ATTACHMENTS MINUTES

Ordinary Council Meeting

Thursday, 5 November 2026

Table of Contents

Tabled Attachment: Item 10.1.1 Additional Information....5

10.1.1 Consideration of Development Application for a Single House at Strata Lot 1 on Strata Plan S090603 44A Stirling Terrace, Toodyay

Attachment 1 Development Plans....9

Attachment 2 Heritage Impact Statement....16

Attachment 3 Noise Management Details....19

10.1.2 Consideration of Development Application for an Ancillary Dwelling at 11 Fargo Way, Toodyay

Attachment 1 Development Plans....21

Attachment 2 Applicant Justification....36

10.1.4 Consideration of Submissions on Amendment No. 2 to Local Planning Scheme No. 5

Attachment 1 Local Planning Scheme No. 5 Amendment No. 2....37

10.2.1 List of Payments - September 2026

Attachment 1 List of payments - September 2026....59

10.2.2 Monthly Financial Statements - September 2026

Attachment 1 Monthly Financial Statements - September 2026....71

10.4.1 Adoption of Specified Dog Areas Notice pursuant to Sections 31 and 32 of the Dog Act 1976

Attachment 1 Council Notice - Dog Areas....94

10.4.2 Policy Review: Community Complaints Policy.

Attachment 1 Current Community Complaints Policy;....97

Attachment 2 Revised Community Complaints Policy (Track changes included); and....102

Attachment 3 Revised Community Complaints Policy (Track changes accepted).113

10.4.3 Policy Review: Complaints of Alleged Breach of Code of Conduct for Council Members, Committee Members and Candidates.

Attachment 1 Current Complaints of Alleged Breach of Code of Conduct for Council Members, Committee Members and Candidates Policy; and....122

Attachment 2 REVISED Complaint Form.....135

10.4.4 Joint Standing Committee on Delegated Legislation Review of the Parking and Parking Facilities Local Law 2026.

Attachment 2 Proposed Shire of Toodyay Parking and Parking Facilities Local Law Amendment Local Law 2027.....144

Attachment 3 Advert for Parking and Parking Facilities Local Law.....148

10.4.5 Joint Standing Committee on Delegated Legislation Review of the Activities in Thoroughfares and Public Places and Trading Local Law 2026.

Attachment 2 Proposed Shire of Toodyay Activities in Thorughfares and Public Places and Trading Local Law Amendment Local Law 2027..... 149

Attachment 3 Advert for Activities in Thoroughfares and Public Places and Trading Local Law Amendment Local Law 2027. 152

10.5.2 Slaughterhouse Bridge-Design Options

Attachment 1 Bridge 4085 15% Design Options -October 2026 153

Attachment 2 Email from MRWA 15% Design Options October 2026 187

11.1 Notice of Motion: Status Report Regarding CEO Absence

Attachment 1 Notice of Motion. 189

SHIRE OF toodyay place of plenty

Memo

FILE REF: 89STIT/ A3007

To:	**All Councillors**
From:	**Alan Hart** Temporary Chief Executive Officer
Date:	**5 November 2026**
Subject:	**Additional Information – Item 10.1.1**

Dear Councillors,

Please be advised that additional information has been received from the applicant for Item 10.1.1 of the Ordinary Council Meeting scheduled 5 November 2026.

The purpose of the addendum is to provide Council with additional information regarding the external colour scheme of the proposed single house, including colour swatches and visual illustrations showing how the development is expected to appear both with and without the proposed fence. The addendum also includes photographs from site visits to provide further context regarding the site's existing conditions and surrounding environment.



Dover White
Downpipes

Deep Ocean
Gutters



Blue Gum
Roof Sheeting

Brume Half
Cladding - Hardi
Plank Woodgrain

White Satin
Window & Door
Frames

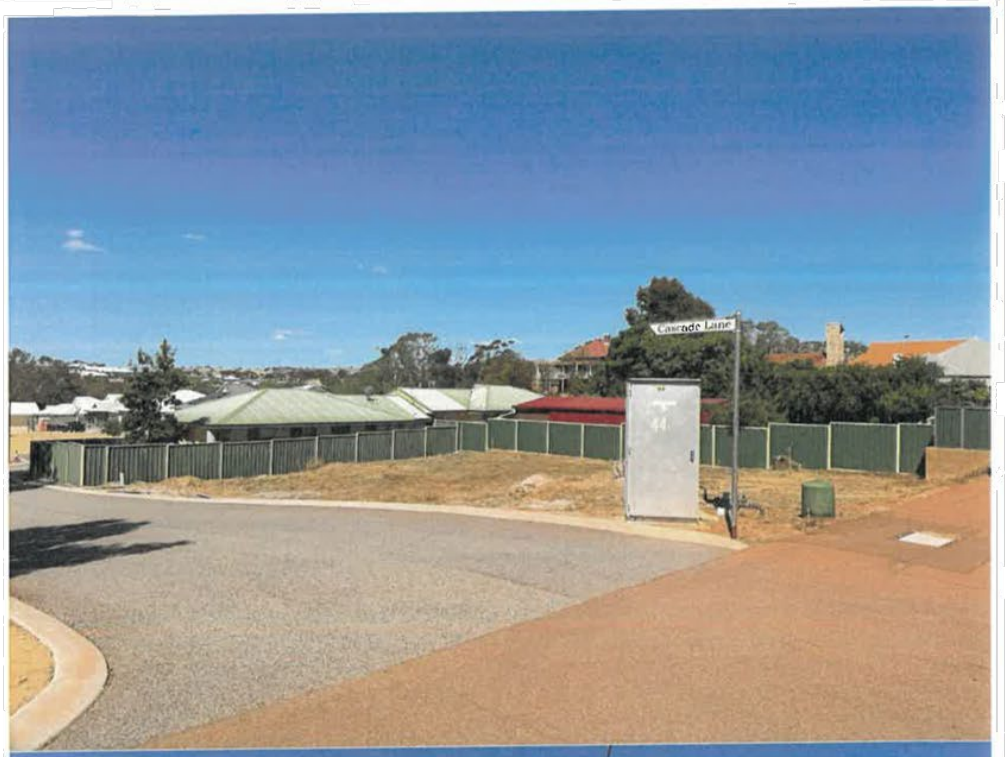
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15 Fiennes Street (PO Box 96)
TOODYAY WA 6566

T (08) **9574 9300**
E records@toodyay.wa.gov.au
W www.toodyay.wa.gov.au





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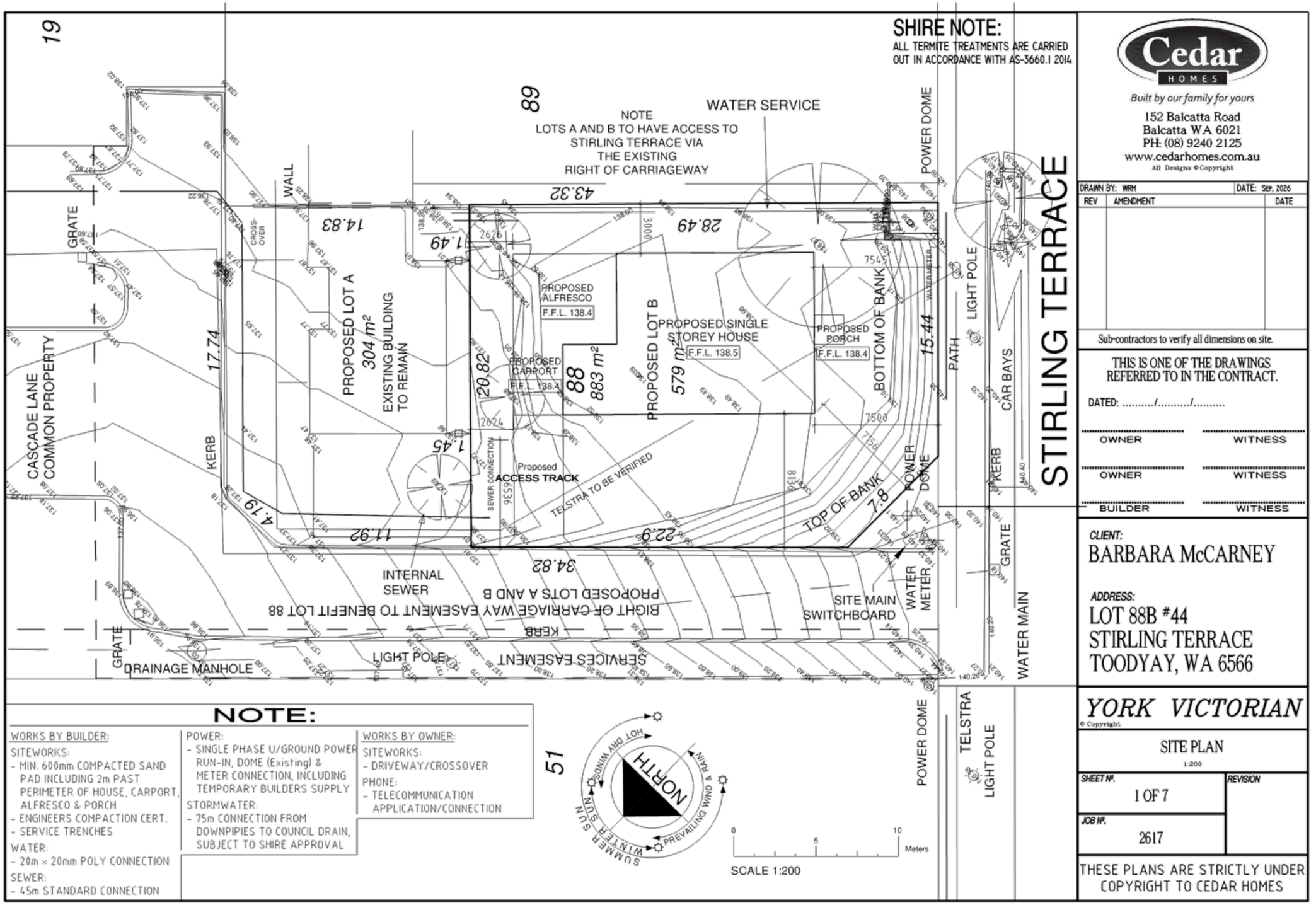
Yours sincerely,

Alan Hart
Temporary Chief Executive Officer

TABLED 5/11/2026

PRESIDING MEMBER

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NOTE:

WORKS BY BUILDER:

SITEWORKS:
- MIN. 600mm COMPACTED SAND PAD INCLUDING 2m PAST PERIMETER OF HOUSE, CARPORT, ALFRESCO & PORCH
- ENGINEERS COMPACTION CERT.
- SERVICE TRENCHES

WATER:
- 20m × 20mm POLY CONNECTION

SEWER:
- 45m STANDARD CONNECTION

POWER:
- SINGLE PHASE U/GROUND POWER RUN-IN, DOME (Existing) & METER CONNECTION, INCLUDING TEMPORARY BUILDERS SUPPLY

STORMWATER:
- 75m CONNECTION FROM DOWNPIPIES TO COUNCIL DRAIN, SUBJECT TO SHIRE APPROVAL

WORKS BY OWNER:

SITEWORKS:
- DRIVEWAY/CROSSOVER

PHONE:
- TELECOMMUNICATION APPLICATION/CONNECTION

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STIRLING TERRACE
TOODYAY, WA 6566

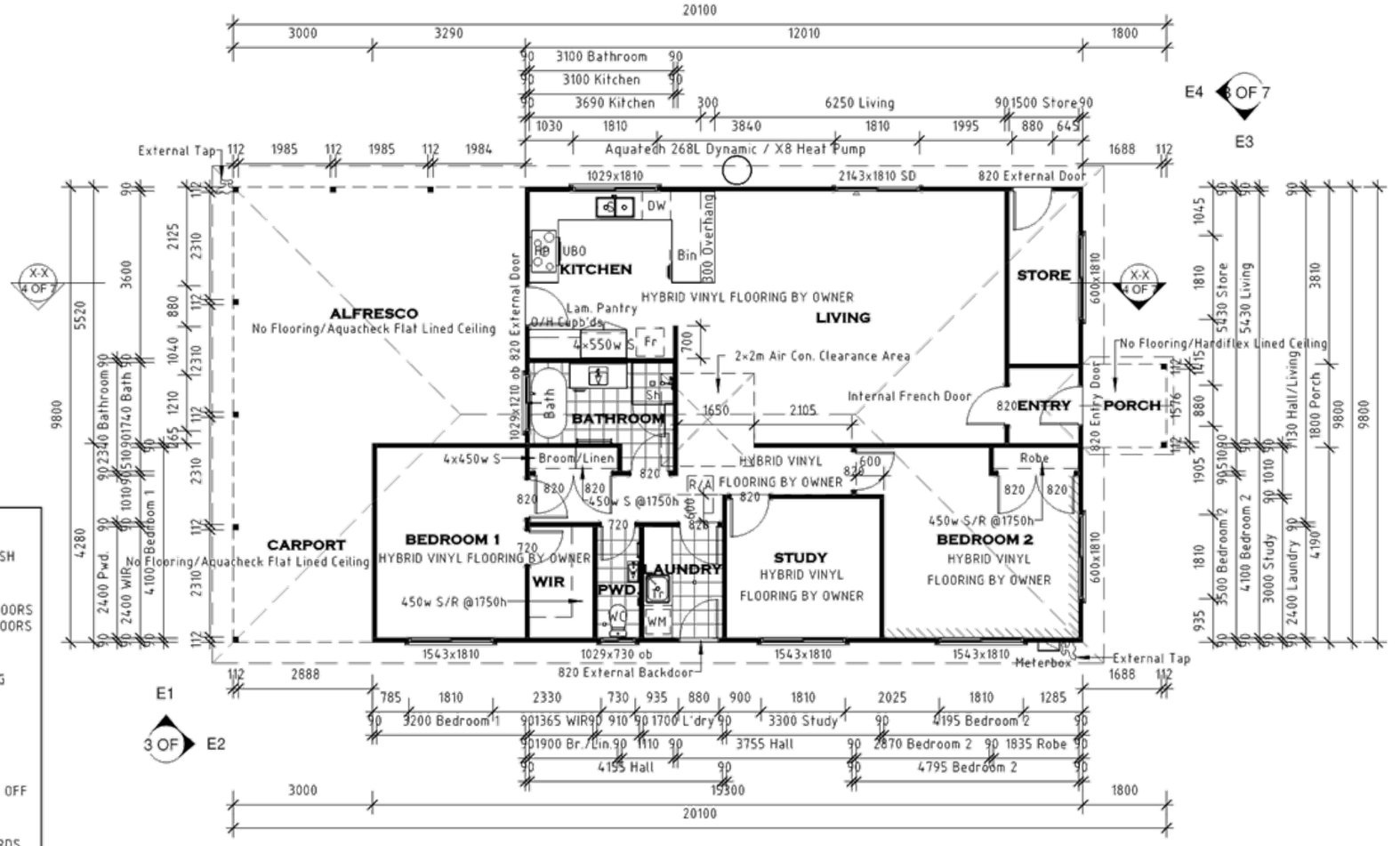
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SITE PLAN
1:200

SHEET Nº. 1 OF 7
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FLOOR AREA	:	131.77 m²
PORCH AREA	:	3.24 m²
ALFRESCO AREA	:	34.72 m²
CARPORT AREA	:	12.84 m²
TOTAL AREA	:	182.57 m²
FLOOR PERIMETER	:	50.20 m



NOTE:

WINDOWS & SLIDING DOORS: G.JAMES ALUMINIUM FRAMES & FLYSCREENS, COLOUR DOWELL WHITE SATIN

TREATED PINE TRIM TO ALL WINDOWS & SLIDING DOORS, SILLS TO WINDOWS ONLY

INTERNAL DOORS: CORINTHIAN STANFORD, PAINT GRADE

INTERNAL FRENCH DOOR: HUME JOINERY ENTRANCE, JST6, CLEAR GLASS

INTERNAL DOOR FURNITURE: GAINSBOROUGH CHOICE, CARLA PASSAGE LEVER SET, SATIN CHROME, 105CARSC

NOTE:
- PRIVACY LOCKS TO BED 1, BED 2, ENSUITE, BATHROOM & PWD.
- DUMMY LEVERS TO ROBE & LINEN

ENTRY/EXTERNAL KITCHEN, LAUNDRY DOORS: HUME JOINERY ENTRANCE, JST6, CLEAR GLASS

EXTERNAL DOOR: DURACOTE SOLID CORE

ENTRY/EXTERNAL DOOR FURNITURE: GAINSBOROUGH TRILOCK, TRADITIONAL, DOUBLE CYLINDER, ENTRANCE LEVER SET, SATIN CHROME, 890TLESC

CORNICE: GYPROCK CSR, SYMPHONY PLASTER, 75mm x 4.8m

ARCHITRAVES: 67x18mm MDF LAMBS TONGUE THROUGHOUT

SKIRTING: 67x18mm MDF LAMBS TONGUE THROUGHOUT, EXCLUDING WET AREAS

NOTE: SKIRTING TO BE UNFIXED

\\\\\\: GYPROCK CSR, SOUNDCHEK

AIR CONDITIONING:
- SUPPLY & INSTALLATION BY OWNER
- 2x2m FAN COIL CLEARANCE REQUIRED
- ALLOWANCE FOR 800x550mm FOR RETURN AIR GRILLE

NOTE: FLOOR COVERINGS
HYBRID VINYL FLOOR COVERINGS TO ALL BEDROOMS & LIVING SPACES BY OWNER

BAL 12.5 REQUIREMENTS

WINDOWS & SLIDING DOORS: ALUMINIUM MESH FLYSCREENS

EXTERNAL DOORS: ALUMINIUM MESH FLYDOORS TO INWARD-OPENING DOORS ONLY

VERANDAH/EAVE OVERHANGS: HARDIFLEX LINING

EXTERNAL FLUES ON ROOF: SPARK GUARDS

VERANDAH ROOF/ EAVE OVERHANG INSULATION: 50mm ANTICON

ROOF: INFILL STRIPS TO CLOSE OFF CORRUGATIONS

ROOF GUTTERS: ZINCALUME GUTTERS GUARDS

VERANDAH RAFTERS: 45mm RAFTERS

POST STIRRUPS: 250mm POST STIRRUPS

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FLOOR PLAN
1 : 100

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NOTE:

ROOF: BLUEGUM COLORBOND CUSTOM ORB
GUTTERS: DEEP OCEAN COLORBOND S TYPE
DOWNPIPES: DOVER WHITE COLORBOND 100×50mm

EXTERNAL WALLS: JAMES HARDIE HARDIPLANK WEATHERBOARD, WOODGRAIN EXTERIOR CLADDING WITH TREATED CORNER STOPS

WINDOWS & SLIDING DOORS: G.JAMES ALUMINIUM FRAMES & FLYSCREENS, COLOUR DOWELL WHITE SATIN

TREATED PINE TRIM TO ALL WINDOWS & SLIDING DOORS, SILLS TO WINDOWS ONLY

ENTRY/EXTERNAL KITCHEN, LAUNDRY DOORS: HUME JOINERY ENTRANCE, JST6, CLEAR GLASS

EXTERNAL DOOR: DURACOTE SOLID CORE

ENTRY/EXTERNAL DOOR FURNITURE: GAINSBOROUGH TRILOCK, TRADITIONAL, DOUBLE CYLINDER, ENTRANCE LEVER SET, SATIN CHROME, 890TLESC

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VERANDAH ROOF/ EAVE OVERHANG INSULATION: 50mm ANTICON

ROOF: INFILL STRIPS TO CLOSE OFF CORRUGATIONS

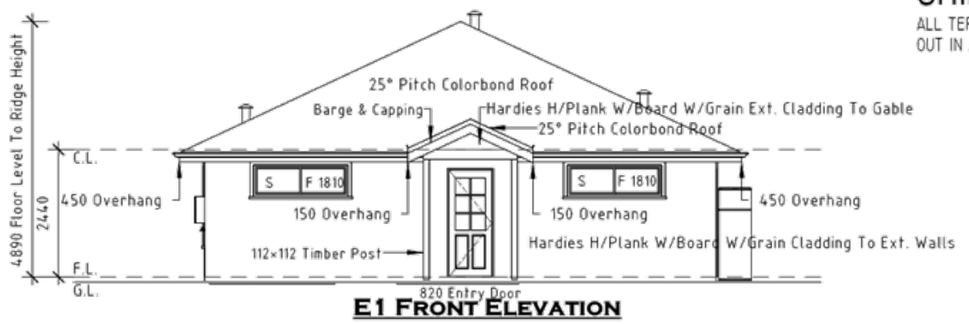
ROOF GUTTERS: ZINCALUME GUTTERS GUARDS

VERANDAH RAFTERS: 45mm RAFTERS

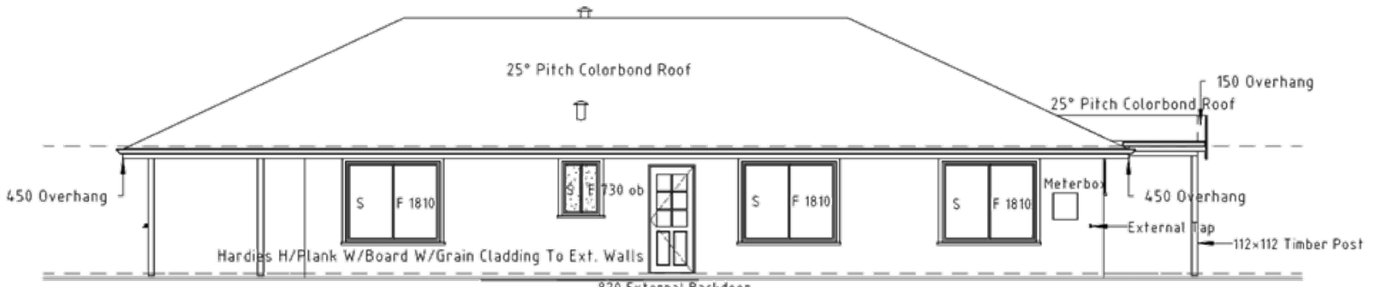
POST STIRRUPS: 250mm POST STIRRUPS

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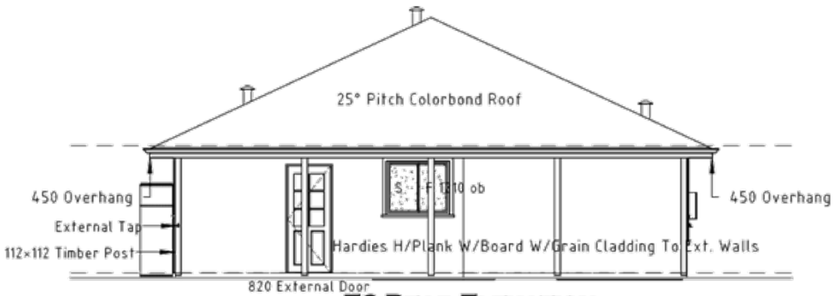
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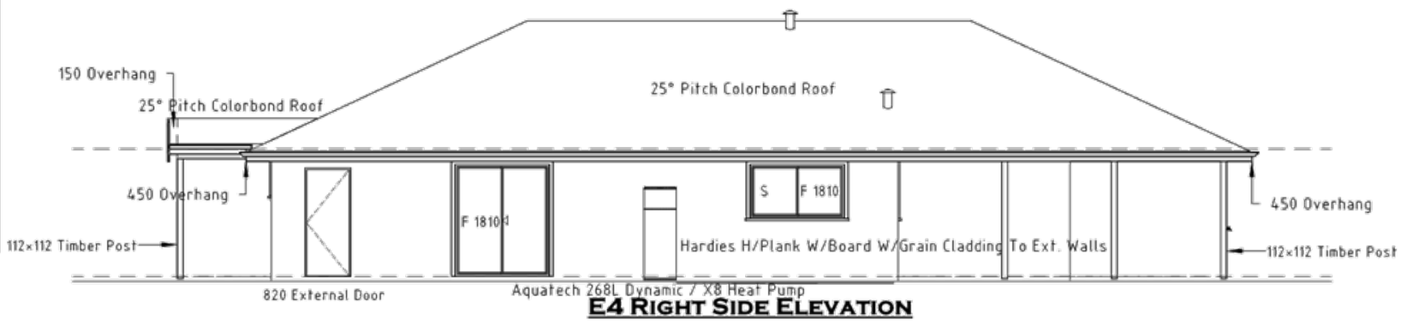
E1 FRONT ELEVATION



E2 LEFT SIDE ELEVATION



E3 REAR ELEVATION



E4 RIGHT SIDE ELEVATION

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NOTE:

ROOF: BLUEGUM COLORBOND CUSTOM ORB
GUTTERS: DEEP OCEAN COLORBOND S TYPE
DOWNPIPES: DOVER WHITE COLORBOND 100x50mm

EXTERNAL WALLS: JAMES HARDIE HARDIPLANK WEATHERBOARD, WOODGRAIN EXTERIOR CLADDING WITH TREATED CORNER STOPS

INSULATION
ROOF SPACE: 60mm ANTICON TO ROOF SPACE
ROOF CEILING SPACE: R4.1 INSULATION BATTS TO CEILING SPACE
EXTERNAL WALLS: R2.5 INSULATION BATTS TO ALL EXTERNAL STUD WALLS

CORNICE: GYPROCK CSR, SYMPHONY PLASTER, 75mm x 4.8m

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SKIRTING: 67x18mm MDF LAMBS TONGUE THROUGHOUT, EXCLUDING WET AREAS

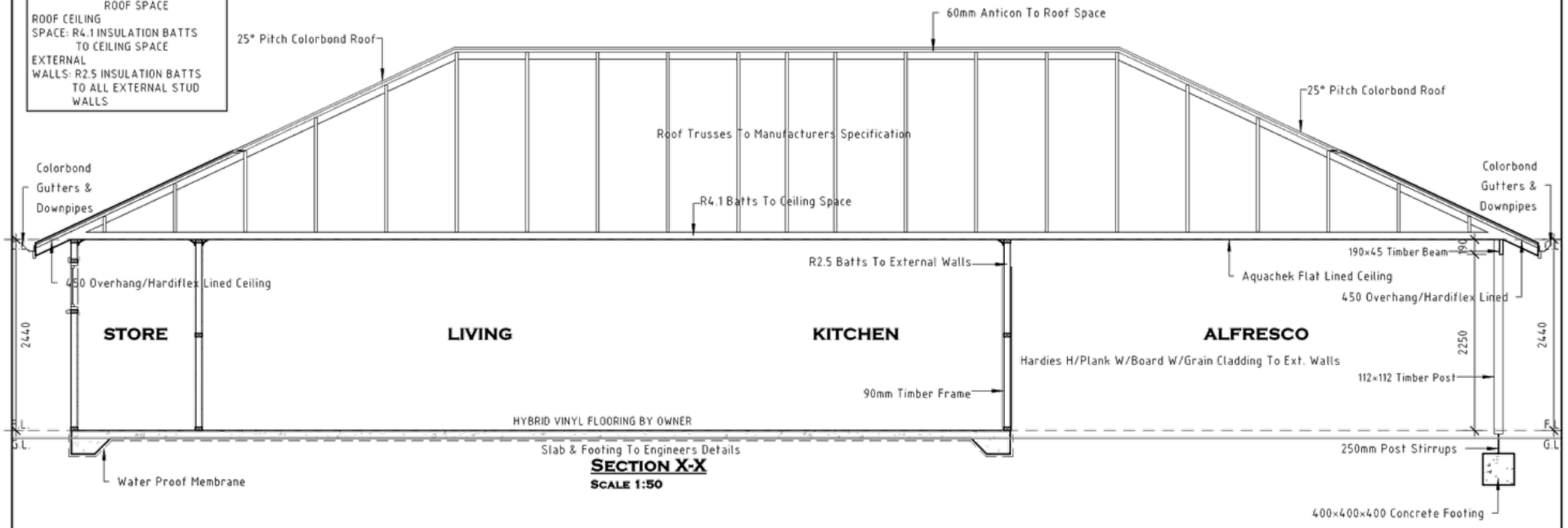
NOTE: SKIRTING TO BE UNFIXED

AIR CONDITIONING:
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BAL 12.5 REQUIREMENTS Cont.
VERANDAH ROOF/ EAVE OVERHANG INSULATION: 50mm ANTICON
ROOF: INFILL STRIPS TO CLOSE OFF CORRUGATIONS
ROOF GUTTERS: ZINCALUME GUTTERS GUARDS
VERANDAH RAFTERS: 45mm RAFTERS
POST STIRRUPS: 250mm POST STIRRUPS



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BATHROOM

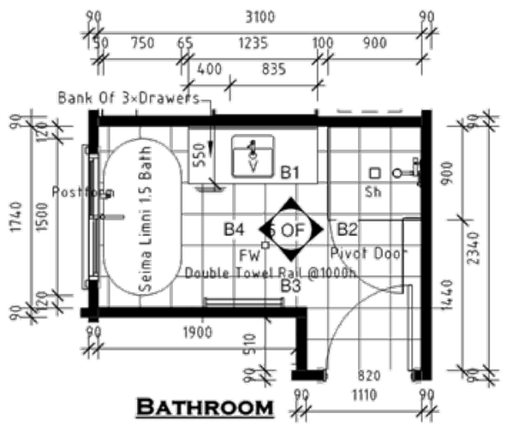
SHOWER BASE - 900x900mm Tiled, Hobless W/Wet-Seal Enviro-Coat Internal Waterproofing, 30mm Step Down
SHOWER FRAME - White
SHOWER SCREEN/PIVOT DOOR - Clear Glass
SOAP HOLDER - Supply/Install By Owner
TAPWARE - Alder SOHO Wall Mixer, Lead Free, Chrome, 54390LF
- Alder FRESCO Rail Shower HS375, 98262

FREESTANDING
BATH - White Acrylic Seima Limni 101, 1500 Model Model
TAPWARE - Alder SOHO Wall Mixer, Lead Free, Chrome, 54390LF
- ALDER Swivel Bath Filler Spout, Round, 240mm, Chrome, 98807

VANITY BASIN - Seima Kyra 400, Ceramic White Gloss, Inset, 1 TH
TAPWARE - Alder SOHO Basin Mixer, Lead Free, Chrome, 54090LF

VANITY TOP - Formica Postform Top In Granular Limestone, Velour Finish
CUPBOARD FACINGS - Formica Door Facings In Baikal, Velour Finish
DOOR HANDLES - Iver Sarlat Cabinet Pull, CTC128mm, Brushed Chrome, 21065
MIRROR FRAME - White

TOWEL RAIL - Alder AVVA Double Towel Rail 800mm, Chrome, 31905

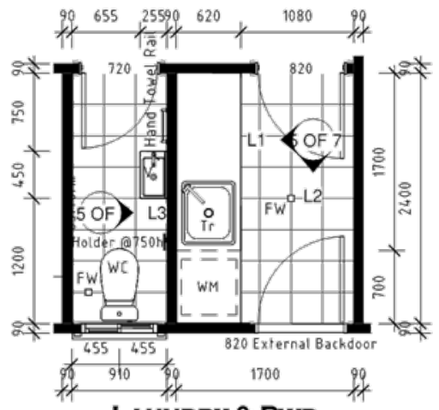


BATHROOM

NOTE: BATHROOM TILES

WALL TILES: TILE EMPIRE, (SUPER) GARDEN WHITE, CERAMIC, NON-RECTIFIED, 200mm HIGH x 600mm WIDE

FLOOR TILES: TILE EMPIRE, (MAXGY) PEBBLES TERRAZZO GRIGIO CERAMIC, NON-RECTIFIED, 300x300mm



LAUNDRY & PWD.

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LAUNDRY & PWD.

TROUGH - Seima Acero 007, 45Lt, S/Steel Inset
TAPWARE - Alder SOHO Sink Mixer, GN, Lead Free, Chrome, 54490LF

CUPBOARD TOP - Formica Postform Top In Granular Limestone, Velour Finish
CUPBOARD FACINGS - Formica Door Facings In Baikal, Velour Finish
DOOR HANDLES - Iver Sarlat Cabinet Pull, CTC128mm, Brushed Chrome, 21065
WASHING MACHINE
TAPWARE - Chrome Alder Star MKII Set

TOILET
SUITE - Seima Syros (Select) Closed Coupled, White (Vitreous China), Back Entry
TOILET
ROLL HOLDER - Alder AVVA, Chrome, 31906
TAPWARE - Chrome Stop Cock

VANITY UNIT - White Fienza Ralph 450 W/ Kickboard, Left Hand Side Tap
TAPWARE - Alder SOHO Basin Mixer, Lead Free, Chrome, 54090LF

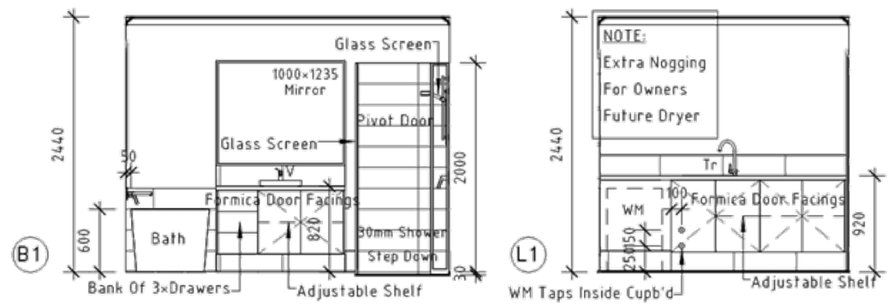
MIRROR FRAME - White

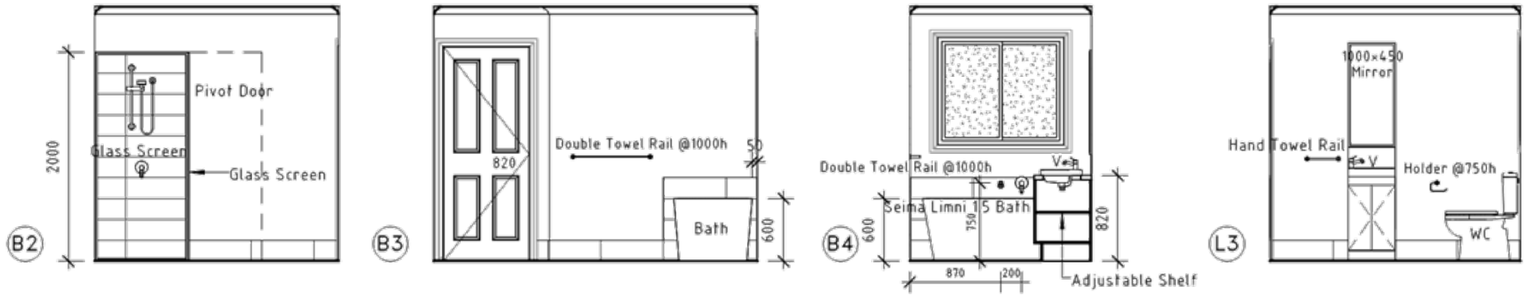
HAND TOWEL RAIL - Alder AVVA, 300mm, Chrome, 31900

NOTE: LAUNDRY & PWD. TILES

WALL TILES: TILE EMPIRE, (SUPER) GARDEN WHITE, CERAMIC, NON-RECTIFIED, 200mm HIGH x 600mm WIDE

FLOOR TILES: TILE EMPIRE, (MAXGY) PEBBLES TERRAZZO GRIGIO CERAMIC, NON-RECTIFIED, 300x300mm





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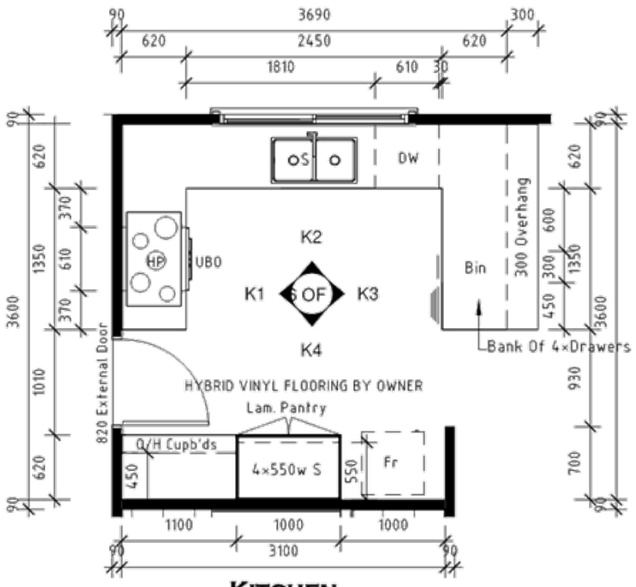
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KITCHEN

KITCHEN

CUPBOARD TOP - Formica Postform Top In White Finestone, Velour Finish
CUPBOARD FACINGS - Ryform Vinyl Wrap Door Facings In Designer White Satin (N), Kirin Profile
DOOR HANDLES - Iver Sarlat Cabinet Pull, CTC128mm, Brushed Chrome, 21065

SINK - Seima Oros 820, Arqstone, White, Double Bowl, No Drainer, 191038
SINK TAP - Alder SOHO Sink Mixer, GN, Lead Free, Chrome, S4490LF

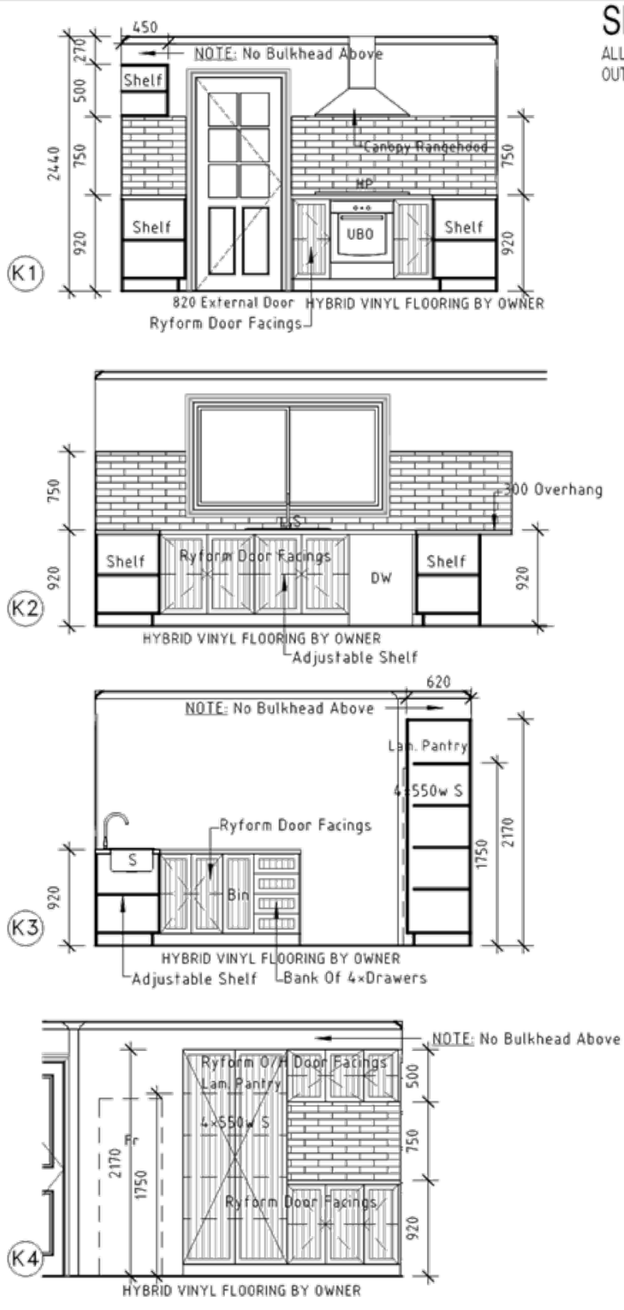
BIN - Sige Pull-Out Bin (Soft-Close), Suits 300mm Width, 1x35Lt, 191301

DISHWASHER
RECESS TAPWARE - Cold Water Tap

ELECTRIC
HOTPLATE - Westinghouse 900mm, WHC942BC, Ceramic Black
ELECTRIC UNDER
BENCH OVEN - Westinghouse 600mm, WVE6313SDA, S/Steel
CANOPY
RANGEHOOD - Westinghouse 900mm WRC902SD, S/Steel, Flued Externally,

NOTE: KITCHEN TILES

WALL TILES: TILE EMPIRE, (ELEPH) PETITE BELLA MINT GLOSS, CERAMIC, NON-RECTIFIED, 65mm HIGH × 265mm WIDE, LAID BRICK BOND



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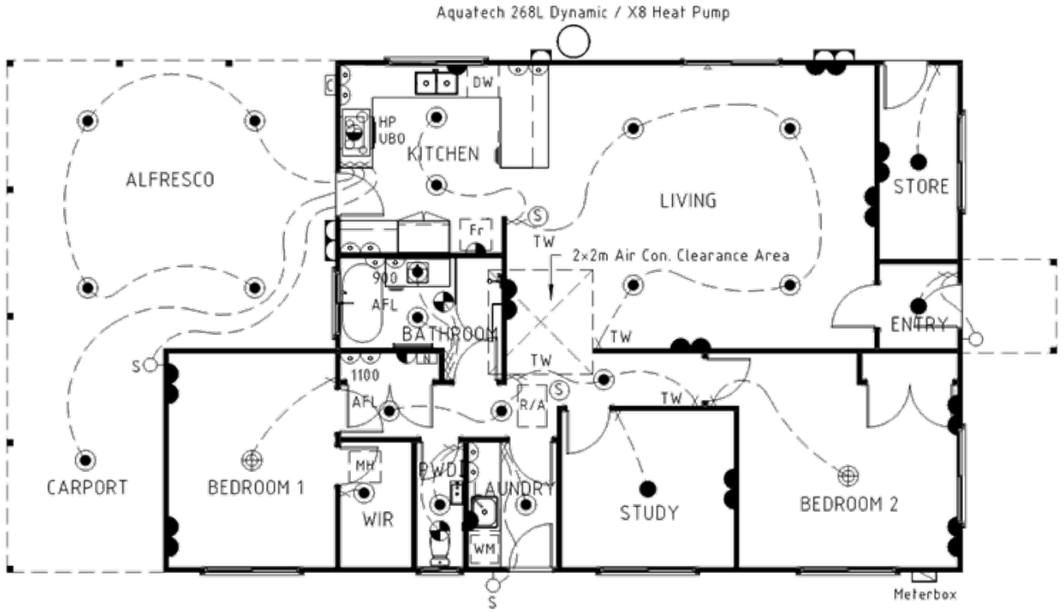
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NOTE: OWNER/CLIENT

UNDER NO CIRCUMSTANCES ARE OWNERS/CLIENTS TO ADD ADDITIONAL ELECTRICAL WORKS ON SITE, WHILST HOUSE IS UNDER CONSTRUCTION.

ANY ADDITIONS ARE TO BE REQUESTED IN WRITING AS A VARIATION TO THE CONTRACT

NOTE: NBN NETWORK

- ALLOWANCE FOR CONDUIT TO BOUNDARY
- HUB & SINGLE GPO ONLY
- CONNECTION BY OWNER

NOTE: AIR CONDITIONING

- SUPPLY & INSTALLATION BY OWNER
- 2×2m FAN COIL CLEARANCE REQUIRED
- ALLOWANCE FOR 800×550mm FOR RETURN AIR GRILLE

NOTE: OWNERS SUPPLIED ELECTRICAL

ALLOWANCE FOR TIMBER BLOCKING FOR OWNERS SUPPLIED LIGHT FITTINGS & CEILING FANS

ELECTRICAL LEGEND		Std Spec	Extra	Cont. Total			Std Spec	Extra	Cont. Total
	GPO 200 AFL	01	01	02		CEILING LIGHT POINTS	13	−11	02
	GPO 1000 AFL–OR AS NOMINATED	02	−2	00		WALL LIGHT POINTS	02	−2	00
	GPO 1500 AFL–OR AS NOMINATED	03	−1	02		WALL LIGHT POINTS – INSTALL ONLY	00	01	01
	GPO 200 AFL (DOUBLE)	04	06	10	S	SENSOR LIGHT POINTS – INSTALL ONLY	00	02	02
	GPO 1000 AFL (DOUBLE)	02	04	06		DOWN LIGHTS – INSTALL ONLY	00	19	19
	GPO 1500 AFL–OR AS NOMINATED (DBL)	00	00	00		FLUORESCENT LIGHT	00	00	00
	GPO WATERPROOF	01	00	01		CEILING FAN/LIGHT COMBO – INSTALL ONLY	00	02	02
	GPO WATERPROOF (DBL)	00	02	02		CEILING FAN	00	00	00
	SINGLE PHASE CIRCUIT (32 AMP)	00	01	01	TW	TWO-WAY SWITCHES	00	02	02
	EXHAUST FAN (CEILING)	02	00	02		SWITCH	17	02	19
	CANOPY RANGEHOOD	01	00	01		TV POINT	00	00	00
HP	ELECTRIC HOT PLATE	01	00	01		HUB/NBN NETWORK POINT	01	00	01
UBO	ELECTRIC UNDER BENCH OVEN	01	00	01	S	SMOKE ALARM	02	00	02
	TOTAL GPO'S	13	11	24		TOTAL LIGHTS	15	11	26

THESE PLANS ARE STRICTLY UNDER COPYRIGHT TO CEDAR HOMES

Cedar HOMES
Built by our family for yours
152 Balcatta Road
Balcatta WA 6021
PH: (08) 9240 2125
www.cedarhomes.com.au
All Designs © Copyright

DRAWN BY: WRM | DATE: Sep, 2026

REV	AMENDMENT	DATE

Sub-contractors to verify all dimensions on site.

THIS IS ONE OF THE DRAWINGS REFERRED TO IN THE CONTRACT.

DATED: ...../...../.....

OWNER WITNESS

OWNER WITNESS

BUILDER WITNESS

CLIENT:
BARBARA McCARNEY

ADDRESS:
LOT 88B #44
STIRLING TERRACE
TOODYAY, WA 6566

YORK VICTORIAN
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ELECTRICAL FLOOR PLAN
1 : 100

SHEET Nº. 7 OF 7
REVISION
JOB Nº. 2617

HERITAGE IMPACT STATEMENT

Development Application

Lot 88B, 44 Stirling Terrace, Toodyay WA 6566

Prepared in accordance with **Local Planning Policy No. 20 – Central Toodyay Heritage Area**

1. Property Details

Property: Lot 88B, 44 Stirling Terrace, Toodyay WA 6566

Proposal: Construction of a new single-storey residential dwelling and associated landscaping.

---

2. Introduction

This Heritage Impact Statement has been prepared to accompany the Development Application for the proposed construction of a new residence on Lot 88B, 44 Stirling Terrace, Toodyay.

The site is located within the Central Toodyay Heritage Area and the proposal has therefore been assessed against the objectives and requirements of the Shire of Toodyay Local Planning Policy No. 20.

The site is currently vacant and contains no heritage buildings or structures.

---

3. Heritage Significance of the Site and Surrounding Area

The Central Toodyay Heritage Area is recognised for its collection of historic buildings, traditional streetscapes and townscape character dating from the nineteenth and early twentieth centuries.

Although the subject land lies within the Heritage Area, the site itself is vacant and does not contain any identified heritage fabric or buildings.

The significance of the locality is derived primarily from:

- the established streetscape along Stirling Terrace;
- surrounding heritage buildings;
- traditional subdivision pattern;
- landscaped public realm;
- the visual relationship between buildings and the Avon River precinct.

The proposed development has been designed to complement these existing heritage values rather than imitate historical architecture.

---

4. Assessment of Heritage Impact

How will the proposed works affect the significance of the place or area?

The proposal is considered to have **minimal impact** on the heritage significance of the Central Toodyay Heritage Area.

The dwelling has been designed to:

- maintain a residential scale compatible with neighbouring development;
- respect existing building setbacks and orientation;
- present a simple roof form that is visually recessive;
- utilise muted external colours and materials appropriate to the surrounding heritage setting;
- avoid excessive building bulk or visually dominant architectural elements.

The proposal does not involve:

- demolition of any heritage building;
- alteration of any recognised heritage fabric;
- removal of significant heritage features;
- obstruction of important heritage vistas along Stirling Terrace.

The development therefore preserves the overall heritage character of the locality while allowing an appropriate contemporary residential dwelling.

---

5. Alternatives Considered

During the design process several alternatives were considered to minimise any potential heritage impacts.

These included:

- locating the dwelling to maintain the established streetscape rhythm;
- selecting a single-storey design rather than a more visually dominant two-storey dwelling;
- adopting a restrained contemporary architectural style rather than highly contrasting forms;
- using complementary colours and materials that sit comfortably within the heritage precinct;
- providing simple landscaping rather than extensive hardscape treatments.

These design decisions significantly reduce any visual impact on the heritage area.

---

6. Heritage Conservation Benefits

The proposal will provide several heritage conservation benefits including:

- development of a currently vacant lot within the town centre;
- completion of the streetscape in a manner consistent with surrounding development;
- increased passive surveillance and long-term occupation of the site;
- enhancement of the visual appearance of the locality through quality landscaping;
- encouragement of ongoing investment within the Central Toodyay Heritage Area.

The proposal represents sensitive infill development that supports the continued vitality and sustainability of the heritage precinct.

---

7. Compliance with Local Planning Policy No. 20

The proposed development is considered consistent with the objectives of Local Planning Policy No. 20 because it:

- complements rather than competes with surrounding heritage buildings;
- respects the existing streetscape character;
- retains the heritage qualities of the Central Toodyay Heritage Area;
- provides an appropriately scaled residential development;
- contributes positively to the long-term character of the town centre.

---

8. Conclusion

The proposed dwelling has been carefully designed to respond to its location within the Central Toodyay Heritage Area.

As the site is vacant and contains no heritage fabric, the proposal will not result in the loss of heritage significance. Through its scale, siting, architectural form, material selection and landscaping, the development will integrate sympathetically with the surrounding heritage environment while providing a high-quality contemporary residence.

Accordingly, it is concluded that the proposal satisfies the intent and objectives of the Shire of Toodyay Local Planning Policy No. 20 and is expected to have **minimal adverse heritage impact** while contributing positively to the ongoing character and vitality of Central Toodyay.

