



Ordinary Meeting of Council

Minutes

15 December 2015

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 15 DECEMBER 2015

Preface

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

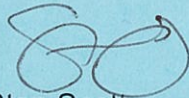
The "Confirmed" Minutes are then signed off by the Presiding Person.

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

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

Unconfirmed Minutes

These minutes were approved for distribution on 16 December 2015.



Stan Scott
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 19-01-2016

Signed: David A. Dow

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

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Shire of Toodyay

ORDINARY MEETING – 15 DECEMBER 2015

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr D Dow, Shire President, declared the meeting open at 4.08 pm.

2. RECORDS OF ATTENDANCE

Members

Cr D Dow	Shire President
Cr T Chitty	Deputy Shire President
Cr E Twine	
Cr J Dow	
Cr S Craddock	
Cr R Welburn	
Cr P Greenway	
Cr B Rayner	
Cr K Wood	

Staff

Mr S Scott	Chief Executive Officer
Ms A Bell	Manager Community Development
Ms C Delmage	Manager Corporate Services
Mr G Bissett	Manager Planning & Development
Mr L Vidovich	Manager Works and Services
Mrs M Rebane	Executive Assistant

Visitors

K Darby	B Dale
D Dale	R Madacsi
M Sinclair-Jones	H Evans
A McCann	B Lloyd
M Leggett	P Robinson

2.1 APOLOGIES

Nil.

2.2 APPROVED LEAVE OF ABSENCE

Nil.

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Wood requested that she be granted Approved Leave of Absence from 16 January 2016 to 26 January 2016 inclusive.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 266/12/15

MOVED Cr Rayner

That the Application for Leave of Absence by Cr Wood from 16 January 2016 to 26 January 2016 inclusive be granted.

MOTION CARRIED 9/0

3. DISCLOSURE OF INTERESTS

The Chief Executive Officer advised that Councillor Craddock had submitted a disclosure of interest in the form of a written notice prior to the commencement of the meeting.

Cr Craddock declared a financial interest in Item 9.2.1 - Lot 29 Pelham Street, Toodyay – Proposed extension with variation to LPP. No 20, as she is negotiating with Paul Wakelam, Architect for the Proponent, to design a house for her.

4. PUBLIC QUESTIONS

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Ordinary Meeting of Council held on 24 November 2015 there were no questions taken on notice.

4.2 PUBLIC QUESTION TIME

R Madacsi

Summary of Question One

Why is it intended not to hold an Ordinary Meeting of Council or Council Forum in January 2016?

This is not a relevant question. Council has not yet considered item 9.5.1. Please note that the Officer's Recommendation 1 includes a January 2016 meeting.

Summary of Question Two

If the Officer's Recommendations are accepted will Councillors receive their monthly attendance fee for January and if so, why?

I am somewhat surprised that you have asked this question. I am sure as a former Councillor you would be aware of Members Policy M3 which addresses member's sitting fees and reimbursable expenses.

In part this policy states: "These allowances shall be paid in lieu of meeting attendance fees and shall be fixed at the above amounts regardless of the meeting structure in place, or the number of meetings attended by a particular elected member. This obviously covers the situation you refer to if Council decides not to hold a meeting in January."

Councillors have for several years received an annual attendance fee rather than a fee per meeting. This means the same fee applies regardless of how many meetings an elected member attends during the period. For example during the budget process Councillors may attend multiple Special Meetings and Forums but will not receive any more than the monthly fee.

Many country local governments do not meet in January. That option is available to the Council in Toodyay. You will note that the Officer's Alternative Recommendation 1 provides the option of not holding a meeting in January. Notwithstanding any decision about whether or not to hold an Ordinary Meeting in January, it may be necessary to schedule a Special Meeting if there are decisions required of Council during that period.

Andrew McCann

Summary of Question One

In the statement "the Council will participate in engagement activities with project proponents, subject to the proviso that it reserves the right to oppose, or advocate for changes or conditions to any development in line with the above principles, and will uphold its responsibilities under the *Local Government Act 1995* by representing the interests of electors, ratepayers and residents of the district", why has Council included this statement given the recent opposition from the community and some previous Councillors, against Council and administrative staff engaging in activities with mining project proponents before the project is assessed by the regulating authorities?

There was opposition to any engagement by some members of the community. It is difficult to envisage how Council will achieve the objectives set out in the policy if it does not engage with proponents. Engagement is not the same as support.

Summary of Question Two

In the statement “Council delivers many services, projects, events and facilities. There may be occasions where these services, projects, events and facilities are sponsored or co-funded by a mining proponent. Such funding or sponsorship will not dilute Council’s commitments as set out in this policy”, why has Council included this given the clear directive from the community since 2014 that such interactions are strongly viewed as a conflict of interest in representing the community interests when undertaken prior to the project being assessed by the regulating authorities? Is the policy and these inclusions a vehicle to validate closer relations with mining proponents than the community wants?

There was no such clear direction from the community. The provision was included so that Council did not unreasonably constrain community organisations from seeking support and sponsorship for their projects and events. The alternative position would be for Council to make all sponsorships contingent on the Shire having the right to veto other sponsorship and contributions. This does not seem either reasonable or desirable and I do not believe that Council is able to give this directive to independent community groups.

B Dale

Mr Dale indicated he had questions in relation to Item 9.5.2 New Policy – Dealing with Mining Proposals as follows:

Summary of Question One

The CEO and the Shire President have always maintained that Council have no role to play in mining approvals and given this is largely true. Why does Council need a Mining Policy when the other affected Shires of Northam and Mundaring do not have policies on mining?

The Shire President took this question on notice.

Summary of Question Two

The community has clearly voiced it considers this policy a *Conflict of Interest* in Council’s role of community advocate. How can Council “remain neutral” whilst they participate in engagement activities with mining proponents and accept co-funding and sponsorship, prior to a business model being approved by the regulatory departments, when the community has strongly objected to this action through letters and submissions?

The Shire President took this question on notice.

Summary of Question Three

Under Risk Implications it states “Having a clear policy position that is based on advocating on behalf of the community can help Council mitigate this risk.” What does this risk relate to?

The Shire President took this question on notice.

Summary of Question Four

When will the Shire hold a public community meeting and inform the community about the extent of mining tenements located within the Shire of Toodyay, along with the current level of mining and exploration activity?

The Shire President took this question on notice.

Summary of Question Five

Does Council intend to then hold a referendum on mining?

The Shire President took this question on notice.

Summary of Question Six

How does Council intend to obtain the facts to objectively determine the course of action wanted by the community in its role as a quasi-judicial body, unless a referendum is held on mining?

The Shire President took this question on notice.

Summary of Question Seven

Who does the Council intend to advocate for the majority of their constituents or the mining project proponents?

The Shire President took this question on notice.

Summary of Question Eight

Why would Council need a Mining Policy to ensure it does all in its power to certify all reports, investigations and assessments are thorough and complete, when it is not its role to approve or reject mining projects?

The Shire President took this question on notice.

Summary of Question Nine

How does council propose to fulfil the aim 'That the benefits of any project to the local community are maximised and negative impacts are eliminated or minimised' with our community in Morangup, when they can neither approve, nor reject a mining proposal and the mining proponents are not legally obliged to listen to any directives given by local government?

The Shire President took this question on notice.

Summary of Question Ten

Is Council intending to make it policy that project proponents must consult openly and honestly with the community by holding open and transparent community meetings?

The Shire President took this question on notice.

Summary of Question Eleven

Why is Council supporting and intending to use the methodology for a Social Impact Assessment as set out in the publication "Social impact Assessment of Resource Projects" published by the International Mining for Development Centre, when it largely refers to remote areas, indigenous communities and promotes CAG groups with the view that mining will occur anyway?

The Shire President took this question on notice.

Summary of Question Twelve

Would council initiate a Scheme Amendment to exclude mining as a permitted use (X) within the Toodyay Shire if a referendum indicates the community do not want mining?

The Shire President took this question on notice.

Summary of Question Thirteen

Council received legal advice in relation to the M.6 Mining Policy. Will the full legal advice be available for the community to read? If not why not?

The Shire President took this question on notice.

Summary of Question Fourteen

Why has Council waited until the election of new Councillors and the last meeting prior to Christmas to put the M.6 Mining Policy back on the Agenda?

The Shire President took this question on notice.

R Madacsi

Summary of Question One

For a risk to be “As Low As Reasonably Practical” (ALARP) it must be possible to demonstrate that the cost involved in reducing the risk further would be grossly disproportionate to the benefit gained. Who defines the ALARP?

Council, with appropriate legal advice and guidance from administration.

Summary of Question Two

What criteria are used to measure ALARP?

The term means exactly what is described in the definition and was included in response to a suggestion from the community. The approach is risk specific, but the criteria are described in the definition. Mitigation measures will continue if and until the cost of further mitigating a risk would exceed the benefit, then no further mitigation will be required.

Summary of Question Three

In the sentence “That appropriate social offsets are provided that result in net community benefit to the electors, ratepayers and residents of the Shire” what is the measure for appropriate social offsets and who decides?

Council is the community’s elected representative body and is well placed to decide what it considers an appropriate social offset. Bear in mind though that this is not an approval function. It is an advocacy function. Advice from the Department of Minerals and Petroleum clearly shows that mining proponents cannot be compelled to provide social offsets, hence the need for advocacy on behalf of the community.

Summary of Question Four

Will the offset be measured against the remaining impact after the ALARP is applied? Or is the offset to replace the ALARP in certain circumstances?

In the same way as environmental impacts can be mitigated by environmental offsets, social offsets could be part of the mitigation for social impacts.

Summary of Question Five

What defines “not respecting the rights of others?”

Publicly berating or vilifying someone because they hold an opposing view would be an example of not respecting the rights of others. Respect is often defined as due respect for the feelings, wishes or rights of others. To not respect is the exact opposite of these principles.

Summary of Question Six

As this part of the sentence has the potential to be misused, or used to deny an opinion considered contrary, will it be defined or removed?

The decision to define or remove is up to Council to decide, by way of amendment. This is not about whether someone’s opinion differs. It is how someone is treated because their opinion differs.

Summary of Question Seven

How will misuse of this portion of the clause be prevented if it remains?

I do not consider that this represents a high risk of misuse. This risk would be higher in the absence of this provision.

