act.

This property has been granted a concession previously as follows:

Assessment	Address	Owner Name	Concession Amount
A262	19 Fiennes Street, Toodyay	Toodyay Masonic Lodge	50%

The Ratepayer has requested a rates concession under section 6.47 as they are using the land exclusively for charitable purposes.

It is recommended that Council grant a 50% concession to this property for the 2025/26 financial year in-line with previous years. The ratepayer will continue to be responsible for the payment of all rubbish charges, ESL Levy and Waste Transfer Station Levy.

IMPLICATIONS TO CONSIDER

Consultative:

Council

Strategic:

Plan for the future: Shire of Toodyay Council Plan 2023-2033

Outcome 2 An inclusive, connected community

Policy related:

Council's rating and hardship policies.

There are no council policies relating to this item

Financial:

The Rates concession budget is approximately \$21,000 per annum. This is included in the 2025/26 Budget.

Annual rates levied: \$2,149.50

Proposed concession: 50% Concession under s6.47

Budget impact: [Minimal/moderate], offset by community benefit.

Legal and Statutory:

Section 6.47 – Concessions Local Government Act 1995

Section 6.47 of the Local Government Act 1995 as amended. ...”a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant another concession in relation to a rate or service charge.”

A local government may waive or grant concessions in relation to rates or service charges, but this is discretionary and typically applies where full exemption under s6.26 does not apply.

Local Government (Financial Management) Regulations 1996: requires accurate classification and documentation of exemptions.

Risk related:

Nil.

Workforce related:

Nil.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM235/12/25

MOVED Cr J Prater

SECONDED Cr M Dival

That Council approves a 50% rates concession for the 2025/2026 year for Assessment A262 – 19 Fiennes Street, Toodyay under section 6.47 of the *Local Government Act 1995*.

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0 BY ABSOLUTE MAJORITY

10.2.3 Monthly Financial Statements - November 2025

Date of Report:	1 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	FIN32
Author:	A Hart – Executive Manager Finance and Corporate Services
Responsible Officer:	A Hart – Executive Manager Finance and Corporate Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil.
Council's Role in the matter:	Legislative
Attachments:	1. Monthly Financial Report - November 2025 ⇒

PURPOSE OF THE REPORT

To present to Council the Monthly Financial Statements for November 2025.

BACKGROUND

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* requires a local government to prepare each month a statement of financial activity including the sources and applications of funds, comparing actuals against annual budget and year-to-date budget.

A statement of financial activity and any accompanying documents are to be presented at an ordinary meeting of the Council within two months after the end of the month to which the statement relates.

COMMENTS AND DETAILS

Local governments are required to present to Council the Statement of Financial Activity to comply with Australian Accounting Standards (AAS) and the amended *Local Government (Financial Management) Regulations 1996*.

The Statement of Financial Activity, contained within the monthly financial statements, summarises the Shire's operating and capital activities and provides an indication of the Shire's financial performance as the year progresses. Officers have also provided additional supplementary information.

IMPLICATIONS TO CONSIDER**Consultative:**

Nil

Strategic:***Plan for the Future: Shire of Toodyay Council Plan 2023-2033*****Outcome 9. Responsible and effective leadership and governance.**

9.2 Govern Shire finances, assets and operations responsibly.

Policy related:

Financial Governance

Financial:

Financial implications are reported in accordance with the approved material variances reporting threshold as adopted by Council; (+) or (-) \$10,000 or 10%, whichever is the greater.

Workforce related:

Nil.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM236/12/25

MOVED Cr J Prater

SECONDED Cr R Mills

That Council receives the Monthly Financial Statements for November 2025
(Attachment 1).

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and
S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

10.2.4 List of Payments - November 2025

Date of Report:	1 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	FIN32
Author:	A Hart – Executive Manager Finance and Corporate Services
Responsible Officer:	A Hart – Executive Manager Finance and Corporate Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Legislative
Attachments:	1. List of Payments 1 November 2025 to 30 November 2025 ↗

PURPOSE OF THE REPORT

To present to Council the list of payments for the months of November 2025.

BACKGROUND

This information is provided to Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*. A local government is to develop procedures for the authorisation of any payment of accounts to ensure that there is effective security for which money or other benefits may be obtained.

COMMENTS AND DETAILS

The schedule of payments has been compiled for the month of November 2025 and is attached. These payments have already occurred, and Council are not making a decision as to whether payments are to be made.

IMPLICATIONS TO CONSIDER**Consultative:**

Nil

Strategic:

Plan for the Future: Shire of Toodyay Council Plan 2023-2033

Outcome 9. Responsible and effective leadership and governance.

09.1: Govern Shire finances, assets, and operations responsibly.

Policy related:

Purchasing Policy

Delegation CS1

Financial:

Expenditure is in accordance with s6.8(1) (a) of the *Local Government Act 1995*.

Legal and Statutory:**Local Government Act 1995**

s.5.42 allows the local government to delegate its powers to the Chief Executive Officer.

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

Local Government (Financial Management) Regulations 1996

r.13 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.

Workforce related:

Nil.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM237/12/25

MOVED Cr M Dival

SECONDED Cr S Van der Heyden

That Council receives the list of accounts as presented and listed below, for the month of November 2025:

Description	Amount \$
Municipal Cheques	\$0.00
Electronic Funds Transfer Payments	\$1,049,349.28
Payroll	\$306,323.63
Credit Cards	\$5,851.84
Other (Including Direct Debits)	\$91,796.78
Total	\$1,453,321.53

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and
S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

10.3 ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES

Nil.

10.4 EXECUTIVE SERVICES**10.4.1 BFAC Committee Meeting Schedule 2026**

Date of Report:	9 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	MTG4/MTG7/COC2/FIR3/FIR27
Author:	M Rebane – Governance Coordinator
Responsible Officer:	A Bowman JP – Chief Executive Officer
Previously Before Council:	Annually
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Executive
Attachments:	Nil

PURPOSE OF THE REPORT

To change the 2026 meeting dates of the Bush Fire Advisory Committee.

BACKGROUND

At the September 2025 Council Meeting Council adopted a meeting schedule intended to align with **Option 2** which was to hold the Committee Meetings on the 2nd Thursday of the month. The dates available were as follows:

- | | | | |
|--------------------------------------|----------------------------------|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> 8 January | <input type="checkbox"/> 9 April | <input type="checkbox"/> 9 July | <input type="checkbox"/> 8 October |
| <input type="checkbox"/> 12 February | <input type="checkbox"/> 14 May | <input type="checkbox"/> 13 August | <input type="checkbox"/> 12 November |
| <input type="checkbox"/> 12 March | <input type="checkbox"/> 11 June | <input type="checkbox"/> 10 September | <input type="checkbox"/> 10 December |

On the schedule adopted by Council the dates were as follows:

Audit, Risk and Improvement Committee	Bush Fire Advisory Committee	Local Emergency Management Committee
Thursday 12 February 2026	22 January 2026	12 March 2026
Thursday 14 May 2026	9 April 2026	11 June 2026
Thursday 13 August 2026	9 July 2026	10 September 2026
Thursday 12 November 2026	8 October 2026	10 December 2026

COMMENTS AND DETAILS

This report seeks to change the dates of the Bush Fire Advisory Committee to the following:

- ☐ 12 March ☐ 11 June ☐ 10 September ☐ 10 December

This will bring the dates in alignment with the Local Emergency Management Committee as was intended and has been current practice. It is operationally beneficial to have these two meetings on the same day.

It is recommended that these dates be changed.

IMPLICATIONS TO CONSIDER**Consultative:**

Nil.

Strategic:***Shire of Toodyay Council Plan 2023-2033*****Outcome 9: Responsible and Effective Leadership and Governance.**

Provide strong, clear, and accountable leadership.

Policy related:

Nil.

Financial:

Nil.

Legal and Statutory:

Section 5.25 (1)(g) of the Local Government Act 1995

Regulation 12(1) of the Local Government (Administration) Regulations 1996

Risk related:

The risk is insignificant if the decision is made so that a notice can be published on the Shire's website before the end of the year.

Workforce related:

Shire Officers will publish information on the Shire website.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM238/12/25

MOVED Cr R Mills

SECONDED Cr M Dival

That Council changes the Bush Fire Advisory Committee dates in 2026 to be as follows:

- ☐ 12 March ☐ 11 June ☐ 10 September ☐ 10 December

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and
S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

10.4.2 Budget Adjustment - Newcastle Bridge

Date of Report:	11 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	BR9025
Author:	A Bowman JP – Chief Executive Officer
Responsible Officer:	A Bowman JP – Chief Executive Officer
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Executive
Attachments:	Nil

PURPOSE OF THE REPORT

To reallocate funds to allow for the urgent replacement of the decking of Newcastle Bridge.

BACKGROUND

At the Ordinary Meeting of Council held on 24 July 2025, Council resolved to adopt the 2025/26 Annual Budget.

Since the adoption of the budget, Newcastle Bridge has been subject to repeated acts of vandalism, resulting in temporary closures for repairs and significant unplanned maintenance costs. These ongoing incidents have resulted in a significant financial burden due to the cost of continual maintenance.

The existing bridge decking is aged and deteriorated. Combined with ongoing vandalism, this has rendered the structure unsafe for continued use.

A full replacement of the decking is now required to ensure public safety and maintain the integrity of this critical piece of infrastructure.

In accordance with section 6.8(1) of the *Local Government Act 1995*, expenditure from the municipal fund for purposes not included in the adopted budget may be authorised by Council resolution, passed by an absolute majority.

COMMENTS AND DETAILS

Without Council approval to reallocate budget funds, staff are unable to proceed with the replacement of the Newcastle Bridge decking.



Staff have obtained an initial quote for the replacement of the decking, estimated at **\$125,000**. In addition, Staff are actively investigating alternative materials and solutions to improve durability and reduce future maintenance costs and ensure cost-effectiveness. Staff are in the process of obtaining the required number of quotes in accordance with Council's Purchasing policy.

To fund this essential work, Council must either:

- Utilise reserve funds; and/or
- Reallocate funds from other municipal projects that are of lower priority or unlikely to be completed this financial year.

If Council chooses to use reserve funds for a purpose other than that for which the reserve was established, section 6.11 of the *Local Government Act 1995* requires a minimum one-month local public advertising period is required.

However, the Newcastle Bridge Reserve currently holds \$47,695. As the purpose of this reserve is specifically for expenditure on the Newcastle Bridge, these funds can be used without the need for public advertising.

It is recommended that the remaining required funds be reallocated from the following projects, both of which can be deferred without significant impact:

- **\$30,000** – WO.10033 Niche Wall
- **\$50,000** – WO.10005 Recording Equipment – Chambers

Council may consider reinstating these projects during the mid-year budget review, subject to priorities and the Shire's financial position at that time.

The proposed budget adjustment will have a net impact of \$Nil on the overall budget.

IMPLICATIONS TO CONSIDER

Consultative:

Nil.

Strategic:

Council Plan 2023-2033

Outcome 9. Responsible and effective leadership and governance.

9.2. Govern Shire finances, assets and operations responsibly

Policy related:

Purchasing Policy.

Financial:

The Newcastle Bridge decking has been subject to significant ongoing vandalism.

The cost to replace the decking represents an unbudgeted expense; however, the net impact on the overall budget will be nil, as staff are recommending the reallocation of existing funds.

Following this adjustment, the Newcastle Bridge Reserve will be fully utilised, leaving a balance of nil.

Legal and Statutory:

Section 6.8 of the Local Government Act 1995

Risk related:

The risk rating is high (16). Failure to replace the decking poses a High Safety Risk (public injury or fatality), Financial Risk (increased repair costs and liability claims), and Reputational Risk (community dissatisfaction and loss of trust).

This report mitigates the risk.

Workforce related:

Nil.

VOTING REQUIREMENTS

Absolute Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM239/12/25

MOVED Cr S Van der Heyden

SECONDED Cr M Dival

That Council approve the following amendment to the 2025/26 budget:

<u>WO/GL</u>	<u>Description</u>	<u>Increase</u>	<u>Decrease</u>
WO.10033	Niche Wall		30,000
WO.10005	Recording Equipment - Chambers		50,000
	Newcastle Bridge Reserve (From)		47,695
WO.10045	Newcastle Bridge Capital Upgrade	127,695	

Budget Impact Nil

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0 BY ABSOLUTE MAJORITY

10.5 INFRASTRUCTURE, ASSETS AND SERVICES

Nil.

10.6 COMMITTEE REPORTS**10.6.1 Financial Management Review: Risk Assessment and Improvement Plan**

Date of Report:	1 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	LEG269
Author:	M Rebane – Governance Coordinator
Responsible Officer:	A Hart – Executive Manager Finance and Corporate Services
Previously Before Council:	No
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Review
Attachments:	<p>1. Risk Assessment and Improvement Plan; (confidential) Section 5.23(2) <i>(f)(i) a matter that if disclosed, could be reasonably expected to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law.</i> <i>(f)(ii) a matter that if disclosed, could be reasonably expected to endanger the security of the local government's property (under separate cover)</i></p>

PURPOSE OF THE REPORT

To receive an update of the Shire of Toodyay Risk Assessment and Improvement Plan.

BACKGROUND

One of the functions of the Audit, Risk and Improvement Committee (the Committee) is to review the results of the Financial Management Review (FMR) and the Audit Regulation 17 Review (AR17), in addition to monitoring and assessing risk and improvements.

COMMENTS AND DETAILS

The Risk Assessment and Improvement Plan has been updated (**Attachment 1**).

Report section 6.2 (General Policy actions): policies identified have been revised except for Debt Collection and Disposal of Property policies. All other policies mentioned were retired or revoked by Council. The Asset Management Policy is still under review.

Attendance at Events and Continuing Professional Development Policies were provided to Council at their November 2025 Council Meeting.

Report Section 7.1 (ICT Strategic Plan): the draft plan is scheduled to be presented to the committee in February 2026. The plan will include reference to the Business Continuity and Disaster Recovery Plan adopted by Council in June 2025.

Report Section 7.2 (Operational Procedures): This is an ongoing process. Staff meetings are happening weekly, and further training and education will occur as a continuing improvement of practice.

Report Section 7.2 (Risk Management Procedures): This is an ongoing process.

In the Draft ICT Strategic Plan, a risk evaluation will be undertaken, and a plan will be prepared to mitigate those risks.

It is recommended that this plan be received.

IMPLICATIONS TO CONSIDER

Consultative:

Nil.

Strategic:

Shire of Toodyay Plan for the Future: Council Plan 2023-2033

Outcome 9. Responsible and effective leadership and governance

9.1.4. Undertake regular reviews of organisation and Council culture and implement initiatives to improve.

9.2. Govern Shire finances, assets, and operations responsibly

Policy related:

Risk Management Policy, Internal Control Policy and Legislative Compliance Policy

Financial:

Nil.

Legal and Statutory:

Local Government Act 1995

Risk related:

The risk in not receiving and noting the plan that is attached to this report is considered low (4). This report mitigates the risk.

Workforce related:

Nil.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM240/12/25**MOVED** Cr J Prater**SECONDED** Cr R Madacsi

That Council receives and notes the updated Shire of Toodyay Risk Assessment and Improvement Plan (**Confidential Attachment 1**).

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0**AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION**

That Council receives and notes the updated Shire of Toodyay Risk Assessment and Improvement Plan (**Confidential Attachment 1**).

10.6.2 Debt Write off - Australian Taxation Office

Date of Report:	1 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	TAX5
Author:	A Hart – Executive Manager Finance and Corporate Services
Responsible Officer:	A Hart – Executive Manager Finance and Corporate Services
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Quasi-Judicial
Attachments:	Nil

PURPOSE OF THE REPORT

To write off monies owed to the Shire by the Australian Taxation Office (ATO).

BACKGROUND

As part of Councils standard end of year procedure, a reconciliation should have been completed to ensure that all monies owed to the Shire by the ATO in the form of GST credits have been claimed and if not lodge revised Business Activity Statements (BAS) to ensure those monies are claimed and received by the Shire.

COMMENTS AND DETAILS

An investigation has found that no reconciliation of GST has occurred, and records have found that a significant amount of funds are being held by the ATO that is owed to the Shire in the form of GST credits for purchases made by the Shire. The reconciliation showed that \$633,000 was owed to the Shire by the ATO dating back to 2020.

Under the ATO rules, the Shire is able to amend BAS returns dating back 4 years. Funds owing from before December 2021 cannot be claimed by the Shire and this equates to \$195,000.

It is noted that this should have been picked up by management when preparing the Annual Financial Statements each year, however there is no evidence that this has occurred and more importantly was not detected by the auditors in undertaking previous years audits and reporting this to Council in the management report.

This reconciliation was supplied to the auditors as part of the 2024/25 audit and the auditors have accepted the reconciliation as part of their audit testing. In addition, we have supplied to the auditors all BAS returns and amended BAS returns as evidence of claiming all previously unclaimed GST.

To ensure this does not happen again, as part of the Shire's end of financial year processes, a reconciliation of GST receivable and payable has been included. In addition, when preparing the current months BAS, a review of the previous months BAS will also be undertaken to ensure that all funds have been claimed.

In order to tidy this up, it is necessary to seek Councils approval to write off any GST that cannot be claimed from the ATO due to it being past the timeframe that amendments can be made to the BAS return. This amount is approximately \$195,000.

It is therefore recommended that the Committee recommend to Council to write-off up to \$195,000 in GST owing to the Shire from the Australian Taxation Office.

IMPLICATIONS TO CONSIDER

Consultative:

Office of Auditor General

Audit Risk and Improvement Committee

Strategic:

Plan for the Future: Shire of Toodyay Council Plan 2023-2033

Outcome 9. Responsible and effective leadership and governance.

9.2 Govern Shire finances, assets and operations responsibly.

Policy related:

Financial Governance

Financial:

Expenditure for this is not included in the 2025-26 Annual Budget, if Council approves the write-off of \$195,000 this will need to be included in the 2025-26 mid-year budget review for consideration.

General Function:

Nil

Legal and Statutory:

Section 6.12 (1) (c) of the *Local Government Act 1995* as amended, grants the power of Council to write off any amount of money*

**Absolute Majority Required*

Risk related:

Without proper processes and suitably trained staff in place to continually monitor and undertake reconciliations of this type at least annually, the risk in the form of lost revenue is high for the Shire.

Workforce related:

Nil.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION

That Council, by absolute majority, write-off up to \$195,000 in GST owing to the Shire from the Australian Taxation Office from the period of June 2020 to December 2021.

AUDIT, RISK AND IMPROVEMENT COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION NO. OCM241/12/25

MOVED Cr M Dival

SECONDED Cr R Madacsi

That the CEO undertakes further detailed investigation and seeks external advice on this issue and provides a detailed report back to the ARIC meeting of 12 February 2026.

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

10.6.3 Integrity Framework

Date of Report:	4 December 2025
Applicant or Proponent:	Shire of Toodyay
File Reference:	MAN2
Author:	M Rebane – Governance Coordinator
Responsible Officer:	A Bowman JP – Chief Executive Officer
Previously Before Council:	27 September 2023 OCM 220/09/23.
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Executive
Attachments:	<ol style="list-style-type: none"> Integrity Framework. (confidential) Section 5.23(2) <i>(f)(i) a matter that if disclosed, could be reasonably expected to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law. (under separate cover)</i> Maturity Assessment Tool April 2025. (confidential) Section 5.23(2) <i>(f)(i) a matter that if disclosed, could be reasonably expected to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law.</i> <i>(f)(ii) a matter that if disclosed, could be reasonably expected to endanger the security of the local government's property (under separate cover)</i>

PURPOSE OF THE REPORT

To present an Integrity Framework for noting (**Confidential Attachment 1**).

BACKGROUND

Each year the Shire's Governance Coordinator is required to complete the Public Sector Commission's Integrity Framework Maturity Self-Assessment Tool. This had been done as recent as April 2025 (**Confidential Attachment 2**).

This tool is essentially a diagnostic tool for integrity within an organisation. It helps assess whether an organisation is just starting out with ethical practices (*Emerging*), progressing (*Developing*), integrating integrity into daily operations (*Embedded*), or fully committed (*Excelling*). Organisations can use this assessment to pinpoint where they stand and implement process improvements.

- Emerging** – Basic awareness, but no formal integrity framework.

2. **Developing** – Some integrity measures exist, but gaps remain.
2. **Embedded** – Integrity is integrated into daily operations.
3. **Excelling** – Integrity is a core part of organisational culture.

Integrity risks evolve—regular assessments keep organisations accountable.

- Helps track progress and adjust strategies.
- Ensures compliance with governance standards.
- Reinforces ethical leadership and decision-making.

COMMENTS AND DETAILS

The Governance Coordinator used a template, provided by the Public Sector Commission, to develop a comprehensive Integrity Framework in accordance with the Public Sector Commission's guidance. This framework is designed to promote ethical behaviour, prevent misconduct, and ensure compliance with relevant legislation and governance standards.

The framework outlines the Shire's commitment to integrity through structured governance, risk management, internal controls, and continuous improvement. It also includes mechanisms for reporting, investigation, and disciplinary action in response to integrity breaches.

Key Elements of the Framework

- **Governance and Oversight:** Led by the CEO, Executive Management Group, and Audit, Risk and Improvement Committee.
- **Legislative Compliance:** Adheres to the *Public Sector Management Act 1994*, *Corruption, Crime and Misconduct Act 2003*, and other relevant legislation.
- **Risk Management:** Utilises AS/NZS ISO 31000:2018 and AS 8001:2021 standards for fraud and corruption control.
- **Internal Controls and Audits:** Regular internal and external audits ensure financial and operational integrity.
- **Education and Training:** Mandatory integrity training for all staff, with targeted refreshers for high-risk roles.
- **Reporting and Investigation:** Clear pathways for reporting misconduct, including Public Interest Disclosure (PID) mechanisms.
- **Whistleblower Protections:** Strong safeguards to protect individuals who report misconduct.

Current Status

- The Integrity Framework has been finalised and approved for distribution by the CEO.
- Training programs and reporting mechanisms are in place.

It is recommended that the Integrity Framework be received and noted as the guiding document for ethical governance and compliance.

IMPLICATIONS TO CONSIDER

Consultative:

Nil.

Strategic:**Shire of Toodyay Council Plan 2023-2033**

Outcome 9. Responsible and effective leadership and governance.

Policy related:

Risk Management Framework

Financial:

Nil.

General Function:

N/A

Legal and Statutory:

Public Sector Commission Requirements

The Shire is required to:

- Align with PSC's Integrity Framework: The framework reflects Commissioner's Instruction 40 and incorporates minimum standards of conduct.
- Complete the Integrity Framework Maturity Self-Assessment Tool: This tool evaluates the Shire's current integrity practices and identifies areas for improvement.
- Submit Survey Results: The PSC requires authorities to submit survey data related to the self-assessment to monitor sector-wide integrity maturity.

Risk related:

Without a formalised framework, the Shire lacks a coordinated approach to detecting and preventing integrity breaches. This has the potential to compromise the Shire's ability to uphold integrity, accountability, and public confidence in its operations.

This report mitigates the risk.

Workforce related:

The framework will be published internally. Staff training will take place around integrity and this framework.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM242/12/25

MOVED Cr R Madacsi

SECONDED Cr R Mills

That Council:

1. receives and notes the Integrity Framework (**Confidential Attachment 1**) as the guiding document for ethical governance and compliance within the Shire.
2. Notes the ongoing commitment to integrity education, risk management and continuous improvement as outlined in the framework.

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and
S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

10.6.4 IT Health Check

Date of Report:	4 December 2025
Applicant or Proponent:	N/A
File Reference:	ITS/002
Author:	A Hart – Executive Manager Finance and Corporate Services
Responsible Officer:	A Hart – Executive Manager Finance and Corporate Services
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Council's Role in the matter:	Review
Attachments:	<ol style="list-style-type: none"> Essential 8 Implementation Plan (confidential) Section 5.23(2) <i>(f)(i) a matter that if disclosed, could be reasonably expected to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law.</i> <i>(f)(ii) a matter that if disclosed, could be reasonably expected to endanger the security of the local government's property (under separate cover)</i> IT Health Check Recommendations and Action Timetable-November 2025 (confidential) Section 5.23(2) <i>(f)(i) a matter that if disclosed, could be reasonably expected to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law.</i> <i>(f)(ii) a matter that if disclosed, could be reasonably expected to endanger the security of the local government's property (under separate cover)</i>

PURPOSE OF THE REPORT

To receive an update on the implementation of the recommendations of an IT Health Check that was completed in April 2025 on the Shire's corporate network

BACKGROUND

It is prudent that the Shire regularly undertake a review of the Corporate IT network to ensure that the IT network is maintained to current standards and any deficiencies are identified, or vulnerabilities exist, and corrective action be put into place prior to it becoming a serious issue for the Shire.

COMMENTS AND DETAILS

The Shire engaged focus Networks, an established IT network provider to undertake an audit of the Shire's IT environment.

This audit took place in April 2025 and involved contractors being onsite and offsite undertaking various tests and reviews of the IT network. The approach that that was undertaken was as follows:

1. Governance;
2. Business Systems and Applications;
3. Infrastructure and Technology;
4. Business Continuity;
5. Security; and
6. Project Management.

Focus Networks assessed the Shire's IT network against the framework from the Office of Auditor General and the report makes recommendations to ensure that the Shire complies with the framework.

There are a significant number of recommendations detailed in the report, management has now considered the recommendations and has proposed a timeframe to implement the recommendations.

A number of these recommendations have already been completed and have been noted in the attachment 2 to this report.

To address many of the issues raised in the report, the Shire has commenced implementing Essential 8 (E8). E8 is a cyber security framework consisting of 8 strategies to mitigate cyber threats and increase operational resistance in the Shires network. Attachment 2 details the implementation timeframe to implement E8 within the Shire's corporate network.

IMPLICATIONS TO CONSIDER

Consultative:

Each recommendation has a budgetary impact, discussions will need to be had with Council about allocating specific resources towards the corrective actions in future Budgets.

Strategic:

Shire of Toodyay Plan for the Future – Council Plan 2023-2033

Outcome 9. Responsible and effective leadership and governance

9.1 Provide strong, clear, and accountable leadership.

9.2 Govern Shire finances, assets, and operations responsibly.

Policy related:

Nil.

Financial:

The financial implications are detailed in the report with a recommended timeframe for implementation

General Function:

Not Applicable

Legal and Statutory:

Not Applicable

Risk related:

There are significant operational risks associated with the issues that have been identified in this report and these need to be addressed to ensure the safety and security of the Shire's data and IT network.

Workforce related:

There are no significant workforce related implications to this item.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM243/12/25

MOVED Cr M Dival

SECONDED Cr R Madacsi

That Council notes the attached recommended actions report and action timetable – November 2025 (**Attachment 2**), which was received by the Audit, Risk and Improvement Committee on 4 December 2025. The Committee did not make a recommendation to Council

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

12 NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil.

13 QUESTIONS OF MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil.

14 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**14.1 MEMBERS**

Nil.

14.2 EMPLOYEES

Nil.

15 CONFIDENTIAL BUSINESS**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM244/12/25**

MOVED Cr R Madacsi

SECONDED Cr M Dival

That Council considers the confidential report listed below in a meeting closed to the public in accordance with Section 5.23 of the *Local Government Act 1995*:

15.1 Operational Efficiency Measures

This matter is considered to be confidential under Section 5.23(2) - (a) and (c) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees and a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

In accordance with Standing Orders 5.2 (3) the Presiding Member directed the public gallery to leave.

All members of the public departed the Council Chambers at 6.31pm.

15.1 Operational Efficiency Measures**VOTING REQUIREMENTS**

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. OCM245/12/25

MOVED Cr M Dival

SECONDED Cr J Prater

That Council approves the recommendation as detailed in the confidential Officer's Report – Operational Efficiency Measures.

Voted For: Crs M McKeown, M Dival, J Prater, R Mills and S Van der Heyden

Voted Against: Cr R Madacsi

MOTION CARRIED 5/1

MOTION/COUNCIL RESOLUTION NO. OCM246/12/25

MOVED Cr M McKeown

SECONDED Cr J Prater

That Council move from behind closed doors at 6.51pm.

Voted For: Crs M McKeown, M Dival, R Madacsi, J Prater, R Mills and S Van der Heyden

Voted Against: Nil

MOTION CARRIED 6/0

The Shire President read aloud the resolution passed behind closed doors for the information of the gallery and the online audience.

16 NEXT MEETINGS

Type of Meeting	Date	Time
Agenda Forum	29 January 2026	5.30pm
Ordinary Council	5 February 2026	5.30pm

17 CLOSURE OF MEETING

The Shire President declared the meeting closed at 6.52pm.



ATTACHMENTS MINUTES

Ordinary Council Meeting

Thursday, 18 December 2025

Table of Contents

7.2.1 Toodyay District High School Certificate presentation	
Attachment 1 Certificate presented	4
10.1.3 Scheme Amendment 1 - LPS5 - Resolution to proceed	
Attachment 1 Tabled attachment - updated schedule of submissions.	5
10.1.1 Consent to advertise Revised Local Planning Policy 2 - Ancilliary Dwellings	
Attachment 1 Current Ancilliary Accomodation Policy (2008);	12
Attachment 2 Revised LPP2 Draft Ancillary Dwellings policy.....	14
10.1.2 Development Application at 97 Stirling Terrace, Toodyay	
Attachment 1 Architectural Drawings;	20
Attachment 2 Car Parking Calculations;.....	28
Attachment 3 Car Parking Layout;	29
Attachment 4 Heritage Impact Statement; and	30
Attachment 5 Cover Letter.	46
10.1.3 Scheme Amendment 1 - LPS5 - Resolution to proceed	
Attachment 1 Updated Map - as advertised;	49
Attachment 2 Modified Amendment Document; and	50
Attachment 3 Submissions Table; and	91
Attachment 4 Submission DFES	98
10.2.3 Monthly Financial Statements - November 2025	
Attachment 1 Monthly Financial Report - November 2025.....	103
10.2.4 List of Payments - November 2025	
Attachment 1 List of Payments 1 November 2025 to 30 November 2025.....	126




CERTIFICATE OF APPRECIATION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

Shire of Toodyay

In recognition of your valuable contribution to our Work Experience Program, supporting the development of real-world skills and career pathways for our students. Your commitment to fostering learning beyond the classroom helps shape the future of our young people.

Thank you for partnering with us to inspire the next generation.