Barbara McCarney
3–5 Duke Street North
Toodyay WA 6566

24 September 2026

Shire of Toodyay
Jonathan Pratama
Town Planner
15 Fiennes Street, Toodyay WA 6566

RE: DEVELOPMENT APPLICATION – LOT 88B, 44 STIRLING TERRACE, TOODYAY

Dear Johanthan,

Thank you for your patience in this matter, please find below the letter from Barbara McCarney addressing the quite home design requirements.

I am writing in support of my Development Application for the construction of my new home at **Lot 88B, 44 Stirling Terrace, Toodyay**, and to provide further information regarding the design features incorporated into the house to address the **Quiet House Design criteria**.

The railway line is approximately **60 metres from the Stirling Terrace side of the property**. As a result, particular attention has been given to the front portion of the house, where additional measures have been incorporated to reduce the potential impact of railway noise and vibration.

The house will be constructed on a **concrete slab**, which will provide a solid foundation and assist in minimising the transmission of vibration associated with rail traffic. The property is also situated at a lower level than the railway line, with the **Information Bay located between the railway and the property**, providing a natural separation and buffer.

The house design has been amended to incorporate a number of additional noise-reduction measures, including:

- A **4-metre square storage area** facing the main street. This enclosed area provides an additional layer of separation and effectively creates two walls between the railway side of the property and the main living and kitchen areas.
- The front entrance will incorporate **two Hume JST6 paint-grade doors**, with a small enclosed porch area between them. This creates an additional acoustic barrier before entering the main living areas of the home.
- **Bedroom 2**, which faces Stirling Terrace and Cascade Lane, will have **Soundcheck Gyprock wall panels** installed to the two exterior-facing walls. The windows will also incorporate **Comfort Plus glazing** to provide improved thermal and acoustic insulation.
- The windows throughout the **living room and bedrooms** will use **Comfort Plus glazing**, providing additional insulation and helping to reduce external noise transmission.

- All exterior doors will be **solid timber doors with quality sealing**, further reducing the potential for noise and air movement through gaps around doors.
- The **alfresco area is located at the rear of the property**, furthest from the railway line. This location is consistent with the principles of a Quiet House Design by placing the outdoor living area away from the primary noise source.

The overall house design is also expected to achieve an **energy efficiency rating of more than 7 stars**, providing additional benefits in relation to the thermal performance and insulation of the home.

The home is to be constructed by **Cedar Homes**, a builder with a long-standing reputation for quality workmanship. Particular care will be taken during construction to ensure that doors, windows and other building elements are properly fitted and sealed, minimising potential gaps that could compromise the acoustic and thermal performance of the building.

I have endeavoured to incorporate these measures into the design so that the home is both comfortable to live in and appropriately designed for its location near the railway line.

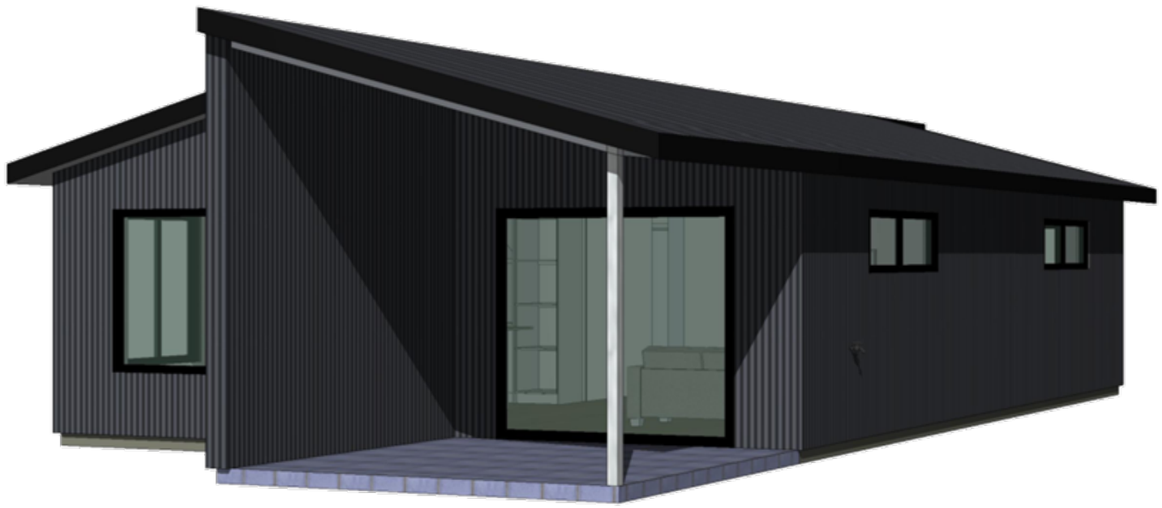
I respectfully ask that the Shire of Toodyay give favourable consideration to my Development Application.

I am very much looking forward to finally seeing this long-vacant block developed into a **comfortable, attractive country cottage-style home** that will complement the character of Toodyay and provide me with a wonderful place to live and enjoy my retirement.

Thank you for taking the time to consider my application.

Yours sincerely,

Barbara McCarney





THIS 3D IMAGE IS FOR ILLUSTRATION PURPOSES ONLY. PLEASE SEE ADDENDA & CONTRACT FOR SPECIFIC COLOURS & FINISHES

EVOKE LIVING HOMES

61 OLD YORK ROAD, NORTHAM WA 6401
Phone: 1300 138 653
Email: sales@elhomes.com.au
Website: www.evokelivinghomes.com.au

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SIGNATURES

CLIENT: ... / /

CLIENT: ... / /

BUILDER: ... / /

VARIATIONS	DATE:	INT:	VARIATIONS	DATE:	INT:
REVA	31/01/26	CP	REVH - DC CHANGES	16/07/26	NV
REVB	18/02/26	NV			
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REVG - SITE	08/06/26	CP			

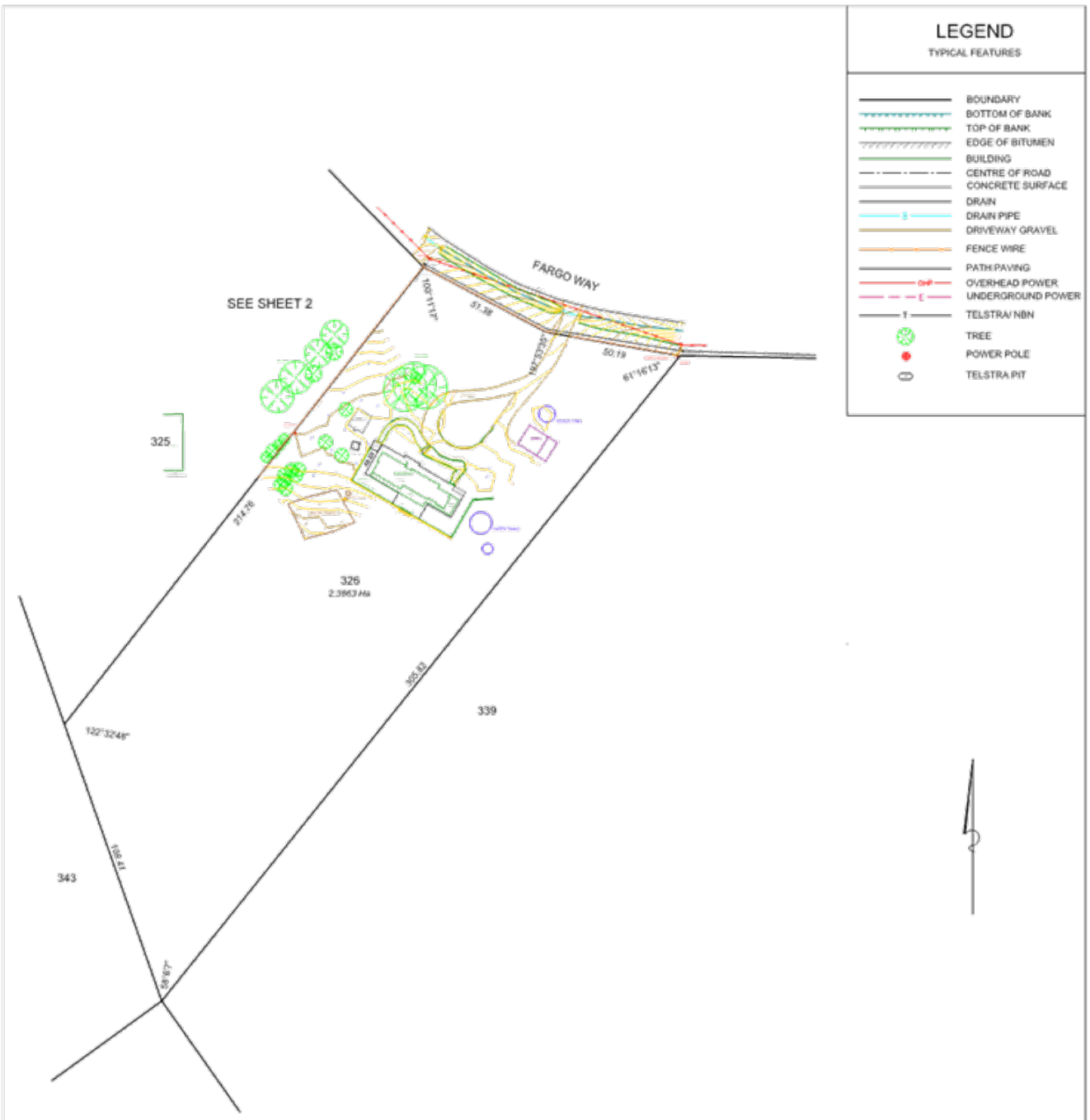
CLIENT NAME:
BRENDEN & DEBBIE NICHOLS

SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP

JOB No. 477

SHEET No: 1



NOTES
This survey does not guarantee the correct position of fences or found pegs.
For the location of underground utility services see "Dial Before You Dig" plans
Services shown are from Before you Dig Plans and visible lids
All units are in metres
Contour interval 0.2m
Grid is Aglime94
Vertical datum isassumed.
Check title for easements, encumbrances and and ownership etc.
We recommend a boundary survey prior to construction to verify the location of boundaries.
Cadastral information has been sourced from Landgate positioned by fences

SHEET 1 OF 2 SHEETS

PLAN OF CONTOUR AND FEATURE SURVEY LOT 326 11 FARGO WAY, TOODYAY	METADATA		JOB NUMBER 2042 VERSION	F.M. SURVEYS PTY LTD P.O. Box 81 NORTHAM WA 6401 Ph. 0400 781 694 Email: mark@fmsurveys.com.au Drawn Mark Spencer
	LOCAL AUTHORITY	SHIRE OF TOODYAY		
	DATE OF SURVEY	04-06-2026		
	SCALE	1:1000 AT A2		

SITE SURVEY
NTS

EVOKE LIVING HOMES

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Phone: 1300 138 653
Email: sales@elhomes.com.au

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CLIENT: ..... / /
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SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	####
COASTAL:	NO
WIND REGION:	####
DATE:	<DATEOFISSUE>
SALES:	####
DRAWN:	####

JOB No. 477
SHEET No: 2



NOTES
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Contour interval 0.2m
Grid is Aglime94
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Check title for easements, encumbrances and and ownership etc.
We recommend a boundary survey prior to construction to verify the location of boundaries.
Cadastral information has been sourced from Landgate positioned by fences

0 10 20 Meters

SHEET 2 OF 2 SHEETS

PLAN OF

CONTOUR AND FEATURE SURVEY
LOT 326
11 FARGO WAY, TOODYAY

METADATA	
LOCAL AUTHORITY	SHIRE OF TOODYAY
DATE OF SURVEY	04-06-2026
SCALE	1:200 AT A2

JOB NUMBER 2042

VERSION

F.M. SURVEYS PTY LTD
P.O. Box 81
NORTHAM WA 6401
Ph. 0400 781 694
Email: mark@fmsurveys.com.au
Drawn
Mark Spencer

SITE SURVEY

NTS

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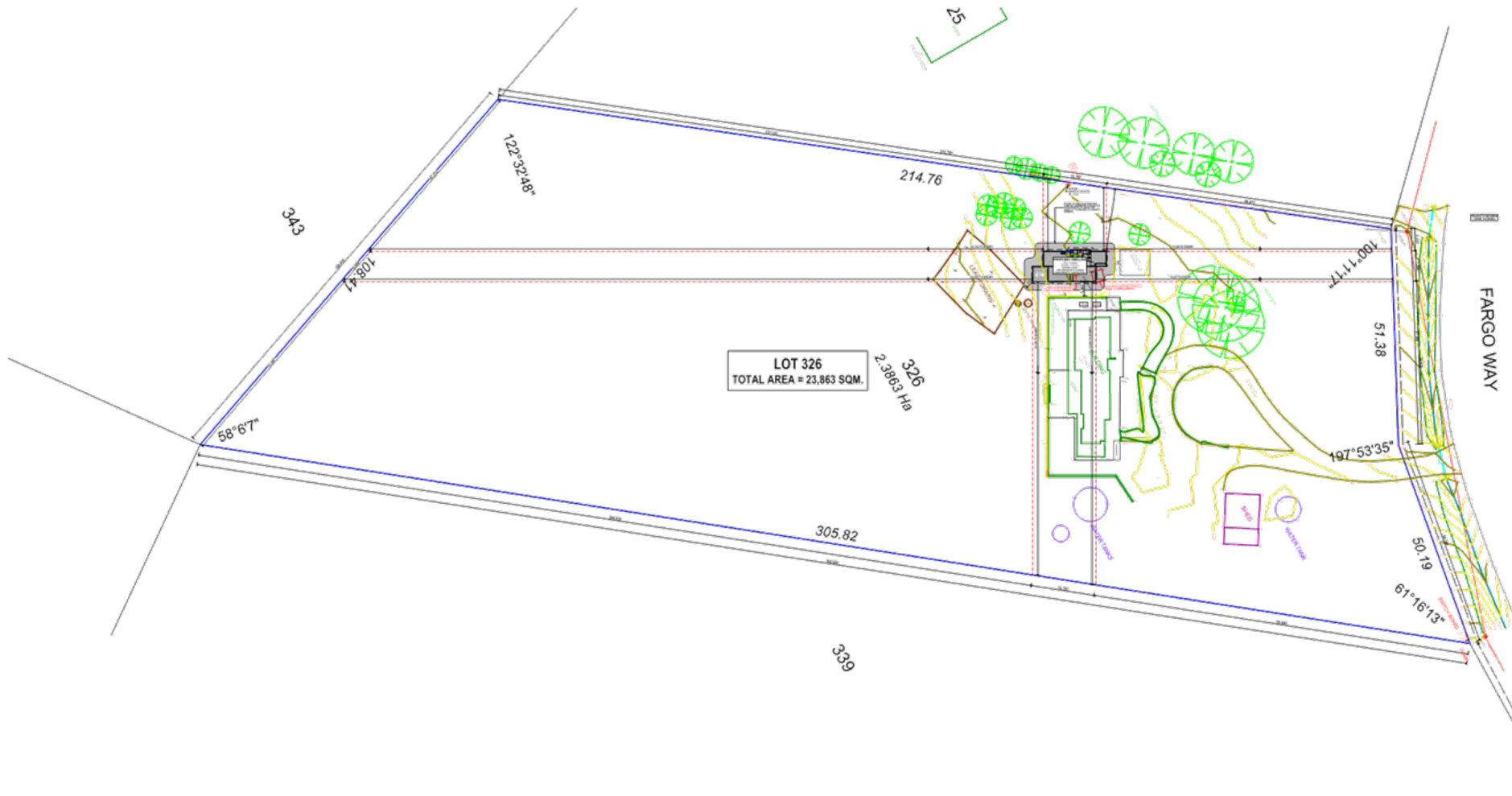
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COASTAL:	NO
WIND REGION:	####
DATE:	<DATEOFISSUE>
SALES:	####
DRAWN:	####

JOB No. 477

SHEET No: 3

SITE WORKS BY THE CLIENT TO INCLUDE:

1. REMOVAL OF TREES, SHRUBS & LAWN.
2. SUPPLY OF SAND PAD & COMPACTING TO NOMINATED LEVELS.
3. STORMWATER TO SHIRE REQUIREMENTS.
4. POWER, WATER & SEWER CONNECTION.



OVERALL SITE PLAN - PROPOSED

1:1000

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COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP
JOB No.	477
SHEET No:	4

76

DATUM SPIKE IN GROUND RL 10.00

15,157

68,471

FENCE WIRE LOW

EXTENT OF PAD (TO EXTEND MIN. 2.0M PAST PERIMETER OF BUILDING) EARTHWORKER TO GRADE PAD SLIGHTLY TO ONE SIDE TO PREVENT PONDING

17,331

15,157

15,000

LOT 326
TOTAL AREA = 23,863 SQM.

160,154 TO B'NDRY

67,949 TO B'NDRY

PROPOSED DWELLING
F.F.L. = 10.20 RL
BACKFILL = 10.10 RL
CUT PAD = 9.63 RL
(SITE SUPERVISOR TO CONFIRM LEVELS PRIOR TO CONSTRUCTION)

ALFRESCO RL -0

CONCRETE BASKETBALL PAD

CLOTHES LINE

163,882 TO B'NDRY

70,667 TO B'NDRY

2,000

METER BOX

TREE TO BE REMOVED PRIOR TO EARTHWORKS

3,442

CLOTHESLINE TO BE REMOVED PRIOR TO EARTHWORKS

LEACH DRAINS

SEPTIC TANK

69,748 TO B'NDRY

TOP OF WALL 10.26

LIMESTONE RETAINING WALL

PAVING

PLANTER BOX

72,096 TO B'NDRY

BUILDING

FLOOR LEVEL 10.31

GARDEN WALL

PAVING

DETAILED SITE PLAN - PROPOSED

1:200

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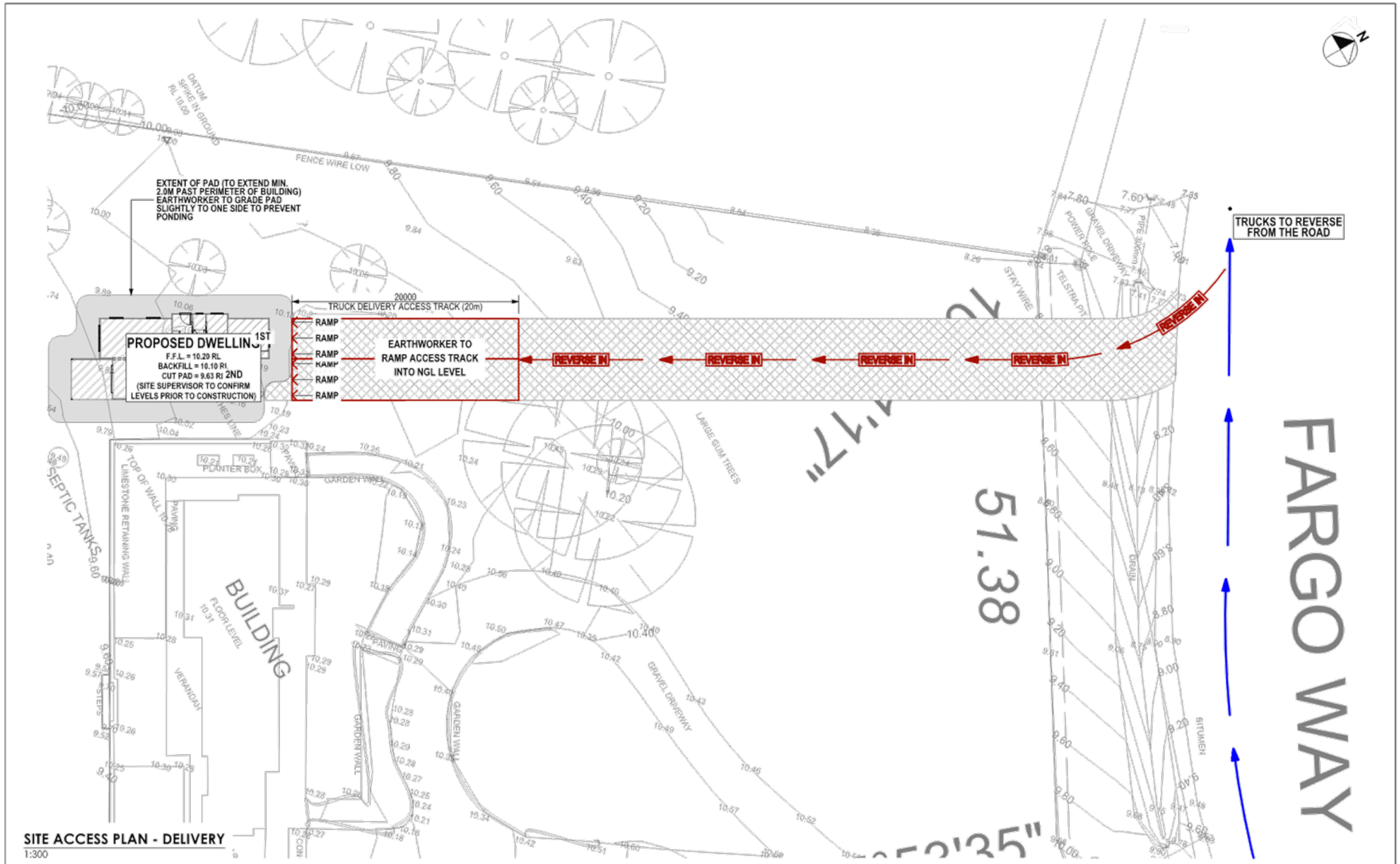
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TOODYAY WA 6566

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SALES:	SL
DRAWN:	CP

JOB No. 477
SHEET No: 5



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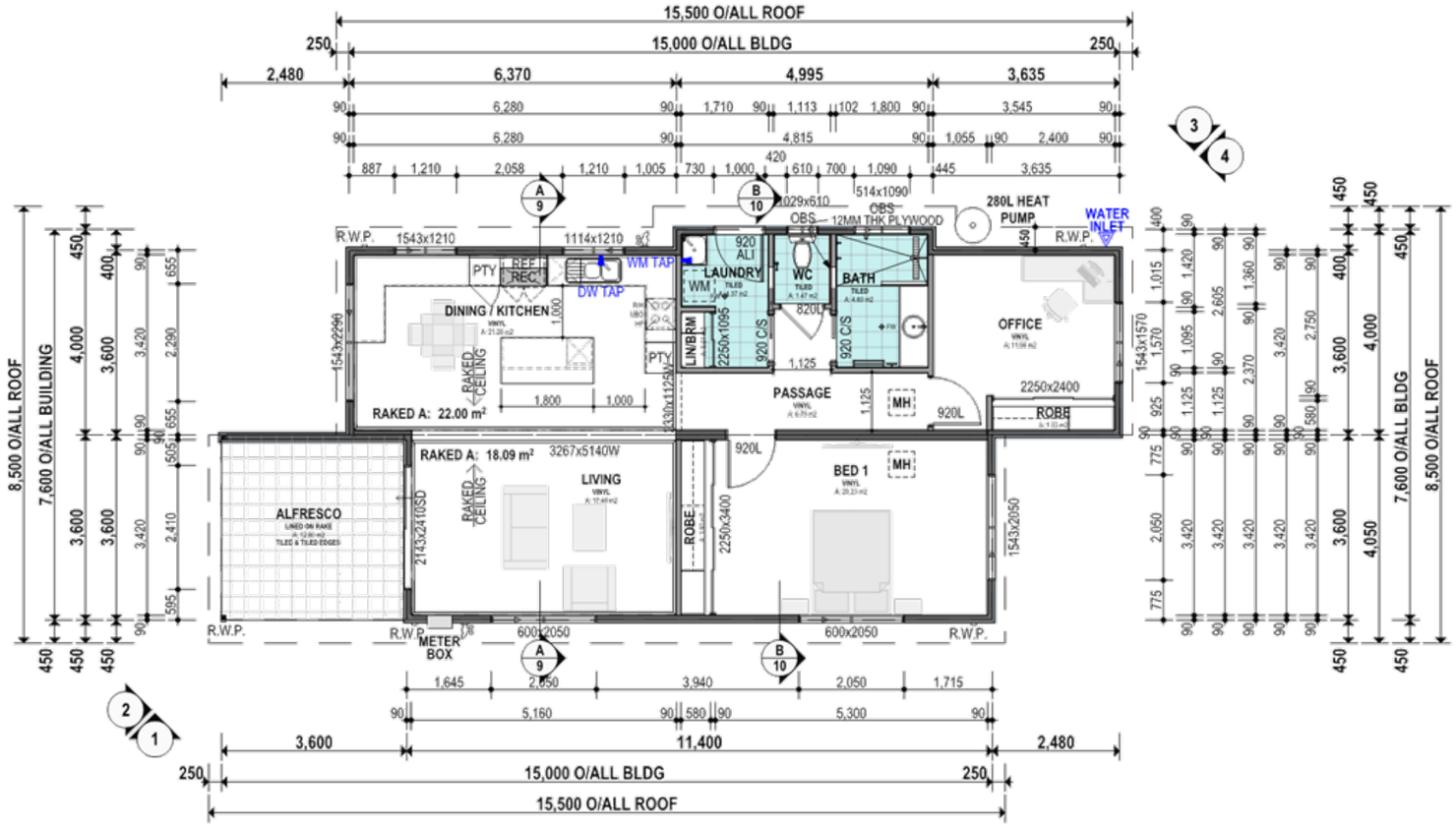
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COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP
JOB No:	477
SHEET No:	6

NOTES:

- CLIENT SUPPLIED MATERIALS & LABOUR - REFER TO CONTRACT & ADDENDA.
- BUILDER TO VERIFY ALL DIMENSIONS, LEVELS & CONTOURS ON SITE BEFORE CONSTRUCTION.
- DIMENSIONS ARE TO FRAME STUDS ONLY & DO NOT INCLUDE LININGS OR CLADDINGS
- HEIGHTS ARE FROM TOP OF SLAB. NO ALLOWANCE MADE FOR FLOOR COVERINGS.
- THE NATIONAL CONSTRUCTION CODE OF AUSTRALIA FORMS PART OF THESE DRAWINGS, ALL THE NCC 2022 REQUIREMENTS ARE TO APPLY INCLUDING THOSE NOT SHOWN OR MENTIONED HERE IN.
- SMOKE DETECTOR TO NCC 2022 9.5.1 & TO MEET AS3786 TO BE INTERCONNECTED.
- BUILDER IS TO PROVIDE ALL FLASHINGS AS NECESSARY TO WATERPROOF THE BUILDING.
- WET AREA FLOORS TO BE WATERPROOFED IN ACCORDANCE WITH AS3740 *"WATERPROOFING OF WET AREAS WITHIN RESIDENTIAL BUILDINGS.*
- TILING TO WET AREAS BY BUILDER, UNLESS NOTED OTHERWISE.
- ELECTRICAL & PLUMBING FINAL LOCATIONS AT DISCRETION OF TRADES TO MEET AS/NZS 3000 & AS/NZS 3500.5
- GUTTERS AND DOWNPIPES TO DISPERSE WATER TO GROUND LEVEL UNLESS NOTED OTHERWISE. LOCATIONS AS DISCRETION OF BUILDER.
- SOAKWELLS / STORMWATER IN ACCORDANCE WITH NCC REQUIREMENTS & BUILDING PERMIT CONDITIONS TO BE UNDERTAKEN *BY CLIENT*
- EXTERNAL DOORS & OPENABLE WINDOWS SERVING HABITABLE ROOMS TO BE FITTED WITH WEATHER SEALS IN ACCORDANCE WITH NCC 2022 PART 13.4.4 ALL WINDOWS TO BE IN ACCORDANCE WITH AS 2047.
- FULL HEIGHT TIMBER EXTERNAL OPENINGS TO NOT SIT DIRECTLY ON CONCRETE.
- MANHOLE & WALL VENT FINAL LOCATIONS SUBJECT TO CHANGE AT DISCRETION OF BUILDER
- CABINET WORKS SUBJECT TO CHANGE AT DISCRETION OF CABINET MAKER
- STEP PLATES UNDER FULL HEIGHT OPENINGS
- ALL STANDARDS REFERENCED TO BE CURRENT VERSION AT TIME OF CONSTRUCTION.
- ENGINEERS DESIGN AND DETAILS TO TAKE PRECEDENCE OVER ARCHITECTURAL PLANS AND DETAILS

SPECIAL NOTES:

- CEILING HEIGHT: **2400MM AFL** THROUGHOUT
- PVC PAINTED DOWNPIPES



AREA CALCULATION

	AREA	PERIMETER
ALFRESCO	12.96	14.40
BUILDING	97.04	45.20
	110.00 m²	59.60 m

FLOOR PLAN

1:100

BAL 19
BUILD TO MEET REQUIREMENTS

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Phone: 1300 138 653
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REVB	18/02/26	NV			
REVC - REVISION	24/02/26	PC			
REVD	03/03/26	PC			
REVE - WD	14/05/26	NV			
REVF - REVISION	19/05/26	NV			
REVG - SITE	08/06/26	CP			

CLIENT NAME:
BRENDEN & DEBBIE NICHOLS
SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP
JOB No.	477
SHEET No:	7

NOTES:

COLOUR SELECTIONS

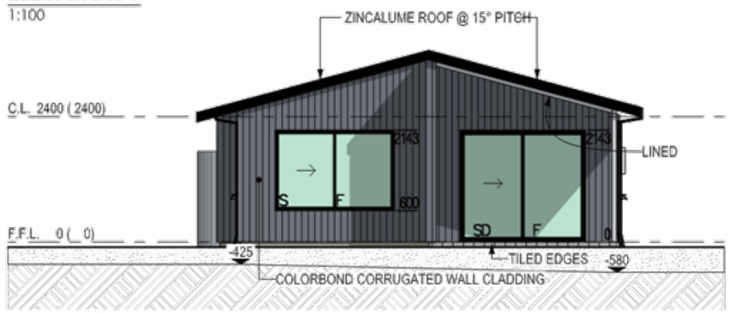
ROOF:	ZINCALUME
WALLS:	TBA

INSULATION

ROOF:	R1.3 ANTICON
CEILING:	R4.1 BATTS
EXTERNAL WALLS:	R2.5HD BATTS + R0.3 THERMAL BREAK
INTERNAL WALLS:	N/A
UNDERFLOOR:	N/A



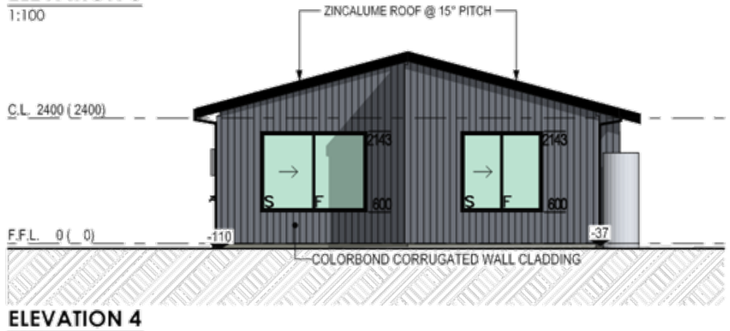
ELEVATION 1
1:100



ELEVATION 2
1:100



ELEVATION 3
1:100



ELEVATION 4
1:100

BAL 19
BUILD TO MEET REQUIREMENTS

EVOKE LIVING HOMES

61 OLD YORK ROAD, NORTHAM WA 6401
Phone: 1300 138 653
Email: sales@elhomes.com.au
Website: www.evokelivinghomes.com.au

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SIGNATURES

CLIENT: ... / ... / ...

CLIENT: ... / ... / ...

BUILDER: ... / ... / ...

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CLIENT NAME:
BRENDEN & DEBBIE NICHOLS

SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP

JOB No. 477

SHEET No: 8

CONSTRUCTION NOTES:

WALL AND ROOF FRAME
EXTERNAL WALL: 90mm STEEL FRAME
INTERNAL WALL: 90mm STEEL FRAME
ROOF FRAME: STEEL TRUSS
CEILING FRAME: 25mm STEEL CEILING BATTEN
ROOF BATTEN: 40mm 0.55 BMT STEEL TOP HAT

CLADDINGS
EXTERNAL WALL: CLADDING AS PER ELEVATIONS, BUILDERS WRAP WITH INSULATION BATTS. REFER TO ENERGY REPORT
INTERNAL WALL: 10mm GYPROCK
ROOF: 0.42 CORRUGATED SHEET
FASCIA: COLORBOND REBATE FASCIA
GUTTER: COLORBOND ROOFLINE COLONIAL SLOTTED GUTTER

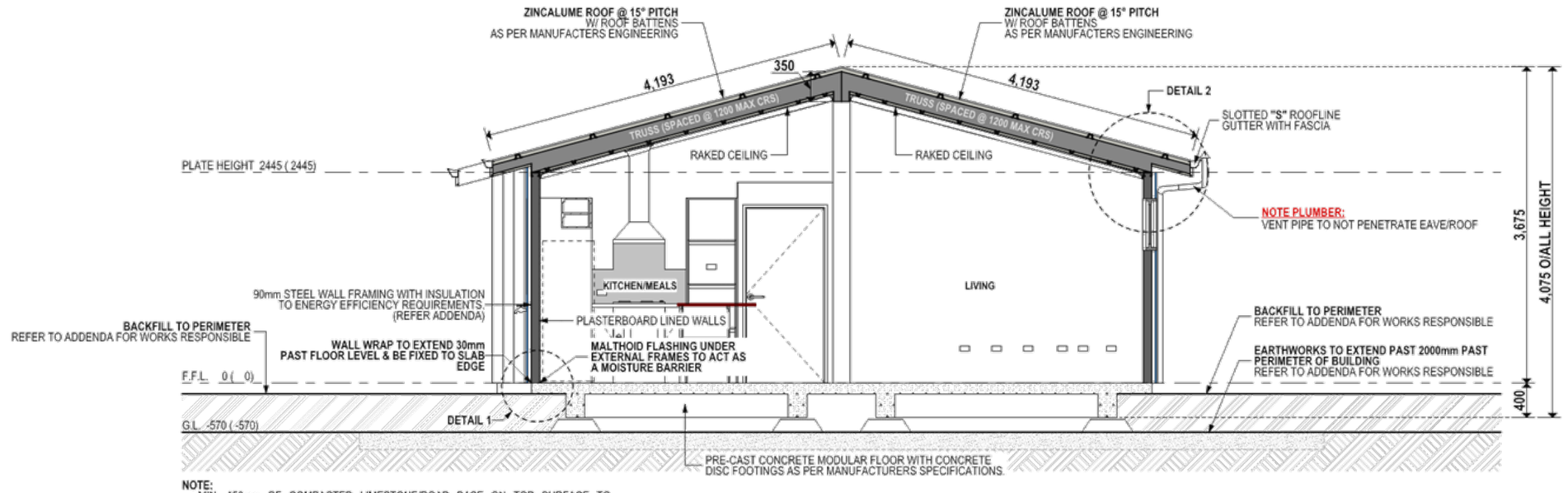
GENERAL
- ROOF TRUSSES AND CONNECTION TO SUPPLIER'S DETAILS IN ACCORDANCE WITH THE SPECIFIED DESIGN CRITERIA.
- LIVE LOAD ASSUMPTION: 1.5 kPa.
- COMPACT SOIL TO ENSURE MIN. BEARING CAPACITY OF 150 kPa.

STRUCTURAL NOTES
- ALL WORK TO CONFORM WITH THE PROVISIONS OF NCC 2022
- ALL WELDS TO BE MIN. 5mm CATEGORY GP TO AS1554
- ALL STEELWORK TO AS4100 & AS4600
- ALL TIMBER WORK TO AS1684.4
- ALL SHS/RHS TO BE MIN.
- STEEL SURFACE TREATMENT TO THE CLIENTS REQUIREMENT. CONTACT ENGINEER FOR ADVICE IF UNSURE.
- ALL CONCRETE TO MIN. N20 / 20 / 80 TO AS3600.

ALL REFERENCED STANDARDS TO BE THE CURRENT VERSION AT THE TIME OF CONSTRUCTION.

FOUNDATIONS & EARTHWORKS
- ALL VEGETATION AND DELETERIOUS MATTER IS TO BE REMOVED FROM THE BUILDING AREA.
- FOUNDATION SOIL TO BE CLEAN, COMPACT NATURAL GROUND, FREE OF EXCESSIVE MOISTURE.
- GROUND SHALL BE COMPACTED TO ACHIEVE: FOR SAND SITES - MINIMUM 6 BLOWS OVER 150mm-450mm, 7 BLOWS OVER 450mm-750mm & 9 BLOWS OVER 750-1050mm WITH A PERTH SAND PENETROMETER (AS 1289.6.3.3). FOR COHESIVE/GRAVEL SITES - MINIMUM 6 BLOWS OVER 150mm USING A DYNAMIC CONE PENETROMETER (DCP) THROUGH ALL FILL OR TO 600mm IN NATURAL GROUND.
- PREPARE SITE SUCH THAT SURFACE RUNOFF CANNOT DRAIN OVER OR POND ADJACENT TO FOUNDATIONS.
- SUBSOIL DRAINAGE TO BE DETERMINED FOLLOWING CUT INSPECTION.
- ENSURE EXCAVATIONS FOR PLUMBING DO NOT UNDERMINE FOUNDATIONS. IF UNDERMINING IS LIKELY TO OCCUR CONTACT ENGINEER.
- SITE TO HAVE 150mm MIN. OF LIMESTONE/ROAD BASE ON THE TOP OF SURFACE COMPACTED TO ACCOMMODATE THE TRUCK INSTALLATION OF THE MODULES BEING OVER HOUSE PAD AREA & THE RAMP OFF THE ROAD TO THE HOUSE PAD FOR ALL SOIL CLASSES.
- FOOTING DESIGN TO MEET REQUIREMENTS OF AS2870 AS PER SOIL CLASS REPORT.

SOIL CLASS : **A**
WIND REG : **A1**
TERRAIN CAT : **TC2.5**
TOPOGRAPHIC CLASS : **T0**
WIND CLASS: **N1**



SECTION A-A
1:50

NOTE:
- MIN. 150mm OF COMPACTED LIMESTONE/ROAD BASE ON TOP SURFACE TO ACCOMODATE TRUCK INSTALLATION OF THE MODULE/S OVER DWELLING PAD.
- DWELLING PAD AREA TO RAMP OFF FOR TRUCK.
- ALL SURFACE RUN OFF WATERS DIRECTED AWAY FROM PAD

BAL 19
BUILD TO MEET REQUIREMENTS

EVOKE LIVING HOMES
61 OLD YORK ROAD, NORTHAM WA 6401
Phone: 1300 138 653
Email: sales@elhomes.com.au
Website: www.evokelivinghomes.com.au
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REVG - SITE	08/06/26	CP			

CLIENT NAME:
BRENDEN & DEBBIE NICHOLS
SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP

JOB No. 477
SHEET No: 9

CONSTRUCTION NOTES:

WALL AND ROOF FRAME

EXTERNAL WALL:	90mm STEEL FRAME
INTERNAL WALL:	90mm STEEL FRAME
ROOF FRAME:	STEEL TRUSS
CEILING FRAME:	25mm STEEL CEILING BATTEN
ROOF BATTEN:	40mm 0.55 BMT STEEL TOP HAT

CLADDINGS

EXTERNAL WALL:	CLADDING AS PER ELEVATIONS, BUILDERS WRAP WITH INSULATION BATTS. REFER TO ENERGY REPORT
INTERNAL WALL:	10mm GYPROCK
ROOF:	0.42 CORRUGATED SHEET
FASCIA:	COLORBOND REBATE FASCIA
GUTTER:	COLORBOND ROOFLINE COLONIAL SLOTTED GUTTER

GENERAL

- ROOF TRUSSES AND CONNECTION TO SUPPLIER'S DETAILS IN ACCORDANCE WITH THE SPECIFIED DESIGN CRITERIA.
- LIVE LOAD ASSUMPTION: 1.5 kPa.
- COMPACT SOIL TO ENSURE MIN. BEARING CAPACITY OF 150 kPa.

STRUCTURAL NOTES

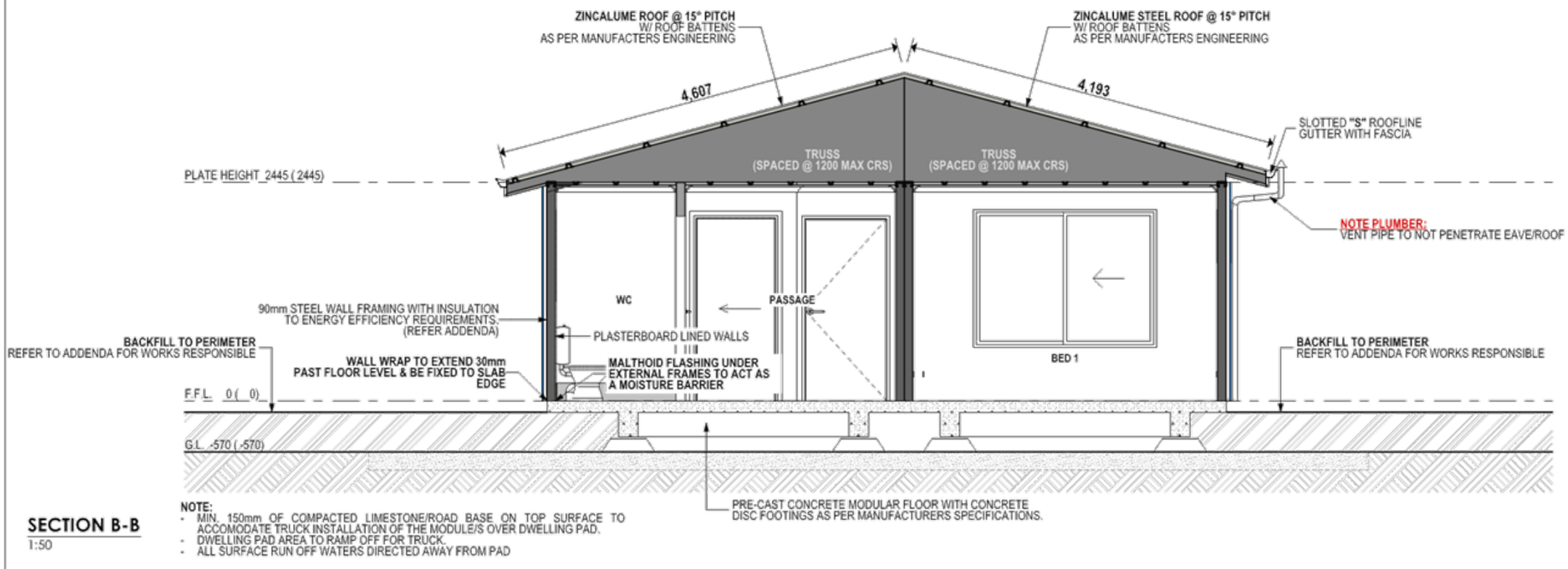
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- ALL TIMBER WORK TO AS1684.4
- ALL SHS/RHS TO BE MIN.
- STEEL SURFACE TREATMENT TO THE CLIENTS REQUIREMENT. CONTACT ENGINEER FOR ADVICE IF UNSURE.
- ALL CONCRETE TO MIN. N20 / 20 / 80 TO AS3600.

ALL REFERENCED STANDARDS TO BE THE CURRENT VERSION AT THE TIME OF CONSTRUCTION.

FOUNDATIONS & EARTHWORKS

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- FOOTING DESIGN TO MEET REQUIREMENTS OF AS2870 AS PER SOIL CLASS REPORT.

SOIL CLASS : **A**
WIND REG : **A1**
TERRAIN CAT : **TC2.5**
TOPOGRAPHIC CLASS : **T0**
WIND CLASS: **N1**



SECTION B-B
1:50

NOTE:
- MIN. 150mm OF COMPACTED LIMESTONE/ROAD BASE ON TOP SURFACE TO ACCOMODATE TRUCK INSTALLATION OF THE MODULE/S OVER DWELLING PAD.
- DWELLING PAD AREA TO RAMP OFF FOR TRUCK.
- ALL SURFACE RUN OFF WATERS DIRECTED AWAY FROM PAD

BAL 19
BUILD TO MEET REQUIREMENTS

EVOKE LIVING HOMES

61 OLD YORK ROAD, NORTHAM WA 6401
Phone: 1300 138 653
Email: sales@elhomes.com.au
Website: www.evokelivinghomes.com.au

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BUILDER: ... / ... / ...

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REVD	03/03/26	PC			
REVE - WD	14/05/26	NV			
REVF - REVISION	19/05/26	NV			
REVG - SITE	08/06/26	CP			

CLIENT NAME:
BRENDEN & DEBBIE NICHOLS
SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP

JOB No. 477
SHEET No: 10

CONSTRUCTION NOTES:

WALL AND ROOF FRAME
EXTERNAL WALL: 90mm STEEL FRAME
INTERNAL WALL: 90mm STEEL FRAME
ROOF FRAME: STEEL TRUSS
CEILING FRAME: 25mm STEEL CEILING BATTEN
ROOF BATTEN: 40mm 0.55 BMT STEEL TOP HAT

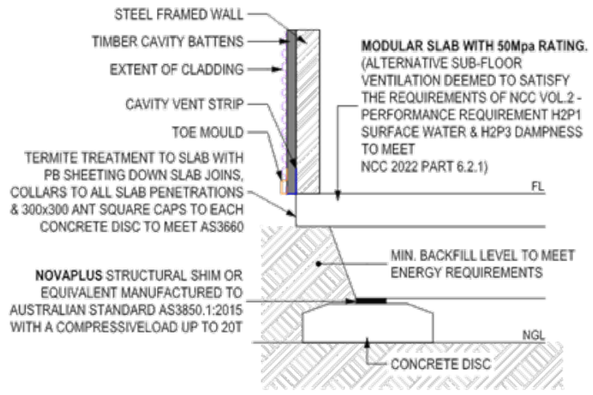
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FASCIA: COLORBOND REBATE FASCIA
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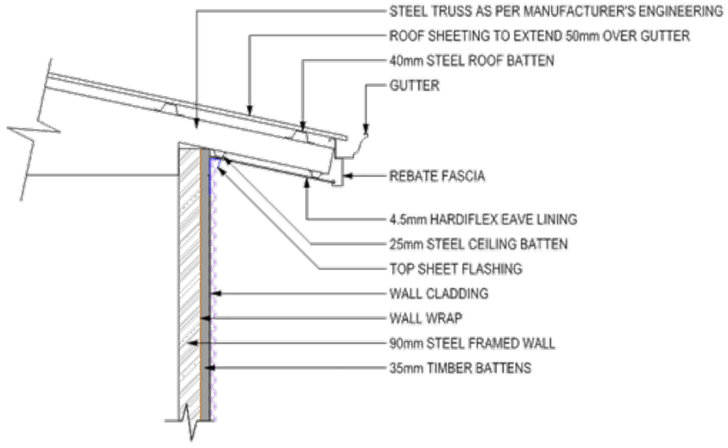
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- FOOTING DESIGN TO MEET REQUIREMENTS OF AS2870 AS PER SOIL CLASS REPORT.