5. CONFIRMATION OF MINUTES

The Shire President ruled that in accordance with Standing Order 4.6 that Council could consider business for adoption by exception. The Shire President advised that the CEO had collated the Council Meeting Running Sheets and the items to be considered were as follows:

- 5.1 Ordinary Meeting of Council held on 24 November 2015;**
- 5.2 Council Forum held on 1 December 2015;**
- 5.3 Confidential Minuted Items;**
 - 5.3.1 Ordinary Meeting of Council held on 24 November 2015;**
 - 5.3.2 Council Forum held on 1 December 2015; and**
- 9.6.1 Environmental Advisory Committee Recommendation.**

Cr Craddock moved a motion as follows:

That Council adopt the Officer's Recommendations and Committee Recommendation contained in the following reports:

- 5.1 Ordinary Meeting of Council held on 24 November 2015;**
- 5.2 Council Forum held on 1 December 2015;**
- 5.3 Confidential Minuted Items;**
 - 5.3.1 Ordinary Meeting of Council held on 24 November 2015;**
 - 5.3.2 Council Forum held on 1 December 2015; and**
- 9.6.1 Environmental Advisory Committee Recommendation.**

by "exception resolution" in accordance with Standing Order 4.6.

In accordance with Standing Order 4.6 the Shire President sought clarification as to whether any member wished to make a statement or move a motion other than the Officer's Recommendation.

In accordance with Standing Order 4.6 the Shire President declared the motion carried without debate and without taking a vote.

The Shire President ruled that the motion was carried and in accordance with Standing Order 4.6 the Officer's Recommendation be recorded as the Council's resolution in the minutes as a unanimous decision of the Council.

COUNCIL RESOLUTION NO 267/12/15

MOVED Cr Craddock

That Council adopt the Officer's Recommendations and Committee Recommendation contained in the following reports:

- 5.1 Ordinary Meeting of Council held on 24 November 2015;**
- 5.2 Council Forum held on 1 December 2015;**
- 5.3 Confidential Minuted Items;**
 - 5.3.1 Ordinary Meeting of Council held on 24 November 2015;**
 - 5.3.2 Council Forum held on 1 December 2015; and**
- 9.6.1 Environmental Advisory Committee Recommendation**

by "exception resolution" in accordance with Standing Order 4.6.

MOTION CARRIED 9/0

5.1 Ordinary Meeting of Council held on 24 November 2015

**OFFICER'S RECOMMENDATION/ADOPTION BY EXCEPTION
COUNCIL RESOLUTION NO 267/12/15**

MOVED Cr Craddock

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 24 November 2015 be confirmed.

MOTION CARRIED 9/0

5.2 Council Forum held on 1 December 2015

**OFFICER'S RECOMMENDATION/ADOPTION BY EXCEPTION
COUNCIL RESOLUTION NO 267/12/15**

MOVED Cr Craddock

That the Notes of the Council Forum held on 1 December 2015 be received.

MOTION CARRIED 9/0

5.3 Confidential Items

5.3.1 Ordinary Meeting of Council held on 24 November 2015

**OFFICER'S RECOMMENDATION/ADOPTION BY EXCEPTION
COUNCIL RESOLUTION NO 267/12/15**

MOVED Cr Craddock

That the Unconfirmed Confidential Minuted Items listed as follows:

- 14.1 Application Development Consent;
- 9.4.3 Annual Report for year ended 30 June 2015; and
- 9.5.1 Further nominations of delegates to external bodies and Council Committees

from the Ordinary Meeting of Council held on 24 November 2015 be confirmed.

MOTION CARRIED 9/0

5.3.2 Council Forum held on 1 December 2015

**OFFICER'S RECOMMENDATION/ADOPTION BY EXCEPTION
COUNCIL RESOLUTION NO 267/12/15**

MOVED Cr Craddock

That the Unconfirmed Confidential Noted Program Items listed as follows:

- 4.1 and 10.1 Magpie Ridge Airpark Development Proposal
- from the Council Forum held on 1 December 2015 be received.

MOTION CARRIED 9/0

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil.

6.2 DEPUTATIONS

Nil.

6.3 PRESENTATIONS

Nil.

6.4 SUBMISSIONS

K Darby addressed Council regarding Item 9.2.1 – Lot 29 Pelham Street, Toodyay – Proposed extension with variation to LPP. No 20.

P Wakelam addressed Council regarding Item 9.2.1 – Lot 29 Pelham Street, Toodyay – Proposed extension with variation to LPP. No 20.

The written submission Mr Wakelam made was tabled at 4.37 pm.

7. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER

8.1 PRESIDENT'S REPORT

Nil.

9. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS

9.1 COMMUNITY DEVELOPMENT

The Shire President ruled that Item 9.1.1 2016 Premier's Australia Day Active Citizenship Awards – Receipt of Nominations be deferred to the end of the meeting.

9.2 PLANNING AND DEVELOPMENT

Cr Craddock declared a financial interest in Item 9.2.1 - Lot 29 Pelham Street, Toodyay – Proposed extension with variation to LPP. No 20, as she is negotiating with Paul Wakelam, Architect for the Proponent, to design a house for her. Cr Craddock stated that “as a consequence there may be a perception that my impartiality on the matter may be affected. I will therefore declare that I will depart the Council Chambers whilst the matter is being heard.”

Cr Craddock departed Council Chambers at 4.47 pm.

9.2.1 Lot 29 Pelham Street, Toodyay – Proposed extension with variation to LPP. No 20
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Date of Report:	25 November 2015
Name of Applicant / Proponent/s:	D & K Darby
File Reference:	29PEL/A3639
Author:	Hugo de Vos – Planning Officer
Responsible Officer:	Graeme Bissett - Manager Planning & Development
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Quasi-judicial
Attachments:	1. Map; and 2. Plans.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To determine an Application for Planning Approval for a proposed residential extension.

BACKGROUND

This matter is referred to Council as the design is considered to be a significant departure from existing streetscapes within the Central Toodyay Heritage Area. The Proposal also presents several variations to the provisions of the Shire of Toodyay Local Planning Policy No. 20 – Central Toodyay Heritage Area (LPP No. 20).

Lot 29 Pelham Street (**Attachment 1**) is a 5,551m² property zoned Residential located within the Central Toodyay Heritage Area under the Shire of Toodyay

Local Planning Scheme No. 4 (the Scheme). All development within this area must comply with the provisions of the LPP No. 20.

The property was originally a larger sized lot with its frontage on Clinton Street with the existing dwelling set well back with its rear facing Pelham Street. However, as a result of a subsequent subdivision, the dwelling is now peculiarly sited with a rear facing frontage.

The applicant has now engaged an architect to design an extension to enlarge the dwelling which will come off the rear (which is in fact the street frontage to Pelham Street).

The particulars of the design are in **Attachment 2**.

CONSULTATION IMPLICATIONS

According to Council Policy No. M.2 - Public Consultation, this development requires a Level A consultation process (no advertising) but requests that the matter be reviewed by the Shire's Heritage Advisor. The following comments were received from the Shire's Heritage Advisor:

'Further to the referral that comprised a cover letter from a workshop, Planning Application, Shire receipt, Certificate of Title, and drawings numbered A0.0, A1.0, A1.1, A3.0, A5.0, A5.1, A6.0, I make the following response:

A site visit and discussion that included the Shire of Toodyay's Manager Planning, Planning Officer, Heritage Adviser, the Architect and Owner was undertaken on 28 August 2015 in consideration of a preliminary proposal prior to this formal application.

The existing residence does not "front" Pelham Street - it faced Clinton Street until a subdivision negated that street frontage. The existing residence therefore presents the rear to the Pelham Street front, including an expansive steel clad shed that is also at the Pelham Street front.

Pelham Street is aligned at a significantly higher road level above the floor level of the existing residence and shed.

The proposed addition is located between the existing residence and Pelham Street.

The proposed addition is a separate building connected to the existing residence by an open deck.

Drawing A1.1 shows a 'V' shaped ramp off the designated street entry path at the Pelham Street level, with a set of stairs down the embankment along the south side of the proposed addition, leading to a deck where the entry is located- not visible from the street frontage.

There are no indications of the degree of any cut and fill or retaining walls.

The proposed addition has a predominately metal clad roof, with a roof scoop tile feature.

It is acknowledged that the proposed addition is a contemporary design responding to environmental opportunities.

With reference to LPP No. 20 - Policy 3.0 Residential Development:

3.1 Extent of Application states:

- The policy objectives shall apply to all residential development within the Central Toodyay Heritage Area. Residential development shall include new buildings, and the extension, alteration, addition or modification of existing buildings.*
- All residential development within the Central Toodyay Heritage Area is required to comply with the Residential Design Codes. Where there is inconsistency between the Residential Design Codes and the provisions of this Policy, this Policy shall prevail.*

3.2 Policy objectives state;

- To facilitate residential development that respects the existing character of an area.*
- To ensure that new residential buildings and alterations and extensions to existing dwellings are sympathetic to the predominant scale, form, siting and appearance of existing and neighbouring buildings and the streetscapes.*

3.4 Policy Guidelines states;

- The pattern of arrangement and size of buildings in Central Toodyay Heritage Area is an important part of the character.*
- The size of additions or extensions to existing buildings is also important and must comply with the same principles. Additions should not be more imposing than the original building.*

Response:

The proposed addition is a contemporary design that does not attempt to respond to the existing character or appearance of the Pelham Street area, and is clearly more dominant than the existing residence even though the roof is that dominant element at the same level as the street.

The applicant has addressed the Policy Guideline clauses. Responses are as follows:

Policy 3.4.1 Applicant: Yes project respects scale.

Response:

The single storey scale of the proposed addition is consistent with the single storey residences in Pelham Street, and with the single storey residence and shed on the subject site.

Policy 3.4.4. Applicant: Yes project is sympathetic to land contours with back rising with natural ground to 1.2m above finish floor max.

Response:

The floor level of the proposed addition responds to the existing street setback areas of the site that is relatively flat as is the existing residence and the shed.

The road is approximately 3.0 metres above the site of the proposed addition over an approximate 9.0 metre setback to the proposed addition with no apparent retaining wall included in the proposal for the addition.

The policy refers to being sympathetic to existing land contours and natural features with no more than 0.50 metres cut and fill, with no retaining walls higher than 0.50 metre depending on the natural contours warranting higher walls.

With policy restrictions on cut and fill and heights of retaining walls unless the natural contours of the land prior to the development occurring warrant higher retaining walls.

Arguably the road height has created the steep rise from the site, however, it could be interpreted that the contours of the land prior to the development occurring (proposed addition) warrant higher retaining walls and less restrictions on cut and fill.

This issue goes to the lack of street presence of the proposed addition and the missed opportunity to present a street frontage.

FORM *The section regarding form highlights several requirements including the prominence of roof lines, and the treatment of facades.*

Response:

The proposed addition does not respond to any elements of the form section.

The rear roof line of the existing residence is the dominant roof of the place. The proposed addition has a roof line below road level and retains some view of the existing residence roof line, but provides no response other than the tiled roof scoop feature.