Shelly Maes
Deputy Principal

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
1	DEPT HEALTH	N/A	SUPPORT	<p>The DoH provides the following comment which is in addition to advice provided by your local environmental health services in relation to this proposal.</p> <p>DoH position</p> <p><input checked="" type="checkbox"/> No objection – with comments and/or recommended conditions and advice notes provided below.</p> <p>The subject land is in a region that occasionally experiences problems with nuisance and disease carrying mosquitoes. These mosquitoes are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases have been reported in this region.</p> <p>In order to protect the health and lifestyle of communities, land use planning decisions must include consideration of the proximity to breeding habitat of mosquitoes and whether mosquito management, if required, will be:</p> <ul style="list-style-type: none">oeffective,oappropriately resourced;oand be approved by the relevant environmental agencies	Noted
2	Resident	RAYNER LOOP	OBJECT	<p>Thank you for your email and please see below for my feedback.</p> <p>The residents in the River Hills Estate bought and built homes here, based on the idea of a semi rural lifestyle. To have multiple hectares of R30 medium density blocks does not fit in with low density, semi-rural living. These people were sold a lie.</p> <p>There are additional blocks of land around the school/rec centre that will be subdivided into hundreds of lots, so there will not be a shortage of accommodation when that happens, what this will create is medium to high density living. A small regional town becomes a city suburb, which Councillor Dival stated once that she was very much against.</p> <p>As I mentioned in the last feedback provided, we have a part-time Doctor, part-time police station a full daycare so people are having to take their children to other towns, and a school that is full and unable to cope with current situations.</p> <p>Infrastructure managed by the shire is not adequate for the current population and bridges are having to be closed over safety concerns.</p> <p>Trying to expand a small town rapidly will bring some new qualified people, but also increases the pressure on services that are already unable to meet demands. Our Ambulance station is run by a couple of employees of St John and the rest are volunteers, this is putting more pressure on local families who give their time to volunteer in a small town.</p> <p>I believe there should be nothing over R20 in this subdivision, to preserve the suburban/semi rural living feel.</p> <p>It would appear that the Shire have made the decision to proceed with this, before the closing of the feedback period as the Exec Manager of Planning is currently on site today with the surveyors marking it up.</p> <p>There have been no financials provided, a forecast of what the cost will be to ratepayers?</p> <p>What is the revenue that the Shire expect to receive?</p> <p>Will this be completed by the Shire or sold to a developer?</p> <p>Are the blocks of land being sold or are these going to be home and land packages?</p> <p>Does the Shire have a Geotech report for this land?</p> <p>Will there be open space with a playground or other facilities?</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>The School has indicated that it has multiple empty classrooms, available for additional children. As more residents choose to live in Toodyay then these services will expand.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>The River Hills development is defined as a low density residential estate, not semi rural.</p> <p>RM Surveys were commissioned by the Shire to search for underground services, so that the Shire will have accurate service locations.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Yes the Shire has the report, which was undertaken by the previous developer.</p> <p>These facilities are already provided at the recreation centre.</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
				<p>The Shire has not provided much information at all, this is very much a behind closed doors decision that you have made already.</p> <p>There was a date set where people could ask questions previously on an individual basis, there has not been an open session for the whole community at a time that suits people who work.</p> <p>As mentioned I think the Shire have an obligation to provide a lot more detail and I want nothing over R20 there, I think there should be more R12.5 and the rest R20.</p> <p>I am not opposed to growth in this beautiful town, but this is not the way it should happen.</p>	<p>The Shire has extensively provided information to residents on our website. All Council decisions are available on our website.</p> <p>The Shire conducted an open house event during the first round of consultation. During both rounds of advertisement about 16 people scheduled individual meetings with the planning team to discuss this proposal.</p> <p>The decision to increase the R20 to R30 was made by the department of planning, which included the removal of the R35 code. The Shire is required to have enough land available to meet its 50 dwelling objectives in the approved grant.</p> <p>Noted</p>
3	Resident	RAYNER LOOP	BOTH	<p>While I am not totally against the change in coding to allow for more residential housing, I feel this should have all been resolved when the original plans for the River Hills Estate were developed.</p> <p>I live at XX Rayner Loop, and am approximately 200 m away from the beginning of what may become residential, previously public open space. So I may be affected somewhat.</p> <p>Perhaps as an idea: Instead of just reversing all of the previous public open space to residential, why not reduce the area for planned residential, keep the area to the west of Drummond St as public open space, then area west of that can become residential. That way you keep the residents of Drummond street (mostly) happy, given that they purchased their blocks thinking they were going to be living over the road from public open space.</p> <p>For future reference, what will the ARI /Additional uses become?</p>	<p>The original plans for the Foggarthorpe housing estate were developed more than 25 years ago. It is normal for modifications to structure plans over time, to meet changing housing needs.</p> <p>Noted</p> <p>This has been considered by council, and was not supported.</p> <p>AR1 is Clause 15 of the Local Planning Scheme No5. this clause provides additional land uses over the remaining reserve.</p>
4	MAIN ROADS	N/A	SUPPORT	<p>Thank you for your email and the opportunity to comment on the proposed modification to Scheme Amendment No. 1 to Shire of Toodyay Local Planning Scheme No. 5.</p> <p>Main Roads WA Wheatbelt Region has reviewed the proposed modification, and I can advise that the proposal will have no impact on the Main Roads' network and, as such, has no objection to the proposal. M060 Goomalling Toodyay Rd is not within close proximity of the subject lot and the portion of Lot 9508, subject of the proposed rezoning, is not adjacent to the land identified on the Scheme Map for a potential future bypass.</p>	<p>Noted</p>
				<p>Vision A caring and visionary rural community, working together to preserve and enrich Toodyay's environment, character and lifestyle</p> <p>Place- Our rural lifestyle is valued and is being enhanced with thoughtful planning and development. The community also values local playgrounds, parks and reserves, The Shire is attracting a growing number of residents from Perth who are seeking an alternative semi-rural lifestyle.</p> <p>The Council Plan is only one reason; I do not support this amendment.</p>	<p>One of the Shires objectives</p> <p>One of the Shires objectives</p> <p>Noted</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
5	Resident	Salt Plain Road	Object	<p>The proposed amendment does not reflect the rural lifestyle associated with Toodyay.</p> <p>People leave urban areas and high-density housing in search of space and peace from “neighbours in their living room” The proposed R30 zoning allows for 300m2 land holdings and 30 dwelling per hectare.</p> <p>The amendment takes 4. 3ha from public open space - the potential for 120 dwelling in that area.</p> <p>While this is an administration recommendation, executive officers and the CEO seldom live or stay in the shire. Councillors will remain a part of the community.</p> <p>The current CEO was the chair of The Vines Residents and Ratepayers Association forming a working group to fight against a similar amendment affecting the Vines where he lives. The Association stated the amendment would essentially change the character and nature of the area.</p> <p>Do Councillors want this for the Toodyay Community?</p> <p>The amendment aims to reclassify a portion of Lot 9508 (Burt Parkway, Nunile) from Public Open Space to Residential, while also formalising Jarratt Pass as a road reserve and reclassifying the adjacent Drain Reserve to Public Open Space.</p> <p>Lot 8006 is a drainage sump. It cannot be argued this is suitable for open public space.</p> <p>The shire plans to remove about 4.5 ha of usable green space at Lot 9508 with a flood lying area of less than 0.1 ha.</p> <p>Open space that is not suitable for everyday community recreation, is not equitable. Especially as Council has endorsed a strategy to build homes for residents aged over 55 and over.</p> <p>Nunile was a case study for the Future Climate/ Future Home Project undertaken by Julian Bolleter of UWA which Council agreed to be a part (resolution November 2022). Urban climate sensitive planning is essential in moderating temperatures. Extensive research shows evidence that high density housing contributes to the Heat Island Stress effect.</p> <p>This proposed subdivision on an exposed hill with a southern aspect will get strong eastern to Western sun.</p> <p>The extreme high temperatures do not bode well for the proposed strategy to encourage older residents.</p> <p>Green areas of public open space are very important to mitigate heat extreme.</p> <p>The sacrifice of open space for building masonry, rocks, roads and bare earth will add to heat stress.</p> <p>Councillors need to be aware the effect of high-density housing on climate in generating extreme heat and the impact of increased temperatures will have upon residents and the Toodyay community.</p> <p>Public open space is an amenity created in the subdivision. The amenity is contained in the Foggarthorpe Structure Plan. The reason given for this amendment: To allow for more well-placed housing in Toodyay.</p>	<p>the proposed development sits in an urban area not a rural area.</p> <p>Council is committed to lots of approximately 500m² for the large part of the estate.</p> <p>The Shire is proposing only 50 houses for the estate, despite the capacity for more homes.</p> <p>Not True</p> <p>Dismissed - not relevant to this proposal</p> <p>Councillors will decide at the Ordinary Council Meeting 18 December 2025</p> <p>Noted</p> <p>The Department of Planning recommends that unfenced drainage reserves be classified as Public Open Space in local planning schemes.</p> <p>Noted</p> <p>There is about 500ha of open space adjacent to the Avon River as well as the nearby recreation centre and pool. These facilities would support over 55's recreational needs.</p> <p>The shire will incorporate design recommendations from this report into the estate.</p> <p>The majority of the River Hills estate has the same aspect.</p> <p>There is no scientific correlation that supports this statement.</p> <p>Agreed</p> <p>Without clever design elements any subdivision in Australia will experience the same problem.</p> <p>Councillors attended a presentation on this very topic in early December.</p> <p>As per previous Council reports. This site was originally proposed to be housing. The structure plan provides the locations of the open space, not the subdivision.</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
				<p>There has been no consultation or survey to support the need for well-placed housing in Toodyay.</p> <p>Shire minutes quote Officer’s report “In recent years the Shire has participated in studies to identify the current and projected need for housing in the Shire and wider region. There is no data to support this statement.</p> <p>Many of the quoted previous studies inaccurately projected a substantial population growth in Toodyay. This has not occurred. Land for housing is readily available in Nunile.</p> <p>Land for housing is readily available in Nunile.</p> <p>The urbanization of Nunile is not supported by the Toodyay community, nor by the residents of River Hills Estate as per the petition presented to Council earlier in the year. From Shire minutes comments from officer on community submissions. Yet this is exactly what is happening. Changing the goal posts.</p> <p>Residents in the River Hills Estate paid premiums for their blocks overlooking land that was public open space.</p> <p>The available tree canopy aids in mitigating extreme temperatures. The public amenity of open space needs to be retained for the ambience of the area.</p> <p>Councillors need to be cognisant of adverse climate effects in generating extreme temperatures and the impact this amendment would have on the Toodyay community.</p> <p>Higher density housing is not part of the rural ambience of Toodyay. Public open space should not be sacrificed for high density housing.</p>	<p>This is the function of the Shire's Local Planning Strategy. Proposals can be considered outside of this strategy. an example is the AROC housing needs study. Assessment of housing need is dynamic and not a fixed document in time.</p> <p>Population growth and housing needs are not intersecting linear demands. The market changes and the market reacts to that change. Projections of needs could not have anticipated the housing shock that occurred after COVID.</p> <p>There is land zoned for additional housing, however the developers have been either unwilling or unable to bring this land to market. As such, the Shire has chosen to intervene and seek a rezoning to support additional land for sale - subject to Council approval.</p> <p>Council considered the petition, protest and submissions at the Council Meeting 27 July 2025 and resolved to readvertise a modified plan. Council will resolve again to support or refuse the revised proposal.</p> <p>This cannot be proven.</p> <p>This is one of many elements that mitigates urban temperatures. Design plays a more important role, as per the study.</p> <p>Councillors attended a presentation on this very topic in early December.</p> <p>Noted</p>
6	DWER		Support	<p>The Department of Water and Environmental Regulation has assessed the below referral and has no objections.</p>	<p>Noted</p>
				<p>Dear Shire of Toodyay, I am writing as a resident and ratepayer to formally oppose Amendment 1 to Local Planning Scheme No. 5.</p> <p>Key Concerns Loss of Public Open Space The amendment proposes to reclassify 4.3 hectares of Lot 9508 Burt Park way from Public Open Space to Residential - R30 zoning. This equates to the potential for approximately 120 dwellings. When we purchased our blocks, the open space was part of the subdivision plan and was intended to remain. Removing this amenity undermines the original intent and community expectations.</p> <p>Inadequate Public Consultation There has been no public consultation or information sessions face to face where residents can ask questions and receive responses from the Shire. This lack of transparency is concerning and unfair to the community.</p>	<p>Noted</p> <p>While the theoretical potential may be close to your estimate, the Shire is only proposing 50 dwellings</p> <p>Noted</p> <p>The Shire conducted an open house event during the first round of consultation. During both rounds of advertisement about 16 people scheduled individual meetings with the planning team to discuss this proposal.</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
7	Resident	Rainer Loop		<p>Block Size Reduction The proposed R30 zoning allows for 300m² land holdings, compared to the current estate average of 1,000m². Many of us moved here specifically for the larger block sizes and lifestyle. Reducing block sizes to “match boxes” changes the character of the estate and is inconsistent with why residents chose to live here.</p> <p>Infrastructure and Services Capacity There are no proper studies or documents demonstrating how existing infrastructure and services will cope with the proposed increase in dwellings.</p> <p>Current issues include: Day care: only one facility, with no vacancies (families are already moving to Northam).</p> <p>Schools: insufficient staff, classes exceeding 25 students.</p> <p>Health services: doctor’s surgery fully booked, with wait times over two weeks.</p> <p>Policing: inadequate presence in town.</p> <p>Sewerage: recurring blockages and burst in the pressure line that come from the end of Drummond St Drainage:</p> <p>the proposed reclassification of the drain reserve (sump) to Public Open Space is misleading, as it cannot be used for recreation and is insufficient to manage additional runoff.</p> <p>Financial and Governance Concerns Questions remain unanswered:</p> <p>Will the subdivision be managed in-house? What is the budget forecast and return value? Where will funding come from?</p> <p>How much municipal funding will be diverted from essential road and bridge infrastructure improvements?</p> <p>Contradiction in Leadership It is contradictory that the current CEO of the Shire of Toodyay, who previously chaired The Vines Residents and Ratepayers Association, opposed a similar amendment in his own community, yet now supports such changes here. This inconsistency raises concerns about fairness and representation, especially as executive managers making recommendations do not reside in Toodyay.</p> <p>Conclusion For the reasons outlined above, I strongly oppose Amendment 1 to Local Planning Scheme No. 5. The proposal is inconsistent with the original subdivision plan, lacks proper consultation, threatens the character of our community, and raises serious concerns about infrastructure, services, and governance.</p>	<p>all of the estate east of Drummond Street will remain as R10, despite requests to increase the zoning for more houses. The character will remain.</p> <p>These reports were commissioned by the original developer in conjunction with JDA and Wood Greive Engineers. Overall the estate will have fewer homes than originally dimensioned as the recreation centre has been built where houses were forecast to be.</p> <p>Not a valid planning consideration</p> <p>the School has reported multiple empty classrooms and will provide more teaching staff as the number of children increase.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>this is the responsibility of Water Corporation to manage their assets and is not a valid planning consideration</p> <p>JDA has confirmed in their engineering report that the 4 drainage basins along Drummond Street east are sufficient to cater for 95% hard surface storm water collection.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Noted</p>
8	Resident	Toodyay Road	Support	<p>I agree with all the minor amendments proposed, particularly the removal of R35 coded grouped housing sites, allowing the Shire to produce 500m lots that cannot be further re-subdividable.</p> <p>This being a fully funded project that is addressing the State and Local housing and land shortage by creating higher density, I applaud the Council and SOT for this proposed amendment to the scheme.</p> <p>As this amendment is about re-zoning only, I will look forward to being able to comment when the proposed subdivision design is presented for public consultation in the future.</p>	<p>Noted</p> <p>Noted, and thank you</p> <p>Commenting on subdivision design is not a normal consultation process, however it will be recommended to Council as a consideration in this case.</p>
				<p>This response is complex and referral to the Attachment 4 is required. A summary is provided below.</p> <p><i>Concerns that Element 2 - Siting and Design are not fully satisfied.</i></p> <p>Certain lots on Murray Walkway will have a portion of their lots in a very high bushfire risk area. While not ideal the Shire must ensure that an appropriate notification on the land title informs future buyers that there is an elevated risk from bushfire.</p> <p>From a design perspective, these lots should be deeper and permit the landowners to set back their development in order to reduce their BAL rating.</p> <p><i>Concerns that Element 3 - vehicle access are not fully satisfied.</i></p>	

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
9	DFES		Conditional approval	<p>While the shire has placed this development on a series of dedicated roads, the requirement of providing two access routes to two different destinations hinges on the fact that only one evacuation route is on a dedicated road, DFES preference. The secondary access provided to Drummond Street North is not dedicated nor is Burt Parkway, yet they do provide a formed carriageway for evacuation purposes. This Shire considers this arrangement satisfactory, and will likely be accepted by DFES upon review of the Bushfire Management Plan.</p> <p>DFES recommends the BMP be modified as per the Assessment advice provided in Tables 1-3 to ensure it is accurate, and the bushfire risk management/mitigation measures are effective and can be implemented in perpetuity to manage/mitigate the bushfire risk to people, property and infrastructure to an acceptable level and appropriate to the proposal and location. The required modifications are listed in the table(s) below. Should the modified BMP affect the design of the proposal, the proposal should be amended to reflect these modifications.</p> <p>In addition, DFES recommends the proposed Local Planning Scheme No. 5 Amendment No. 1 Report (section 3.4) be amended to be consistent with the modified BMP. The proposed changes include commitments regarding the location of residential lots in areas of BAL-29 or below to meet the requirements of SPP 3.7 and Guidelines at all stages of the planning process.</p>	Agreed Agreed
10	Western Power		Conditional approval	<p>Western Power confirms that the supply of electrical power to the subject site is distributed from the Northam substation, the capacity information for the proposed Amendment 1 is currently pending and will be forwarded to you when it is available.</p> <p>The following is an overview of Western Power’s network and recommendations relevant to the subsequent strategic and statutory planning processes:</p> <p>With any new and infill urban development, it is important that the electrical transmission infrastructure is located such that the electrical supply to these areas are optimised. This infrastructure should be embedded within new and reinforced within infill areas, whilst also ensuring that off-site impacts often arising are adequately managed.</p> <p>Should the site require the upgrading and provision of additional power infrastructure as part of the future infill development, the relevant agency or proponents are to engage with Western Power to inform specific development requirements and potential developer contribution plans from both a distribution and transmission perspective. Developer contribution plans for new distribution feeder networks may require further investigation between both parties. Works of this nature are customer funded, as part of the subdivision and development process.</p> <p>Any development application will need to be referred to Western Power prior to the approval of any development or works located within proximity to Western Power infrastructure. Written advice is to be obtained from Western Power and is to be given due regard when determining any development application.</p> <p>Western Power recommends the following standard Advice Notes prior to development or subdivision for the provision of an easement as required, pursuant to Section 167 of the <i>Planning and Development Act 2005</i>:</p> <p><i>Advice Notes</i> <i>(i) The development shall be designed and constructed to protect Western Power infrastructure and interests from potential land use conflict.</i></p>	Noted Noted Noted Noted

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
				<p><i>(ii) No development (including drainage, fill, fencing, storage or parking) will be permitted within Western Power line and cable easements or safe clearance zones without the prior written approval of Western Power.</i></p> <p><i>(iii) The applicant should formally progress the Western Power network connection arrangements with Western Power.</i></p> <p><i>(iv) Arrangements being made to the specifications of Western Power for the provision of necessary electricity easements as and where required.</i></p>	Noted
11	Resident	Drumondi Drive	Support	<p>I would like to register my support to the proposed scheme amendment at Drummond St and Burt Parkway, Nunile.</p> <p>The amendment now appears to address all of the community concerns when it was previously advertised, and the subdivision and density code of R30 will provide a much needed choice of land sizes within Toodyay, while the larger lots facing the existing housing provide a delineation of the different lot sizes, at the same time maintaining the outlook for existing residents.</p> <p>All of this land was originally part of the overall sub-division and I don't believe there are any negative impacts of this, and particularly as we now have the aquatic and recreation centre which provides extensive public open space in the locale.</p> <p>There is now considerably more open space than the original Foggarthorpe subdivision concept when the project was being handled by the private developer.</p> <p>The Shire deserves the gratitude of many of the older local residents who, like me, need to downsize but do not wish to move away from Toodyay; and other retirees who are looking for a sea change. By taking the initiative to seek funding so that this much needed land can be developed for housing, especially in this difficult housing climate, is to be applauded when bearing in mind that there is a distinct possibility that there will an ever increasing need for housing for essential workers when the Chalice mine expands its activities.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>
12	Water Corporation		Conditional Approval	Water Corporation supports the above proposal local planning scheme amendment in principle. Reticulated water and sewage are currently available to the subject land.	Noted

Shire of Toodyay Policy Manual

LOCAL PLANNING POLICY

POLICY NO:	LPP.2
POLICY SUBJECT:	Ancillary Accommodation
ADOPTION DATE:	18 September 2008
LAST REVIEW:	13 May 2010

STATEMENT OF INTENT

The intention of this policy is to provide direction on the establishment of ancillary accommodation (also referred to as 'granny flats') in association with a single house within the Shire of Toodyay.

Ancillary accommodation is defined under Local Planning Scheme No 4 as:

***“ancillary accommodation”** means self contained living accommodation on the same site as a single house that may be attached or detached from the single house and occupied by members of the same family as the occupiers of the main dwelling.*

The Residential Design Codes outlines that ancillary accommodation is “to encourage diversity in accommodation types and to provide a means for extended families to live in proximity but with autonomy”. The Residential Design Codes have provisions that control ancillary accommodation within the Residential zones, however there are no provisions that control ancillary accommodation in other zones within the Shire.

OBJECTIVES

- To provide for the development of ancillary accommodation that will not be detrimental to the amenity or aesthetics of the locality.
- To ensure that ancillary accommodation is 'ancillary' or 'secondary' to the main house on the property.

DEFINITIONS

All definitions shall have the same meanings applied to them within the Shire of Toodyay's Local Planning Scheme No 4.

STATUTORY POWERS

This Local Planning Policy is made pursuant to Clause 2.2 of the Shire of Toodyay Local Planning Scheme No 4.

Shire of Toodyay Policy Manual

POLICY STATEMENT

- 1.0 All ancillary accommodation within the Shire of Toodyay must comply with the following:
- a) have a maximum internal floor area of 70m²;
 - b) have a maximum of 2 bedrooms and one bathroom;
 - c) be located within 20m of the main house;
 - d) be self contained;
 - e) be a similar design and appearance as the existing house;
 - f) share the same driveway access as the single house;
 - g) ~~only be occupied by members of the same family as the occupiers of the main house;~~
 - h) must be positioned behind or in line with the building line of the existing house;
 - i) have a minimum of one additional car parking space for the use of the occupant/s of the ancillary accommodation; and
 - j) where reticulated water supply is not provided, the ancillary accommodation unit must be provided with an additional 22,500 litre potable water supply in addition to the 92,000 litre potable water supply of the existing residence.
- 2.0 Only one (1) ancillary accommodation unit will be permitted per lot.
- 3.0 ~~All applications for planning approval for ancillary accommodation shall have a planning condition requiring the registration of a Section 70A Notification on the certificate of title to notify prospective purchasers that the ancillary accommodation is only to be occupied by a member or members of the same family as the occupiers of the main dwelling and that the existence of ancillary accommodation on the property should not be construed to mean that the property is suitable for subdivision. All costs associated with the lodgement of the Notification on the certificate of title will be borne by the applicant.~~
- 4.0 Council may vary the requirements of this local planning policy LPP.2 – Ancillary Accommodation where it is considered that full compliance is impractical or where it's warranted due to the circumstances of the case.

Reviewed Council Meeting 21 May 2009
Reviewed Council Meeting 13 May 2010

Local Planning Policy No.2 – Ancillary Accommodation



Ancillary Dwellings

Introduction

This Local Planning Policy is prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

As a supporting document, this policy is to be read in conjunction with the provisions of the current local planning scheme and the Residential Design Codes.

All ancillary dwelling applications on land zoned Residential within the Shire of Toodyay Local Planning Scheme No.5 may consider the use of this policy when an assessment is made using design principals.

1. Provide flexibility in providing ancillary dwelling opportunities to residents to meet the needs of residents.
2. Guide the development of ancillary dwellings in the Shire of Toodyay that considers all the requirements of the Shire's Scheme provisions.
3. Ensure that ancillary dwellings are provided, constructed and located in such a way as to minimise its impact to the amenity of the locality, Special Control Area 5 – Landscape protection.

Objective

This policy resets the minimum standards that Council deem appropriate for ancillary dwellings in the Shire. There is a greater emphasis on placement in safe locations and the need to assess proportionality of the main house and the new dwelling.

Scope

Ancillary dwellings in this policy are based upon the provisions contained within the Residential Design Codes of Western Australia. However, in the Shire a policy is required to support this objective as most of the Shire's land is not zoned Residential.

These second dwellings are of lesser size than the primary house and provide support housing to the primary house. These dwellings assist with providing housing diversity and support alternate affordable housing options or holiday accommodation.

In Rural areas, Local Planning policy and Local Planning Scheme provisions are required to guide the siting, scale and scope of Ancillary Dwellings. This policy also supports Clause 32 (11)(1) in defining a second dwelling on a rural lot.

This policy applies for all Ancillary Dwelling development in the Shire of Toodyay.

Definitions

Term	Definition
Ancillary Dwelling	An ancillary dwelling is commonly known as a granny flat and is a self-contained dwelling on the same site as an existing home.

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Page 1 of 6

DRAFT REVISED Ancillary Dwellings Policy

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Term	Definition
	It may be attached to, integrated with, or detached from that home.
Act	<i>Planning and Development Act 2005</i>
Dwelling Separation	The distance from the primary house to the ancillary dwelling in rural areas
Heritage-protected place	As defined under the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> .
Floor Area	All of the measured area within the external walls of a dwelling but excludes garages under the main roof.
Plot Ratio	Has the same meaning as contained in the R-Codes
Primary Dwelling Area	The floorspace of the primary dwelling excluding the garage if it is under the main roof.
R-Codes	Residential Design Codes of Western Australia
Self-contained	A dwelling that could be occupied independently from another dwelling, such as a primary dwelling on the same lot.
Setbacks	As per Clause 32 of the Local Planning Scheme No.5
Scheme	Shire of Toodyay Local Planning Scheme No. 5
Special Control Area	As defined in Schedule 3 of the Local Planning Scheme No.5
Special Use Zone	As defined in Schedule 2 of the Local Planning Scheme No.5

Policy Statement

The Shire of Toodyay is committed to facilitating diverse and flexible housing options that respond to the evolving needs of its community.

This Local Planning Policy provides a framework for the development of ancillary dwellings across residential and rural zones within the Shire, ensuring such development is consistent with the objectives of the Local Planning Scheme No. 5, the Residential Design Codes of Western Australia, and relevant landscape protection provisions.

This policy applies to all ancillary dwelling proposals within the Shire of Toodyay and must be read in conjunction with the Local Planning Scheme No. 5, the Residential Design Codes, and any other relevant planning instruments.

Council retains discretion to vary the provisions of this policy where appropriate, subject to assessment against the broader planning framework and community impact.

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Page 2 of 6

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1. Approval requirements

1.1 Development approval is not required for an Ancillary Dwelling if:

- (a) the proposal is compliant with the R-Codes (residential zone); and
- (b) the works are not located in a heritage-protected place; and
- (c) it is not located within a Special Use Zone or Special Control Area numbers 2, 3, or 4; and
- (d) is a permissible use in the Clause 17 - Zoning Table of the *Local Planning Scheme No.5*; and
- (e) and complies with this policy.

Note: *You are still required to obtain a building licence from the Shire of Toodyay*

1.2 Additional Development Provisions for Ancillary Dwellings in Rural Areas


In addition to relevant Scheme development provisions, development of ancillary dwellings on land where the R-Codes do not apply, should also satisfy the following requirements:

- (a) Ancillary dwellings must be associated with a single house (primary dwelling), which either exists or will be developed concurrently on the same lot; and
- (b) Development and design of ancillary dwellings should apply the use of materials that do not detract from the character of an existing house on the property, and the local character of the area; and
- (c) Appropriate landscaping be provided to reduce the visual impact to the landscape of the area. (SCA5 and all other areas).

1.3 Dwelling Size

This policy requires that ancillary dwellings be smaller than the primary dwelling. This is achieved by the measurement of the building's floorspace (excluding garages under the main roof) to determine an area. A subsequent ancillary dwelling (excluding garages under the main roof) shall be;

- (a) no more than 40% of the floorspace of the primary dwelling (lots over 4ha), or
- (b) have a floorspace less than the stated maximum.
- (c) Where the main dwelling is small, a cap of 70m² will remain



Land Use / Lot Size	Dwelling Size	Dwelling Separation	Maximum Dwellings
Residential	R-codes chapter 5.5	N/A	1
Rural Residential / Rural Enterprise <4ha	<100m ²	N/A unless there is a building envelope	1
Rural Smallholdings 4-40ha	<120m ² or <40% of the primary dwelling's area	N/A unless there is a building envelope	1
Rural >40ha	<130m ² or <40% of the primary dwelling's area	N/A	2*
All zones default	70m ²	N/A	1

When using this table and a lot size is smaller than that of the size of the zoned lot, then the lot size shall determine the criteria. Example, a rural lot of 35ha would then be deemed as being assessed as a Rural Smallholding.

Note: *Consideration of Clauses 32 (11-13) of the Scheme must be made for two ancillary dwellings.*

1.4 When an Ancillary Dwelling is built before the primary dwelling.

If a case arises that the owner of the lot wishes to build the ancillary dwelling before the main house, then:

- (a) It will be assessed as a single house for the purposes of the assessment under the scheme.
- (b) If later, the owner wishes to build a main house then provisions within this policy will apply.

1.5 Worked Examples

Under the current policy all applications must meet the criteria of the Table. The proposed policy will increase the dwelling caps, which may again exceed those caps where large main dwellings exist.

In some cases, the base line cap of 70m² may be applied when dealing with the proportionality criteria.

Example 1 – 20ha rural zoned lot, main house 320m².

The 20ha size of the Lot means that assessment will be made as if it were zoned Rural Smallholdings, 120m² base cap. The main house is more than 300m² so the shire can use the 40% rule to expand the base cap to 128m² (300x0.4=128m²).

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Page 4 of 6

DRAFT REVISED Ancillary Dwellings Policy

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Example 2 – 4ha rural residential zoned lot, main house 160m².

The 4ha sized lot and zone would use the 100m² base cap, because the main house is 160m², the 40% provision would not enlarge the cap (160x0.4=64m²) the new cap is larger.

Example 3 – 32ha Rural zoned lot, 120m² main house

The 32ha sized lot and zone would use the 130m² base cap. In this case the main house is only 120m² so we have a negative calculation.

- (a) The current house becomes the ancillary house and the new house becomes the main house, but the new house would then need to be a minimum of 300m² to meet this policy requirement, or*
- (b) The new proposed ancillary house must be less than 40% of the main dwelling = 48m². In this case a default 70m² cap would apply.*

2. Services

2.1 Water

An ancillary dwelling, where not connected to a reticulated water service, must have a minimum **92,000 litre** potable water storage supply. This is in addition to any water storage requirement for a primary dwelling.

If the primary dwelling is not constructed, then a standard potable water supply is required as if it was a dwelling.

2.2 On-site Wastewater Disposal

All ancillary dwellings must be connected to an approved sewerage system.

- (a) Connection to an Existing On-site Wastewater System:

The wastewater load for the entire property (including both the primary dwelling and the ancillary dwelling) must be recalculated, based on the combined number of bedrooms, and expanded accordingly.

- (b) Installation of an independent On-site Wastewater System:

If a separate system is installed for the ancillary dwelling, it must comply with the same regulations as a standard residential system.

2.3 Parking

Identification of parking is required adjacent to an application. This will be in compliance with either the R-Codes of WA or Schedule 6 of the Scheme.

3. Council can vary the requirements of this policy.

When an application is received that proposes development outside of the deemed provisions of this policy, then Council may approve, or refuse, or impose additional conditions on that application.

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Page 5 of 6

DRAFT REVISED Ancillary Dwellings Policy

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Flow Charts (if necessary)

Insert here

Reference Information

- [State Planning Policy 2.5: Rural Planning](#)
- [Local Planning Scheme No. 5](#)

Legislation

- [Planning and Development \(Local Planning Schemes\) Regulations 2015:](#)
- [Planning and Development Act 2005:](#)

Associated documents

Building Licence Applications

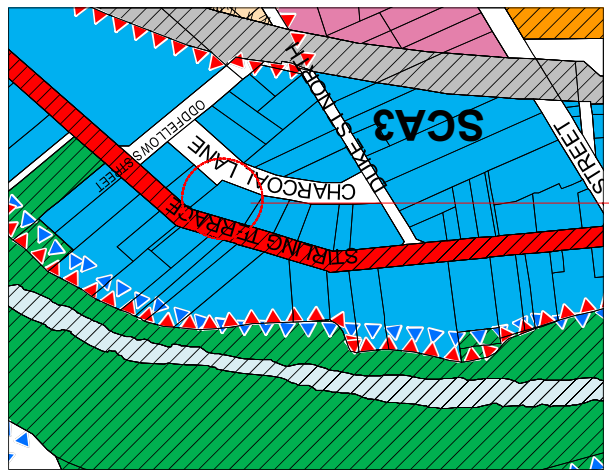
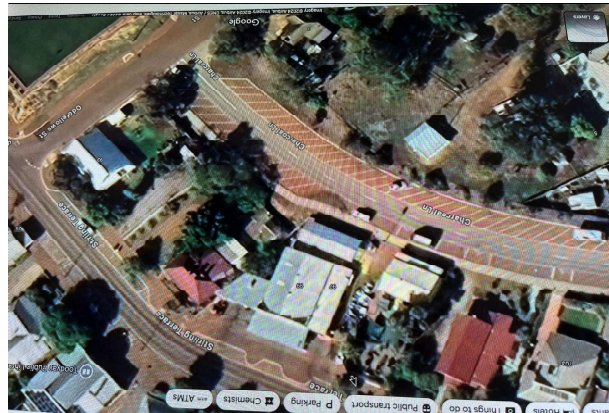
Document control information	
Document Category	Land Use Planning
Document Title	Ancillary Dwellings
Document ID	LPP.02
Document Owner (position title)	Executive Manager Planning and Regulatory Services
Author (position title)	Executive Manager Planning and Regulatory Services
Initial Council Adoption (including Date and Resolution No.)	18/09/2008
Last Council Review (including Date and Resolution No.)	22/06/2022 OCM105/06/22
Date of Approval	T.B.A.
Approving authority	Council
Absolute or Simple Majority Decision:	Absolute Majority
Access restrictions	Nil
Date Published	t.b.a.
Date of Next Review	Annually or as required

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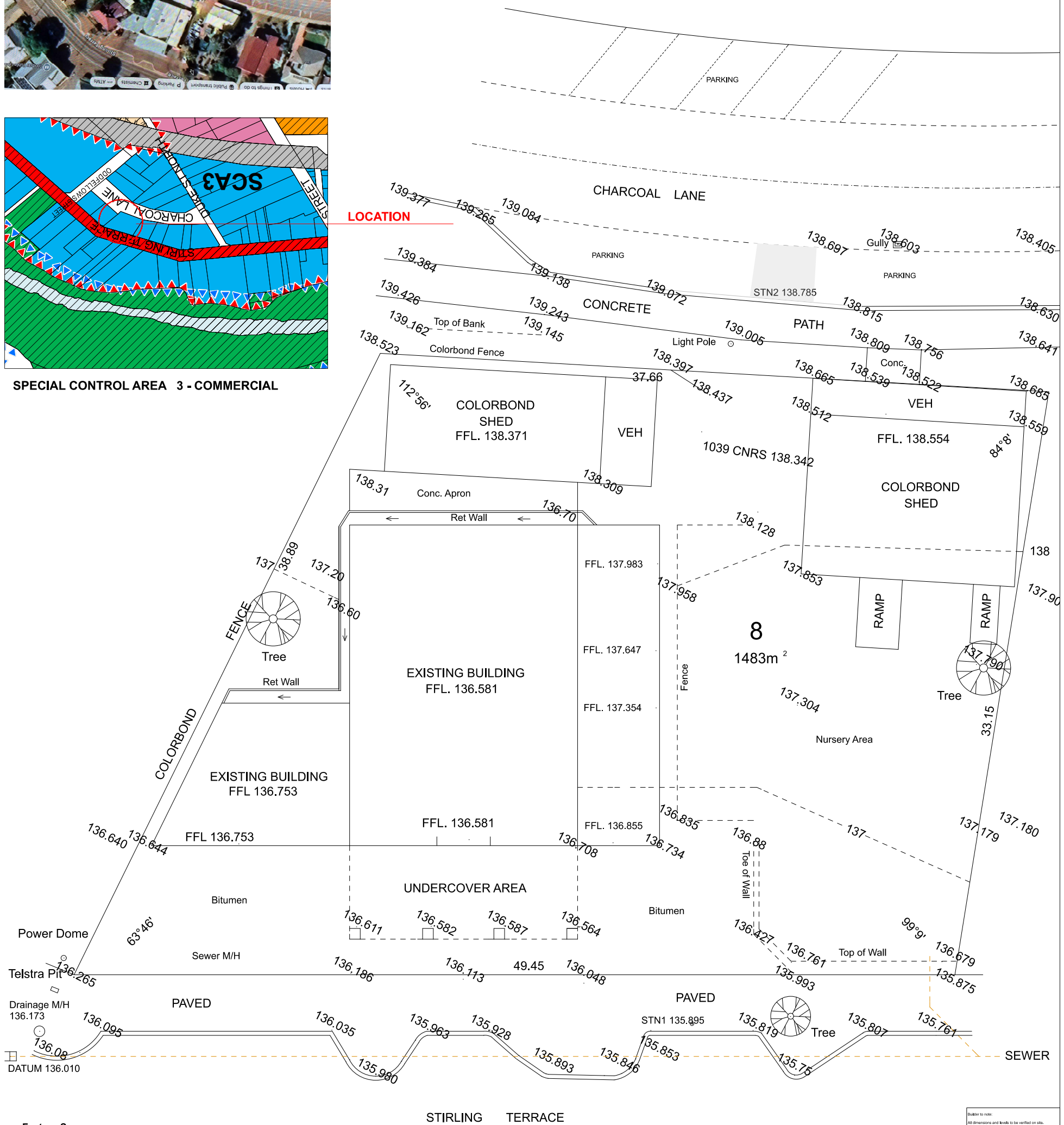
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SPECIAL CONTROL AREA 3 - COMMERCIAL



Feature Survey
1:100

EXISTING

SURVEYTECH
LICENSED SURVEYORS
P.O. BOX 380
MUCHEA W.A. 6501

LOT 8 ON PLAN 769
DRAWN : 10:04:2024
SEWER M/H 136.01
DATUM AHD :

Note: Check Certificates of Title for easements etc. This plan is a contour plan only. Boundary peg positions and location of fences or walls in relation to the Boundary, is not guaranteed. All dimensions should be verified on site prior to commencement of any construction. Sewer information shown is from Water Corp. plans.
Check minimum clearances as no liability can be accepted, Earthworks set out dimensions may vary on site at builders discretion.