DETAIL 1 - MODULAR FLOOR BACKFILL
1:20



DETAIL 2 - STANDARD EAVE TAILS
1:20

BAL 19
BUILD TO MEET REQUIREMENTS

EVOKE LIVING HOMES

61 OLD YORK ROAD, NORTHAM WA 6401
Phone: 1300 138 653
Email: sales@elhomes.com.au
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REVG - SITE	08/06/26	CP			

CLIENT NAME:
BRENDEN & DEBBIE NICHOLS
SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP
JOB No.	477
SHEET No:	11

NOTES:

1. ELECTRICAL LAYOUT TO BE CONFIRMED WITH CLIENTS AT PRE-START.
2. ALL SUBCONTRACTORS TO CHECK DIMENSIONS & NOTES PRIOR TO COMMENCEMENT OF ANY WORKS. ANY DISCREPANCIES TO BE NOTIFIED TO THE SITE SUPERVISOR WITHOUT DELAY.
3. SMOKE DETECTOR TO NCC 2022 PART 9.5.1 & TO MEET AS3786 TO BE INTERCONNECTED.
4. SAFETY BOARD, POWER READER, GPO & LIGHT SWITCH LOCATIONS MAY VARY, (FINAL LOCATIONS TO BE DETERMINED BY ELECTRICIAN).
5. EXHAUST FANS TO WET AREA'S TO PROVIDE A MINIMUM RATE OF 25 LITRES PER SECOND PER FIXTURE, BUT IN ANY CASE NO LESS THAN 10 AIR CHANGES PER HOUR.
6. LIGHT SWITCH @ 1350 AFL UNO

METERBOX / HWU NOTE:

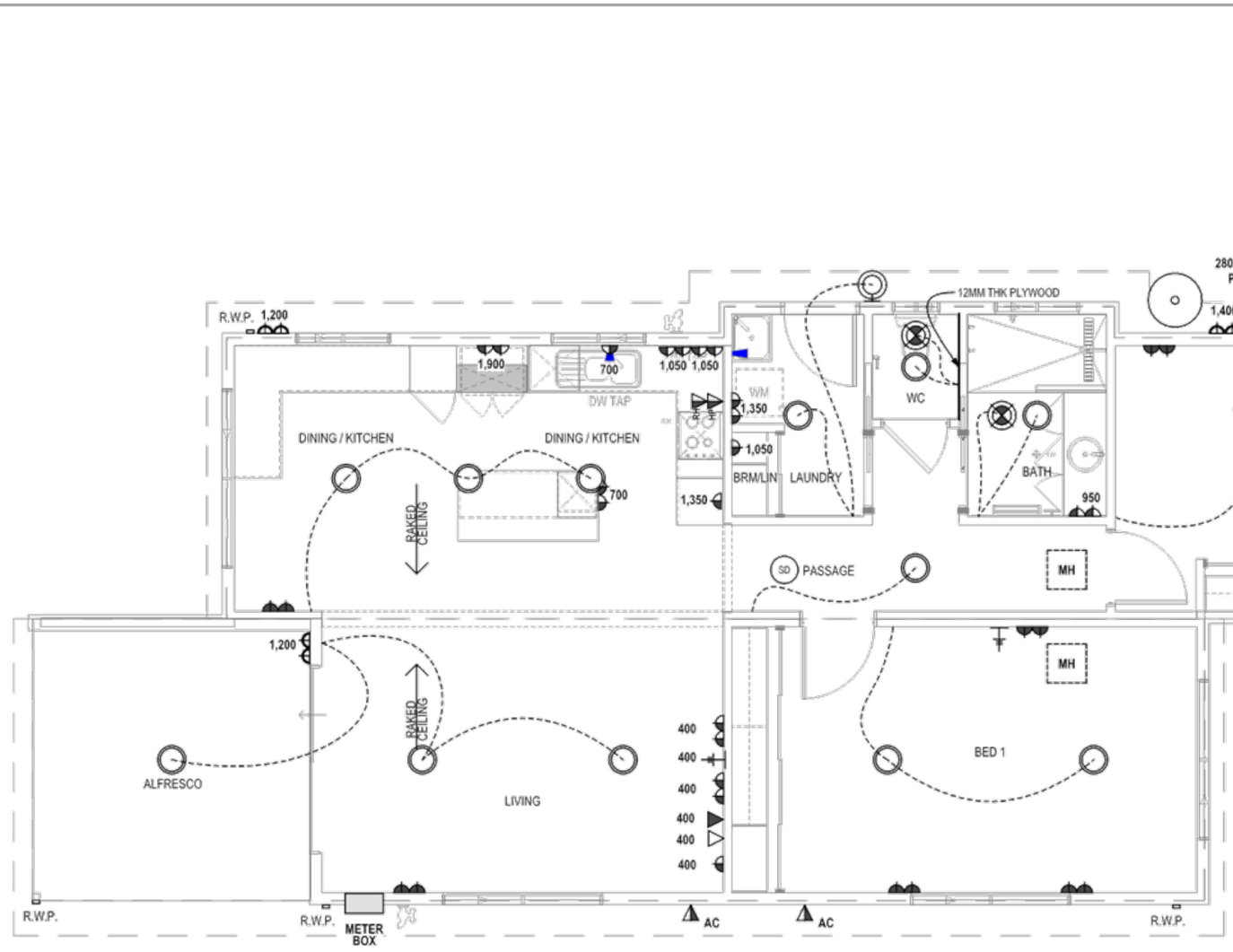
HWU TO BE ON OWN CIRCUIT

NOTE BUILDER:

CL & ROOF BATTENS TO ALLOW CLEARANCE FOR R/ HOOD

ELECTRICAL LEGEND:

SYMBOL	No.	TYPE
AC	2	AC ISO POINT @ 625 AFL
	7	DOUBLE GPO @ 300 AFL
	8	DOUBLE GPO @ NOTED HEIGHT
	2	EXHAUST FAN - FLUME THRU ROOF
	1	EXTERNAL LIGHT @ 2100 AFL
	3	EXTERNAL WPDGPO @ 1200 UNO
HP/RH	2	HP/RH ISO POINT @ 1050 AFL
	13	LED DOWN LIGHT
	1	METER BOX
	1	NBN POINT @ 400 AFL UNO
	1	PHONE & DATA POINT @ 400 AFL UNO
	4	SINGLE GPO @ NOTED HEIGHT
SD	1	SMOKE DETECTOR
	2	TV POINT @ 300 AFL UNO



ELECTRICAL PLAN

1:60

BAL 19
BUILD TO MEET REQUIREMENTS

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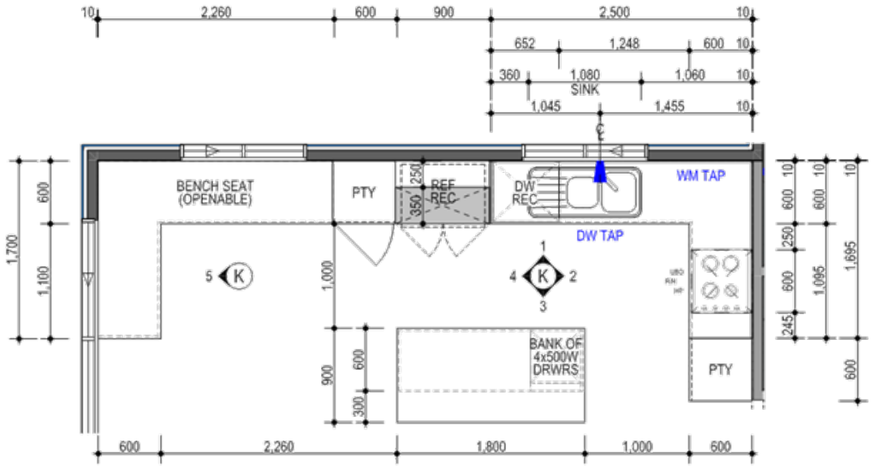
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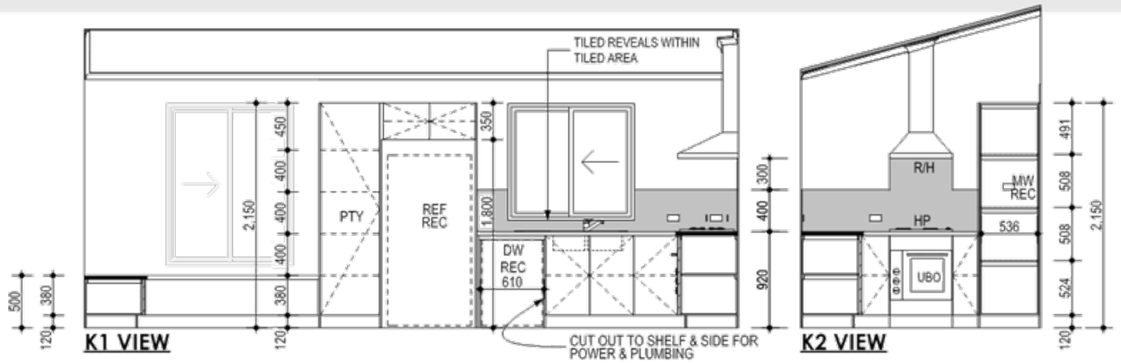
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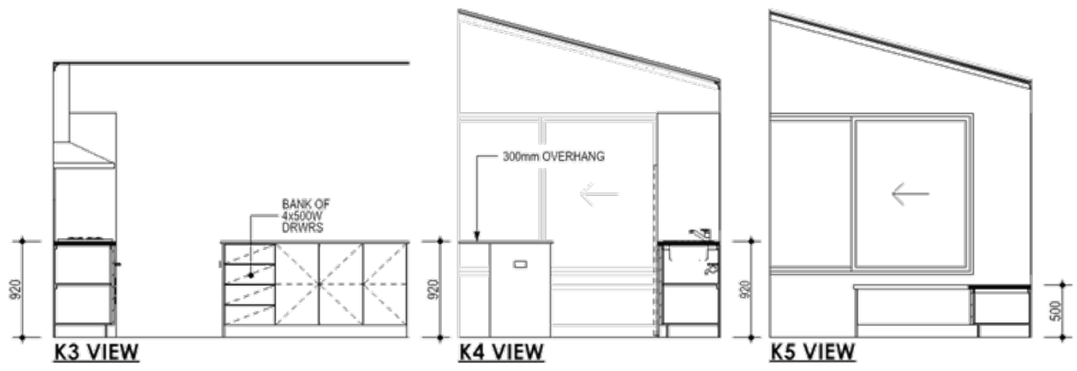
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DATE:	13/01/26
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SHEET No:	12

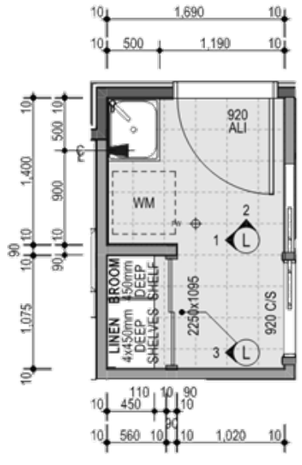
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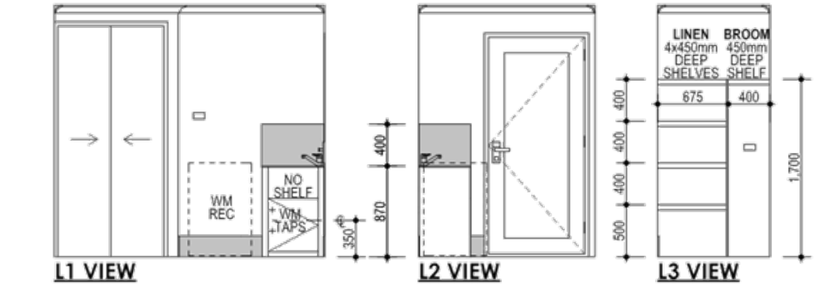
- ALL BI-PASS DOORS TO BE RECESSED BACK 10mm
- FLOOR DOOR STOP TO LAUNDRY / WC
- SHOWER FLOOR TILES TO BE LAID AT A 45°ANGLE TO ACHIEVE ADEQUATE FALL.
- ALL OTHER BATHROOM TILES TO BE LAID STRAIGHT UNO IN ADDENDA.











EVOKE LIVING HOMES

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TOODYAY WA 6566

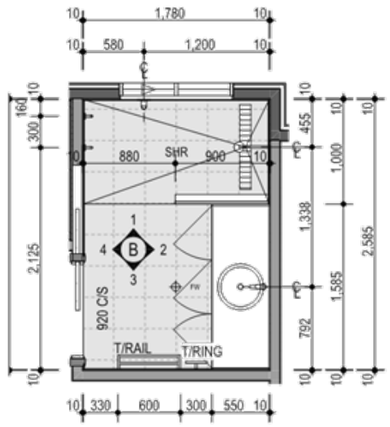
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SALES:	SL
DRAWN:	CP

JOB No. 477

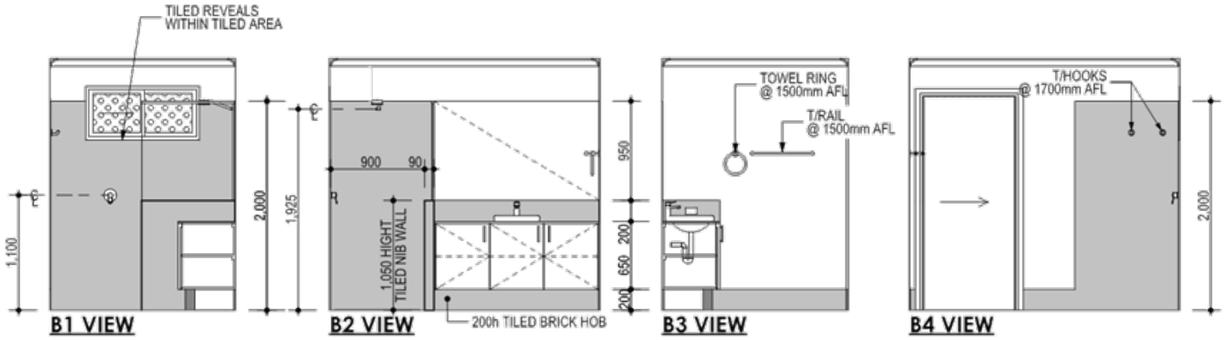
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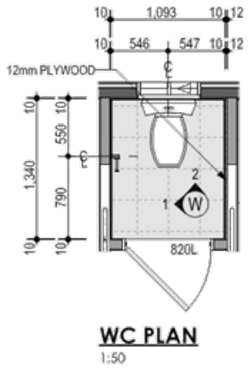
- ALL BI-PASS DOORS TO BE RECESSED BACK 10mm
- SHOWER FLOOR TILES TO BE LAID AT A 45°ANGLE TO ACHIEVE ADEQUATE FALL.
- ALL OTHER BATHROOM TILES TO BE LAID STRAIGHT UNO IN ADDENDA.



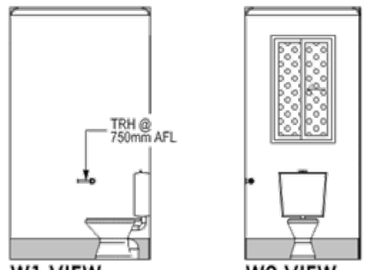
BATH PLAN
1:50



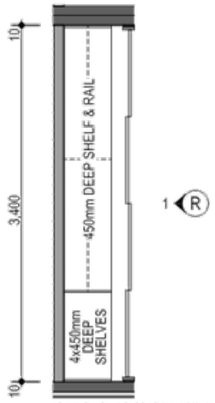
B1 VIEW B2 VIEW B3 VIEW B4 VIEW



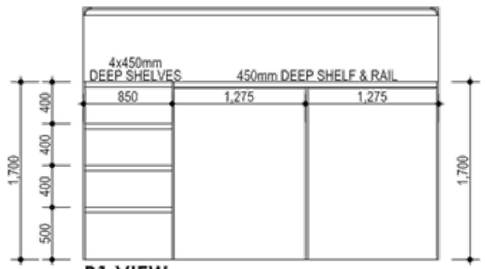
WC PLAN
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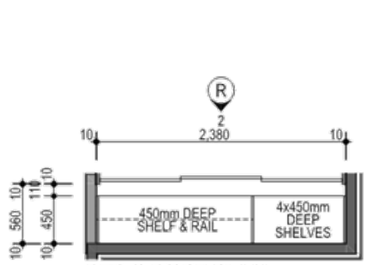
W1 VIEW W2 VIEW



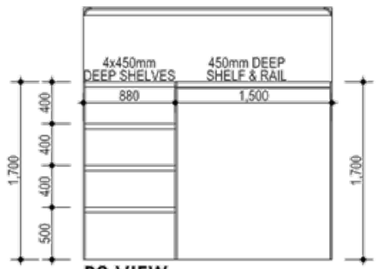
BED 1 ROBE PLAN
1:50



R1 VIEW



BED 2 ROBE PLAN
1:50



R2 VIEW

EVOKE LIVING HOMES

61 OLD YORK ROAD, NORTHAM WA 6401
Phone: 1300 138 653
Email: sales@elhomes.com.au
Website: www.evokelivinghomes.com.au

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SIGNATURES
CLIENT: ... / ... / ...
CLIENT: ... / ... / ...
BUILDER: ... / ... / ...

VARIATIONS	DATE:	INT:	VARIATIONS	DATE:	INT:
REVA	31/01/26	CP	REVH - DC CHANGES	16/07/26	NV
REVB	18/02/26	NV			
REVC - REVISION	24/02/26	PC			
REVD	03/03/26	PC			
REVE - WD	14/05/26	NV			
REVF - REVISION	19/05/26	NV			
REVG - SITE	08/06/26	CP			

CLIENT NAME:
BRENDEN & DEBBIE NICHOLS
SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP

JOB No. 477
SHEET No: 14



3D PLAN



BATH



LIVING / DINING / KITCHEN



LIVING / DINING / KITCHEN

EVOKE LIVING HOMES

61 OLD YORK ROAD, NORTHAM WA 6401
Phone: 1300 138 653
Email: sales@elhomes.com.au
Website: www.evokelivinghomes.com.au

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CLIENT: ____/____/____

BUILDER: ____/____/____

VARIATIONS	DATE:	INT:	VARIATIONS	DATE:	INT:
REVA	31/01/26	CP	REVH - DC CHANGES	16/07/26	NV
REVB	18/02/26	NV			
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REVF - REVISION	19/05/26	NV			
REVG - SITE	08/06/26	CP			

CLIENT NAME:
BRENDEN & DEBBIE NICHOLS

SITE ADDRESS:
11 FARGO WAY
TOODYAY WA 6566

CLIMATE ZONE:	4
COASTAL:	NO
WIND REGION:	A
DATE:	13/01/26
SALES:	SL
DRAWN:	CP

JOB No: 477

SHEET No: 15

[External]-Fw: 477 - Development Application - 11 Fargo Way Toodyay

Summarize

Reply | Reply All | Forward

Mon 31/08/2026 8:45 AM

KN

Kobus Nieuwoudt | Akron <kobus.nieuwoudt@akron.com.au>

To Jonathan Pratama; Records Officer

Cc CA | Evoke Living Homes

Flag for follow up. Start by Sunday, 30 August 2026. Due by Sunday, 30 August 2026.

If there are problems with how this message is displayed, click here to view it in a web browser.

Hi Jonathan,

Thank you for your email of 19 August and for reviewing the application. Please see our response to the two matters raised below.

1. Floor area

The drawings' area schedule (Sheet 7) records the building and alfresco as separate line items — Building: 97.04 m², Alfresco: 12.96 m² (110.00 m² combined). As the alfresco is an open, unenclosed structure comparable to a verandah, it does not form part of the "internal floor area" referred to in clause 1(a) of LPP.2. The relevant comparison figure is therefore 97.04 m² — an excess of 27.04 m² over the 70 m² maximum.

We seek a variation of this standard under clause 4 of LPP.2 ("*Council may vary the requirements of this local planning policy... where it is considered that full compliance is impractical or where it's warranted due to the circumstances of the case*"), on the following grounds:

- Notwithstanding the excess, the proposed dwelling remains materially smaller than the existing single house on the lot and will accordingly remain clearly secondary and ancillary to it in scale and character, consistent with the definition of ancillary accommodation and the objectives of LPP.2.
- The lot is a substantial 2.39 ha rural residential holding. Given its scale, and the separation from surrounding properties and the road, the additional floor area will have no discernible impact on the amenity of neighbouring landowners or the streetscape.

2. Boundary setback

We confirm the applicable standard is 30 m from all boundaries, per Table 6 of Local Planning Scheme No. 5 for the Rural Residential zone. The proposed setback is 15.157 m, a reduction of 49.5%.

We seek this variation under clause 32(16) of LPS5, which allows a building to be located within the setback area where: *(a) a physical obstruction precludes compliance; (b) the location will not adversely affect the amenity of an adjoining owner or the area generally; and (c) as a result of topography or lot configuration, the setback cannot be adhered to, or would be unnecessarily disadvantageous.* In support:

- (a)/(c): Existing leach drains, septic tank and established gum trees to be retained occupy the balance of the building envelope toward the road frontage, constraining available siting.
- (b): The proposed unit sits behind established trees and shrubs adjacent to the existing dwelling, substantially screening it from Fargo Way and from adjoining properties. Given the size of the lot and its rural setting, the reduced setback will have no adverse effect on the amenity of any adjoining owner or the locality generally.

We'd also note the unit is sited immediately adjacent to, and in association with, the existing dwelling — consistent with clauses 1(c), (f) and (h) of LPP.2 (proximity to the main house, shared access, and alignment with its building line).

Design and appearance

We confirm the proposed cladding and roof will complement the existing dwelling's materials and colours, consistent with clause 1(e) of LPP.2.

Regards

Kobus Nieuwoudt
Urban Planning Specialist

Shire of Toodyay
Local Planning Scheme No. 5

Amendment No. 2

FORM 2A

Planning and Development Act 2005
RESOLUTION TO ADOPT AMENDMENT TO LOCAL PLANNING SCHEME

SHIRE OF TOODYAY

LOCAL PLANNING SCHEME NO.5 – AMENDMENT NO.2

Resolved that the Local Government pursuant to section 75 of the *Planning and Development Act* 2005, amend the above Local Planning Scheme by:

1. In clause 37, 'Terms Used':

   A. Delete the definition for *short-term accommodation*.

   B. Amend the general definition for *cabin* to:

   means a building that -

   (a) is an individual unit other than a chalet; and

   (b) forms part of -

   (i) tourist and visitor accommodation; or

   (ii) a caravan park;

   and

   (c) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period

   C. Amend the general definition for *chalet* to:

   means a building that —

   (a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and

   (b) forms part of –

   (i) tourist and visitor accommodation; or

   (ii) a caravan park;

   (c) and if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period.

   D. Insert the definition for *short-term rental accommodation* as per Schedule 2 of the deemed provisions for local planning schemes:

   (a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but

   (b) does not include a dwelling that is, or is part of, any of the following —

(i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A (1);*

(ii) *a caravan park.*

(iii) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*

(iv) *a park home park;*

(v) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*

(vi) *workforce accommodation;*

E. Insert the definition for *short-term rental arrangement* as per Schedule 2 of the deemed provisions for local planning schemes:

means an arrangement under which —

(a) a dwelling, or part of a dwelling, is provided for occupation by a person; and

(b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;

2. In clause 38, 'Land Use Terms Used':

A. Delete the definitions for:

A. *bed and breakfast*;

B. *holiday accommodation;*

C. *holiday house;*

D. *motel;*

E. *serviced apartment;*

F. *tourist development; and*

B. Amend the existing land use term for *road house* by deleting paragraph (d) and inserting:

(a) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period.

C. Insert the definition for *hosted short-term rental accommodation as* per Schedule 2 of the deemed provisions for local planning schemes:
Hosted short-term rental accommodation means any of the following —

(a) Short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement.

(b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily

resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement.

(c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.

D. Insert the definition for *unhosted short-term rental accommodation as* per Schedule 2 of the deemed provisions for local planning schemes:

Unhosted short-term rental accommodation means short-term rental accommodation that —

(a) is not hosted short-term rental accommodation; and

(b) accommodates a maximum of 12 people per night.

E. Insert the definition for *tourist and visitor accommodation* as per Schedule 1 – Model Provisions:

(c) means a building, or a group of buildings forming a complex, that -

(i) is wholly managed by a single person or body; and

(ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and

(iii) may include on-site services and facilities for use by guests; and

(iv) in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and

(d) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but

(e) does not include any of the following -

(i) an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);

(ii) a caravan park;

(iii) hosted short-term rental accommodation;

(iv) a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);

(v) a park home park;

(vi) a retirement village as defined in the Retirement Villages Act 1992 section 3(1);

(vii) a road house;

(viii) workforce accommodation.

F. In clause 17, 'Zoning Table' insert in alphabetical order the following land uses and permissibility:

Use & Development Class	Residential	Urban Development	Rural	Rural Residential	Rural Smallholdings	Rural Enterprise	Environmental Conservation	Light Industry	Industrial Development	Commercial	Mixed Use	Special Use	Service Commercial	Private clubs, institutions and places of worship
Hosted short-term rental accommodation	P	Refer to Clause 32	P	P	P	P	X	X	Refer to Clause 32	P	P	Refer to Clause 32	X	P
Tourist and visitor accommodation	A		A	A	A	X	X	X		A	A		X	I
Unhosted short-term rental accommodation	A		A	A	A	X	X	X		A	A		X	X

G. In clause 17, 'Zoning Table', delete all references to:

- *bed and breakfast*;
- *holiday accommodation;*
- *holiday house;*
- *motel;*
- *serviced apartment;*
- *tourist development; and*

H. In Schedule 1 – Additional uses:

- deleting reference to "holiday accommodation", "motel" and "tourist development" and replacing with "tourist and visitor accommodation", as required from A7, A10, A12 and A14.
- deleting Condition 2 in A7 and renumbering accordingly.

I. In Schedule 2 – Special use zones:

- deleting reference to "holiday accommodation" and "tourist development" and replacing with "tourist and visitor accommodation", as required from SU1, SU3, SU4, SU6, SU8, SU9, SU11 and SU13.

- deleting reference to "bed and breakfast" and replacing with "hosted short-stay rental accommodation" from SU13.

J. In Schedule 6 – Car parking requirements:

- In Residential Uses, Line 1, deleting reference to "Holiday House" and replacing with "Unhosted Short-term Rental Accommodation";
- In Residential Uses, Line 2, deleting reference to "Bed and Breakfast" and replacing with "Hosted Short-term Rental Accommodation";
- In Tourism Uses, Line 1, deleting reference to "Holiday Accommodation", "Motel", "Serviced Apartments" and "Tourist Development" and replacing with "Tourist and Visitor Accommodation".

K. In Schedule 7 – Exempt advertisements, deleting reference to "holiday houses" in Line 2 and replacing with "Unhosted short-term rental accommodation".

The amendment is **standard** under the provisions of Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for the following reasons:

1. The amendment would have minimal impact on land in the scheme area that is not the subject of the amendment;
2. The amendment does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;
3. The amendment is not considered a complex or basic amendment.

Dated this Second day of July 2026

(Chief Executive Officer)

SHIRE OF TOODYAY
LOCAL PLANNING SCHEME NO. 5 - AMENDMENT NO. 2
SCHEME AMENDMENT REPORT

1. Introduction

1.1. Proposal

This Scheme Amendment proposes to amend the Shire of Toodyay Local Planning Scheme No.5 (the Scheme) by updating a range of use classes and land use definitions to reflect recent changes to the Planning and Development (Local Planning Schemes) Regulations 2015.
The changes relate to the introduction of **short-term rental accommodation,** and **tourist and visitor accommodation** uses into the model provisions and deemed provisions. A consequence of this is the removal from the model provisions a range of superfluous accommodation-related use classes.
This Amendment has been prepared in accordance with the guidance provided by the Western Australian Planning Commission (WAPC) in its Planning Bulletin 115/2024.

1.2. Implications of Amendment on prior approvals

The change in use classes and definitions for short-term rental accommodation and tourist and visitor accommodation will not affect approvals granted for replaced use classes, such as holiday house, motel and tourist development. However, any approvals that a time-limited will be considered under the appropriate new definition and use class in the event of any application for renewal being received by the Shire of Toodyay.

1.3. Importance of the Amendment

This Amendment is required to be completed prior to the end of 2025 to allow all local governments to be administering short-term rental accommodation within a consistent framework.

1.4. Amendment effect

This Amendment is a text amendment only. No amendments to zonings or reservations on the Scheme Maps are proposed. However, due to the deletion of certain land use classes, amendments are required to the additional and special uses in Schedule 1 and 2 respectively and to the Car Parking and Exempt Advertisements Schedules. The amendments are explained in detail in the next section of this report.

2. Amendment details

2.1. Amendment to clause 37 – Terms used

The changes to the model and deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* require amendments to the general definitions used in the Scheme (cl. 37). The definition for "short-term accommodation" will be removed. The definitions for "cabin" and "chalet" will be amended as outlined below:

Term	Current definition	Amended definition
cabin	means a dwelling forming part of a tourist development or caravan park that is - (a) an individual unit other than a chalet; and (b) designed to provide short-term accommodation for guests;	**means a building that —** **(a) is an individual unit other than a chalet; and** **(b) forms part of —** **(i) tourist and visitor accommodation; or** **(ii) a caravan park; and** **(c) if the unit forms part of a caravan park — is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;**
chalet	means a dwelling forming part of a tourist development or caravan park that is – (a) a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and (b) designed to provide short-term accommodation for guests.	**means a building that —** **(a) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and** **(b) forms part of —** **(i) tourist and visitor accommodation; or** **(ii) a caravan park; and** **(c) if the unit forms part of a caravan park — is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period;**
short-term accommodation	means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period.	**Term deleted.**

2.2.Amendment to clause 38 – Land use terms used

The changes to the model and deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* require amendment to the land use definitions used in the Scheme (cl. 38). The table below outlines the proposed changes:

Term	Definition	Deleted / Inserted
bed and breakfast	means a dwelling – (a) used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than 4 adult persons or one family; and (b) containing not more than 2 guest bedrooms.	**Deleted and replaced by hosted short-term rental accommodation.**
holiday accommodation	means 2 or more dwellings on one lot used to provide short term accommodation for persons other than the owner of the lot.	**Deleted and replaced by tourist and visitor accommodation.**
holiday house	means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.	**Deleted and replaced by unhosted short-term rental accommodation.**
Hosted short-term rental accommodation	New land use	means any of the following — (a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement; (b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement; (c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement;
motel	means premises, which may be licensed under the Liquor Control Act 1988 – (a) used to accommodate guests in a manner similar to a hotel; and	**Deleted and replaced by tourist and visitor accommodation.**

Term	Definition	Deleted / Inserted
	(b) with specific provision for the accommodation of guests with motor vehicles.	
roadhouse	means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services – (a) a full range of automotive repair services; (b) wrecking, panel beating and spray painting services; (c) transport depot facilities; (d) short-term accommodation for guests; (e) facilities for being a muster point in response to accidents, natural disasters and other emergencies; and (f) dump points for the disposal of black and/or grey water from recreational vehicles.'	**Deleted and replaced with amended definition of "road house" as follows:** **"means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services —** **(a) a full range of automotive repair services;** **(b) wrecking, panel beating and spray painting services;** **(c) transport depot facilities;** **(d) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period;** **(e) facilities for being a muster point in response to accidents, natural disasters and other emergencies;"**
serviced apartment	means a group of units or apartments providing – (a) self-contained short-stay accommodation for guests; and (b) any associated reception or recreational facilities.	**Deleted and replaced by tourist and visitor accommodation.**
tourist and visitor accommodation	New land use	**Insert the following definition:** **"(a) means a building, or a group of buildings forming a complex, that -** **(i) is wholly managed by a single person or body; and** **(ii) is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and** **(iii) may include on-site services and facilities for use by guests; and** **(iv) in the case of a single building — contains more**

Term	Definition	Deleted / Inserted
		than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and **(b) includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but** **(c) does not include any of the following -** **(i) an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);** **(ii) a caravan park;** **(iii) hosted short-term rental accommodation;** **(iv) a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);** **(v) a park home park;** **(vi) a retirement village as defined in the Retirement Villages Act 1992 section 3(1);** **(vii) a road house;** **(viii) workforce accommodation."**
tourist development	means a building, or a group of buildings forming a complex, other than a bed and breakfast, a caravan park or holiday accommodation, used to provide – (a) short-term accommodation for guests; and (b) onsite facilities for the use of guests; and (c) facilities for the management of the development.	**Deleted and replaced by tourist and visitor accommodation.**
Unhosted short-term rental accommodation	New land use	means short-term rental accommodation that — (a) is not hosted short-term rental accommodation; and (b) accommodates a maximum of 12 people per night;

2.3.Deemed definitions for short-term accommodation.

Clause 1 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 contains terms that relate to short-term rental accommodation. These terms form part of the Deemed Provisions for Local Planning Schemes. The table below outlines the deemed definitions that will have effect in the Scheme and will be included in Clause 37 of the scheme in this Amendment:

Term	Definition
Short-term rental accommodation	(a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but (b) does not include a dwelling that is, or is part of, any of the following — (i) an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1); (ii) a caravan park; (iii) a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1); (iv) a park home park; (v) a retirement village as defined in the Retirement Villages Act 1992 section 3(1); (vi) workforce accommodation;
Short-term rental arrangement	means an arrangement under which — (a) a dwelling, or part of a dwelling, is provided for occupation by a person; and (b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;

2.4.Amendments to cl.17 Table 4 Zoning Table

As a consequence of the changes to the definitions outlined above, there are consequential amendments required to the Zoning Table at clause 17.
The following use classes will be removed from the Zoning Table:

- Bed and Breakfast;
- Holiday Accommodation;
- Holiday House;
- Motel;
- Serviced Apartment; and
- Tourist Development

The following use classes and permissibility will be inserted into the Zoning Table in alphabetical order:

Use & Development Class	Residential	Urban Development	Rural	Rural Residential	Rural Smallholdings	Rural Enterprise	Environmental Conservation	Light Industry	Industrial Development	Commercial	Mixed Use	Special Use	Service Commercial	Private clubs, institutions and places of worship
Hosted short-term rental accommodation	P	Refer to Clause 32	P	P	P	P	X	X	Refer to Clause 32	P	P	Refer to Clause 32	X	P
Tourist and visitor accommodation	A		A	A	A	X	X	X		A	A		X	I
Unhosted short-term rental accommodation	A		A	A	A	X	X	X		A	A		X	X

2.5.Amendments to Schedules 1 and 2 Additional uses and special uses

The changes to the definitions and use classes outlined above will have a consequential effect on the terms used in the tables for Additional uses and Special Uses contained at Schedules 1 and 2 of the Scheme.

The Amendment is limited to deleting outdated references and replacing with the contemporary equivalent. No changes have been made to the conditions or what is permissible on each property.

The following table provides an overview of the amendments proposed for each affected additional / special use:

No.	Address	Old use (All other stated uses remain unaffected)	Proposed use
Schedule 1 – Additional uses			
A7	Lot 45 (381) Julimar Road, Toodyay	Motel	Tourist and visitor accommodation
A10	Lots 57 (81) and 97 (65) Beaufort Street West, Toodyay	Tourist development	Tourist and visitor accommodation
A12	Lot 1 (480) Julimar Road, West Toodyay	Holiday accommodation	Tourist and visitor accommodation
A14	Lot 4 (447) Morangup Road, Morangup	Tourist development	Tourist and visitor accommodation
Schedule 2 – Special use zone			
SU1	Lot 104 Sandplain Road, Toodyay	Tourist development	Tourist and visitor accommodation
SU3	Lot 27443 Toodyay Road, Toodyay	Tourist development	Tourist and visitor accommodation
SU4	Lots 1, 340, 341 and 1677 Bindoon-Dewars Pool Road, Dewars Pool	Holiday accommodation	Tourist and visitor accommodation
SU6	Part of Lots 802 & 803 and Lot 16 Wattening Springs Road, Toodyay	Tourist development	Tourist and visitor accommodation

No.	Address	Old use (All other stated uses remain unaffected)	Proposed use
SU8	Lot 463 (1780) Julimar Road, Julimar	Tourist development	Tourist and visitor accommodation
SU9	Lot 525 (150) Nerramine Drive, Julimar)	Tourist development	Tourist and visitor accommodation
SU11	Lot 5 (39) Dumbarton Road, Dumbarton	Tourist development	Tourist and visitor accommodation
SU13	Roman Catholic Church Group Heritage site - Lots 1 to 5 and 67 Stirling Terrace and Lot 9000 Goomalling-Toodyay Road, Toodyay	Bed and breakfast Tourism development Holiday accommodation	Hosted short-term rental accommodation Tourist and visitor accommodation

2.6.Amendment to Schedule 1 Additional use A7

Additional use A7 relates to Lot 45 (381) Julimar Road, Toodyay. Condition 2 for additional use A7 states:

> "2. Accommodation is to be short-term accommodation".

The current definition of "short-term accommodation" is proposed to be deleted by this Amendment. As it current reads, short-term accommodation is defined as:

> "means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period."

Condition 2 was placed in relation to the additional use for "motel". It is proposed to replace the use "motel" for the new use "tourist and visitor accommodation". Part of the definition of this new use includes:

> "...is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and..."

This definition removes the need for Condition 2 entirely as the restriction in incorporated into the definition of the use.

2.7.Amendment to Schedules 6 and 7 Car parking and Exempted advertisements

There are a number of references in Schedule 6 and 7 to use classes that are to be deleted. The Amendment identifies these instances and deletes old uses and replaces with the correct contemporary use as follows:

Section	Old use	Proposed use
Schedule 6 – Car parking requirements		
Residential uses, Line 1 – Permanent Residential Accommodation	Holiday house	Unhosted short-term rental accommodation
Residential uses, Line 2 – Home Based	Bed and breakfast	Hosted short-term rental accommodation
Tourism uses, Line 1 – Accommodation	Holiday accommodation Motel Serviced apartment Tourist development	Tourist and visitor accommodation
Schedule 7 – Exempt advertisements		

Line 2 – All classes of buildings other than single dwellings...	Holiday house	Unhosted Short-term rental accommodation

3. State and regional planning framework

3.1. Planning and development (Local Planning Schemes) Regulations 2015

This Amendment has been prepared to ensure the Scheme is in full compliance with the Regulations. In particular, there is a need to ensure the Scheme is consistent with the deemed provisions and model provisions of the Regulations.

3.2. WAPC Planning Bulletin 115/2024

Appendix 2 of the Planning Bulletin outlines the actions each non-metropolitan local government is to undertake no later than 1 January 2026.
The mandatory amendments required are:

- Introduce new "hosted short-term rental accommodation" deemed use class, to replace "bed and breakfast" where applicable. Assign as a "P" use in all zones where any type of dwelling is capable of approval, to reflect state-wide exemption.
- Introduce new "unhosted short-term rental accommodation" deemed use class, to replace "holiday house" and similar where applicable. Assign in zoning tables as required to reflect local housing and tourism conditions.

Additional amendments are:

- Replace superseded model traditional and tourist accommodation land uses with new "tourist and visitor accommodation" use (note – "hotel" is retained).
- Introduce revised general definitions of "cabin" and "chalet", revised land use definition of "road house" and delete general definition for "short-term accommodation".

This Amendment implements all of the above requirements and undertakes consequential amendments to the Scheme text to ensure consistency throughout.

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF TOODYAY

LOCAL PLANNING SCHEME NO.5 – AMENDMENT NO.2

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. In clause 37, 'Terms Used':

   A. Delete the definition for *short-term accommodation*.

   B. Amend the general definition for *cabin* to:

      means a building that -

      (d) is an individual unit other than a chalet; and

      (e) forms part of -

      (iii) tourist and visitor accommodation; or

      (iv) a caravan park;

      and

      (f) if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period

   C. Amend the general definition for *chalet* to:

      means a building that —

      (c) is a self-contained unit that includes cooking facilities, bathroom facilities and separate living and sleeping areas; and

      (d) forms part of –

      (iii) tourist and visitor accommodation; or

      (iv) a caravan park;

      (d) and if the unit forms part of a caravan park - is used to provide accommodation for persons, on a commercial basis, with no individual person accommodated for a period or periods exceeding a total of 3 months in any 12-month period.

   D. Insert the definition for *short-term rental accommodation as* per Schedule 2 of the deemed provisions for local planning schemes:

      (f) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but

      (g) does not include a dwelling that is, or is part of, any of the following —

      (vii) an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A (1);

(viii) a caravan park.

(ix) a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);

(x) a park home park;

(xi) a retirement village as defined in the Retirement Villages Act 1992 section 3(1);

(xii) workforce accommodation;

E. Insert the definition for *short-term rental arrangement* as per Schedule 2 of the deemed provisions for local planning schemes:

means an arrangement under which —

(c) a dwelling, or part of a dwelling, is provided for occupation by a person; and

(d) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;

2. In clause 38, 'Land Use Terms Used':

A. Delete the definitions for:

A. *bed and breakfast*;

B. *holiday accommodation;*

C. *holiday house;*

D. *motel;*

E. *serviced apartment;*

F. *tourist development; and*

B. Amend the existing land use term for *road house* by deleting paragraph (d) and inserting:

(a) accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period.

C. Insert the definition for *hosted short-term rental accommodation as* per Schedule 2 of the deemed provisions for local planning schemes:
Hosted short-term rental accommodation means any of the following —

(a) Short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement.

(b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement.

(c) *short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.*

D. Insert the definition for *unhosted short-term rental accommodation as* per Schedule 2 of the deemed provisions for local planning schemes:

Unhosted short-term rental accommodation means short-term rental accommodation that —

(a) *is not hosted short-term rental accommodation; and*

(b) *accommodates a maximum of 12 people per night.*

E. Insert the definition for *tourist and visitor accommodation* as per Schedule 1 – Model Provisions:

(a) *means a building, or a group of buildings forming a complex, that -*

(i) *is wholly managed by a single person or body; and*

(ii) *is used to provide accommodation for guests, on a commercial basis, with no individual guest accommodated for a period or periods exceeding a total of 3 months in any 12-month period; and*

(iii) *may include on-site services and facilities for use by guests; and*

(iv) *in the case of a single building — contains more than 1 separate accommodation unit or is capable of accommodating more than 12 people per night; and*

(b) *includes a building, or complex of buildings, meeting the criteria in paragraph (a) that is used for self-contained serviced apartments that are regularly serviced or cleaned during the period of a guest's stay by the owner or manager of the apartment or an agent of the owner or manager; but*

(c) *does not include any of the following -*

(i) *an aged care facility as defined in the Land Tax Assessment Act 2002 section 38A(1);*

(ii) *a caravan park;*

(iii) *hosted short-term rental accommodation;*

(iv) *a lodging-house as defined in the Health (Miscellaneous Provisions) Act 1911 section 3(1);*

(v) *a park home park;*

(vi) *a retirement village as defined in the Retirement Villages Act 1992 section 3(1);*

(vii) *a road house;*

(viii) *workforce accommodation.*

F. In clause 17, 'Zoning Table' insert in alphabetical order the following land uses and permissibility:

Use & Development Class	Residential	Urban Development	Rural	Rural Residential	Rural Smallholdings	Rural Enterprise	Environmental Conservation	Light Industry	Industrial Development	Commercial	Mixed Use	Special Use	Service Commercial	Private clubs, institutions and places of worship
Hosted short-term rental accommodation	P	Refer to Clause 32	P	P	P	P	X	X	Refer to Clause 32	P	P	Refer to Clause 32	X	P
Tourist and visitor accommodation	A		A	A	A	X	X	X		A	A		X	I
Unhosted short-term rental accommodation	A		A	A	A	X	X	X		A	A		X	X

G. In clause 17, 'Zoning Table', delete all references to:

- *bed and breakfast*;
- *holiday accommodation;*
- *holiday house;*
- *motel;*
- *serviced apartment;*
- *tourist development; and*

H. In Schedule 1 – Additional uses:

- deleting reference to "holiday accommodation", "motel" and "tourist development" and replacing with "tourist and visitor accommodation", as required from A7, A10, A12 and A14.
- deleting Condition 2 in A7 and renumbering accordingly.

I. In Schedule 2 – Special use zones:

- deleting reference to "holiday accommodation" and "tourist development" and replacing with "tourist and visitor accommodation", as required from SU1, SU3, SU4, SU6, SU8, SU9, SU11 and SU13.
- deleting reference to "bed and breakfast" and replacing with "hosted short-stay rental accommodation" from SU13.

J. In Schedule 6 – Car parking requirements:

- In Residential Uses, Line 1, deleting reference to "Holiday House" and replacing with "Unhosted Short-term Rental Accommodation";
- In Residential Uses, Line 2, deleting reference to "Bed and Breakfast" and replacing with "Hosted Short-term Rental Accommodation";
- In Tourism Uses, Line 1, deleting reference to "Holiday Accommodation", "Motel", "Serviced Apartments" and "Tourist Development" and replacing with "Tourist and Visitor Accommodation".

K. In Schedule 7 – Exempt advertisements, deleting reference to "holiday houses" in Line 2 and replacing with "Unhosted short-term rental accommodation".

FORM 6A

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 second day of April 2026.

.....

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 held on the second day of April 2026, proceed to advertise this Amendment.

.....

SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

This Amendment is recommended for 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:

.....

MAYOR/SHIRE PRESIDENT

.....

CHIEF EXECUTIVE OFFICER

WAPC ENDORSEMENT (r.63)

.....

DELEGATED UNDER S.16 OF THE P&D ACT 2005

DATE.....

APPROVAL GRANTED

.....

MINISTER FOR PLANNING

DATE.....

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Cheque Payments					
Payment Number	Date	Invoice No/Chq No	Creditor Name	Invoice Description	Inclusive Amount
CP.407	17/09/2026	2026.7/13121	Old Gaol Museum	Gaol Honorariums - October 2026	500.00
				Cheque Total	**500.00**

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.405	3/09/2026	26015	Avon Skip Bins	empty skip bins - Depot - Aug 2026	140.00
CP.405	3/09/2026	00010343	Biomax Pty Ltd	service Biomax System at depot - Aug 2026	164.00
CP.405	3/09/2026	7492	Brightmark Group Pty Ltd	Contractor Cleaning - Community Depot Toilets - Jul 2026	455.40
CP.405	3/09/2026	7760	Brightmark Group Pty Ltd	Contract Cleaning Aug 2026	13,861.47
CP.405	3/09/2026	7667	Brightmark Group Pty Ltd	Additional cleaning - 8/8/26	348.70
CP.405	3/09/2026	7761	Brightmark Group Pty Ltd	Contractor Cleaning - Community Depot Toilets - Aug 2026	415.80
CP.405	3/09/2026	7762	Brightmark Group Pty Ltd	Contractor Cleaning - Servicing of Sanitary Disposal Units - Aug 2026	288.20
CP.405	3/09/2026	592	Broderick Waste Solutions	Waste cartage Toodyay Transfer Station to Fernview (Cullalla) - Aug 2026	9,672.96
CP.405	3/09/2026	593	Broderick Waste Solutions	Cartage of E-Waste to Perth Aug 2026	1,320.00
CP.405	3/09/2026	591	Broderick Waste Solutions	Management of Waste Transfer Station f/e 1/9/26	6,050.00
CP.405	3/09/2026	INV-1035	Chronicle Rip Pty Ltd	Cemetery Management Software	26,722.30
CP.405	3/09/2026	106550	Corsign (WA) Pty Ltd	signage socket	41.80
CP.405	3/09/2026	107193	Corsign (WA) Pty Ltd	Slaughterhouse Bridge - signage	583.00
CP.405	3/09/2026	INV-9426	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	1,705.00
CP.405	3/09/2026	INV-0168	D.E.C Contracting Pty Ltd	tree pruning services	40,499.61
CP.405	3/09/2026	2027_1	Department of Local Government, Industry Regulation and Safety	BS Levies July 2026	3,980.39
CP.405	3/09/2026	6455	EAG Electrical Air-Conditioning & Gas	Stirling Park - install new buzz bar	368.94
CP.405	3/09/2026	16025045	Equifax	LGGS - BFB - Criminal History Checks Fit2Work	120.45
CP.405	3/09/2026	2026.34.08	Fernview Environmental Pty Ltd	Tipping fees - Aug 2026	2,415.60
CP.405	3/09/2026	5472	Foundco Investments Pty Ltd	T0010 - wheel alignment	412.50
CP.405	3/09/2026	INV-1964	G B Geotechnics (Australia) Pty Ltd	extension of original survey - conducted July 2026	20,377.50
CP.405	3/09/2026	INV-4317	Leyland Engineering Services	LGGS - SES - annual service - rescue fire truck T7856	1,285.00
CP.405	3/09/2026	INV-4318	Leyland Engineering Services	LGGS - SES - annual service - T-7858 and T-15232	1,550.00
CP.405	3/09/2026	INV-4322	Leyland Engineering Services	LGGS - SES - annual service - SES Ute T7857	555.00
CP.405	3/09/2026	INV-0276	Mandy Wynne	Preparation of Financial Statements - July 2026/Budget	3,179.00
CP.405	3/09/2026	JH14-7	Market Creations	Shire website - style guide refresh	3,555.20
CP.405	3/09/2026	1338304	Newground Facilities Management Pty Ltd	soccer / hockey oval - renovation works	6,969.60

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.405	3/09/2026	1338307	Newground Facilities Management Pty Ltd	showgrounds oval - renovation works	22,950.40
CP.405	3/09/2026	1974228	Omnicom Media Group Australia Pty Ltd	Advertising - Parking and Parking Facilities Local Law 2026	1,435.85
CP.405	3/09/2026	CD_001533434	Ringcentral Australia Pty Ltd	phone charges Aug 2026	1,679.70
CP.405	3/09/2026	INV-50447	RM Surveys	Professional Services - Survey, Design and Audits - Stage 2 (Batty Pass, Nunile)	8,580.00
CP.405	3/09/2026	4081940	Sonic Healthplus Pty Ltd	pre-employment health assessments	277.20
CP.405	3/09/2026	96808251	Swan Materials Pty Ltd	Supply 108T - 7mm Aggregate	6,005.14
CP.405	3/09/2026	INV-7302	Toodyay Bakery & Cafe	LGGS - BFB - Catering for DFES Courses	202.50
CP.405	3/09/2026	INV-7303	Toodyay Bakery & Cafe	LGGS - BFB - Catering for DFES Courses	202.50
CP.405	3/09/2026	10768593	Toodyay Hardware & Farm	Depot consumables Aug 2026	53.50
CP.405	3/09/2026	10768630	Toodyay Hardware & Farm	Depot consumables Aug 2026	41.25
CP.405	3/09/2026	10769129	Toodyay Hardware & Farm	Depot consumables Sep 2026	10.00
CP.405	3/09/2026	10769216	Toodyay Hardware & Farm	Depot consumables Sep 2026	44.95
CP.405	3/09/2026	104007694	Toodyay Traders	Depot consumables Aug 2026	41.60
CP.405	3/09/2026	104007696	Toodyay Traders	Depot consumables Aug 2026	15.00
CP.405	3/09/2026	22000076	Uniforms @ Work	staff workwear	359.65
CP.405	3/09/2026	22000079	Uniforms @ Work	staff workwear	142.30
CP.406	10/09/2026	VC-Aug2026	Alexandra Jean Hurley	VC Consignment - August 2026	92.00
CP.406	10/09/2026	VC-Aug2026	Alison Barbara Downie	VC Consignment - August 2026	33.08
CP.406	10/09/2026	INV-27274	Amd Audit & Assurance Pty Ltd	Audit of FY25 Grant Acquittals - RTR	2,178.00
CP.406	10/09/2026	I3022242	ARC Infrastructure	Use and Occupy Corridor Land Arboretum	238.34
CP.406	10/09/2026	00096428	Arteil (WA) Pty Ltd	Shire Administration Office Chairs	3,767.17
CP.406	10/09/2026	1014935906	Australia Post	Postage Aug 2026	4,586.62
CP.406	10/09/2026	VC-Aug2026	Capture The Light Photographic Tours	VC Consignment - August 2026	10.38
CP.406	10/09/2026	INV-00052888	Carrington's (WA) Pty Ltd	Toodyay-Bindi Bindi Rd - Signage	500.94
CP.406	10/09/2026	INV-00052889	Carrington's (WA) Pty Ltd	Salt Valley Road - traffic management - Aug 2026	23,031.00
CP.406	10/09/2026	INV-00052914	Carrington's (WA) Pty Ltd	Toodyay-Bindi Bindi Rd - Signage	389.62
CP.406	10/09/2026	INV-00052915	Carrington's (WA) Pty Ltd	Salt Valley Road - traffic management 10/8-19/8/26	22,203.61
CP.406	10/09/2026	INV-00052968	Carrington's (WA) Pty Ltd	Toodyay-Bindi Bindi Rd - Signage	510.18
CP.406	10/09/2026	INV-00052969	Carrington's (WA) Pty Ltd	Salt Valley Road - traffic management 10/8-19/8/26	5,473.55
CP.406	10/09/2026	VC-Aug2026	Cindy May Harders	VC Consignment - August 2026	18.90
CP.406	10/09/2026	INV-8693	Cloud Collections Pty Ltd	Debt recovery costs 2026/2027	12,143.73
CP.406	10/09/2026	230552	Country Copiers	CRC copier meter reading 2026/2027	327.98