There is no street front facade of the proposed addition.

Policy 3.4.6 Applicant: N/A the new works sit below the line of site, there is clear lines to the existing house.

Response:

The proposed addition will partially obscure the existing residence, with only part of the roof and ridge line visible for the road, across the expanse of the flat (3-degree pitch) roof of the proposed addition.

Policy 3.4.7 Applicant: N/A existing roof line is retained, new works has tiles to match existing roof skylight with colorbond (to match existing roof colour or landscape if necessary) roof surrounding this.

Response:

Roof lines are required to be hipped or gabled with a minimum 25 degree pitch.

The proposed addition has an expansive roof skillion/flat roof at a 3 degree pitch with the exception of the protruding roof scoop feature that has a 12 or 15-degree pitch and is tilted and tiled to the street frontage.

Policy 3.4.8 Applicant: Yes where applicable.

Response:

The street frontage has a floor level approximately 3.0 metres below the road level. It is unlikely that there is a street view of the street frontage. The most dominant windows are highlights above the main wall structure along the front. There are a series of vertical windows on the south end of the front that may be viewed when entering the property down the steps from the road.

Policy 3.4.9 Applicant: Yes as previously discussed.

Response:

The policy requires that front facades should not be forward of the existing building.

The existing building originally had a street frontage to Clinton Street, and the back of the building now addresses Pelham Street.

There is no front façade to the existing residence addressing Pelham Street, and the proposed addition is in street setback between the existing residence and Pelham Street, but presents no frontage to the street.

The proposed addition is situated between the rear of the existing residence and Pelham Street. The level of the top of the roof of the proposed addition is below the Pelham Street level.

Policy 3.4.10 Applicant: Yes as much as possible as previously explained.

Response:

The policy requires that additions and extensions respect and integrate with the roof line of the original building.

The original building has a simple hipped tiled roof with a break pitch verandah across the entire rear (facing Pelham Street.)

The proposed residence has an abstract angular form roof at 3 degree pitch with a central roof scoop feature at 12-15 degrees and clad with roof tiles.

Policy 3.4.12 Applicant: Yes.

Response:

The policy requires that additions be located parallel to the street and observe side setbacks. Compliant.

Policy 3.4.13 Applicant: Yes, achieved link from the street to existing house and new work. There was not previously a link as you looked into the back of the house previously.

Response:

The policy requires that entries shall be at the front or an obvious feature when viewed from the street. Entries which are central to the façade are encouraged. A blank wall facing the street is unacceptable.

The proposed addition has an actual entry recessed within the building, and accessed from the street on the south side of the addition, down a series of steps to an entry deck.

The street view does not inform of an entry.

Policy 3.4.17 Applicant:

- a) Yes, walls to match existing house, white sheeting with cover battens, any brickwork to match existing where possible.*
- b) Yes, a combination of commercial aluminium timber and doors and windows.*
- c) Yes, a combination of tiles to match and colorbond corrugated iron sheeting.*

Response:

The policy refers to: materials with particular note:

Walls: brick, stone, smooth render or weatherboards.

Windows and doors: timber framed or, commercial quality powder coated aluminium when visible from the street

Roofs: metal clad roofs should be a custom orb profile preferably galvanized. Clay tiles if appropriate. Gutters not specified.

Although the wall materials (flat battened sheeting) of the proposed addition match the existing, they are not visible from the street and flat battened sheeting is silent in the policy.

Window framing materials are not specified on the drawings.

At a 3 degree pitch, the roof cannot be custom orb profile, and colorbond is proposed in deference to the preferred galvanized material. Clay tiles are proposed for the roof scoop feature, responding to the roof of the existing residence.

Policy 3.4.18 Applicant: Yes, as discussed.

Response:

The policy refer to colours.

No colours are specified on the drawings other than reference to the wall material and colour (white, which is not included in the Shire's Colour Palette).

Policy 3.4.23 Applicant: Yes

Response:

The policy refers to chimneys being tall in height, extending beyond the roof.

There are no chimneys in the proposed addition.

Policy 3.4.24 Applicant: Yes, where appropriate.

Response:

The policy refers to replacement veranda detailing.

There are no verandas in the proposed addition.

Policy 3.4.25 Applicant: Yes, where required.

Response:

The policy refers to alterations to openings in an existing building.

Not relevant to proposed addition.

Policy 3.4.26 Applicant: Yes.

Response:

The policy refers to windows and doors that are visible from the street giving the appearance of timber framing with traditional proportions.

The window frames on the frontage are not specified. However, they are contemporary in the highlight angled form across the front wall that is below street level.

SETTING *The section regarding setting highlights the treatment of the front setback area that has a significant impact on the streetscape.*

Response:

The proposed addition does not respond to the setback space that is a steep embankment (approximately 3 metre drop over 9 metre setback) from the road side to the floor level of the proposed addition, with the roof level below the road level.

Policy 3.4.27 Applicant: Yes, with the reinstatement of the 'front garden path' the identification from the street of existing to new buildings and landscape will assist this, we believe finally this house will address the location for the first time.

Response:

The policy refers fences and gates, none of which is relative to the proposed addition.

SUMMARY

In my opinion, as discussed and demonstrated, the proposed addition at Lot 29 Pelham Street does not adequately comply with the policies outlined in LPP.20 Central Toodyay Area: Policy 3.0 Residential Development, and as such, the proposal is not supported.

STRATEGIC IMPLICATIONS

This proposal does not contain any notable strategic implications.

POLICY IMPLICATIONS

Shire of Toodyay Local Planning Policy No. 20 – Central Toodyay Heritage Area applies.

FINANCIAL IMPLICATIONS

This proposal does not contain any notable financial implications.

LEGAL AND STATUTORY IMPLICATIONS

The *Planning and Development Act 2005* and its Regulations provides for the creation of a Local Planning Scheme.

The Scheme provides the mechanism for protecting and enhancing the environment of the district and its historical associations, controlling land and building development, setting aside land for future use as reserves and other matters as authorised by the *Planning and Development Act 2005*.

RISK IMPLICATIONS (including DAIP)

This proposal does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER COMMENT / DETAILS

Toodyay's heritage is an integral part of the town and is of considerable social and economic value to the community. This has resulted in the Shire implementing planning framework with strict controls built in to guide development and protect the heritage feel. This is currently managed through planning controls covering the Heritage precinct such as the Local Planning Policy No. 20 – Central Toodyay Heritage Area.

Whilst not every property is of heritage significance, the main aim of this Policy and this Precinct is to encourage and preserve development which is harmonious and complementary to the heritage streetscapes.

The applicant has engaged an architect to design an extension and has ended up with an innovative and striking design however, it is not considered to be in keeping with the existing streetscape.

It is acknowledged due to the chosen siting that the property owner has been presented with a unique set of challenges due to the site. The steep cut from Pelham Street results in a sunken street frontage and it is considered that the Proposal will exacerbate this issue if approved.

As the Proposal significantly departs from LPP No. 20, much weight has been given to the professional opinion of the Heritage Advisor. In consideration of this advice and the other factors noted, it is proposed that this application not be approved due to not meeting the provisions of Local Planning Policy No. 20 – Central Toodyay Heritage Area.

OFFICER'S RECOMMENDATION

That Council refuse the Application for Planning Approval for the proposed extension at Lot 29 Pelham Street, Toodyay as it does not meet the requirements of the Local Planning Policy No. 20 – Central Toodyay Heritage Area.

Cr Chitty moved the Officer's Recommendation.

Cr Rayner objected to the motion.

Cr Wood seconded the motion.

Debate commenced.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/MOTION

MOVED Cr Chitty

SECONDED Cr Wood

That Council refuse the Application for Planning Approval for the proposed extension at Lot 29 Pelham Street, Toodyay as it does not meet the requirements of the Local Planning policy No. 20 – Central Toodyay Heritage Area.

MOTION LOST 3/5

For the purposes of Regulation 11 (da) of the *Local Government (Administration) Regulations 1996* the reasons why Council's decision made at the meeting is significantly different from the Officer's Recommendation (as defined in Section 5.70) is that:

- (a) Councillors considered it an innovative design;
- (b) There are no heritage buildings within the immediate proximity; and
- (c) There are particular topographical challenges with that block.

COUNCIL RESOLUTION NO 268/12/15

MOVED Cr Chitty

That Council approve the Application for Planning Approval for the proposed extension at Lot 29 Pelham Street, Toodyay.

MOTION CARRIED 8/0

Cr Craddock entered Council Chambers at 5.02 pm.

The Shire President read aloud Resolution No 268/12/15 for the benefit of Cr Craddock.

9.2.2 Toodyay Community Garden – Site Selection

Date of Report:	2 December 2015
Name of Applicant / Proponent/s:	Graeme Bissett
File Reference:	ENV20/COM29
Author:	Sabin Acharya – Environmental Officer
Responsible Officer:	Graeme Bissett - Manager Planning & Development
Previously Before Council:	OCM 18 February, 2014 & 27 May 2014 Forum 14 July 2015
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments: <i>provided at July 2015 Council Forum.</i>	1. Comparison table of sites; and 2. Mapping showing site locations.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To select a suitable site for the location of a Community Garden (the Garden).

BACKGROUND

At an Ordinary Meeting of Council (OCM) held on 18 February 2014 Council resolved as follows:

1. *That Council advise the Community Garden Committee that it supports the establishment of a Community Garden in Toodyay and will provide a suitable site; and*
2. *That the final decision on the location of the site is to come to Council.*

At an OCM meeting held on 27 May 2014 Council resolved as follows:

1. *That Council investigate in conjunction with the Toodyay Community Garden Committee alternative sites including but not limited to Clinton Street behind the Old Stables; and*
2. *That the Toodyay Community Garden Committee will be advised that if they need an immediate location for the community garden Council will permit the garden to be located at the Community Depot.*

Since then, a number of sites were identified and investigated for the placement of the Garden. A summary of all possible sites (including those less preferred) compiled against a set of key selection criteria was presented for consideration by Council at its Forum held July 2015. Following that discussion, the following sites remain in contention:

- Community Depot;
- 3 Henry Street;
- 14 Fiennes Street (behind the tennis courts);
- 32 Hamersley Street; and
- 1 Duke Street.

Officers were charged with further investigation of these sites in consultation with the Toodyay Community Garden Committee (the Committee).

CONSULTATION IMPLICATIONS

Staff met with the Committee on 6 November 2015 in Council Chambers. The Committee's preferred sites for the Garden are detailed below.

STRATEGIC IMPLICATIONS

The Garden as proposed, complements the Shire of Toodyay's Environmental Management Strategy.

POLICY IMPLICATIONS

This proposal does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

If successful, this proposal contains limited financial implications.