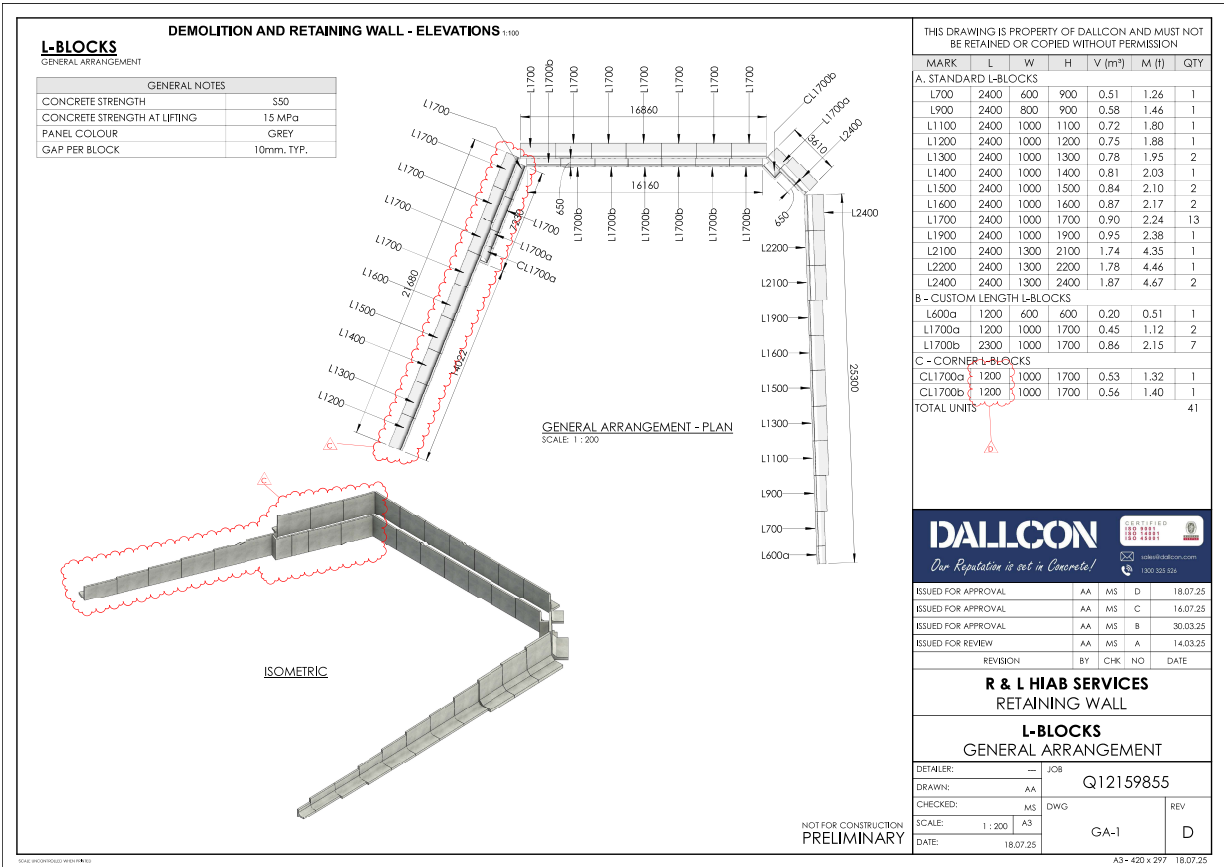
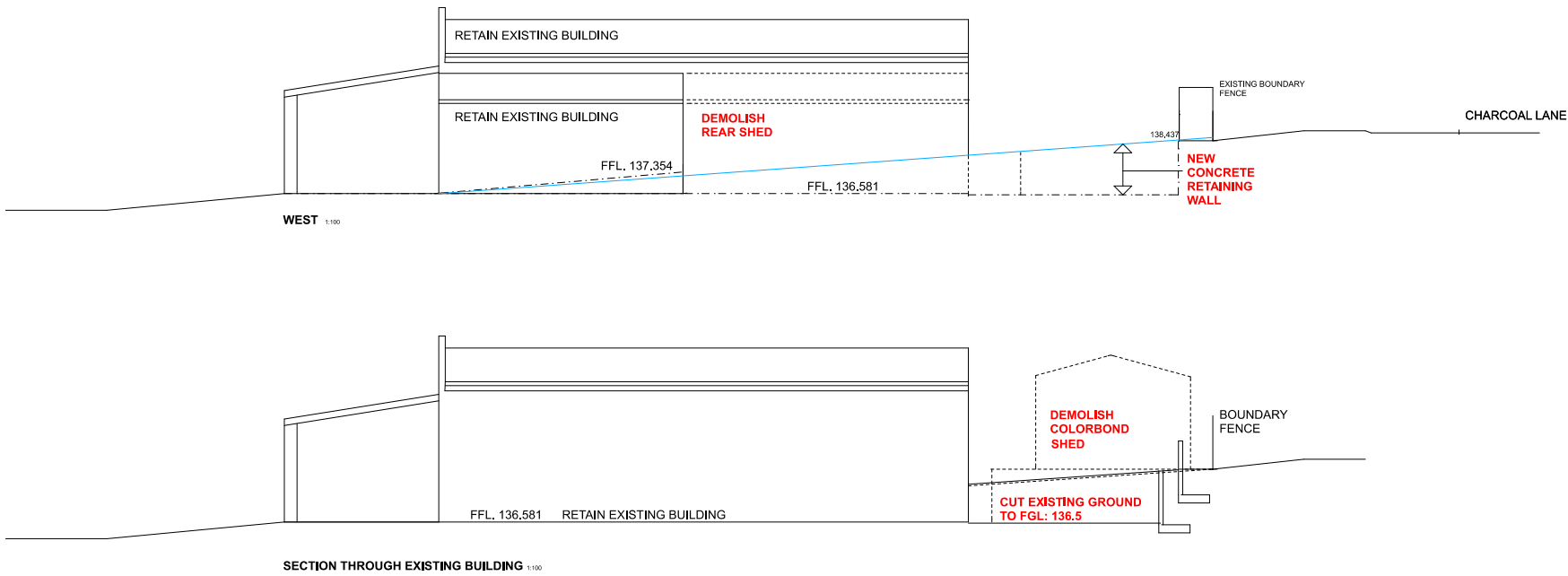
Notes to note:
All dimensions and levels to be verified on site.
Ensure all materials, products, fixtures fit neatly into place and build according to manufacturer's instructions and recommendations. If fixed dimensions (size, position, level, etc.) are not given, all work to conform to local council, SCAGCC regulatory requirements, current Australian Standards and high standards of workmanship.
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97 STIRLING TERRACE TOODYAY
W.A. 6566
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FIT-OUT

Author	Date
A C Willis	DEC 2024

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DEMOLITION + RETAINING

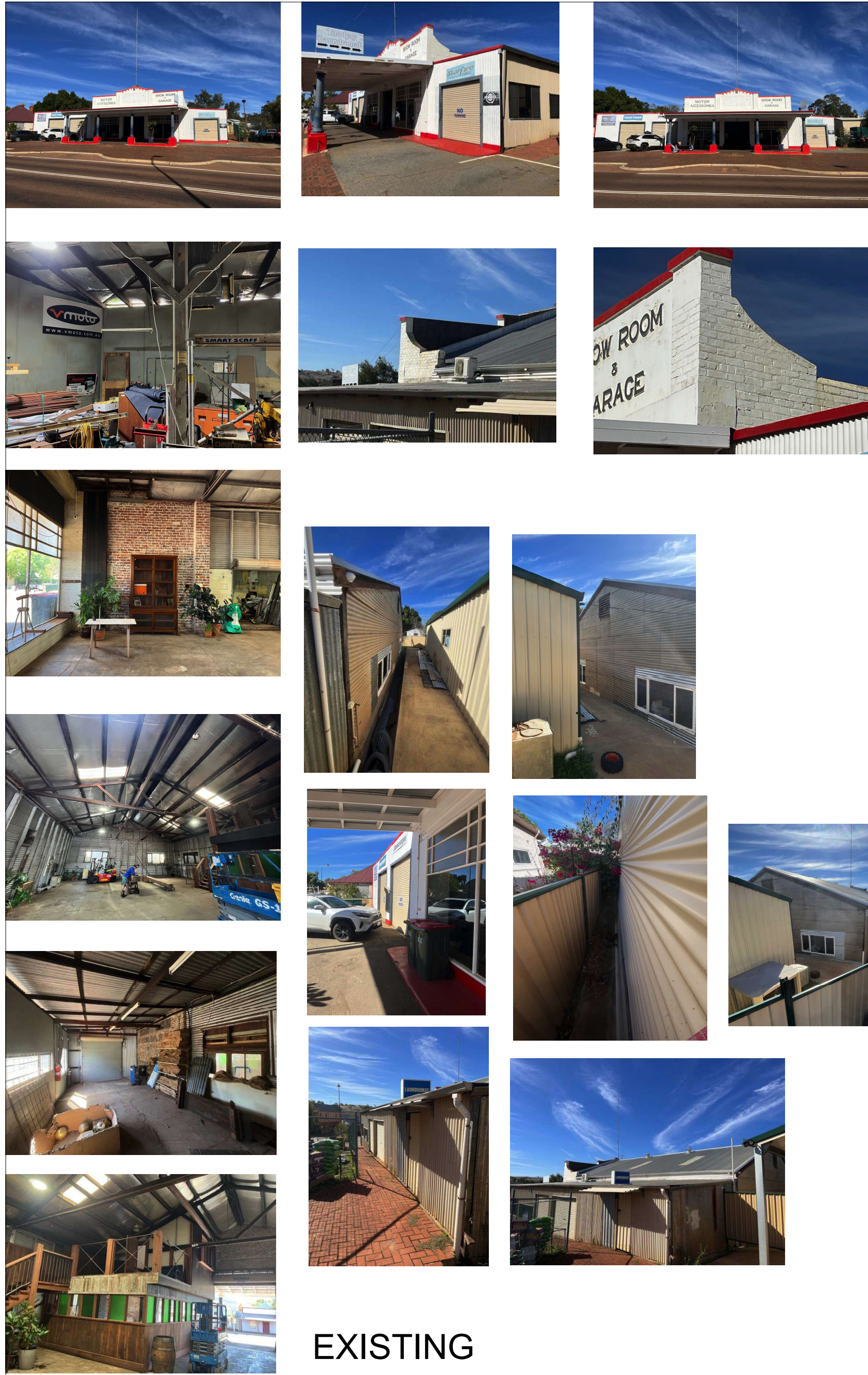
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DEMOLITION PLAN
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WA, 6106
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Author: A C Willis Date: DEC 2024
Project: 2506250204 Issue: 1 A003

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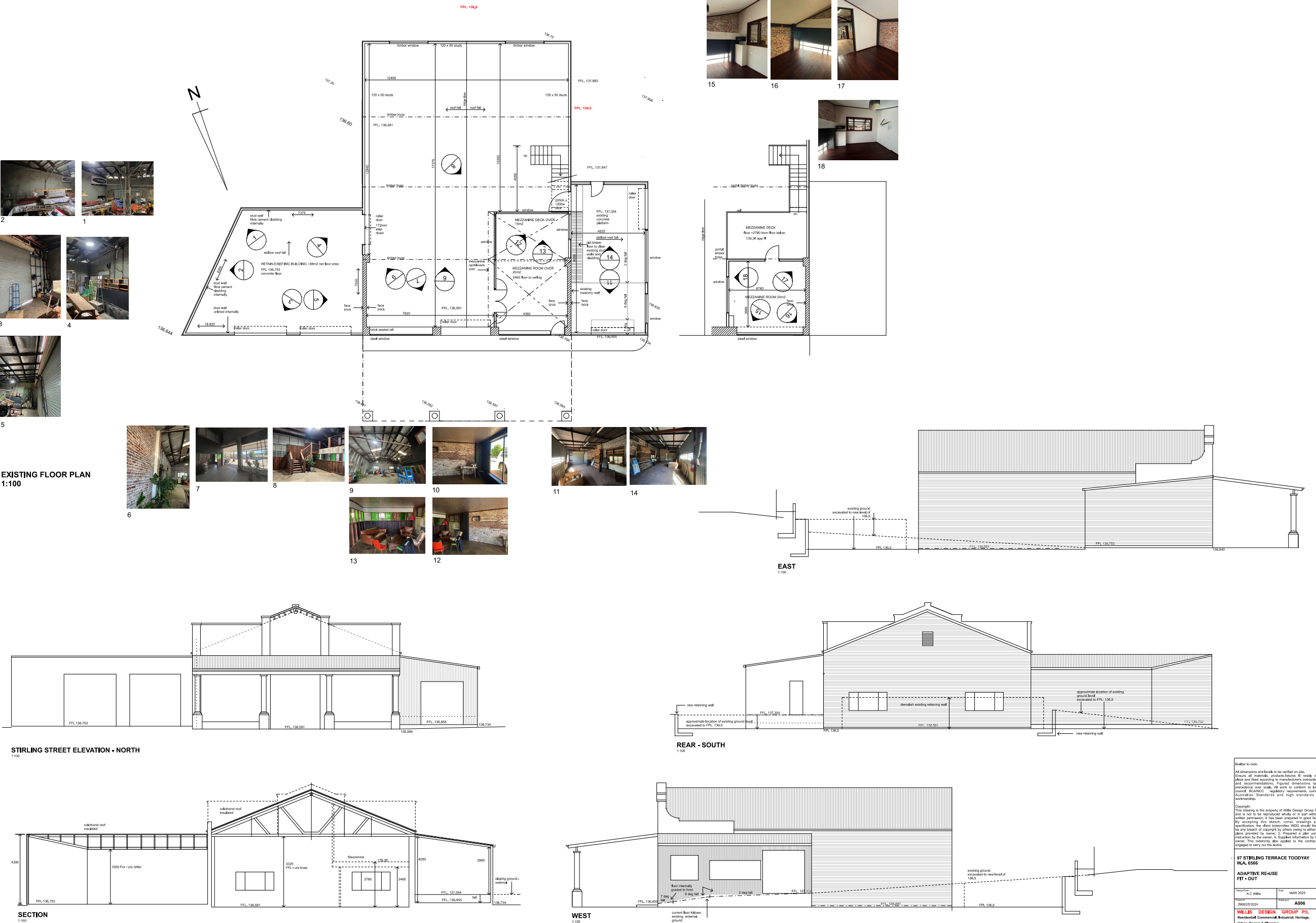
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Revision	Date
A.C. Wills	JAN 2025
2508250204	00001

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Notes to notes:
All dimensions and levels to be verified on site.
Ensure all materials, products, fixtures fit neatly in place and meet according to manufacturer's instructions and recommendations. Figure dimensions take precedence over notes. All work to conform to the current AS/NZS regulatory requirements, current Australian Standards and high standards of workmanship.
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97 STIRLING TERRACE TOODYAY
VIC, 3006
ADAPTIVE RE-USE
FIT - OUT

Drawn by	Rev	Date
A.C. 008	1	MAR 2025
2008/02/2024	1	A008

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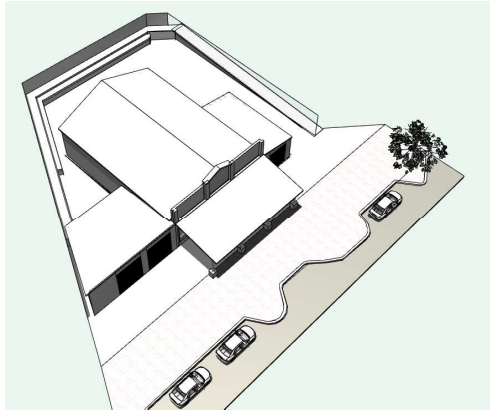
EXISTING WITH DEMOLITION



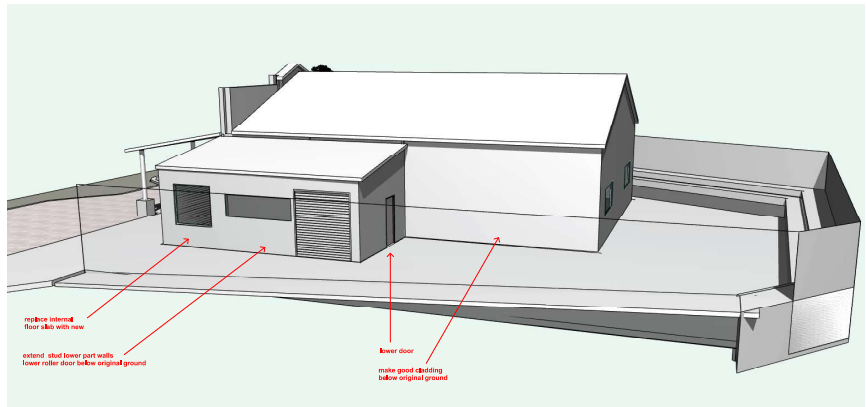
DEMOLITION/RETAINING WALLS



EXISTING WITH DEMOLITION



DEMOLITION/RETAINING WALLS



DEMOLITION/RETAINING WALLS/PROPOSED
SIDE SHED WALLS

Builder to note:
All dimensions and levels to be verified on site.
Ensure all materials, products, fixtures fit easily into
place and meet according to manufacturer's instruction
and recommendations. Figure dimensions take
measurements over roof. All work to conform to the
current BCANCC regulatory requirements, current
Australian Standards and high standards of
workmanship.

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engaged to carry out the works.

97 STIRLING TERRACE TOODYAY
W.A. 6106

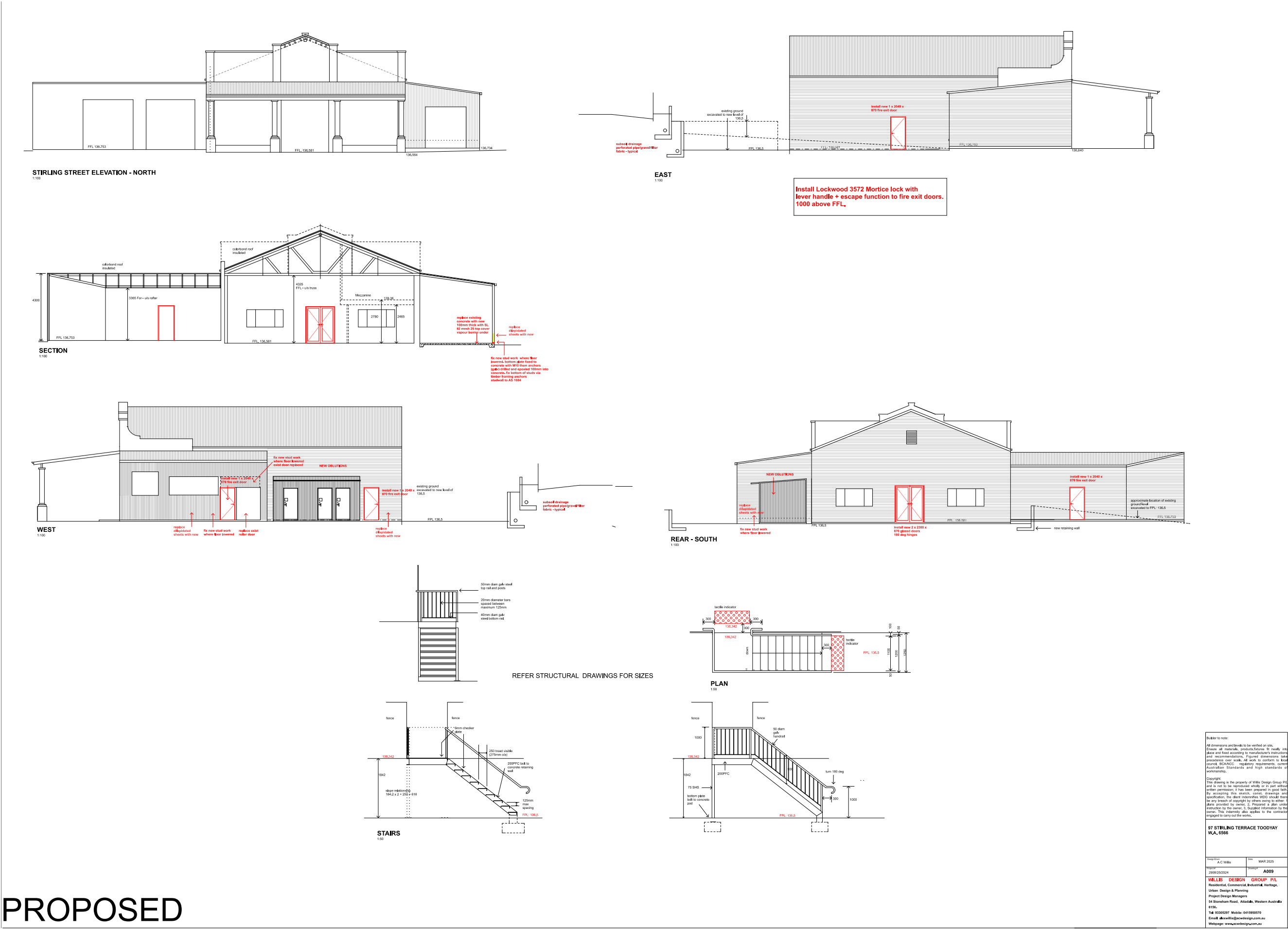
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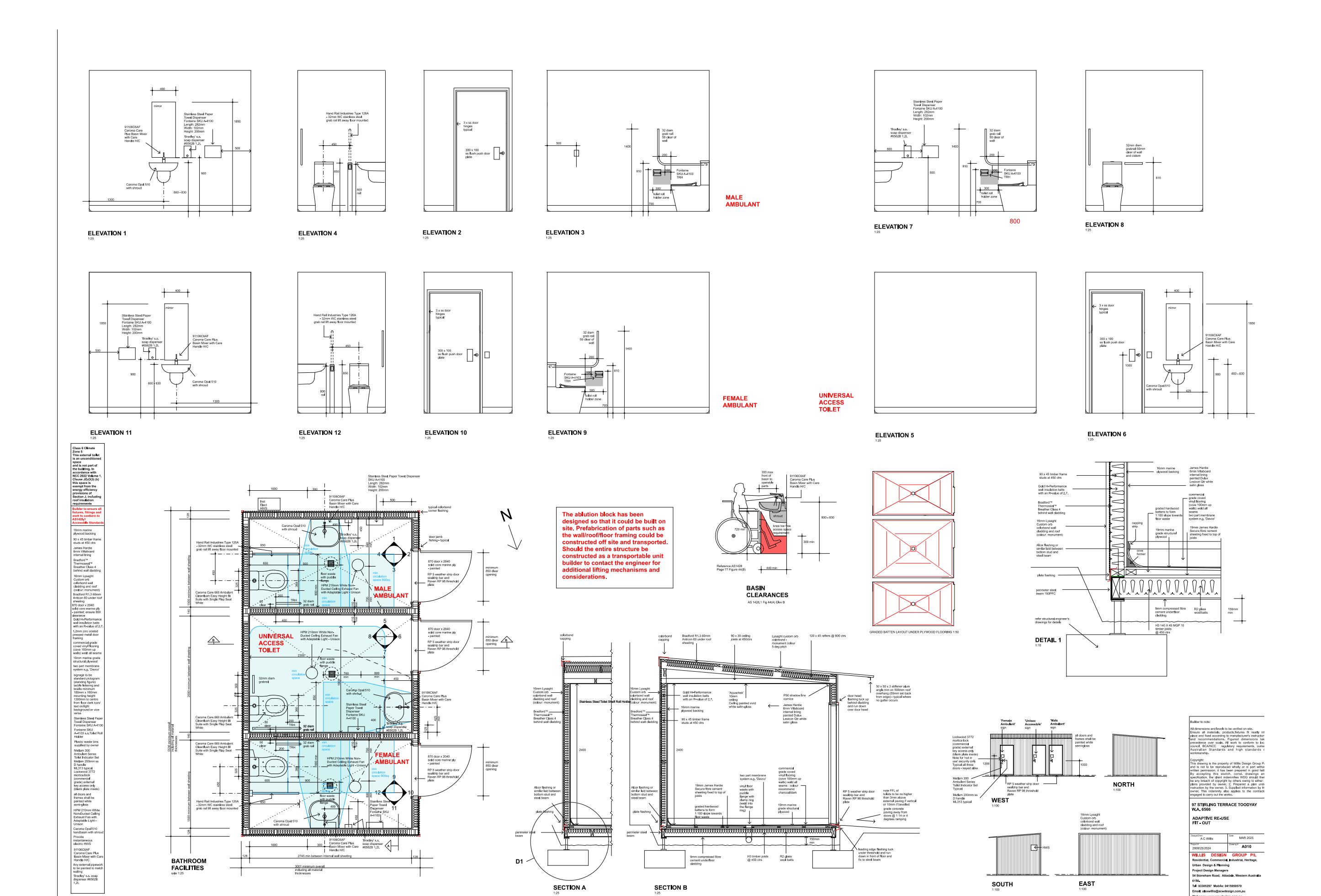
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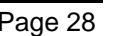
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Building > 300m2 = emergency lighting, exit signs and portable fire extinguishers
Locate nearest fire hydrant











CAR PARKING LAYOUT
N.T.S.

UNDER-USED BAYS IN ADDITION TO REQUIRED	
BAYS CHARCOAL LANE NORTH SIDE	10
BAYS CHARCOAL LANE SOUTH SIDE	26
BAY IN FRONT OF SITE - STIRLING TCE	3
TOTAL UNDER-USED BAYS	- 39

Project: CAR PARKING CALCULATIONS			COPYRIGHT - BASE DRAWING REPRODUCED WITH PERMISSION WILLIS DESIGN GROUP. THIS DRAWING REMAINS THE COPYRIGHT PROPERTY OF Michelle Dival via Enabling Spaces and Front Door Building Design and SHALL NOT BE COPIED WITHOUT THE EXPRESS PERMISSION OF THE AUTHOR.
Project Details: OLD GARAGE PROJECT LOT 8/ #97 STIRLING TERRACE TOODYAY			
Client: S & E THOMSON		Scale: as shown @A3 Drawn: MLD	
Drawing Number: c/bays2 Revision: 00 Date: NOV 2025			

TOODYAY GARAGE**97 STIRLING TERRACE TOODYAY**

INCIDENTAL WORKS
PROPOSED MARKET PLACE

HERITAGE IMPACT STATEMENT

July 8, 2025

P/# 2908/35/2024



Stirling Tce, Dec 19,2024 WDG



Heritage consultant Alex C Willis prepared this report.

M.Planning (Prof) Urban Des Spec); M.Cult Heritage; Cert, Bus Pract/Arch; Dip Bld Des/Tech;
Dip Bldg & Const (Bldg); Dip Int Des; MICOMOS; MAIP; MDIA; Aff. RAIA; AIMM; Aff . AIB;
LM Des Matt Nat Acc M Open Class.

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CONTENTS

1.	Objective	3
2.	Aim	3
3.	Background. Current Heritage Listings/Recognition/References:	3
4.	Executive Summary	5
5.	Site	5
6.	Introduction	6
7.	Reason for Works	6
8.	Extent of New Works	6
9.	Remedial Works	8
10.	Testing the Proposed Works against the Building's Listed Heritage Values	13
11.	Summary	15
12.	References	15
13.	Architectural Drawings	15



1. Objective:

This document follows on from a previous HIS dated December 21, 2024 whereby the owners of the Toodyay Garage then sought demolition of two sheds located on the property:

This is a Heritage Impact Statement addresses minor building works/fit out in bringing the 'Place' for the purposes of:

1. Adaptation of existing retail sales in to becoming a market place with pop-up stalls and the like.

2. Aim:

Is to facilitate a use, a need, that minimizes the amount of works to the existing recognized form enabling a broader adaptive re-use, envisaged for the long-term future use of the property.

In pursuing the works a Heritage Impact Assessment statement will test the proposal, the values, against current heritage understandings and listings.

Drawings A001 – 11 have been prepared, highlighting and demonstrating proposed works.

3. Background: Current Heritage Listings/Recognition/References:

Stirling Terrace Streetscape Group (Inherit 04128); Toodyay Townsite 26408) ; Toodyay Towing Service. (Inherit 12158); Wikipedia 2024. Municipal Inventory, Adopted 27 August 1996, Category 3.

The proposed works will be tested against the current heritage values established by InHerit, furthermore, in adherence to The Burra Charter in recognition and encouragement towards heritage adaptive re-use.

a) Heritage Council Determination:

Inherit 12158; Toodyay Towing Service; Heritage List Adopted 01 Dec 2012. 97-99 Stirling Tce, Toodyay.
Constructed from 1925
Last update, 19 April 2021.

*** Statement of Significance**

The garage has historic value as it demonstrates post World War II development of the main street of Toodyay. The development is associated with transport and 'modern' design,



influenced by the Art Deco movement of the 1930's. The place also has historic value for its associations with Ken Somers who established the first garage in Toodyay. The place has aesthetic value for its contribution to the streetscape of Toodyay.

* Physical Description

A single storey workshop with prominent parapet to main building. There are side extensions. Deep car port to front of main section. The original shop windows have been retained. Extensions of timber and corrugated iron forming workshop/garage space.

* History

In 1920 Ken Somers built the first garage in the area in North Toodyay. In 1925, C.H. Doust built this garage which was taken over by Somers in 1927 who closed his North Toodyay garage. He operated the garage until his death in 1939. The premises remained vacant until 1945 when C.H. and S. Prince bought the garage and operated as the Prince Brothers. In addition to mechanical services, fuel supplies and numerous agencies, they ran a daily passenger service to Perth in a parlour car. The advent of garages in the 1920's and 30's signalled the development of the era of motorised transport.

* Integrity/Authenticity

Integrity: High; Authenticity: Medium

* Condition

Good

b) Municipal Inventory

Category 3

Recognition of cultural heritage value; Provide recognition and protection through the processes of the Town Planning Scheme. Recommend that the place is retained and conserved if possible. Photographically record the place to any major redevelopment or demolition.



c) Stirling Terrace Streetscape Group.Place # 04128

- Location: between Newcastle Bridge and Connor Bridge.

- * Toodyay Townsite is an excellent example of a highly intact nineteenth century town roads that were constructed with the assistance of convict labour. The presence of the Depot and the subsequent development of the town contributed to the wider development of the Avon Valley.

In its highly intact built fabric, Toodyay Townsite, illustrates a number of key periods in the State's history, from the brick public buildings of the Convict era and the fine

examples of residential and civic buildings of the Federation and Inter-War periods, which together form a cohesive precinct.

Since as early as the 1920s the place has been regarded as a popular tourist destination where people can experience an early Western Australian historic town that has retained its historical, picturesque streetscapes and charming character.

Toodyay Townsite has a high degree of potential to reveal archaeological evidence relating to the history and occupation of the area from its foundation to the early twentieth century, most notably from the convict era.

Toodyay Townsite is associated with Lieutenant Edmund Du Cane who was officer in charge of Eastern Districts Convict Depots at Toodyay, Guildford and York, and was instrumental in the planning of the depot at Toodyay and subsequent layout of the resulting town.

* **Parent Place or Precinct**

[26408 Toodyay Townsite](#)

Child Places Among others: [12158 Toodyay Towing Service](#)

4. **Executive Summary**

The purpose of this document is to provide evidence justifying the adaptation through interpretation. Furthermore, it provides direction in terms of maintenance, preservation, restoration, reconstruction, adaptation and interpretation – scope of works. The following investigations are deemed sufficient to inform, justify future interpretative decisions that are to be made.

5. **Site**

The site comprises a former garage with side workshops. An extensive paved forecourt with an undercover canopy is indicative of the vehicle fuel pump and driveway service, retailing to customers.

A nursery is to the west of the site. The 1483m² lot extends between Charcoal Lane and Stirling Terrace. There is no parking on site, although the forecourt would have been used extensively in the past. Parking in Charcoal Lane is extensive. Currently there is access from both Charcoal Lane and Stirling Terrace. Local Authority denotes the site as Special Control Area 3 – Commercial. BAL (Bushfire Attack Level) has been determined as BAL-12.5.

6. **Introduction**

Initial observations indicate a central garage; a masonry façade, complete with a single roller door, shopfront window and a side office. As the garage business



expanded with the town, so side workshops were added; these are of corrugated cladding, with roller doors. Built in 1925, 100 years ago, the garage inside features a simple gable roof, with timber trusses, purlins and girts; walls and roof clad with a corrugated sheet. The side workshops are similarly of timber purlins, girts, though simple skillion roofs. A small mezzanine floor is located above the garage office below. Concrete floors are throughout and in good condition. However, the workshop floor to the western side facing the nursery is in poor condition; elevated and ramped from front to rear, it appears to be a hasty low quality, rough and ready style, handyman style.

The building appears to have changed little over the 100 years and is easily recognized as a former garage. No fuel pumps exist.

7. Reason for Works

The owners are seeking to use the facilities as a market; a pop-up style, continuing the use of retail services to the public and forming an interpretive, adaptive re-use outcome.

8. Extent of New Works

a) General:

Current NCC Building Classification Class 6: A shop or other building for the sale of goods by retail or the supply of services direct to the public.

Examples: Shops, Cafes, Hairdressers, Supermarket, Takeaway Food Outlet, Restaurants, Showrooms, Dry Cleaners, Beauty Salons.

These buildings are typically commercial spaces where the public enters for direct service or purchase.

Toilet facilities for the public must include at least one unisex accessible toilet.