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.406	10/09/2026	INV-4066	CSS Tech	Shire Phone Message On Hold September 2026	154.00
CP.406	10/09/2026	INV1830889	Datacom Solutions (AU) Pty Ltd	Datacom Pay Processing fee and direct access for 2026 - 2027	370.26
CP.406	10/09/2026	161609	Department of Fire & Emergency Services	2026/2027 ESLB Q1 contribution and 2025 / 2026 billing adjustment	110,345.10
CP.406	10/09/2026	DISHIRTO 08.2026	Dunning Investments Pty Ltd	fuel/fuel cards Aug 2026	1,914.39
CP.406	10/09/2026	146802	E W C S Unit Trust	Sweeping - 17/8/26 - 20/8/26	7,377.15
CP.406	10/09/2026	6418	EAG Electrical Air-Conditioning & Gas	Newcastle Bridge - Western Power Fee	1,452.00
CP.406	10/09/2026	6470	EAG Electrical Air-Conditioning & Gas	Rec Centre - install lock box for lights	1,232.00
CP.406	10/09/2026	S379552	Engine Protection Equipment Pty Ltd	LGGS - BFB - EPE Quote 30072026	752.82
CP.406	10/09/2026	2026.35.08	Fernview Environmental Pty Ltd	Tipping fees - Aug 2026	2,204.40
CP.406	10/09/2026	00040274	GGD Contracting Pty Ltd	Dozer Hire - push up gravel works	35,640.00
CP.406	10/09/2026	3867575	Heartlands Vet Hospital	dogs - euthanasia	465.75
CP.406	10/09/2026	VC-Aug2026	Ian Gregory Mcgillivray	VC Consignment - August 2026	426.25
CP.406	10/09/2026	17461	ID Rent Pty Ltd	Roller hire	4,042.50
CP.406	10/09/2026	17587	ID Rent Pty Ltd	Roller hire	3,146.00
CP.406	10/09/2026	INV-27640	Interfire Agencies Pty Ltd	LGGS - BFB - suction hose replacement	239.48
CP.406	10/09/2026	INV-27657	Interfire Agencies Pty Ltd	LGGS - BFB - fire blankets	12,376.25
CP.406	10/09/2026	VC-Aug2026	Isobel Winifred Roberts	VC Consignment - August 2026	89.50
CP.406	10/09/2026	VC-Aug2026	Jessie Spring Watercolour Artist	VC Consignment - August 2026	39.30
CP.406	10/09/2026	VC-Aug2026	Joanne Crowe	VC Consignment - August 2026	78.20
CP.406	10/09/2026	VC-Aug2026	Kimba Design	VC Consignment - August 2026	26.60
CP.406	10/09/2026	VC-Aug2026	Kirsteen Campbell	VC Consignment - August 2026	76.77
CP.406	10/09/2026	VC-Aug2026	Leah Imelda Carvell	VC Consignment - August 2026	19.00
CP.406	10/09/2026	INV-4331	Leyland Engineering Services	LGGS - SES - Annual Service T15298 Storm Trailer	390.00
CP.406	10/09/2026	INV-4332	Leyland Engineering Services	Annual Service CESM Ute - 1HCF585	530.00
CP.406	10/09/2026	VC-Aug2026	Lindsay Burke	VC Consignment - August 2026	23.06
CP.406	10/09/2026	VC-Aug2026	Ma Ochre	VC Consignment - August 2026	20.00
CP.406	10/09/2026	Refund	Mauricio Valerie	Refund - Stallholder Application - Avon Descent 2026	61.00
CP.406	10/09/2026	VC-Aug2026	Michelle Lorraine Ellery	VC Consignment - August 2026	625.50
CP.406	10/09/2026	VC-Aug2026	Natural Intentions Beauty Range - Gina Large	VC Consignment - August 2026	88.62
CP.406	10/09/2026	57357	North Star Security Nominees Pty Ltd	Security Monitoring Oct-Dec 2026 Pavillion and Aquatic Centre	343.20
CP.406	10/09/2026	57239	North Star Security Nominees Pty Ltd	Monitoring Admin Building Oct-Dec 2026	171.60
CP.406	10/09/2026	VC-Aug2026	Oztrology Pty Ltd	VC Consignment - August 2026	32.50

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.406	10/09/2026	VC-Aug2026	Patricia Rose	VC Consignment - August 2026	15.00
CP.406	10/09/2026	P191482	Pentanet Limited	mthly NBN for Shire Office - September 2026	357.00
CP.406	10/09/2026	INV26-26025	Perth Observatory Volunteer Group Inc	facilitation for Toodyay Astronomy Night	1,750.00
CP.406	10/09/2026	283	Pingarning Pty Ltd	Depot - WHS system implementation	8,800.00
CP.406	10/09/2026	00113019	Professional Lockservice	Rec Centre - Re-key of buildings/roller doors	31,137.11
CP.406	10/09/2026	00112937	Professional Lockservice	key cutting	343.75
CP.406	10/09/2026	651655 - 08.2026	Public Transport Authority of WA	TransWA ticket sales for August 2026	291.31
CP.406	10/09/2026	VC-Aug2026	Regan Woolcock	VC Consignment - August 2026	12.60
CP.406	10/09/2026	00002087	Scott AJ Clarke Pty Ltd	snake handling kits for rangers	1,294.00
CP.406	10/09/2026	02565220	Shred-X Pty Ltd	paper shredding Aug 2026	121.31
CP.406	10/09/2026	4096345	Sonic Healthplus Pty Ltd	pre-employment health assessments	277.20
CP.406	10/09/2026	I0038719	South Regional Tafe	staff training	324.00
CP.406	10/09/2026	VC-Aug2026	Stable Hand Studio	VC Consignment - August 2026	62.50
CP.406	10/09/2026	RI043616	State Library of WA	book boxes for library	225.57
CP.406	10/09/2026	7007372376	Supagas Pty Limited	LPG 45kg - Oct 2025	99.00
CP.406	10/09/2026	VC-Aug2026	Tanya Michelle Stuart	VC Consignment - August 2026	26.88
CP.406	10/09/2026	0651-S587470	Team Global Express Pty Ltd	LGGS - BFS - PPC/PPE and InterFire freight charges	237.16
CP.406	10/09/2026	VC-Aug2026	The Toodyay Historical Society Inc	VC Consignment - August 2026	30.00
CP.406	10/09/2026	10769756	Toodyay Hardware & Farm	Depot consumables Sep 2026	12.00
CP.406	10/09/2026	10769800	Toodyay Hardware & Farm	Depot consumables Sep 2026	37.50
CP.406	10/09/2026	10769801	Toodyay Hardware & Farm	Depot consumables Sep 2026	13.45
CP.406	10/09/2026	INV-3811	Vapour Plumbing And Gas	Rec Centre - install pipe	2,420.00
CP.406	10/09/2026	INV-3812	Vapour Plumbing And Gas	Duidgee Park - unblock toilet	275.00
CP.406	10/09/2026	1399	WACWIL Landscaping & Earthworks Pty Ltd	Topsoil - Town Oval	550.00
CP.406	10/09/2026	SI-020288	WALGA	Diploma of Local Government - Elected Member - 2026/2027	2,085.00
CP.406	10/09/2026	CORPB0876390	Western Power	Newcastle Bridge (Telegraph Rd) Street Lighting	2,896.00
CP.406	10/09/2026	VC-Aug2026	Western Tree Recyclers	VC Consignment - August 2026	25.00
CP.406	10/09/2026	IN-230408	Wheatbelt Office & Business Machines	copy cost Aug 2026 - Library	117.59
CP.406	10/09/2026	230530	Wheatbelt Office & Business Machines	copy cost Sep 2026 - Library	348.81
CP.406	10/09/2026	00059520	Wilmot Harvey Pty Ltd	Goods/products to sell at Visitor Centre	733.48
CP.406	10/09/2026	9050826133	Winc Australia P/L	stationary / office supplies	17.46
CP.406	10/09/2026	INV-2020	Zone 50 Engineering Surveys Pty Ltd	Toodyay Bindi-Bindi Rd - capital survey works	5,963.10

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.406	10/09/2026	INV-2021	Zone 50 Engineering Surveys Pty Ltd	Toodyay Bindi-Bindi Rd - capital survey works	2,782.45
CP.406	10/09/2026	INV-1992	Zone 50 Engineering Surveys Pty Ltd	Toodyay Bindi-Bindi Rd - RRG - capital survey works	13,319.90
CP.407	17/09/2026	INV-0019	Arts Toodyay Inc	2026/27 Community Funding Program grant - Avon Valley Arts Trail 2027	3,000.00
CP.407	17/09/2026	INV-0021	Arts Toodyay Inc	2026/27 Community Funding Program grant - Community Workshop Program	3,000.00
CP.407	17/09/2026	INV-0020	Arts Toodyay Inc	2026/27 Community Funding Program grant - Toodyay Art Prize 2027	2,500.00
CP.407	17/09/2026	INV-0423	Ascentive Pty Ltd	IPR Council Plan Additional Scope	2,609.20
CP.407	17/09/2026	4099	Auscoinwest	Goods/products to sell at Visitor Centre	453.20
CP.407	17/09/2026	7828	Brightmark Group Pty Ltd	Cleaning Contract - Consumables - Aug 2026	2,336.37
CP.407	17/09/2026	599	Broderick Waste Solutions	Management of Waste Transfer Station f/e 15/9/26	6,050.00
CP.407	17/09/2026	VC-Aug2026	Coorinja Vineyard	VC Consignment - August 2026	25.00
CP.407	17/09/2026	INV-9470	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	1,320.00
CP.407	17/09/2026	INV-9521	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	440.00
CP.407	17/09/2026	I0005835	CSS Tech	Mobile Phones and accessories for EMCS and EMPR	3,059.80
CP.407	17/09/2026	2027_2	Department of Local Government, Industry Regulation and Safety	BS Levies August 2026	4,317.76
CP.407	17/09/2026	1013926	Department of the Premier & Cabinet	Advertising - Activities in Public Spaces and Trading Local Law 2026	2,997.92
CP.407	17/09/2026	6483	EAG Electrical Air-Conditioning & Gas	Rec Centre - Relocate gas valve controls	5,034.70
CP.407	17/09/2026	6486	EAG Electrical Air-Conditioning & Gas	Memorial Hall - install new air conditioner	6,578.00
CP.407	17/09/2026	6487	EAG Electrical Air-Conditioning & Gas	Swimming Pool - disconnect hot water unit	214.50
CP.407	17/09/2026	2026.37.09	Fernview Environmental Pty Ltd	Tipping fees - Sep 2026	1,714.68
CP.407	17/09/2026	VC-Aug2026	Franka Reuter	VC Consignment - August 2026	46.16
CP.407	17/09/2026	90902	Frontline Fire & Rescue Equipment	LGGS - BFB - Toodyay Central - Repairs Body Valve Kit	1,292.50
CP.407	17/09/2026	I0133192	FVS Fire Pty Ltd	Fire extinguisher inspections	6,844.20
CP.407	17/09/2026	17224	Kakadu Traders (WG Trunk Co)	Goods/products to sell at Visitor Centre	1,508.10
CP.407	17/09/2026	ARIC 2026.7	Kirsten Michelle Barrack	Audit, Risk & Improvement Committee - meeting allowance 9/9/26	404.95
CP.407	17/09/2026	INV-3291	Land Insights	Temporary Provision of Planning Leave Cover	6,558.75
CP.407	17/09/2026	INV-3294	Land Insights	Temporary Provision of Planning Leave Cover	13,587.75
CP.407	17/09/2026	78073431	Landgate	Valuations FY 2025/2026	250.43
CP.407	17/09/2026	77983281	Landgate	Valuations FY 2025/2026	570.35
CP.407	17/09/2026	INV-4334	Leyland Engineering Services	LGGS - BFB - Bejoording fire trucks further repairs - T6818	445.00
CP.407	17/09/2026	INV-4341	Leyland Engineering Services	Annual service FSV2 - 1EPF060	1,135.00
CP.407	17/09/2026	477484	Midland Tools Pty Ltd	diesel fuel tank meter freight	50.00
CP.407	17/09/2026	ARIC 2026.7	Natalie Ursa Mills	Audit, Risk & Improvement Committee - meeting allowance 09/09/26	404.95

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.407	17/09/2026	57637	North Star Security Nominees Pty Ltd	Pool to CRC installation works - security monitoring	2,035.00
CP.407	17/09/2026	630671490	Officeworks	office equipment	50.95
CP.407	17/09/2026	631139521	Officeworks	office equipment	549.60
CP.407	17/09/2026	631404886	Officeworks	office equipment	561.07
CP.407	17/09/2026	41084	Professional Pc Support Pty Ltd (XL2)	SSL Certificate security support	99.00
CP.407	17/09/2026	41251M	Professional Pc Support Pty Ltd (XL2)	Agreement managed ICT support Oct 2026	12,374.05
CP.407	17/09/2026	076	Shire of Northam	AROC Membership Financial Year 2026/2027	5,500.00
CP.407	17/09/2026	SIN-4348577	Stewart & Heaton Clothing Co Pty Ltd	LGGS - BFB - Personal Protective Clothing	3,779.99
CP.407	17/09/2026	SIN-4354117	Stewart & Heaton Clothing Co Pty Ltd	LGGS - BFB - Personal Protective Clothing	2,265.49
CP.407	17/09/2026	SIN-4357253	Stewart & Heaton Clothing Co Pty Ltd	LGGS - BFB - Personal Protective Clothing	2,146.93
CP.407	17/09/2026	SIN-4358048	Stewart & Heaton Clothing Co Pty Ltd	LGGS - BFB - Personal Protective Clothing	33.62
CP.407	17/09/2026	SIN-4358916	Stewart & Heaton Clothing Co Pty Ltd	LGGS - BFB - Personal Protective Clothing	1,204.50
CP.407	17/09/2026	96910541	Swan Materials Pty Ltd	Supply 108T - 7mm Granite	8,676.13
CP.407	17/09/2026	0652-S587470	Team Global Express Pty Ltd	LGGS - BFS - PPC/PPE freight charges	235.28
CP.407	17/09/2026	00000691	TLCWA Pty Ltd	Pothole repairs - Morangup	18,422.25
CP.407	17/09/2026	00000693	TLCWA Pty Ltd	Pothole repairs - Julimar Rd	16,692.50
CP.407	17/09/2026	00000694	TLCWA Pty Ltd	Pothole repairs - Dewars Pool-Bindoon / Toodyay-Bindi Bindi Rd	36,679.50
CP.407	17/09/2026	00000668	TLCWA Pty Ltd	Pothole repairs - Morangup	19,866.00
CP.407	17/09/2026	INV-7335	Toodyay Bakery & Cafe	LGGS - BFB - catering for evacuation exercise	72.20
CP.407	17/09/2026	07_09_26	Toodyay Garden & Outdoor Centre - Alan Renner	Parks and Gardens - Plants	40.00
CP.407	17/09/2026	10770055	Toodyay Hardware & Farm	Depot consumables Sep 2026	96.90
CP.407	17/09/2026	10770069	Toodyay Hardware & Farm	Depot consumables Sep 2026	3.45
CP.407	17/09/2026	10770186	Toodyay Hardware & Farm	Depot consumables Sep 2026	21.95
CP.407	17/09/2026	10770330	Toodyay Hardware & Farm	Depot consumables Sep 2026	24.95
CP.407	17/09/2026	10771099	Toodyay Hardware & Farm	Depot consumables Sep 2026	52.65
CP.407	17/09/2026	30275	Toodyay Herald	Advertising Sep 2026	672.75
CP.407	17/09/2026	2026_08	Toodyay IGA	Purchases August 2026	1,311.01
CP.407	17/09/2026	104008005	Toodyay Traders	Depot consumables Sep 2026	8.40
CP.407	17/09/2026	104008061	Toodyay Traders	Depot consumables Sep 2026	45.25
CP.407	17/09/2026	104008635	Toodyay Traders	Depot consumables Sep 2026	30.85
CP.407	17/09/2026	104008952	Toodyay Traders	Depot consumables Sep 2026	15.00
CP.407	17/09/2026	104008953	Toodyay Traders	Depot consumables Sep 2026	44.95

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.407	17/09/2026	INV-10795	Toodyay Tyre & Exhaust	Battery - T4623	150.00
CP.407	17/09/2026	INV-10823	Toodyay Tyre & Exhaust	Batteries - unlicensed truck	784.00
CP.407	17/09/2026	INV-3823	Vapour Plumbing And Gas	Rec Centre - replaced hot water unit	1,050.50
CP.407	17/09/2026	INV-1640	Vision Investments Pty Ltd	Tipper hire - 24/8/26 - 4/9/26	17,787.00
CP.407	17/09/2026	14486	WACWIL Landscaping & Earthworks Pty Ltd	Clinton Street - new concrete footpath	29,700.00
CP.407	17/09/2026	SI-020220	WALGA	eLearning modules	3,938.00
CP.407	17/09/2026	SI-019926	WALGA	staff training	2,145.00
CP.407	17/09/2026	LGC26-310	WALGA	staff training module	220.00
CP.407	17/09/2026	LGC26-323	WALGA	Local Government Convention 2026 - registration	715.00
CP.407	17/09/2026	114	Wex Australia Pty Ltd	LGGS - SES fuel card fees July 2026	31.64
CP.407	17/09/2026	115	Wex Australia Pty Ltd	LGGS - SES fuel card fees August 2026	299.70
CP.407	17/09/2026	INV4239	Wheatbelt Business Network (Inc)	CRC Membership for 2026/2027	2,200.00
CP.407	17/09/2026	9051256469	Winc Australia P/L	stationary / office supplies	207.65
CP.407	17/09/2026	9051275913	Winc Australia P/L	stationary / office supplies	1,094.19
CP.407	17/09/2026	226651	Wren Oil	Depot - oil waste disposal	1,255.52
CP.407	17/09/2026	228318	Wren Oil	Depot - oil waste disposal	1,843.60
CP.407	17/09/2026	228464	Zipform Pty Ltd	Issuing Annual Rates Notice 2026/27 - Physical and Electronic	6,703.15
CP.408	24/09/2026	26157	3 Monkeys Audiovisual Pty Ltd	Newcastle Gaol Museum - supply and install audio / visual system	8,762.80
CP.408	24/09/2026	26334	Avon Skip Bins	Skip bin delivery - Toodyay Agricultural Show - 9/10/26	600.00
CP.408	24/09/2026	78469	Avon Waste - Stondon Pty Ltd	rubbish collection 27/7/26-7/8/26	20,713.83
CP.408	24/09/2026	78761	Avon Waste - Stondon Pty Ltd	rubbish collection 10/8/26-24/8/26	21,196.52
CP.408	24/09/2026	79268	Avon Waste - Stondon Pty Ltd	rubbish collection 24/8/26-4/9/26	20,545.17
CP.408	24/09/2026	79349	Avon Waste - Stondon Pty Ltd	rubbish collection 7/9/26-18/9/26	21,077.82
CP.408	24/09/2026	2440_01106489	Bunnings - Midland	Depot consumables - Aug 2026	206.29
CP.408	24/09/2026	26-00008626	Cadds Fashions Sportfirst Northam	staff workwear / PPE	197.99
CP.408	24/09/2026	INV-246405	City of Kalgoorlie Boulder	Long Service Leave Contribution	10,687.50
CP.408	24/09/2026	INV-9556	Creighan Holdings Pty Ltd	NCC Compliance Assessment & Issue of CDC & Building Permit	880.00
CP.408	24/09/2026	CINS3207308	CTI Security	Alarm monitoring Oct-Dec 2026 Visitor Centre	221.36
CP.408	24/09/2026	CINS3207280	CTI Security	Alarm monitoring Oct-Dec 2026 Community Centre	221.36
CP.408	24/09/2026	INV1836711	Datacom Solutions (AU) Pty Ltd	Datascape monthly SaaS fee Sep 2026	4,118.05
CP.408	24/09/2026	01467681	Dunning Investments Pty Ltd	Distillate bulk	23,700.05
CP.408	24/09/2026	6503	EAG Electrical Air-Conditioning & Gas	Shire Admin Building - testing A/C	143.00
CP.408	24/09/2026	6504	EAG Electrical Air-Conditioning & Gas	Waste Transfer Station - De-gas fridges and air-conditioners	528.00

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.408	24/09/2026	6505	EAG Electrical Air-Conditioning & Gas	Medical Centre - check power for retic	143.00
CP.408	24/09/2026	2026.36.05	Fernview Environmental Pty Ltd	Tipping fees - Aug / Sep 2026	2,127.84
CP.408	24/09/2026	2026.38.08	Fernview Environmental Pty Ltd	Tipping fees - Sep 2026	2,137.08
CP.408	24/09/2026	17654	ID Rent Pty Ltd	Roller hire	2,530.00
CP.408	24/09/2026	SINV-16401	Industrial Automation Group	Community standpipe remote access	788.70
CP.408	24/09/2026	4836	Information Proficiency	staff training - Content Manager	1,760.00
CP.408	24/09/2026	INV-27790	Interfire Agencies Pty Ltd	LGGS - BFB - eFlares	438.54
CP.408	24/09/2026	Refund	J & A Building Pty Ltd	Refund for overpayment - building application permit	87.72
CP.408	24/09/2026	59297	Jason Signmakers	DFES reflective signage	79.32
CP.408	24/09/2026	Q2 2026/2027 EM IT	John Anthony Prater	Oct-Dec 2026 Elected Member IT Allowance	250.00
CP.408	24/09/2026	Q2 2026/2027 EM SF	John Anthony Prater	Oct-Dec 2026 Elected Member Sitting Fees	4,744.25
CP.408	24/09/2026	INV-4345	Leyland Engineering Services	Essential service - T00	469.00
CP.408	24/09/2026	INV-4346	Leyland Engineering Services	LGGS - BFB - Julimar fire trucks further repairs - T7861	780.00
CP.408	24/09/2026	INV-4352	Leyland Engineering Services	LGGS - BFB - Coondle fire truck further repairs - T7852	2,550.00
CP.408	24/09/2026	100-166235	LGISWA	Workers' Compensation - Adjustment Contribution	33,474.90
CP.408	24/09/2026	Q2 2026/2027 EM IT	Michael Vincent Mckeown	Oct-Dec 2026 Elected Member IT Allowance	250.00
CP.408	24/09/2026	Q2 2026/2027 SP SF	Michael Vincent Mckeown	Oct-Dec 2026 Shire President Sitting Fee	7,344.75
CP.408	24/09/2026	Q2 2026/2027 SP AA	Michael Vincent Mckeown	Oct-Dec 2026 Shire President Allowance	10,709.25
CP.408	24/09/2026	Q2 2026/2027 EM IT	Michelle Louise Dival	Oct-Dec 2026 Elected Member IT Allowance	250.00
CP.408	24/09/2026	Q2 2026/2027 DP AA	Michelle Louise Dival	Oct-Dec 2026 Deputy President Allowance	2,677.31
CP.408	24/09/2026	Q2 2026/2027 EM SF	Michelle Louise Dival	Oct-Dec 2026 Elected Member Sitting Fees	4,744.25
CP.408	24/09/2026	1343131	Newground Facilities Management Pty Ltd	Town Oval - renovation works	36,575.00
CP.408	24/09/2026	1341793	Newground Water Services	Town Oval / Rec Centre Oval - reticulation works	4,214.27
CP.408	24/09/2026	631987086	Officeworks	LGS - BFB - Office equipment	401.95
CP.408	24/09/2026	Q2 2026/2027 EM IT	Raymond Laurie Mills	Oct-Dec 2026 Elected Member IT Allowance	250.00
CP.408	24/09/2026	Q2 2026/2027 EM SF	Raymond Laurie Mills	Oct-Dec 2026 Elected Member Sitting Fees	4,744.25
CP.408	24/09/2026	Q2 2026/2027 EM IT	Rosemary June Madacsi	Oct-Dec 2026 Elected Member IT Allowance	250.00
CP.408	24/09/2026	Q2 2026/2027 EM SF	Rosemary June Madacsi	Oct-Dec 2026 Elected Member Sitting Fees	4,744.25
CP.408	24/09/2026	3953	Rothwell Publishing	Goods/products to sell at Visitor Centre	220.00
CP.408	24/09/2026	Q2 2026/2027 EM IT	Simon Andre van der Heyden	Oct-Dec 2026 Elected Member IT Allowance	250.00
CP.408	24/09/2026	Q2 2026/2027 EM SF	Simon Andre van der Heyden	Oct-Dec 2026 Elected Member Sitting Fees	4,032.61
CP.408	24/09/2026	FAINV01449815	St John Ambulance Wa	LGGS - BFB - first aid training	180.00
CP.408	24/09/2026	FAINV01449767	St John Ambulance Wa	LGGS - BFB - first aid training	180.00

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Electronic Funds Transfer Payments					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
CP.408	24/09/2026	Q2 2026/2027 EM IT	Steven John McCormick	Oct-Dec 2026 Elected Member IT Allowance	250.00
CP.408	24/09/2026	Q2 2026/2027 EM SF	Steven John McCormick	Oct-Dec 2026 Elected Member Sitting Fees	4,744.25
CP.408	24/09/2026	SIN-4365291	Stewart & Heaton Clothing Co Pty Ltd	LGGS - BFB - Personal Protective Clothing	962.50
CP.408	24/09/2026	0650-S587470.1	Team Global Express Pty Ltd	LGGS - BFS - PPC/PPE freight charges	0.23
CP.408	24/09/2026	0649-S587470	Team Global Express Pty Ltd	InterFire freight charges	488.94
CP.408	24/09/2026	0653-S587470	Team Global Express Pty Ltd	LGGS - BFB - InterFire freight charges	35.04
CP.408	24/09/2026	INV-7353	Toodyay Bakery & Cafe	LGGS - BFB - Catering for Brigade Exercise	45.00
CP.408	24/09/2026	INV-7352	Toodyay Bakery & Cafe	Catering for Citizenship Ceremony	132.80
CP.408	24/09/2026	20_09_26	Toodyay Garden & Outdoor Centre - Alan Renner	Plants for Citizenship Ceremony	13.60
CP.408	24/09/2026	23_09_26	Toodyay Garden & Outdoor Centre - Alan Renner	Parks and Gardens - Plants	311.00
CP.408	24/09/2026	10771133	Toodyay Hardware & Farm	Depot consumables Sep 2026	19.90
CP.408	24/09/2026	502	Toodyay Race Club Inc	Toodyay Race Club - capital works	16,500.00
CP.408	24/09/2026	104009295	Toodyay Traders	Depot consumables Sep 2026	40.50
CP.408	24/09/2026	INV-3866	Vapour Plumbing And Gas	Youth Hall - fixed leak	1,287.00
CP.408	24/09/2026	INV-3884	Vapour Plumbing And Gas	Duke Street Toilets - unblock toilet	110.00
CP.408	24/09/2026	10091	Vernice Pty Ltd	Water cart hire - Sep 2026	7,315.00
CP.408	24/09/2026	10094	Vernice Pty Ltd	Tarmac Rally - sweeper hire	660.00
CP.408	24/09/2026	9051348319	Winc Australia P/L	stationary / office supplies	1,751.54
CP.408	24/09/2026	9051351473	Winc Australia P/L	stationary / office supplies	6.93
CP.408	24/09/2026	4321995171	Wurth Australia P/Ty Ltd	Depot - interior clean/spray bottles	330.18
				EFT Total	**1,112,007.17**

Payroll					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
	9/09/2026		Payroll	Payroll PPE 09/09/2026	128,735.76
	10/09/2026		Payroll	Payroll PPE 10/09/2026 - manual payment	5,289.53
	11/09/2026		Super Choice	Payroll PPE 09/09/2026	26,335.22
	11/09/2026		Super Choice	Payroll PPE 10/09/2026	216.95
	23/09/2026		Payroll	Payroll PPE 23/09/2026	126,163.19
	24/09/2026		Super Choice	Payroll PPE 23/09/2026	26,633.48
				Payroll Total	**313,374.13**

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Direct Debit					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
	1/09/2026		QPC Group	photocopier lease	3,335.97
	1/09/2026		HPE Financial Services	photocopier lease	1,116.84
	1/09/2026		Synergy	electricity usage Coondle Fire Shed Jul-Aug 2026	471.53
	1/09/2026		BPAY	monthly biller fee	399.25
	1/09/2026		Bendigo Bank	bank fees	60.00
	1/09/2026		Bendigo Bank	bank fees	15.00
	1/09/2026		Bendigo Bank	bank fees	15.00
	1/09/2026		Bendigo Bank	bank fees	10.00
	1/09/2026		Bendigo Bank	bank fees	2.97
	2/09/2026		Synergy	electricity usage Lot 301 Railway Rd - 149993610 18/7/26-11/8/26	772.94
	2/09/2026		QPC Group	freight charges toner	33.00
	3/09/2026		CBA	merchant fees	195.41
	3/09/2026		Bendigo Bank	bank fees	3.08
	7/09/2026		ATO	BAS return Jul 2026	55,328.00
	7/09/2026		Tyro	EFTPOS fees	855.03
	9/09/2026		QPC Group	photocopier lease	367.22
	9/09/2026		QPC Group	freight charges toner	33.00
	9/09/2026		Bendigo Bank	bank fees	6.49
	10/09/2026		Synergy	electricity usage Recreation Centre - 450458120 - 16/7/26-19/8/26	3,316.45
	10/09/2026		Bendigo Bank	bank fees	7.48
	14/09/2026		Water Corporation	water charges 19A Clinton St - 24/6/26-27/8/26	258.57
	14/09/2026		Water Corporation	water charges 19B Clinton St - 24/6/26-27/8/26	258.57
	14/09/2026		Superloop	nbn service at shire depot FY 2026/2027	97.00
	15/09/2026		Bpoint	transaction fees	37.55
	16/09/2026		Water Corporation	water charges Donegans Cottage - 23/6/26-28/8/26	51.82
	16/09/2026		Water Corporation	water charges Parkers Cottage - 23/6/26-28/8/26	51.82
	16/09/2026		QPC Group	freight charges toner	33.00
	17/09/2026		Synergy	electricity 802970900 Group Account Aug-Sept 2026	13,605.42
	17/09/2026		Water Corporation	water charges Connors Mill, VC - 22/6/26-26/8/26	1,342.00
	17/09/2026		Water Corporation	water charges CRC/Medical Centre - 22/6/26-26/8/26	813.23
	17/09/2026		Water Corporation	water charges Community Standpipe - Stirling Terrace - 22/6/26-26/8/26	669.52
	17/09/2026		Water Corporation	water charges Duke St Toilets - 22/6/26-26/8/26	545.49

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Direct Debit					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
	17/09/2026		Water Corporation	water charges Mrs O'Reillys - 22/6/26-26/8/26	399.49
	17/09/2026		Water Corporation	water charges Memorial Hall - 22/6/26-26/8/26	261.69
	17/09/2026		Water Corporation	water charges Newcastle Park - 22/6/26-26/8/26	141.56
	17/09/2026		Water Corporation	water charges Library - 22/6/26-26/8/26	64.57
	17/09/2026		Water Corporation	Water account Old Harper Rd Depot 22/6/26-26/8/26	59.34
	17/09/2026		Bendigo Bank	bank fees	5.17
	18/09/2026		Water Corporation	water charges pool Aug 2026	715.61
	18/09/2026		Old Gaol Museum	Gaol Honorarium - September 2026	500.00
	18/09/2026		Water Corporation	water charges Old Gaol - 24/6/26-27/8/26	346.38
	18/09/2026		Water Corporation	water charges Admin gardens - 24/6/26-27/8/26	304.21
	18/09/2026		Water Corporation	water charges Depot - 23/6/26-27/8/26	132.53
	18/09/2026		Water Corporation	water charges ANZAC Park - 24/6/26-27/8/26	60.24
	18/09/2026		Water Corporation	water charges Pelham Reserve Toilets - 24/6/26-27/8/26	48.19
	18/09/2026		Water Corporation	water charges Shire office - 24/6/26-27/8/26	39.16
	18/09/2026		Water Corporation	water charges Cemetery - 23/6/26-27/8/26	18.07
	21/09/2026		ATO	BAS return Aug 2026	14,615.03
	21/09/2026		Department of Transport	license renewal	242.15
	21/09/2026		Department of Transport	license renewal	242.15
	21/09/2026		Water Corporation	water charges Pavillion-Showgrounds-Oval - 23/6/26-28/8/26	235.79
	21/09/2026		Water Corporation	water charges Waste Transfer Station - 23/6/26-28/8/26	159.63
	21/09/2026		Water Corporation	water charges Duidgee Park Toilets - 24/6/26-28/8/26	153.61
	22/09/2026		Superloop	nbn service at shire depot FY 2026/2027	123.00
	23/09/2026		Water Corporation	water charges Northam Toodyay Road standpipe - 1/6/26-1/7/26	14,447.15
	23/09/2026		Bendigo Bank	bank fees	6.49
	24/09/2026		Synergy	electricity usage Street lights - 25/7/26-24/8/26	5,295.63
	24/09/2026		Telstra	phone/internet charges Sep 2026 - 0293288400	3,475.64
	24/09/2026		Bendigo Bank	bank fees	4.73
	30/09/2026		QPC Group	photocopier lease	3,812.36
	30/09/2026		Paymate	paymate subscription fee Sep 2026	88.00
				Direct Debit Total	**130,106.22**

Creditor Payment Report - Warrant Listing
01 September 2026 to 30 September 2026

Credit Card					
Payment Number	Date	Invoice No	Creditor Name	Invoice Description	Inclusive Amount
	2/09/2026		Credit Card - TCEO - A Hart - September 2026	Spectator Australia-Library magazine subscription	98.99
	2/09/2026			International Transaction Fee	2.97
	4/09/2026			Remarkable-subscription	72.78
	4/09/2026			International Transaction Fee	2.18
	6/09/2026			Officeworks-Office equipment	169.00
	14/09/2026			Safety Culture-Subscription 2026/2027	31.90
	15/09/2026			Starlink-internet September 2026	192.50
	17/09/2026			Business Base-Office Furniture	775.00
	24/09/2026			Gull Lancelin Roadhouse-Fuel T00	88.11
	25/09/2026			Seek-Job Advertising	467.50
	29/09/2026			BP-Fuel T00	120.88
	29/09/2026			Bendigo Bank-card fee	4.00
	30/09/2026			Toodyay Bakery-meeting catering	23.90
	19/09/2026		Credit Card - EMFCS - C Delmage - September 2026	Seek-Job Advertising	511.50
	29/09/2026			Bendigo Bank-card fee	4.00
	2/09/2026		Credit Card - MIAS - M Burgess - September 2026	Midland Towbars-Towball and mount	207.00
	13/09/2026			Narrogin Betta Home Narrogin-Cleaning Equipment	249.00
	19/09/2026			Starlink-internet September 2026	85.00
	25/09/2026			DOT-License Renewal	35.00
	27/09/2026			Nutrien Ag Solutions-retic supplies	99.00
	27/09/2026			Nutrien Ag Solutions-retic supplies	13.92
	29/09/2026			Bendigo Bank-card fee	4.00
	29/09/2026		Credit Card - MPRS - September 2026	Bendigo Bank-card fee	4.00
	29/09/2026		Credit Card - CEO - A Bowman - September 2026	Bendigo Bank-card fee	4.00
	1/09/2026		Credit Card - CESM - S Roberts - September 2026	Toodyay Victoria Hotel-LGGS - BFB - Course catering	195.00
	1/09/2026			Toodyay Victoria Hotel-LGGS - BFB - Course catering	50.00
	29/09/2026			Bendigo Bank-card fee	4.00
				Credit Card Total	**3,515.13**
				Grand Total	**1,559,502.65**

SHIRE OF TOODYAY

MONTHLY FINANCIAL REPORT

(Containing the required statement of financial activity and statement of financial position)

For the period ended 31 August 2026

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 SEPTEMBER 2026

	Note	Adopted Budget Estimates (a)	Amended Budget Estimates	YTD Budget Estimates (b)	YTD Actual (c)	Variance* $ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
		$		$	$	$	%	
OPERATING ACTIVITIES								
Revenue from operating activities								
General rates		8,656,035	8,656,035	8,669,101	**8,655,611**	(13,490)	(0.16%)	▼
Grants, subsidies and contributions		1,002,949	1,002,949	250,737	**504,329**	253,592	101.14%	▲
Fees and charges		2,056,060	2,056,060	518,088	**1,364,024**	845,936	163.28%	▲
Interest revenue		280,745	280,745	70,188	**80,507**	10,319	14.70%	▲
Other revenue		341,143	341,143	85,293	**108,730**	23,437	27.48%	▲
Profit on asset disposals		8,168	8,168	0	**6,540**	6,540	0.00%	
		12,345,100	**12,345,100**	**9,593,407**	**10,719,741**	**1,126,334**	11.74%	
Expenditure from operating activities								
Employee costs		(5,319,829)	(5,319,829)	(1,329,988)	**(1,280,303)**	49,685	3.74%	
Materials and contracts		(5,681,441)	(5,681,441)	(1,420,626)	**(1,313,698)**	106,928	7.53%	
Utility charges		(562,249)	(562,249)	(140,565)	**(53,774)**	86,791	61.74%	▲
Depreciation		(3,254,356)	(3,254,356)	(813,525)	**(1,242,587)**	(429,062)	(52.74%)	▼
Finance costs		(115,480)	(115,480)	(28,872)	**0**	28,872	100.00%	▲
Insurance		(443,700)	(443,700)	(110,922)	**(232,212)**	(121,290)	(109.35%)	▼
Other expenditure		(384,153)	(384,153)	(96,042)	**(145,585)**	(49,543)	(51.58%)	▼
Loss on asset disposals		(243,814)	(243,814)	0	**0**	0	0.00%	
		(16,005,022)	**(16,005,022)**	**(3,940,540)**	**(4,268,159)**	**(327,619)**	(8.31%)	
Non cash amounts excluded from operating activities	2(c)	3,490,002	3,490,002	1,242,587	**1,200,031**	(42,556)	(3.42%)	
Amount attributable to operating activities		**(169,920)**	**(169,920)**	**6,895,454**	**7,651,613**	**756,159**	10.97%	
INVESTING ACTIVITIES								
Inflows from investing activities								
Proceeds from capital grants, subsidies and contributions		5,063,149	12,598,143	1,265,790	**567,156**	(698,634)	(55.19%)	▼
Proceeds from disposal of assets		1,431,000	1,431,000	0	**86,644**	86,644	0.00%	
		6,494,149	**14,029,143**	**1,265,790**	**653,800**	**(611,990)**	(48.35%)	
Outflows from investing activities								
Acquisition of property, plant and equipment		(4,668,644)	(4,668,644)	(1,167,161)	**(215,014)**	952,147	81.58%	▲
Acquisition of infrastructure		(4,138,172)	(11,673,166)	(2,918,292)	**(366,651)**	2,551,641	87.44%	▲
		(8,806,816)	**(16,341,810)**	**(4,085,453)**	**(581,665)**	**3,503,788**	85.76%	
Amount attributable to investing activities		**(2,312,667)**	**(2,312,667)**	**(2,819,663)**	**72,135**	**2,891,798**	102.56%	
FINANCING ACTIVITIES								
Inflows from financing activities								
Transfer from reserves		1,836,700	1,836,700	0	**0**	0	0.00%	
		1,836,700	**1,836,700**	**0**	**0**	**0**	0.00%	
Outflows from financing activities								
Repayment of borrowings		(304,822)	(304,822)	0	**0**	0	0.00%	
Transfer to reserves		(1,939,000)	(1,939,000)	0	**(15,067)**	(15,067)	0.00%	
		(2,243,822)	**(2,243,822)**	**0**	**(15,067)**	**(15,067)**	0.00%	
Amount attributable to financing activities		**(407,122)**	**(407,122)**	**0**	**(15,067)**	**(15,067)**	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT								
Surplus or deficit at the start of the financial year	2(a)	2,889,709	2,889,709	2,889,709	**3,655,530**	765,821	26.50%	▲
Amount attributable to operating activities		(169,920)	(169,920)	6,895,454	**7,651,613**	756,159	10.97%	▲
Amount attributable to investing activities		(2,312,667)	(2,312,667)	(2,819,663)	**72,135**	2,891,798	102.56%	▲
Amount attributable to financing activities		(407,122)	(407,122)	0	**(15,067)**	(15,067)	0.00%	
Surplus or deficit after imposition of general rates		**0**	**0**	**6,965,500**	**11,364,211**	**4,398,711**	63.15%	▲

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 SEPTEMBER 2026

	Actual 30 June 2026	Actual as at 30 September 2026
	$	$
CURRENT ASSETS		
Cash and cash equivalents	8,841,197	12,449,483
Trade and other receivables	1,792,455	6,373,302
Inventories	52,478	59,682
Other assets	590,501	593,917
TOTAL CURRENT ASSETS	11,276,631	19,476,384
NON-CURRENT ASSETS		
Trade and other receivables	359,941	359,941
Other financial assets	116,383	116,383
Property, plant and equipment	36,074,730	35,702,398
Infrastructure	153,383,042	153,014,346
Right-of-use assets	0	0
TOTAL NON-CURRENT ASSETS	189,934,096	189,193,068
TOTAL ASSETS	201,210,727	208,669,452
CURRENT LIABILITIES		
Trade and other payables	896,680	1,161,900
Capital grant/contributions liabilities	1,833,105	1,833,106
Other liabilities	1,489,232	1,682,128
Borrowings	609,642	609,642
Employee related provisions	227,223	209,095
TOTAL CURRENT LIABILITIES	5,055,882	5,495,871
NON-CURRENT LIABILITIES		
Borrowings	3,751,506	3,751,506
Employee related provisions	24,875	24,875
TOTAL NON-CURRENT LIABILITIES	3,776,381	3,776,381
TOTAL LIABILITIES	8,832,263	9,272,252
NET ASSETS	**192,378,464**	**199,397,200**
EQUITY		
Retained surplus	69,947,276	76,950,945
Reserve accounts	3,419,972	3,435,039
Revaluation surplus	119,011,216	119,011,216
TOTAL EQUITY	**192,378,464**	**199,397,200**

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 SEPTEMBER 2026

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 13 October 2026

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 SEPTEMBER 2026

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

	Note	Amended Budget Opening 1 July 2026	Actual as at 30 June 2026	Actual as at 30 September 2026
Current assets		$	$	$
Cash and cash equivalents		8,099,717	8,841,197	12,449,483
Trade and other receivables		2,696,072	1,792,455	6,373,302
Inventories		204,753	52,478	59,682
Other assets		0	590,501	593,917
		11,000,542	11,276,631	19,476,384
Less: current liabilities				
Trade and other payables		(4,527,847)	(896,680)	(1,161,900)
Other liabilities		0	(3,322,337)	(3,515,234)
Borrowings		(148,997)	(609,642)	(609,642)
Employee related provisions		63,011	(227,223)	(209,095)
		(4,613,833)	(5,055,882)	(5,495,871)
Net current assets		6,386,709	6,220,749	13,980,513
Less: Total adjustments to net current assets	2(b)	(3,497,000)	(2,565,219)	(2,616,302)
Closing funding surplus / (deficit)		**2,889,709**	**3,655,530**	**11,364,211**

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets				
Less: Reserve accounts		(3,600,161)	(3,419,972)	(3,435,039)
Less: Current assets not expected to be received at end of year				
- Other liabilities		17,175	0	
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of borrowings		148,997	609,642	609,642
- Current portion of employee benefit provisions held in reserve		(63,011)	245,111	209,095
Total adjustments to net current assets	2(a)	**(3,497,000)**	**(2,565,219)**	**(2,616,302)**

(c) Non-cash amounts excluded from operating activities

	Amended Budget Estimates 30 June 2027	YTD Budget Estimates 30 September 2026	YTD Actual 30 September 2026
	$	$	$
Adjustments to operating activities			
Less: Profit on asset disposals	(8,168)	0	(6,540)
Less: Movement in liabilities associated with restricted cash	0	0	(36,016)
Add: Loss on asset disposals	243,814	0	0
Add: Depreciation on fixed assets	3,254,356	1,242,587	1,242,587
Total non-cash amounts excluded from operating activities	**3,490,002**	**1,242,587**	**1,200,031**

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 SEPTEMBER 2026

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 2026-27 year is $10,000 and 10.00% whichever is the greater.