A direct financial impact may be the 'opportunity cost' related in foregoing other uses of the selected site.

Upon site selection and confirmation, the Committee can apply for a State Government Community Gardens Grants which closes 17 December 2015. If the Committee is successful in their Application, grant funding up to \$20,000 is available and would cover the initial set up and operational cost of the Garden.

It is expected that after set up, the Garden would be self-sustaining.

LEGAL AND STATUTORY IMPLICATIONS

The development of any chosen site to a community garden will go through a planning process under the Shire's town planning scheme most likely under delegated authority.

RISK IMPLICATIONS (including DAIP)

This proposal does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

The Garden as proposed, complements the Shire of Toodyay's Environmental Management Strategy.

SOCIAL IMPLICATIONS

A Community Garden, when successfully implemented can have positive social implications which result in increased interaction within the wider community.

The ability for a Community Garden to develop into a place where local residents may come together to educate, socialise and share knowledge are just some of the positive outcomes noted in other Community Gardens.

OFFICER COMMENT / DETAILS

The Committee identified three sites considered suitable for the Garden. The three sites are described in detail below in order of the Committee's preference:

Site No.	Site	Pros	Cons
1.	Youth Park - 13 Clinton Street (Opposite Old Gaol Museum)	<ul style="list-style-type: none">• Power and water accessible;• Toilets at Old Gaol Museum;• Fairly adequate space (approx. 963m²);• Walking distance to town (650m) and school, close to Butterfly Cottages and public train;• Accessible to people in wheelchair and elderly;• Vehicle access, ample parking around;• Zoned - Residential;• Land use - Public open space;• Receives full sunlight;• Soil good for growing;• Low traffic. No major health and safety issues;• Can be linked in beneficially with Museum and heritage value with the theme of the garden being focused on heritage and edible plants – including stories of the plants going back to settler days;• Slight slope but requires minimal site works. Raised garden beds can be constructed;	<ul style="list-style-type: none">• Power and water needs to be connected but are close by;• Possible perception of conflict with heritage precinct issue;• Limited existing infrastructure. Need fencing along front. No shed or shelter on site for workshops etc.; and• Would need to ensure neighbours consulted and use under the Planning Scheme can be accommodated.

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 15 DECEMBER 2015

Site No.	Site	Pros	Cons
		<ul style="list-style-type: none"> • Neighbours living nearby were active participant of the previous garden meetings. Good passive surveillance; and • Community preferred (42 from 82 in community feedback received in 2013). 	
2.	14 Fiennes Street (Opposite Shire Administration Building and behind tennis court)	<ul style="list-style-type: none"> • Power and water accessible; • Toilets at Old Gaol Museum or Tennis Club if able to be negotiated; • Adequate space; • Walking Distance to town and school; • Accessible to people in wheelchair and elderly; • Close to Shire Office; • Vehicles access, ample parking; • Close to Public Train Station; • Land Zoning - Public purpose; • Land Use - Public Open Space; • Receives full sunlight; • Soil good for growing; • Rainwater capture possible from neighbouring Shire Admin and Tennis Court building; • Sloping site suitable for gravity fed reticulation. Raised beds can be constructed; • Potentially if permission can be gained Butterly Cottage nearby to run meetings and workshops; and • Minimal chance of conflict with neighbours. 	<ul style="list-style-type: none"> • No existing infrastructure e.g. rainwater harvesting, fencing; • No storage on site for community garden's use; • No on-site building for running workshops; • Requires external funding for the development of infrastructure; • Requires a good amount of site works before garden can be constructed; • Heritage issue - part of the State Heritage listed convict hiring depot site; and • Safety issue - Traffic area including haulage entry.
3.	Old Arts and Craft Building - Duke Street	<ul style="list-style-type: none"> • Power and water accessible; • Toilet facility available but need to be upgraded; • Adequate space; • Walking distance to town and school; • Accessible to people in wheelchair and elderly; • Vehicles access, parking available at Shire building; • No land zoning; • Land Use- Residential; • Receives full sunlight; • Soil good for growing ; • Arts Toodyay building available for meetings (but not workshops); • Section behind site can be used to extend the garden; 	<ul style="list-style-type: none"> • Saleable asset; • Building on site but not available for running workshops. Meetings by prior arrangement; • No storage on site for the Community Garden's use; • Fencing would need to be adjusted to allow access to the rear block; • Trees would require trimming; and • Sharing of site with Arts Toodyay has potential to cause friction.

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 15 DECEMBER 2015

Site No.	Site	Pros	Cons
		<ul style="list-style-type: none"> Existing Infrastructure including fencing and shelter; and Level site needing minimal site works. Raised garden beds can be constructed. 	
4.	Old Works Depot - Next to Train Station	<ul style="list-style-type: none"> Power and water accessible; Toilets at Duidgee Park; Central Location; Adequate space; and Walking distance to town and school. Accessible to people in wheelchair and elderly; Close to Charcoal Lane Car Park; Close to Public Train Station; No land zoning; Land Use - Council Land; Receives full sunlight; Soil good for growing; There is a large rainwater capture area on site; Potentially if permission can be gained Butterly Cottage nearby to run meetings and workshops; Storage on site for Community Garden's use; Fenced, locked gate and shared site with the Works Depot; Existing Infrastructure- minimal site works before garden can be constructed; Minimal chance of damage and vandalism; and No chance of conflict with neighbours. 	<ul style="list-style-type: none"> Might be suitable only temporarily; Sellable asset; Sharing site with Works Depot has potential to cause safety issues; and Located in Heritage Area.

Of the above options, the most preferred by the Committee which also received a higher number of positive community feedback during community consultation held in 2013 is Option 1 – The Youth Park on Clinton Street.

Option 2 – Fiennes Street appears to ‘mesh’ best with Council Forum discussions from July 2015.

A map of each of these sites and the Forum sites is attached, along with the original site options table from the July forum (**Attachment 1**).

There is much enthusiasm and positivity within the community in regard to the Garden Project. However with the site not being selected, the community enthusiasm seems to have been lacking where in reality it is not. To ensure the enthusiasm remains, it is desirable to progress the project by securing a site a priority.

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 15 DECEMBER 2015

Each of the preferred sites listed above may have shortcomings and may not be 'perfect' in all aspects but the development of a Community Garden is a learning process for all involved. The project is expected to provide many educational opportunities for members of the community including how to overcome any perceived site challenges such as slope of land, drainage, tree and sapling growth, garden planning, recycling and reusing materials and working as part of a team. This is the primary goal that a Community Garden sets out to achieve.

Council is asked to consider one of the above mentioned sites and allow the Committee to progress towards securing a Community Garden Grant for which applications close on 17 December 2015. This would enable the next phase of site works, planning and construction of the Garden to be undertaken.

Whilst the one site option, that it appears both Members and the Committee agree on, is the site located on Fiennes Street behind the tennis courts, further investigation by Officers has revealed potential conflict with both the heritage aspect of the site and the ANZAC Memorial Site; meaning this location is now seen as problematic.

One of the problems of this potential site includes the removal of ANZAC Day parking which could become a significant issue.

In order to progress this matter, Members are asked to reconsider Option 1 - Youth Park, Clinton Street which has strong support from the Committee. The site is currently unused, apart from the 2015 ANZAC breakfast and recent museum celebrations.

This land is not freehold and is a reserve vested in the Shire of Toodyay's name.

The Garden could have heritage themes and help enliven this area all throughout the year. A well maintained Garden would improve the amenity of the area particularly when combined with the upgrade of the Wicklow Shearing Shed which is due to occur shortly. Appropriate landscaping at the front would also assist with beautification of the site.

Two final positives in considering Option 1 are the close proximity of public toilets and its central location to the Toodyay townsite.

OFFICER'S RECOMMENDATION

That Council authorise the CEO to:

1. progress the Toodyay Community Garden Committee's recommendation to develop a Community Garden at the Youth Park on Clinton Street subject to the application and provision of any necessary approvals; and
2. consult with the Toodyay Community Garden Committee regarding the provision of appropriate in-kind support during the initial setup of the garden.

Cr Chitty moved the Officer's Recommendation.

Cr Greenway objected to the motion.

Cr Welburn seconded the motion.

Debate commenced.

Cr Craddock moved an amendment to the motion as follows:

That a new Point 3 be added to read as follows:

3. Advise the Committee that no trees are to be removed from the site.

Cr Chitty accepted the amendment.

Cr Welburn accepted the amendment.

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

That a new Point 4 be added to read as follows:

4. Advise the Committee that the majority of plants in the Community Garden, whether edible or ornamental, are to have a heritage association.

Cr Chitty did not accept the amendment.

The amendment was lost for want of a seconder.

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

That a new Point 4 be added to read as follows:

4. Advise the Committee that the site is to be kept well maintained and tidy at all times.

Cr Chitty accepted the amendment.

Cr Welburn accepted the amendment.

The substantive motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO269/12/15

MOVED Cr Chitty

SECONDED Cr Welburn

That Council authorise the CEO to:

1. progress the Toodyay Community Garden Committee's recommendation to develop a Community Garden at the Youth Park on Clinton Street subject to the application and provision of any necessary approvals;
2. consult with the Toodyay Community Garden Committee regarding the provision of appropriate in-kind support during the initial setup of the garden;
3. Advise the Committee that no trees are to be removed from the site; and
4. Advise the Committee that the site is to be kept well maintained and tidy at all times.

MOTION CARRIED 7/2

9.3 WORKS AND TECHNICAL SERVICES

There are no reports.

9.4 CORPORATE SERVICES

9.4.1 List of Payments – November 2015

Date of Report:	2 December 2015
Name of Applicant/Proponent/s:	Shire of Toodyay
File Reference:	FIN6
Author:	Kerry Wandless – Accounts Officer
Responsible Officer:	Cherie Delmage – Manager Corporate Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Review
Attachments:	1. List of Payments – November 2015
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To present all cheques and electronic payments raised during the month of November 2015.

BACKGROUND

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

CONSULTATION IMPLICATIONS

This report did not require consultation.

STRATEGIC IMPLICATIONS

This report does not contain any notable strategic implications.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

This report does not contain any notable financial implications.

LEGAL AND STATUTORY IMPLICATIONS

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

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states that where the Chief Executive Officer has delegated authority to make payments from the municipal and trust accounts, a list of such payments is to be presented to Council at the next meeting.

RISK IMPLICATIONS (including DAIP)

This report does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

This report does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This report does not contain any notable social implications.

OFFICER COMMENT / DETAILS

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

Bank Payment Vouchers (BPV) are for direct debits against the bank account such as bank fees and charges etc.