Ambulant male/female according to H3D2 (Food Courts), complying with AS1428.1

The proposed works by being a market do not alter the classification.

b) Persons

The owner has stipulated 50 people in attendance for the market

c) Spaces - use

It is anticipated the pop-up stalls and their like will be located within the building and outside, with a forecourt café style seating under the awning.



d) Construction Works**i) Existing structure:**

Installation of fire exist doors and extinguishers.
Some remedial work with stud wall replacement and cladding is expected though minor in extent.
Replacement of a dilapidated floor slab in the western workshop.

ii) New Ablution Block facility

To the western side of building, built in a 'prefabricated' manner and not visible from Stirling Terrace.

iii) New Access steps to rear from paved area. These will provide a means of pedestrian access to the parking area located in Charcoal Lane.**iv) Disabled Parking – access from Stirling Street****v) Street Trees**

Plant two along Stirling Terrace similar to others.

vi) Delete the 'No Parking' along Stirling Tce and mark in two new vehicle parking bays.

9. Remedial Works - General

Inspection Plan



INSPECTION SCHEDULE			
	Note: Frequency of inspections will be influenced by the rates of decay and deterioration, particularly to buildings recently purchased or poorly maintained.		
1. ROOF COVERING			
Building Element	Inspect for	When year	Life Expentancy
Membrane	Inspect for lifting joints, surface blisters or physical damage and cracks. Check on hot days after rain as surface dries. Cracks can then be seen wet as heat draws up moisture		2 20
Flashings/Cappings	Inspect for loose or raised fixings to metal cappings, cappings that have lifted slipped or are deformed from wind damage.		2
Steel	Inspect for loose or raised fixigs, sheet edges and surfaces that are deformed from being walked upon. Look for rust stains and fixings, where sheets are lapped and around flashings. Check for dissimilar metals at flashings. Loose fittings can indicate batten failure.		7 20 - 40
Generally	Remove rubbish and leavesand chck vent pipes for missing or damaged Chinaman's hat or wire basket cowls.	4 - 12 months	
Avoid	Combining dissimilar materials that will react with each other. Laying resting on or testing membranes with sharp objects that can puncture Replacing original roof coverings unnecessarily. Light gauge flashings that are susceptible to wind damage and lift. Cement mortar repair to over flashings inserted in masonry joints		
2. ROOF DRAINAGE			
Stainless steel	Inspect for bent or squashed gutters from ladders and for gutters that are over strapped.		7 70+
Steel	Inspect for rust stains around downpipe outlets, internal/external corners, beneath tree overhangs and downpipe offsets and shoes.		7 70+
Generally	Inspect gutter and downpipe joints for cracks. Are there drips to the underside? Are there looseor missing brackets to gutters and downpipes?		2
	Clear gutters including guards if installed, sumps and rainwater heads of leaves and rubbish each autumn, trim overhanging trees. Check if gutters are sagging and water falls to outlets. Ensure leaf guards to outlets, rainwater heads and sumps sit correctly and are clear of debris.	4 - 12 months	
	Growth, moss or stains surrounding downpipes can indicate blockages Look for downpipes that are squashed or damaged and restrict water flow. Check if downpipes are connected to the stormwater system and if so whether the joints are sound. Check that the stormwater sumps are not full.		2
	Check whether birds are nesting on downpipe offsets and polluting the building or whether bird proofing if installed is adequate and sound.	4 - 12 months	
Avoid	Hosing leaves and debris into downpipe outlets. Placing ladders or leaning objects onto soft gutters		
	Note: The defects identified in the 7th year inspection should be rectified prior to painting if proogrammed in the same year.		

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3. EAVES		
Generally	Inspect for holes from old service pipes where birds can nest and for surface stains to fascia and soffit that indicate roof, gutter or valley failure.	1
	Check ventilation gaps between battens.	1
	Inspect for paint failure and decay to parts that are lined, this can indicate roof covering failure.	7
	Identify cobwebs and wasp nests for removal.	1
	Note: The defects identified in the 7th year inspection should be rectified prior to painting if programmed for the same year.	
4. FABRIC		
Stone	Inspect for loose, fretted, broken or missing joints to stones around windows doors along flashings and on cornices and other projections. Check if stone is crumbling or has surface salts this can indicate a moisture problem.	5-70+
	Inspect for signs of delamination that can affect the soundness of stone. Is there rising or falling damp? Has an appropriate mortar been used for the joints? Inspect for incompatible mortars where lime was originally used.	
Brickwork	Inspect for loose, fretted, broken or missing mortar joints and bricks. Check if brickwork is crumbling or has surface salts; this can indicate a moisture problem. Are ventilating bricks blocked or covered over with soil or debris? If rendered is the render cracked or drummy? Has an appropriate mortar been used in the joints?	5-40 - 75
Timber	Inspect for loose or missing weatherboards, corner stops and mouldings. Check around window sills and where boarding is in contact with ground for weathering and potential decay.	7-20 +
Fibre cement	Inspect for broken or damaged sheets, loose or missing trim and cover strips	2-20 - 25
Generally	Inspect areas for grime, growth from joints, bird excretion and graffiti. Is there sign of termite infestation?	4 - 12 months
	Avoid:	
	Covering all ventilators and damp proof courses with soil or rubbish.	
	Building up garden beds over damp proof courses, painting close to walls or continual watering of walls.	
	Applying to stonework anti-graffiti or protective coatings whose effectiveness has not been proven.	
	Inappropriate cleaning of masonry eg strong water jet cleaning or detergents that can damage the masonry.	
	Note: The defects identified in the 7th year inspection should be rectified prior to painting if programmed for the same year.	

5. STRUCTURE		
Timber	Are members secure and true?	7
Masonry	Are there cracks? Straight and true?	5
Steel	Is there any sign of rust? Are fixings secure?	7
Generally	Are verandah posts stable and sound? Are there any signs of structural distress (movement, cracking) which a structural engineer should inspect?	7
6. JOINERY		
Windows	Inspect for loose or damaged mouldings, architraves decayed stiles at sill level weathered sills, sashes that bind, noise, pulley wheels that need to be oiled, and sash cords that are decayed or broken. Check strength of raising weight by hand and dropping - if cord sound it will carry weight at bottom of drop. Inspect for loose or decayed sash joints and broken or cracked glass or putty. Check internal faces around windows for stains that can indicate failed flashing	2 10 to 15
Doors	Inspect for loose jambs, decay at the threshold or damage from locks being forced. Is the threshold secure, decayed excessively worn or broken? Are mouldings or stops, secure and does door operate satisfactorily? Are door joints firm, mouldings missing or damaged? Has the glass broken or cracked? Is the hardware operational - do catches catch, locks lock? Is the furniture secure or missing and defective? Check if door requires a stop to prevent damage to the door or walls when opened.	2 10 to 15
Generally	Check whether hardware operates properly or is loose, inadequate or damaged. Do doors and windows operate satisfactorily?	2
	Avoid: Restricting fire exits with storage items. Installing fans or air conditioners in windows. Replacing with hardware not in keeping with the building. removing original hardware. Install new adjacent.	
	Note: The defects identified in the 7th year inspection should be rectified prior to painting if programmed for the same year.	
7. PAINTING		
Window Sills	Inspect for paint deterioration and weathering	3
Doors/Frames	Inspect for paint deterioration, failure or damage and grime generally.	3
Generally	Inspect timber cladding for joints, cracking, putty coming away from fixings cracking paint, blisters or fading of colours. Stains can indicate a moisture problem	7 7 to 10
	Avoid: Painting surfaces never intended for painting such as stone or face brick Inappropriate colours	

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 **BUILDINGLINES**
BUILDING SURVEYING SERVICES

	Installing one way glass when carrying out glazing repairs.		
	Excessive exposure to original lead-based paints		
8. SERVICES			
Stormwater	Inspect for dish drains and sumps blocked with rubbish, leaves or silt. Check if water lies in sumps as this can indicate a total or partial blockage or inadequate fall in line. Ensure hose taps discharge into gullies and ensure gullies and sump gratings are operable and not damaged and sit square. Check whether stormwater drains into sewer system.	4 - 12 months	20 to 25
Sewerage	Inspect sumps for damaged grates and ensure these are not draining surface water		2 20 to 25
Water	Inspect taps for drips and ease of operation. Are taps and surface-run pipes secured to walls or supports? Look for wet areas within the property grounds and landscaped areas during dry periods - this can indicate a broken pipe.		2 20 to 25
Electricity	Check if light bulbs or fittings damaged and if fittings are well secured to walls or standards. Are light standards or poles in the parking areas stable and undamaged?		1
	Avoid Hosing leaves and debris into stormwater pits		
9. EXTERNAL WORKS			
Paving/Bitumen	Inspect for broken bitumen is it lifting or undulating from heavy vehicular traffic? Are there areas ponding or does surface water fall to pits satisfactorily?		1 10 to 20
Concrete	Check for any loose or lifting paving blocks or bricks that could be hazardous to pedestrians and for growth from the construction joints. Inspect kerbs for damage from vehicles and clear them of rubbish.		1 20 to 25
Bollards & Wheel Stops	Inspect for damaged or missing bollards and chains. Test bollards for stability Check if timber bollards are decayed and whether car wheel stops are provided to prevent damage and exhaust stains to walls.		2
Fences/Timber	Inspect for damaged, decayed loose or missing pickets, posts and rails. Check fence alignment.		7 10 to 15
Steel	Check steel fences for damaged, rusted or missing panels.		1 15 to 40
Gates	Inspect gates for soundness and damage. Have gates dropped and do they require squaring and bracing? Test gates for operation - is hardware working and sound? Do catches catch and are hinges oiled to minimise rust and maximise ease of operation? Do gates have stops or hold open catches or are these required. Are automatic gates operating?		7 10 to 15
	Avoid Planting trees near buildings Allowing vehicles to park adjacent to buildings. Allowing timber fence posts to be concreted.		

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10. URGENT MAINTENANCE			
	Monetary allowance to cover.		
Generally	Blocked or broken stormwater and sewer lines that require cleaning or repair.	As they occur	
	Clearing of blocked gutters and downpipes.		
	Broken water service or leaking cisterns and faucets.		
	Damaged or defective light fittings and switches.		
	Failed Incandescent, fluorescent or LED light fittings		
	Storm damage to grounds or building fabric.		
	Vandalism or break and enter damage to windows and doors.		
	Broken or defective locks and latches, replacement of keys or lock cylinders.		
	Caution:		
	Identify responsibility for repair costs. Generally the street side of service		
	meters is the responsibility of the supplier. The lessor or lessee is responsible		
	for building side.		
	Are repair costs claimable against insurance.		
	Have the appropriate authorities been advised?		



10. Testing the Proposed Works against the Building's Listed Heritage Values

a) Statement of Significance

The garage has historic value as it demonstrates post World War II development of the main street of Toodyay. The development is associated with transport and 'modern' design, influenced by the Art Deco movement of the 1930's.

The proposed works retains the association while supporting the statement of significance.

b) History

In 1920 Ken Somers built the first garage in the area in North Toodyay. In 1925, C.H. Doust built this garage which was taken over by Somers in 1927 who closed his North Toodyay garage. He operated the garage until his death in 1939. The premises remained vacant until 1945 when C.H. and S. Prince bought the garage and operated as the Prince Brothers. In addition to mechanical services, fuel supplies and numerous agencies, they ran a daily passenger service to Perth in a parlour car. The advent of garages in the 1920's and 30's signalled the development of the era of motorised transport.

The proposed market stall works do not diminish the history and will contribute to the ongoing retail services to the public.

c) Integrity/Authenticity

Integrity: High; Authenticity: Medium

The proposed works continue to maintain the integrity of the building and authenticity. In essence the perception of a former garage is easily recognised

d) Condition

Good

The proposed works and remedial works program as described above within the inspection notes will not only maintain a good condition but will deliver on a far superior building.

e) Municipal Inventory

Category 3

Recognition of cultural heritage value; Provide recognition and protection through the processes of the Town Planning Scheme. Recommend that the place is retained and conserved if possible. Photographically record the place to any major redevelopment or demolition.

The proposed new building and restoration works not only retain the building but enhance its heritage values.

f) Stirling Terrace Streetscape Group.

- *Location: between Newcastle Bridge and Connor Bridge.*

* *Toodyay Townsite is an excellent example of a highly intact nineteenth century town roads that were constructed with the assistance of convict labour. The presence of the Depot and the subsequent development of the town contributed to the wider development of the Avon Valley.*

In its highly intact built fabric, Toodyay Townsite, illustrates a number of key periods in the State's history, from the brick public buildings of the Convict era and the fine examples of residential and civic buildings of the Federation and Inter-War periods, which together form a cohesive precinct.

The proposed works retain the character, fabric of the Townsite.

g) Burra Charter

Article 21. 1 Adaptation

Adaptation is acceptable only where adaptation has minimal impact on the cultural significance of the place. That is: aesthetic, historic, scientific, social or spiritual value for past present and future generations.



The proposed works is deemed acceptable.

Article 22. 1 New Work

New work such as additions to the place may be acceptable where it does not distort or obscure the cultural significance of the place, or detract from its interpretation. That is: Interpretation means all the ways of presenting the cultural significance of a place

In terms of Interpretation, the proposed new works is deemed acceptable.

Reference should be made to the WDG Architectural Drawings # A001 – A010

11. Summary

This Heritage Impact Statement relates to the proposed adaptive reuse of a former garage at 97 Stirling Street Toodyay for use as a pop-up market.

The garage is of local heritage significance due to its association with early 20th century automotive history and its contribution to the commercial character of the area.

The project involves minimal physical intervention to the building, with a focus on temporary and reversible installations to accommodate market stalls, improved access and public use. Key elements of heritage value, including the original façade, roof form and structural framework will be retained and preserved.

The proposal respects the site's historic function while activating space for community use, contributing positively to its ongoing conservation. The impact on heritage values is considered low and being managed through careful planning, reversible modifications and interpretive signage to communicate the site's history.

12. References:

Inherit 04128 Stirling Terrace Streetscape Group.

Inherit 26408 Toodyay Townsite

Inherit 12158 Toodyay Towing Service

Wikipedia 2024 Toodyay

Municipal Inventory 27/8/1996 Cat 3

Architectural Drawings; Willis Design Group; 2024 & 2025

Heritage Impact Statement re: Demolition Dec 21/2024 Alex C Willis WDG

13. Architectural Drawings – A001 – 11 Attached





Development Application
97 Stirling Terrace Toodyay WA 6566

Mr Paul Nuttal
Exec. Manager Development and Regulation
Shire of Toodyay
15 Fiennes Street, Toodyay, WA 6566

3rd December 2025

Dear Paul.

I submit this application for the approval of adaptive re-use of the commonly called “Old Garage” at 97 Stirling Tce Toodyay. I also apply for a variation to the parking requirements for the site, the reasons for which I detail below.

Approvals Background and Proposal

The site is currently zoned – commercial, with use as retail, auto shop.

The zoning remains the same yet with a proposed adaptive re-use to commercial: retail, shops, café style seating and office space, increasing the intensification of patronage of the site. There is also an existing retail garden centre on the site which will remain.

The proposed hours of operation are 7 days per week, 7am to 5pm.

The adaptive re-use will have a market feel and vibe to it, adding to the vibrancy of the commercial centre of Toodyay inline with the objective of the zoning to support shops, offices, and other outlets in town centres while maintaining streetscape compatibility. Being a listed heritage building, the adaptive re-use and sensitive treatment of the development meet the objectives to preserve the heritage while encouraging active commercial uses (see attached heritage impact statement).

With this proposed adaptive re-use, I submit a detailed parking plan (refer to architectural drawings), as per LPS5 clause 48. This plan demonstrates the required parking cannot be achieved on this historical site.

LPS5 (48) “A person shall not develop or use any land or erect, use or adapt any building unless a suitable number of car parking spaces are provided on site and in accordance with the car parking requirements for particular developments and land uses as listed in Schedule 6 – Car parking requirements”.

Variation Request

I request Council approves the provision of parking off-site due to the heritage considerations and restrictions of the site and to retain the Stirling Tce streetscape, adding to the previously approved and provided bays through cash in lieu.

I further request Council waive the cash in lieu component of LPS5 clause 53 for the balance of the required bays (15 in total), as the Shire, in the letter to the property owners, advised in its 2006 resolution that it “*conditionally agrees to waive any further parking cash in lieu payment requirement for any future development on the site. The condition associated with this offer relate to the standard of the developments. Any such developments must enhance the historic and heritage precinct. Compliance with Council’s heritage guidelines and policies is necessary*”.

This development meets those conditions, refer to the Heritage Impact Statement, which notes the market, pop up style/feel of the development while maintaining the commercial: retail land use requirements and demonstrating the retention of historical fabric.

I demonstrate below that adequate parking can be provided without detriment to amenity in the area.

Parking background and request for variation to the parking requirements.

Records show on the 9th June 2006 the Shire, through a resolution of Council granted approval for cash in lieu for offsite parking. Records show that 17 bays for the site provided (refer to attachments).

Current requirements required in accordance to LPS5 and assessed against the proposed re-use of the site is:

REQUIRED PARKING BAYS - CALCULATED AS PER LOCAL PLANNING SCHEME 5.				
USE	RATIO (per NLA)	AREA	BAYS	TOTAL
GARDEN CENTRE	1 per 50m ²	339.68m ²	7 + 2 visitor	9
SHOP	1 per 20m ²	218.75m ²	11 + 2 visitor	13
OFFICE	1 per 50m ²	33.37m ²	1 + 2 visitor	3
CAFE	1 per 5m ² seating	53.88m ²	11 + 2 visitor	13
TOTAL CAR BAYS REQUIRED				38
TOTAL BIKE BAYS REQUIRED:				4
BAYS PROVIDED (REFER TO APPLICATION FOR DETAILS)				
BAYS ON SITE (BAYS 1 - 4)				4
BAYS CREATED ON STIRLING TCE IN FRONT OF PROPERTY (BAYS 5 - 6)				2
BAYS ASSOCIATED WITH PROPERTY - APPROVED AS CASH IN LIEU (BAYS 7 - 23)				17
BAYS ON CHARCOAL LANE - ADJACENT TO SITE (BAYS 24 - 46)				23
TOTAL BAYS PROVIDED				46
TOTAL BIKE BAYS PROVIDED				6

Calculations show that a total of 38 car bays and 4 bike bays are required to be provided in accordance with the net lettable area.

Since purchasing the property several years ago, I have observed that the parking directly behind and adjacent to the site in Charcoal Lane is very underutilised. In this time, I have observed moderate to high parking in Charcoal Lane only on Moondyne Festival and Toodyay Agricultural Show days. While being regularly at the site for these observations, the few vehicles

parked in these bays – up to 3 / 4 vehicles at any given time, are patrons of the garden centre on this property. Therefore, general day to day usage sees very few vehicles utilising the car bays at this eastern end of Charcoal Lane.

The proposal provides,

- 4 bays on-site. 2 being bays within the loading bay, as commercial vehicles will be restricted to outside of trading hours, keeping these bays available for patrons during the day (maintaining 4 bays onsite as per previous approvals).
- 2 bays, including an accessible bay have been created directly in front of the property by closing the existing crossovers.
- 25 bays can be provided by activating the underutilised bays on Charcoal Lane immediately adjacent to the site, and several underutilised bays on Stirling Tce (south side)
- 17 bays previously provided by cash in lieu, are situated on Charcoal Lane.

Therefore, the total number of bays that can be provided to the site is 46 – exceeding the required 38 by 9 bays.

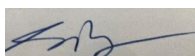
Additionally, there are a further 39 underutilised bays in Charcoal Lane within immediate proximity to the property, making a total of 85 car bays. The site is also within approximately 100m of the Duke St/Charcoal Lane public carpark.

The total number of bike bays proposed to be provided is 6 – exceeding the requirement by 2 bays.

Thank you for your consideration of my application.

Please don't hesitate to contact me if you require further information.

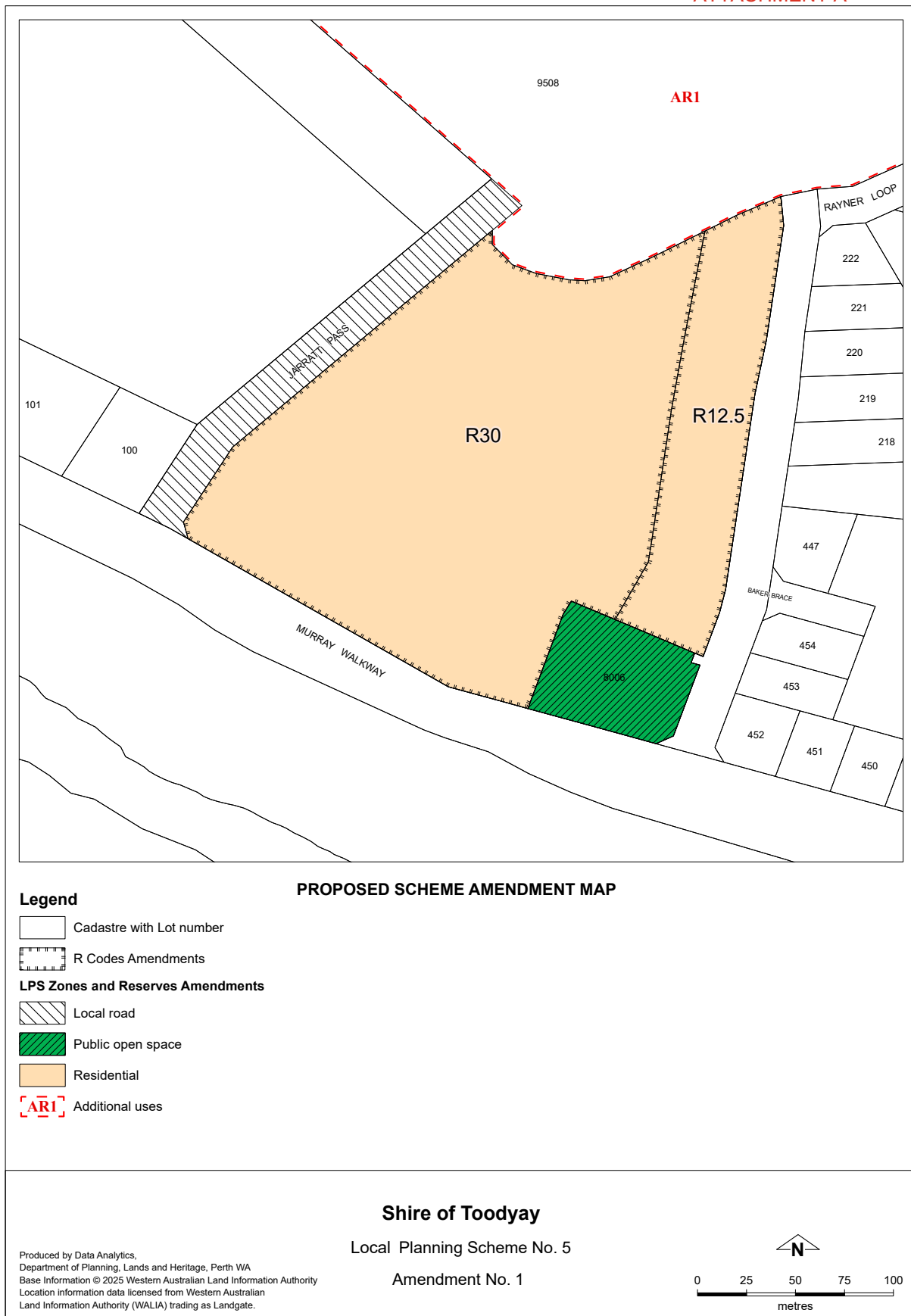
Yours sincerely



Stirling Thomson.

97 Stirling Terrace
Toodyay WA 6566

ATTACHMENT A





LOCAL PLANNING SCHEME No. 5

Amendment No. 1

FORM 2A

*Planning and Development Act 2005***RESOLUTION TO PREPARE AMENDMENT TO
LOCAL PLANNING SCHEME****SHIRE OF TOODYAY****LOCAL PLANNING SCHEME NO. 5 - AMENDMENT NO. 1**

RESOLVED that the local government pursuant to section 75 of the *Planning and Development Act 2005*, amends the above local planning scheme by:

1. Reclassifying portion of Lot 9508 Burt Parkway, Nunile from Public Open Space reserve to:
 - a. Residential zone and applying a density coding of R12.5 and R30; and
 - b. Local Road reserve; and
 - c. Removing the AR1 additional use classification from the affected portion of land.
2. Reclassifying Lot 8006 Murray Walkway, Nunile from Residential zone to Public Open Space reserve and removing the R10 density coding.
3. Modifying Clause 15 by inserting 'Part' into the description of land for AR1.
4. Amending the Scheme Maps accordingly.

Statement to address Regulation 35A of the Planning and Development (Local Planning Schemes) Regulations 2015:

Pursuant to Regulation 35A of the Planning and Development (Local Planning Schemes) Regulations 2015, the amendment to the above Local Planning Scheme affects the Foggarthorpe Residential Estate Structure Plan (as amended). Upon the amendment taking effect, the structure plan is to be amended.

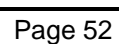
The Amendment is standard under the provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reason(s):

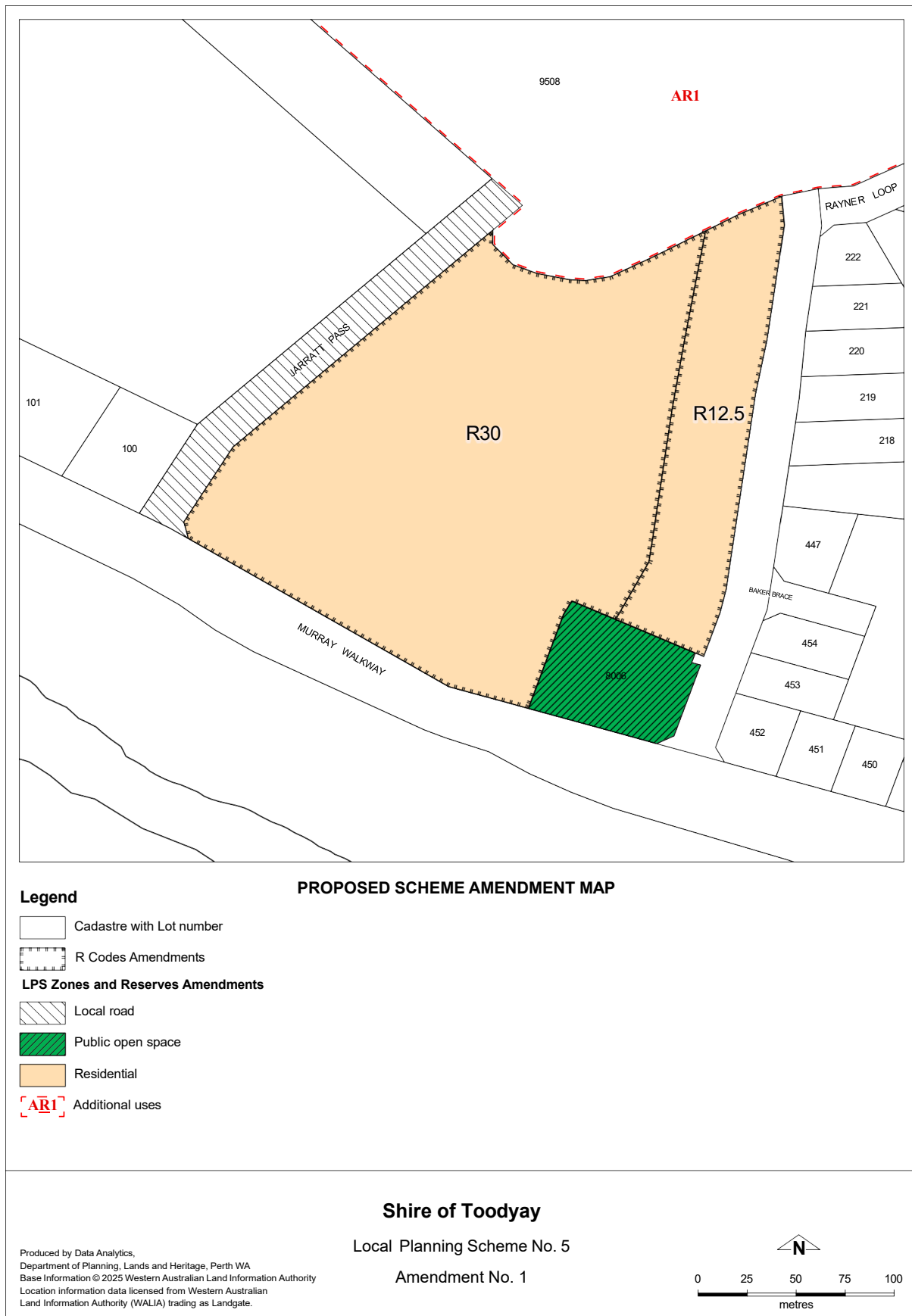
- An amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission.

Date of Council Resolution.....

.....
(Chief Executive Officer)

Dated this day of 20.....





SHIRE OF TOODYAY
LOCAL PLANNING SCHEME NO. 5 - AMENDMENT NO. 1
SCHEME AMENDMENT REPORT

Table of Contents

1	INTRODUCTION	1
1.1	PROPOSAL	1
1.2	RATIONALE FOR R12.5 AND R30 DENSITY	1
1.3	ASSOCIATED ASSESSMENTS AND APPROVALS PROCESSES	2
1.4	IMPORTANCE OF THE AMENDMENT	2
1.5	HOUSING SUPPLY AND DEMAND	3
1.6	RECREATION AND PUBLIC OPEN SPACE NEEDS	3
2	SITE CONTEXT AND CONSIDERATIONS.....	7
2.1	LOCATION	7
2.2	SITE AREA	7
2.3	LAND DETAILS AND OWNERSHIP	7
2.4	CURRENT AND SURROUNDING LAND USES	7
2.5	EXISTING SITE CHARACTERISTICS	12
2.6	INFRASTRUCTURE REQUIREMENTS	15
3	STATE AND REGIONAL PLANNING FRAMEWORK.....	16
3.1	STATE PLANNING POLICY 2.0 – ENVIRONMENT AND NATURAL RESOURCES POLICY	16
3.2	STATE PLANNING POLICY 3.0 - URBAN GROWTH AND SETTLEMENT	16
3.3	STATE PLANNING POLICY 3.4 – NATURAL HAZARDS AND DISASTERS	17
3.4	STATE PLANNING POLICY 3.7 – BUSHFIRE	18
3.5	GOVERNMENT SEWERAGE POLICY	18
3.6	RESIDENTIAL DESIGN CODES VOLUME 1	18
3.7	WHEATBELT REGIONAL PLANNING AND INFRASTRUCTURE FRAMEWORK.....	18
4	LOCAL PLANNING FRAMEWORK	20
4.1	SHIRE OF TOODYAY LOCAL PLANNING SCHEME No.5	20
4.2	SHIRE OF TOODYAY LOCAL PLANNING STRATEGY	23
4.3	FOGGARTHORPE STRUCTURE PLAN	25
4.4	HERITAGE	27
5	DEVELOPMENT CONCEPT	28

OFFICIAL

5.1 CONCEPT.....28

5.2 STATUS OF DEVELOPMENT CONCEPT.....28

5.3 BUSHFIRE CONSIDERATIONS.....29

6 OVERVIEW AND SUMMARY31

Appendices

APPENDIX A – BUSHFIRE MANAGEMENT PLAN

OFFICIAL

1 Introduction

1.1 Proposal

This scheme amendment proposes to amend the Shire of Toodyay Local Planning Scheme No.5 (the Scheme) by reclassifying:

- a portion of Lot 9508 Burt Parkway, Nunile from Public Open Space reserve to:
 - Residential zone (with a density of R12.5 and R30 applied to the new zone); and
 - Local Road reserve (over the current alignment of Jarratt Pass).
- Lot 8006 Murray Walkway, Nunile from Residential zone to Public Open Space reserve.

The amendment has been prepared by the Shire of Toodyay as part of its commitment to the Federal Government Housing Support Program.

The amendment is required to facilitate the subdivision and development of housing in the town of Toodyay. This site will have a particular focus on the provision of key worker accommodation, with related markets including aged, social and affordable housing. Pre-development of the site is being assisted by federal, state and local government funding/assistance.

Lot 9508 is owned freehold by the Shire of Toodyay. It is an inverted 'L'-shaped lot with the 4.3ha portion to be reclassified being the bottom of the 'L' bounded by Drummond Street, Murray Walkway and Jarratt Pass. The remaining 9.8ha of the 14.1ha site houses the Toodyay Sports and Recreation Complex and its expansion area.

Whilst Lot 9508 has been reserved by the Scheme for public open space (POS), it is not included in the 10% POS required to be ceded to the Crown free of charge as a condition of the subdivision of residential land. This report will identify that the land is surplus to both the overall orderly and proper provision of POS in the town and to the needs of the Shire of Toodyay to support its community.

Lot 8006 houses a drainage sump and open space that was included in the original POS contribution calculations for the Foggarthorpe Structure Plan Area. The Amendment seeks to reflect this by reserving Lot 8006 as POS reserve rather than its current residential zoning.

In addition to reclassification of the site, a development concept has been prepared that illustrates the Shire of Toodyay's intentions for its subdivision and development (**Figure 5.1**). This concept is not intended as a statutory structure plan, rather a general indication of development intent and to inform the preparation of a Bushfire Management Plan (**Appendix A**).

1.2 Rationale for R12.5 and R30 density

A density code of R30 is proposed over the majority of the new residential zone due to the following reasons:

- The amendment site is fully serviced with water, sewer and electricity connections at three frontages;
- The proposed density acts as a stand-alone site with no shared boundaries to lower-coded lots;
- Given the availability of sewer, there is no necessity for a dual coding where a default lower coding is applied unless sewer is provided;

1

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- The amendment site is located adjacent to the Toodyay Sports and Recreation Complex and the Avon River foreshore, both of which are reserved for public open space;
- The amendment site is located in close walking distance to the Toodyay District High School and in easy walking distance to the town centre via the existing pedestrian bridge across the Avon River;
- The R30 density would allow for efficient use of services and infrastructure; and

The R30 density would allow for a range of dwelling and tenure types to be explored for the amendment site, consistent with the Shire's intent and commitment to the Federal Housing Support Program. An area of R12.5 density along the eastern boundary is proposed to facilitate a transition zone between the adjoining R10 development and the proposed R30 area. This will allow for continuity with similar sized lots and streetscape along Drummond Street.

1.3 Associated assessments and approvals processes

Reclassification of the site is the first stage in the ultimate objective of releasing residential land targeting key workers accommodation. In event of this amendment being approved, the amendment site will be excised from the remainder of Lot 9508 by application to the Western Australian Planning Commission (WAPC). Subsequent subdivision and development that is generally consistent with the development concept at Chapter 5 will take place over time.