Description	Var. $	Var. %	
	$	%	
Revenue from operating activities			
Grants, subsidies and contributions Increase in Financial Assistance Grant & receipt of LRCIP Phase 3 FY23 & FY24	**253,592**	**101.14%**	▲
Fees and charges Budget spread creating timing difference. Wastes Services included in raising of rates.	**845,936**	**163.28%**	▲
Expenditure from operating activities			
Utility charges Water charges for swimming pool & standpipes currently under budget due to timing.	**86,791**	**61.74%**	▲
Insurance Budget spread creating timing difference. Bulk insurance payments August & November	**(121,290)**	**(109.35%)**	▼
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions Recognition of grants, subsidies and contributions depends on the obligations of the revenue and if applicable the timing of the related expenditure.	**(698,634)**	**(55.19%)**	▼
Acquisition of property, plant and equipment Timing - budgeted projects do not commence until annual budget is adopted & funding secured.	**952,147**	**81.58%**	▲
Acquisition of infrastructure Timing - budgeted projects do not commence until annual budget is adopted & funding secured. Majority road construction projects commence during the dryer /months.	**2,551,641**	**87.44%**	▲
Surplus or deficit at the start of the financial year Surplus was estimated at the time of compiling the budget and will be reviewed in the annual budget review.	**765,821**	**26.50%**	▲
Surplus or deficit after imposition of general rates Opening surplus not yet audited so the opening and closing balance may change.	**4,398,711**	**63.15%**	▲

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 SEPTEMBER 2026

1 KEY INFORMATION

Funding Surplus or Deficit Components

Funding surplus / (deficit)

	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	$2.89 M	$2.89 M	$3.66 M	$0.77 M
Closing	$0.00 M	$6.97 M	$11.36 M	$4.40 M

Refer to Statement of Financial Activity

Cash and cash equivalents

	$12.45 M	% of total
Unrestricted Cash	$9.01 M	72.4%
Restricted Cash	$3.44 M	27.6%

Refer to 3 - Cash and Financial Assets

Payables

	$1.10 M	%
Trade Payables	$0.25 M	
0 to 30 Days		100.0%
Over 30 Days		0.0%
Over 90 Days		0.0%

Refer to 9 - Payables

Receivables

	$1.12 M	% Collected
Rates Receivable	$5.25 M	45.8%
Trade Receivable	$1.12 M	% Outstanding
Over 30 Days		93.0%
Over 90 Days		92.2%

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($0.17 M)	$6.90 M	$7.65 M	$0.76 M

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$8.66 M	% Variance
YTD Budget	$8.67 M	(0.2%)

Grants and Contributions

YTD Actual	$0.50 M	% Variance
YTD Budget	$0.08 M	503.4%

Refer to 13 - Grants and Contributions

Fees and Charges

YTD Actual	$1.36 M	% Variance
YTD Budget	$0.52 M	163.3%

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($2.31 M)	($2.82 M)	$0.07 M	$2.89 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$0.09 M	%
Amended Budget	$1.43 M	(93.9%)

Refer to 6 - Disposal of Assets

Asset Acquisition

YTD Actual	$0.37 M	% Spent
Amended Budget	$11.67 M	(96.9%)

Refer to 5 - Capital Acquisitions

Capital Grants

YTD Actual	$0.57 M	% Received
Amended Budget	$5.06 M	(88.8%)

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities

Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
($0.41 M)	$0.00 M	($0.02 M)	($0.02 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	$0.00 M
Interest expense	$0.00 M
Principal due	$4.36 M

Refer to 10 - Borrowings

Reserves

Reserves balance	$3.44 M
Net Movement	$0.00 M

Refer to 4 - Cash Reserves

Lease Liability

Principal repayments	$0.00 M
Interest expense	$0.00 M
Principal due	$0.00 M

Refer to Note 11 - Lease Liabilites

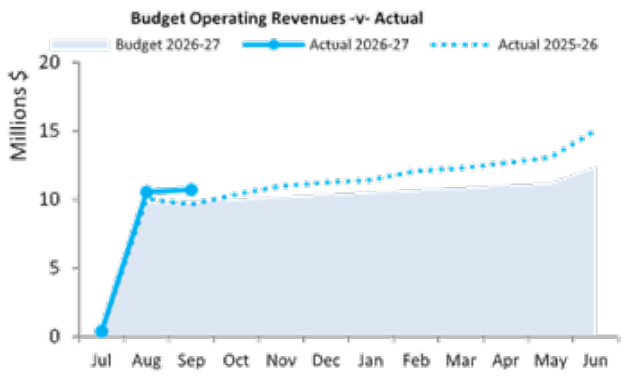
This information is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

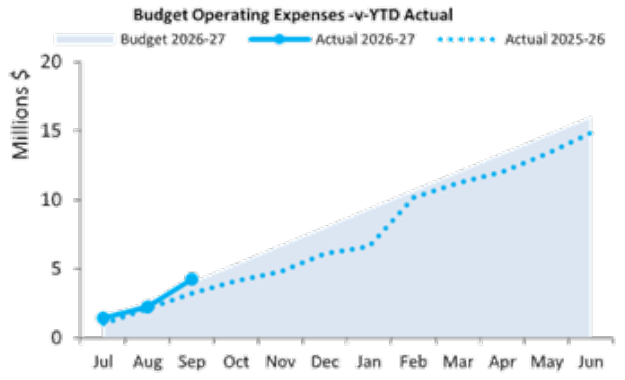
2 KEY INFORMATION - GRAPHICAL

OPERATING ACTIVITIES

OPERATING REVENUE

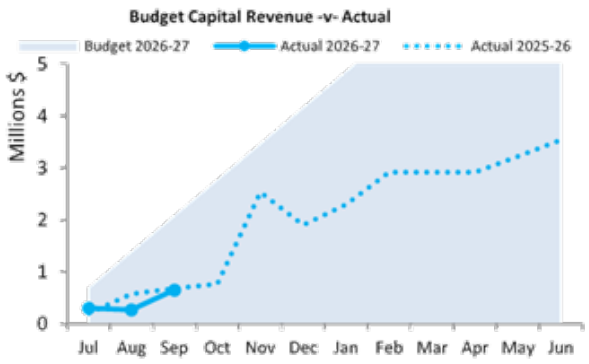


OPERATING EXPENSES

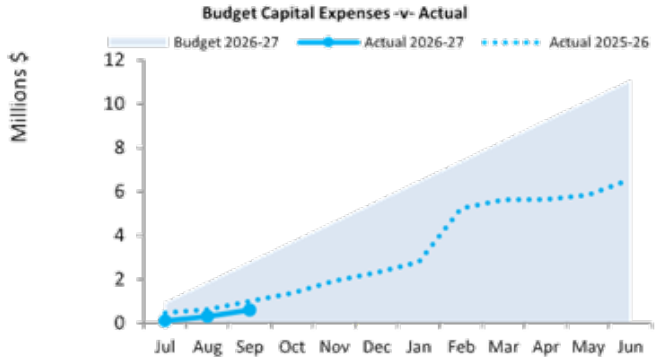


INVESTING ACTIVITIES

CAPITAL REVENUE

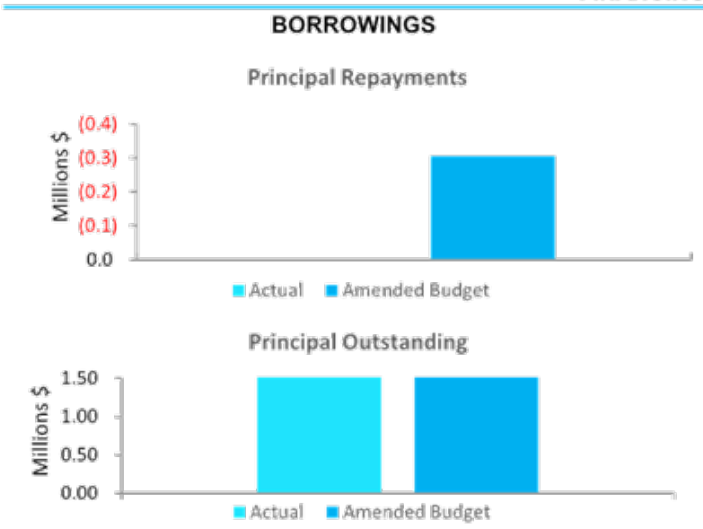


CAPITAL EXPENSES

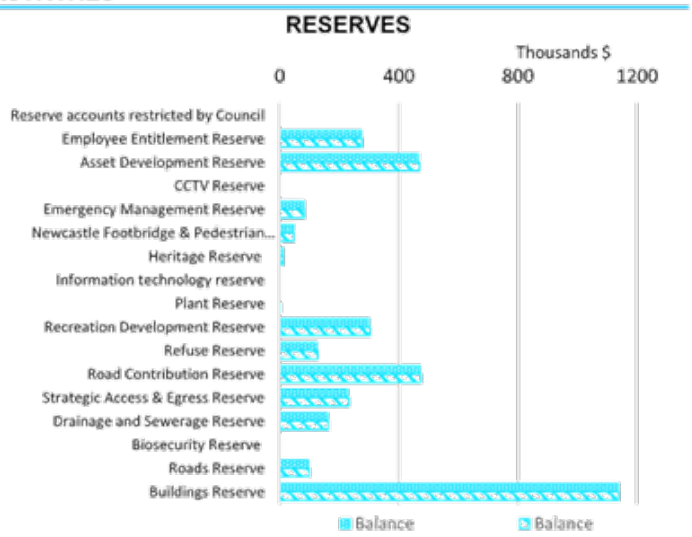


FINANCING ACTIVITIES

BORROWINGS



RESERVES



Closing funding surplus / (deficit)

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 SEPTEMBER 2026

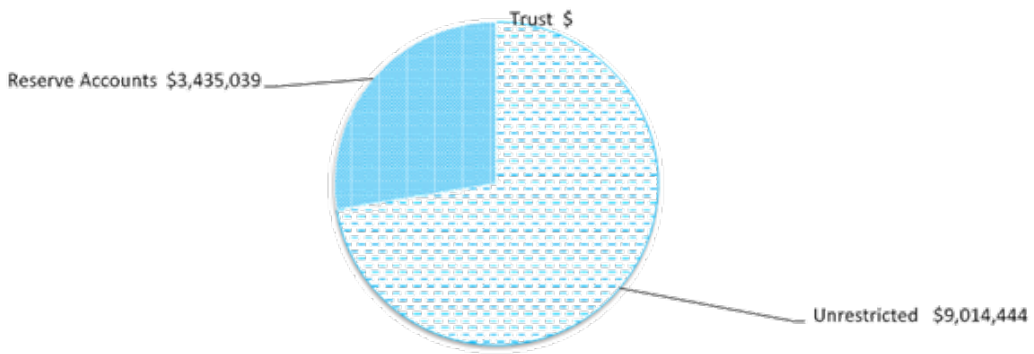
3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust
		$	$	$	$
Bank Account - Toodyay Shire Council - 110482809	Cash and cash equivalents	5,655,466		5,655,466	
Terminal Control	Cash and cash equivalents	(4,790)		(4,790)	
Cash on hand	Cash and cash equivalents	3,150		3,150	
EFTPOS Clearing	Cash and cash equivalents	299,267		299,267	
BPay Receipts	Cash and cash equivalents	109,628		109,628	
BPOINT Receipts	Cash and cash equivalents	110,679		110,679	
Terminal Control Visitor Centre	Cash and cash equivalents	(832)		(832)	
EFTPOS Clearing Visitor Centre	Cash and cash equivalents	6,291		6,291	
Bank Account - Toodyay Shire Council - At Call Account	Cash and cash equivalents	1,528,452		1,528,452	
EFTPOS Clearing Planning & Develop Dept	Cash and cash equivalents	(139,905)		(139,905)	
Bank Account - Reserve Restricted Account	Cash and cash equivalents	1,142,314	2,300,589	3,442,903	
Bank Account Trust Fund	Cash and cash equivalents	(878)		(878)	
Bank Account - Municipal Term Deposits	Cash and cash equivalents	908		908	
MUNICIPAL Savings Account	Cash and cash equivalents	114,056		114,056	
Term Deposit Account - T100 BGC	Cash and cash equivalents	63,175		63,175	
Term Deposit Account - T214 Toodyay Stone	Cash and cash equivalents	55,610		55,610	
Term Deposit Account - T4 Opal Vale - Sam Mangione	Cash and cash equivalents	140,604		140,604	
Term Deposit Account - T114 Vernice P/L	Cash and cash equivalents	234,232		234,232	
Term Deposit Account - T458 Boral Resources	Cash and cash equivalents	507,820		507,820	
Term Deposit Account - T797 Ironbridge Property	Cash and cash equivalents	36,964		36,964	
Term Deposit Account - T805 Vernice Pty Ltd	Cash and cash equivalents	27,585		27,585	
Term Deposit Account - T809 Opal Vale Landfill Bond	Cash and cash equivalents	139,743		139,743	
Term Deposit Account - T811 TAQWA Holdings-Landsac	Cash and cash equivalents	10,374		10,374	
Term Deposit Account - T820 Avon Earthworks	Cash and cash equivalents	11,063		11,063	
Term Deposit Account - Sale Lot 17 Toodyay Road (MacKnoe)	Cash and cash equivalents	105,780		105,780	
Term Deposit - Sale Lot 108 Stirling Terrace	Cash and cash equivalents	(531,591)	527,932	(3,659)	
Term Deposit - Sale 5 Piesse Street	Cash and cash equivalents	(610,722)	606,518	(4,204)	
Municipal Term Deposit - Investment	Cash and cash equivalents	0		0	
Total		**9,014,444**	**3,435,039**	**12,449,483**	**0**
Comprising					
Cash and cash equivalents		9,014,444	3,435,039	12,449,483	0
		9,014,444	**3,435,039**	**12,449,483**	**0**

KEY INFORMATION
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of 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 provided in Note 8 - Other assets.



SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

4 RESERVE ACCOUNTS

	Adopted Budget					Actual				
Reserve account name	Opening Balance	Interest In (+)	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Interest In (+)	Transfers In (+)	Transfers Out (-)	Closing Balance
	$	$		$	$	$		$	$	$
Reserve accounts restricted by Council										
Employee Entitlement Reserve	274,670	6,867			281,537	276,051.00	1,475			277,526
Asset Development Reserve	470,800	11,770			482,570	467,295.00	2,449			469,744
CCTV Reserve	378	10			388	0.00	0			0
Emergency Management Reserve	83,686	2,092			85,778	83,051.00	444			83,495
Newcastle Footbridge & Pedestrian Overpass Reserve	48,169	1,204	200,000		249,373	47,804.00	255			48,059
Heritage Reserve	12,401	310			12,711	12,306.00	66			12,372
Information technology reserve	3,326	83			3,409	0.00	0			0
Plant Reserve	64,381	1,609	1,000,000	(393,000)	672,990	0.00	2,180			2,180
Recreation Development Reserve	304,140	7,603			311,743	301,837.00	1,610			303,447
Refuse Reserve	128,143	3,203			131,346	127,171.00	680			127,851
Road Contribution Reserve	575,085	14,376	100,000	(300,000)	389,461	472,651.00	2,516			475,167
Strategic Access & Egress Reserve	329,231	8,230	10,000	(47,000)	300,461	230,398.00	1,980			232,378
Drainage and Sewerage Reserve	164,452	4,111			168,563	163,210.00	868			164,078
Biosecurity Reserve	73	2			75	0.00	0			0
Roads Reserve	120,670	3,017			123,687	98,570.00	517			99,087
Buildings Reserve	1,020,556	25,513	539,000	(1,096,700)	488,369	1,139,628.00	27			1,139,655
	3,600,161	**90,000**	**1,849,000**	**(1,836,700)**	**3,702,461**	**3,419,972.00**	**15,067**	**0**	**0**	**3,435,039**

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

5 CAPITAL ACQUISITIONS

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Variance
	$	$	$	$
Land	2,146,944	536,736	0	(2,146,944)
Buildings	721,700	180,425	86,105	(635,595)
Furniture and equipment	480,000	120,000	7,966	(472,034)
Plant and equipment	1,320,000	330,000	120,943	(1,199,057)
Acquisition of property, plant and equipment	**4,668,644**	**1,167,161**	**215,014**	**(4,453,630)**
Infrastructure - roads	11,104,413	2,776,103	346,877	(10,757,536)
Infrastructure - drainage	30,000	7,500	10,300	(19,700)
Infrastructure - bridges	170,000	42,500	0	(170,000)
Infrastructure - other	368,753	92,188	9,474	(359,279)
Acquisition of infrastructure	**11,673,166**	**2,918,292**	**366,651**	**(11,306,515)**
Total capital acquisitions	**16,341,810**	**4,085,453**	**581,665**	**(15,760,145)**
Capital Acquisitions Funded By:				
Capital grants and contributions	5,063,149	1,265,790	567,156	(4,495,993)
Other (disposals & C/Fwd)	1,431,000	0	86,644	(1,344,356)
Reserve accounts				0
Plant Reserve	393,000	327,500	0	(393,000)
Strategic Access & Egress Reserve	47,000	39,167	0	(47,000)
Buildings Reserve	1,096,700	913,917	0	(1,096,700)
Contribution - operations	8,010,961	1,289,079	(72,135)	(8,083,096)
Capital funding total	**16,341,810**	**4,085,453**	**581,665**	**(15,760,145)**

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 SEPTEMBER 2026

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total
Level of completion indicators

- 0%
- 20%
- 40%
- 60%
- 80%
- 100%
- Over 100%

Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

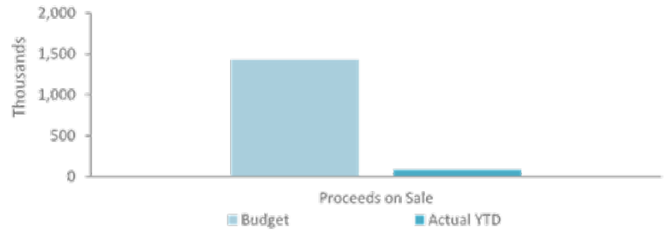
Work Order	Work Order Description	Amended Budget	YTD Budget	YTD Actual	Variance (Under)/Over
		$	$	$	$
Land & Buildings					
WO.10027	Key Worker Accomodation	596,700	149,175		(596,700)
WO.10003	Batty Pass Land Development	2,146,944	536,736	49,489	(2,097,455)
WO.10021	Accessable Public Toilet Construction	110,000	27,500	36,616	(73,384)
WO.10102	Toodyay Club- electrical Upgrade (Lighting and Airconditioning)	15,000	3,750		(15,000)
					0
Furniture & Fittings					
WO.10098	Replacement of Councils ERP (Datascape)	400,000	100,000		(400,000)
WO.10030	Furniture and Equipment-Internal refurbishment	50,000	12,500		(50,000)
WO.10099	Media Player and Projection System at Museum	7,500	1,875	7,966	466
WO.10100	AV System for Recreation Centre	15,000	3,750		(15,000)
WO.10030	Replace Meeting Room Chairs at CRC (60 Chairs)	7,500	1,875		1,875
Motor vehicles					
WO.10090	Isuzu D-Max Extra Cab (T0024)	50,000	12,500		(50,000)
WO.10091	Isuzu D-Max Extra Cab (T0003)	50,000	12,500		(50,000)
WO.10092	Isuzu D-Max Dual Cab (T0022)-Coordinator Assets and Infrastructure (2	110,000	27,500		(110,000)
WO.10093	Isuzu D-Max Extra Cab (T0020)-Leading Hand	50,000	12,500		(50,000)
WO.10094	Isuzu D-Max Extra Cab -Ranger (T0001)	55,000	13,750		(55,000)
WO.10095	Isuzu D-Max Extra Cab -Ranger (T0002)	55,000	13,750		(55,000)
WO.10087	Isuzu MU-X (T0)-CEO (2 Changeovers)	110,000	27,500		(110,000)
WO.10087	Isuzu MU-X (T00)-EMFCS (2 Changeovers)	110,000	27,500		(110,000)
WO.10088	Isuzu MU-X (T000)-EMCS (2 Changeovers)	110,000	27,500	57,495	(52,505)
WO.10089	Isuzu MU-X (T0000)-EMPR (2 Changeovers)	110,000	27,500		(110,000)
WO.10096	Isuzu MU-X (T0003)-EMAIS (2 Changeovers)	110,000	27,500	57,468	(52,532)
WO.10097	Minor Plant Purchases for Works	15,000	3,750	5,980	(9,020)
Plant					
WO.10032	Events Trailer	20,000	5,000		(20,000)
WO.10009	Hino FS2844-Tipper	150,000	37,500		(150,000)
WO.10011	Zero Turn Mower (Trade in John Deere)	35,000	8,750		(35,000)
WO.10025	Skidsteer - Positrak	180,000	45,000		(180,000)
Roads					
WO.10072	Toodyay Bindi-Bindi Road (Carried Forward)	778,340	194,585	32,369	(745,971)
WO.10082	Fernie Road - Extractive Industry Funding	150,000	37,500	39,205	(110,795)
WO.10083	Salt Valley Road	150,000	37,500	72,527	(77,473)
WO.10074	Gravel Resheet-Telegraph Road	84,475	21,119	74,971	(9,504)
WO.10075	Gravel Resheet-Red Gully Road	178,070	44,518	543	(177,527)
WO.10076	Gravel Resheet-Picnic Hill Road	127,745	31,936	9,000	(118,745)
WO.10077	Gravel Resheet-Old Plains Road	138,045	34,511	49,766	(88,279)
WO.10078	Gravel Resheet-Chatcup Road	129,923	32,481	17,405	(112,518)
WO.10079	Bitumen Seal-Salt Valley Road	367,320	91,830	25,161	(342,159)
WO.10080	Bitumen Seal-Fernie Road	49,115	12,279		(49,115)
WO.3051	Bindoon Dewars Pool Road	279,000	69,750		(279,000)
WO.10050	Bindoon Dewars Pool Road	0	0	10,930	10,930
WO.10081	Toodyay Bindi-Bindi Road Reconstruction SLK 31.63 to SLK 29.87	1,008,386	252,097		(1,008,386)
WO.3244	Access and Egress Projects-Road Upgrades -Fitzgerald Road	94,000	23,500		(94,000)
WO.10084	Convert 2 Parking Bays to Alfreco seating in Stirling Tce	20,000	5,000		(20,000)
WO.10085	Toodyay Race Club - Cattleyards for Arena	15,000	3,750	15,000	0
WO.10105	Toodyay Bindi Bindi Rd SLK 0.00 to 33.40	3,560,272	890,068		(3,560,272)
WO.10106	Julimar Rd SLK 0.00 to 30.54	3,974,722	993,681		(3,974,722)
Drainage					
WO.3245	Toodyay Street Drainage	30,000	7,500	10,300	(19,700)
Bridges					
WO.10035	Urgent Bridge Repairs (Various Bridges)	170,000	42,500		(170,000)
Other Infrastructure					
WO.3251	Swimming Pool /Parks and Gardens Shade Structures	30,000	7,500		(30,000)
WO.10004	Standpipe Upgrades/Refurbishments	160,000	40,000	9,474	(150,526)
WO.10033	Replace Niche Wall	30,000	7,500		(30,000)
WO.10102	Julimar Fire Station Replace 2 existing Tanks	108,753	27,188		(108,753)
WO.3250	CCTV Improvements	40,000	10,000		(40,000)
		16,341,810	**4,085,453**	**581,665**	**(15,750,770)**

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

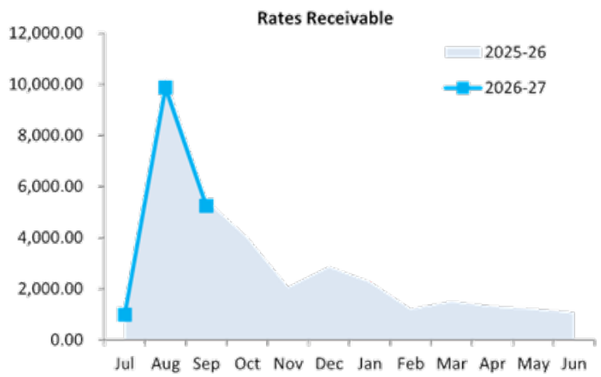
Asset Ref.	Asset description	Amended Budget Net Book Value	Amended Budget Proceeds	Amended Budget Profit	Amended Budget (Loss)	YTD Actual Net Book Value	YTD Actual Proceeds	YTD Actual Profit	YTD Actual (Loss)
		$	$	$	$	$	$	$	$
	Buildings								
	Various	539,000	539,000	0	0	0	0	0	0
	Plant and equipment								
	Various	640,018	892,000	8,168	(243,814)	80,104	86,644	6,540	0
		1,179,018	**1,431,000**	**8,168**	**(243,814)**	**80,104**	**86,644**	**6,540**	**0**



SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

7 RECEIVABLES

Rates receivable	30 Jun 2026	30 Sep 2026
	$	$
Opening arrears previous year	1,138,409	1,036,103
Levied this year	8,273,998	8,655,611
Less - collections to date	(8,376,304)	(4,442,799)
Gross rates collectable	**1,036,103**	**5,248,915**
Allowance for impairment of rates receivable	0	0
Net rates collectable	**1,036,103**	**5,248,915**
% Collected	89.0%	45.8%



Receivables - rates	Credit	Current	1 Year	2 Years	3 Years plus	Total
	$	$	$	$	$	$
Rates aged by year		4,170,084	467,012	137,609	474,210	5,248,915
Percentage	0.0%	0.0%	0.0%	0.0%	0.0%	

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Receivables - general	0	28,352	2,781	291	370,611	402,035
Percentage	0.0%	7.1%	0.7%	0.1%	92.2%	

Balance per trial balance	
Trade and Other Receivables	402,035
GST receivable	407,667
Rates rebates receivable	530,341
Total receivables general outstanding	**1,124,387**

Amounts shown above include GST (where applicable)

KEY INFORMATION

Council's software reports the rates aged information once the year end data is rolled over in the ledger. Year to date accruals on a yearly basis , including rates paid which are in arrears, are not reported correctly in the current year and therefore, the rates information aged by year is adjusted in the current category to match the rates outstanding in the general ledger.

Rates aged reports report as per the day they are run and the monthly statements report on period end so there is an adjustment for the aging report to match the general ledger at the end of period.

The aged general receivables report includes prepayments which is a negative number so there is an adjustment on the aged chart for the prepayments which is reported as a payable.

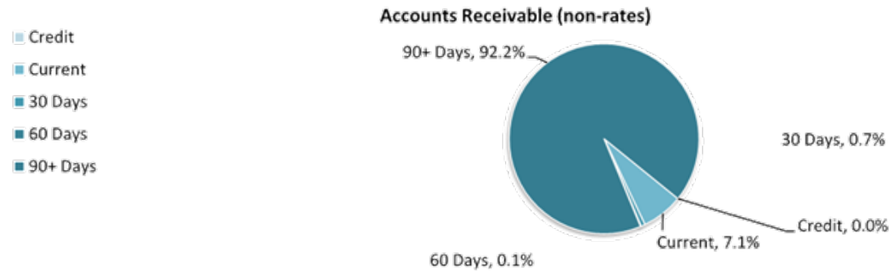
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2026	Asset Increase	Asset Reduction	Closing Balance 30 September 2026
	$	$	$	$
Inventory				
Stores and materials	18,671	7,204	0	25,875
Visitor centre	33,807	0	0	33,807
Other assets				
Prepayments	0	3,416	0	3,416
Accrued income	14,875	0	0	14,875
Contract assets	575,626	0	0	575,626
Total other current assets	**642,979**	**10,620**	**0**	**653,599**

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 SEPTEMBER 2026

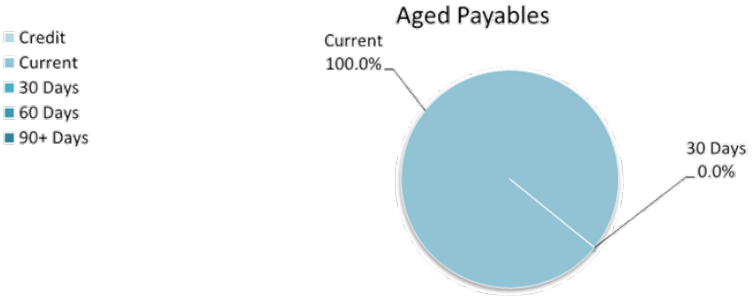
OPERATING ACTIVITIES

9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	$	$	$	$	$	$
Payables - general	0	249,568	0	0	0	249,568
Percentage	0.0%	100.0%	0.0%	0.0%	0.0%	
Balance per trial balance						
Sundry creditors						249,568
Accrued salaries and wages						127,861
ATO liabilities						251,752
Other payables						329,158
Accrued Expenses						137,178
Total payables general outstanding						**1,095,517**
Amounts shown above include GST (where applicable)						

KEY INFORMATION

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 SEPTEMBER 2026

10 BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	Loan No.	1 July 2026	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget	Actual	Amended Budget
		$	$	$	$	$	$	$	$	$
Depot stage 2	71	347,720				(47,146)	347,720	300,574		(15,190)
Land - Rec precinct	72	452,996				(56,491)	452,996	396,505		(19,357)
Recreation precinct	75B	3,560,432				(201,185)	3,560,432	3,359,247		(80,933)
Total		**4,361,148**	**0**	**0**	**0**	**(304,822)**	**4,361,148**	**4,056,326**	**0**	**(115,480)**
Current borrowings		609,642					609,642			
Non-current borrowings		3,751,506					3,751,506			
		4,361,148					**4,361,148**			

All debenture repayments were financed by general purpose revenue.

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 SEPTEMBER 2026

OPERATING ACTIVITIES

12 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2026	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 September 2026
		$	$	$	$	$
Other liabilities						
Capital grant/contributions liabilities		1	0	0	0	1
Other liabilities - Bonds and Deposits		1,548,815	0	133,313	0	1,682,128
Other Liabilities [describe]		1,773,521	0	59,584	0	1,833,105
Total other liabilities		3,322,337	0	192,897	0	3,515,234
Employee Related Provisions						
Provision for annual leave		199,581	0	0	(34,423)	165,158
Provision for long service leave		27,642	0	16,295	0	43,937
Total Provisions		227,223	0	16,295	(34,423)	209,095
Total other current liabilities		**3,549,560**	**0**	**209,192**	**(34,423)**	**3,724,329**

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 SEPTEMBER 2026

OPERATING ACTIVITIES

13 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Grants, subsidies and contributions revenue

Provider	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$
Grants and subsidies			
General Purpose Funding			
General Purpose Grant - Federal Grant	122,060	10,172	67,267
Road Improvement Grant - Federal Grant	20,220	1,685	29,638
Law Order & Public Safety			
Emergency Management - State Grants Operating	353,530	29,461	0
Other Grants - Operating	0	0	75,882
Education & Welfare			
Welfare Other Grants - Operating	180,843	15,070	2,959
Transport			
Streets, roads, bridges, depots - Other Grants	211,296	17,608	222,667
Streets, roads, bridges, depots - Other Contributions	100,000	8,333	100,416
Economic Services			
Community Development - State Grants Operating	5,000	417	0
Community Development - Other Grants Operating	10,000	833	5,500
	1,002,949	**83,579**	**504,329**
TOTALS	**1,002,949**	**83,579**	**504,329**

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

14 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Capital grants, subsidies and contributions revenue

Provider	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	$	$	$
Capital grants and subsidies			
Law Order & Public Safety			
Bushfire Risk Management - State Grants Capital	75,000	6,250	0
Fire and Land Management - State Grats Capital	50,000	4,167	0
Community Amenities			
Community Sponsorship - State Grants Capital	5,000	417	0
Transport			
Streets Roads Bridges Depots - State Grants Capital	10,111,199	842,600	269,373
Streets Roads Bridges Depots - State Grants Capital	0	0	297,783
Economic Services			
Economic Development - State Grants Capital	2,256,944	188,079	0
Standpipes and Other Economic Services - State Grants Capital	100,000	8,333	0
	12,598,143	**1,049,845**	**567,156**
TOTALS	**12,598,143**	**1,049,845**	**567,156**

SHIRE OF TOODYAY
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

15 BUDGET AMENDMENTS

Amendments to original budget since budget adoption. Surplus/(Deficit)

Description	Account/WO	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							765,821
Scond Tranche of Regiona Road Safety Program	121.133.50	OCM194/09/26	Capital revenue		7,534,994		8,300,815
Toodyay Bindi Bindi Road SLK 0.00 to 33.40	WO.10105	OCM194/09/26	Capital expenses			(3,560,272)	4,740,543
Julimar Rd SLK 0.00 to 30.54 Regional Road	WO.10106	OCM194/09/26	Capital expenses			(3,974,722)	765,821
					7,534,994	**(7,534,994)**	**765,821**

SHIRE OF TOODYAY

COUNCIL NOTICE

DOG ACT 1976

SECTIONS 31 AND 32

SPECIFIED DOG AREAS

Council Resolution No. [INSERT]

Pursuant to sections 31 and 32 of the *Dog Act 1976* and clause 6.1 of the Shire of Toodyay *Dog Local Law 2026*, the Shire of Toodyay specifies the following public places under the care, control or management of the Shire as dog prohibited areas and dog exercise areas.

1. DOG PROHIBITED AREAS

Dogs are prohibited from entering or remaining in the following public places except where expressly authorised by the *Dog Act 1976*:

(a) Public Buildings

Any public building under the care, control or management of the Shire.

(b) Food Premises

Any premises or vehicle classified as a food premises or food vehicle under the *Food Act 2008*.

(c) Public Swimming Pool Facilities

All public swimming pool facilities owned, occupied or managed by the Shire.

(d) Toodyay Showgrounds Sporting Oval

The cricket oval and football oval area within Reserve 27015, Toodyay Street, Toodyay, as identified on Map 2 attached to this Notice.

2. DOG EXERCISE AREAS

The following public places are designated dog exercise areas:

(a) Drummond Street Dog Exercise Area

A portion of Reserve 48170, Drummond Street, Toodyay, as shown on Map 1 attached to this Notice.

(b) Toodyay Showgrounds Dog Exercise Area

A portion of Reserve 27015, Toodyay Street, Toodyay, as shown on Map 2 attached to this Notice.

(c) Toodyay Recreation Centre Dog Exercise Area

Located at Burt, Park Way, Toodyay WA 6566 as shown on Map 3 attached to this Notice.

3. EXCLUSIONS

The dog exercise areas specified in section 2 do not include:

(a) land set apart as a children's playground;

(b) areas being used for organised sporting or other approved activities during the times of such use; and

(c) associated car parking areas.

4. ASSISTANCE DOGS

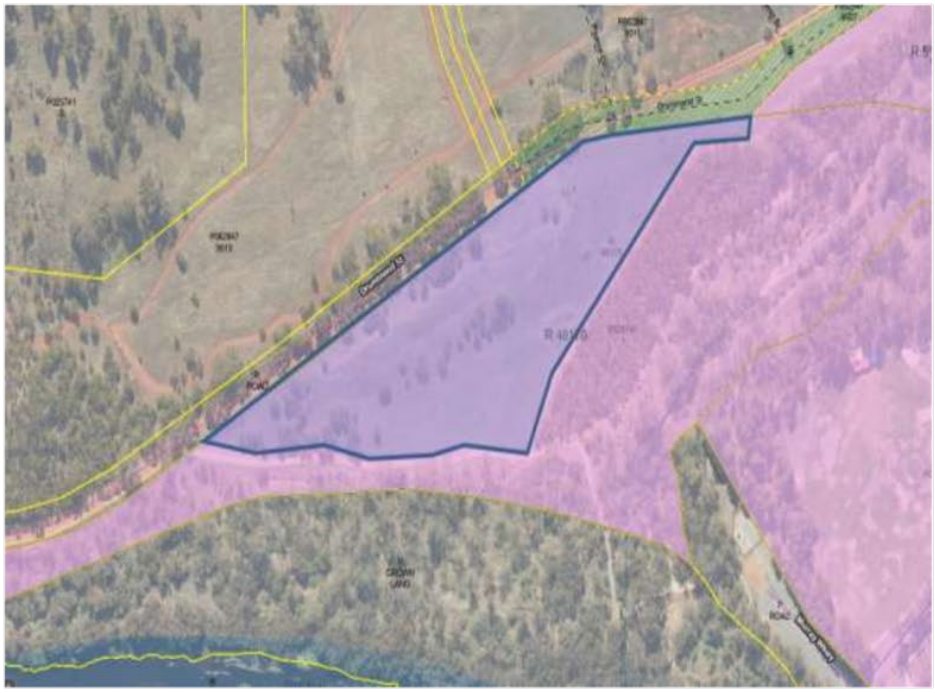
Nothing in this Notice applies to assistance dogs to the extent provided for under the *Dog Act 1976* or any other written law.

5. COMMENCEMENT

This Notice comes into effect on the date adopted by Council by absolute majority and remains in force until amended or revoked by Council resolution.

MAP 1 – DRUMMOND STREET DOG EXERCISE AREA

(a) A portion of Reserve Number 48170 Drummond Street, Toodyay as per the map below; and



MAP 2 – TOODYAY SHOWGROUNDS DOG AREA



Blue Area = Dog Exercise Area Red Area = Dog Prohibited Area

MAP 3 – TOODYAY RECREATION CENTRE DOG AREA



Green Area = Dog Exercise Area Other areas = Dog Prohibited Areas

6. Caravan Parks and Camping Grounds

Nothing in this Notice affects the keeping of dogs within a caravan park or camping ground where authorised under the Caravan Parks and Camping Grounds Regulations 1997.

A person who owns, keeps or has control of a dog within a caravan park or camping ground must comply with the requirements of the Caravan Parks and Camping Grounds Regulations 1997, including requirements relating to the restraint or confinement of dogs.

Community Complaints Policy

Introduction

The Shire recognises that from time to time, members of the community may not be satisfied with Shire services, processes, or decisions. This policy ensures there is a clear and accountable process available for people to lodge, and receive a response to, their complaint. It is recognised that complaints can be an important tool to ensure accountability and promote continuous improvement.

Objective

To ensure that complaints are resolved in a consistent, fair, and structured manner.

Scope

This policy applies to Workers of the Shire of Toodyay.

Definitions

Term	Definition
Act	*Local Government Act 1995.*
Anonymous Complaint	is considered anonymous when the complainant declines to provide their name and/or contact details.
CEO	Chief Executive Officer
Complaint (what is not)	• A first request for action or service (e.g. reporting a nuisance dog, request for footpath or pothole repair). • A request for information or explanation of Council decisions, practices or procedures. • A request for action or service that is outside the Shire's jurisdiction or is provided by other agencies.
Complaint (what is)	is an expression of dissatisfaction about the standard of service provided, or an action or inaction by the Shire of Toodyay, its employees, volunteers and contractors.
Contractor	is a person, business or organisation contracted to provide products and/or services to the Shire for financial consideration.
Council	The local government, responsible for making decisions in formal meetings held under the auspices of Part 5 of the *Local Government Act 1995* and under the *Shire's Standing Orders Local Law 2008.*

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Term	Definition
Executive Managers	Means the Managers defined as Senior Workers that Council resolved (Res. No. OCM026/03/22) to designate in accordance with section 5.37 of the *Local Government Act 1995:* • Executive Manager Corporate and Community Services; • Executive Manager Infrastructure, Assets & Services; and • Executive Manager Development and Regulation.
Malicious Complaint	is considered malicious when its intent is to negatively affect another person's career, reputation, or livelihood.
Member	In relation to the council of a local government, means — (a) an elector mayor or president of the local government; or (b) a councillor on the council (including a councillor who holds another office under section 2.17(2)(a) or (b) as well as the office of councillor). For the purposes of this policy, Member also includes a community member of a Council Committee or Mandated Committee.
Regulations	Local Government (Administration) Regulations 1996.
Shire	The Shire of Toodyay.
Shire President	A mayor or president elected by the Council from amongst the councillors.
Vexatious / Frivolous Complaint	is where there is no evidence to support the complaint and/or there is evidence that the complaint is intended to cause inconvenience, harassment or financial burden.
Volunteer	is a person who contributes time, effort and talent for the benefit of the Shire of Toodyay without financial gain.
WHS Legislation	Work Health and Safety Act 2020. Work (Health and Safety) General Regulations 2022.
Workers	Employees, contractors, and volunteers of the Shire as per the Work Health and Safety legislation (WHS) and regulations.

Policy Statement

1. Principles for handling complaints

(a) Customer focus – complaints are managed in accordance with the Shire of Toodyay Customer Service Charter.

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(b) Accessible – the process for making complaint and investigating it is easy for complainants to understand.

(c) Responsive – complaints are acknowledged, addressed according to urgency and the complainant is kept informed in accordance with the Customer Service Charter.

(d) Objective and Fair – complaints are dealt with in an equitable, objective and unbiased manner. Unreasonable complainants do not become a burden

(e) Confidentiality – personal information related to complaints remains confidential.

(f) Continuous Improvement – complaints are used as a source of improvement.

2. Lodgement of complaints

(a) Complaints can be made:

- In writing, via correspondence or email. Emails should be sent to records@toodyay.wa.gov.au.
- In person, by completing a Customer Service Charter – Feedback Form available on the Shire's website https://www.toodyay.wa.gov.au/resident-services/forms-applicationsand-fact-sheets.aspx (Select "Other")
- By telephone. Complainants should be encouraged to lodge their complaint in writing. If they insist on lodging the complaint verbally, the complainant must provide their name and contact details along with details of the complaint which are to be recorded by a Shire officer.

(b) All complaints will be registered through the Shire's record keeping system by the Officer who receives the complaint at the first point of contact.

(c) Where complaints are made directly to Members, the complainant should be encouraged to contact the Shire office. However, Members may also lodge a complaint on behalf of the complainant.

(d) Frontline staff are responsible for receiving, registering and resolving minor complaints in an efficient and effective manner. The majority of complaints can be resolved immediately by acknowledging the customer's dissatisfaction, apologising where appropriate, and taking corrective action.

3. Complaints that will not be considered

(a) Anonymous complaints; unless the matter could be in breach of statutory provisions or the Shire's Code of Conduct.

(b) Complaints containing offensive language, or that are discriminatory in nature.

(c) Malicious, vexatious or frivolous complaints.

Notwithstanding parts (a) to (c) of this clause, all complaints received will be acknowledged.

4. Investigation and referral

(a) Where the complaint cannot be resolved at the initial contact, the complaint will be referred to the appropriate officer for investigation.

(b) The complaint will be referred to the relevant Executive Manager when:

- The complaint is outside the authority or expertise of the receiving officer;
- The officer is unable to reach a resolution;
- The customer remains dissatisfied;
- The nature of the complaint warrants authority at a higher level.

(c) The complaint will be escalated to the Shire Complaints Officer where the Executive Manager is unable to reach a resolution.

(d) The complaint may be referred to an external agency when determined by the Shire's Complaints Officer.

5. Unresolved complaints

(a) The Shire recognises that not all complaints may be resolved within the above process and that complainants may not receive the outcome they seek.

(b) If a customer is dissatisfied with the complaint resolution provided, other avenues for resolution include:

- Making a request to have the matter considered at a more senior level.
- The Ombudsman of Western Australia is an independent officer of Parliament who investigates complaints about state government departments, most statutory authorities and local governments. The Ombudsman can be contacted at:

  Level 2 Albert Facey House, 469 Wellington Street Perth WA 6000

  PO Box Z5386 St Georges Terrace Perth WA 6831

  Tel 08 9220 7555 / Free call (outside metropolitan area) 1800 117 000

  Email: mail@ombudsman.wa.gov.au

  Website: www.ombudsman.wa.gov.au
- Other legal advice or remedy.

(c) Complainants are encouraged to allow the Shire of Toodyay to investigate complaints prior to referral to an external agency.

Reference Information

- Shire of Toodyay Code of Conduct
- Shire of Toodyay Customer Service Charter
- Guidelines on Complaint Handling – Ombudsman Western Australia

Legislation

Local Government Act 1995

Local Government (Model Code of Conduct) Regulations 2021

Associated documents

Customer Service Charter – Feedback Form

Version control information

Version No.	Date Issued	Review position	Developed by	Approved by
V0	16/4/2021	Original	CEO	Council
V1	27/09/2023	Reviewed 12/06/2023	Executive Services	Council

Document control information	
Document Theme	Governance
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Document ID	COM04
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Approving authority	Council
Access restrictions	Nil
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Date of next review	3 November 2027
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Community Complaints

Introduction

The Shire recognises that complaints are an important source of feedback and provide opportunities to improve service delivery, strengthen accountability, and enhance community confidence in local government.

This Policy establishes a fair, transparent, accessible and consistent process for the management of community complaints.

~~The Shire recognises that from time to time, members of the community may not be satisfied with Shire services, processes, or decisions. This policy ensures there is a clear and accountable process available for people to lodge, and receive a response to, their complaint. It is recognised that complaints can be an important tool to ensure accountability and promote continuous improvement.~~

Objective

The objectives of this Policy are to:

(a) provide an accessible process for lodging complaints;

(b) ensure complaints are handled promptly, fairly and consistently;

(c) promote procedural fairness and natural justice;

(d) ensure complainants receive reasons for decisions where appropriate;

(e) improve organisational performance through the analysis of complaint trends;

(f) maintain public confidence in the Shire's services and decision-making processes; and

(g) support accountability and continuous improvement.

Scope

This Policy applies to complaints made by members of the public regarding:

(a) services provided by the Shire;

(b) the conduct of Shire employees, volunteers, contractors or consultants;

(c) administrative actions or inactions of the Shire;

(d) the quality, standard or timeliness of services provided; and

(e) communication, customer service and operational matters.

This Policy applies to all Shire employees, volunteers, contractors and consultants.

~~This policy applies to Workers of the Shire of Toodyay.~~

Definitions

Term	Definition
Anonymous Complaint	A complaint made without the complainant providing identifying details.
Complainant	A person, business, organisation or stakeholder who lodges a complaint.
Complaint	An expression of dissatisfaction made to or about the Shire regarding a service, action, decision or conduct where a response or resolution is explicitly or implicitly expected.
Contractor	is a person, business or organisation contracted to provide products and/or services to the Shire for financial consideration.
Malicious Complaint	A complaint intentionally made to cause harm to another person, organisation or reputation.
Unreasonable Complaint conduct:	Conduct which, because of its nature or frequency, raises substantial health, safety, resource or equity issues for those involved in the complaint process.
Vexatious / Frivolous Complaint	A complaint lacking substance or made primarily to harass, cause inconvenience or pursue an unreasonable outcome. A complaint that is made without reasonable grounds, lacks substance, is intended to harass, annoy or cause detriment to another person, or is part of a pattern of repetitive complaints where the issues raised have previously been investigated and resolved.
Volunteer	is a person who contributes time, effort and talent for the benefit of the Shire of Toodyay without financial gain.
WHS Legislation	Work Health and Safety Act 2020. Work (Health and Safety) General Regulations 2022.
Workers	Employees, contractors, and volunteers of the Shire as per the Work Health and Safety legislation (WHS) and regulations.
Refer to the Shire of Toodyay (Shire) Glossary (Definitions) located on the Shire website for definitions not listed: https://www.toodyay.wa.gov.au/documents/470/corporate-documents-glossary-(definitions)	

Guiding Principles

The Shire will manage complaints in accordance with the following principles:

Principle	Detail
Accessibility	The complaints process will be easy to locate, understand and use.
Responsiveness	Complaints will be acknowledged and addressed promptly.
Objectivity	Complaints will be assessed fairly, impartially and without bias.
Procedural Fairness	Individuals who are the subject of a complaint will be treated fairly and given an opportunity to respond where appropriate before findings are made.
Confidentiality	Personal information will be managed in accordance with applicable privacy and recordkeeping obligations.
Accountability	The Shire will accept responsibility for complaint handling decisions and provide reasons for outcomes where appropriate.
Continuous Improvement	Complaint information will be analysed to identify opportunities to improve services, processes and communication.

Matters that are not Complaints

The following are not considered complaints for the purpose of this Policy:

(a) requests for service;

(b) requests for information;

(c) Freedom of Information applications;

(d) planning objections and statutory submissions;

(e) appeals under legislation;

(f) compliance actions undertaken by the Shire;

(g) petitions;

(h) public interest disclosures;

(i) complaints concerning matters outside the jurisdiction of the Shire; and

(j) private disputes between individuals.

(k) complaints concerning elected members (Councillors), which are managed under the *Local Government Act 1995*, the *Local Government (Model Code of Conduct) Regulations 2021*, and any applicable standards framework.

These matters will be managed under the relevant legislation, policy or administrative process and are not investigated under this Policy.

Policy Statement

The purpose of this policy is to provide a clear and transparent framework for handling community complaints in accordance with AS 10002:2022, and the WA Ombudsman Guidelines on Complaint Handling.

This Shire may determine, through its Chief Executive Officer or delegated officer, to take the following courses of action:

(a) Take no further action and give the complainant reasons;

(b) Resolve the complaint by use of appropriate strategies such as, but not limited to, mediation, informal discussion or negotiation; and

(c) Discontinue the assessment in circumstances where it becomes evident that the matter would be referred to another body or person and advise the complainant accordingly.

1. Making a complaint

(a) Complaints may be submitted:

(i) online through forms published on the Shire website;

(ii) by email;

(iii) in writing;

(iv) in person at the Shire Administration Centre; or

(v) by telephone.

(b) Shire staff receiving verbal complaints shall record the complaint within the Shire's recordkeeping system.

(c) Assistance will be provided to persons who require support to make a complaint.

~~1. equitable, objective and unbiased manner. Unreasonable complainants do not become a burden~~**~~Principles for handling complaints~~**

~~(a) Customer focus – complaints are managed in accordance with the Shire of Toodyay Customer Service Charter.~~

~~(b) Accessible – the process for making complaint and investigating it is easy for complainants to understand.~~

~~(c) Responsive – complaints are acknowledged, addressed according to urgency and the complainant is kept informed in accordance with the Customer Service Charter.~~

~~(d) Objective and Fair – complaints are dealt with in an equitable, objective and unbiased manner. Unreasonable complainants do not become a burden~~

~~(e) Confidentiality – personal information related to complaints remains confidential.~~

~~(f) Continuous Improvement – complaints are used as a source of improvement.~~

2. Complaint Handling Process

The Shire of Toodyay follows a systematic process for handling complaints, which includes the following stages:

Stages	Description
Stage 1 – Receipt	All complaints will be recorded in the Shire's recordkeeping system upon receipt.
Stage 2 – Acknowledgement	The Shire will acknowledge receipt of a complaint within five (5) business days.
Stage 3 – Assessment	The complaint will be assessed to determine: • whether the matter falls within the scope of this Policy; • the complexity of the matter; • any risks arising from the complaint; • whether referral to another authority is required.
Stage 4 – Investigation	Where required, an investigation will be undertaken by an appropriately authorised officer. Investigations will be conducted fairly, objectively and proportionately.
Stage 5 – Resolution	Appropriate actions may include: • explanation; • apology; • corrective action; • mediation; • service improvement; • referral; • no further action where justified.
Stage 6 – Closure	The complainant will be advised of the outcome, and the complaint will be formally closed.

~~2. Service Standards Lodgement of complaints~~

3.

The Shire aims to achieve the following service standards:

Action	Target
Acknowledge complaint	5 business days

Simple complaint resolution	10 business days
Complex complaint resolution	30 business days
Progress updates	Every 10 business days where delays occur

Where additional time is required, the complainant will be advised.

4. Complaints About Employees

Complaints concerning employees will be managed by the relevant Executive Manager or delegate.

Human resource and industrial obligations will be observed throughout any assessment or investigation.

5. Complaints About Contractors

Complaints regarding contractors may be referred to the contractor for response and corrective action where appropriate.

The Shire retains oversight of complaint resolution where services are provided on its behalf.

6. Complaints About Councillors

Complaints concerning elected members are managed under the *Local Government Act 1995*, the *Local Government (Model Code of Conduct) Regulations 2021*, and any standards framework established by the State Government. Such complaints will not be investigated under this Policy unless expressly authorised by legislation.

7. Complaints about the Chief Executive Officer

Complaints concerning the Chief Executive Officer shall be submitted to the Shire President as the authorised point of receipt on behalf of Council.

Upon receipt, the complaint will be referred to an appropriately independent person, investigator, legal adviser, or other party authorised by Council to undertake any assessment or investigation required.

The Shire President's role is limited to receiving the complaint and facilitating its referral in accordance with Council policy, legislative requirements, and any applicable Council resolution. The Shire President will not investigate, assess, determine, or otherwise administer the complaint.

The Chief Executive Officer will not participate in the management, assessment, investigation, or determination of a complaint concerning their own conduct.

8. Anonymous complaints

Anonymous complaints may be considered where:

(a) there is sufficient information to assess the matter;

(b) the matter raises significant public interest concerns;

(c) there are allegations involving misconduct, fraud, corruption, public safety or statutory non-compliance.

The Shire may be unable to provide outcomes where complainant details are not available.

~~(a) Complaints can be made:~~

9. Unreasonable Complainant Conduct

(a) The Shire is committed to respectful and constructive engagement.

(b) Where a complainant's conduct is unreasonable, the Shire may:

(i) limit communication to written correspondence;

(ii) nominate a single point of contact;

(iii) restrict the frequency of communication;

(iv) decline to respond to repetitive issues previously addressed; or

(v) take any other reasonable and lawful action necessary to ensure the health, safety and wellbeing of staff.

(c) Any restrictions applied will be proportionate, documented and approved by the CEO or delegate.

10. Vexatious, Frivolous and Malicious Complaints

(a) The Shire may decline to investigate, or may discontinue the investigation of, a complaint where it is determined that the complaint is:

(i) vexatious;

(ii) frivolous;

(iii) malicious;

(iv) lacking in substance; or

(v) substantially the same as a matter previously considered and finalised.

(b) The Chief Executive Officer, or an officer delegated in writing by the Chief Executive Officer, may determine that a complaint is vexatious, frivolous or malicious.

(c) Before making such a determination, the decision-maker must consider:

(i) the available evidence;

(ii) whether the complaint discloses a matter requiring investigation;

(iii) the public interest; and

(iv) the principles of procedural fairness.

(d) Where a complaint is declined or discontinued under this clause, the complainant will be provided with written reasons unless doing so would be inappropriate or unlawful.

- Conflicts of Interest In writing, via correspondence or email. Emails should be sent to records@toodyay.wa.gov.au.
- In person, by completing a Customer Service Charter – Feedback Form available on the Shire's website https://www.toodyay.wa.gov.au/resident-services/forms-applicationsand-fact-sheets.aspx (Select "Other")
- By telephone. Complainants should be encouraged to lodge their complaint in writing. If they insist on lodging the complaint verbally, the complainant must provide their name and contact details along with details of the complaint which are to be recorded by a Shire officer.

(b) All complaints will be registered through the Shire's record keeping system by the Officer who receives the complaint at the first point of contact.

(c) Where complaints are made directly to Members, the complainant should be encouraged to contact the Shire office. However, Members may also lodge a complaint on behalf of the complainant.

(d) Frontline staff are responsible for receiving, registering and resolving minor complaints in an efficient and effective manner. The majority of complaints can be resolved immediately by acknowledging the customer's dissatisfaction, apologising where appropriate, and taking corrective action.

11. Complaints that will not be considered

Any officer involved in complaint handling who has an actual, perceived or potential conflict of interest must declare that conflict and remove themselves from the assessment or investigation process.

12. Internal Review

If a complainant is dissatisfied with the outcome of a complaint, they may request an internal review.

Requests for review must:

(a) be lodged within twenty-eight (28) days of notification of the outcome; and

(b) identify the reasons the decision should be reconsidered.

Internal reviews will be undertaken by an officer, consultant, or other suitably qualified person who has had no prior involvement in the matter and can demonstrate independence from the original decision.

13. External Review

Nothing in this Policy prevents a complainant from contacting an external oversight agency.

Relevant agencies may include:

- Ombudsman Western Australia;
- Department of Local Government, Industry Regulation and Safety;
- Corruption and Crime Commission;

- Equal Opportunity Commission;
- Information Commissioner; or
- other agencies with relevant jurisdiction.