Internal Payment Vouchers (IPV) are vouchers raised internally for payroll related expenditures which are paid through Council's on-line (internet) banking system.

The balance of creditors after the final cheque run for the month of November 2015 was \$(1,500.15).

OFFICER'S RECOMMENDATION

That Council note the following payments listed and presented for the month of November 2015:

1. Trust Fund Cheques numbered 1491 to 1499 amounting to \$7,271.75;
2. Electronic Fund Transfers (EFT) payments numbered EFT18970 to EFT19164 and Municipal Fund Cheques numbered 12172 to 12184 amounting to \$677,643.98;
3. Direct Debits numbered IPV534 to IPV535 and BPV2372 to BPV2403 amounting to \$208,289.86; and
4. Super Direct Debits totalling \$41,423.24.

as being paid.

Cr Rayner moved the Officer's Recommendation.

Cr J Dow seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 270/12/15

MOVED Cr Rayner

SECONDED Cr J Dow

That Council note the following payments listed and presented for the month of November 2015:

1. Trust Fund Cheques numbered 1491 to 1499 amounting to \$7,271.75;
2. Electronic Fund Transfers (EFT) payments numbered EFT18970 to EFT19164 and Municipal Fund Cheques numbered 12172 to 12184 amounting to \$677,643.98;
3. Direct Debits numbered IPV534 to IPV535 and BPV2372 to BPV2403 amounting to \$208,289.86; and
4. Super Direct Debits totalling \$41,423.24.

as being paid.

MOTION CARRIED 9/0

9.4.2 Financial Statements – November 2015

Date of Report:	4 December 2015
Name of Applicant/Proponent/s:	Shire of Toodyay
File Reference:	FIN3
Author:	Narelle Rodger - Accountant
Responsible Officer:	Cherie Delmage – Manager Corporate Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Review
Attachment:	<ol style="list-style-type: none"> 1. Monthly Financial Statements including Outstanding Rates Debtors and Outstanding Sundry Debtors for month ending 30 November 2015; and 2. Bank Reconciliations for month ending 30 November 2015.
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To accept the Monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and the Bank Reconciliations for the period ending 30 November 2015.

BACKGROUND

Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* states:

A statement of financial activity and the accompanying documents referred to in sub regulation (2) is to be –

- a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
- b) recorded in the minutes of the meeting at which it is presented.

These reports are prepared after all the end of month payments and receipts have been processed.

CONSULTATION IMPLICATIONS

This report did not require consultation.

STRATEGIC IMPLICATIONS

This report does not contain any notable strategic implications.

POLICY IMPLICATIONS

This report does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

This report does not contain any notable financial implications.

LEGAL AND STATUTORY IMPLICATIONS

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires a statement of Financial Activity to be prepared each month which is to contain the following details:

- a) Annual budget estimates;
- b) Budget estimates to the end of the month;
- c) Actual amount of expenditure and revenue;
- d) Material variances between comparable amounts in b) and c) and above; and
- e) The net current assets at the end of the month to which the statements relates i.e.: surplus/deficit position.

The Statement is to be accompanied by:

- a) Explanation of the composition of net current assets, less committed assets and restricted assets;
- b) Explanation of the material variances; and
- c) Such other information considered relevant by the local government.

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulation 34 and 35 of the *Local Government (Financial Management) Regulations 1996* sets out the form and content of the financial reports.

RISK IMPLICATIONS (including DAIP)

This report does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

This report does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This report does not contain any notable social implications.

OFFICER COMMENT / DETAILS

Attached are the Monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 30 November 2015.

OFFICER'S RECOMMENDATION

That Council accept the Monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 30 November 2015.

Cr Greenway moved the Officer's Recommendation.

Cr Rayner seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 271/12/15

MOVED Cr Greenway

SECONDED Cr Rayner

That Council accept the Monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 30 November 2015.

MOTION CARRIED 9/0

9.5 EXECUTIVE SERVICES

9.5.1 Council and Committee Meetings

Date of Report:	30 November 2015
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	MTG6
Author:	Maria Rebane – Executive Assistant
Responsible Officer:	Stan Scott – Chief Executive Officer
Previously Before Council:	Special Meeting of Council held on 20 Oct 2015. Particularly Resolution No 201/10/15 & 205/10/15.
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachment:	1. Council Meeting Schedule 2016.
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To consider the Council Meeting Schedule for 2016 (**Attachment 1**).

BACKGROUND

In accordance with the provisions of the *Local Government (Administration) Regulations, 1996*, at least once each year a local government is to give local public notice of the dates on and the time and place of which Ordinary Council Meetings and Committee Meetings are to be held within the next twelve months.

CONSULTATION IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

This report does not contain any notable strategic implications.

POLICY IMPLICATIONS

This report does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

An allocation to cover the cost of holding these proposed meetings is included in the Shire of Toodyay's 2015/2016 Annual Budget.

LEGAL AND STATUTORY IMPLICATIONS

Regulation 12 of the *Local Government (Administration) Regulations 1996* states as follows:

12. Meetings, public notice of (Act s. 5.25(1) (g))

- (1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

- (a) the ordinary council meetings; and
- (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public,

are to be held in the next 12 months.

- (2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).
- (3) Subject to subregulation (4), if a special meeting of a council is to be open to members of the public then the local government is to give local public notice of the date, time, place and purpose of the special meeting.
- (4) If a special meeting of a council is to be open to members of the public but, in the CEO's opinion, it is not practicable to give local public notice of the matters referred to in subregulation (3), then the local government is to give public notice of the date, time, place and purpose of the special meeting in the manner and to the extent that, in the CEO's opinion, is practicable.

Part 2 – Meetings of Council in the *Shire of Toodyay's Standing Orders Local Law 2008 (Clause 2.1(1))* references the Act and states "Ordinary meetings are to be held not more than 3 months apart.

RISK IMPLICATIONS (including DAIP)

There are no legal and/or financial consequences of carrying the Officer's Recommendations contained in this report (in accordance with Part 15 of the *Shire of Toodyay's Standing Orders Local Law 2008*).

ENVIRONMENTAL IMPLICATIONS

This report does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This report does not contain any notable social implications.

OFFICER COMMENT / DETAILS

Ordinary Council Meetings

At <http://www.toodyay.wa.gov.au/council.aspx> on the Shire of Toodyay website Council Meeting information is provided publicly.

Historically these meetings occur on the fourth Tuesday of each month, except December when it is held on the third Tuesday.

The Council Meeting Schedule (refer to **Attachment 1**) details the dates of the Ordinary Meetings of Council for the 2016 calendar year. In 2016 the fourth Tuesday is Australia Day. There are two recommendations to consider.

OFFICER'S RECOMMENDATION 1 – Ordinary Council Meetings

That for the calendar year 2016 Council conduct its Ordinary Meetings of Council at the Shire of Toodyay Council Chambers on the fourth Tuesday of each month commencing at 4.00 pm, except for the months of January and December which shall be held on the third Tuesday.

ALTERNATE OFFICER'S RECOMMENDATION 1 – Ordinary Council Meetings

That for the calendar year 2016 Council:

1. Not hold an Ordinary Meeting of Council in January;
2. Conduct its Ordinary Meetings of Council at the Shire of Toodyay Council Chambers:
 - (a) on the fourth Tuesday of each of the months between February and November commencing at 4.00 pm; and
 - (b) on the third Tuesday of December, commencing at 4.00 pm.

Council Forums

Council Forums are open to the public. Therefore, local public notice of the dates on which and the time and place at which the Council Forums are to be held in the next twelve months is to be given.

At <http://www.toodyay.wa.gov.au/council-forums.aspx> on the Shire of Toodyay website, Council Forum information is provided publicly.

The Council Meeting Schedule (**Attachment 1**) details the dates of the Council Forums for the 2016 calendar year.

OFFICER'S RECOMMENDATION 2 – Council Forums

That Council:

1. Not hold a Council Forum in January;
2. Conduct its Council Forums at the Shire of Toodyay Council Chambers:
 - (a) on the second Tuesday of each of the months between February and November commencing at 4.00 pm; and
 - (b) on the first Tuesday of December, commencing at 4.00 pm.

Committee Meetings – Open to the Public

Each year a local government is to give local public notice of the dates on which and the time and place at which the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next twelve months.

At <http://www.toodyay.wa.gov.au/council-committees.aspx> on the Shire of Toodyay website, Committee Meeting information is provided publicly irrespective of whether a Committee is open to the public or not.

Point 4 of a resolution made at a Special Meeting of Council held on 20 October 2015 (Resolution No 201/10/15) specified the date and time the Works Advisory Committee would meet in 2016 as follows:

4. *The Works Advisory Committee meets at 4.00 pm on the fourth Thursday of each of the months of January, April, July and October.*

Due to clashes found in the 2016 calendar (related to the use of the Council Chambers as a meeting venue), a new recommendation is presented for consideration.

The Council Meeting Schedule (**Attachment 1**) details the dates of the Committee Meetings open to the public during the 2016 Calendar year.

OFFICER'S RECOMMENDATION 3 – Committees Open to the Public

That Council conduct its Works Advisory Committee Meetings (open to the public) at the Shire of Toodyay Council Chambers on the third Thursday of the months of January, April, July and October commencing at 4.00 pm unless otherwise determined by the Committee.

OFFICER'S RECOMMENDATION 1/COUNCIL RESOLUTION NO 272/12/15

MOVED Cr Craddock

That for the calendar year 2016 Council conduct its Ordinary Meetings of Council at the Shire of Toodyay Council Chambers on the fourth Tuesday of each month commencing at 4.00 pm, except for the months of January and December which shall be held on the third Tuesday.

MOTION CARRIED 9/0

Cr Rayner moved Officer's Recommendation 2.

Cr Craddock objected to the motion.

Cr Chitty seconded the motion.

Debate commenced.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION 2/COUNCIL RESOLUTION NO 273/12/15

MOVED Cr Rayner

SECONDED Cr Chitty

That Council:

1. Not hold a Council Forum in January;
2. Conduct its Council Forums at the Shire of Toodyay Council Chambers:
 - (a) on the second Tuesday of each of the months between February and November commencing at 4.00 pm; and
 - (b) on the first Tuesday of December, commencing at 4.00 pm.

MOTION CARRIED 7/2

**OFFICER'S RECOMMENDATION 3 – Committees Open to the Public/
COUNCIL RESOLUTION NO 274/12/15**

MOVED Cr Craddock

That Council conduct its Works Advisory Committee Meetings (open to the public) at the Shire of Toodyay Council Chambers on the third Thursday of the months of January, April, July and October commencing at 4.00 pm unless otherwise determined by the Committee.

MOTION CARRIED 9/0

The Shire President adjourned the meeting at 5.56 pm.