1.4 Importance of the amendment

There is currently a market failure in the provision of serviced land and housing to accommodate current needs and envisaged growth trends. The Shire of Toodyay is part of the AROC-Dandaragan Workforce Housing Investigation 2024, this investigation identified that the Shire has a current estimated shortage of between 95-135 private and public sector workforce dwellings.

To accommodate the private and public sector workforce anticipated between 2024 and 2031, an additional 221-261 dwellings are required over this period. Total dwellings required over the same time (all sectors) is estimated at 340-400, which is 1.6-1.9 times greater than current building activity.

There is a shortage of suitably serviced residential lots in the town of Toodyay. A recent search of vacant land for sale, with an area of up to 2,000m², identified 6 lots. Of these, 5 were 1,000m²-1350m² in area, with the final lot 350m². This amendment will support a greater range of lot sizes in the townsite and would be relatively affordable when compared with the majority of larger existing lot sizes.

The current shortfall in workforce accommodation, housing construction not meeting demand and the lack of serviced lots on the market point to a general market failure in Toodyay. This market failure has been

2

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identified in the Workforce Housing Investigation 2024 and is not constrained to the Shire of Toodyay. Other Shires in the Wheatbelt are experiencing similar market failure and consequential shortfall in workforce housing.

This amendment will allow the Shire of Toodyay to directly intervene in the supply of residential land and housing to the benefit of the community. This amendment will clearly show that reclassification of the land from POS will not adversely impact on the provision of recreational and community infrastructure in the Shire. Rather, it will realise a community-held asset and promote continued investment and development in the town of Toodyay.

1.5 Housing supply and demand

Between 2011 and 2021, population and number of dwellings increased by 214 and 108 respectively. The average household size decreased from 2.4 to 2.3 in the same time period. Looking forward, the population in 2031 is projected to be 4,984, with 340-400 additional dwellings required between now and 2031.

Whilst the housing investigations commissioned by the Shire have focussed on workforce housing, these have also identified an undersupply in other housing sectors, such as aged accommodation. There is currently an undersupply of housing to meet public and private workforce demands of 95-135 dwellings.

In addition to workforce and specialised housing needs, Toodyay also experiences demand for commuter housing. With Perth property prices and rental values increasing dramatically over the past 5 years, there is likely to be an increase in demand for housing in Toodyay as people are shifted outwards in search of cheaper accommodation.

There is comparatively little land available for sale in the Toodyay townsites. This translates to reduced supply of new housing. Whilst alternatives to a residential lot in town exist in the surrounding rural and rural residential areas, this is unlikely to fully cater for demand.

The amendment site provides an opportunity to produce more residential supply whilst meeting the Shire's objectives related to increasing workforce housing. The amendment site is well suited as it has not been identified for any other development and is not part of the public open space requirement for the Foggarthorpe Structure Plan.

1.6 Recreation and public open space needs

Public open space provision

There is a general principle of residential land subdivision in Western Australia that a minimum of 10% of the gross subdividable area is ceded to the Crown free of cost for public open space. Whilst there are some exemptions and modifications to this approach, it applies to the subdivision of the Foggarthorpe Structure Plan area. Between 2001 and 2006, a 9ha parcel of land within the estate land holding was ceded as a condition of subdivision as "public recreation". This in effect provided the 10% POS required for the entire Foggarthorpe structure plan area. Drains / POS were anticipated to be a part of that open space but were classified as Residential land, despite their crown reserve status.

Additional land was subsequently ceded around Boyagerring Brook and some drainage/recreation sites on Drummond Street. In total, 15.6% of the gross residential subdividable land has been ceded free of cost to the Crown and subsequently vested in the Shire of Toodyay. **Figure 1.1** outlines the POS contribution for the structure plan as calculated in the 2016 version of the Foggarthorpe Structure Plan.

3

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It is stressed that current Lot 9508 is not included as part of the POS required for the Estate. This land was purchased at commercial rates by the Shire of Toodyay in 2013, after all POS had been ceded. Lot 8006 is one of the 4 drainage sites located in Drummond Street.

	Previous (DP25741)	2007 Plan
Structure Plan Area	99.7678 ha	
Less		
• Rural Lots	27.0563 ha	-
• High School Expansion	1.385 ha	-
• Special Site	1.7048 ha	-
Gross Subdivisible Area		69.6217 ha
10% POS Provision		
Total Public Open Space		
• Lot 1 POS ceded	9.2401 ha	-
• POS – Surrounding Boyagerring Brook (usable – external to floodline)		0.94154 ha
• 4 Drainage Sites in Drummond St		0.445 ha
Public Open Space Provided	9.2401 ha	1.38654 ha
Total POS	10.62664 ha or 15%	

Figure 1.1 – Extract from Foggarthorpe Structure Plan 2016 relating to POS contributions

2001 – 2014 Recreation Concept

The 2001 Foggarthorpe Structure Plan provided for a new recreation and sporting complex to be located to the west of Boyagerring Brook. This approximately 7ha site was subsequently ceded to the Crown at no cost and vested in the Shire of Toodyay for Public Recreation. This land remains reserved to this purpose to this day. However, it is not being used or considered for recreational activity since the Toodyay Sports and Recreation Complex was constructed.

2014 Sporting Master Plan

In 2014, the Shire drew its attention to an alternative site for a future recreation complex. This site occupied 14.1ha of land that the Foggarthorpe Structure Plan identified for residential lots. The 2014 site is now Lot 9508.

The 2014 design concept is shown in **Figure 1.2** below. The concept proposed all sporting and recreational facilities to be located on the main portion of the site, north of Burt Parkway. The amendment site is shown as “public open space” with no sporting infrastructure.

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Figure 1.2 – 2014 Sporting Master Plan (Full Development)

2018-19 Sporting Master Plan

During 2019, the Shire refined its sporting master plan for the precinct to improve the functionality of the site. Whilst the focus was on Stage 1, the master plan considered the football and cricket oval as a second stage. As with the previous master plan, there was no intention of developing sporting facilities on the amendment site. In this masterplan, the amendment site was removed completely.

This 2019 Masterplan forms the basis for the subsequent construction of Stage 1 (aquatic centre, ball courts, hockey/rugby/soccer pitch and pavilion).

5

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February 2025

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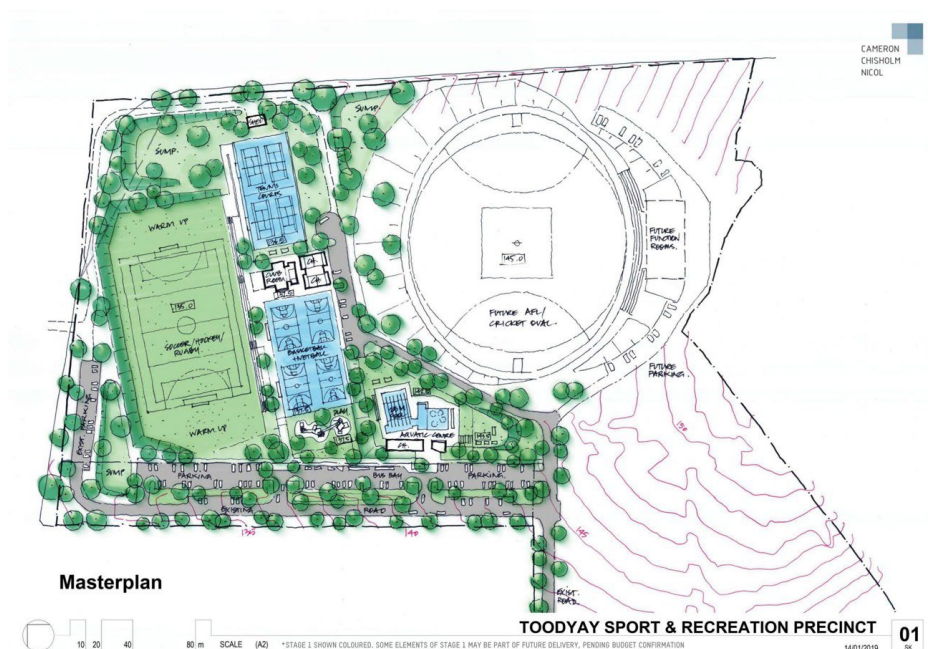


Figure 1.3 – 2019 Sporting Complex Master Plan

Current Situation

The 2019 masterplan remains the most contemporary planning document for the Toodyay Sports and Recreation Complex. Development of the football and cricket oval will depend upon funding opportunities and the Shire's capital work planning. In the meantime, filling of the oval site has taken place as opportunities arise.

Whilst there is no immediate commitment to construction of the oval, the amendment site can be independently planned and developed. The future extension of Burt Parkway to link with Drummond Street forms a natural boundary between the future recreation complex expansion and residential development of the amendment site.

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2 *Site context and considerations*

2.1 *Location*

The amendment site is located to the east of Toodyay District High School and is bounded by Murray Walkway to the south, Jarratt Pass to the West and Drummond Street to the east. A future extension of Burt Parkway will be the future northern boundary of the site.

The site is located approximately 2km by road from the Toodyay Town Centre, although pedestrian access is shorted due to the presence of a footbridge across the Avon River in Newcastle Park. Bitumen road access to the town is via Stirling Terrace, Goomalling-Toodyay Road and Drummond St East.

2.2 *Site area*

The amendment site is 4.1ha in area. However, as the site is portion of a larger allotment, the final area and dimensions are subject to survey.

2.3 *Land Details and Ownership*

Lot 9508 on Deposited Plan 77718 is 14.1ha in area. The lot is shown on Certificate of Title Volume 2823 Folio 852. The registered proprietor of the lot is the Shire of Toodyay, with the purchase taking place in October 2013 (\$1.3 million).

The Certificate of Title includes the following limitations, interests, encumbrances and notifications:

1. The right to mines of coal or other minerals being excluded from a portion of the lot near the present-day rugby/hockey/soccer pitch (does not affect the amendment site);

Easements to the Shire of Toodyay for public access purposes. These easements have been converted to road reserve with the exception of the easement running east-west across Lot 9508. This was originally a future road alignment, but has been developed for the Toodyay Sports and Recreation Complex. Access across the area has been provided via Murray Walkway, Jarratt Pass and Burt Parkway. This easement does not affect the amendment site;

2. Easement burden for sewerage (benefit Water Corporation); and
3. Easement burden for drainage (benefit Shire of Toodyay).

There are no easements or other encumbrances affecting the amendment site. Future subdivision of the site will extinguish the east west public access as this need will have fallen away through the provision of an extension to Burt Parkway.

2.4 *Current and surrounding land uses*

Current land uses

The land is currently vacant and is cleared of most vegetation. The alignment of roads identified in the Foggarthorpe Structure Plan have been developed as narrow access tracks. There is no evidence of previous development on the amendment site.

The northern part of the site was partially filled with excavated soil that resulted from the development of the sports and recreation complex. This fill has been levelled and graded to manage weeds.

7

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Surrounding Land Uses

The amendment site is located in an area intended to be predominantly residential, with supporting educational (Toodyay District High School) and recreational uses (Toodyay Sports and Recreation Complex). The site is located on the northern side of the Avon River, with the town centre located on the southern side. Pedestrian access to the school from the town centre is via a bridge across the Avon River at Newcastle Park.

To the east of the amendment site is a relatively new residential area with a density code of R10. Lot sizes start at 890m² with the majority 1000-1100m² in area. There are still a number of undeveloped sites in this area.

Toodyay District High School is located on a 7.1ha site to the west of the amendment site. This school caters for students from Kindergarten to Year 10. Years 11 and 12 are catered at Northam or metropolitan schools.

The Toodyay Sports and Recreation Complex is located on Lot 9508 (i.e. the same lot as the amendment site). The complex currently comprises an aquatic centre, ball courts and a grassed rugby / hockey / soccer pitch. There is also a pavilion providing community space and changing facilities. There is sufficient space located between the existing complex and the amendment site for a future football / cricket oval. Some filling of the site has occurred over time.

The southeastern corner of the site is excised for Reserve 53674 (Lot 8006), which is vested in the Shire of Toodyay for the purpose of drainage and zoned Residential R10.

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Context Plan

9

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February 2025

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An overall context plan of the site in relation to the southeastern part of the Toodyay Townsite is shown at

10

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February 2025

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11

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February 2025

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Figure 2.1.

2.5 Existing Site Characteristics

Located on the northern bank of the Avon River, the amendment site features a rising slope with an approximately 20m rise from southwest to northeast as depicted in **Figure 2.2**. The eastern side of the site has a slightly steeper incline compared to the more moderate western side. The site is largely cleared of vegetation, with a stand of trees situated near the centre.

Bitumen road access is available on the eastern, southern and western frontages. An extension of Burt Parkway along the northern edge of the amendment site will provide another access point, as well as act as the northern extent of the site.

12

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February 2025

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Figure 2.1 – Context Plan

13

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14

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2.6 *Infrastructure requirements*

The amendment site is serviced by the following:

- Water Corporation water mains and gravity sewer mains in Drummond Street, Murray Walk and Jarratt Place;
- Shire drainage in the three adjacent roads and in abutting Reserve 53674; and
- Western Power underground power in the verges of the three adjacent roads.

It can be assumed that planning of services was based on the original structure plan that included full residential development of Lot 9508. Therefore, there is spare capacity to cater for residential development of the amendment site. Furthermore, existing services are located abutting the amendment site on three sides. This allows for ease of connection or mains extension.

15

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3 State and regional planning framework

3.1 State Planning Policy 2.0 – Environment and natural resources policy

This policy requires the integration of environmental and natural resources considerations into the planning process. Specific to this amendment, the Policy requires reclassification and rezoning to:

- Protect and enhance the natural environment;
- Promote sustainable land use; and
- Align with broader environmental goals.

The amendment site is located within the Toodyay settlement area and can be considered an infill site. The site is also located outside of flood areas and is predominantly cleared. It is an idea candidate for development when considered against the Policy principles.

3.2 State Planning Policy 3.0 - Urban growth and settlement

The purpose of State Planning Policy 3.0 (SPP 3.0) is to promote a sustainable and well-planned pattern of settlement across Western Australia. SPP 3.0 aims to ensure sufficient and suitable land for housing, employment, recreation and open space, while managing urban growth in response to social, economic, and environmental factors.

The objectives of State Planning Policy 3.0 are outlined in the table below with a comment/response on how this amendment addresses each objective.

Objective	Description	Comment / Response
Sustainable Settlement	Promote a sustainable and well-planned pattern of settlement across the state, ensuring sufficient and suitable land for housing, employment, recreation facilities, and open space.	Toodyay is a recognised regional town is close proximity to the Perth Metropolitan Region and the sub-regional centre of Northam. Residential expansion in the Toodyay townsite is supported on sustainability grounds given the concentration of existing services and community facilities.
Community Building	Build on existing communities with established local and regional economies, concentrate investment in the improvement of services and infrastructure and enhance the quality of life in those communities.	The amendment proposes increasing the residential land area available in the Toodyay townsite. It is consistent with this objective.
Urban Growth Management	Manage the growth and development of urban areas in response to the social and economic needs of the community and in recognition of relevant climatic, environmental, heritage and community values and constraints.	The amendment proposes utilising 4.3ha of land not required for the future recreational needs of the Toodyay community. This land is located adjacent to existing residential development and located next to the Toodyay District High School. The land is predominantly cleared and is serviced. The

16

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Objective	Description	Comment / Response
		amendment is consistent with this objective as it is considered infill development and an efficient use of land.
Sustainable Neighbourhoods	Promote the development of a sustainable and liveable neighbourhood form which reduces energy, water and travel demand whilst ensuring safe and convenient access to employment and services by all modes, provides choice and affordability of housing and creates an identifiable sense of place for each community.	The amendment site is located in close proximity to the Toodyay town centre, District High School and Sports and Recreation Complex. Direct pedestrian access into the town centre is via a footbridge across the Avon River. The development concept proposes a range of housing types with the ability to cater for a range of housing market sectors, including workforce housing, aged housing and affordable housing. The objective is met by the amendment.
Infrastructure Coordination	Coordinate new development with the efficient, economic, and timely provision of infrastructure and services.	Water, sewerage and underground electricity are at the boundary. Bitumen roads are provided on three frontages. Planning for the Foggarthorpe structure plan area was based upon residential development of Lot 9508. The return to residential use of a portion of this lot is readily catered by the existing services.

3.3 State Planning Policy 3.4 – Natural hazards and disasters

The purpose of SPP 3.4 is to encourage local governments to adopt a systematic approach to the consideration of natural hazards and disasters when performing statutory or advisory functions. In this case, the relevant natural hazards are flood and bushfire. Both of these hazards are enshrined in the Shire of Toodyay's planning framework.

In relation to flood, the Local Planning Strategy identified a flooding special control area (SCA), based upon state government flood data. This SCA has subsequently been placed into the Scheme. The amendment site is located outside of this flood area or flood fringe and is not located within the SCA. No special consideration of flood hazard is required for this amendment or the future development of the amendment site.

It is noted that bushfire hazard is now dealt with by standalone State Planning Policy 3.7 *Bushfire*. This is addressed in the section below.

17

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

OFFICIAL

3.4 State Planning Policy 3.7 – Bushfire**Policy**

State Planning Policy 3.7 Bushfire (SPP 3.7) was gazetted in November 2024. The intent of SPP 3.7 is to implement effective, risk-based land use planning and development which in the first instance avoids bushfire risk. Where this is unavoidable, management and mitigation of the risk to people, property and infrastructure to an acceptable level is promoted.

Guidelines

The Planning for Bushfire Guidelines support SPP 3.7. The Guidelines were revised in November 2024 and provide detailed guidance on the management and mitigation of bushfire risk at all stages of the planning process. For this amendment, the requirements of Criteria 4 (Strategic Planning) and Criteria 5 (Structure Plan / Subdivision) have been applied. A Bushfire Management Plan to support this amendment and a future subdivision is included at **Appendix A**.

The Bushfire Management Plan has been prepared in full compliance with the strategic planning and subdivision elements of the Guidelines and does not require an outcomes-based approach to show compliance with the bushfire protection criteria.

The indicative Bushfire Attack Levels (BAL) for the lots shown on the Development Concept are generally BAL-LOW and BAL-12.5. The lots fronting Murray Walkway and located adjacent to the Avon River reserve are indicatively BAL-40 with a note stating that the lots are of a sufficient size to accommodate building construction to a maximum of BAL-29. This will be readily accommodated by locating the buildings behind the deemed-to-comply street setback of 6m.

The State Planning Policy and associated Guidelines have been complied with by this amendment and the Development Concept.

3.5 Government sewerage policy

The Government Sewerage Policy generally requires all new development to be connected to reticulated sewerage at the subdivision stage. The amendment site is connected to the Toodyay reticulated sewerage scheme, thereby meeting the intent of the Policy.

3.6 Residential Design Codes Volume 1

The Residential Design Codes (R-Codes) provide planning and design provisions to ensure appropriate standards of housing, promote diverse housing types and encourage sustainable development. The amendment proposes to apply a residential zone and density code of R12.5 and R30 to the amendment site. This will then trigger the requirements of the R-Codes Volume 1 as it relates to the ultimate development of the amendment site for dwellings.

No variations to the R-Codes are proposed to be inserted into the Scheme by this amendment.

3.7 Wheatbelt regional planning and infrastructure framework

The Wheatbelt Regional Planning and Infrastructure Framework is a regional strategic planning document that provides an overview of regional planning issues and serves as a basis for ongoing planning and

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development. It was endorsed in December 2015 and will be superseded in the future by the proposed Wheatbelt Regional Planning Strategy.

The Wheatbelt framework identifies Toodyay as a key area for residential growth due to its proximity to Perth and its attractive rural lifestyle. The amendment is consistent with the framework in this regard.

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4 Local planning framework

4.1 Shire of Toodyay Local Planning Scheme No.5

The amendment site is currently reserved for Public Open Space. **Figure 4.1** shows the zones and reserves in the vicinity of the amendment site. To the east is residential-zoned land with a density of R10. To the west is predominantly a public purposes reserve for the Toodyay District High School, with two Residential R10 lots on Murray Walkway.

This amendment seeks to reclassify the amendment site to Residential R12.5 and R30 zone and Local Roads reserve and reclassify Lot 8006 from Residential zone to PublicOpen Space reserve.

No amendments to the Scheme Text are proposed.

Special Control Areas

The amendment site is located within, or situated in proximity to the following special control areas:

SCA	Purpose / Considerations	Comment
SCA 1 – Infrastructure Toodyay Bypass Special Control Area	<p>To protect future residential development from traffic noise impacts associated with the Bypass.</p> <p>Rezoning, subdivision or development is to have regard to the potential impact of the bypass on future residential amendment.</p>	<p>The bulk of the amendment site is not located within this SCA. A small portion of the site in the northeastern corner affects the rear of two proposed single house lots.</p> <p>The northern edge of the amendment site is located approximately 200m from the outer edge of the road reserve for the future bypass. This is considered a sufficient separation based on Table 2 of the <i>State Planning Policy 5.4 Road and Rail Noise Guidelines</i> (September 2019) for an Other Significant Freight / Traffic Route located in a rural area with 100+ km/hr speed limit. No further measures are required at this distance.</p>
SCA 2 – Flood and Landscape Avon River Special Control Area	<p>To preserve the ecological values of the Avon River as a significant drought refuge for freshwater fishes and water birds.</p> <p>To ensure that any development takes place in a manner that safeguards the welfare of people in the area. To ensure that future</p>	<p>The amendment site is located outside of the SCA, with Murray Walkway forming the northern edge of the SCA.</p> <p>Whilst the considerations of the SCA are not applicable to the amendment, the principal of ensuring an environmentally-</p>

20

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights | February 2025

OFFICIAL

	infrastructure development does not impact the environment.	responsive development will be applied.
SCA 5 – Landscape Protection Special Control Area	<p>To maintain the integrity of landscape, particularly along the Avon River waterway and adjoining recreation sites.</p> <p>To protect and enhance the landscape and scenic values through control over location, design and siting of development.</p>	See discussion below.

Landscape Protection

The amendment site is located within SCA 5 Landscape Protection. A visual impact assessment is required to accompany rezoning requests to allow for assessment of any impacts. In this case, landscape protection and visual impact were considerations of the Foggarthorpe Structure Plan prepared in 2007. This plan provided for the amendment site to be developed for housing, consistent with the development east of Drummond Street. The development concept will see housing on the amendment site in a similar manner to the 2007 structure plan. Further, the development acts as an infill between the existing residential area to the east and the Toodyay District High School to the west.

The Shire of Toodyay may wish to consider expanding the Design Guidelines Policy for the Foggarthorpe Structure Plan to encompass the amendment area, prior to development taking plan.

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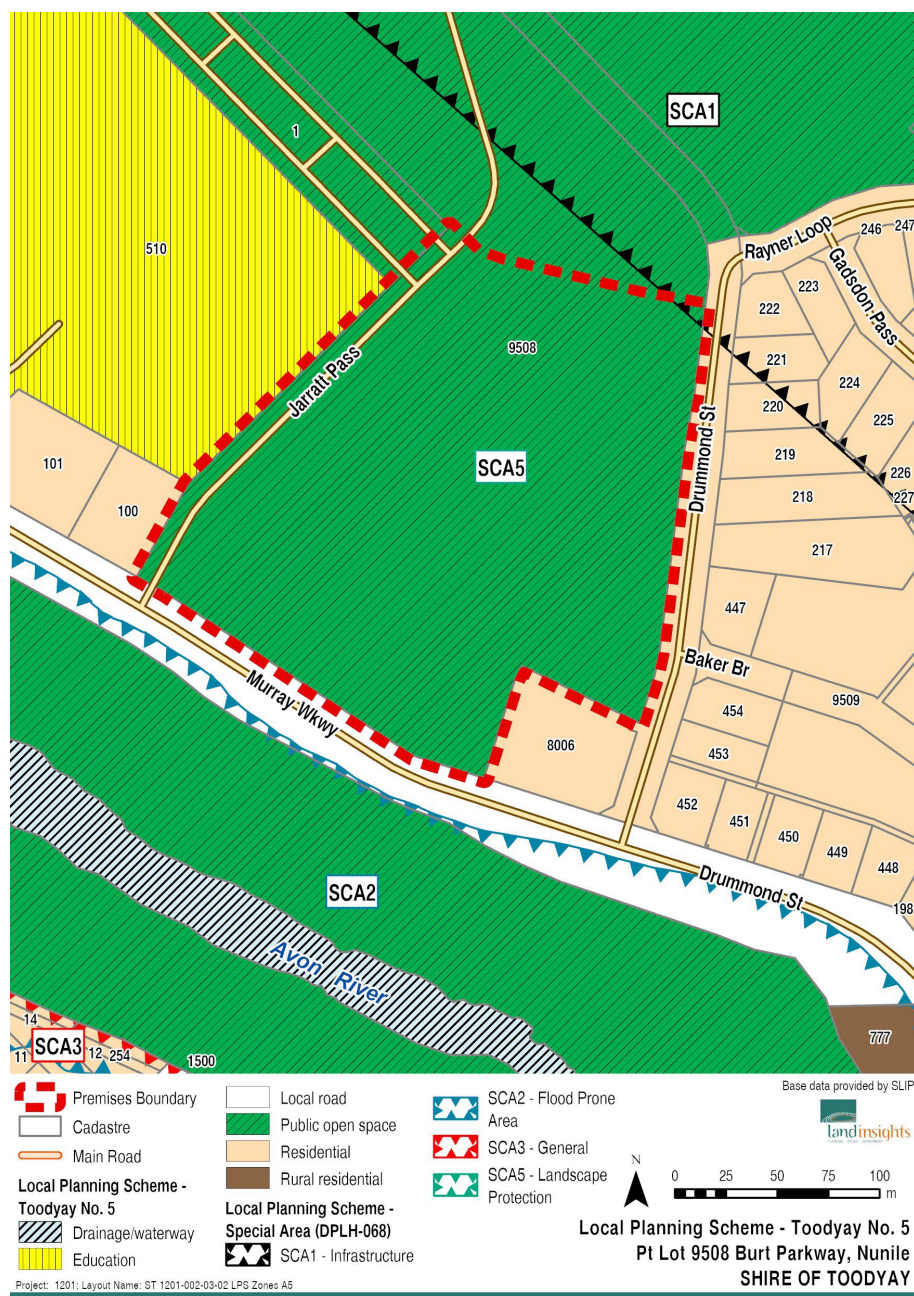


Figure 4.1 – Current Zonings and Reservations in Local Planning Scheme No.5

22

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February 2025

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4.2 Shire of Toodyay Local Planning Strategy

The Shire of Toodyay Local Planning Strategy was endorsed by the WAPC in June 2018. The strategy objectives that relate to this amendment are outlined in Table 1 below together with comment on how the amendment addresses the objective:

Table 1 – Local Planning Strategy Objectives

Objective	Comment / Response
Plan for the sustainable provision of land to meet existing and future needs of the community and business.	<p>The amendment site constitutes infill development between the existing residential area to the east and the District High School to the west. It will be well-located in the context of recreational and education facilities, as well as readily accessible to the town centre via the existing road and foot bridges across the Avon River. Services have previously been installed to service residential use of the site. This amendment is consistent with the objectives of sustainability by using well-located and serviced land that is not required for recreational facilities.</p> <p>The amendment site was originally identified for residential development in 2001, with much of the road network and services installed to facilitate this development. The amendment site remained shown for residential development until 2016 when it was incorporated into the 14.1ha Toodyay Sports and Recreation Complex. Reversion to residential development will be consistent with the 2001 intent and the road and service planning that was implemented.</p>
Ensure development appropriately considers potential hazards such as flood and bushfire.	<p>Whilst the amendment site is located adjacent to the Avon River, it is on a site that is higher than the recognised floodway and flood fringe. Furthermore, the amendment site slopes upwards away from the river. Development will not require specialised consideration of flooding risk.</p> <p>The entire Toodyay townsite is recognised as a bushfire prone area. Specific consideration of management of this risk is included elsewhere in this report. However, given the amendment site constitutes infill development, it is not considered to increase the risk from bushfire over and above that risk that exists for the town more generally.</p>
Protect and manage natural environmental resources of particular national, regional, and local significance, and minimise the environmental impact associated with the use or development of land.	<p>The amendment site has been subdivided and serviced in a manner that takes into account the proximity to the Avon River and its associated riparian vegetation. Murray Walkway as a constructed public road and acts</p>

23

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

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Objective	Comment / Response
	as a clear boundary between the amendment site and the river foreshore. Development of the predominantly cleared amendment site will utilise existing services and not trigger additional environmental impact.
Ensure future development takes advantage of and makes the most efficient use of available infrastructure.	Water and sewer mains and connections are available in Drummond Street, Murray Walkway and Jarratt Pass. Underground electricity mains are also located in the road verges. As these services were put in place on the assumption of a greater number of residential lots being created, there is reasonable to conclude that there is sufficient capacity to accommodate development.
Minimise the loss of productive agricultural land and areas of native vegetation by promoting sustainable development in and adjacent to existing urban areas.	Allowing development of infill land within the town area will assist in reducing the demand for additional loss of agricultural land and native vegetation.
Protect the valued landscape characteristics of the Shire's natural and rural landscapes as assets to be appreciated by residents and tourists.	The amendment site is located on the lower slopes of the Avon River valley. From a visual impact perspective, it will effectively fill in an area between the existing residential development and the Toodyay District High School rather than be visually prominent.
Ensure the development of a safe, efficient, and convenient system for the movement of both people and goods.	The road network is in place that provides convenient vehicle access into the town centre. There is also a pedestrian footbridge directly across the Avon River and into the town centre.

The Local Planning Strategy includes strategic directions and strategies for growth and settlement. Table 2 outlines those strategic directions and strategies relevant to the amendment site and provides a comment on each.

Table 2 – Growth and Settlement Strategic Directions and Strategies

Strategic direction / strategy	Comment / Response
Provide for a range of residential densities in the Toodyay townsite to facilitate the development of various housing types.	The intent for the amendment site is to provide for a range of housing types and densities to respond to housing demand. The site is 43ha in area with constructed roads and services on three sides. This will allow for a range of housing and tenure types to be considered. A development concept has been prepared to illustrate this objective.
Promote the consolidation of the townsite to reduce development costs, improve access to services, and	The amendment site is located within an existing residential area with full services available at the

24

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

OFFICIAL

Strategic direction / strategy	Comment / Response
limit the impact on natural environmental resources associated with urban expansion.	boundary. Furthermore, these services are likely to have capacity to cater for the development given the amendment site was originally identified for residential use.
Use appropriate dual density coding to promote infill development and maximize the use of existing and future infrastructure.	Dual coding is not proposed for this amendment. A density of R12.5 and R30 is proposed for the reasons outlined in section 1.2.
Ensure development adequately considers and addresses natural constraints, including bushfire and flooding.	The site is located outside of recognised flooding areas. The amendment site is identified as bushfire prone along with the remainder of the Toodyay townsite. Bushfire is considered elsewhere in this report.
Ensure that development adequately considers and addresses landscape and biodiversity protection.	The site is predominantly cleared and located in an existing urban area.

The amendment site is identified on the strategic land use plan (Map 2) as within the Environmental Conservation current land use zone. The amendment site is located outside of the indicated 1:100 year floodplain and the Toodyay Road Bypass proposed special control areas.

The environmental conservation designation reflected the 2013 purchase of Lot 9508 for the now-constructed sports and recreation complex. The designation does not reflect the low level of environmental significance of the site, which as a cleared lot, has little environmental value.

Consistency of Amendment with Strategy

Notwithstanding the strategic land use plan, the proposed reclassification of the amendment site to residential is fully consistent with the objectives and strategic directions of the Strategy as it relates to Growth and Settlement. The amendment site is not subject to environmental conservation and is a prime infill lot with services available at the boundary. The amendment site is also surplus to the public open space needs of the town. This is consistent with the objective for the sustainable provision of land. As the amendment is considered to be consistent with the endorsed local planning strategy, it is recommended that it be considered "standard" for the purposes of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

4.3 Foggarthorpe Structure Plan

The Foggarthorpe Residential Estate Structure Plan was first prepared in 2007 and subsequently amended in 2016. This plan replaced an earlier structure plan prepared in 2001 to accompany Amendment 56.

The structure plan as adopted in 2007 is shown at **Figure 4.2**. This provided for residential lots to be developed over current Lot 9508, including the amendment site. In 2016 an amendment to the structure plan was adopted

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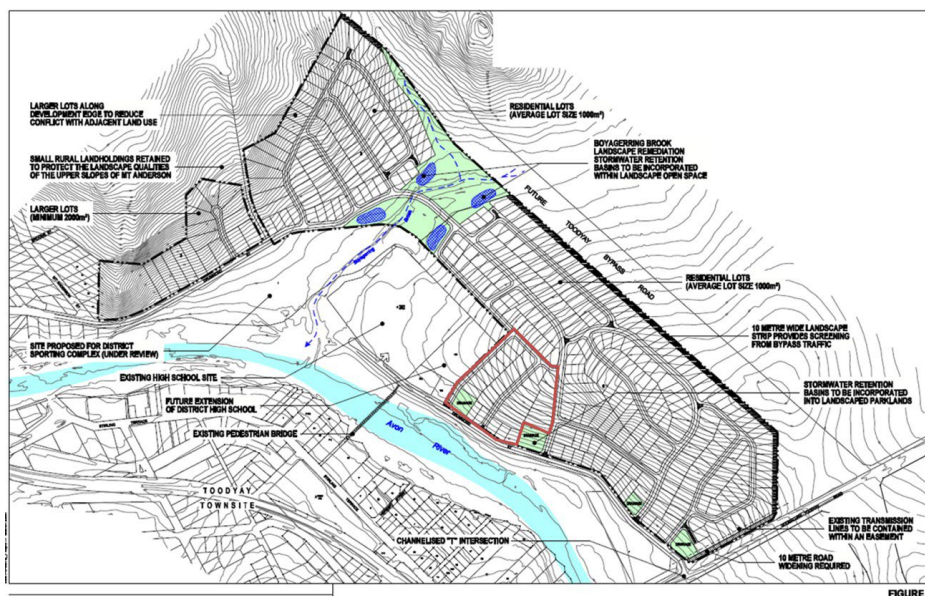


Figure 4.2 – 2007 Foggarthorpe Structure Plan (Amendment site in red)

In 2016 an amendment to the structure plan was adopted that related to Lot 9508. The amendment identifies Lot 9508 as the Toodyay Sport and Recreation Precinct as shown in Figure 4.3.