~~3.~~

~~(a) Anonymous complaints; unless the matter could be in breach of statutory provisions or the Shire's Code of Conduct.~~

~~(b) Complaints containing offensive language, or that are discriminatory in nature.~~

~~(c) Malicious, vexatious or frivolous complaints.~~

~~Notwithstanding parts (a) to (c) of this clause, all complaints received will be acknowledged.~~

~~4. Investigation and referral~~

~~(a) Where the complaint cannot be resolved at the initial contact, the complaint will be referred to the appropriate officer for investigation.~~

~~(b) The complaint will be referred to the relevant Executive Manager when:~~

- ~~The complaint is outside the authority or expertise of the receiving officer;~~
- ~~The officer is unable to reach a resolution;~~
- ~~The customer remains dissatisfied;~~
- ~~The nature of the complaint warrants authority at a higher level.~~

~~(c) The complaint will be escalated to the Shire Complaints Officer where the Executive Manager is unable to reach a resolution.~~

~~(d) The complaint may be referred to an external agency when determined by the Shire's Complaints Officer.~~

~~5. Unresolved complaints~~

~~(a) The Shire recognises that not all complaints may be resolved within the above process and that complainants may not receive the outcome they seek.~~

~~(b) If a customer is dissatisfied with the complaint resolution provided, other avenues for resolution include:~~

~~Making a request to have the matter considered at a more senior level.~~

~~Complainants are encouraged to allow the Shire of Toodyay to investigate complaints prior to referral to an external agency.~~

- ~~The Ombudsman of Western Australia is an independent officer of Parliament who investigates complaints about state government departments, most statutory authorities and local governments. The Ombudsman can be contacted at:~~

~~Level 2 Albert Facey House, 469 Wellington Street Perth WA 6000~~

~~PO Box Z5386 St Georges Terrace Perth WA 6831~~

~~Tel 08 9220 7555 / Free call (outside metropolitan area) 1800 117 000~~

~~Email: mail@ombudsman.wa.gov.au~~

~~Website: www.ombudsman.wa.gov.au~~

- ~~Other legal advice or remedy.~~

14. ~~Complainants are encouraged to allow the Shire of Toodyay to investigate complaints prior to referral to an external agency.~~Recordkeeping

All complaints, investigations, decisions and correspondence will be recorded and retained in accordance with:

- State Records Act 2000;
- the Shire's Recordkeeping Plan; and
- applicable information management procedures.

15. **Reporting and Continuous Improvement**

Complaint information will be monitored and analysed to identify:

- recurring service issues;
- emerging risks;
- procedural weaknesses;
- opportunities for service improvement.

Periodic Reports will be prepared by Executive Managers and provided to the Chief Executive Officer on:

- complaint volumes;
- complaint categories;
- resolution timeframes;
- systemic issues; and
- corrective actions implemented.

~~(c)~~

Reference Information

- Shire of Toodyay Code of Conduct
- Shire of Toodyay Customer Service Charter
- Guidelines on Complaint Handling – Ombudsman Western Australia

Legislation

Local Government Act 1995

Local Government (Model Code of Conduct) Regulations 2021

- *Australian Standard AS 10002:2022 Guidelines for Complaint Management in Organisations;*

- *Ombudsman Western Australia Guidelines on Complaint Handling;*
- *State Records Act 2000;*
- *Freedom of Information Act 1992; and*
- *Shire of Toodyay Customer Service Charter.*

Associated documents

Customer Service Charter – Feedback Form

Community Consultation and Engagement Policy

Recordkeeping Policy

Business Continuity and Disaster Recovery Plan

Document control information	
Document Category	Communities
Document Title	Community Complaints Policy
Document ID	COM04
Document Owner (position title)	Chief Executive Officer
Author (position title)	Chief Executive Officer
Initial Council Adoption (including Date and Resolution No.)	16 April 2021
Last Council Review (including Date and Resolution No.)	27 September 2023 (CRN: 214/09/23)
Date of approval	27 September 2023 (CRN: 214/09/23)
Approving authority	Council
Absolute or Simple Majority Decision:	Absolute
Access restrictions	Nil
Date Published	
Date of next review	

Community Complaints

Introduction

The Shire recognises that complaints are an important source of feedback and provide opportunities to improve service delivery, strengthen accountability, and enhance community confidence in local government.

This Policy establishes a fair, transparent, accessible and consistent process for the management of community complaints.

Objective

The objectives of this Policy are to:

(a) provide an accessible process for lodging complaints;

(b) ensure complaints are handled promptly, fairly and consistently;

(c) promote procedural fairness and natural justice;

(d) ensure complainants receive reasons for decisions where appropriate;

(e) improve organisational performance through the analysis of complaint trends;

(f) maintain public confidence in the Shire's services and decision-making processes; and

(g) support accountability and continuous improvement.

Scope

This Policy applies to complaints made by members of the public regarding:

(a) services provided by the Shire;

(b) the conduct of Shire employees, volunteers, contractors or consultants;

(c) administrative actions or inactions of the Shire;

(d) the quality, standard or timeliness of services provided; and

(e) communication, customer service and operational matters.

This Policy applies to all Shire employees, volunteers, contractors and consultants.

Definitions

Term	Definition
Anonymous Complaint	A complaint made without the complainant providing identifying details.
Complainant	A person, business, organisation or stakeholder who lodges a complaint.

Term	Definition
Complaint	An expression of dissatisfaction made to or about the Shire regarding a service, action, decision or conduct where a response or resolution is explicitly or implicitly expected.
Contractor	is a person, business or organisation contracted to provide products and/or services to the Shire for financial consideration.
Malicious Complaint	A complaint intentionally made to cause harm to another person, organisation or reputation.
Unreasonable Complaint conduct:	Conduct which, because of its nature or frequency, raises substantial health, safety, resource or equity issues for those involved in the complaint process.
Vexatious / Frivolous Complaint	A complaint lacking substance or made primarily to harass, cause inconvenience or pursue an unreasonable outcome. A complaint that is made without reasonable grounds, lacks substance, is intended to harass, annoy or cause detriment to another person, or is part of a pattern of repetitive complaints where the issues raised have previously been investigated and resolved.
Volunteer	is a person who contributes time, effort and talent for the benefit of the Shire of Toodyay without financial gain.
WHS Legislation	Work Health and Safety Act 2020. Work (Health and Safety) General Regulations 2022.
Workers	Employees, contractors, and volunteers of the Shire as per the Work Health and Safety legislation (WHS) and regulations.
Refer to the Shire of Toodyay (Shire) Glossary (Definitions) located on the Shire website for definitions not listed: https://www.toodyay.wa.gov.au/documents/470/corporate-documents-glossary-(definitions)	

Guiding Principles

The Shire will manage complaints in accordance with the following principles:

Principle	Detail
Accessibility	The complaints process will be easy to locate, understand and use.
Responsiveness	Complaints will be acknowledged and addressed promptly.

Principle	Detail
Objectivity	Complaints will be assessed fairly, impartially and without bias.
Procedural Fairness	Individuals who are the subject of a complaint will be treated fairly and given an opportunity to respond where appropriate before findings are made.
Confidentiality	Personal information will be managed in accordance with applicable privacy and recordkeeping obligations.
Accountability	The Shire will accept responsibility for complaint handling decisions and provide reasons for outcomes where appropriate.
Continuous Improvement	Complaint information will be analysed to identify opportunities to improve services, processes and communication.

Matters that are not Complaints

The following are not considered complaints for the purpose of this Policy:

(a) requests for service;

(b) requests for information;

(c) Freedom of Information applications;

(d) planning objections and statutory submissions;

(e) appeals under legislation;

(f) compliance actions undertaken by the Shire;

(g) petitions;

(h) public interest disclosures;

(i) complaints concerning matters outside the jurisdiction of the Shire; and

(j) private disputes between individuals.

(k) complaints concerning elected members (Councillors), which are managed under the *Local Government Act 1995*, the *Local Government (Model Code of Conduct) Regulations 2021*, and any applicable standards framework.

These matters will be managed under the relevant legislation, policy or administrative process and are not investigated under this Policy.

Policy Statement

The purpose of this policy is to provide a clear and transparent framework for handling community complaints in accordance with AS 10002:2022, and the WA Ombudsman Guidelines on Complaint Handling.

This Shire may determine, through its Chief Executive Officer or delegated officer, to take the following courses of action:

(a) Take no further action and give the complainant reasons;

(b) Resolve the complaint by use of appropriate strategies such as, but not limited to, mediation, informal discussion or negotiation; and

(c) Discontinue the assessment in circumstances where it becomes evident that the matter would be referred to another body or person and advise the complainant accordingly.

1. Making a complaint

(a) Complaints may be submitted:

(i) online through forms published on the Shire website;

(ii) by email;

(iii) in writing;

(iv) in person at the Shire Administration Centre; or

(v) by telephone.

(b) Shire staff receiving verbal complaints shall record the complaint within the Shire's recordkeeping system.

(c) Assistance will be provided to persons who require support to make a complaint.

2. Complaint Handling Process

The Shire of Toodyay follows a systematic process for handling complaints, which includes the following stages:

Stages	Description
Stage 1 – Receipt	All complaints will be recorded in the Shire's recordkeeping system upon receipt.
Stage 2 – Acknowledgement	The Shire will acknowledge receipt of a complaint within five (5) business days.
Stage 3 – Assessment	The complaint will be assessed to determine: • whether the matter falls within the scope of this Policy; • the complexity of the matter; • any risks arising from the complaint; • whether referral to another authority is required.
Stage 4 – Investigation	Where required, an investigation will be undertaken by an appropriately authorised officer.

Stages	Description
	Investigations will be conducted fairly, objectively and proportionately.
Stage 5 – Resolution	Appropriate actions may include: • explanation; • apology; • corrective action; • mediation; • service improvement; • referral; • no further action where justified.
Stage 6 – Closure	The complainant will be advised of the outcome, and the complaint will be formally closed.

3. Service Standards

The Shire aims to achieve the following service standards:

Action	Target
Acknowledge complaint	5 business days
Simple complaint resolution	10 business days
Complex complaint resolution	30 business days
Progress updates	Every 10 business days where delays occur

Where additional time is required, the complainant will be advised.

4. Complaints About Employees

Complaints concerning employees will be managed by the relevant Executive Manager or delegate.

Human resource and industrial obligations will be observed throughout any assessment or investigation.

5. Complaints About Contractors

Complaints regarding contractors may be referred to the contractor for response and corrective action where appropriate.

The Shire retains oversight of complaint resolution where services are provided on its behalf.



6. Complaints About Councillors

Complaints concerning elected members are managed under the *Local Government Act 1995,* the *Local Government (Model Code of Conduct) Regulations 2021*, and any standards framework established by the State Government. Such complaints will not be investigated under this Policy unless expressly authorised by legislation.

7. Complaints about the Chief Executive Officer

Complaints concerning the Chief Executive Officer shall be submitted to the Shire President as the authorised point of receipt on behalf of Council.

Upon receipt, the complaint will be referred to an appropriately independent person, investigator, legal adviser, or other party authorised by Council to undertake any assessment or investigation required.

The Shire President's role is limited to receiving the complaint and facilitating its referral in accordance with Council policy, legislative requirements, and any applicable Council resolution. The Shire President will not investigate, assess, determine, or otherwise administer the complaint.

The Chief Executive Officer will not participate in the management, assessment, investigation, or determination of a complaint concerning their own conduct.

8. Anonymous complaints

Anonymous complaints may be considered where:

(a) there is sufficient information to assess the matter;

(b) the matter raises significant public interest concerns;

(c) there are allegations involving misconduct, fraud, corruption, public safety or statutory non-compliance.

The Shire may be unable to provide outcomes where complainant details are not available.

9. Unreasonable Complainant Conduct

(a) The Shire is committed to respectful and constructive engagement.

(b) Where a complainant's conduct is unreasonable, the Shire may:

- (i) limit communication to written correspondence;
- (ii) nominate a single point of contact;
- (iii) restrict the frequency of communication;
- (iv) decline to respond to repetitive issues previously addressed; or
- (v) take any other reasonable and lawful action necessary to ensure the health, safety and wellbeing of staff.

(c) Any restrictions applied will be proportionate, documented and approved by the CEO or delegate.

10. Vexatious, Frivolous and Malicious Complaints

(a) The Shire may decline to investigate, or may discontinue the investigation of, a complaint where it is determined that the complaint is:

(i) vexatious;

(ii) frivolous;

(iii) malicious;

(iv) lacking in substance; or

(v) substantially the same as a matter previously considered and finalised.

(b) The Chief Executive Officer, or an officer delegated in writing by the Chief Executive Officer, may determine that a complaint is vexatious, frivolous or malicious.

(c) Before making such a determination, the decision-maker must consider:

(i) the available evidence;

(ii) whether the complaint discloses a matter requiring investigation;

(iii) the public interest; and

(iv) the principles of procedural fairness.

(d) Where a complaint is declined or discontinued under this clause, the complainant will be provided with written reasons unless doing so would be inappropriate or unlawful.

11. Conflicts of Interest

Any officer involved in complaint handling who has an actual, perceived or potential conflict of interest must declare that conflict and remove themselves from the assessment or investigation process.

12. Internal Review

If a complainant is dissatisfied with the outcome of a complaint, they may request an internal review.

Requests for review must:

(a) be lodged within twenty-eight (28) days of notification of the outcome; and

(b) identify the reasons the decision should be reconsidered.

Internal reviews will be undertaken by an officer, consultant, or other suitably qualified person who has had no prior involvement in the matter and can demonstrate independence from the original decision.

13. External Review

Nothing in this Policy prevents a complainant from contacting an external oversight agency.

Relevant agencies may include:

- Ombudsman Western Australia;

- Department of Local Government, Industry Regulation and Safety;
- Corruption and Crime Commission;
- Equal Opportunity Commission;
- Information Commissioner; or
- other agencies with relevant jurisdiction.

14. Recordkeeping

All complaints, investigations, decisions and correspondence will be recorded and retained in accordance with:

- State Records Act 2000;
- the Shire's Recordkeeping Plan; and
- applicable information management procedures.

15. Reporting and Continuous Improvement

Complaint information will be monitored and analysed to identify:

- recurring service issues;
- emerging risks;
- procedural weaknesses;
- opportunities for service improvement.

Periodic Reports will be prepared by Executive Managers and provided to the Chief Executive Officer on:

- complaint volumes;
- complaint categories;
- resolution timeframes;
- systemic issues; and
- corrective actions implemented.

Reference Information

- Shire of Toodyay Code of Conduct
- Shire of Toodyay Customer Service Charter
- Guidelines on Complaint Handling – Ombudsman Western Australia

Legislation

Local Government Act 1995

Local Government (Model Code of Conduct) Regulations 2021

- *Australian Standard AS 10002:2022 Guidelines for Complaint Management in Organisations;*

- *Ombudsman Western Australia Guidelines on Complaint Handling;*
- *State Records Act 2000;*
- *Freedom of Information Act 1992; and*
- *Shire of Toodyay Customer Service Charter.*

Associated documents

Customer Service Charter – Feedback Form

Community Consultation and Engagement Policy

Recordkeeping Policy

Business Continuity and Disaster Recovery Plan

Document control information	
Document Category	Communities
Document Title	Community Complaints Policy
Document ID	COM04
Document Owner (position title)	Chief Executive Officer
Author (position title)	Chief Executive Officer
Initial Council Adoption (including Date and Resolution No.)	16 April 2021
Last Council Review (including Date and Resolution No.)	27 September 2023 (CRN: 214/09/23)
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Approving authority	Council
Absolute or Simple Majority Decision:	Absolute
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Date Published	
Date of next review	

Complaints of alleged breach of the Code of Conduct for Council Members, Committee Members and Candidates

Introduction

To establish the approach the Shire will take for dealing with complaints about alleged breaches of the Division 3 behavioural requirements under the *Local Government (Model Code of Conduct) Regulations 2021, in accordance with Part 8A of the Local Government Act 1995 and the Local Government (Local Government Inspector) Regulations 2025."*

Objective

To ensure transparency, fairness, and accountability in handling complaints of alleged breaches of the Code of Conduct for Council Members, Committee Members and Candidates.

Scope

This policy only applies to Division 3 behavioural complaints made pursuant to the *Local Government (Model Code of Conduct) Regulations 2021* and the Code of Conduct for Council Members, Committee Members and Candidates.

Definitions

Term	Definition
Candidate	an individual is considered a candidate once their nomination for election is accepted, by a Returning Officer, under s.4.49 of the Act. The Code of Conduct for Council Members, Committee Members and Candidates applies to the individual from that point. Any alleged breach of the Code of Conduct for Council Members, Committee Members and Candidates may only be addressed if and when the individual is elected as a council member.
Complaints Officer	The person or persons authorised to deal with complaints under Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*
Evidence	references to 'evidence' in the Regulations means the available facts or information indicating whether an allegation is true or valid. Local governments must use evidence provided by the complainant and by the person to whom the complaint relates, as well as other relevant information, to decide whether an alleged breach of the Code of Conduct for Council Members, Committee Members and Candidates has occurred.

Term	Definition
Investigator	is a suitably qualified person or organisation appointed by the Chief Executive Officer to review and consider complaints.
Refer to the Shire of Toodyay (Shire) Glossary (Definitions) located on the Shire website for definitions not listed: https://www.toodyay.wa.gov.au/documents/470/corporate-documents-glossary-(definitions)	

Policy Statement

The Shire is committed to upholding the highest behavioural standards and accountability.

This policy is limited to Division 3 complaints about breaches of the Shire's Code of Conduct for Council Members, Committee Members and Candidates.

The following matters are not dealt with by this policy:

- Complaints that must be referred to the Local Government Inspector under Part 8A of the Act (e.g., Conduct Breaches, Specified Breaches, or Behavioural Breaches where escalation criteria apply); and
- Allegations of minor misconduct by public officers (refer to Public Sector Commission guidance)."

Further information on the Local Government Inspector's role is available at: https://www.wa.gov.au/organisation/local-government-inspector/making-complaint

Note: The Governance Coordinator may update these references on a regular basis without the need for the policy returning to Council.

1. Complaint management principles

The Shire's complaint management principles include the following:

(a) a person can make a complaint without worrying about any backlash;

(b) complaints will be addressed quickly and handled fairly and impartially;

(c) complaints will be considered based on the order in which they are received; and

(d) complaints relating to candidates will only be addressed if and when the individual is elected as a member.

2. Who receives the Complaint

Complaints are recorded and forwarded to the person authorised to deal with complaints under Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021.*

3. What is a Complaint?

(a) A complaint that shows or implies that conduct on the part of a Member, Committee Member or Candidate in connection with their role or the exercise of their functions may be perceived to constitute a breach of the standards of conduct prescribed under Division 3 of the Code of Conduct for Council Members, Committee Members and Candidates.

(b) Prior to making a complaint, the complainant must discuss the complaint with the Shire's Complaints Officer to determine whether the complaint is a Division 3 complaint.

(c) If the Complaints Officer has a conflict of interest in the matter, the complainant is to discuss the complaint with the Shire's Governance Coordinator.

(d) An individual making a complaint must demonstrate whether they have made any efforts to resolve their complaint with the Respondent and provide reasons for why they have chosen not to make efforts to resolve the issue with the person complained about.

4. What complaints may be declined at the outset?

The Complaints Officer may decline to deal with the complaint if they are satisfied that:

(a) it is an unacceptable complaint in accordance with this policy; or

(b) is misconceived or considered trivial, or frivolous, or vexatious or not made in good faith; or

(c) is not made in a way that would allow the alleged behaviour and any alleged breaches of the Code to be readily identified.

5. What is an Acceptable Complaint

An acceptable complaint is:

(a) made within one month after the alleged breach of the Code has occurred;

(b) made by completing the Shire's complaint form, ensuring that sufficient detail and supporting evidence is included to facilitate an assessment of the complaint by the appointed Complaints Officer; and

(c) lodged by the person making a complaint and not a representative of that person by providing the completed complaint to the Shire via records@toodyay.wa.gov.au

6. What is an Unacceptable Complaint

An unacceptable complaint is:

(a) a complaint lodged anonymously;

(b) where the complainant has made a complaint under the rules of conduct division 4 of the code that relates to the same or similar circumstances of the complaint made under division 3 of the code of conduct;

(c) a complaint made with the intent of addressing personal grievances or disagreements;

(d) a complaint made to express dissatisfaction with a member, or committee member's, lawfully made decisions or performance of their role; and

(e) a complaint made where behaviour occurred at a council or committee meeting and the behaviour was dealt with by the presiding member at that meeting; and

(f) a complaint about the policies or procedures of council;

(g) a complaint about the alleged behaviour of a member arising from the exercise of their functions in good faith, whether or not involving error, that would not otherwise constitute a breach of division 3 standards within the code of conduct.

7. Financial Implications

(a) No fee will be charged to lodge a complaint under this policy.

(b) The Council will set aside money in the annual municipal budget for the purpose of engaging an Independent Investigator to deal with complex complaints, at the discretion of the Complaints Officer.

8. Acknowledgement and Processing of Complaint

(a) The Shire's Complaints Officer must within ten working days:

(i) contact the complainant acknowledging that the complaint has been received;

(ii) contact the person who is the subject of the complaint and provide them with a copy of the complaint made; and

(iii) provide a copy of the Shire's Complaints of alleged breach of the Code of Conduct Policy to both parties; and

(b) The Shire's Complaints Officer may, at their discretion, choose to engage a suitably qualified and experienced independent consultant in accordance with the Shire's Purchasing Policy to act as Independent Investigator to assist with the assessment of complaints and preparation of reports for Council.

(c) In the event an appropriate consultant cannot be engaged or is not available the Complaints Officer may refer the matter to a Shire Officer as determined by the Chief Executive Officer, to assist in assessing and processing the complaint.

(d) If the person subject to the complaint has been found to have committed two or more Behavioural Breaches since 1 January 2026, the Complaints Officer must refer the complaint to the Local Government Inspector under section 8A.12 of the Act for escalation.

8.1 Mediation Processes

Mediation will occur prior to a finding being made, consistent with section 8A.15 of the Act and regulation 7 of the *Local Government (Local Government Inspector) Regulations 2025*.

The person handling or assessing the complaint will:

(a) give the person being complained about a chance to respond to the allegations and provide their own comments and evidence within ten working days of being notified;

(b) arrange a mediation session for both parties to attend after receipt of that response; and

(c) if both parties are satisfied with the resolution during mediation, the complainant must withdraw the complaint in writing to the Complaints Officer.

(d) If the complaint is not withdrawn following the mediation session, the person handling the complaint will assess whether the alleged breach of the Code happened or not and write a report on their findings.

8.2 Report on Findings

The person handling or assessing the complaint will:

(a) Within ten working days following mediation, create a report in which they will explain their reasons for their assessment.

(b) This finding must be based on evidence showing it is more likely than not that the breach occurred.

(c) If it is concluded there was a breach of the Code, a recommendation for further action must be included in the report, and a plan to address the behaviour of the person involved is to be created as an attachment to that report.

(d) The finding can be that the Council dismiss the complaint pursuant to the *Local Government (Model Code of Conduct) Regulations 2021*.

8.3 Action Plans

(a) When creating an action plan the person the complaint is about must be included in the process when scheduling meetings or training.

(b) The action plan may require the person to:

i. participate in further mediation;
ii. get counselling;
iii. attend training; or
iv. take other actions considered appropriate.

(c) The action plan should outline the professional and ethical behaviour expected of Council Members, Committee Members, or Candidates.

(d) The plan should outline:

i. the behaviour(s) of concern;
ii. the actions to address the behaviour(s);
iii. who is responsible for these actions; and
iv. a timeline for completing the actions.

9. Withdrawing a complaint

A complainant may withdraw their complaint at any time before Council considers it. The withdrawal of a complaint must be in writing and addressed to the Complaints Officer.

10. Reporting to Council

(a) The Complaints Officer will inform Council of the complaint by writing a confidential report to the next available Ordinary Council Meeting that will include a "report on findings".

(b) The recommendation based on the report findings must either recommend that Council find that:

(i) no breach of the Code has occurred; or

(ii) a breach of the code has occurred and that no further action should be taken; or

(iii) a breach has occurred, and the Action Plan as received, be implemented.

11. Written Notice

The Complaints Officer must write to the complainant, and the person about whom the complaint was made; summarising the finding made and the reasons behind that finding, together with a copy of Council's decision.

12. Review and Appeal

(a) Decisions made through the complaints management process will be final and binding.

(b) Both parties have no rights to request a review or appeal of the decision.

13. Confidentiality and Privacy

(a) It is an offence for a person to disclose that a complaint has been made and/or any details of a complaint unless Council have made a formal finding of a breach in respect of the complaint.

(b) All parties involved in the complaints management process must maintain confidentiality and respect the privacy of individuals involved.

(c) Information related to complaints and investigations will be handled in accordance with relevant privacy laws and regulations.

(d) Unauthorised disclosure of complaint details or providing false or misleading information is an offence under sections 8A.36 and 8A.38 of the Act and may result in a penalty of up to $10,000.

14. Follow up and Further Action

(a) The Complaints Officer is responsible for monitoring the actions and timeframes set out in the action plan adopted by Council.

(b) Where a Council Member, Committee Member or Candidate does not undertake the actions required by the Council following a breach of the Code, this may constitute a Conduct Breach under Part 8A of the Act and may be referred to the Local Government Inspector.

(c) The Complaints Officer for the Shire of Toodyay will comply with the provisions of the *Local Government Act 1995* in respect to an alleged Behavioural Breach or conduct breach.

15. Training and Awareness

(a) The Shire will provide training and awareness programs to Members and stakeholders on the Code of Conduct and complaints management procedures.

(b) Regular updates and communication will be issued to ensure understanding and compliance with the policy.

16. Record Keeping

(a) The Shire will maintain accurate records of all complaints received, actions taken, and outcomes achieved.

(b) Records will be securely stored and accessible only to authorised personnel.

17. Compliance and Review

This policy may be cancelled or reviewed regularly to ensure alignment with legislative requirements, industry standards, and best practices. Members and Workers will be notified of any variation to this policy by the normal correspondence method.

18. Implementation

This policy will be disseminated to all employees, elected officials, contractors, volunteers, and stakeholders of the Shire.

Reference Information

- Legal Representation and Costs Indemnification Policy (ADM4);
- Shire of Toodyay Customer Service Charter;
- Shire of Toodyay Code of Conduct for Council Members, Committee Members and Candidates;
- Risk Management Policy (ADM18) – containing the Risk Matrix tables.

Note: The Governance Coordinator may update these references on a regular basis without the need for the policy returning to Council.

Legislation

Local Government Act 1995 – Part 8A

Local Government (Model Code of Conduct) Regulations 2021.

Local Government (Local Government Inspector) Regulations 2025

Local Government (Administration) Regulations 1996

Note: The Governance Coordinator may update these references on a regular basis without the need for the policy returning to Council.

Associated documents

Complaint About Alleged Breach Form (**Attachment A**).

Document control information	
Document Category	Governance
Document Title	Complaints of alleged breach of Code of Conduct for Council Members, Committee Members and Candidates
Document ID	GOV4
Document Owner (position title)	Chief Executive Officer
Author (position title)	Chief Executive Officer
Initial Council Adoption *(including Date and Resolution No.)*	27 April 2022 (CRN: OCM061/04/22)
Last Council Review *(including Date and Resolution No.)*	27 February 2025 (CRN. OCM035/02/25)
Date of approval	05/02/2026 (CRN. OCM013/02/26)
Approving authority	Council
Absolute or Simple Majority Decision:	Absolute
Access restrictions	Nil
Date Published	6 February 2026
Date of next review	as changes are made through local government reform

Council Policy: Complaints of Alleged Breach of Code of Conduct for Members, Committee Members and Candidates

Attachment A

Complaint Form - Alleged Breach of the Code of Conduct For Council Members, Committee Members and Candidates

(Division 3 – Behavioural Breaches) of the Local Government (Model Code of Conduct) Regulations 2021

Important Information – Please Read Before Completing This Form

- Complaints must be lodged within one month of the alleged breach occurring.
- Complaints alleging Behavioural Breaches under Division 3 of the Code of Conduct are generally managed by the Shire.
- Escalation Rule: If the person who is the subject of the complaint has been found to have committed two or more Behavioural Breaches since 1 January 2026, this complaint must be referred to the Local Government Inspector under section 8A.12 of the Local Government Act 1995 for escalation and possible formal adjudication.
- Confidentiality requirements apply under section 8A.36 of the Act. Disclosure of complaint details is an offence and may result in penalties of up to $10,000.
- Providing false or misleading information is an offence under section 8A.38 of the Act and may result in penalties of up to $10,000

Name and Details of person making the complaint

Full Name: _____
(include Title, initials and surname of the person making the complaint)

Main Address: _____
(Residential / Premises Address including Suburb and Postcode)

Postal Address: _____
(if different from above)

Phone (H): _____ (M): _____ (W): _____

Email: _____

Name of person alleged to have committed the breach:

Full Name: _____
(include Title, initials and surname)

Position: ☐ **Council Member** ☐ **Committee Member** ☐ **Candidate**

Administration Centre
15 Fiennes Street (PO Box 96)
TOODYAY WA 6566

T (08) **9574 9300**
E complaints@toodyay.wa.gov.au
W www.toodyay.wa.gov.au

Name of person alleged to have committed the breach:

Date that the alleged behaviour breach occurred: _____

Location where the alleged breach occurred: _____

_____

Which of the behaviours prescribed in Division 3 of the Shire of Toodyay's Code of Conduct do you allege this person has breached?	
Clause 8. Personal integrity (1) A council member, committee member or candidate —	
(a) must ensure that their use of social media and other forms of communication complies with this code; and	☐
(b) must only publish material that is factually correct	☐
(2) A council member or committee member —	
(a) must not be impaired by alcohol or drugs in the performance of their official duties; and	☐
(b) must comply with all policies, procedures, and resolutions of the local government.	☐
Clause 9. Relationship with others As a representative of the Shire of Toodyay, a council member, committee member or candidate —	
(a) must not bully or harass another person in any way; and	☐
(b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and	☐
(c) must not use offensive or derogatory language when referring to another person; and	☐
(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and	☐
(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.	☐
Clause 10. Council or committee meetings When attending a council or committee meeting, a council member, committee member or candidate —	
(a) must not act in an abusive or threatening manner towards another person; and	☐

Which of the behaviours prescribed in Division 3 of the Shire of Toodyay's Code of Conduct do you allege this person has breached?	
(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and	☐
(c) must not repeatedly disrupt the meeting; and	☐
(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and	☐
(e) must comply with any direction given by the person presiding at the meeting; and	☐
(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.	☐

Provide full details of the alleged breach.
Attach any supporting evidence to your complaint form.

List any additional information you have provided as part of this complaint:
Please ensure all information relevant to the alleged breach has been attached. This information will be the basis on which the complaint is considered.

List any additional information you have provided as part of this complaint:
Please ensure all information relevant to the alleged breach has been attached. This information will be the basis on which the complaint is considered.

_____

_____

_____

_____

_____

Have you made any efforts to resolve the complaint with the Respondent?
Please note, you MUST complete this section

YES	☐	*If yes, please describe the efforts that you have made.* _____ _____ _____ _____ _____ _____
NO	☐	*If no, please include a brief statement explaining why you have not made any efforts to resolve the issue with the person complained about.* _____ _____ _____ _____

The Shire of Toodyay has a policy that the Complainant and the Respondent are to participate in a mediation process before the complaint is dealt with.

The objective is to support both parties to reach a mutually satisfactory outcome that resolves the issues and restores the relationship between them. An outcome may be that as the Complainant; you will have absolute discretion to withdraw or continue with this Complaint.

Desired outcome of the Complaint *What would you like to happen as a result of lodging this complaint?*
_____
_____
_____
_____
_____

Declaration by Complainant *please sign and date*

I declare that the information provided is true and correct to the best of my knowledge.

Complainant's Signature: _____

Date of signing: _____

Completed and signed complaint form is to be forwarded to:

Email: complaints@toodyay.wa.gov.au

Post: Complaints Officer, Shire of Toodyay PO Box 96 Toodyay WA 6566

By Hand: Complaints Officer, Shire of Toodyay, Admin Centre, 15 Fiennes St, Toodyay WA 6566

Confidentiality Notice

This form contains information relating to a complaint under the Local Government Act 1995. Disclosure or use of any details of this complaint without lawful authority is prohibited under section 8A.36 of the Act and may result in penalties of up to $10,000.

OFFICE USE ONLY: *Received by the Council Appointed Complaints Officer*

Authorised Officer's Name: _____

Authorised Officer's Signature: _____

Date received: _____

SHIRE OF toodyay
place of plenty

Complaint Form - Alleged Breach of the Code of Conduct For Council Members, Committee Members and Candidates

(Division 3 – Behavioural Breaches) of the Local Government (Model Code of Conduct) Regulations 2021

Important Information – Please Read Before Completing This Form

- Before completing this form, please note:
- Complaints must relate to a behavioural requirement prescribed in Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021*.
- Complaints must be lodged within one month of the alleged breach occurring.
- Complaints must be submitted in writing.
- The complaint must contain sufficient information to allow the allegation to be properly assessed.
- Supporting evidence should be provided wherever possible.
- Confidentiality requirements apply under Part 8A of the *Local Government Act 1995*.
- Providing false or misleading information may constitute an offence.
- Where the respondent is a candidate, the complaint cannot be dealt with unless the candidate is subsequently elected as a council member.
- A complainant may withdraw a complaint at any time before the Council makes a finding. Withdrawals must be made in writing to an authorised officer.

PART A – COMPLAINANT DETAILS

Name and Details of person making the complaint

Full Name: _____
(include Title, initials and surname of the person making the complaint)

Residential Address: _____

Postal Address
(If different) _____

Contact No: _____ (Home) _____ Mobile) _____ (Work)

Email: _____

PART B – RESPONDENT DETAILS

Name of person complained about

Full Name: _____
(include Title, initials and surname)

Position: ☐ **Council Member** ☐ **Committee Member** ☐ **Candidate**

If known, what role or committee does the person hold?

T (08) 9574 9300
E records@toodyay.wa.gov.au
A 'The Old Court House', 15 Fiennes Street, TOODYAY WA 6566
P PO Box 96, TOODYAY WA 6566
https://www.toodyay.wa.gov.au/

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PART B – RESPONDENT DETAILS
Name of person complained about

_____

PART C DETAILS OF ALLEGED BREACH

Was the matter dealt with by the Presiding Member at the meeting? ☐ Yes ☐ No ☐ Unknown

Date that the alleged behaviour breach occurred: _____

Location where the alleged breach occurred: _____

_____

Was the conduct:

☐ In a Council Meeting ☐ In a Committee Meeting

☐ At a Council Function ☐ On Social Media

☐ In Written Correspondence ☐ Verbal Communication

☐ Other (Details below)

_____

_____

PART D – BEHAVIOURAL REQUIREMENT ALLEGED TO HAVE BEEN BREACHED
Tick any provisions you believe have been breached.

Clause 8. Personal integrity		
(1)	A council member, committee member or candidate —	
(a)	must ensure that their use of social media and other forms of communication complies with this code; and	☐
(b)	must only publish material that is factually correct	☐
(2)	A council member or committee member —	
(a)	must not be impaired by alcohol or drugs in the performance of their official duties; and	☐
(b)	must comply with all policies, procedures, and resolutions of the local government.	☐

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PART D – BEHAVIOURAL REQUIREMENT ALLEGED TO HAVE BEEN BREACHED *Tick any provisions you believe have been breached.*		
Clause 9. Relationship with others As a representative of the Shire of Toodyay, a council member, committee member or candidate —		
(a)	must not bully or harass another person in any way; and	☐
(b)	must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and	☐
(c)	must not use offensive or derogatory language when referring to another person; and	☐
(d)	must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and	☐
(e)	must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.	☐
Clause 10. Council or committee meetings When attending a council or committee meeting, a council member, committee member or candidate —		
(a)	must not act in an abusive or threatening manner towards another person; and	☐
(b)	must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and	☐
(c)	must not repeatedly disrupt the meeting; and	☐
(d)	must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and	☐
(e)	must comply with any direction given by the person presiding at the meeting; and	☐
(f)	must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.	☐

PART E – DESCRIPTION OF ALLEGED BREACH

Please describe what happened? Who was involved? What was said or done? and why you believe the behaviour breached the Code?

Provide dates, times, locations and relevant circumstances where known.

Attach any supporting evidence to your complaint form.

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PART E – DESCRIPTION OF ALLEGED BREACH

Please describe what happened? Who was involved? What was said or done? and why you believe the behaviour breached the Code?

Provide dates, times, locations and relevant circumstances where known.

Attach any supporting evidence to your complaint form.

PART F – WITNESSES

Were there any witnesses? ☐ **Yes** ☐ **No**

If yes, provide names and contact details if known

Name	Contact Details

T (08) 9574 9300
E records@toodyay.wa.gov.au
A 'The Old Court House', 15 Fiennes Street, TOODYAY WA 6566
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_____	_____
_____	_____

PART G – SUPPORTING EVIDENCE

Please identify any supporting evidence attached.

☐ Email correspondence ☐ Letters ☐ Screenshots

☐ Meeting Minutes ☐ Meeting Recording ☐ Social Media Posts

☐ Photographs ☐ Other Documents

☐ Other Evidence (Details)

_____

_____

_____

_____

_____

PART H – OUTCOME SOUGHT

What outcome are you seeking?

☐ No particular outcome sought ☐ Apology ☐ Mediation

☐ Training ☐ Behavioural Management Plan

☐ Other (Details)

_____

_____

_____

_____

Please note: The requested outcome will be considered but is not binding on Council.

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https://www.toodyay.wa.gov.au/

PART I – PRIOR REPORTING

Has this matter previously been reported to the Shire? ☐ Yes ☐ No

If yes, provide details:

_____

_____

_____

_____

_____

_____

_____

_____

_____

PRIVACY COLLECTION NOTICE

The Shire of Toodyay is collecting the personal information contained in this form for the purpose of receiving, assessing, investigating and determining complaints relating to alleged behavioural breaches under Division 3 of the *Local Government (Model Code of Conduct) Regulations 2021* and Part 8A of the *Local Government Act 1995*.

The information collected may be used by the Shire, Council, authorised officers, legal advisers, investigators, the Local Government Inspector, or any other person or body authorised by law, for the purpose of administering and determining the complaint and complying with legislative obligations.

The information provided may be disclosed to:

- the person who is the subject of the complaint;
- Council Members who are required to consider the complaint;
- authorised Shire officers;
- legal advisers, investigators or other professional advisers engaged by the Shire;
- the Local Government Inspector;
- government agencies or statutory bodies where disclosure is authorised or required by law; and
- any other person or body to whom disclosure is authorised or required under the *Local Government Act 1995* or any other written law.

Provision of the requested information is necessary to enable the Shire to assess and manage the complaint. If sufficient information is not provided, the Shire may be unable to process or determine the complaint.

T (08) 9574 9300
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https://www.toodyay.wa.gov.au/

Information relating to behavioural complaints is subject to the confidentiality provisions contained in Part 8A of the *Local Government Act 1995*. Persons involved in a complaint process may be prohibited from disclosing complaint information except as authorised by law.

Any enquiries regarding the collection, use or disclosure of personal information should be directed to the Chief Executive Officer, Shire of Toodyay, PO Box 96, Toodyay WA 6566, telephone (08) 9574 9300.

Further information about how the Shire manages personal information is available in the Shire's Privacy Policy at: https://www.toodyay.wa.gov.au/privacy-statement.aspx

Privacy Acknowledgement

I acknowledge that I have read and understood the Privacy Collection Notice and consent to the Shire collecting, using and disclosing my personal information for the purposes described above.

Complainant Signature **Complainant Printed Name** **Date**

PART J – DECLARATION

I declare that:

- the information contained in this complaint is true and correct to the best of my knowledge;
- the complaint is made in good faith;

any documents attached are true copies of the originals.

Complainant's Signature: _____

Date of signing: _____

Completed and signed complaint form is to be forwarded to:

Email: complaints@toodyay.wa.gov.au

Post: Complaints Officer, Shire of Toodyay PO Box 96 Toodyay WA 6566

By Hand: Complaints Officer, Shire of Toodyay, Admin Centre, 15 Fiennes St, Toodyay WA 6566

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OFFICE USE ONLY: *Received by the Council Appointed Complaints Officer*

Complaint Reference Number _____

Date Received _____

☐ **Complaint lodged within one month**

☐ **Complaint relates to Division 3 behavioural requirements**

☐ **Candidate complaint (Clause 15 review undertaken)**

☐ **Complaint referred to Inspector under Clause 11(5)**

Received By

Authorised Officer's Name: _____

Authorised Officer's Position: _____

Authorised Officer's Signature: _____

Initial Assessment Completed ☐ Yes ☐ No

Complaint Appears Valid Under Clause 11(2) ☐ Yes ☐ No

Council Report written for Meeting date: _____

Referred to Local Government Inspector ☐ Yes ☐ No

Inspector Referral Date _____

Notes: _____

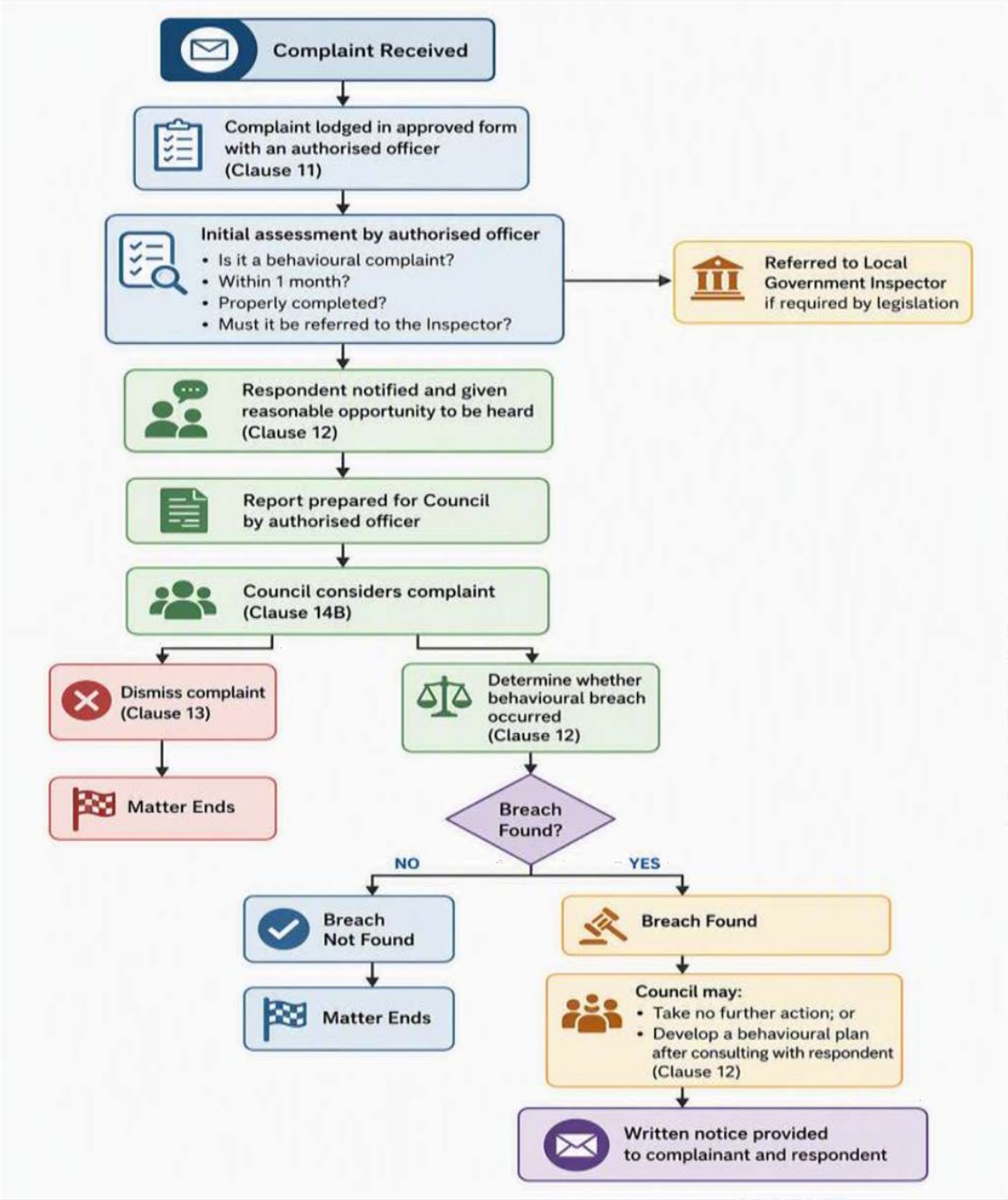
_____

_____

_____

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SHIRE OF TOODYAY
LOCAL GOVERNMENT ACT 1995
Parking and Parking Facilities Local Law Amendment Local Law 2027

Under the powers conferred by the *Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Toodyay resolved to make the following local law:

PART 1 PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Toodyay Parking and Parking Facilities Local Law Amendment Local Law 2027.*

1.2 Commencement

This local law comes into operation 14 days after its publication in the *Government Gazette.*

1.3 Principal Local Law

In this local law, the *Shire of Toodyay Parking and Parking Facilities Local Law 2026* published in the *Government Gazette* on 31 July 2026 is referred to as the Principal Local Law.

PART 2 AMENDMENTS TO THE PARKING AND PARKING FACILITIES LOCAL LAW 2026

2.1 Clause 4.2 amended

Clause 4.2 is amended by:

(a) inserting a full stop at the end of clause 4.2(3); and

(b) inserting a full stop at the end of clause 4.2(4).

2.2 Clause 4.10 amended

Clause 4.10 is amended by deleting paragraph (d) and reformatting the clause so that the words:

unless stopping is permitted by a parking control sign

follow immediately after paragraph (c) without paragraph designation.

2.3 Schedule 2 amended

Schedule 2 is amended as follows:

Item 1

Delete the clause reference "2.1" and insert:

2.2(1)(b)

Item 2

Delete the clause reference "2.2" and insert:

2.3

Item 3

Delete the clause reference "3.1" and insert:

3.2(1)(c)

SHIRE OF TOODYAY
LOCAL GOVERNMENT ACT 1995
Parking and Parking Facilities Local Law Amendment Local Law 2027

Item 4

Delete the clause reference "3.2" and insert:

3.2(1)(a)

Item 5

Delete the clause reference "3.2" and insert:

3.2(1)(b)

Item 6

Delete the clause reference "3.2" and insert:

3.2(1)(c)

Item 7

Delete the clause reference "3.2" and insert:

3.2(3)(a)

Item 8

Delete the clause reference "3.2" and insert:

3.2(3)(c)

Item 11

Delete the clause reference "3.2" and insert:

3.2(4)

Item 17

Delete the clause reference and insert:

3.6(1)(j)

Item 18

Delete the clause reference and insert:

3.6(1)(k)

Item 19

Delete the clause reference and insert:

3.6(1)(e)

Item 26

Delete the clause reference "3.11" and insert:

3.11(2)

Item 28

Delete the clause reference "4.1" and insert:

4.1(1)

Item 29

Delete the clause reference "4.1" and insert:

4.1(2)(c)

SHIRE OF TOODYAY
LOCAL GOVERNMENT ACT 1995
Parking and Parking Facilities Local Law Amendment Local Law 2027

Item 30

Delete the clause reference "4.1" and insert:

4.1(3)

Item 31

Delete the clause reference "4.2" and insert:

4.2(1)

Item 32

Delete the clause reference "4.2" and insert:

4.2(2)

Item 33

Delete the clause reference "4.2" and insert:

4.2(3)

and amend the offence description by inserting a full stop after the word "Zone".

Item 34

Delete the clause reference "4.2" and insert:

4.2(4)

and amend the offence description by inserting a full stop after the word "Zone".

Item 47

Delete the clause reference "4.15" and insert:

4.15(1)

Item 48

Delete the clause reference "4.16" and insert:

4.15(2).

SHIRE OF TOODYAY
LOCAL GOVERNMENT ACT 1995
Parking and Parking Facilities Local Law Amendment Local Law 2027

AUTHORISATION

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Shire of Toodyay resolved on _____ to make the *Parking and Parking Facilities Local Law Amendment Local Law 2027*.

Dated this ..... day of 2026

The Common Seal of the Shire of Toodyay was affixed by authority of a resolution of Council passed

on the _____ day of _____ 202_ in the presence of:

The Common Seal of the)
Shire of Toodyay was)
affixed in the presence of:)

.....
Cr Michael McKeown
Shire President

.....
Mr Alan Hart
Temporary Chief Executive Officer

LOCAL GOVERNMENT ACT 1995

PARKING AND PARKING FACILITIES LOCAL LAW AMENDMENT LOCAL LAW 2027

The Shire of Toodyay proposes to make the *Shire of Toodyay Parking and Parking Facilities Local Law Amendment Local Law 2027.*

Purpose: to amend the *Shire of Toodyay Parking and Parking Facilities Local Law 2026* to correct drafting, formatting and clause-referencing errors identified by the Joint Standing Committee on Delegated Legislation.

Effect: to correct punctuation, formatting and clause references within the *Shire of Toodyay Parking and Parking Facilities Local Law 2026,* improve its accuracy and administration, and ensure modified penalties correspond with the correct offence provisions. The amendment does not alter the policy intent or substantive operation of the local law.

A copy of the proposed local law may be inspected at or obtained from the Shire Administration Centre at 15 Fiennes Street, Toodyay during normal business hours and is available on the Shire's website at https://www.toodyay.wa.gov.au/publicnotices/

The Shire invites submissions on the proposed local law.

Submissions must be received no later than **4.00 pm on Friday 8 January 2027** and should be addressed to the Chief Executive Officer:

Email: at submissions@toodyay.wa.gov.au

Post: at Shire of Toodyay, PO Box 96, Toodyay WA 6566

In Person: At Shire Office, 15 Fiennes Street, Toodyay WA 6566

For further information, please contact the Shire's Governance Coordinator on (08) 9574 9300.

Alan Hart

Temporary Chief Executive Officer

SHIRE OF TOODYAY
LOCAL GOVERNMENT ACT 1995
Activities in Thoroughfares and Public Places and Trading Local Law Amendment Local Law 2027

Under the powers conferred by the *Local Government Act 1995* and all other powers enabling it, the Council of the Shire of Toodyay resolved to make the following local law:

PART 1 PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Toodyay Activities in Thoroughfares and Public Places and Trading Local Law Amendment Local Law 2027.*

1.2 Commencement

This local law comes into operation 14 days after its publication in the *Government Gazette.*

1.3 Principal Local Law

In this local law the *Shire of Toodyay Activities in Thoroughfares and Public Places and Trading Local Law 2026,* published in the *Government Gazette* on 31 August 2026, is referred to as the Principal Local Law.