The Shire President resumed the meeting at 6.45 pm.

The Manager Corporate Services was not present at resumption of the meeting.

9.5.2 New Policy – Dealing With Mining Proposals

Date of Report:	4 December 2005
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	MIN1
Author:	Stan Scott - CEO
Responsible Officer:	Stan Scott - CEO
Previously Before Council:	January 2015 Ordinary Council Meeting (OCM) December 2015 Council Forum
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Advocacy
Attachments:	<ol style="list-style-type: none"> 1. Revised Draft Council Policy M.6 – Dealing With Mining Proposals with changes tracked; 2. Revised Draft Council Policy M.6 – Dealing With Mining Proposals – clean copy with attachments; and 3. Schedule of submissions.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider the adoption of a policy which defines Council's albeit limited role in dealing with mining projects and sets out some objectives in discussions with proponents.

BACKGROUND

At its Ordinary Meeting held 27 January 2015, Council resolved:

'That Council undertake public consultation on the proposed policy: Engagement with Mining Proposals and consider community submissions...'

During the consultation period 22 submissions were submitted; several involving substantial review and suggestions in relation to the content of the policy. Others suggested that Council should not adopt a policy at all.

CONSULTATION IMPLICATIONS

The CEO has at different times met with both mining proponents and senior staff from the Department for Minerals and Petroleum. He has also engaged with Council's legal advisers. The draft policy is based on the best understanding of Council's role in mining approvals.

The draft policy attracted considerable interest and suggestions and has been substantially revised to reflect some of those suggestions. There were further minor amendments made following suggestions from Elected Members at the Council Forum held December 2015.

STRATEGIC IMPLICATIONS

It is clear that there will not be a single view that represents the entire community and Council has adopted a neutral stance.

The draft policy sets a framework for Council participation which allows Council to fulfil its advocacy role by ensuring that projects meet the highest environmental standards but are also held to Best Practice Standards in community engagement.

POLICY IMPLICATIONS

The draft policy helps clarify Council's position on mining.

FINANCIAL IMPLICATIONS

There are no significant financial implications from this proposal.

LEGAL AND STATUTORY IMPLICATIONS

Prior to the development of the draft policy, Council was briefed by its lawyers on Council's role in relation to mining. While there are some parts of the process where Council can have some input or influence, Council does not have the capacity to approve or refuse mining applications. Council's role is largely advocacy.

The summary of Council's role in relation to mining projects is set out in the attachment to the policy which is based on the presentation to Council.

RISK IMPLICATIONS (including DAIP)

Council has already been characterised as supporting mining, and it has been further suggested that any engagement is de facto support. Having a clear policy position that is based on advocating on behalf of the community can help Council mitigate this risk.

ENVIRONMENTAL IMPLICATIONS

This draft policy proposes participation in the public process of the environmental assessment of each mine or mining project to ensure that it is thorough and complete.

SOCIAL IMPLICATIONS

A significant part of the proposed policy is an advocacy position that promotes best practice including implementation of a social impact assessment.

OFFICER COMMENT / DETAILS

Council has a role to play as the elected representatives of the community and also has the right to be consulted in relation to some matters. The proposed draft policy is a sincere attempt to set a policy position that is based on advocating for the best outcomes for the community while fulfilling our statutory obligations.

The Shire of Toodyay does not have a role in approving or rejecting mining proposals but does have an Advocacy role in protecting and promoting the community's interests. To date, Council has taken a neutral stance and not taken a position either for or against bauxite mining. The proposed policy continues that stance, but clearly defines Council's Advocacy role to ensure that, to the extent we are best able to influence the outcomes, any project is subjected to best practice environment and social impact processes.

While the CEO has been unable to identify another local government with a similar policy on mining, both Coorow and Carnamah Shires have adopted policies on fracking. This is similar to the extent that they are setting an advocacy framework despite not having an approval role.

OFFICER'S RECOMMENDATION

That Council adopts Members Policy No. M6 - Dealing with Mining Proposals.

Cr Rayner moved the Officer's Recommendation.

Cr Craddock objected to the motion.

Cr Wood seconded the motion.

Debate commenced.

The motion was put.

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OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 275/12/15

MOVED Cr Rayner

SECONDED Cr Wood

That Council adopts Members Policy No. M6 - Dealing with Mining Proposals.

MOTION CARRIED 7/2

9.6 COMMITTEE REPORTS

9.6.1 Environmental Advisory Committee Recommendation

Date of Report:	4 December 2015
Name of Applicant / Proponent/s:	Environmental Advisory Committee
File Reference:	COC14
Author:	Sabin Acharya – Environmental Officer
Responsible Officer:	Graeme Bissett - Manager Planning & Development
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachment:	1. Minutes of Environmental Advisory Committee.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider recommendations made by the Environmental Advisory Committee (EAC) at their meeting held 26 November 2015 (**Attachment 1**).

BACKGROUND

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

At an EAC Meeting held on 24 September 2015 a recommendation was made to Council as follows:

Recommendation 1 Update on the progress of the Shire Energy and Water Audit Report 2015

That the Environmental Advisory Committee make a recommendation to Council as follows:

‘That a report be prepared for the Committee’s consideration containing costings and benefits of implementation (including references to any heritage issues) of and exploring the possible options of provision of PV cells at various Shire buildings that are high energy use including but not limited to:

- *Shire Administration Centre;*
- *Community Centre;*
- *Visitor Centre; and*
- *Depot.'*

CONSULTATION IMPLICATIONS

There has been no further consultation in relation to the recommendation made by the EAC.

STRATEGIC IMPLICATIONS

The proposal to explore options for the provision of solar PV cells at various Shire owned buildings is in line with the current strategic direction of the Shire's Environmental Management Strategy and the Shire Energy and Water Audit Report 2015.

POLICY IMPLICATIONS

This proposal does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

There are no financial costs involved with the proposal at this initial stage of consideration. However, if the provision of solar PV cells at Shire buildings is decided to be of long-term benefit to the Shire and community and a decision is made to proceed, there will be a cost in the designing and installation of such a system.

A report on options to fund the project will be provided to Council at a later date.

LEGAL AND STATUTORY IMPLICATIONS

This project must address any heritage issue associated with Shire buildings. The development of any chosen facilities will also go through the planning process required under State Heritage along with the Shire's Town Planning Scheme.

RISK IMPLICATIONS (including DAIP)

This proposal does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

The provision of solar PV systems at various Shire buildings will have positive environmental implications in terms of reducing carbon emissions.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER COMMENT / DETAILS

The proposal to consider the installation of solar PV cells at Shire buildings with high energy use supports one of the objectives of the Shire of Toodyay Environmental Management Strategy which is to:

“reduce greenhouse gas emissions from Shire activities and buildings through improved energy use efficiency, designs, fittings and fixtures.”

Solar PV cells are well suited to businesses that are on a variable electricity tariff like the Toodyay Community Centre, as the price of power during business hours is higher, so the savings by generating solar power are higher.

This proposal provides an alternative solution to the increasing cost of electricity and promotes sustainability in Shire operations.

COMMITTEE RECOMMENDATION / OFFICER'S RECOMMENDATION / ADOPTION BY EXCEPTION COUNCIL RESOLUTION NO 267/12/15

MOVED Cr Craddock

That Council authorise the CEO to prepare a report for the Environmental Advisory Committee's consideration on 25 February 2016 that will contain costings and benefits of implementation of (including references to any heritage/structural issues) and exploring of the possible options of provision of solar PV cells at various Shire buildings that are high energy use including but not limited to:

- Shire Administration Centre;
- Toodyay Community Centre;
- Toodyay Visitor Centre; and
- Shire Works Depot.

MOTION CARRIED 9/0

**9.6.2 Community Depot Management Advisory Committee
Recommendation - RFQ 704248 – Construction of Shire of Toodyay
Community Depot Sheds**

Date of Report:	4 December 2015
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	RFQ704248
Author:	Debra Andrijich – Events / Project Coordinator
Responsible Officer:	Audrey Bell – Manager Community Development
Previously Before Council:	OCM 27 October 2015
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	<ol style="list-style-type: none"> 1. Supplier Letter; 2. Overview and Pricing Sheet; 3. Updated Site Plan; 4. Combined Totals Sheet; and 5. <i>Tabled Attachment</i> - Minutes from Community Depot Management Advisory Committee Meeting held on 10 December 2015.
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To consider quotes for the construction of sheds for the Shire of Toodyay Community Depot Project.

BACKGROUND

In 2012 the Shire of Toodyay identified the need to re-evaluate the current use of Shire owned property and the need to provide community groups with suitable premises to undertake their work.

The objective and purpose of the Community Depot (the Depot) aims to promote community well-being through education, arts, culture, leisure, recreation and more specifically, facilitate the engagement of volunteers in the community as well as to provide community groups with an area where club facilities can be located, activities undertaken and equipment stored.

A Concept Plan for the Depot was developed and discussed with Councillors at its Ordinary Council Meeting held February 2013. The resolution of this meeting

authorised the CEO to proceed with the Project and form a Steering Committee that included community group representatives.

CONSULTATION IMPLICATIONS

Community consultation was undertaken in the initial stages of the Concept Plan of the Depot by way of posters, advertisements in local and surrounding newspapers, mail outs to residents and Shire websites.

The Community Depot Management Advisory Committee (CDMAC) was formed to advise Council on the set up and operation of the Depot. The CDMAC have met quarterly ever since to discuss the progress of the Depot Project.

Input on requirements and specifications for the storage sheds was sought from community groups and CDMAC through correspondence from groups and discussions over numerous meetings to produce a working document. This was finalised at the CDMAC meeting held July 2015. The document then formed the basis for the Request for Tender documentation.

The Request for Tender was advertised in the West Australian on 26 August 2015 and lodged through www.tenderlink.com.

The Tenders were opened on 29 September 2015 in the presence of two Shire of Toodyay employees namely; Debra Andrijich and Merridith Lamb, in accordance with regulation 16(3) of the *Local Government (Functions and General) Regulations 1996*.

Four submissions were received through the Tenderlink Portal. All submissions received quoted well above the allocated budget; with the lowest being a minimum \$74,000 over budget.

Further discussions were undertaken with the CDMAC to ascertain how costs could be reduced. A summary of comments and recommendations was provided at the Ordinary Meeting of Council held 27 October 2015 where Council resolved:

‘That Council:

- 1. In accordance with Local Government (Functions and General) Regulations 1996 Part 4 not accept any of the four tenders as all submissions received were individually quoted from \$74,000 to \$159,000 over budget;*
- 2. Seek further quotes for the shed supply and construction with amended specifications as determined by the Community Depot Management Advisory Committee;*
- 3. Seek separate quotes for the installation of concrete slabs from a local contractor; and*
- 4. Note that if necessary Council may allocate additional funds from the Asset Development Reserve if final quotes continue to exceed the budget.’*

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Further negotiations with community groups has resulted in the Community Singer's Group taking up the offer to utilise a room including additional storage at the old Railway building. This means that Shed 2 could be smaller, thereby resulting in a further cost reduction.