Figure 4.3 – 2016 Amendment No.1 to Foggarthorpe Structure Plan (Amendment site in red)

26

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

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Implications of the amendment on the structure plan

The structure plan was adopted in 2007. For the purposes of validity, the structure plan was afforded a 10 year approval on 19 October 2015 by clause 28(4) of the Deemed Provisions in Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. This provides an expiry of 19 October 2025.

The amendment is generally consistent with the 2007 structure plan. However, it is considered a departure from Amendment No.1 of 2016 in that it effectively reverts a portion of the amendment No.1 area to residential use.

It is likely that in the event this amendment is approved, the structure plan validity will be either expired or close to expiry. Therefore, the amendment is unlikely to have any implications on the continued operation of the structure plan.

4.4 Heritage**Aboriginal Heritage**

The site has been disturbed as part of farming practices over a considerable period of time. Aerial images of the town taken in 1960 show the site as cleared and used for agriculture.

The Avon River is registered as an Aboriginal Heritage Site in two listings:

- Site 4045 Bolgart : Boolegin; and
- Site 15979 Avon River.

Development of the amendment site will not impact on these sites.

European Heritage

No places of heritage significance have been identified on or near the amendment site at either the local or state levels of protection.

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5 Development concept

5.1 Concept

The densities proposed will allow for a wide range of housing choice, with the exception of multiple dwellings (apartments) to ensure the character of the locality is maintained. The resultant development concept is attached at **Figure 5.1**. This concept is informed by the following site and infrastructure constraints / characteristics:

- Ensuring there is a sufficient supply of lots fronting existing roads and services was a key consideration. This allows for the efficient release of lots to market in the short term with later stages requiring road construction and service extension to follow.
- Single house lots are generally 570m² - 900m², with a prevailing lot size of approximately 630m². A total of 46 single house lots are provided in the concept. Larger lots have been placed fronting Murray Walkway to accommodate slightly larger front setbacks to avoid a BAL-40 designation.
- Two grouped dwelling sites of approximately 1,600m² and 3,500m² have been provided to accommodate up to units at R30.
- Cul-de-sacs were avoided to reduce the complexity of bush fire assessment and to provide regularly-shaped lots wherever possible.
- A 16m road reserve width was provided for the internal roads to accommodate services, footpaths and street trees. An exception was made for Jarratt Pass where a 20m width is proposed to accommodate the existing alignment, footpath and services.
- Where possible, 18m-19m lot frontages are provided to allow for future side access to backyards, be consistent with surrounding areas and to accommodate site works and retaining.

The internal roads proposed in the development concept have been named using the allocated names for similar roads in the original structure plan.

5.2 Status of Development Concept

The development concept is not intended to act as a formal structure plan or local development plan made under the Deemed Provisions. Rather, it is provided to illustrate how the amendment site could be developed, to identify densities and to allow for the formulation of a Bushfire Management Plan.

The development concept is not a detailed subdivision plan. Further refinement, including survey and engineering considerations will be needed prior to subdivision taking place. However, there is unlikely to be any significant impediment to the subdivision of the amendment site given the surrounding area has previously been developed and the site was included in the 2007 Foggathorpe Structure Plan.

28

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

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5.3 *Bushfire Considerations*

The development concept has been designed with compliance with the planning for Bushfire Protection Guidelines in mind at all times. The Bushfire Management Plan at **Appendix A** has assessed the development concept.

The layout meets all elements without the need for an outcomes-based approach to be taken. All lots fronting Drummond Street, Jarratt Pass and Burt Parkway will have a Bushfire Attack Level of BAL-LOW or BAL-12.5. The lots fronting Murray Parkway, which overlook the Avon River, have an indicative BAL or BAL-40. However, the lots are deeper and of sufficient size and dimension to allow for a maximum of BAL-29.

29

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

OFFICIAL



Figure 5.1 – Development Concept

30

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

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6 Overview and summary

The amendment focuses on the reclassification of a portion of Lot 9508 Burt Parkway, Nunile from Public Open Space (POS) reserve to Residential zone and Local Roads reserve. It will also reclassify Lot 8006 from Residential zone to Public Open Space reserve. The amendment aims to facilitate the subdivision and development of housing in Toodyay, with a particular focus on key worker accommodation.

There is currently a market failure in the provision of serviced land and housing in Toodyay, with an estimated shortage of 95-135 workforce dwellings and a projected need for 340-400 additional dwellings by 2031.

Lot 9508 is a 14.1ha site owned by the Shire of Toodyay, having purchased the land freehold in a 2013 commercial dealing. The 4.3ha portion to be reclassified is currently reserved by Local Planning Scheme No.5 for POS. However, it is not part of the 10% POS that is ceded for residential land subdivision, nor is it vested in the Crown. The amendment will not adversely impact the provision of recreational and community infrastructure, with the remaining 9.8ha of Lot 9508 sufficient to cater for current and future sports and recreation needs.

Lot 8006 is vested in the Shire of Toodyay for drainage purposes. The parcel is included in the POS contributions provided with the subdivision of the existing residential area east and north of Drummond Street. The site is currently zoned Residential. It is proposed to reclassify to POS to reflect its intended purpose of open space and drainage.

The amendment aligns with various state and regional planning policies, including those related to environmental protection, sustainable settlement, and bushfire management. The proposed densities will allow for the creation of approximately 65 single and grouped dwelling lots. These will provide a positive impact on housing land supply in the town.

31

Scheme Amendment No.1– Lot 8006 Murray Walkway and 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights |
February 2025

OFFICIAL

APPENDIX A

Bushfire Management Plan

Scheme Amendment Report – Lot 9508 Burt Parkway, Nunile (Rev 1) | Prepared by: Land Insights | February 2025

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TEXT MODIFICATION PAGE

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF TOODYAY

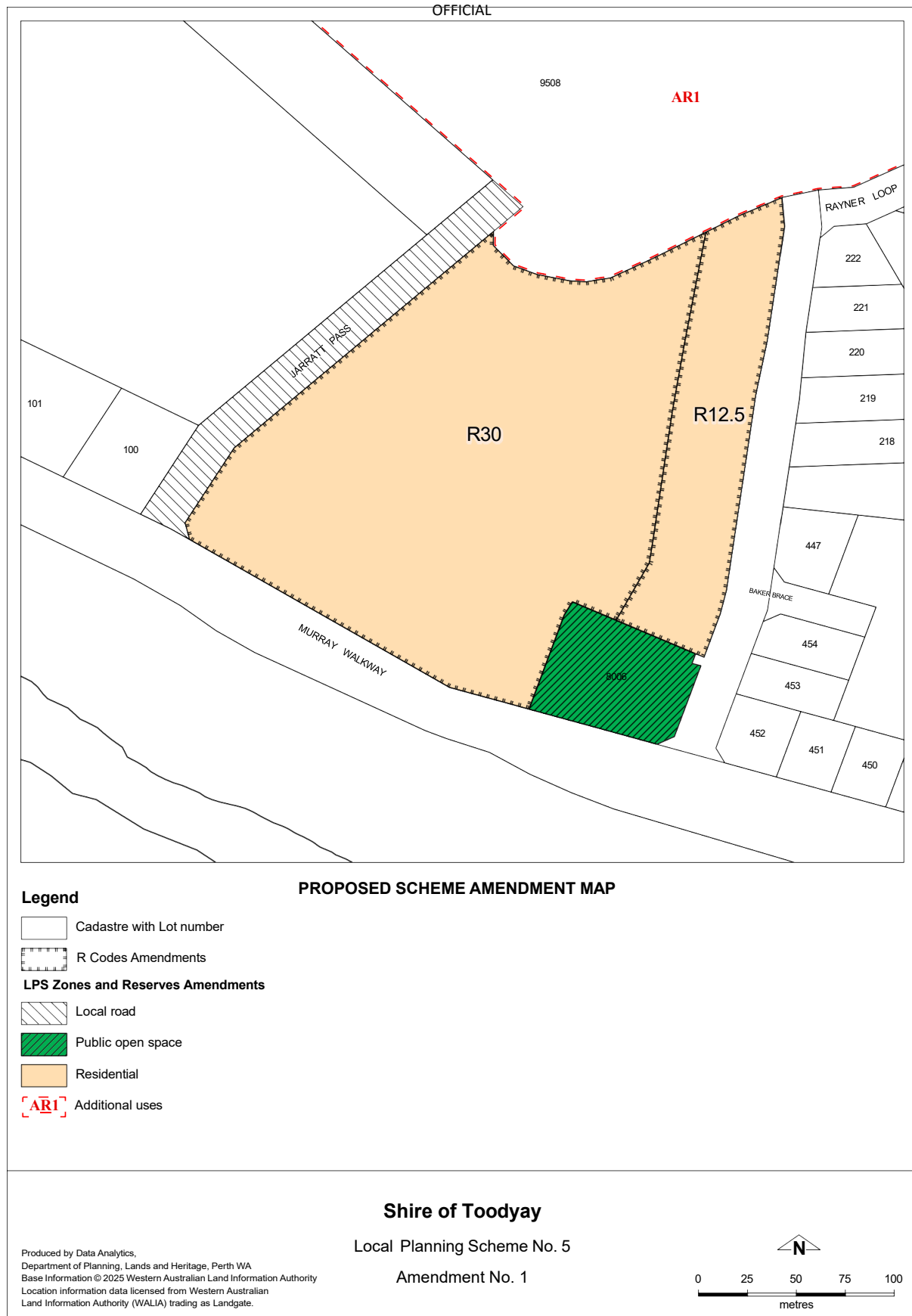
LOCAL PLANNING SCHEME NO. 5 - AMENDMENT NO. 1

The Shire of Toodyay under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above local planning scheme by:

1. Reclassifying portion of Lot 9508 Burt Parkway, Nunile from Public Open Space reserve to:
 - a. Residential zone and applying a density coding of R12.5 and R30; and
 - b. Local Road reserve; and
 - c. Removing the AR1 additional use classification from the affected portion of land.
2. Reclassifying Lot 8006 Murray Walkway, Nunile from Residential zone to Public Open Space reserve and removing the R10 density coding.
3. Modifying Clause 15 by inserting 'Part' into the description of land for AR1.
4. Amending the Scheme Maps accordingly.

Statement to address Regulation 35A of the Planning and Development (Local Planning Schemes) Regulations 2015:

Pursuant to Regulation 35A of the Planning and Development (Local Planning Schemes) Regulations 2015, the amendment to the above Local Planning Scheme affects the Foggarthorpe Residential Estate Structure Plan (as amended). Upon the amendment taking effect, the structure plan is to be amended.



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COUNCIL ADOPTION

This [Standard](#) Amendment was adopted by resolution of the Council of the Shire of Toodyay at the Ordinary Meeting of the Council held on the [\[number\]](#) day of [\[month\]](#), 20[\[year\]](#)

.....
SHIRE PRESIDENT.....
CHIEF EXECUTIVE OFFICER**COUNCIL RESOLUTION TO ADVERTISE**

By resolution of the Council of the Shire of Toodyay at the Ordinary Meeting of the Council held on the [\[number\]](#) day of [\[month\]](#), 20[\[year\]](#), proceed to advertise this amendment.

.....
SHIRE PRESIDENT.....
CHIEF EXECUTIVE OFFICER**COUNCIL RECOMMENDATION**

This Amendment is recommended for [\[support with/without modification or not support\]](#) by resolution of the Shire of Toodyay at the Ordinary Meeting of the Council held on the [\[number\]](#) day of [\[month\]](#), 20[\[year\]](#), and the Common Seal of the Shire of Toodyay was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....
SHIRE PRESIDENT.....
CHIEF EXECUTIVE OFFICER**WAPC RECOMMENDATION FOR APPROVAL**.....
DELEGATED UNDER S.16 OF
PD ACT 2005

DATE

Approval Granted

.....
MINISTER FOR PLANNING

DATE

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
1	DEPT HEALTH	N/A	SUPPORT	<p>The DoH provides the following comment which is in addition to advice provided by your local environmental health services in relation to this proposal.</p> <p>DoH position</p> <p><input checked="" type="checkbox"/> No objection – with comments and/or recommended conditions and advice notes provided below.</p> <p>The subject land is in a region that occasionally experiences problems with nuisance and disease carrying mosquitoes. These mosquitoes are known carriers of Ross River (RRV) and Barmah Forest (BFV) viruses. Human cases of RRV and BFV diseases have been reported in this region.</p> <p>In order to protect the health and lifestyle of communities, land use planning decisions must include consideration of the proximity to breeding habitat of mosquitoes and whether mosquito management, if required, will be:</p> <p>oeffective,</p> <p>oappropriately resourced;</p> <p>oand be approved by the relevant environmental agencies</p>	Noted
2	Resident	RAYNER LOOP	OBJECT	<p>Thank you for your email and please see below for my feedback.</p> <p>The residents in the River Hills Estate bought and built homes here, based on the idea of a semi rural lifestyle. To have multiple hectares of R30 medium density blocks does not fit in with low density, semi-rural living. These people were sold a lie.</p> <p>There are additional blocks of land around the school/rec centre that will be subdivided into hundreds of lots, so there will not be a shortage of accommodation when that happens, what this will create is medium to high density living. A small regional town becomes a city suburb, which Councillor Dival stated once that she was very much against.</p> <p>As I mentioned in the last feedback provided, we have a part-time Doctor, part-time police station a full daycare so people are having to take their children to other towns, and a school that is full and unable to cope with current situations.</p> <p>Infrastructure managed by the shire is not adequate for the current population and bridges are having to be closed over safety concerns.</p> <p>Trying to expand a small town rapidly will bring some new qualified people, but also increases the pressure on services that are already unable to meet demands. Our Ambulance station is run by a couple of employees of St John and the rest are volunteers, this is putting more pressure on local families who give their time to volunteer in a small town.</p> <p>I believe there should be nothing over R20 in this subdivision, to preserve the suburban/semi rural living feel.</p> <p>It would appear that the Shire have made the decision to proceed with this, before the closing of the feedback period as the Exec Manager of Planning is currently on site today with the surveyors marking it up.</p> <p>There have been no financials provided, a forecast of what the cost will be to ratepayers?</p> <p>What is the revenue that the Shire expect to receive?</p> <p>Will this be completed by the Shire or sold to a developer?</p> <p>Are the blocks of land being sold or are these going to be home and land packages?</p> <p>Does the Shire have a Geotech report for this land?</p> <p>Will there be open space with a playground or other facilities?</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>The School has indicated that it has multiple empty classrooms, available for additional children.</p> <p>As more residents choose to live in Toodyay then these services will expand.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>The River Hills development is defined as a low density residential estate, not semi rural.</p> <p>RM Surveys were commissioned by the Shire to search for underground services, so that the Shire will have accurate service locations.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Yes the Shire has the report, which was undertaken by the previous developer.</p> <p>These facilities are already provided at the recreation centre.</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
				<p>The Shire has not provided much information at all, this is very much a behind closed doors decision that you have made already.</p> <p>There was a date set where people could ask questions previously on an individual basis, there has not been an open session for the whole community at a time that suits people who work.</p> <p>As mentioned I think the Shire have an obligation to provide a lot more detail and I want nothing over R20 there, I think there should be more R12.5 and the rest R20.</p> <p>I am not opposed to growth in this beautiful town, but this is not the way it should happen.</p>	<p>The Shire has extensively provided information to residents on our website. All Council decisions are available on our website.</p> <p>The Shire conducted an open house event during the first round of consultation. During both rounds of advertisement about 16 people scheduled individual meetings with the planning team to discuss this proposal.</p> <p>The decision to increase the R20 to R30 was made by the department of planning, which included the removal of the R35 code. The Shire is required to have enough land available to meet its 50 dwelling objectives in the approved grant.</p> <p>Noted</p>
3	Resident	RAYNER LOOP	BOTH	<p>While I am not totally against the change in coding to allow for more residential housing, I feel this should have all been resolved when the original plans for the River Hills Estate were developed.</p> <p>I live at XX Rayner Loop, and am approximately 200 m away from the beginning of what may become residential, previously public open space. So I may be affected somewhat.</p> <p>Perhaps as an idea: Instead of just reversing all of the previous public open space to residential, why not reduce the area for planned residential, keep the area to the west of Drummond St as public open space, then area west of that can become residential. That way you keep the residents of Drummond street (mostly) happy, given that they purchased their blocks thinking they were going to be living over the road from public open space.</p> <p>For future reference, what will the ARI /Additional uses become?</p>	<p>The original plans for the Foggarthorpe housing estate were developed more than 25 years ago. It is normal for modifications to structure plans over time, to meet changing housing needs.</p> <p>Noted</p> <p>This has been considered by council, and was not supported.</p> <p>AR1 is Clause 15 of the Local Planning Scheme No5. this clause provides additional land uses over the remaining reserve.</p>
4	MAIN ROADS	N/A	SUPPORT	<p>Thank you for your email and the opportunity to comment on the proposed modification to Scheme Amendment No. 1 to Shire of Toodyay Local Planning Scheme No. 5.</p> <p>Main Roads WA Wheatbelt Region has reviewed the proposed modification, and I can advise that the proposal will have no impact on the Main Roads' network and, as such, has no objection to the proposal. M060 Goomalling Toodyay Rd is not within close proximity of the subject lot and the portion of Lot 9508, subject of the proposed rezoning, is not adjacent to the land identified on the Scheme Map for a potential future bypass.</p>	<p>Noted</p>
				<p>Vision A caring and visionary rural community, working together to preserve and enrich Toodyay's environment, character and lifestyle</p> <p>Place- Our rural lifestyle is valued and is being enhanced with thoughtful planning and development. The community also values local playgrounds, parks and reserves, The Shire is attracting a growing number of residents from Perth who are seeking an alternative semi-rural lifestyle.</p> <p>The Council Plan is only one reason; I do not support this amendment.</p>	<p>One of the Shires objectives</p> <p>One of the Shires objectives</p> <p>Noted</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
5	Resident	Salt Plain Road	Object	<p>The proposed amendment does not reflect the rural lifestyle associated with Toodyay.</p> <p>People leave urban areas and high-density housing in search of space and peace from “neighbours in their living room” The proposed R30 zoning allows for 300m2 land holdings and 30 dwelling per hectare.</p> <p>The amendment takes 4. 3ha from public open space - the potential for 120 dwelling in that area.</p> <p>While this is an administration recommendation, executive officers and the CEO seldom live or stay in the shire. Councillors will remain a part of the community.</p> <p>The current CEO was the chair of The Vines Residents and Ratepayers Association forming a working group to fight against a similar amendment affecting the Vines where he lives. The Association stated the amendment would essentially change the character and nature of the area.</p> <p>Do Councillors want this for the Toodyay Community?</p> <p>The amendment aims to reclassify a portion of Lot 9508 (Burt Parkway, Nunile) from Public Open Space to Residential, while also formalising Jarratt Pass as a road reserve and reclassifying the adjacent Drain Reserve to Public Open Space.</p> <p>Lot 8006 is a drainage sump. It cannot be argued this is suitable for open public space.</p> <p>The shire plans to remove about 4.5 ha of usable green space at Lot 9508 with a flood lying area of less than 0.1 ha.</p> <p>Open space that is not suitable for everyday community recreation, is not equitable. Especially as Council has endorsed a strategy to build homes for residents aged over 55 and over.</p> <p>Nunile was a case study for the Future Climate/ Future Home Project undertaken by Julian Bolleter of UWA which Council agreed to be a part (resolution November 2022). Urban climate sensitive planning is essential in moderating temperatures. Extensive research shows evidence that high density housing contributes to the Heat Island Stress effect.</p> <p>This proposed subdivision on an exposed hill with a southern aspect will get strong eastern to Western sun.</p> <p>The extreme high temperatures do not bode well for the proposed strategy to encourage older residents.</p> <p>Green areas of public open space are very important to mitigate heat extreme.</p> <p>The sacrifice of open space for building masonry, rocks, roads and bare earth will add to heat stress.</p> <p>Councillors need to be aware the effect of high-density housing on climate in generating extreme heat and the impact of increased temperatures will have upon residents and the Toodyay community.</p> <p>Public open space is an amenity created in the subdivision. The amenity is contained in the Foggarthorpe Structure Plan. The reason given for this amendment: To allow for more well-placed housing in Toodyay.</p>	<p>the proposed development sits in an urban area not a rural area.</p> <p>Council is committed to lots of approximately 500m² for the large part of the estate.</p> <p>The Shire is proposing only 50 houses for the estate, despite the capacity for more homes.</p> <p>Not True</p> <p>Dismissed - not relevant to this proposal</p> <p>Councillors will decide at the Ordinary Council Meeting 18 December 2025</p> <p>Noted</p> <p>The Department of Planning recommends that unfenced drainage reserves be classified as Public Open Space in local planning schemes.</p> <p>Noted</p> <p>There is about 500ha of open space adjacent to the Avon River as well as the nearby recreation centre and pool. These facilities would support over 55's recreational needs.</p> <p>The shire will incorporate design recommendations from this report into the estate.</p> <p>The majority of the River Hills estate has the same aspect.</p> <p>There is no scientific correlation that supports this statement.</p> <p>Agreed</p> <p>Without clever design elements any subdivision in Australia will experience the same problem.</p> <p>Councillors attended a presentation on this very topic in early December.</p> <p>As per previous Council reports. This site was originally proposed to be housing. The structure plan provides the locations of the open space, not the subdivision.</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
				<p>There has been no consultation or survey to support the need for well-placed housing in Toodyay.</p> <p>Shire minutes quote Officer’s report “In recent years the Shire has participated in studies to identify the current and projected need for housing in the Shire and wider region. There is no data to support this statement.</p> <p>Many of the quoted previous studies inaccurately projected a substantial population growth in Toodyay. This has not occurred. Land for housing is readily available in Nunile.</p> <p>Land for housing is readily available in Nunile.</p> <p>The urbanization of Nunile is not supported by the Toodyay community, nor by the residents of River Hills Estate as per the petition presented to Council earlier in the year. From Shire minutes comments from officer on community submissions. Yet this is exactly what is happening. Changing the goal posts.</p> <p>Residents in the River Hills Estate paid premiums for their blocks overlooking land that was public open space.</p> <p>The available tree canopy aids in mitigating extreme temperatures. The public amenity of open space needs to be retained for the ambience of the area.</p> <p>Councillors need to be cognisant of adverse climate effects in generating extreme temperatures and the impact this amendment would have on the Toodyay community.</p> <p>Higher density housing is not part of the rural ambience of Toodyay. Public open space should not be sacrificed for high density housing.</p>	<p>This is the function of the Shire's Local Planning Strategy. Proposals can be considered outside of this strategy. an example is the AROC housing needs study. Assessment of housing need is dynamic and not a fixed document in time.</p> <p>Population growth and housing needs are not intersecting linear demands. The market changes and the market reacts to that change. Projections of needs could not have anticipated the housing shock that occurred after COVID.</p> <p>There is land zoned for additional housing, however the developers have been either unwilling or unable to bring this land to market. As such, the Shire has chosen to intervene and seek a rezoning to support additional land for sale - subject to Council approval.</p> <p>Council considered the petition, protest and submissions at the Council Meeting 27 July 2025 and resolved to readvertise a modified plan. Council will resolve again to support or refuse the revised proposal.</p> <p>This cannot be proven.</p> <p>This is one of many elements that mitigates urban temperatures. Design plays a more important role, as per the study.</p> <p>Councillors attended a presentation on this very topic in early December.</p> <p>Noted</p>
6	DWER		Support	<p>The Department of Water and Environmental Regulation has assessed the below referral and has no objections.</p>	<p>Noted</p>
				<p>Dear Shire of Toodyay, I am writing as a resident and ratepayer to formally oppose Amendment 1 to Local Planning Scheme No. 5.</p> <p>Key Concerns Loss of Public Open Space The amendment proposes to reclassify 4.3 hectares of Lot 9508 Burt Park way from Public Open Space to Residential - R30 zoning. This equates to the potential for approximately 120 dwellings. When we purchased our blocks, the open space was part of the subdivision plan and was intended to remain. Removing this amenity undermines the original intent and community expectations.</p> <p>Inadequate Public Consultation There has been no public consultation or information sessions face to face where residents can ask questions and receive responses from the Shire. This lack of transparency is concerning and unfair to the community.</p>	<p>Noted</p> <p>While the theoretical potential may be close to your estimate, the Shire is only proposing 50 dwellings</p> <p>Noted</p> <p>The Shire conducted an open house event during the first round of consultation. During both rounds of advertisement about 16 people scheduled individual meetings with the planning team to discuss this proposal.</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
7	Resident	Rainer Loop		<p>Block Size Reduction The proposed R30 zoning allows for 300m² land holdings, compared to the current estate average of 1,000m². Many of us moved here specifically for the larger block sizes and lifestyle. Reducing block sizes to “match boxes” changes the character of the estate and is inconsistent with why residents chose to live here.</p> <p>Infrastructure and Services Capacity There are no proper studies or documents demonstrating how existing infrastructure and services will cope with the proposed increase in dwellings.</p> <p>Current issues include: Day care: only one facility, with no vacancies (families are already moving to Northam).</p> <p>Schools: insufficient staff, classes exceeding 25 students.</p> <p>Health services: doctor’s surgery fully booked, with wait times over two weeks.</p> <p>Policing: inadequate presence in town.</p> <p>Sewerage: recurring blockages and burst in the pressure line that come from the end of Drummond St Drainage:</p> <p>the proposed reclassification of the drain reserve (sump) to Public Open Space is misleading, as it cannot be used for recreation and is insufficient to manage additional runoff.</p> <p>Financial and Governance Concerns Questions remain unanswered:</p> <p>Will the subdivision be managed in-house? What is the budget forecast and return value? Where will funding come from?</p> <p>How much municipal funding will be diverted from essential road and bridge infrastructure improvements?</p> <p>Contradiction in Leadership It is contradictory that the current CEO of the Shire of Toodyay, who previously chaired The Vines Residents and Ratepayers Association, opposed a similar amendment in his own community, yet now supports such changes here. This inconsistency raises concerns about fairness and representation, especially as executive managers making recommendations do not reside in Toodyay.</p> <p>Conclusion</p> <p>For the reasons outlined above, I strongly oppose Amendment 1 to Local Planning Scheme No. 5. The proposal is inconsistent with the original subdivision plan, lacks proper consultation, threatens the character of our community, and raises serious concerns about infrastructure, services, and governance.</p>	<p>all of the estate east of Drummond Street will remain as R10, despite requests to increase the zoning for more houses. The character will remain.</p> <p>These reports were commissioned by the original developer in conjunction with JDA and Wood Greive Engineers. Overall the estate will have fewer homes than originally dimensioned as the recreation centre has been built where houses were forecast to be.</p> <p>Not a valid planning consideration</p> <p>the School has reported multiple empty classrooms and will provide more teaching staff as the number of children increase.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>this is the responsibility of Water Corporation to manage their assets and is not a valid planning consideration</p> <p>JDA has confirmed in their engineering report that the 4 drainage basins along Drummond Street east are sufficient to cater for 95% hard surface storm water collection.</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Not a valid planning consideration</p> <p>Noted</p>
8	Resident	Toodyay Road	Support	<p>I agree with all the minor amendments proposed, particularly the removal of R35 coded grouped housing sites, allowing the Shire to produce 500m lots that cannot be further re-subdividable.</p> <p>This being a fully funded project that is addressing the State and Local housing and land shortage by creating higher density, I applaud the Council and SOT for this proposed amendment to the scheme.</p> <p>As this amendment is about re-zoning only, I will look forward to being able to comment when the proposed subdivision design is presented for public consultation in the future.</p>	<p>Noted</p> <p>Noted, and thank you</p> <p>Commenting on subdivision design is not a normal consultation process, however it will be recommended to Council as a consideration in this case.</p>
				<p>This response is complex and referral to the Attachment 4 is required. A summary is provided below.</p> <p><i>Concerns that Element 2 - Siting and Design are not fully satisfied.</i></p> <p>Certain lots on Murray Walkway will have a portion of their lots in a very high bushfire risk area. While not ideal the Shire must ensure that an appropriate notification on the land title informs future buyers that there is an elevated risk from bushfire.</p> <p>From a design perspective, these lots should be deeper and permit the landowners to set back their development in order to reduce their BAL rating.</p> <p><i>Concerns that Element 3 - vehicle access are not fully satisfied.</i></p>	

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
9	DFES		Conditional approval	<p>While the shire has placed this development on a series of dedicated roads, the requirement of providing two access routes to two different destinations hinges on the fact that only one evacuation route is on a dedicated road, DFES preference. The secondary access provided to Drummond Street North is not dedicated nor is Burt Parkway, yet they do provide a formed carriageway for evacuation purposes. This Shire considers this arrangement satisfactory, and will likely be accepted by DFES upon review of the Bushfire Management Plan.</p> <p>DFES recommends the BMP be modified as per the Assessment advice provided in Tables 1-3 to ensure it is accurate, and the bushfire risk management/mitigation measures are effective and can be implemented in perpetuity to manage/mitigate the bushfire risk to people, property and infrastructure to an acceptable level and appropriate to the proposal and location. The required modifications are listed in the table(s) below. Should the modified BMP affect the design of the proposal, the proposal should be amended to reflect these modifications.</p> <p>In addition, DFES recommends the proposed Local Planning Scheme No. 5 Amendment No. 1 Report (section 3.4) be amended to be consistent with the modified BMP. The proposed changes include commitments regarding the location of residential lots in areas of BAL-29 or below to meet the requirements of SPP 3.7 and Guidelines at all stages of the planning process.</p>	<p>Agreed</p> <p>Agreed</p>
10	Western Power		Conditional approval	<p>Western Power confirms that the supply of electrical power to the subject site is distributed from the Northam substation, the capacity information for the proposed Amendment 1 is currently pending and will be forwarded to you when it is available.</p> <p>The following is an overview of Western Power’s network and recommendations relevant to the subsequent strategic and statutory planning processes:</p> <p>With any new and infill urban development, it is important that the electrical transmission infrastructure is located such that the electrical supply to these areas are optimised. This infrastructure should be embedded within new and reinforced within infill areas, whilst also ensuring that off-site impacts often arising are adequately managed.</p> <p>Should the site require the upgrading and provision of additional power infrastructure as part of the future infill development, the relevant agency or proponents are to engage with Western Power to inform specific development requirements and potential developer contribution plans from both a distribution and transmission perspective.</p> <p>Developer contribution plans for new distribution feeder networks may require further investigation between both parties. Works of this nature are customer funded, as part of the subdivision and development process.</p> <p>Any development application will need to be referred to Western Power prior to the approval of any development or works located within proximity to Western Power infrastructure. Written advice is to be obtained from Western Power and is to be given due regard when determining any development application.</p> <p>Western Power recommends the following standard Advice Notes prior to development or subdivision for the provision of an easement as required, pursuant to Section 167 of the <i>Planning and Development Act 2005</i>:</p> <p><i>Advice Notes</i></p> <p><i>(i) The development shall be designed and constructed to protect Western Power infrastructure and interests from potential land use conflict.</i></p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

ROUND 2 SUBMISSION TABLE FOR THE UPDATED AMENDMENT NO.1 TO LOCAL PLANNING SCHEME NO.5					
NUMBER	SUBMITTER	ADDRESS ROAD	OBJECT OR SUPPORT?	COMMENT	OFFICER RESPONSE
				<p><i>(ii) No development (including drainage, fill, fencing, storage or parking) will be permitted within Western Power line and cable easements or safe clearance zones without the prior written approval of Western Power.</i></p> <p><i>(iii) The applicant should formally progress the Western Power network connection arrangements with Western Power.</i></p> <p><i>(iv) Arrangements being made to the specifications of Western Power for the provision of necessary electricity easements as and where required.</i></p>	Noted



Our Ref: D41079
Your Ref: PRO018

Paul Nuttall
Shire of Toodyay
records@toodyay.wa.gov.au

Dear Mr Nuttall

RE: LOT 9508 (35) BURT PARKWAY, JARRATT PASS AND LOT 8006 MURRAY WALKWAY, NUNILE – PROPOSED UPDATED AMENDMENT NO. 1 TO LOCAL PLANNING SCHEME NO.5

I refer to your email dated 30 October 2025 regarding the submission of a Bushfire Management Plan (BMP) (Version 1.0), prepared by Bushfire Prone Planning and dated 12 February 2025, for the above proposed updated Amendment No. 1 to Local Planning Scheme No. 5.

This advice relates to the *State Planning Policy 3.7 Bushfire* (SPP 3.7) and supporting *Planning for Bushfire Guidelines* (Guidelines), as well as DFES' role and responsibilities as Hazard Management Agency for Fire in Western Australia.

General Comment

- DFES acknowledges that the proposed updated Amendment No. 1 to Local Planning Scheme No. 5 includes the reclassification of a 4ha portion of Lot 9508 (Burt Parkway, Nunile) from Public Open Space to Residential, the formalisation of Jarratt Pass as a Local Road Reserve, and the rezoning of Lot 8006 (Murray Walkway, Nunile) from Residential to Public Open Space to reflect its existing use as a drainage reserve.
- DFES acknowledges that the BMP and Scheme No. 5 Amendment No. 1 Report includes the lot layout of the residential development, which includes two battleaxe lots, proposed for grouped dwelling use.
- DFES acknowledges that the BMP Addendum includes information on the proposed amendment to Lot 9507 to be rezoned as a road easement, connecting Drummond Road to Lot 9508 (35) Burt Parkway.
- DFES acknowledges that the adopted 2007 Foggathorpe Structure Plan, was amended in 2016 to include Lot 9508 (35) Burt Parkway, Nunile and afforded a 10-year approval, expiring on 19 October 2025. This amendment included a proposed road connecting the existing Drummond Road and Lot 9507, to the existing Rayner Loop.
- Specific requirements of SPP 3.7 and the Guidelines are to be further addressed in the BMP as outlined in the below assessment Tables 1 and 2.

Recommendation: Compliance with acceptable solutions not demonstrated – modifications required

DFES advises that the BMP has not demonstrated that the proposed updated Amendment No. 1 to Local Planning Scheme No. 5 complies with the following requirements of SPP 3.7 and the Guidelines:

1. Element 2: Siting and Design; and
2. Element 3: Vehicular Access

DFES recommends the BMP be modified as per the Assessment advice provided in Tables 1-3 to ensure it is accurate, and the bushfire risk management/mitigation measures are effective and can be implemented in perpetuity to manage/mitigate the bushfire risk to people, property and infrastructure to an acceptable level and appropriate to the proposal and location. The required modifications are listed in the table(s) below. Should the modified BMP affect the design of the proposal, the proposal should be amended to reflect these modifications.