PART 2 AMENDMENTS TO THE ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAW 2026

2.1 Clause 6.1 amended

Delete the definition of "Competition Principles Agreement" and insert:

"Competition Principles Agreement" means the Competition Principles Agreement executed by the Treasurers of each State and Territory of the Commonwealth of Australia on 29 November 2024.

2.2 Clause 6.10 amended

Delete the definition of "permit" and insert:

"permit" means a permit issued for the purpose of clause 6.11.

2.3 Clause 6.16 amended

Delete the definition of "permit holder" and insert:

"permit holder" means the person to whom a permit has been issued for the purpose of clause 6.17.

2.4 Clause 6.18 amended

In clause 6.18 delete the reference to clause 6.16 and replace it with a reference to clause 6.17.

2.5 Schedule 1 amended

In Part 11 Schedule 1 amend the following clause references:

- clause 5.17(1) to 5.17;
- clause 6.8(1)(a) to 6.9(1)(a);
- clause 6.8(1)(b) to 6.9(1)(b);

- clause 6.8(1)(c) to 6.9(1)(c);
- clause 6.8(2) to 6.9(2);
- clause 6.10 to 6.11;
- clause 6.11(2) to 6.12(2);
- clause 6.14 to 6.15;
- clause 6.16 to 6.17;
- clause 6.18 to 6.19;
- clause 6.20(1) to 6.21(1); and
- clause 6.20(2) to 6.21(2).

SHIRE OF TOODYAY
LOCAL GOVERNMENT ACT 1995
Activities in Thoroughfares and Public Places and Trading Local Law Amendment Local Law 2027

AUTHORISATION

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Shire of Toodyay resolved on _____ to make the *Activities in Thoroughfares and Public Places and Trading Local Law Amendment Local Law 2027*.

Dated this ..... day of 2026

The Common Seal of the Shire of Toodyay was affixed by authority of a resolution of Council passed

on the _____ day of _____ 202_ in the presence of:

The Common Seal of the)
Shire of Toodyay was)
affixed in the presence of:)

.....
Cr Michael McKeown
Shire President

.....
Mr Alan Hart
Temporary Chief Executive Officer

LOCAL GOVERNMENT ACT 1995

ACTIVITIES IN THOROUGHFARES AND PUBLIC PLACES AND TRADING LOCAL LAW AMENDMENT LOCAL LAW 2027

The Shire of Toodyay proposes to make the *Shire of Toodyay Activities in Thoroughfares and Public Places and Trading Local Law Amendment Local Law 2027.*

Purpose: to amend the *Activities in Thoroughfares and Public Places and Trading Local Law 2026* to correct drafting and clause referencing errors identified by the Joint Standing Committee on Delegated Legislation.

Effect: to update an interpretation provision, correct internal clause references and prescribed offence references, improve the accuracy and administration of the local law, and ensure offence provisions correctly correspond with the prescribed penalties. The amendment does not alter the policy intent or substantive operation of the local law.

A copy of the proposed local law may be inspected at or obtained from the Shire Administration Centre at 15 Fiennes Street, Toodyay during normal business hours and is available on the Shire's website at https://www.toodyay.wa.gov.au/publicnotices/

The Shire invites submissions on the proposed local law.

Submissions must be received no later than **4.00 pm on Friday 8 January 2027** and should be addressed to the Chief Executive Officer:

Email: at submissions@toodyay.wa.gov.au

Post: at Shire of Toodyay, PO Box 96, Toodyay WA 6566

In Person: At Shire Office, 15 Fiennes Street, Toodyay WA 6566

For further information, please contact the Shire's Governance Coordinator on (08) 9574 9300.

Alan Hart

Temporary Chief Executive Officer

Bridge No. 4085 Replacement Design

15% Design Development Optioneering – Bridge 4085

Main Roads Western Australia

Reference: P528117-096

Revision: B

2026-10-05

aurecon

Bringing ideas to life

Document control record

Document prepared by:

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Australia

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E perth@aurecongroup.com
W aurecongroup.com

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Document code			**Project number**		P528117-096	
File path						
Client		Main Roads Western Australia				
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Table of Contents

1 Introduction 4
1.1 General Information & Site Location 4

2 Key requirements and constraints. 5
3 Design Optioneering 6
3.1 Option 1 – Concrete Precast Deck Plank Bridge 6
3.1.1 Construction Cost Estimate and Staging 7
3.1.2 Advantages and Disadvantages of Option 1 – Concrete Precast Deck Plank Bridge8
3.1.3 Wing Wall Alignment and Scour Considerations 9
3.2 Option 2 – Steel Girder Bridge 11
3.2.1 Future Shared Path and Wing Wall Arrangement 12
3.2.2 Construction Cost Estimate and Staging 12
3.2.3 Advantages and disadvantages of Option 2 - Steel Girder Bridge 13
3.3 Option 3 – Proprietary Mabey Modular Steel Bridge 15
3.3.1 Construction Cost Estimate and Staging 17
3.3.2 Advantages and disadvantages of Option 3 – Mabey Bridge 17

4 Trade off analysis 19
4.1 Option comparison. 19
4.2 Road Realignment and Approach Fill Cost Allowance 21

5 Recommendation 22
Appendix A.1 – Views taken from the 3D model of Option 1 – Precast concrete deck planks 23
Appendix A.2 – Views taken from the 3D model of Option 2 – Steel Girder bridge. 27
Appendix A.3 – Views taken from the 3D model of Option 3 – Mabey bridge. 31

1 Introduction

1.1 General Information & Site Location

Aurecon has been engaged by Main Roads Western Australia, Wheatbelt region to prepare the replacement design for Bridge 4085. This report documents the 15% structural design optioneering for Bridge No. 4085 at SLK 1.78 Toodyay West Road over Toodyay Brook, which is under the jurisdiction of the Shire of Toodyay but maintained by Main Roads Western Australia (Main Roads).

Bridge 4085 was constructed in 1937 and is currently 89 years old. It comprises of seven timber spans anchored by driven timber piles with an overall length of 43.90m, an overall width of 4.78m and width between kerbs of 4.20m.

The bridge crossing is currently reduced centrally to one lane, with the replacement to adopt a two-lane safe crossing for the Toodyay West Road over Toodyay Brook. The existing road alignment will be utilised where feasible with adjustments to the alignment on either side of the new bridge to achieve the required two-lane upgrade, tie in with the existing road and align with minimum sighting requirements.

The primary objectives of the project are to increase road serviceability and improve road safety in the region, by providing a safer and more efficient transport system.

A locality Plan for the bridge is shown in Figure 1.

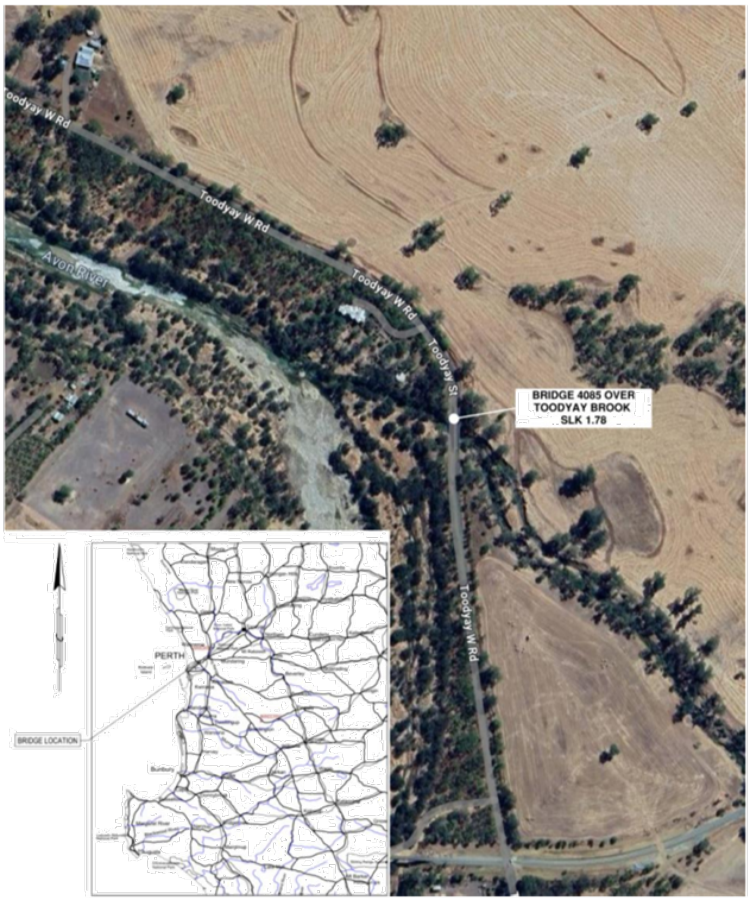


Figure 1: Bridge 4085 Locality Plan

2 Key requirements and constraints.

- 2 x 3.6m lanes – two-way road.
- Proposed clear span of new bridge – 23.00m
- Required design life = 100 years
- Allow for a future shared path on the LHS of the bridge.
- Construction of proposed structure is to be within the cadastral boundary which sits at about 2 metres from the LHS edge of the proposed "future shared path", and about 5 metres from the RHS edge of the proposed vehicular traffic bridge.
- Having shortened the span of the structure from 43.90m to 23m clear span, large amount of backfill will be required behind the Abutment and Wing Walls.
- Reduced level of proposed road surface = 127.80. Reduced level of existing road surface = 127.80. The road surface reduced level is therefore supposed to be maintained.
- Reduced level of soffit = 126.60
- 1% AEP water reduced level (1 in 100-year ARI) = 127.505 – hence no overtopping.
- 0.2% AEP water reduced level (1 in 500-year ARI) = 128.534 – hence bridge overtops by 734mm.
- The bridge has a skew of 25.
- As per historic data, scouring has been a major issue.
- The location of the bridge is in Toodyay, which is approximately 70km from ready mix concrete suppliers in Midland. Moreover, there is a local concrete supplier in Toodyay (WGS Concrete PTY LTD), but its capacity is yet to be confirmed. Mobile batching plants can also be mobilised near the bridge to provide concrete when required.

3 Design Optioneering

3.1 Option 1 – Concrete Precast Deck Plank Bridge

The superstructure for this bridge option comprises precast concrete deck planks spanning between the primary supporting members, with an in-situ reinforced concrete deck slab cast over the precast planks to form the completed deck system. The precast deck planks provide permanent formwork for the in-situ concrete slab and, together with the slab, form an integrated deck system capable of supporting the applied traffic and pedestrian loads.

The substructure comprises reinforced concrete abutment walls supported on reinforced concrete piles. The piled foundations are proposed to transfer the vertical and horizontal loads from the bridge superstructure and abutments into the underlying competent founding strata. The abutments also provide support to the bridge superstructure and retain the approach fill at each end of the bridge.

The proposed overall width of the combined vehicular bridge and future pedestrian bridge arrangement is 12,790 mm. A nominal 900 mm clear separation is provided between the vehicular bridge and the future pedestrian bridge. This separation is intended to provide adequate clearance for construction activities and to facilitate future inspection, access and maintenance of both bridge structures. The separation also allows the pedestrian bridge to remain structurally independent from the vehicular bridge, where required by the adopted structural arrangement.

The future pedestrian pathway has a proposed clear width of 2,500 mm. The width has been incorporated into the overall bridge arrangement to accommodate the future pedestrian facility while maintaining appropriate separation from the vehicular bridge.

The proposed bridge configuration, including the relative arrangement and dimensions of the vehicular bridge, separation gap and future pedestrian pathway, is shown in the typical cross-section presented in **Figure 2 below.**

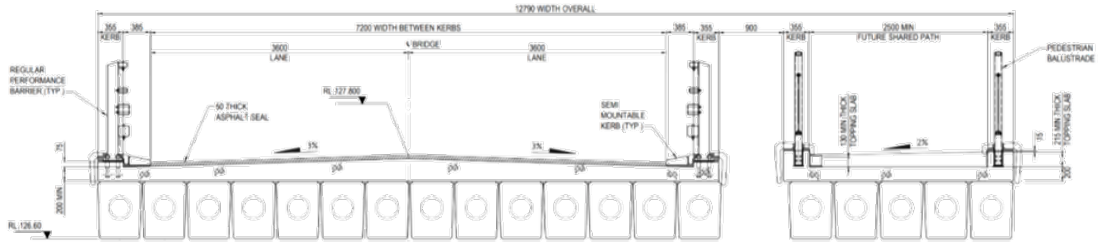


Figure 2: Typical section at Midspan - Option 1

It is proposed that the reinforced concrete substructure for both the vehicular bridge and the future pedestrian bridge be constructed concurrently as part of the initial bridge works. This would include the abutment walls, wing walls and associated foundations required to support both bridge structures. By incorporating the substructure for the future pedestrian bridge into the initial construction works, only the pedestrian bridge superstructure would need to be constructed when the future pathway is implemented.

This approach would minimise the extent of future construction works adjacent to the operational vehicular bridge and reduce the need for additional excavation, foundation construction and earthworks at the bridge approaches. It would also reduce potential disruption to traffic and minimise interfaces with the completed bridge and approach works. Overall, this arrangement provides a more efficient use of construction resources and is expected to simplify the future delivery of the pedestrian bridge.

In lieu of the proposed future concrete footbridge, a modular Mabey pedestrian bridge or a conventional steel pedestrian bridge could be considered as an alternative. Similar to the concrete bridge, these bridges would sit on the abutment walls and transfer the loads from the deck to the abutment wall, and then to the pile foundations. The steel bridge can be designed to accommodate the 2500mm shared path and will meet the 100-year design life requirement; however, consideration should be given to the different structural behaviour, inspection and maintenance

requirements of the pedestrian bridge. Steel components will require appropriate corrosion protection and separate inspection and maintenance work hence increasing running costs as opposed to if both structures are concrete.

The Mabey compact 200 pedestrian footbridges can accommodate a walkway width between 2100 to 3150 mm; however, the bridge is mostly used as a temporary solution and will not meet the 100-year design life requirement. The bridge also has a different structural behaviour compared to concrete and will require appropriate corrosion protection and separate inspection and maintenance work hence increasing running costs as opposed to if both structures are concrete.

As shown in Figure 3, the wing walls are proposed to be oriented parallel to the direction of traffic. This arrangement provides the required retention of the approach fill while integrating the wing walls with the proposed abutment and foundation configuration for both the vehicular and future pedestrian bridges.

Refer to the Option 1 sketches and 3D model for further details of the proposed substructure and wing wall arrangement. Images of the 3D model can also be found under Appendix A.1 from Figure 9 to Figure 12.

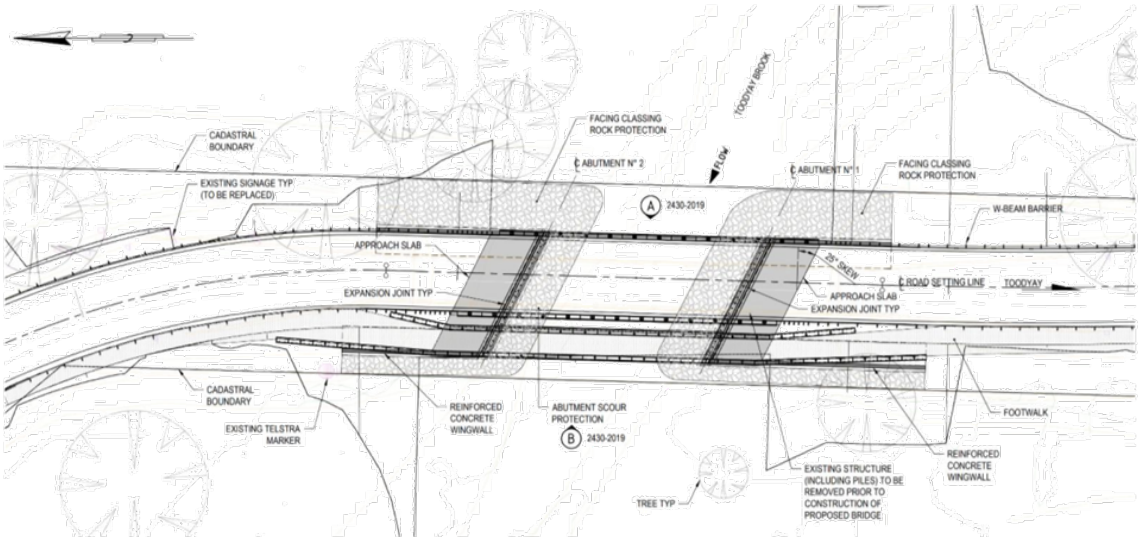


Figure 3 : Option 1 – Precast Concrete Deck Planks with Wing Wall parallel to direction of traffic

3.1.1 Construction Cost Estimate and Staging

As outlined above, this option proposes that the bridge works be delivered in two separate construction phases, with the substructure for both the vehicular bridge and future pedestrian bridge constructed as part of the initial works.

Phase 1 – Vehicular Bridge and Complete Substructure

Phase 1 comprises construction of the complete bridge substructure, including the abutment walls, wing walls and foundations required for both the vehicular bridge and the future pedestrian bridge. This phase also includes construction of the complete vehicular bridge superstructure.

The estimated construction cost for Phase 1 is approximately **$7.20 million.**

This estimate excludes the costs associated with road realignment works and the supply, placement and compaction of fill material behind the abutment and wing walls. These items have been excluded from the option-specific cost comparison as they are considered common to all three bridge options and are therefore not expected to materially influence the comparative cost assessment.

Phase 2 – Future Pedestrian Bridge Superstructure

Phase 2 comprises the future construction of the pedestrian bridge superstructure only. As the associated abutments, wing walls and foundations would already have been constructed during Phase 1, no significant additional substructure works are anticipated as part of Phase 2.

The estimated construction cost for Phase 2 is approximately **$1.95 million.**

Based on the above estimates, the combined construction cost for Phases 1 and 2 is approximately $9.15 million, excluding the common road realignment and approach fill costs noted above.

The staged construction approach requires a higher level of upfront investment during Phase 1 to provide the substructure for the future pedestrian bridge. However, this approach reduces the extent of structural and civil works required during Phase 2 and facilitates the future delivery of the pedestrian bridge with reduced construction interfaces adjacent to the completed and operational vehicular bridge.

If a conventional steel bridge superstructure is chosen, the estimated construction cost for Phase 2 is approximately **$1.10 million.**

If a Mabey bridge superstructure is chosen, the estimated construction cost for Phase 2 is approximately **$0.8 million.**

3.1.2 Advantages and Disadvantages of Option 1 – Concrete Precast Deck Plank Bridge

Advantages	Disadvantages
• **Established construction methodology:** Precast concrete deck planks with an in-situ reinforced concrete deck slab represent a conventional bridge construction system with well-established design and construction practices. • **Reduced on-site formwork:** The precast deck planks act as permanent formwork for the in-situ concrete deck slab, reducing the extent of temporary formwork and associated works required over the bridge span. • **Efficient staged construction:** The complete substructure for both the vehicular bridge and future pedestrian bridge can be constructed during Phase 1. This allows the future pedestrian bridge to be delivered primarily through installation of its superstructure during Phase 2. • **Reduced future construction interfaces:** Constructing the pedestrian bridge abutments, wing walls and foundations during Phase 1 reduces the extent of excavation, piling and other major civil works required adjacent to the operational vehicular bridge when the pedestrian bridge is constructed in the future. • **Improved future constructability:** Provision of the pedestrian bridge substructure during the initial works simplifies the future construction phase and reduces the potential for disruption to the completed road bridge and approach works. • **Independent bridge structures:** The nominal 900 mm separation between the vehicular and pedestrian bridges provides physical separation between the structures and facilitates construction, inspection and maintenance access. • **Parallel wing wall arrangement:** Orienting the wing walls parallel to the direction of traffic provides a relatively straightforward retaining arrangement and	▪ **Transportation:** Large 23m precast planks need to be transported to site. This requires specialised transportation and lifting equipment, site access requirements as well as an approved heavy-haul route. ▪ **Higher initial capital expenditure:** Phase 1 includes construction of the substructure for the future pedestrian bridge before the pedestrian facility is required. This results in additional upfront expenditure compared with an arrangement where the pedestrian bridge infrastructure is constructed entirely at a later date. ▪ **Additional substructure footprint:** Construction of abutments, wing walls and foundations for both bridge structures increases the overall extent of the substructure and associated construction footprint. ▪ **Future interface requirements:** Although the pedestrian bridge substructure would be constructed during Phase 1, the Phase 2 superstructure works would still need to be undertaken adjacent to an operational vehicular bridge. Appropriate construction staging, access and traffic management would therefore be required. ▪ **Durability of future-use components:** Substructure elements constructed during Phase 1 for the future pedestrian bridge may remain exposed or partially unused for an extended period. Appropriate detailing and protection would be required to maintain their durability and serviceability until the pedestrian bridge superstructure is constructed. ▪ **Construction tolerances for future works:** The Phase 1 substructure must be designed and constructed with sufficient dimensional and positional accuracy to accommodate the future pedestrian bridge superstructure. Survey control and accurate

can be readily integrated with the bridge abutments and approach earthworks.	documentation of the as-constructed geometry would therefore be important. ▪ **Relatively high total construction cost:** The estimated combined construction cost of the two phases is approximately $9.15 million, comprising approximately $7.20 million for Phase 1 and $1.95 million for Phase 2. These estimates exclude road realignment and approach fill costs that are common to all three options.

3.1.3 Wing Wall Alignment and Scour Considerations

As part of the assessment of the proposed abutment and wing wall configuration, consideration was given to modifying the alignment of the wing walls to improve the hydraulic performance of the structure and reduce the potential for localised scour.

An alternative arrangement was considered whereby the wing walls would be skewed relative to the bridge alignment, as indicated in the mark-ups presented in Figure 4. The intent of this arrangement was to provide a smoother transition between the bridge opening and the upstream and downstream channel geometry, thereby directing flow more gradually towards the main flow path. In principle, this arrangement could reduce localised flow disturbance and potentially improve scour performance in the vicinity of the wing walls and abutments.

Following consideration of the site constraints, constructability and overall bridge geometry, it was agreed that the proposed wing wall alignment would not be modified. The principal reasons for retaining the current arrangement are outlined below:

- **Cadastral boundary constraints:** The cadastral boundary is located approximately 5 m from the RHS edge of the proposed bridge and approximately 2 m from the LHS edge. Skewing the wing walls would increase their lateral extent beyond the current bridge footprint and could result in portions of the wing walls, foundations and/or associated earthworks extending beyond the available cadastral boundary. This would introduce additional land and design constraints and may require modification of the proposed bridge geometry or acquisition of additional land.
- **Increased backfill and earthworks:** A skewed wing wall arrangement would increase the area enclosed between the wing walls, abutments and approach embankments. Consequently, a greater volume of engineered backfill would be required behind the wing walls. This would increase material quantities and potentially increase the magnitude of earth pressures acting on the retaining structures, depending on the final geometry and backfill configuration.
- **Increased construction complexity:** The skewed geometry would introduce additional complexity into the construction of the wing walls, foundations and associated approach earthworks. More complex setting-out, reinforcement detailing, formwork and interfaces between the wing walls and abutments would likely be required. These factors could increase construction duration, labour requirements and overall construction cost compared with the proposed parallel wing wall arrangement.
- **Potential increase in structural requirements:** The increased retained fill and modified wing wall geometry may result in higher structural demands on the wing walls and their foundations. This could require larger structural elements, additional reinforcement and/or increased foundation capacity, subject to detailed structural and geotechnical assessment.
- **Aesthetic considerations:** Skewing the wing walls would result in a less uniform overall bridge geometry, particularly when viewed in plan and from the approaches. Retaining the wing walls generally parallel to the traffic direction provides a simpler and more consistent structural form and is considered to provide a more visually coherent arrangement.

On balance, the potential hydraulic and scour benefits associated with skewing the wing walls were not considered sufficient to offset the cadastral, structural, constructability, cost and aesthetic implications of the modified arrangement. Accordingly, the current wing wall alignment, generally parallel to the direction of traffic, is proposed to be retained.

Appropriate scour protection measures should therefore be incorporated into the detailed design around the abutments and wing walls, where required, based on the outcomes of the hydraulic and scour assessment. Refer to Figure 4 for the alternative wing wall alignment considered during the options assessment.

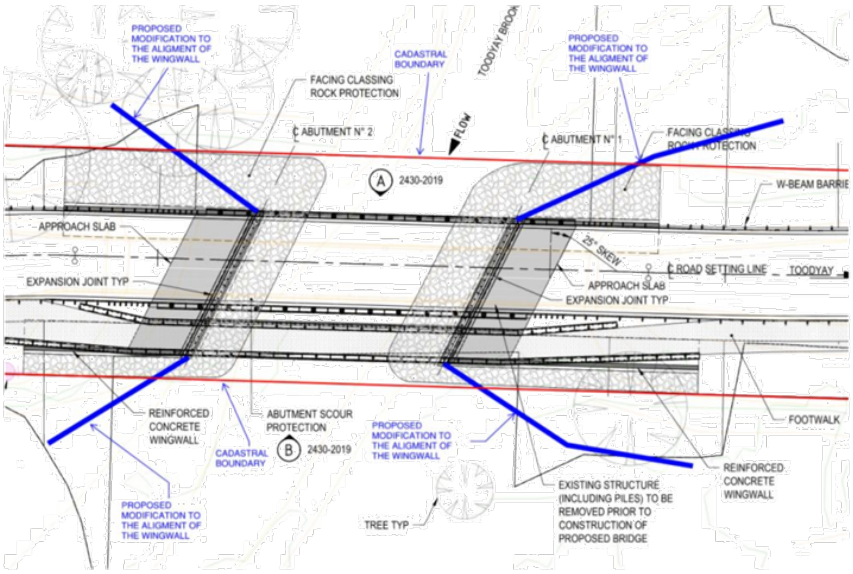


Figure 4: Precast Concrete Deck Planks with Modified Abutment Wall

3.2 Option 2 – Steel Girder Bridge

The superstructure for this bridge option comprises two primary longitudinal steel girders, consisting of customised welded beams, located along the LHS and RHS of the vehicular bridge deck. The main girders are interconnected by a series of transverse steel transom beams, which provide transverse load distribution and structural restraint between the longitudinal girders. An in-situ reinforced concrete deck slab is supported by the steel framing system to form the vehicular bridge deck.

The longitudinal girders form the primary load-carrying elements of the bridge and are designed to transfer the superstructure loads to the abutments at each end of the bridge. The transverse transom beams distribute loads between the main girders and provide support to the reinforced concrete deck slab. Together, these elements form an integrated steel–concrete bridge superstructure.

The substructure comprises reinforced concrete abutment walls supported on reinforced concrete piles. The piled foundations are intended to transfer the vertical and horizontal loads from the superstructure and abutments into suitable founding strata below the existing ground level. The abutments also provide support to the bridge superstructure and retain the approach fill at each end of the bridge.

The proposed overall width of the vehicular bridge, including provision for the future pedestrian pathway, is approximately 12,390 mm. Unlike Option 1, which provides a structurally separate pedestrian bridge, this option proposes that the future pedestrian pathway be cantilevered from the LHS main longitudinal steel girder. This arrangement eliminates the need for a separate pedestrian bridge superstructure and associated independent substructure.

The future pedestrian pathway has a proposed width of 1,800 mm and is located on the LHS of the vehicular bridge. The cantilevered arrangement allows the future pathway to be incorporated into the bridge configuration while minimising the overall structural footprint. The LHS main girder associated transverse members, connections, bearings and substructure would therefore need to be designed to accommodate the additional permanent and imposed loads associated with the future pathway.

Where the pedestrian pathway is to be constructed at a later stage, appropriate allowance should be incorporated into the initial bridge design and detailing to facilitate its future installation. This includes consideration of the additional structural loads, connection details, construction tolerances, access requirements and potential effects of the future cantilevered structure on the global behaviour of the bridge.

The proposed bridge configuration, including the arrangement of the longitudinal steel girders, transverse transom beams, in-situ concrete deck slab and future cantilevered pedestrian pathway, is shown in the typical cross-section presented in Figure 5 below.

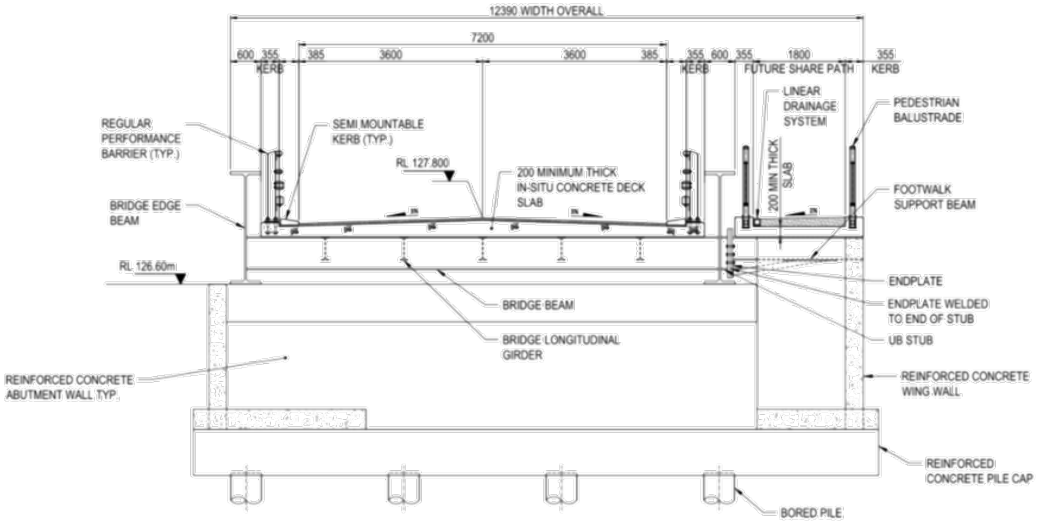


Figure 5: Typical section at Abutment 2 - Option 2

3.2.1 Future Shared Path and Wing Wall Arrangement

The future shared path is proposed to be cantilevered from the LHS main longitudinal steel girder of the vehicular bridge. As the shared path will be structurally supported by the main bridge superstructure, separate abutment walls and foundations are not required specifically for the shared path at either bridge approach. This arrangement reduces the extent of additional substructure works that would otherwise be required to accommodate a structurally independent shared path.

Wing walls are, however, required at both Approach 1 and Approach 2 to provide retention of the approach fill and to accommodate the overall width of the future shared path arrangement. It is recommended that the LHS wing walls be positioned along the outer LHS edge of the future shared path rather than terminating at the LHS edge of the vehicular bridge.

Locating the wing walls at the outer edge of the future shared path allows the approach embankment and retained fill to be configured to accommodate the ultimate bridge cross-section from the initial stage of construction. This arrangement also provides the necessary retained width for the future shared path and reduces the need for additional retaining structures or modifications to the approach earthworks when the shared path is constructed in the future.

Although this arrangement requires the wing walls to extend further laterally than would be required for the vehicular bridge alone, it provides a more integrated solution for the ultimate bridge configuration. Constructing the wing walls in their ultimate location during the initial bridge works is expected to minimise future excavation and reconstruction adjacent to the completed abutments and approach embankments, thereby reducing construction interfaces, material requirements and potential disruption when the future shared path is implemented.

The proposed arrangement of the abutment, wing walls and future cantilevered shared path is shown in **Figure 6**.

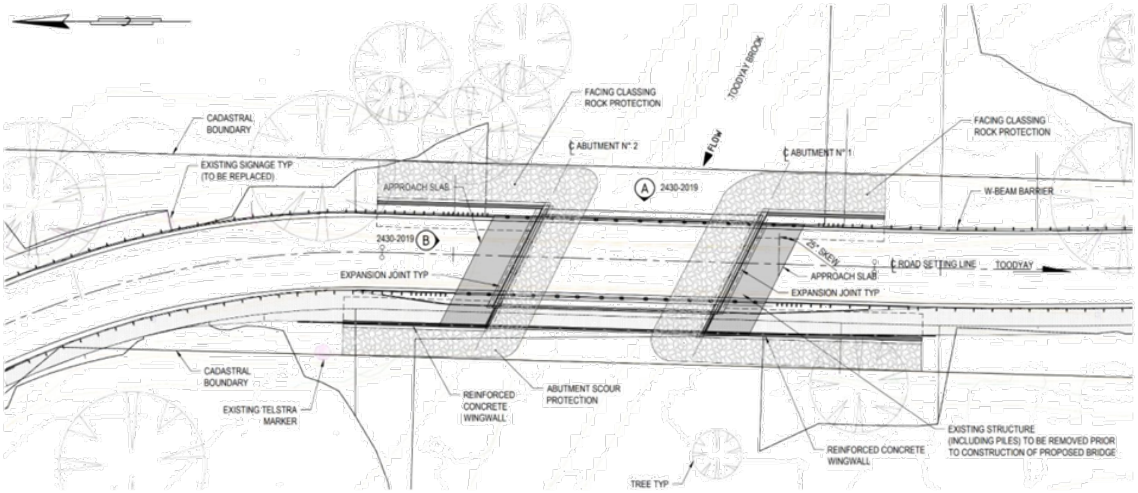


Figure 6: Option 2 – Steel Girder bridge with Wing Wall parallel to direction of traffic.

To view images of the 3D model, refer to Figure 13 to Figure 16 under Appendix A.2.

3.2.2 Construction Cost Estimate and Staging

As outlined above, this option proposes that the bridge works be delivered in two separate construction phases. The initial bridge works would include the complete substructure and vehicular bridge superstructure, with appropriate structural provisions incorporated to accommodate the future cantilevered shared path.

Phase 1 – Vehicular Bridge and Substructure

Phase 1 comprises construction of the complete bridge substructure, including the reinforced concrete abutment walls, wing walls, piled foundations and associated structural elements. This phase also includes construction of the complete vehicular bridge superstructure, comprising the main longitudinal steel girders, transverse transom beams and in-situ reinforced concrete deck slab.

The estimated construction cost for Phase 1 is approximately **$5.50 million.**

As the future shared path is proposed to be cantilevered from the LHS main steel girder, the Phase 1 works would need to incorporate the necessary structural capacity and detailing to accommodate the future shared path. This includes appropriate allowance within the design of the LHS main girder, transverse structural elements, connections, bearings and substructure for the additional loads associated with the ultimate bridge configuration.

Phase 2 – Future Cantilevered Shared Path

Phase 2 comprises construction of the future cantilevered shared path and its associated superstructure components. As the shared path will be supported from the LHS main steel girder, separate abutments and foundations for the shared path are not required. The primary substructure and wing walls required for the ultimate bridge arrangement would already have been constructed as part of Phase 1.

The estimated construction cost for Phase 2 is approximately **$1.10 million.**

Based on the above estimates, the combined construction cost for Phases 1 and 2 is approximately **$6.60 million.**

The above estimates exclude costs associated with road realignment works and the supply, placement and compaction of fill material behind the abutment and wing walls. These items have been excluded from the option-specific cost assessment as they are considered common to all three bridge options and are therefore not expected to materially influence the comparative cost assessment.

The staged construction approach allows the higher-cost structural components associated with the future shared path to be deferred until the pathway is required, while incorporating the necessary structural provisions into the initial bridge design. This reduces the extent of future substructure works and provides a more efficient means of delivering the ultimate bridge configuration.

3.2.3 Advantages and disadvantages of Option 2 - Steel Girder Bridge

Advantages	Disadvantages
▪ **Reduced overall construction cost:** The estimated total construction cost for Option 2 is approximately $6.60 million, comprising approximately $5.50 million for Phase 1 and $1.10 million for Phase 2. This represents a lower overall construction cost than Option 1, based on the current concept-level cost estimates. ▪ **Efficient provision for the future shared path:** The future shared path is proposed to be cantilevered from the LHS main longitudinal steel girder. This eliminates the need for a separate bridge structure, abutment walls and foundations specifically for the future shared path. ▪ **Reduced substructure requirements:** As the future shared path is supported by the vehicular bridge structure, the number and extent of substructure elements required for the ultimate bridge arrangement	▪ **Future shared path loads must be allowed for during Phase 1:** The main steel girders, transverse members, connections, bearings, abutments and foundations must be designed for the ultimate bridge configuration, including the future shared path loads. Consequently, some additional structural capacity must be provided during Phase 1 even though the shared path will not initially be constructed. ▪ **Eccentric loading from the cantilevered shared path:** Cantilevering the shared path from the LHS main girder introduces eccentric loading into the bridge structural system. The resulting effects, including torsion, transverse load distribution, girder rotation and bearing reactions, will need to be appropriately considered during detailed structural design. ▪ **More complex structural detailing:** The connection between the future cantilevered shared path and the main bridge structure will require careful detailing to

are reduced compared with an independently supported shared path bridge. ▪ **Reduced structural footprint:** Integrating the future shared path with the vehicular bridge results in a more compact overall structural arrangement. The proposed overall bridge width is approximately 12,390 mm, compared with 12,790 mm for Option 1. ▪ **Reduced future substructure works**: The abutments, foundations and wing walls required for the ultimate bridge arrangement can be constructed during Phase 1. Consequently, Phase 2 is largely limited to construction and installation of the cantilevered shared path superstructure, reducing the extent of future excavation, piling and earthworks adjacent to the operational bridge. ▪ **Efficient use of structural elements:** The LHS main girder performs the dual function of supporting the vehicular bridge and providing primary support for the future cantilevered shared path. This provides a structurally integrated solution and avoids duplication of major load-bearing elements. ▪ **Potentially faster superstructure erection:** Fabrication of the primary steel components off-site can reduce the extent of on-site structural construction activities. Subject to transport, lifting and site-access constraints, the main girders and transverse members can be erected relatively quickly before construction of the in-situ concrete deck slab. ▪ **Future pathway works can be deferred:** The majority of the expenditure associated with the shared path can be deferred until the facility is required, while the initial bridge structure is designed and detailed to accommodate its future installation.	provide adequate strength, stiffness and durability. The connection details should also facilitate future construction without requiring significant modification to the completed vehicular bridge. ▪ **Future construction adjacent to an operational bridge:** Installation of the shared path during Phase 2 will require construction activities adjacent to the operational vehicular bridge. This may require temporary traffic management, lifting operations and access controls, depending on the adopted construction methodology. ▪ **Steel durability and corrosion protection:** The steel girders, transom beams and associated connections will require an appropriate corrosion-protection system suitable for the site exposure conditions. Inspection and periodic maintenance of the protective coating system may also be required throughout the design life of the structure. ▪ **Ongoing inspection and maintenance requirements:** Compared with predominantly concrete structural systems, exposed steel components and connections generally require specific consideration of access for inspection, coating maintenance and localised repairs. Adequate inspection access should therefore be incorporated into the bridge detailing. ▪ **Fabrication and transportation constraints:** The customised welded girders may require specialist fabrication, transportation and lifting arrangements. Girder dimensions and weights will need to be assessed against fabrication capabilities, transport routes, site access and available crane capacity. ▪ **Reduced shared path width:** The proposed shared path width for Option 2 is 1,800 mm, compared with the 2,500 mm pathway proposed for Option 1. The suitability of the reduced width should be confirmed against the applicable project requirements, relevant design criteria and anticipated pedestrian/cyclist usage.

3.3 Option 3 – Proprietary Mabey Modular Steel Bridge

This option comprises a proprietary Mabey modular steel bridge system, which typically consists of standardised, prefabricated steel bridge components that are transported to site and assembled to form the required bridge configuration. Modular bridge systems generally provide a high degree of prefabrication, allowing a significant proportion of the structural components to be manufactured and prepared off-site prior to installation. This can reduce the extent of site-based fabrication and provide efficiencies in construction where programme, site access and rapid installation are important project considerations.

The modular nature of the system also provides a relatively standardised construction methodology, with the bridge superstructure assembled from proprietary structural components and connections. The final bridge configuration, structural capacity and geometric arrangement would be subject to detailed design and confirmation by the proprietary bridge supplier to satisfy the project-specific loading, geometry, durability and serviceability requirements.

Superstructure

The proposed superstructure comprises two primary longitudinal modular steel girders located along the LHS and RHS of the vehicular bridge deck. These girders form the principal longitudinal load-carrying elements of the bridge and are interconnected by a series of transverse steel transom beams. The transom beams provide transverse load distribution between the main girders and support the proprietary steel deck system.

The vehicular running surface is proposed to comprise proprietary steel decking incorporating an anti-slip surfacing system. The steel deck and supporting transoms transfer vehicular loads to the longitudinal modular girders, which subsequently transfer the bridge loads to the abutments and foundations.

Unlike Options 1 and 2, which incorporate an in-situ reinforced concrete deck slab, this option utilises a proprietary steel deck system. This reduces the extent of wet concrete works associated with construction of the bridge superstructure and may enable a shorter superstructure installation programme. The final deck configuration, surfacing system, drainage detailing, durability treatment and connection details would be subject to confirmation during detailed design in consultation with the proprietary bridge supplier.

Substructure

Similar to Option 2, the proposed substructure comprises reinforced concrete abutment walls supported on reinforced concrete piles. The piled foundations are intended to transfer vertical and horizontal loads from the modular steel superstructure and abutments into suitable founding strata below the existing ground level.

The abutments would provide support to the modular bridge superstructure while also retaining the approach fill. The final configuration and design of the abutments, bearings and piled foundations would need to accommodate the reactions and interface requirements associated with the proprietary bridge system.

Shared Path Arrangement

The proposed overall width of the combined vehicular bridge and shared path is approximately 11,950 mm. The shared path is proposed to be cantilevered from the LHS main longitudinal girder, resulting in an integrated bridge arrangement and eliminating the requirement for a separate pedestrian/shared path bridge structure and associated independent substructure.

Based on the geometric constraints of the proprietary bridge system and the proposed overall bridge configuration, the maximum achievable shared path width is approximately 1,500 mm. The suitability of this width should be assessed against the applicable project requirements, relevant design standards and anticipated pedestrian and cyclist usage.

Unlike Option 2, where the cantilevered shared path is proposed to be constructed as part of a future phase, it is proposed that the shared path for Option 3 be installed concurrently with the vehicular bridge. This is considered to be the most efficient construction methodology for the proprietary modular system.

Installing the shared path concurrently with the main bridge allows the cantilevered components, connections and associated structural elements to be incorporated during the initial assembly and erection of the modular bridge. This reduces the need for future modification of the completed proprietary structure and avoids undertaking significant structural installation works adjacent to an operational road bridge.

Concurrent construction also reduces the potential for future compatibility issues between the proprietary bridge components and the shared path connections. The complete bridge system can therefore be designed, fabricated and

assembled for its ultimate configuration from the outset, with the effects of the cantilevered shared path incorporated into the structural design of the main girders, transoms, connections, bearings and substructure.

The proposed bridge configuration and the arrangement of the modular steel superstructure, vehicular deck and cantilevered shared path are presented in Figures 7 and 8.

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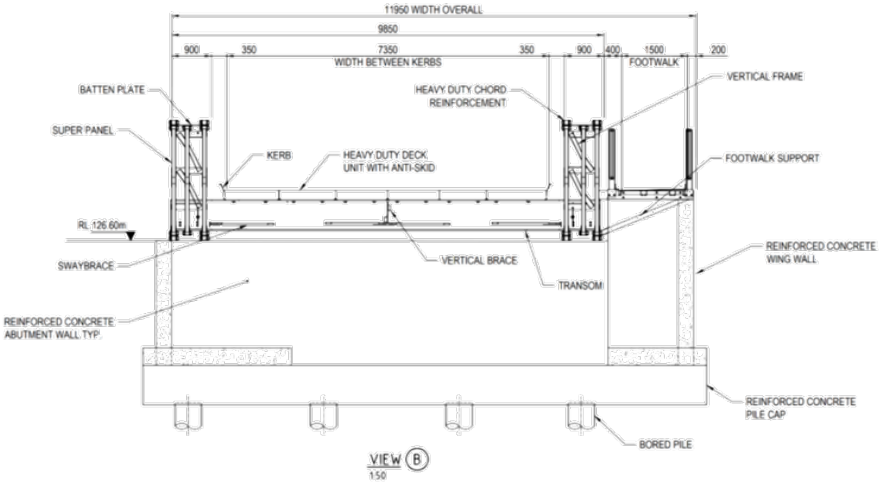


Figure 7: Typical section at Abutment 2 - Option 3

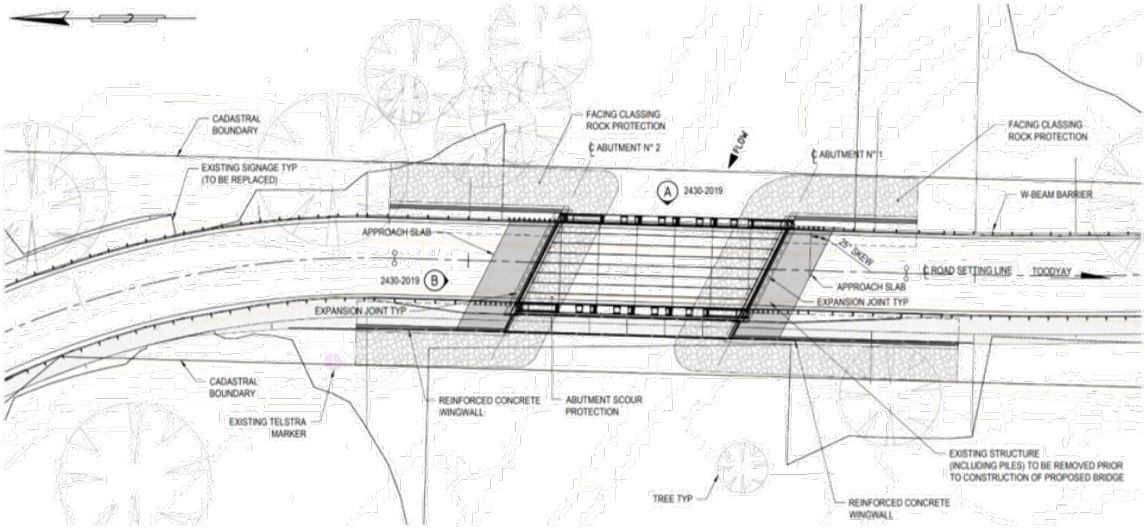


Figure 8: Option 3 – Mabey bridge with Wing Wall parallel to direction of traffic.

To view images of the 3D model, refer to Figure 17 to Figure 20 under Appendix A.3.

3.3.1 Construction Cost Estimate and Staging

Unlike Options 1 and 2, which adopt a staged construction approach, Option 3 proposes that the complete bridge be constructed in a single phase. This approach is considered appropriate for the proprietary modular bridge system, as it allows the vehicular bridge and cantilevered shared path to be designed, fabricated, assembled and installed as an integrated structure from the outset.

The proposed works include construction of the complete bridge substructure, comprising the reinforced concrete abutment walls, wing walls, piled foundations and associated structural elements. The works also include the complete proprietary modular steel superstructure, including the main longitudinal girders, transverse transom beams, proprietary steel decking and anti-slip surfacing, together with the cantilevered shared path and its associated supporting members and connections.

The estimated total construction cost for Option 3 is approximately **$7.00 million.**

As the shared path is proposed to be installed concurrently with the vehicular bridge, there is no separate future construction phase associated with the shared path under this option. This allows the bridge to be constructed in its ultimate configuration during the initial works and avoids the need for future structural modifications or installation of cantilevered components adjacent to an operational vehicular bridge. It also allows the structural effects associated with the shared path to be fully incorporated into the design, fabrication and assembly of the proprietary bridge system from the outset.

The above construction cost excludes costs associated with road realignment works and the supply, placement and compaction of fill material behind the abutment and wing walls. These items have been excluded from the option-specific cost estimate as they are considered common to all three bridge options and are therefore not expected to materially influence the comparative cost assessment.

The single-phase construction methodology provides potential programme and constructability benefits by completing both the vehicular bridge and shared path as part of the initial bridge works. However, it also requires the full capital expenditure associated with the shared path to be incurred during the initial construction phase, rather than allowing this expenditure to be deferred to a future stage as proposed under Options 1 and 2.

3.3.2 Advantages and disadvantages of Option 3 – Mabey Bridge

Advantages	Disadvantages
▪ **Rapid construction and installation:** The proprietary Mabey bridge system comprises standardised, prefabricated modular steel components that can be manufactured off-site and assembled on site. This has the potential to significantly reduce the duration of superstructure construction compared with conventional bridge construction methods involving extensive formwork, reinforcement and in-situ concrete works. ▪ **Single-phase construction:** Both the vehicular bridge and cantilevered shared path are proposed to be constructed concurrently. This allows the bridge to be completed in its ultimate configuration as part of the initial works and eliminates the need for a separate future construction phase for the shared path. ▪ **Reduced future construction interfaces:** As the shared path is installed concurrently with the vehicular bridge, no significant future structural works would be required adjacent to an operational bridge. This reduces future traffic management requirements,	▪ **Limited shared path width:** The maximum achievable shared path width under the currently proposed Mabey bridge configuration is approximately 1,500 mm. This is narrower than the 1,800 mm pathway proposed for Option 2 and the 2,500 mm pathway proposed for Option 1. The adequacy of the proposed width should therefore be confirmed against the project requirements, applicable design standards and anticipated pedestrian and cyclist demand. ▪ **Proprietary system constraints:** As the bridge is based on a proprietary modular system, the structural configuration, member sizes, connection details, deck arrangement and available bridge geometry are influenced by the supplier's standard components and system limitations. This may provide less flexibility for project-specific modifications compared with a bespoke bridge design. ▪ **Supplier dependency**: Detailed design, fabrication, supply of replacement components and potentially some aspects of future modification may depend on

construction interfaces and potential disruption to road users.