Officers undertook a request for quotes with amended specifications through the Tenderlink Website. These quotes were opened on 27 November 2015 in the presence of Debra Andrijich and Merridith Lamb. Six submissions were received and are summarised as follows:

	Quote 1	Quote 2	Quote 3	Quote 4	Quote 5	Quote 6
Total of four sheds including concrete (ex GST)	\$140,251	\$116,855	\$130,070	\$176,899	\$129,603	\$119,790
Without Concrete	\$113,263	\$ 91,644	\$114,934	\$138,561	\$ 97,116	\$ 93,290

STRATEGIC IMPLICATIONS

This proposal is listed in the Strategic Community Plan 2013 – 2023 as adopted by Council in May 2013 under Major Capital Projects.

POLICY IMPLICATIONS

Council Policy No. F3 – Purchasing Policy was referred to in the preparation of this report.

FINANCIAL IMPLICATIONS

Council has allocated \$187,500 in the 2015/2016 Annual Budget. Grant funding from Lotterywest towards this project is \$130,432. This allocation is distributed as follows:

Q126	Sheds	\$102,500
Q126	Accessible Toilet	\$ 30,000
Q155	Driveway & Car park	\$ 35,000
Q155	Water & Power install	\$ 20,000

LEGAL AND STATUTORY IMPLICATIONS

Regulation 18 of the *Local Government (Functions and General) Regulations 1996*.

RISK IMPLICATIONS (including DAIP)

This proposal does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

Seven local community groups are anticipating the construction of the Depot sheds so that they can use them to provide benefits to all parties, by allowing older members of the community to pass on their skills, unemployed individuals to gain skills, foster cooperation between groups and participation within the community while allowing each group to maintain their individuality and identity.

OFFICER COMMENT / DETAILS

As indicated above, now that the size of Shed 2 has been decreased, savings have been found through negotiating with the community groups.

Six submissions were received and all quotes were still higher than the original budget allocation.

Further negotiations were undertaken with the companies who supplied quotes to exclude the concrete slabs (which will be outsourced locally) which resulted in the following amended quotations:

	Quote 1	Quote 2	Quote 3	Quote 4	Quote 5	Quote 6
Total of four sheds including concrete (ex GST)	\$140,251	\$116,855	\$130,070	\$176,899	\$129,603	\$119,790
Without Concrete	\$113,263	\$ 91,644	\$114,934	\$138,561	\$ 97,116	\$ 93,290
Negotiated price without concrete (ex GST)	\$102,834	\$89,432	\$103,868	\$138,561	\$103,098	\$ 92,463

The CDMAC will consider the above at its meeting to be held on 10 December 2015. A proposal is included in that Agenda to recommend to Council that the supplier of Quote No 2 for \$89,432 (ex GST) be accepted and that the required sand pads and concrete slabs be outsourced locally (approximately \$20,000 ex GST). This will bring the total shed build cost to \$109,432 ex GST.

Following the CDMAC meeting held 10 December 2015, their recommendation will be tabled at the next Ordinary Meeting of Council on 15 December 2015.

If this proposal is endorsed by Council, it will enable the Project to commence with some minor budget consideration.

COMMITTEE'S RECOMMENDATION/OFFICER'S RECOMMENDATION

That Council authorise the CEO to:

1. Award the contract to the supplier of Quote No. 2 to undertake the construction of four sheds at the Community Depot site on Railway Road for \$89,432 (ex GST); and
2. Outsource the sand pads and concrete slab installation to a local contractor for an approximate amount of \$20,000 (ex GST).

The minutes from the Community Depot Management Advisory Committee Meeting together with an updated site plan were tabled at 7.01 pm.

The Shire President requested a motion be moved in accordance with Standing Order 5.2 (2) that the meeting be closed to the public.

MOTION/COUNCIL RESOLUTION NO 276/12/15

MOVED Cr Craddock

That Council move behind closed doors in accordance with Standing Order 5.2(2) order for confidential business to be discussed.

MOTION CARRIED 9/0

The meeting was closed to the public in accordance with Section 5.23(2) (b), (c) and (f) (ii) of the *Local Government Act 1995*.

All members of the public departed the Council Chambers at 7.03 pm.

Cr Greenway moved the Officer's Recommendation.

Cr Wood seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 277/12/15

MOVED Cr Greenway

SECONDED Cr Wood

That Council authorise the CEO to:

1. Award the contract to the supplier of Quote No. 2 to undertake the construction of four sheds at the Community Depot site on Railway Road for \$89,432 (ex GST); and
2. Outsource the sand pads and concrete slab installation to a local contractor for an approximate amount of \$20,000 (ex GST).

MOTION CARRIED 9/0

The Shire President ruled that Item 9.1.1 be discussed as the next item of business.

9.1.1 2016 Premier's Australia Day Active Citizenship Awards – Receipt of Nominations

Date of Report:	2 December 2015
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	AWA2, EVT6/NAM2031
Author:	Audrey Bell – Manager Community Development
Responsible Officer:	Stan Scott – Chief Executive Officer
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Advocacy
Confidential Attachments:	<ol style="list-style-type: none">1. List of nominations;2. Completed nomination forms including letters of support;3. Copy of nomination certificates; and4. Sample Ballot paper.
Voting Requirements:	Ballot and Simple majority

PURPOSE OF THE REPORT

To consider nominations for the 2016 Premier's Australia Day Active Citizenship Awards.

BACKGROUND

The Premier's Australia Day Active Citizenship Awards are held annually across the State, promoted and coordinated by the Australia Day Council of Western Australia. Local governments are encouraged to engage residents in nominating fellow citizens. There is no additional cost for the Shire to support the Awards, or for those wishing to submit a nomination.

Each year two local citizens and one local community group in the Shire of Toodyay area will be eligible for the Premier's Australia Day Active Citizenship Awards.

The recipients will be selected from people and groups who have made a noteworthy contribution during the current year, or given outstanding service to the local community over a number of years through active involvement.

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Active Citizenship Awards are a means of recognising those who show outstanding commitment and contribution to their local community.

The Australia Day Council of Western Australia (ADCWA) provides three Premier's Australia Day Active Citizenship Awards each year for presentation as follows:

1. Active Citizenship Award;
2. Active Citizenship Award for a person under 25 years; and
3. Active Citizenship Award for a Community Group or event.

The Shire of Toodyay has participated in the Active Citizenship Awards for many years. Nominations for the Awards must be submitted by the fourth Friday in November. Nominations were called for via various mediums including the Toodyay Herald, distribution of posters, nominations to various community groups, posting on Council noticeboards and the Shire of Toodyay website.

The Australia Council of Western Australia includes in their Judging Process Guidelines that these Awards be predominately run by local government across the states of Australia. Broadly, it is a program that rewards community service at a local level and is administered through a nomination program, which is assessed by a local selection committee and/or Councillors and Awards in the form of certificates and prizes are awarded at official Australia Day functions held throughout Australia.

The winners of these Awards will have been judged to have shown active citizenship and:

- Significant contribution to the local community;
- Demonstrated leadership on a community issue resulting in the enhancement of community life;
- A significant initiative which has brought about positive change and added value to community life; and
- Inspiring qualities as a role model for the community.

The eligibility criterion for these Awards is as follows:

- Nominees should reside or work principally within the Shire of Toodyay;
- Awards may be granted posthumously in recognition of recent achievements;
- Groups of people or couples will not normally be eligible except when meeting the criteria for a community group;
- A person may receive an award on more than one occasion in recognition of their particularly outstanding community contribution or involvement in an alternative initiative;
- Unsuccessful nominees may be nominated in future years; and
- Sitting members of state, federal and local government are not eligible.

Nominees are notified in writing by the Shire of Toodyay and receive a Certificate of Nomination which is produced by the Shire of Toodyay. Additionally, they are invited to attend and participate in the annual Australia Day celebrations, where the recipient for each category is announced. The Award certificates are produced by the Australia Day Council free of charge.

CONSULTATION IMPLICATIONS

This report was presented to the Senior Management Group.

STRATEGIC IMPLICATIONS

This report does not contain any notable strategic implications.

POLICY IMPLICATIONS

This report does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

This report does not contain any notable financial implications.

LEGAL AND STATUTORY IMPLICATIONS

This report does not contain any notable legal or statutory implications.

RISK IMPLICATIONS (including DAIP)

This report does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

This report does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

The Premier's Australia Day Active Citizenship Awards have a positive effect for the Shire of Toodyay. They allow local residents to reflect on what has been achieved over the past year and consider those who have been an integral part of those achievements. An opportunity is created for those who selflessly toil, usually quietly behind the scenes, to be recognised where generally their commitment would remain anonymous.

Recipients are viewed as an inspiration to other community members and possess the leadership skills that guide the many other active citizens working for the enhancement of their community. The stories associated with the Awards allow those who are hesitant in becoming involved in the community, to understand that the time and effort put in is something that helps create the sense of community, unique to country areas such as the Shire of Toodyay.

OFFICER COMMENT / DETAILS

Nominations for the 2016 Premier's Australia Day Active Citizenship Awards opened on 1 September 2015. The nomination form was posted on the Shire of Toodyay website and copies were also available from the front counter of the Administration Office. Posters were displayed at the Library and on Council notice boards and an article included in the November edition of "Our Shire News" page in *The Toodyay Herald*. Nominations closed on 27 November 2015.

This year we received nominations for all categories. In respect to the nominations for the "Active Citizenship Award" it may be appropriate for Councillors to vote via secret ballot with a simple majority wins.

The Australia Day Council requests that it receive the names of Award winners by Wednesday 7 January 2016 to allow time for the printing and forwarding of the A4 Award certificates to the Shire of Toodyay.

The Premier's Australia Day Active Citizenship Awards is an opportunity for the Shire of Toodyay to recognise and honour the efforts of many local residents who dedicate their own time to actively work for the betterment of our community.

Traditionally, the Shire of Toodyay produces certificates for all nominees and they are formally invited to attend and participate in the Australia Day celebrations.

Although it is customary for only one winner from each category to be awarded, the Shire of Toodyay has been proactive in awarding joint recipients in previous Active Citizenship Awards.