In addition, DFES recommends the proposed Local Planning Scheme No. 5 Amendment No. 1 Report (section 3.4) be amended to be consistent with the modified BMP. The proposed changes include commitments regarding the location of residential lots in areas of BAL-29 or below to meet the requirements of SPP 3.7 and Guidelines at all stages of the planning process.

Could you please forward notification of the proposal determination to DFES for our records.

If you require any clarification or further information regarding the below assessment, please do not hesitate to contact me on telephone number 9395 9877.

Yours sincerely



Emma Gough
SENIOR STRATEGIC LAND USE PLANNING OFFICER

12 December 2025

Table 1: Assessment – Policy Measure 7.1 ii. c. Compliant Preparation of a BAL Contour Map

Vegetation Classification or Exclusions	BMP Modification Required
<p><u>Classified Area 15 – not demonstrated</u></p> <p>Vegetation Area 15 cannot be substantiated as Class B Woodland with the limited information and photographic evidence provided. Photo IDs 70-72 do not represent the overall area being Class B Woodland and without separation from Areas 14 and 16, the potential for revegetation has not been considered.</p> <p>The BMP should detail specifically how the Class B Woodland classification was derived as opposed to Class A Forest.</p> <p>If unsubstantiated, the vegetation classification should be revised to consider the vegetation at maturity as per AS 3959, or the resultant BAL ratings may be inaccurate.</p>	<p>BAL Rating cannot be validated.</p> <p>Further evidence to support the vegetation classification of Area 15 is required.</p>
<p><u>Classified Area 1 – not demonstrated</u></p> <p>There is no photographic evidence to support the vegetation exclusion to the north-west of the Photo ID 17 area, within Area 1. This area directly abuts Unmanaged Reserve 48170 (Area 3), without separation and does not appear to be managed to a low threat standard.</p> <p>The decision maker should be satisfied that Section 6 of the BMP provides a legal, enforceable mechanism for the management of neighbouring Lot 510 (46) Murray Walkway, Nunile to a low-threat standard in perpetuity. This is required to provide certainty that the proposed management measures within the BMP can be enforced by the decision maker.</p> <p>If unsubstantiated, the vegetation should be classified as per AS 3959, or the resultant BAL ratings may be inaccurate.</p>	<p>BAL Rating cannot be validated.</p> <p>Insufficient information. The decision maker to be satisfied with the vegetation exclusions and vegetation management proposed.</p>
SPP 3.7 Appendix A - Bushfire Assessment Methodologies	BMP Modification Required
<p><u>Bushfire Attack Level (BAL) Contour Map</u></p> <p>The inputs (i.e. actual separation distances) need to be included in the BMP to demonstrate the methodology applied to determine the BAL outputs within the Contour Map. This would generally be provided in a table. The BAL contours should extend from all areas of classified vegetation.</p>	<p>BAL Rating cannot be validated.</p> <p>The inputs to validate the BAL Contours are required.</p>

Table 2: Policy Measure 7.1 ii. e. Compliance with the Bushfire Protection Criteria 4: Strategic Planning / 5: Structure Plans and subdivision applications

Element	Assessment	Action
Siting and Design – BAL Assessment	<p>A2.1 – not demonstrated</p> <p>The BAL ratings cannot be validated for the reason(s) outlined in Table 1.</p> <p>The Guidelines state that the strategic planning proposal should be located in an area of BAL-29 or below and the strategic planning stage provides opportunity to ensure that this can be achieved</p> <p>There is an opportunity to ensure no urban residential lots are impacted by BAL-40 or BAL-FZ; options to increase hazard separation should be investigated, such as perimeter roads or hazard separation with reliance on setbacks only where these cannot be achieved.</p>	<p>BAL Rating cannot be validated.</p> <p>Modification to the BMP is required to address the Assessment advice in Table 1.</p>
Vehicular Access – Access Routes	<p>A3.2 – not demonstrated</p> <p>DFES does not agree with the statement in the BMP that compliance has been achieved. Murray Walkway is an existing gazetted public road maintained by the local government; however, it is ultimately a single access road to Goomalling-Toodyay Road.</p> <p>Access in two different directions to two different destinations, in accordance with the acceptable solution of the Guidelines, is not available until Goomalling-Toodyay Road, approximately 600 metres from the development site.</p> <p>DFES notes that that the amended Foggathorpe Structure Plan (2016), included a proposed road connecting the existing Drummond Road and Lot 9507, to the existing Rayner Loop, however the decision maker should be satisfied that access in two different directions to two different destinations can be achieved prior or during the subdivision stage.</p>	<p>Compliance with Vehicular Access not demonstrated.</p> <p>Modification to the BMP is required to address the Assessment advice.</p>

Table 3: Policy Measure 7.1 iv. and Section 9.4.2 of the Guidelines: DFES Role as Hazard Management Agency (HMA)

DFES wishes to provide the below additional advice in its role and responsibilities of HMA for Fire in Western Australia.

DFES Other Technical Advice		Action
DFES Land Use Planning	It is the responsibility of the proponent to ensure the proposal complies with relevant planning and building requirements. This advice does not exempt the applicant/proponent from obtaining approvals that apply to the proposal including planning, building, environmental health, or any other approvals required by a relevant authority under written laws.	Comment only.

SHIRE OF TOODYAY**MONTHLY FINANCIAL REPORT****(Containing the required statement of financial activity and statement of financial position)****For the period ended 30 November 2025*****LOCAL GOVERNMENT ACT 1995******LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*****TABLE OF CONTENTS**

Statement of financial activity	2
Statement of financial position	3
Note 1 Basis of preparation	4
Note 2 Net current assets information	5
Note 3 Explanation of variances	6

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

	Adopted Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
Note	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	8,484,161	8,484,161	8,264,673	(219,488)	(2.59%)	
Grants, subsidies and contributions	1,908,635	795,265	1,004,785	209,520	26.35%	▲
Fees and charges	2,180,588	908,578	1,386,409	477,831	52.59%	▲
Interest revenue	235,310	98,046	67,703	(30,343)	(30.95%)	▲
Other revenue	360,608	150,253	255,512	105,259	70.05%	▲
	13,169,302	10,436,303	10,979,082	542,779	5.20%	
Expenditure from operating activities						
Employee costs	(5,183,623)	(2,159,843)	(1,972,399)	187,444	8.68%	
Materials and contracts	(5,343,457)	(2,226,440)	(2,141,028)	85,412	3.84%	
Utility charges	(517,358)	(215,566)	(149,711)	65,855	30.55%	▲
Depreciation	(4,075,772)	(1,698,238)	0	1,698,238	100.00%	▲
Finance costs	(209,339)	(87,225)	5,048	92,273	105.79%	▲
Insurance	(432,981)	(180,409)	(426,137)	(245,728)	(136.21%)	▼
Other expenditure	(385,424)	(160,593)	(114,096)	46,497	28.95%	▲
	(16,147,954)	(6,728,314)	(4,798,323)	1,929,991	28.68%	
Non cash amounts excluded from operating activities	4,075,772	0	(105,011)	(105,011)	0.00%	
Amount attributable to operating activities	1,097,120	3,707,989	6,075,748	2,367,759	63.86%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	5,795,527	2,414,803	2,251,472	(163,331)	(6.76%)	
Proceeds from disposal of assets	2,925,000	2,217,000	280,672	(1,936,328)	(87.34%)	▼
	8,720,527	4,631,803	2,532,144	(2,099,659)	(45.33%)	
Outflows from investing activities						
Right of use assets recognised	(186,264)	0	0	0	0.00%	
Acquisition of property, plant and equipment	(5,995,736)	(499,645)	(762,316)	(262,671)	(52.57%)	▼
Acquisition of infrastructure	(5,738,598)	(478,217)	(641,073)	(162,857)	(34.05%)	▼
	(11,920,598)	(977,861)	(1,403,389)	(425,528)	(43.52%)	
Non-cash amounts excluded from investing activities	186,264	0	0	0	0.00%	
Amount attributable to investing activities	(3,013,807)	3,653,942	1,128,755	(2,525,187)	(69.11%)	
FINANCING ACTIVITIES						
Inflows from financing activities						
Proceeds from new borrowings	659,382	0	0	0	0.00%	
Transfer from reserves	2,582,864	0	0	0	0.00%	
	3,242,246	0	0	0	0.00%	
Outflows from financing activities						
Payments for principal portion of lease liabilities	(133,422)	0	0	0	0.00%	
Repayment of borrowings	(347,909)	0	0	0	0.00%	
Transfer to reserves	(3,104,000)	0	(519,752)	(519,752)	0.00%	
	(3,585,331)	0	(519,752)	(519,752)	0.00%	
Amount attributable to financing activities	(343,085)	0	(519,752)	(519,752)	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year						
Amount attributable to operating activities	1,097,120	3,707,989	6,075,748	2,367,759	63.86%	▲
Amount attributable to investing activities	(3,013,807)	3,653,942	1,128,755	(2,525,187)	(69.11%)	▼
Amount attributable to financing activities	(343,085)	0	(519,752)	(519,752)	0.00%	
Surplus or deficit after imposition of general rates	0	9,621,703	9,238,466	(383,237)	(3.98%)	

KEY INFORMATION

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

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF TOODYAY
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2025**

	Actual 30 June 2025	Actual as at 30 November 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	6,342,507	8,956,402
Trade and other receivables	1,967,457	6,410,732
Inventories	87,168	130,238
Other assets	14,321	45,154
TOTAL CURRENT ASSETS	8,411,453	15,542,526
NON-CURRENT ASSETS		
Trade and other receivables	318,598	314,165
Other financial assets	62,378	62,378
Property, plant and equipment	38,057,038	38,608,365
Infrastructure	153,500,531	154,352,592
Right-of-use assets	128,897	128,897
TOTAL NON-CURRENT ASSETS	192,067,442	193,466,397
TOTAL ASSETS	200,478,895	209,008,923
CURRENT LIABILITIES		
Trade and other payables	1,557,769	1,593,883
Capital grant/contributions liabilities	163,239	163,239
Lease liabilities	47,778	47,778
Borrowings	295,769	295,769
Employee related provisions	245,111	135,667
TOTAL CURRENT LIABILITIES	3,771,872	3,698,442
NON-CURRENT LIABILITIES		
Lease liabilities	76,688	76,688
Borrowings	4,361,150	4,361,150
Employee related provisions	86,241	86,241
TOTAL NON-CURRENT LIABILITIES	4,524,079	4,524,079
TOTAL LIABILITIES	8,295,951	8,222,521
NET ASSETS	192,182,944	200,786,402
EQUITY		
Retained surplus	70,472,782	78,556,488
Reserve accounts	2,698,946	3,218,698
Revaluation surplus	119,011,216	119,011,216
TOTAL EQUITY	192,182,944	200,786,402

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

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 26 November 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease accounting

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

2 NET CURRENT ASSETS INFORMATION

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

Current assets

Cash and cash equivalents
Trade and other receivables
Inventories
Other assets

Less: current liabilities

Trade and other payables
Other liabilities
Lease liabilities
Borrowings
Employee related provisions

Net current assets

Less: Total adjustments to net current assets

Closing funding surplus / (deficit)

Note	Adopted Budget Opening 1 July 2025	Actual as at 30 June 2025	Actual as at 30 November 2025
	\$	\$	\$
	5,449,027	6,342,507	8,956,402
	2,378,247	1,967,457	6,410,732
	89,362	87,168	130,238
	0	14,321	45,154
	7,916,636	8,411,453	15,542,526
	(2,850,000)	(1,557,769)	(1,593,883)
	0	(1,625,445)	(1,625,345)
	(133,422)	(47,778)	(47,778)
	(347,909)	(295,769)	(295,769)
	(90,792)	(245,111)	(135,667)
	(3,422,123)	(3,771,872)	(3,698,442)
	4,494,513	4,639,581	11,844,084
2(b)	(2,234,741)	(2,085,866)	(2,605,618)
	2,259,772	2,553,715	9,238,466

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets

Less: Reserve accounts
Less: Current assets not expected to be received at end of year
- Other liabilities
Add: Current liabilities not expected to be cleared at the end of the year
- Current portion of lease liabilities
- Current portion of borrowings
- Current portion of employee benefit provisions held in reserve
Total adjustments to net current assets

	(2,872,852)	(2,698,946)	(3,218,698)
	(140,650)	0	0
	133,422	47,778	47,778
	347,909	295,769	295,769
	297,430	269,533	269,533
2(a)	(2,234,741)	(2,085,866)	(2,605,618)

(c) Non-cash amounts excluded from operating activities

Adjustments to operating activities

Less: Movement in liabilities associated with restricted cash
Add: Depreciation
Non-cash movements in non-current assets and liabilities:
- Non-Current Receivables
- Pensioner deferred rates
Total non-cash amounts excluded from operating activities

	Adopted Budget Estimates 30 June 2026	YTD Budget Estimates 30 November	YTD Actual 30 November 2025
	\$	\$	\$
	0	0	(109,444)
	4,075,772	0	0
	0	0	0
	0	0	4,433
	4,075,772	0	(105,011)

(d) Non-cash amounts excluded from investing activities

Adjustments to investing activities

Right of use assets received
Total non-cash amounts excluded from investing activities

	186,264	0	0
	186,264	0	0

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2025

3 EXPLANATION OF MATERIAL VARIANCES

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
 The material variance adopted by Council for the 2025-26 year is \$10,000 and 10.00% whichever is the greater.

Comparison of actual transaction balances to year to date budget cannot be assessed until the current budget is loaded into Datascape. Year to date budget has been estimated for this monthly report.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
Grants, subsidies and contributions	209,520	26.35%	▲
Budget estimate is 3/12ths of estimate until budget is loaded in the accounts.			
Fees and charges	477,831	52.59%	▲
Budget estimate is 3/12ths of estimate until budget is loaded in the accounts.			
Expenditure from operating activities			
Depreciation	1,698,238	100.00%	▲
No asset transactions processed in the asset register as Audit still in progress.			
Finance costs	92,273	105.79%	▲
Budget estimate is 3/12ths of estimate until budget is loaded in the accounts.			
Insurance	(245,728)	(136.21%)	▼
Insurance costs higher than anticipated.			
Surplus or deficit at the start of the financial year	293,943	13.01%	▲

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION

TABLE OF CONTENTS

1	Basis of preparation	1
2	Explanation of variances	2
3	Key information	4
4	Key information - graphical	5

BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)				
	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$2.26 M	\$2.26 M	\$2.55 M	\$0.29 M
Closing	\$0.00 M	\$9.62 M	\$9.24 M	(\$0.38 M)
Refer to Statement of Financial Activity				

Cash and cash equivalents		
	\$8.96 M	% of total
Unrestricted Cash	\$5.74 M	64.1%
Restricted Cash	\$3.22 M	35.9%
Refer to 3 - Cash and Financial Assets		

Payables		
	\$1.37 M	% Outstanding
Trade Payables	\$0.69 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%
Refer to 9 - Payables		

Receivables		
	\$2.78 M	% Collected
Rates Receivable	\$3.63 M	61.4%
Trade Receivable	\$2.78 M	% Outstanding
Over 30 Days		100.0%
Over 90 Days		100.0%
Refer to 7 - Receivables		

Key Operating Activities

Amount attributable to operating activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$1.10 M	\$3.71 M	\$6.08 M	\$2.37 M
Refer to Statement of Financial Activity			

Rates Revenue		
YTD Actual	\$8.26 M	% Variance
YTD Budget	\$8.48 M	(2.6%)

Grants and Contributions		
YTD Actual	\$1.00 M	% Variance
YTD Budget	\$0.80 M	26.3%
Refer to 13 - Grants and Contributions		

Fees and Charges		
YTD Actual	\$1.39 M	% Variance
YTD Budget	\$0.91 M	52.6%
Refer to Statement of Financial Activity		

Key Investing Activities

Amount attributable to investing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$3.01 M)	\$3.65 M	\$1.13 M	(\$2.53 M)
Refer to Statement of Financial Activity			

Proceeds on sale		
YTD Actual	\$0.28 M	%
Adopted Budget	\$2.93 M	(90.4%)
Refer to 6 - Disposal of Assets		

Asset Acquisition		
YTD Actual	\$0.64 M	% Spent
Adopted Budget	\$5.74 M	(88.8%)
Refer to 5 - Capital Acquisitions		

Capital Grants		
YTD Actual	\$2.25 M	% Received
Adopted Budget	\$5.80 M	(61.2%)
Refer to 5 - Capital Acquisitions		

Key Financing Activities

Amount attributable to financing activities			
Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.34 M)	\$0.00 M	(\$0.52 M)	(\$0.52 M)
Refer to Statement of Financial Activity			

Borrowings	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$4.66 M
Refer to 10 - Borrowings	

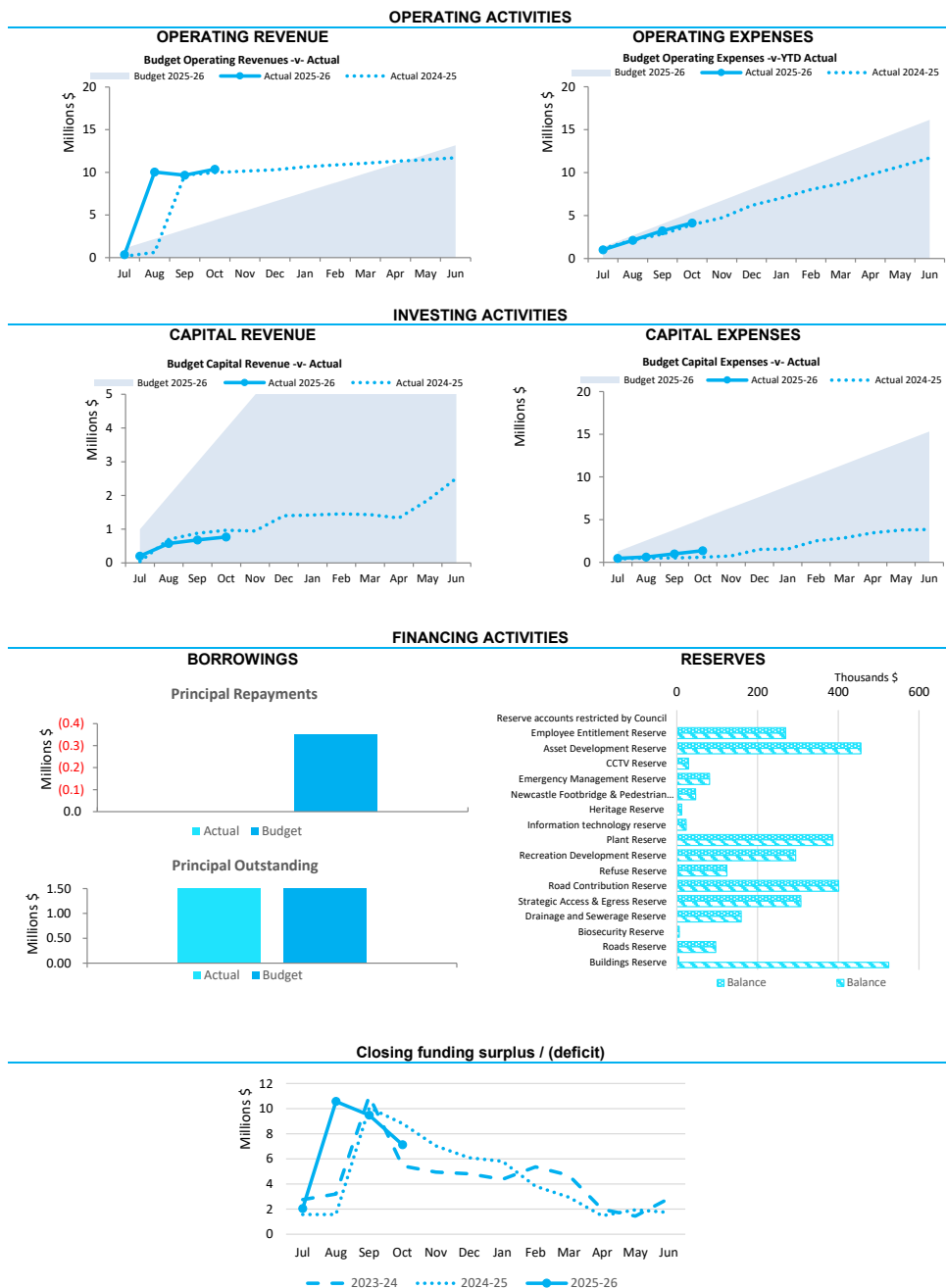
Reserves	
Reserves balance	\$3.22 M
Net Movement	\$0.52 M
Refer to 4 - Cash Reserves	

Lease Liability	
Principal repayments	\$0.00 M
Interest expense	\$0.00 M
Principal due	\$0.44 M
Refer to Note 11 - Lease Liabilities	

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

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

2 KEY INFORMATION - GRAPHICAL



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

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust
		\$	\$	\$	\$
Cash on hand					
Bank Account - Toodyay Shire Council - 110482809	Cash and cash equivalents	1,468,378		1,468,378	
Terminal Control	Cash and cash equivalents	(4,729)		(4,729)	
Cash on hand	Cash and cash equivalents	3,150		3,150	
EFTPOS Clearing	Cash and cash equivalents	178,172		178,172	
BPay Receipts	Cash and cash equivalents	150,754		150,754	
BPOINT Receipts	Cash and cash equivalents	714		714	
Terminal Control Visitor Centre	Cash and cash equivalents	1,201		1,201	
EFTPOS Clearing Visitor Centre	Cash and cash equivalents	1,411		1,411	
Bank Account - Toodyay Shire Council - At Call Account	Cash and cash equivalents	3,034,170		3,034,170	
EFTPOS Clearing Planning & Develop Dept	Cash and cash equivalents	(139,826)		(139,826)	
Terminal Control Planning & Develop	Cash and cash equivalents	0		0	
Bank Account - Reserve Restricted Account	Cash and cash equivalents	(0)	3,218,698	3,218,698	
Bank Account Trust Fund	Cash and cash equivalents	332,872		332,872	
Bank Account - Municipal Term Deposits	Cash and cash equivalents	(17,057)		(17,057)	
MUNICIPAL Savings Account	Cash and cash equivalents	(534,170)		(534,170)	
Term Deposit Account - T100 BGC	Cash and cash equivalents	151,827		151,827	
Term Deposit Account - T214 Toodyay Stone	Cash and cash equivalents	53,043		53,043	
Term Deposit Account - T4 Opal Vale - Sam Mangion	Cash and cash equivalents	134,113		134,113	
Term Deposit Account - T114 Vernice P/L	Cash and cash equivalents	223,419		223,419	
Term Deposit Account - T458 Boral Resources	Cash and cash equivalents	484,378		484,378	
Term Deposit Account - T797 Ironbridge Property	Cash and cash equivalents	35,258		35,258	
Term Deposit Account - T805 Vernice Pty Ltd	Cash and cash equivalents	26,336		26,336	
Term Deposit Account - T809 Opal Vale Landfill Bond	Cash and cash equivalents	133,413		133,413	
Term Deposit Account - T811 TAQWA Holdings-Land	Cash and cash equivalents	10,118		10,118	
Term Deposit Account - T820 Avon Earthworks	Cash and cash equivalents	10,760		10,760	
Total		5,737,704	3,218,698	8,956,402	0
Comprising					
Cash and cash equivalents		5,737,704	3,218,698	8,956,402	0
		5,737,704	3,218,698	8,956,402	0

KEY INFORMATION

Bank reconciliations have not been completed to date of compilation. Therefore report cannot be relied about and balances will likely change.

Management is mitigating this risk by improving receipting processes, working with Datascope supplier to improve processes and reports and prioritising training for existing and new staff.

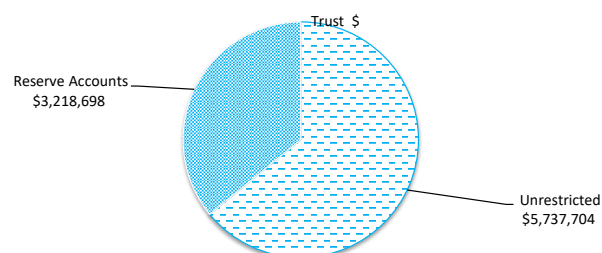
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid in with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

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

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are p in Note 8 - Other assets.



SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening	Transfers	Transfers	Closing	Opening	Transfers	Transfers	Closing
	Balance	In (+)	Out (-)	Balance	Balance	In (+)	Out (-)	Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Employee Entitlement Reserve	275,425	8,628		284,053	269,533			269,533
Asset Development Reserve	457,373	14,329		471,702	456,471			456,471
CCTV Reserve	29,820	934	(30,754)	0	29,182			29,182
Emergency Management Reserve	82,862	2,596		85,458	81,090			81,090
Newcastle Footbridge & Pedestrian Overpass R	47,695	1,494		49,189	46,675			46,675
Heritage Reserve	12,278	385		12,663	12,016			12,016
Information technology reserve	23,486	736	(24,250)	(28)	22,984			22,984
Plant Reserve	407,159	799,755	(1,066,200)	140,714	386,604			386,604
Recreation Development Reserve	300,605	9,417		310,022	294,723			294,723
Refuse Reserve	126,882	3,975		130,857	124,168			124,168
Road Contribution Reserve	469,788	14,717		484,505	401,024			401,024
Strategic Access & Egress Reserve	369,780	21,584	(129,387)	261,977	307,647			307,647
Drainage and Sewerage Reserve	162,175	5,081		167,256	159,372			159,372
Biosecurity Reserve	6,073	190	(6,263)	0	6,109			6,109
Roads Reserve	96,451	3,022		99,473	96,288			96,288
Buildings Reserve	5,000	2,217,157	(1,326,010)	896,147	5,060	519,752		524,812
	2,872,852	3,104,000	(2,582,864)	3,393,988	2,698,946	519,752	0	3,218,698

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Adopted		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land	2,186,944	182,245	0	(182,245)
Buildings	1,985,392	165,449	0	(165,449)
Furniture and equipment	160,000	13,333	0	(13,333)
Plant and equipment	1,663,400	138,617	762,316	623,699
Acquisition of property, plant and equipment	5,995,736	499,645	762,316	262,671
Infrastructure - roads	4,162,093	346,841	519,125	172,284
Infrastructure - drainage	30,000	2,500	0	(2,500)
Infrastructure - bridges	340,000	28,333	0	(28,333)
Infrastructure - other	1,206,505	100,542	121,948	21,406
Acquisition of infrastructure	5,738,598	478,217	641,073	162,857
Total of PPE and Infrastructure	11,734,334	977,861	1,403,389	425,528
Total capital acquisitions	11,734,334	977,861	1,403,389	425,528
Capital Acquisitions Funded By:				
Capital grants and contributions	5,795,527	2,414,803	2,251,472	(163,331)
Borrowings	659,382	0	0	0
Other (disposals & C/Fwd)	2,925,000	2,217,000	280,672	(1,936,328)
Reserve accounts				
CCTV Reserve	30,754	2,563	0	(2,563)
Information technology reserve	24,250	2,021	0	(2,021)
Plant Reserve	1,066,200	88,850	0	(88,850)
Strategic Access & Egress Reserve	129,387	10,782	0	(10,782)
Biosecurity Reserve	6,263	522	0	(522)
Buildings Reserve	1,326,010	110,501	0	(110,501)
Contribution - operations	(228,439)	(3,869,181)	(1,128,755)	2,740,426
Capital funding total	11,734,334	977,861	1,403,389	425,528

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

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

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

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

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

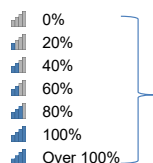
SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators



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

		Adopted		Variance
Work Order	Work Order Description	Budget	YTD Budget	(Under)/Over
		\$	\$	\$
Land				0
WO.3041	Batty Pass Land Development	2,186,944	182,245	182,245
	Is this land held for resale development?			0
Buildings				0
	Key worker accommodation	600,000	50,000	50,000
WO.3250 ??	Beejording fire station replacement	885,392	73,783	73,783
	Buildings refurbishment - TBA	500,000	41,667	41,667
Furniture & Fittings				0
	Recording equipment - Chambers	50,000	4,167	4,167
	Replace main server - Admin	30,000	2,500	2,500
	Replace server - Doctors surgery	30,000	2,500	2,500
	Library fittings	50,000	4,167	4,167
Plant & Equipment				0
	Community amenities events trailer	20,000	1,667	1,667
	DFR - Emergency VBM trailers	58,400	27,091	27,091
	Hino FS2844 - Water tank truck	150,000	12,500	12,500
	Front end loader	400,000	33,333	369,618
	Grader - carry over	0	0	277,273
	Zero turn mower (Trade in John Deere)	35,000	2,917	2,917
	Isuzu D-Max Extra Cab (T0024)	50,000	4,167	4,167
	Isuzu D-Max Extra Cab (1HPT112) - Reserves officer	50,000	4,167	4,167
	Isuzu D-Max Extra Cab (T0020) - Coordinator Assets & Infra	50,000	4,167	4,167
	Isuzu D-Max Extra Cab (T0022)	50,000	4,167	4,167
	Isuzu MU-X (TO)- CEO (2 changeovers)	110,000	9,167	1,119
	Isuzu MU-X (TO)- EMFCS (2 changeovers)	110,000	9,167	114,306
	Isuzu MU-X (TO)- EMCS (2 changeovers)	165,000	13,750	(105,139)
	Isuzu MU-X (TO)- EMPR (2 changeovers)	110,000	9,167	13,750
	Isuzu MU-X (TO)- EMAIS (2 changeovers)	110,000	9,167	9,167
	Minor Plant Purchases for Works	15,000	1,250	1,250
	Skidsteer - Posittrak	180,000	15,000	15,000
Roads				0
	Regional Road Group - Bejording Road	1,872,190	81,718	128,915
	Black Spot - State Funded - Toodyay Bindi Bindi (CFWD)	700,000	58,333	351,681
	Black Spot Federal funding	0	0	(293,348)
	Commodity Freight - Bejording Road	484,903	40,409	36,910
	Western Secondary Freight N/Work - Bindoon Dewares Pool Rd	149,000	12,417	40,409
	Roads to Recovery - various projects (Gravel resheet)	956,000	79,667	12,417
Drainage				0
WO.3245	Toodyay street drainage	30,000	2,500	78,048
Bridges				0
	Urgent bridge repairs - various	250,000	20,833	0
	Slaughterhouse Bridge MRWA Design Bridge No - 4085	90,000	7,500	20,833
Other Infrastructure				0
WO.3250	CCTV improvements	150,000	12,500	7,500
WO.949	Emergency water facilities	251,607	4,093	12,500
WO.3204	Evacuation Centre Power Redundancy	0	0	(86,312)
	Cemetery - replace niche wall	30,000	2,500	31,543
	Newcastle Park - Accessible public toilet	210,000	17,500	2,500
	Dog exercise area - fencing	15,000	1,250	17,500
	Swimming pool - shade structures	15,000	1,250	1,250
WO.3245 ??	Access/Egress Projects - road upgrades various (CFWD)	281,058	23,422	1,250
	Bejording BFB - Community Water Supply - Fire Tanks	158,840	13,237	23,422
	Standpipes upgrades/refurbishments	90,000	7,500	13,237
WO.3041	Visitors Centre - Security/duress alarm	5,000	417	7,500
		11,734,334	908,913	1,403,389
				(462,933)

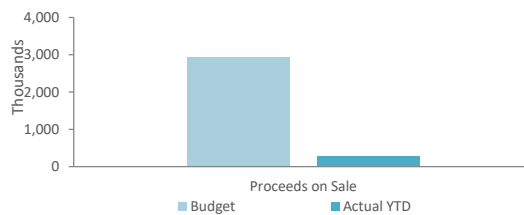
SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Buildings								
	Various	2,217,000	2,217,000	0	0	280,672	280,672	0	0
	Plant and equipment								
	Various	708,000	708,000	0	0			0	0
		2,925,000	2,925,000	0	0	280,672	280,672	0	0

Disposals have not been processed in the fixed asset register.



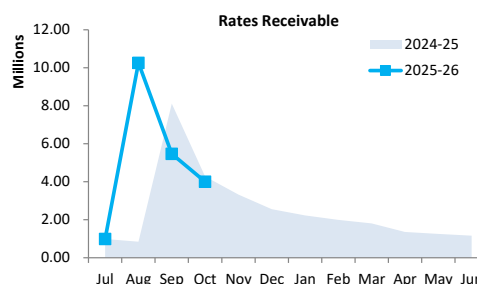
SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable

	30 Jun 2025	30 Nov 2025
	\$	\$
Opening arrears previous year	1,200,508	1,138,409
Levied this year	8,047,483	8,264,673
Less - collections to date	(8,109,582)	(5,771,456)
Gross rates collectable	1,138,409	3,631,626
Allowance for impairment of rates receivable	0	0
Net rates collectable	1,138,409	3,631,626
% Collected	87.7%	61.4%



Receivables - general

	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	0	0	0	147,994	147,994
Percentage	0.0%	0.0%	0.0%	0.0%	100.0%	
Balance per trial balance						
Trade receivables						147,994
GST receivable						459,800
Rates rebates receivable						271,342
Total receivables general outstanding						2,779,106

Amounts shown above include GST (where applicable)

KEY INFORMATION

Aged trial balance not available at the time of compilation. All receivables have been shown as current.

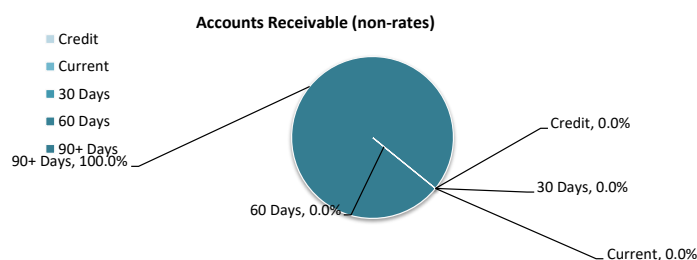
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

Classification and subsequent measurement

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

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



SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2025	Asset Increase	Asset Reduction	Closing Balance 30 November 2025
	\$	\$	\$	\$
Inventory				
Stores and materials	53,361	43,070		96,431
Visitor centre	33,807			33,807
Other assets				
Prepayments	(554)		30,833	30,279
Accrued income	14,875			14,875
Total other current assets	101,489	43,070	30,833	175,392

Amounts shown above include GST (where applicable)

KEY INFORMATION

Inventory

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

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

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

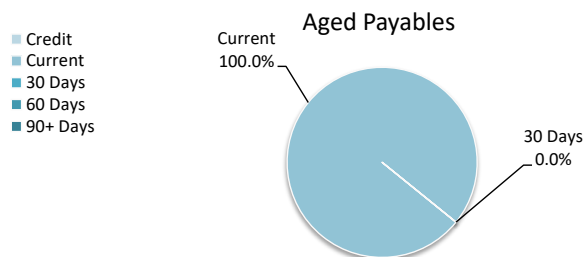
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	686,403	0	0	0	686,403
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						686,403
Accrued salaries and wages						127,861
ATO liabilities						197,659
Other payables						313,813
Accrued Expenses						43,470
Other payables						0
Total payables general outstanding						1,369,206
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Aged trial balance of payables was not available at the time of compilation. All outstanding payables have been shown as current.