- **High degree of off-site fabrication:** A significant proportion of the steel superstructure can be fabricated and prepared under controlled factory conditions prior to delivery to site. This can improve construction efficiency and reduce the extent of site-based fabrication activities.
- **Reduced wet construction works:** The proprietary steel deck system eliminates the requirement for an in-situ reinforced concrete bridge deck slab. This reduces concrete placement, curing time, formwork and reinforcement activities associated with the superstructure and may provide programme benefits.
- **Relatively compact bridge arrangement:** The proposed overall width of approximately 11,950 mm is less than the corresponding overall widths currently proposed for Options 1 and 2. The cantilevered shared path also avoids the requirement for a separate pedestrian bridge and independent supporting substructure.
- **Integrated shared path:** The shared path is incorporated into the bridge structure from the outset. Consequently, the main girders, transoms, connections, bearings and substructure can be designed for the ultimate bridge configuration during the initial design and fabrication process.
- **Competitive initial construction cost:** The estimated construction cost for the complete bridge, including both the vehicular bridge and shared path, is approximately $7.00 million, excluding the common road realignment and approach fill costs. The complete bridge and shared path are therefore delivered within the initial capital works under this option.
- **Potential reduction in construction programme risk**: The use of standardised modular components may reduce some of the uncertainties associated with conventional on-site fabrication and construction, subject to confirmation of supplier availability, fabrication lead times, transportation and erection requirements.

the proprietary system supplier. Supplier availability, fabrication lead times and long-term availability of compatible components should therefore be considered.

- **Steel durability and corrosion protection:** The bridge comprises a substantial number of exposed steel components, including the main modular girders, transoms, deck panels and connections. An appropriate corrosion-protection system will be required for the site exposure conditions, together with suitable inspection and maintenance provisions over the design life of the bridge.
- **Potentially higher maintenance requirements:** The proprietary steel deck, modular connections and exposed steel structural components may require periodic inspection and maintenance. Depending on the adopted corrosion-protection and surfacing systems, maintenance may include coating repairs, treatment of localised corrosion, inspection of connections and maintenance or replacement of the anti-slip deck surfacing.
- **Steel deck performance considerations:** The proprietary steel deck differs from the concrete deck systems proposed for Options 1 and 2. Noise, vibration, skid resistance, drainage, fatigue performance and long-term durability of the deck and surfacing system should therefore be considered and confirmed during detailed design.
- **Transport and lifting requirements:** Although modular construction can facilitate rapid erection, the bridge components must be transported to site and assembled or lifted into their final positions. Transportation constraints, crane access, temporary works and available construction areas will need to be considered as part of the construction methodology.
- **Full upfront capital expenditure:** As the bridge and shared path are proposed to be constructed in a single phase, the full cost of the shared path is incurred during the initial bridge works. Unlike Options 1 and 2, there is no opportunity to defer the shared path construction expenditure to a future phase.
- **Limited flexibility for future modifications:** Once the proprietary bridge has been designed and constructed in its ultimate configuration, significant future alterations or widening may be more difficult and could require specialist input from the system supplier. Future modification requirements should therefore be considered during the initial design.
- **Interface with conventional substructure:** The proprietary steel superstructure must be appropriately integrated with the project-specific reinforced concrete abutments, bearings and piled foundations. Particular

	attention will be required at the interface between the proprietary superstructure and the conventionally designed substructure to ensure compatibility of reactions, tolerances, bearing arrangements and construction sequencing. ▪ **Structural Design life:** The solution is mostly used as a temporary bridge to provide site access or in cases of emergency. The bridge will not be able to meet the 100-year design life requirement. ▪ **Guardrail System:** The guardrail supplied by the Mabey bridge manufacturers (Armco barriers) is not compliant with the Australian Standards. There is limited space of 350mm between the edge of the lane to the main longitudinal truss. It is not possible to construct kerbs + Australian Standard guardrail in a 350mm width.

4 Trade off analysis

4.1 Option comparison.

Table 1 presents a comparative assessment of the three bridge options considered as part of this study. The assessment has been undertaken to identify the key technical, construction, operational and cost considerations associated with each option and to provide a consistent basis for comparison.

The comparison considers a range of criteria relevant to the selection of an appropriate bridge solution, including the proposed structural form and overall bridge configuration, provision for the future shared path, interaction with river flows and associated hydraulic performance, potential scour considerations, extent of approach fill and earthworks, constructability and construction staging, durability, inspection and maintenance requirements, anticipated design life, and estimated construction cost.

Consideration has also been given to the extent of works required during the initial construction phase and any subsequent works necessary to deliver the ultimate bridge configuration, including the future shared path. This is particularly relevant to Options 1 and 2, which incorporate staged construction, compared with Option 3, where the vehicular bridge and shared path are proposed to be constructed concurrently.

The assessment is based on the current level of concept design development and the information available at the time of preparation. Accordingly, the comparison is intended to provide a high-level evaluation of the relative advantages, constraints and implications of each option and to support the selection of a preferred option for progression to further design development. The findings may be refined as additional structural, geotechnical, hydraulic, environmental and constructability information becomes available during subsequent design stages.

Table 1: Options Comparison

Criteria	Option 1 Precast concrete deck planks	Option 2 Steel Girder bridge	Option 3 Mabey bridge
Upfront cost	Phase 1 (Substructure + Road bridge superstructure) ≈ $7.2m	Phase 1 (Substructure + Road bridge superstructure) ≈ $5.5m	N/A
	Phase 2 (Foot bridge superstructure only) ≈ $1.95m	Phase 2 (Foot bridge superstructure only) ≈ $1.10m	N/A
	Total ≈ $9.15m	**Total ≈ $6.60m**	Total ≈ $7.0m
	Phase 2 Alternative option: Conventional steel foot bridge superstructure ≈ $1.10m Pedestrian Mabey bridge superstructure ≈ $0.8m	-	-
Costs associated with road realignment works and the supply, placement and compaction of fill material behind the abutment and wing walls.	Approximately between $1.38m and $2.04m	Approximately between $1.38m and $2.04m	Approximately between $1.38m and $2.04m
Durability	100 years or more	100 years or more	**Less than 100 years**
Maintenance cost	Low	Medium	High
Is the width of the future pedestrian pathway more than the minimum allowable of 1800mm?	Yes (2500mm)	Yes (1800mm)	**No (1500mm)**
Ease of construction	Moderately complex to construct	Moderately complex to construct	Easily constructible
Accessibility and transportation constraints	Moderately hard to transport and access	Easy to transport and moderately easy to assemble on site	Easy to transport and moderately easy to assemble on site
Complexity in modifying structure in future	Easily modifiable	Easily modifiable	Difficult to modify
Percentage of water that is blocked by the structure during an overtopping event of 1 in 500 ARI flooding	50%	**100%**	50 to 75%
Can Australian Standard guardrails be installed on the bridge?	Yes	Yes	**No**
Stormwater drainage design	Easy	Easy	**Complex**

The costs presented herein are preliminary, high-level estimates intended for budgetary purposes only. The estimates are based on the current conceptual design and available information and are subject to change as the design is further developed. Actual costs may vary following detailed design, confirmation of project requirements, construction methodology, site conditions, and other project-specific considerations.

4.2 Road Realignment and Approach Fill Cost Allowance

A preliminary cost allowance has been developed for the road realignment and approach earthworks associated with the proposed bridge. These works are considered generally common to all three bridge options and have therefore been excluded from the option-specific bridge construction costs presented in the preceding sections.

The road realignment is assumed to extend approximately **360 m at approach 1 and 200 m at approach 2 end of the bridge**, resulting in a total roadworks length of approximately **560 m**. Based on a nominal road formation/pavement width of **12.5 m**, the approximate road construction area is:

560 m × 12.5 m = 7,000 m²

The roadworks is assumed to include preparation of the road formation, pavement construction, surfacing and associated ancillary works required to tie the proposed bridge approaches into the existing road network.

Approximately **5,800 m³ of imported fill material** is estimated to be required for construction of the bridge approaches and associated road embankments. The imported fill allowance includes sourcing and supply of suitable material, loading, transportation to site, placement in controlled layers, moisture conditioning, trimming and compaction in accordance with the applicable earthworks' specification.

At the current concept design stage, the following preliminary cost allowances may be adopted:

Item	Approx. Quantity	Indicative Rate	Estimated Cost
Road pavement construction / realignment	7,000 m²	$100–$150/m²	$0.7M–$1.05M
Imported fill – supply, haulage, placement and compaction	5,800 m³	$100–$150/m³	$0.58M–$0.87M
Drainage, signage, line marking and miscellaneous roadworks	Provisional	—	$0.1M–$0.12M
Total indicative allowance			**$1.38M–$2.04M**

For the purposes of the concept design and options assessment, a **provisional allowance of approximately $1.71 million** may therefore be adopted for the road realignment, imported fill and associated ancillary roadworks.

The above estimate is preliminary and high-level and should be refined during subsequent design stages following confirmation of the final horizontal and vertical road alignment, pavement composition and thickness, earthworks quantities, source and haulage distance of imported fill, drainage requirements, traffic management requirements and construction methodology.

The bridge works are considered to extend up to and including the bridge barriers. Roadworks beyond the bridge barriers is to be undertaken separately.

As these works are expected to be substantially common to all three bridge options, the same allowance can be applied consistently across the three options and does not materially affect the comparative assessment of the bridge structural alternatives.

5 Recommendation

The three bridge options have been assessed against the key project considerations, including structural arrangement, constructability, construction staging, provision for the future shared path, hydraulic and scour considerations, durability and maintenance, site constraints, and estimated construction cost. Each option is considered technically feasible at the current level of design development; however, there are notable differences in cost, construction methodology, future flexibility and whole-of-life requirements.

Option 1 – Concrete Precast Deck Plank Bridge provides a conventional and robust structural solution using precast concrete deck planks with an in-situ reinforced concrete deck slab. The option also provides the widest future shared path, at approximately 2,500 mm. However, the shared path is proposed as a separate bridge structure, requiring its own superstructure and associated substructure provisions. This results in a larger overall structural footprint and a higher estimated combined construction cost of approximately $9.15 million. Although the staged construction methodology allows the shared path superstructure to be deferred, the substructure for the ultimate bridge arrangement would need to be constructed during Phase 1.

Option 2 – Steel Girder Bridge provides an integrated structural solution comprising two main longitudinal welded steel girders, transverse transom beams and an in-situ reinforced concrete deck slab. The future shared path, with a proposed width of approximately 1,800 mm, would be cantilevered from the LHS main girder. This arrangement eliminates the requirement for a separate shared path bridge and associated independent abutments and foundations, thereby reducing the overall structural footprint and extent of substructure works.

Option 2 also allows the bridge to be delivered in two phases. The vehicular bridge and the structural provisions required to accommodate the future shared path would be constructed during Phase 1, while installation of the cantilevered shared path could be deferred until required. The estimated combined construction cost is approximately $6.60 million, comprising approximately $5.50 million for Phase 1 and $1.10 million for Phase 2. The principal technical considerations associated with this option are the eccentric loading generated by the cantilevered shared path, detailing of the future structural connections, and the inspection and corrosion-protection requirements associated with the steel superstructure.

Option 3 – Mabey Modular Steel Bridge provides a proprietary modular solution that can potentially achieve a relatively short construction programme due to the high degree of off-site fabrication and modular assembly. The estimated construction cost is approximately $7.00 million, including both the vehicular bridge and shared path. Unlike Options 1 and 2, the complete bridge is proposed to be constructed in a single phase. This avoids future structural works adjacent to an operational bridge but requires the full capital expenditure for the shared path to be incurred during the initial construction works.

A key constraint associated with Option 3 is the maximum achievable shared path width of approximately 1,500 mm under the currently proposed configuration. In addition, the proprietary nature of the Mabey system introduces greater reliance on supplier-specific components, connection details and future availability of compatible components. The extensive use of exposed steel components and proprietary steel decking also requires consideration of long-term corrosion protection, inspection, maintenance and deck surfacing requirements.

Based on the current concept design information, the comparison indicates that the principal trade-offs between the options are initial and whole-of-project construction cost, shared-path width, construction staging, structural integration, future flexibility, and long-term inspection and maintenance requirements. Option 1 provides the widest shared path and a predominantly concrete structural solution but has the highest estimated construction cost and largest structural footprint. Option 2 provides the lowest construction cost, a narrower and integrated cantilevered shared path and permits its construction expenditure to be deferred, while avoiding a separate shared-path substructure. Option 3 provides the moderate current construction cost estimate ($0.4 m more than option 2) and single-phase modular construction but has the narrowest shared path and introduces proprietary-system and steel-maintenance considerations.

The selection of the option to progress to the next design stage should therefore be based on the project-specific priority assigned to these factors, together with confirmation of the required shared-path width, hydraulic and scour performance, structural design requirements, construction programme, and whole-of-life maintenance objectives. The preferred option should subsequently be subject to further structural, geotechnical, hydraulic, durability and constructability assessment during the next stage of design development.

Appendix A.1 – Views taken from the 3D model of Option 1 – Precast concrete deck planks

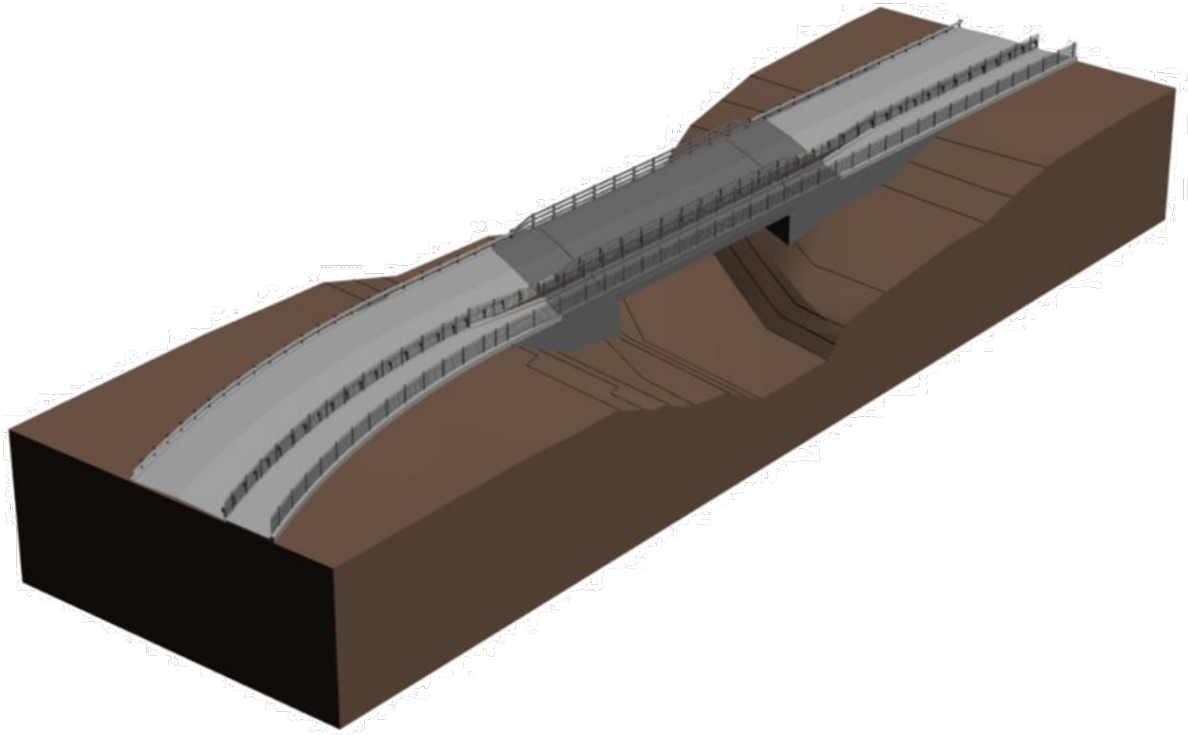


Figure 9: Isometric view of option 1 from Abutment 2 LHS.

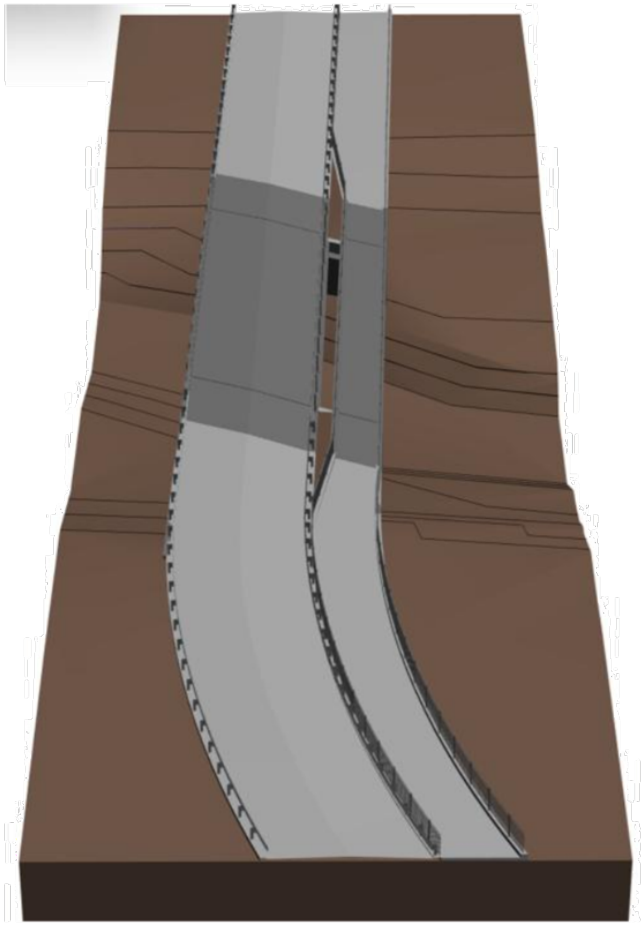


Figure 10: Overall view of option 1 from the top at Approach 2.

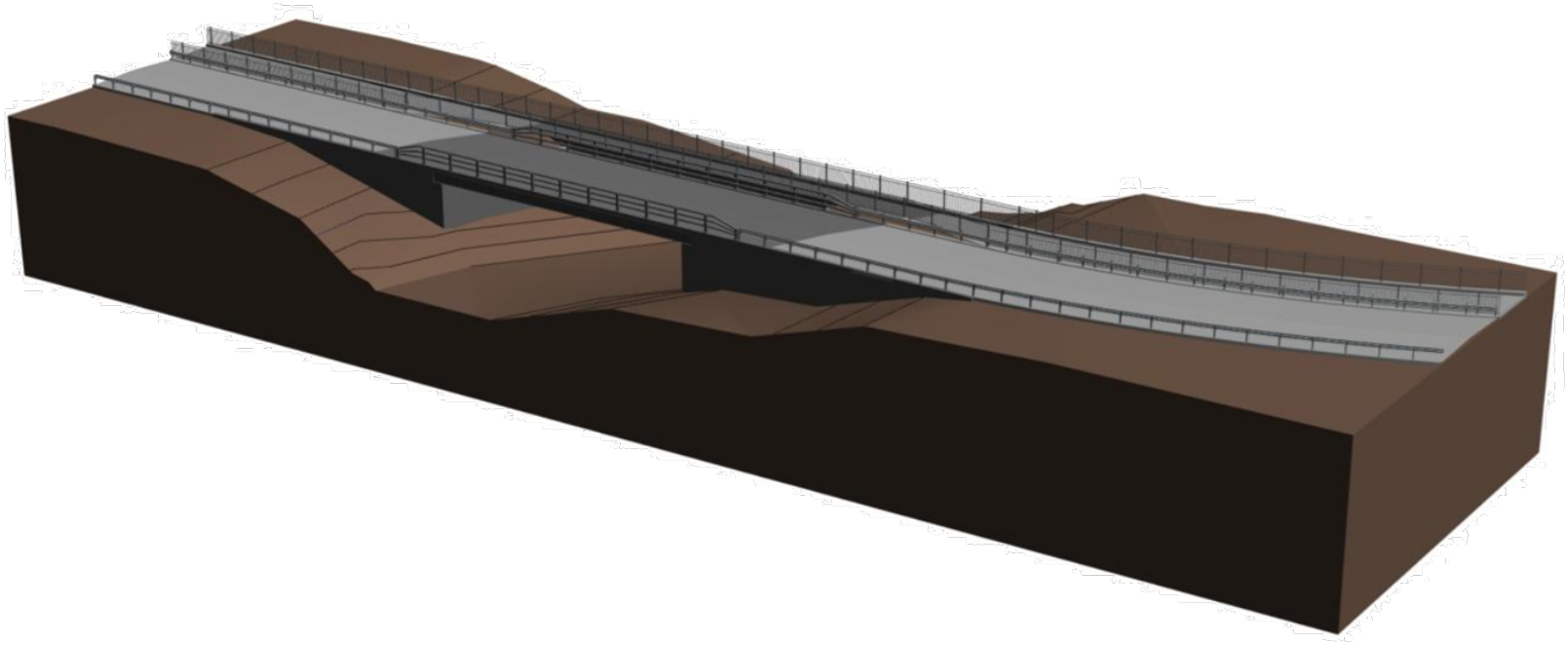


Figure 11: Isometric view option 1 from Abutment 2 RHS.

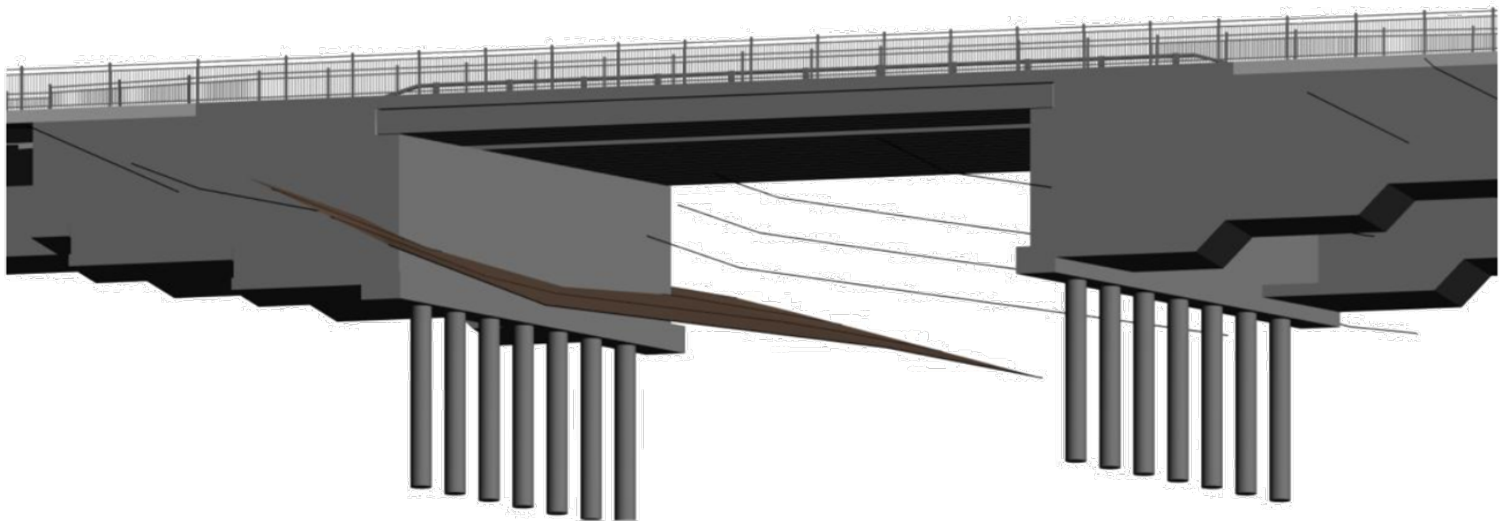


Figure 12: Overall view of Option 1 - underneath the structure from LHS.

Appendix A.2 – Views taken from the 3D model of Option 2 – Steel Girder bridge.

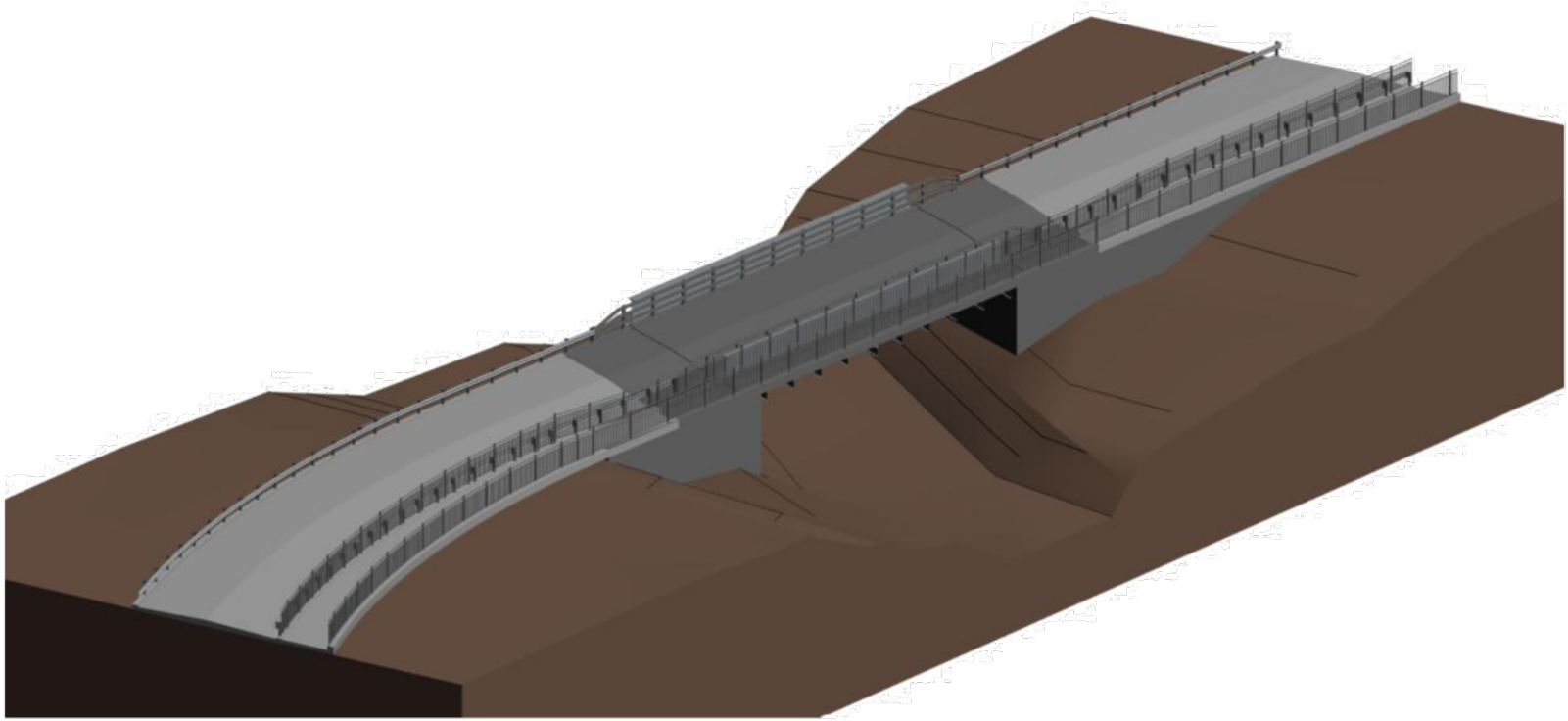


Figure 13: Isometric view of option 2 from Abutment 2 LHS.

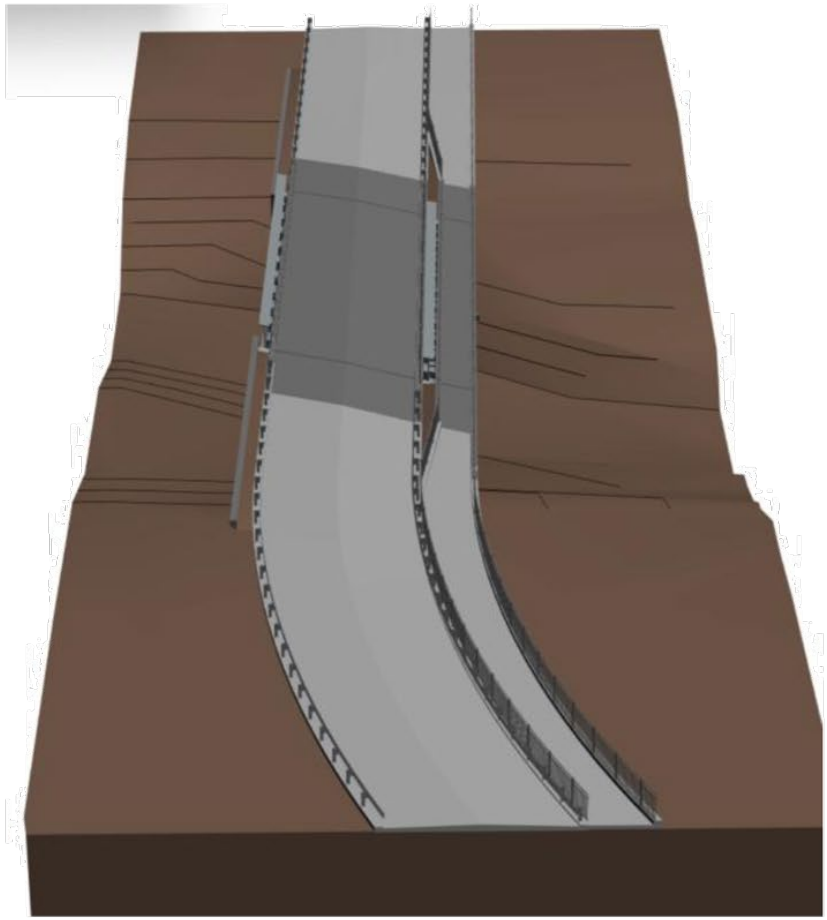


Figure 14: Overall view of option 2 from the top at Approach 2.



Figure 15: Isometric view of option 2 from Abutment 2 RHS.

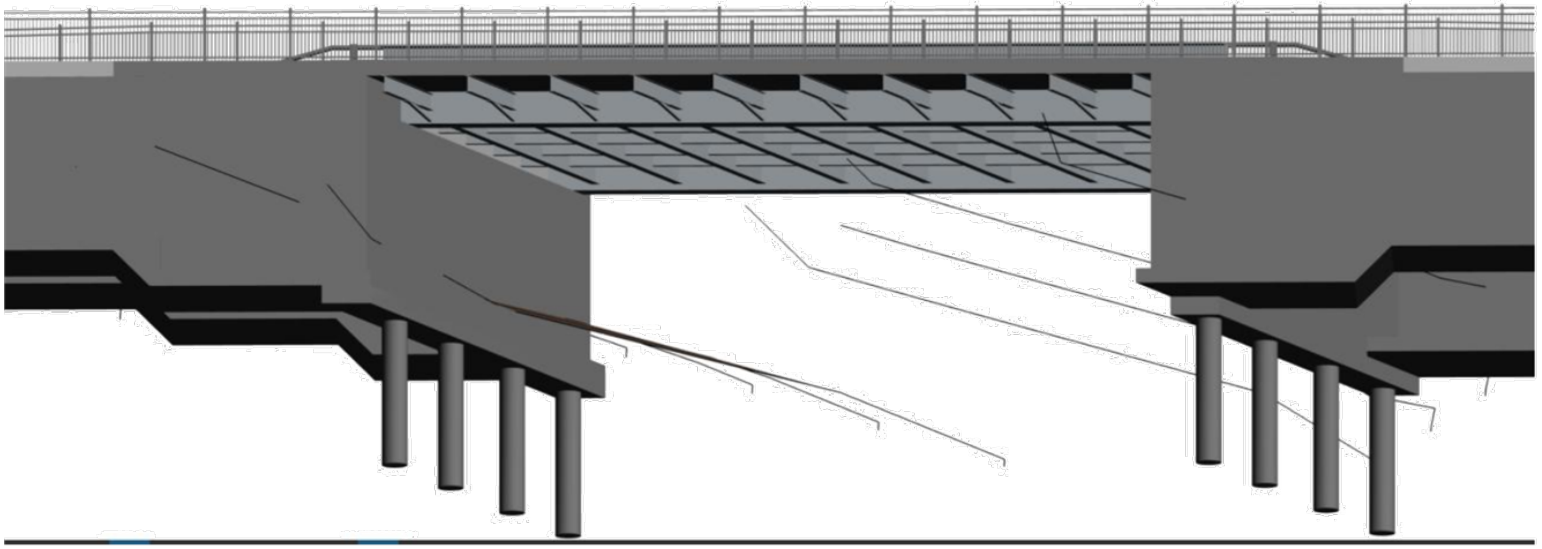


Figure 16: Overall view of Option 2 - underneath the structure from LHS.

Appendix A.3 – Views taken from the 3D model of Option 3 – Mabey bridge.

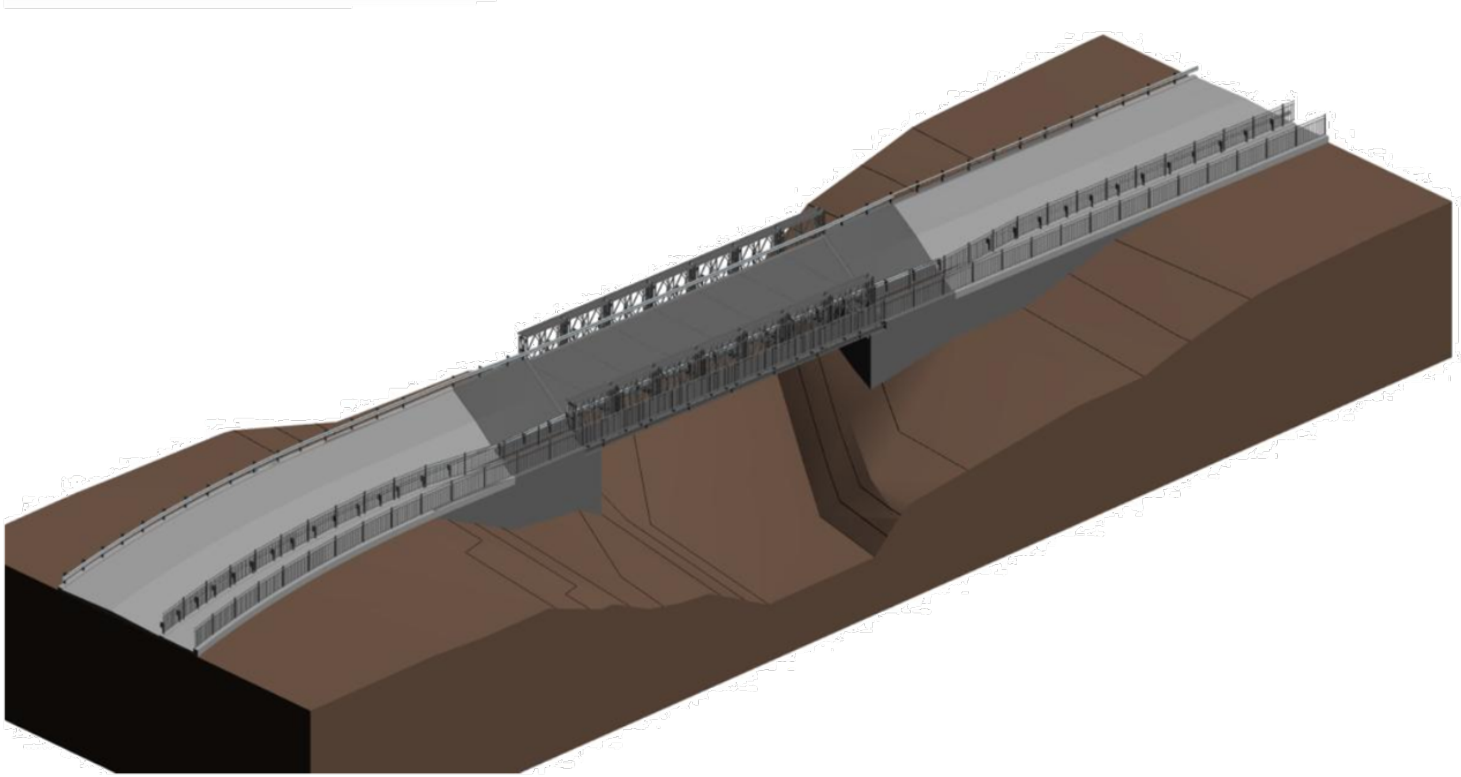


Figure 17: Isometric view of option 3 from Abutment 2 LHS.

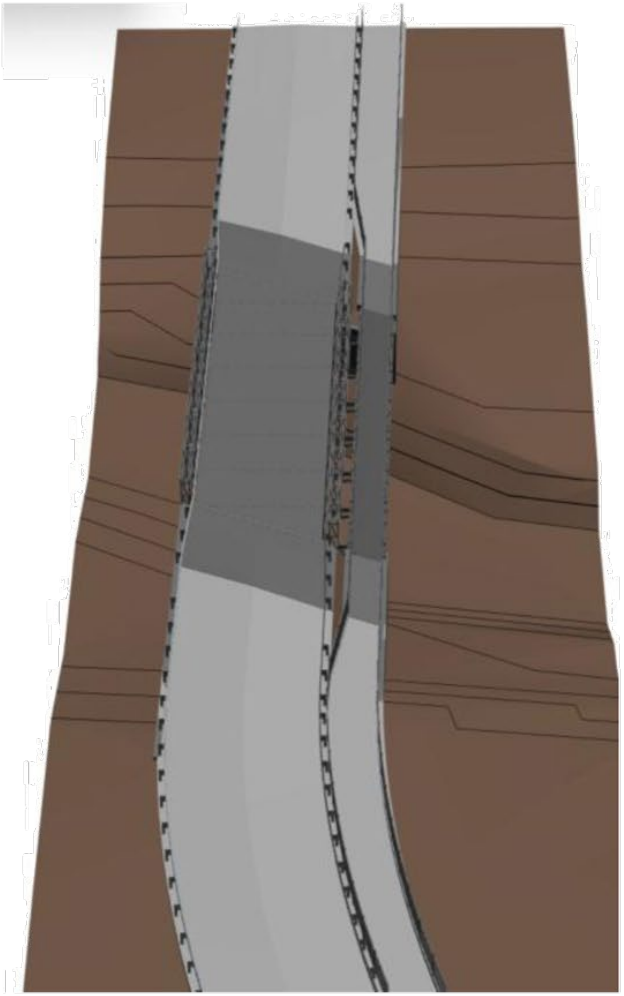


Figure 18: Overall view of option 3 from the top at Approach 2.

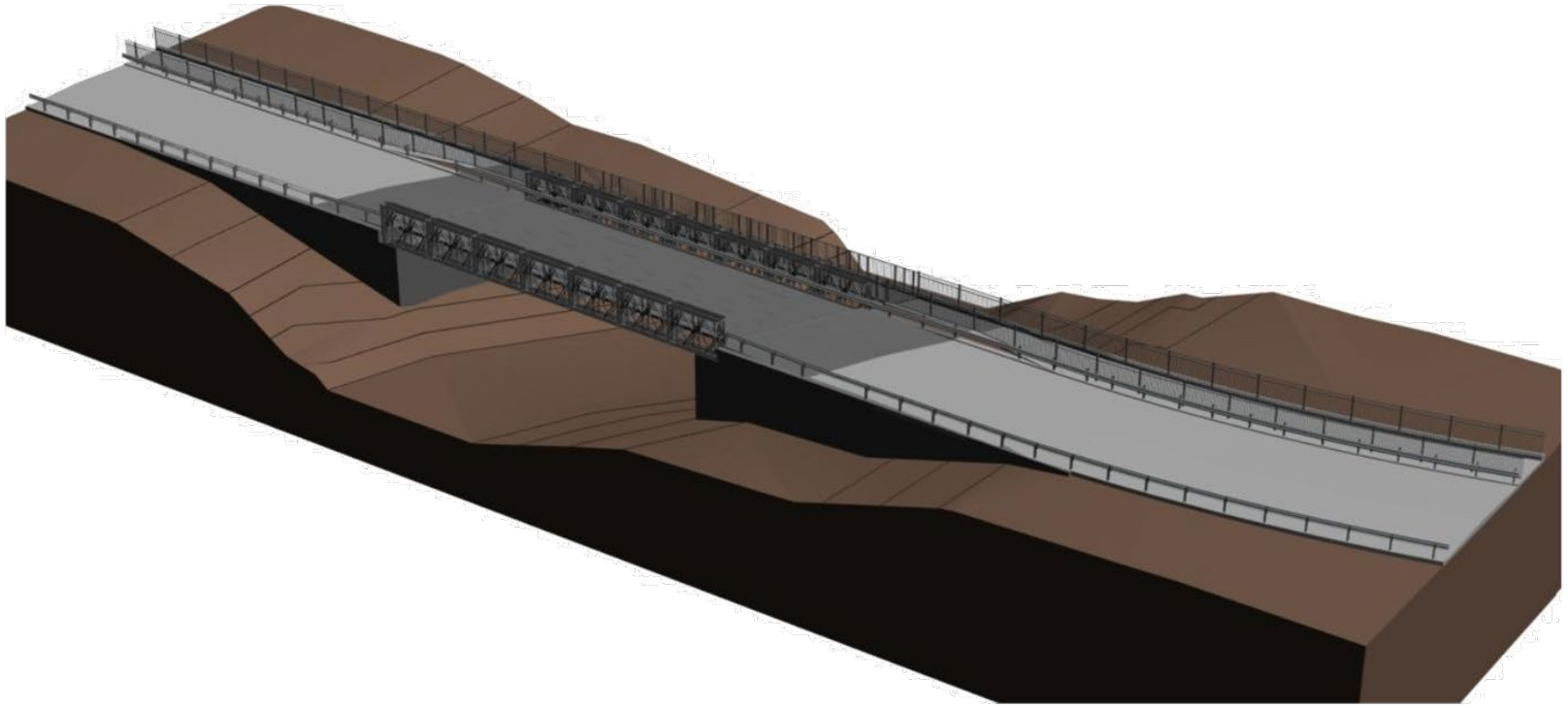


Figure 19: Isometric view of option 3 from Abutment 2 RHS.

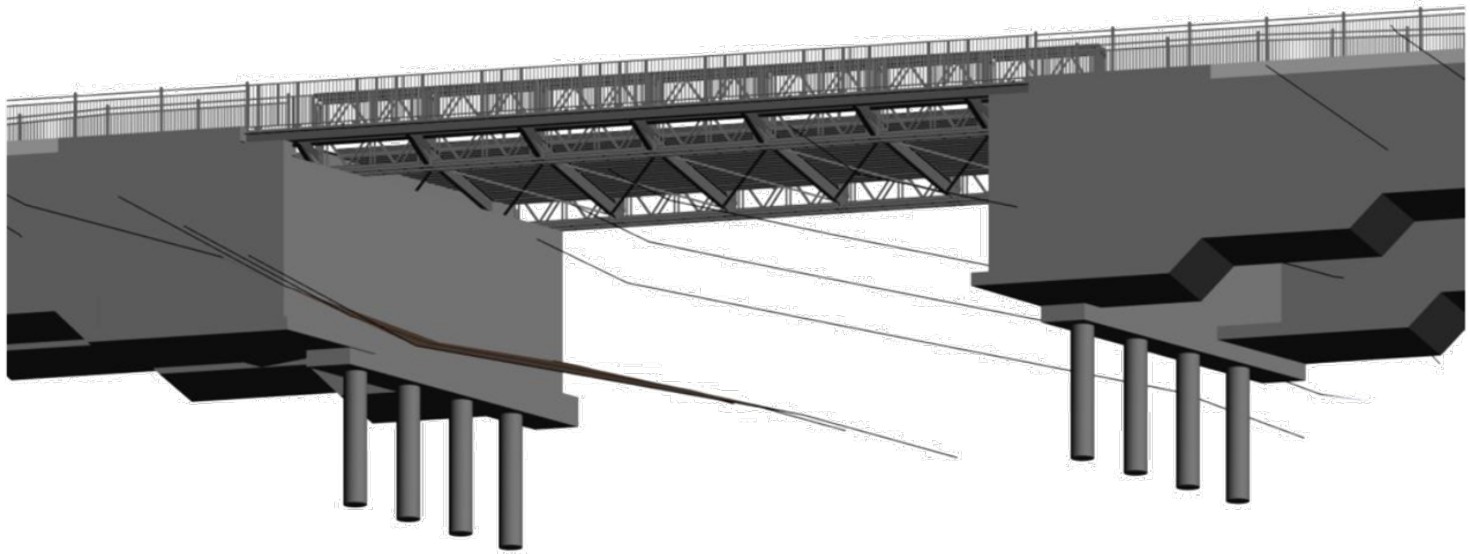


Figure 20: Overall view of Option 3 - underneath the structure from LHS.

From: Vel Khokulan
To: Alan Hart
Cc: Louise Harris; Mark Burgess
Subject: CM: [External]-RE: [External]-Bridge 4085(Slaughterhouse Bridge) - 15% Design Optioneering Report Rev B
Date: Tuesday, 6 October 2026 6:14:01 AM
Attachments: image001.png
image002.png
image003.png
image004.png
image005.png
image006.png
image126765.png
image353254.png
image967181.png
image945433.png
image976996.png

OFFICIAL

Good morning Alan,

Please choose either Option 1 or Option 2, as Option 3 is intended for a shorter lifespan and is commonly used as a temporary bridge.

Please note below Indicative design project program

Indicative Project Program

Item	Milestone	Anticipated Completion
1	15% Design, including reviews by Structures Branch, Road and Traffic Engineering Branch, and the Shire	30 October 2026
2	Aboriginal Heritage Section 18 Approval	15 January 2027
3	Geotechnical Investigation and 85% Design, including reviews by Structures Branch, Road and Traffic Engineering Branch, and the Shire	15 April 2027
4	100% Design and Issue for Tender Documentation	15 May 2027

Additional Considerations

- Service relocations will be identified(if any) in parallel with the design phase.
- Any land acquisition or land access requirements will need to be coordinated by the Shire. The extent of the land requirement is expected to be confirmed by the designer at the 85% design stage.

This program is indicative at this stage and will be further refined as the design progresses and key approvals are obtained. Please note that a six-month duration has been allowed for obtaining Aboriginal Heritage Act Section 18 approval, although the heritage survey has already been completed. Should the approval be received earlier than anticipated, there is an opportunity to bring forward subsequent activities and reduce the overall project delivery timeframe.

Milestone	Completion Date	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27	Jul-27	Aug-27	Sep-27	Oct-27	Nov-27	Dec-27	Jan-28	Feb-28	Mar-28
15% Design	30-Oct-26																		
Aboriginal Heritage Section 18 Approval	15-Jan-27																		
Geotechnical Investigation & 85% Design	15-Apr-27																		
100% Design & Issue for Tender docs	15-May-27																		

Let me know if you need any further assistance.

Thanks,

Kind regards

Vel Khokulan
Project/Contract Manager
Wheatbelt Region
Regional Operations
Tel: +61 8 9323 4214 Mob: +61 437 994 628



Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

From: Alan Hart <a.hart@toodyay.wa.gov.au>
Sent: Monday, 5 October 2026 4:36 PM
To: Vel Khokulan <vel.khokulan@mainroads.wa.gov.au>
Cc: Louise Harris <l.harris@toodyay.wa.gov.au>; Mark Burgess <m.burgess@toodyay.wa.gov.au>
Subject: RE: [External]-Bridge 4085(Slaughterhouse Bridge) - 15% Design Optioneering Report Rev B

CAUTION: This email originated from outside of Main Roads. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Vel,

Thanks for that, we don't need to provide you with a preferred option at this stage?

Also, do you have an estimated timeframe to prepare the design and costings to a point were we can apply for funding

Alan

Alan Hart
Temporary Chief Executive Officer

15 Fiennes Street Toodyay WA 6566

E: a.hart@toodyay.wa.gov.au
T: 08 9574 9300
M: 0400 666 955
W:www.toodyay.wa.gov.au

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Please consider the environment before printing this email.

From: Vel Khokulan <vel.khokulan@mainroads.wa.gov.au>
Sent: Monday, 5 October 2026 2:09 PM
To: Alan Hart <a.hart@toodyay.wa.gov.au>
Cc: Louise Harris <L.Harris@toodyay.wa.gov.au>; Mark Burgess <m.burgess@toodyay.wa.gov.au>
Subject: [External]-Bridge 4085(Slaughterhouse Bridge) - 15% Design Optioneering Report Rev B

OFFICIAL

Hi Alan,

I would like to provide the following details regarding the Bridge 4085 (Slaughterhouse Bridge) design undertaking, which includes the 15% Design Optioneering for your review and feedback.

The following options were included in the report.

- **OPTION 1** Concrete Precast Deck plan
- **OPTION 2** Steel Girder Bridge
- **OPTION 3** Mabey Bridge

- **3D Model** of the above Bridge Options also attached. These can be simply viewed such as using Blubeam Revu Software or through the pdf document itself.
  If the any message appears when opening the file, click "Options" and then select "Trust this document one time only."
  Next, click on the blank page. The 3D model will appear and can then be rotated along the X, Y, and Z axes.

Please let us know if you require any further assistance.

Thank you.

Kind regards

Vel Khokulan
Project/Contract Manager
Wheatbelt Region
Regional Operations
Tel: +61 8 9323 4208 Mob: +61 437 994 628



Main Roads acknowledges the traditional custodians throughout Western Australia and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders both past and present.

MEMORANDUM

MEMO TO: Mr Alan Hart
Chief Executive Officer
Shire of Toodyay

FROM: Cr. Rosemary Madacsi

DATE: 22/09/2026

FILE NO:

SUBJECT: Notice of Motion

SHIRE OF toodyay
place of plenty

Administration Centre
15 Fiennes Street
PO Box 96
TOODYAY WA 6566
T (08) 9574 2258
F (08) 9574 2158
E records@toodyay.wa.gov.au
W www.toodyay.wa.gov.au

This memorandum is notice, in accordance with the Section 4.4 (2)(b) of the Shire of Toodyay Standing Orders, of a motion I wish Council to consider at the November 2026 Ordinary Meeting of Council as follows:

NOTICE OF MOTION

That Council receives a full status report as a confidential item at either a Special Council Meeting before, or at the December 2026 Ordinary Council Meeting of all matters in relation to the absence of the CEO Aaron Bowman, including the following;

1. Copies of all advice sought and received regarding the absence of the CEO Aaron Bowman and who sought the advice,
2. All costs itemised in seeking the above advice,
3. All monies paid by the shire or due to be paid by shire to the CEO regarding this matter since April 2026.
4. All decisions made that were acted upon or intend to be acted upon, to date about the CEO regarding his absence from the shire since April 2026.

Regards

Rosemary Madacsi
COUNCILLOR