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



SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2025	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Depot stage 2	71	392,805				(45,085)	392,805	347,720		(17,251)
Land - Rec precinct	72	507,054				(54,058)	507,054	452,996		(21,969)
Bejoording fire station	73	0		659,382		(52,140)	0	607,242		(31,785)
Recreation precinct	75B	3,757,059				(196,626)	3,757,059	3,560,433		(85,492)
		4,656,918	0	659,382	0	(347,909)	4,656,918	4,968,391	0	(156,497)
Total		4,656,918	0	659,382	0	(347,909)	4,656,918	4,968,391	0	(156,497)
Current borrowings		295,769					295,769			
Non-current borrowings		4,361,149					4,361,149			
		4,656,918					4,656,918			

All debenture repayments were financed by general purpose revenue.
Self supporting loans are financed by repayments from third parties.

New borrowings 2025-26

Particulars	Amount Borrowed	Amount Borrowed	Institution	Loan Type	Term Years	Total Interest & Charges	Interest Rate	Amount (Used)	Balance
	Actual	Budget						Actual	Budget
	\$	\$				\$	%	\$	\$
Bejoording fire station		659,382	WATC	Fixed	10	179,870	5.00		(659,382)
	0	659,382				179,870		0	(659,382)

KEY INFORMATION

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature.

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

FINANCING ACTIVITIES

11 LEASE LIABILITIES

Movement in carrying amounts

Information on leases		New Leases			Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Leasor	1 July 2025	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Komatsu WA320-6 FE Loader Gear Select		49,198					49,198	49,198		(11,264)
Drum roller		22,798					22,798	22,798		
Solar library		1,699					1,699	1,699		
Hino truck		187,885					187,885	187,885		
Hino Prime mover	SG Fleet	178,092				(133,422)	178,092	44,670		(41,578)
Total		439,672	0	0	0	(133,422)	439,672	306,250	0	(52,842)
Current lease liabilities		47,778					47,778			
Non-current lease liabilities		76,688					76,688			
		124,466					124,466			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2025	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 November 2025
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Capital grant/contributions liabilities		1	0	0	0	1
Other liabilities - Bonds and Deposits		1,462,206	0	0	(100)	1,462,106
Other Liabilities [describe]		163,238	0	0	0	163,238
Total other liabilities		1,625,445	0	0	(100)	1,625,345
Employee Related Provisions						
Provision for annual leave		182,282	0	0	(53,610)	128,672
Provision for long service leave		62,829	0	0	(55,834)	6,995
Total Provisions		245,111	0	0	(109,444)	135,667
Total other current liabilities		1,870,556	0	0	(109,544)	1,761,012

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 14

KEY INFORMATION

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Capital grant/contribution liabilities

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

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Grants, subsidies and contributions revenue					YTD Revenue Actual
	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	
	\$	\$	\$	\$	\$	\$
Grants and subsidies						
Various (budget not uploaded)	1,908,635	795,265	1,908,635		1,908,635	780,638
	1,908,635	795,265	1,908,635	0	1,908,635	780,638
Contributions						
Emergency services					0	(7,400)
Other Welfare - Other grants					0	7,727
Transport - other grants						217,664
Transport - streets					0	6,156
	0	0	0	0	0	224,147
TOTALS	1,908,635	795,265	1,908,635	0	1,908,635	1,004,785

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

INVESTING ACTIVITIES

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

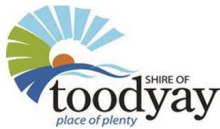
Provider	Capital grants, subsidies and contributions revenue					YTD Revenue Actual
	Adopted Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	
	\$	\$	\$	\$	\$	\$
Capital grants and subsidies						
Various (budget to be loaded)	5,795,527	2,414,803	5,795,527		5,795,527	2,251,472
	5,795,527	2,414,803	5,795,527	0	5,795,527	2,251,472
TOTALS	5,795,527	2,414,803	5,795,527	0	5,795,527	2,251,472

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2025

14 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
Budget adoption to actual surplus b/fwd						293,943
				0	0	293,943



Creditor Payment Report - Warrant Listing
01 November 2025 to 30 November 2025

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.348	6/11/25	INV-1379	AscendWA	Staff hire - Ranger Support Officer	462.00
CP.348	6/11/25	INV-1390	AscendWA	Staff hire - Ranger Support Officer	866.25
CP.348	6/11/25	INV-1389	AscendWA	Staff hire - Depot Support Officer	1,282.05
CP.348	6/11/25	INV414002	ASV Sales and Service	T0009 - Side window kit	1,557.90
CP.348	6/11/25	1014348419	Australia Post	Postage October 2025	2,461.10
CP.348	6/11/25	21889	Avon Skip Bins	empty skip bins - Memorial Hall Oct 2025	280.00
CP.348	6/11/25	21890	Avon Skip Bins	empty skip bins - Sports Oval Oct 2025	140.00
CP.348	6/11/25	21886	Avon Skip Bins	empty skip bin - depot Oct 2025	70.00
CP.348	6/11/25	INV-8108	Avon Valley Windscreens	Instal ASV Side Window Pane Replacement	385.00
CP.348	6/11/25	00072679	Avon Waste - Stondon Pty Ltd	rubbish collection 06/10/25 - 17/10/25	19,029.96
CP.348	6/11/25	303449	B & J Catalano Pty Ltd	Chitty Rd - 25mm Ferricrete	7,227.22
CP.348	6/11/25	5858	Brightmark Group Pty Ltd	showgrounds toilet cleaning	221.10
CP.348	6/11/25	5857	Brightmark Group Pty Ltd	AG Show- Deep clean Youth Hall/Pavillion	1,276.00
CP.348	6/11/25	5856	Brightmark Group Pty Ltd	Showgrounds cleaning	99.00
CP.348	6/11/25	5820	Brightmark Group Pty Ltd	Contractor - Cleaning - Community Depot Toilets Oct 2025	455.40
CP.348	6/11/25	5819	Brightmark Group Pty Ltd	Contract Cleaning October 2025	13,861.47
CP.348	6/11/25	INV-00051219	Carrington's (WA) Pty Ltd	Bejoording Road works	1,151.99
CP.348	6/11/25	INV-00051268	Carrington's (WA) Pty Ltd	Bejoording Road - Traffic Management	13,756.35
CP.348	6/11/25	INV-00051267	Carrington's (WA) Pty Ltd	Traffic Management - Toodyay Bindi Bindi Rd	15,345.51
CP.348	6/11/25	24421112	COATES HIRE	Toodyay Ag Show - Hire generator/Lighting Tower	2,625.09
CP.348	6/11/25	226512	Country Copiers	CRC Printer Meter Reading from Sept 2025	99.51
CP.348	6/11/25	INV-7642	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	2,640.00
CP.348	6/11/25	INV-7685	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	1,705.00
CP.348	6/11/25	INV1717406	DATAKOM Solutions (AU) PTY LTD	Datacom Pay Processing fee and direct access Oct 2025	405.11
CP.348	6/11/25	20903653	Fulton Hogan Industries Pty Ltd	Cold Asphalt delivery	3,585.12
CP.348	6/11/25	76105625	Heidelberg Materials Australia Pty Ltd	supply and deliver aggregate	3,437.82
CP.348	6/11/25	INV-0613	Kirsty Anne Quinn	Catering for Lexus Melbourne Cup Event 9/8/25	412.50
CP.348	6/11/25	00115851	Kleen West Distributors	cleaning products	36.91
CP.348	6/11/25	1522380	Landgate	Copy of Certificate of Title/Survey - SLIP Subscription 2025/26	3,039.60
CP.348	6/11/25	INV-3921	Leyland Engineering Services	T7124 - Annual Service Follow Up	243.00
CP.348	6/11/25	INV-3920	Leyland Engineering Services	1TDY961 - Cool room Trailer Annual Service	440.00
CP.348	6/11/25	INV-3919	Leyland Engineering Services	T7856 - SES General Rescue Truck maintenance	95.00

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.348	6/11/25	INV-3918	Leyland Engineering Services	T15298 - SES Storm Trailer Annual Service	325.00
CP.348	6/11/25	INV-3917	Leyland Engineering Services	T7851 - Annual Service Follow Up	140.00
CP.348	6/11/25	INV-3916	Leyland Engineering Services	T7852 - Annual Service Follow Up	170.00
CP.348	6/11/25	INV-3915	Leyland Engineering Services	T7861 - Annual Service Follow Up	145.00
CP.348	6/11/25	INV-3914	Leyland Engineering Services	T0021 - Essential Service	1,150.00
CP.348	6/11/25	1893837	MARKETFORCE	Advertisement West Australian BFB Loacla Law	675.29
CP.348	6/11/25	26554	Natural Area Consulting Management Services	Chitty Rd quarterly Weed control - Q1 2025/26	460.85
CP.348	6/11/25	P405680	Pentanet Limited	NBN for Shire Office - November 2025	926.90
CP.348	6/11/25	64536	PFL UNIT TRUST - PFL NOMINEES PTY LTD	Binding Minute Books	3,018.84
CP.348	6/11/25	00112152	Professional Lockservice	Key cutting	420.20
CP.348	6/11/25	14366	Reliable Asset Maintenance	Maintenance Tasks 15/10/2025	896.50
CP.348	6/11/25	14367	Reliable Asset Maintenance	Maintenance tasks 22/10/2025	887.70
CP.348	6/11/25	14343	Reliable Asset Maintenance	Julimar Fire Station - Building repairs	2,568.50
CP.348	6/11/25	CD_001159546	Ringcentral Australia Pty Ltd	phone service July 2025	341.00
CP.348	6/11/25	00051094	Safemaster Safety Products Pty Ltd	Recertification Height Safety System	6,204.00
CP.348	6/11/25	00125836	Sling Lift And Rigging Pty Ltd	9.5t Dee Shackle Screw Pin	171.60
CP.348	6/11/25	SIN-4158140	Stewart & Heaton Clothing Co Pty Ltd	BFS clothing	1,857.24
CP.348	6/11/25	18994	Swan Marquees & Party Hire (Swan Events)	Marquee Hire - Duidgee Community Breakfast fundraising event 09/08/25	3,200.00
CP.348	6/11/25	0626-S587470	Team Global Express Pty Ltd	freight charges 2025/2026 Admin	152.94
CP.348	6/11/25	INV000000003	Temara Thomson	Water Cart Hire 22/10/25-31/10/25	6,187.50
CP.348	6/11/25	60 25/10/25	The Cola Cafe	BFS meeting catering 18+19 Oct 2025	452.60
CP.348	6/11/25	INV-6890	Toodyay Bakery & Cafe	Catering 24/10/256 - CRC event	538.00
CP.348	6/11/25	10732328	Toodyay Hardware & Farm	depot small purchase Oct 2025	18.95
CP.348	6/11/25	29517	Toodyay Herald	Toodyay Herald advertising September 2025	1,566.56
CP.348	6/11/25	September 2025	Toodyay IGA	purchases September 2025	344.72
CP.348	6/11/25	6020	Toodyay Men's Shed Inc	Bench Restorations	500.00
CP.348	6/11/25	6014	Toodyay Men's Shed Inc	refurb timber seating Newcastle Park	1,072.00
CP.348	6/11/25	INV19301	Total Green Recycling	eWaste Recycling Oct2025	944.08
CP.348	6/11/25	22000063	Uniforms @ Work	Uniforms for staff	97.70
CP.348	6/11/25	22000061-1	Uniforms @ Work	Uniforms for staff	68.05
CP.348	6/11/25	INV-2718	Vapour Plumbing And Gas	Duke St Toilets - unblock basin	203.50
CP.348	6/11/25	INV-2436	Vapour Plumbing And Gas	Repair water fountain at Newcastle Park	220.00
CP.348	6/11/25	9906	Vernice Pty Ltd	Hire of side tipper 15-16/10/25	5,128.05
CP.348	6/11/25	INV-1503	Vision Investments Pty Ltd	maintenance grading	15,180.00
CP.348	6/11/25	INV-1495	Vision Investments Pty Ltd	maintenance grading	27,555.00
CP.348	6/11/25	INV-1504	Vision Investments Pty Ltd	Sand delivery to fire sheds	792.00
CP.348	6/11/25	INV-1507	Vision Investments Pty Ltd	maintenance grading	11,781.00
CP.348	6/11/25	26067	WA Machinery Brokers Pty Ltd	Barrett Mower Blades & Bolts	336.00
CP.348	6/11/25	INV-0231	Xav Group Pty Ltd	pool chemicals	1,394.80

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.348	6/11/25	INV-0233	Xav Group Pty Ltd	Pool Management Sep/Oct 2025	5,515.40
CP.349	13/11/25	3030970	Afgri Equipment Australia Pty Ltd	11AV386 - Hose	1,686.83
CP.349	13/11/25	INV-1399	Ascendwa	staff hire - Depot Support Officer	1,282.05
CP.349	13/11/25	21983	Avon Skip Bins	Empty Skip Bins - Memorial Hall - FY 2025-26	110.00
CP.349	13/11/25	303484	B & J Catalano Pty Ltd	Bejoording Road - Gravel	17,148.60
CP.349	13/11/25	00009697	Biomax Pty Ltd	service Biomax System at depot - Nov 2025	164.00
CP.349	13/11/25	49180	Boya Equipment	breather	9.70
CP.349	13/11/25	49765	Boya Equipment	consumables for depot	41.50
CP.349	13/11/25	25-00010984	Cadds Fashions Sportfirst Northam	PPE clothing	309.90
CP.349	13/11/25	25-00010982	Cadds Fashions Sportfirst Northam	PPE clothing	345.50
CP.349	13/11/25	INV-7723	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	825.00
CP.349	13/11/25	8556	E & J Logistic Pty Ltd T/As Flat Out Freight	freight to State Library	82.23
CP.349	13/11/25	5604	EAG Electrical Air-Conditioning & Gas	Duidgee Park - Replace pit lid	476.30
CP.349	13/11/25	5603	EAG Electrical Air-Conditioning & Gas	Duidgee Park - bore/pump repair	734.25
CP.349	13/11/25	54477 #5	Eastern Hills Chainsaws & Mowers	Stihl FS 240-Z Brushcutter /BG 86 Petrol Blower	1,833.45
CP.349	13/11/25	54502 #4	Eastern Hills Chainsaws & Mowers	plant maintenance	107.00
CP.349	13/11/25	1185	G R Thomson Truck Hire, G R Thomson Truck Hire	Water Cart Hire Sep/Oct 2025	14,162.50
CP.349	13/11/25	1186	G R Thomson Truck Hire, G R Thomson Truck Hire	Toodyay Bindi Bindi Rd - Water Cart Hire 13/10 - 23/10/2025	22,687.50
CP.349	13/11/25	3408	Information Proficiency	Final Milestone Payment-Content Manager implementation	42,309.52
CP.349	13/11/25	4283	Information Proficiency	Content Manager Training	5,060.00
CP.349	13/11/25	4298	Information Proficiency	Content Manager Implementation project: Milestone # 3	37,503.77
CP.349	13/11/25	4341	Information Proficiency	Prepaid Support for Content Manager (Records Management System)	4,400.00
CP.349	13/11/25	11275	Kakadu Traders (WG Trunk Co)	Leather hats to sell in the Visitors Centre	1,617.66
CP.349	13/11/25	INV-3076	Land Insights	Strategic Planning Services Oct 2025	2,062.50
CP.349	13/11/25	76905789	Landgate	GRV valuations	117.93
CP.349	13/11/25	76833915	Landgate	Valuations	48.48
CP.349	13/11/25	76816497	Landgate	valuation - regional	51.68
CP.349	13/11/25	INV-3928	Leyland Engineering Services	new drive belts T-0021	240.00
CP.349	13/11/25	INV-3927	Leyland Engineering Services	Flail mower maintenance	390.00
CP.349	13/11/25	INV-3926	Leyland Engineering Services	T0014 Essential Service	470.00
CP.349	13/11/25	INV-0235	Mandy Wynne	Preparation of Annual Financial Statements	6,409.92
CP.349	13/11/25	IV00000001383	Michael Stanley King	T0019 maintenance	75.00
CP.349	13/11/25	IV00000001382	Michael Stanley King	T020 maintenance	75.00
CP.349	13/11/25	IV00000001381	Michael Stanley King	1TYD853 - Box Trailer - Electrics	75.00
CP.349	13/11/25	IV00000001360	Michael Stanley King	T0026 - Amman Roller - Electrics	183.00
CP.349	13/11/25	IV00000001359	Michael Stanley King	T0021 repairs	448.10
CP.349	13/11/25	IV00000001386	Michael Stanley King	T0023 repair electrics	483.00
CP.349	13/11/25	624829077	Officeworks	Stationary misc	2.82

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.349	13/11/25	624834606	Officeworks	Stationary misc	99.00
CP.349	13/11/25	74640	Overwatch Traffic Services Pty Ltd	Traffic Mngmt - Sep 2025 - Coondle West Road	8,653.14
CP.349	13/11/25	76630	Overwatch Traffic Services Pty Ltd	Traffic Mngmt - Oct 2025 - Bindi Bindi Road	11,127.09
CP.349	13/11/25	75617	Overwatch Traffic Services Pty Ltd	Traffic Mngmt - Oct 2025 - Julimar Road	11,456.74
CP.349	13/11/25	651655 - October 2025	Public Transport Authority Of Wa	TransWA ticket sales for October 2025	191.72
CP.349	13/11/25	14636	Reliable Asset Maintenance	Medical Centre - Stair safety strips	882.20
CP.349	13/11/25	C654012-8-2025	Supagas Pty Limited	Gas cylinders - Aug/Sep 2025	112.00
CP.349	13/11/25	C654012-3-2025	Supagas Pty Limited	LPG cylinder rental Rec Centre Mar2025	99.00
CP.349	13/11/25	INV00000004	Temara Thomson	Water cart hire 3-6/11/25	4,537.50
CP.349	13/11/25	612690	Toodyay Traders	Depot consumables October 2025	1.70
CP.349	13/11/25	612768	Toodyay Traders	Depot consumables October 2025	20.00
CP.349	13/11/25	612770	Toodyay Traders	Depot consumables October 2025	4.50
CP.349	13/11/25	611322	Toodyay Traders	Depot consumables October 2025	40.30
CP.349	13/11/25	26100	WA Machinery Brokers Pty Ltd	parts for Flail Mower	160.00
CP.349	13/11/25	9049153742	Winc Australia P/L	Stationary - CESM	17.29
CP.349	13/11/25	IN-226773	WOBM - Wheatbelt Office Of Business Machines - Northam	Monthly lease Library Photocopier	117.59
CP.349	13/11/25	INV-1113	Woodlands Distributors & Agencies	Compostable Dog Waste Bags	772.64
CP.349	13/11/25	INV-0131	Xav Group Pty Ltd	Pool Management Fee Nov 2025	41,915.68
CP.350	14/11/25	2994006.1	Afgri Equipment Australia Pty Ltd	John Deere 544 P-Tier Wheel Loader	406,580.00
CP.351	25/11/25	INV-1400	AscendWA	Staff hire - Ranger Support Officer	1,876.88
CP.351	25/11/25	INV-1412	AscendWA	Staff Hire - Depot Support Officer	1,373.63
CP.351	25/11/25	INV-1413	AscendWA	Staff Hire - Ranger Support Officer	1,876.88
CP.351	25/11/25	21888	Avon Skip Bins	empty front bin - Rec Centre Oct 2025	70.00
CP.351	25/11/25	00072788	Avon Waste - Stondon Pty Ltd	Rubbish collection 20/10/25 - 31/10/25	18,641.03
CP.351	25/11/25	409	Avon-Midland Country Zone WALGA	Membership Subscription 2025/2026	2,420.00
CP.351	25/11/25	30949	Bartco Traffic Equipment	Electronic Fire Danger Rating Sign - licence agreement 2025/26	726.00
CP.351	25/11/25	5918	Brightmark Group Pty Ltd	Contract Cleaning Consumables - October 2025	1,769.35
CP.351	25/11/25	530	Broderick Waste Solutions	Management Waste Transfer fortnight ending 11/11/25	6,050.00
CP.351	25/11/25	531	Broderick Waste Solutions	Waste cartage Toodyay Transfer Station to Northam - October 2025	8,928.48
CP.351	25/11/25	INV-00051218	Carrington's (WA) Pty Ltd	Traffic Mngmt and Plan - Toodyay Bindi Bindi Road	22,267.80
CP.351	25/11/25	INV-00051325	Carrington's (WA) Pty Ltd	Bejoording Road 28+30/10/25	2,340.36
CP.351	25/11/25	INV-00051401	Carrington's (WA) Pty Ltd	Bridge Closure - Install signage	1,694.65
CP.351	25/11/25	226843	Country Copiers	CRC Printer Meter Reading for Oct 2025	397.36
CP.351	25/11/25	INV-7819	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	2,585.00
CP.351	25/11/25	INV-7854	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	3,410.00
CP.351	25/11/25	INV1723442	Datacom Solutions (Au) Pty Ltd	Datascape monthly SaaS fee Nov 2025	3,936.94
CP.351	25/11/25	BS Levies October 2025	Department of Local Government, Industry Regulation and Safety	BS Levies October 2025	2,131.60
CP.351	25/11/25	DISHIRTO - October 2025	Dunning Investments Pty Ltd	fuel/fuel cards October 2025	911.77

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.351	25/11/25	5624	Eag Electrical Air-Conditioning & Gas	Electrical Maintenance Showground, Youth Hall, Morangup Community Centre	2,057.00
CP.351	25/11/25	5642	Eag Electrical Air-Conditioning & Gas	Old Gaol - light repair and maintenance	619.85
CP.351	25/11/25	5646	Eag Electrical Air-Conditioning & Gas	Butterly House - supply and install 2 RCD'S	269.50
CP.351	25/11/25	114	Early Mist Cafe	Catering for AROC Governance Group meeting 17/11/25	161.70
CP.351	25/11/25	54527 #4	Eastern Hills Chainsaws & Mowers	STIHL FS 461C-EM Brushcutter & BG 86 Petrol Blower -final payment	680.00
CP.351	25/11/25	54553_5	Eastern Hills Chainsaws & Mowers	STIHL FS 261.0 Brushcutter	1,189.15
CP.351	25/11/25	54575	Eastern Hills Chainsaws & Mowers	chainsaw repair	220.70
CP.351	25/11/25	54576	Eastern Hills Chainsaws & Mowers	Repair - Brushcutter FS260	322.50
CP.351	25/11/25	54577	Eastern Hills Chainsaws & Mowers	Repair - Chainsaw	410.70
CP.351	25/11/25	00001140	Fire Mitigation Services Pty Ltd	DRF Grant - Bush Fire Mitigation Treatments as per TEN96-02/2025	5,921.08
CP.351	25/11/25	00001139	Fire Mitigation Services Pty Ltd	MAF 24/25 R2 - Bush Fire Mitigation Treatments TEN96-02/2505	15,444.00
CP.351	25/11/25	4414	Information Proficiency	Content Manager - Annual Maintenance/Support Renewal - SEP 25-26	1,187.49
CP.351	25/11/25	INV-3939	Leyland Engineering Services	T0013 Essential service	495.00
CP.351	25/11/25	INV-3947	Leyland Engineering Services	maintenance flail mower	390.00
CP.351	25/11/25	INV-3953	Leyland Engineering Services	T0001- Essential Service	728.00
CP.351	25/11/25	INV00000001358	Michael Stanley King	T0017 tail light repair	150.00
CP.351	25/11/25	IV00000001390	Michael Stanley King	T-0024 maintenance and repair	862.15
CP.351	25/11/25	IV00000001391	Michael Stanley King	T0016 install sensors	2,252.80
CP.351	25/11/25	IV00000001385	Michael Stanley King	1ICA135 trailer plug maintenance	111.00
CP.351	25/11/25	IV00000001384	Michael Stanley King	T0024 - fit Trailer Plug	369.00
CP.351	25/11/25	625153419	Officeworks	Stationary	407.76
CP.351	25/11/25	75075	Overwatch Traffic Services Pty Ltd	Julimar Rd - Traffic Management	23,216.30
CP.351	25/11/25	76310	Overwatch Traffic Services Pty Ltd	Bejoording Road - Traffic Management	8,021.11
CP.351	25/11/25	50019	Quality Publishing Australia	Map books and wildflower charts to sell at Visitors Centre	539.35
CP.351	25/11/25	14750	Reliable Asset Maintenance	Library - Fence repairs	1,179.64
CP.351	25/11/25	32986	Shire of Northam	Old Quarry Tipping Fees - October 2025	36,966.98
CP.351	25/11/25	SIN-4168212	Stewart & Heaton Clothing Co Pty Ltd	staff name badges	16.81
CP.351	25/11/25	C654012-10-2025	Supagas Pty Limited	late payment fee	13.00
CP.351	25/11/25	C654012-6-2025	Supagas Pty Limited	LPG cylinder rental fee	10.00
CP.351	25/11/25	C654012-7-2025	Supagas Pty Limited	LPG cylinder rental fee	10.00
CP.351	25/11/25	0627-S587470	Team Global Express Pty Ltd	freight charges Nov 2025	83.84
CP.351	25/11/25	0628-S587470	Team Global Express Pty Ltd	freight charges Nov 2025 - Works and Services	138.68
CP.351	25/11/25	10734089	Toodyay Hardware & Farm	Depot consumables	31.57
CP.351	25/11/25	10734396	Toodyay Hardware & Farm	Depot consumables	15.00
CP.351	25/11/25	10734339	Toodyay Hardware & Farm	Depot consumables	51.50
CP.351	25/11/25	10734909	Toodyay Hardware & Farm	Depot consumables Nov 2025	5.25
CP.351	25/11/25	10735033	Toodyay Hardware & Farm	Depot consumables Nov 2025	3.00
CP.351	25/11/25	10735106	Toodyay Hardware & Farm	Depot consumables Nov 2025	29.95
CP.351	25/11/25	10735181	Toodyay Hardware & Farm	Depot consumables Nov 2025	11.75

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.351	25/11/25	10735707	Toodyay Hardware & Farm	Depot consumables Nov 2025	23.75
CP.351	25/11/25	29652	Toodyay Herald	Advertising November 2025	1,566.56
CP.351	25/11/25	610426	Toodyay Traders	Depot purchase October 2025 - whipper snipper cord	194.00
CP.351	25/11/25	612544	Toodyay Traders	Depot consumables October 2025	5.70
CP.351	25/11/25	610373	Toodyay Traders	Depot purchase October 2025 - whipper snipper cord	97.00
CP.351	25/11/25	INV-10010	Toodyay Tyre & Exhaust	Ranger Ute T0001 tyres	488.50
CP.351	25/11/25	SI014761	WALGA	Staff Health and Safety Training Course	44.00
CP.351	25/11/25	SI-016627	WALGA	Diploma of Local Government - Elected Member	2,345.50
CP.351	25/11/25	00301734	Wheatbelt Natural Resource Mgt (Inc)	Wheatbelt NRM - Corella Project - Year 3 Q1 & Q2	2,750.00
CP.351	25/11/25	9049244559	Winc Australia P/L	Stationary	715.22
EFT Total					1,049,349.28

Payroll					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
PPE 5/11/2025	5/11/25		Payroll	Payroll PPE 5/11/2025	140,255.81
PPE 6/11/2025	6/11/25		Super Choice	Payroll PPE 6/11/2025	23,210.02
PPE 19/11/25	19/11/25		Payroll	Payroll PPE 19/11/2025	120,033.55
PPE 21/11/25	21/11/25		Super Choice	Payroll PPE 21/11/2025	22,824.25
Payroll total					306,323.63

Direct Debits					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
	1/11/25		Bendigo Bank	Bank Fees	15.00
	1/11/25		Bendigo Bank	Bank Fees	15.00
	1/11/25		Bendigo Bank	Bank Fees	10.00
	1/11/25		BPAY	monthly biller fee	742.39
	3/11/25		CBA	Bank Fees	909.12
	3/11/25		CBA	Bank Fees	92.34
	3/11/25		CBA	Bank Fees	84.88
	3/11/25		CBA	Bank Fees	1,130.93
	3/11/25		CBA	Bank Fees	54.50
	3/11/25		Bendigo Bank	Bank Fees	3.76
	3/11/25		Water Corporation	water charges 19B Clinton St - Sept/Oct 2025	249.37
	3/11/25		HPE Financial Services	photocopier lease	1,116.84
	5/11/25		Bendigo Bank	Bank Fees	7.15
	5/11/25		Synergy	Electricity Recreation Centre 18/09/25-15/10/2025	6,167.04
	5/11/25		Water Corporation	water charges Medical Centre - Sep/Oct 2025	1,121.64
	5/11/25		Water Corporation	water charges Mrs O'Reillys - Sep/Oct2025	378.45
	5/11/25		Water Corporation	water charges Memorial Hall - Sep/Oct 2025	324.46

Direct Debits					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
	5/11/25		Water Corporation	water charges Connors Cottage - Sep/Oct2025	250.65
	5/11/25		Water Corporation	water charges 19A Clinton St - Sep/Oct2025	247.32
	5/11/25		Water Corporation	water charges Connors Mill/ VC - Sep/Oct2025	242.23
	5/11/25		Water Corporation	water charges Railway Stn Lawn - Sep/Oct2025	132.53
	5/11/25		Water Corporation	water charges Newcastle Park - Sep/Oct2025	120.48
	5/11/25		Water Corporation	water charges Donegans Cottage - Sep/Oct2025	72.19
	5/11/25		Water Corporation	water charges Library - Sep/Oct2025	65.23
	5/11/25		Water Corporation	water charges Parkers Cottage - Sep/Oct2025	57.83
	6/11/25		Bendigo Bank	Bank Fees	4.95
	6/11/25		Water Corporation	water and service charges Duke St Toilets - Sep/Oct2025	551.97
	6/11/25		Water Corporation	water charges Duidgee Park - Sep/Oct2025	234.94
	6/11/25		Water Corporation	Water charges Waste Transfer Station - Sep/Oct2025	174.70
	6/11/25		Water Corporation	water charges Works Depot - Sep/Oct 2025	69.28
	7/11/25		Water Corporation	water charges Old Gaol - Sep/Oct2025	201.80
	10/11/25		QPC Group	freight toner Nov 2025	33.00
	10/11/25		Water Corporation	water charges Pavillion-Showgrounds-Oval - Sep/Oct2025	763.56
	10/11/25		Water Corporation	water charges Admin gardens - Sep/Oct2025	138.55
	10/11/25		Water Corporation	water charges ANZAC Park - Sep/Oct2025	129.52
	10/11/25		Water Corporation	water charges Pelham Res Toilets - Sep/Oct2025	66.26
	10/11/25		Water Corporation	water charges cemetery - Sep/Oct2025	57.23
	10/11/25		Water Corporation	water charges Shire office - Sep/Oct2025	27.11
	13/11/25		Bendigo Bank	Bank Fees	3.41
	14/11/25		Bendigo Bank	Bank Fees	0.11
	17/11/25		Bpoint	Bank Fees	51.75
	17/11/25		QPC Group	freight toner Nov 2025	33.00
	17/11/25		Synergy	Electricity 802970900 Group Account Aug/Sep 2025	9,008.80
	17/11/25		SG Fleet	Lease rental T0011	4,277.71
	19/11/25		Bendigo Bank	Bank Fees	7.15
	21/11/25		Synergy	Electricity NNNCo Security Cameras Oct 2025	196.96
	24/11/25		Paymate	paymate subscription fee Nov 2025	82.50
	24/11/25		Synergy	Electricity Street lights 174585790 25/9/25-24/10/ 2025	4,975.67
	24/11/25		Telstra	phone/internet charges Nov 2025 - 0293288400	2,880.21
	24/11/25		WA Treasury Corporation	Loan repayment	38,013.53
	25/11/25		Bendigo Bank	Bank Fees	4.40
	25/11/25		Department of Transport	disclosure of information fee	5.10
	25/11/25		Water Corporation	Water/service charges Northam-Toodyay Rd - Standpipe 3/9/25-3/11/25	16,192.28
Direct Debit total					91,796.78

Credit Card					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
	10/11/25		Credit Card - MPRS - P Nuttall - November 2025	Bloomys Florist-wreath Remembrance Day	85.00
	1/11/25		Credit Card - EMFCS - Alan Hart - November 2025	Department of Transport-T00 plate change	19.40
	2/11/25			Home and Hardware Toodyay-gas bottles for Clinton Street	312.60
	8/11/25			Quick Kleen-drycleaning tablecloths	360.00
	11/11/25			Starlink-mini car adapter	92.00
	14/11/25			Safety Culture Subscription 2025/26	31.90
	15/11/25			Starlink-depot internet Nov/Dec25	139.00
	19/11/25			Gull Lancellong Roadhouse-diesel	63.49
	21/11/25			Starlink-4wk travel bundle	32.90
	7/11/25		Credit Card - CEO - A Bowman - November 2025	Virgin Australia-return flight Canberra Housing Summit 25-28/11/25	1,247.83
	8/11/25			Rydges-Accom CEO Canberra Housing Summit 25-28/11/25	1,316.00
	11/11/25			Find Me Spot-equipment tracking device subscription	765.84
	11/11/25			Bendigo-transaction fee	22.98
	4/11/25		Credit card - MIAS - V Crispe - November 2025	Compac Sales Melbourne-20 HID keys	373.16
	6/11/25			Starlink-refund depot internet	-549.00
	7/11/25			Department of Transport-T6480 plate remake	52.10
	7/11/25			Black Duck Seatcover-covers for CESM Ute and FSV 2	1,385.52
	11/11/25			UES Malaga-T0021 Toolbox repairs	101.12
Credit Card total					5,851.84
Grand Total					1,447,469.69