OFFICER'S RECOMMENDATION

That Council:

1. Award the Active Citizenship Award for a person under 25 to the single nominee;
2. Award the Active Citizenship Award for a Community Group or event to the single nominee;
3. Award the Active Citizenship Award by secret ballot, acknowledging that the ballot results will remain confidential until the announcement of the winners at the Australia Day Breakfast which is held at Duidgee Park on 26 January 2016; and
4. In the event of a tied ballot, recognise joint winners.

Cr J Dow moved the Officer's Recommendation.

Cr Craddock seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 278/12/15

MOVED Cr J Dow

SECONDED Cr Craddock

That Council:

1. Award the Active Citizenship Award for a person under 25 to the single nominee;
2. Award the Active Citizenship Award for a Community Group or event to the single nominee;
3. Award the Active Citizenship Award by secret ballot, acknowledging that the ballot results will remain confidential until the announcement of the winners at the Australia Day Breakfast which is held at Duidgee Park on 26 January 2016; and
4. In the event of a tied ballot, recognise joint winners.

MOTION CARRIED 9/0

MOTION/COUNCIL RESOLUTION NO 279/12/15

MOVED Cr Rayner

That Council move from behind closed doors.

MOTION CARRIED 9/0

The Council Chambers were re-opened at 7.29 pm. No members of the public returned to the Council Chambers and therefore the resolution made behind closed doors was not read aloud.

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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

Nil.

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

Nil.

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

13.1 MEMBERS

Nil.

13.2 EMPLOYEES

The CEO requested Council consider two matters of urgent business that he wished to introduce by decision of the meeting.

The Shire President ruled that each matter be considered separately.

13.2.1 WALGA Emergency Management Support Program - Assistance for the Shire of Esperance
--

The CEO advised of new business of an urgent nature, regarding Item 13.2.1 WALGA Emergency Management Support Program - Assistance for the Shire of Esperance that he wished to introduce by decision of the meeting.

Cr Rayner moved a motion as follows:

That Council considers Item 13.2.1 WALGA Emergency Management Support Program - Assistance for the Shire of Esperance as a matter of urgent business.

Cr Welburn seconded the motion.

Clarification was sought.

The motion was put.

MOTION/COUNCIL RESOLUTION NO 280/12/15

MOVED Cr Rayner

SECONDED Cr Welburn

That Council considers Item 13.2.1 WALGA Emergency Management Support Program - Assistance for the Shire of Esperance as new business of an urgent nature.

MOTION CARRIED 9/0

**Officer Report – 13.2.1 WALGA Emergency Management Support Program
– Assistance for the Shire of Esperance**

Date of Report:	15 December 2015
Name of Applicant / Proponent/s:	WALGA
File Reference:	WAL1
Author:	Stan Scott - CEO
Responsible Officer:	Stan Scott - CEO
Previously Before Council:	Nil.
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. InfoPage – WALGA Emergency Management Support Program.
Voting Requirements:	Absolute Majority

PURPOSE OF THE REPORT

To consider making a contribution towards the recovery efforts of the Shire of Esperance following the recent fatal fires.

BACKGROUND

The WALGA document provides the following background:

Each year several local governments in WA experience disasters that affect their communities and result in significant recovery operations. This can be due to fire, flood, cyclone and other natural or man-made hazards. During an event key state government agencies and emergency response organisations provide assistance on the ground, however, many of these quickly depart and the affected local government is left to coordinate a significant recovery effort to get the community back to normal.

It goes on to say:

Through the Emergency Support Program, local governments will be able to contribute funding, staff resources or plant and equipment to an affected Council to assist with the recovery process.

CONSULTATION IMPLICATIONS

The CEO contacted the Shire of Esperance following the event to offer the Shire of Toodyay's best wishes and support.

STRATEGIC IMPLICATIONS

There are no notable strategic implications. Toodyay is bush-fire-prone and may have occasion in the future to call upon the support of the sector.

POLICY IMPLICATIONS

This proposal does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

Council has set up an Emergency Management reserve, and has budgeted to make a further allocation to this reserve in the current financial year. This will bring the reserve balance to \$44,000 by the end of 2015-16. The purpose of this reserve is consistent with making a contribution to the Esperance recovery.

LEGAL AND STATUTORY IMPLICATIONS

Council may resolve to make a contribution to the Esperance recovery. The *Local Government Act 1995* S6.8 (1) (b) provides that Council may resolve by absolute majority authorise expenditure that was not included in the annual budget. This resolution may or not indicate the source of the funds.

RISK IMPLICATIONS (including DAIP)

There are no notable risk implications however, there is a long fire season ahead.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER COMMENT / DETAILS

WALGA has set up the Emergency Management Support Program to provide support to local governments providing disaster recovery. While there are a range of hazard management agencies responsible for disaster response to different types of emergency, in all cases the local government is responsible for recovery.

Existing financial supports such as the Lord Mayor's Disaster Relief Appeal provides support to disaster victims. The WA Natural Disaster Relief and Recovery Arrangements (WANDRRA) provides some support, but not all costs are covered. Affected local governments can still face significant financial pressures. The WALGA program provides a means for local governments to support each other. The details of the program are set out below:

Eligible Incidents	<ul style="list-style-type: none">• Fire, flood, cyclone, earthquake, other natural disaster;
Affected Local Government	<ul style="list-style-type: none">• Provides details to WALGA of the type of support required (e.g. staff resources, financial assistance, plant); and• Provides details of Trust Account.
WALGA	<ul style="list-style-type: none">• Acts as broker and advertises on behalf of affected local government; and• Identifies shortlisted applicants to back fill key staff, liaises between parties, provides bank account details if funds urgently required.
Other Local Governments	<ul style="list-style-type: none">• Advises WALGA of assistance offered (e.g. staff or plant. Note: contributing local government to cover cost of staff on secondment, or plant transfer etc.; and• Transfers financial donation to affected local government's bank account.

The assistance the Shire of Esperance is seeking at the moment is:

- Staff with recovery experience available for secondment for two to four months (Toodyay is not able to assist with this); or
- Financial support.

It is proposed that the Shire of Toodyay offer financial support.

OFFICERS RECOMMENDATION

That Council:

1. Contribute \$10,000 towards the WALGA Emergency Management Support Program;
2. Record the expenditure against GL 054201 – Donations & Contributions – Emergency Assistance;
3. Draw the required funds from the Emergency Management Reserve; and
4. Budget for an annual contribution to this fund.

Cr Rayner moved the Officer's Recommendation.

Cr J Dow seconded the motion.

Clarification was sought.

The Shire President adjourned the meeting at 7.40 pm.

The Shire President resumed the meeting at 7.50 pm.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 281/12/15

MOVED Cr Rayner

SECONDED Cr J Dow

That Council:

1. Contribute \$10,000 towards the WALGA Emergency Management Support Program;
2. Record the expenditure against GL 054201 – Donations & Contributions – Emergency Assistance;
3. Draw the required funds from the Emergency Management Reserve; and
4. Budget for an annual contribution to this fund.

MOTION CARRIED BY ABSOLUTE MAJORITY 9/0

13.2.2 Preferred Supplier Tender - Supply, Delivery and Placement of Bituminous Surfacing Products.

The CEO advised of new business of an urgent nature, regarding Item 13.2.2 Preferred Supplier Tender - supply, delivery and placement of bituminous surfacing products that he wished to introduce by decision of the meeting.

Cr Chitty moved a motion as follows:

That Council considers Item 13.2.2 Preferred Supplier Tender - supply, delivery and placement of bituminous surfacing products as a matter of urgent business.

Cr Wood seconded the motion.

Clarification was sought.

The motion was put.

MOTION/COUNCIL RESOLUTION NO 282/12/15

MOVED Cr Chitty

SECONDED Cr Wood

That Council considers Item 13.2.2 Preferred Supplier Tender - supply, delivery and placement of bituminous surfacing products as new business of an urgent nature.

MOTION CARRIED 9/0

Officer Report – 13.2.2 Preferred Supplier Tenders – supply, delivery and placement of bituminous surfacing products

Date of Report:	11 December 2015
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	TEN 48
Author:	Les Vidovich – Manager Works & Services
Responsible Officer:	Stan Scott – Chief Executive Officer
Previously Before Council:	No
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	Nil
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To award a contract for the supply, delivery and placement of bituminous surfacing products, for a twelve month period commencing 16 December 2015.

BACKGROUND

Works and Services staff used the set of preferred suppliers for the supply, delivery and placement of bituminous surfacing products published by the Western Australian Local Government Association (WALGA).

These panel contractors provide a tender exemption in accordance with the *Local Government (Function and General) Regulations 1996*. WALGA claims that most brands are represented and discounted prices of up to 30% can be obtained on products.

When quotations closed on 10 December 2015 four submissions were received from the following organisations.

1. Downer	5 Marion Rd, Maddington WA 6109
2. Bitutek Pty Ltd	1398 Great Northern Highway, Upper Swan WA 6069
3. Fulton Hogan	Lot 1 Talbot Road, Hazelmere WA 6055
4. Colas	34 Great Eastern Highway, South Guildford WA 6055

The quotations covered a range of bituminous surfacing products and these included:

- 1) Hot Bitumen – Supply and Spray;
- 2) Cut Back Bitumen – Supply and Spray;
- 3) Precoating of Aggregate; and
- 4) Application of Aggregate.

The most commonly used bituminous surface products at the Shire of Toodyay include cut back bitumen 90/10 and hot bitumen each using a 7mm and 10mm aggregate.

CONSULTATION IMPLICATIONS

Consultation in respect to the supply, delivery and placement of bituminous surfacing products has occurred between the Shire of Toodyay's CEO, Senior Staff and Engineering Technical Officer. Works and Services staff will also notify all companies that have sent in quotes as per the recommendation which is adopted by Council.

STRATEGIC IMPLICATIONS

This report does not contain any notable strategic implications

POLICY IMPLICATIONS

This report complies in accordance with Council's Purchasing Policy F3, section 1.7.1.

"In the following instances public tenders or quotations procedures are not required (regardless of the value of expenditure):

- An emergency situation as defined by the Local Government Act 1995;
- The purchase is under a contract of WALGA (Preferred Supplier Arrangements) Department of Treasury and Finance (Permitted Common Use Arrangements) Regional Council, or another Local Government;
- The purchase is under auction which has been authorised by Council;
- The contract is for petrol, oil, or other liquid or gas used for internal combustion engines; and
- Any of the other exclusions under Regulation 11 of the Local Government (Functions and General) Regulations that apply.

FINANCIAL IMPLICATIONS

The financial commitment for the supply, delivery and placement of bituminous surfacing products is included in the relevant infrastructure budget for 2015/2016.

LEGAL AND STATUTORY IMPLICATIONS

Council is obliged to call tenders in accordance with the requirements of the Tender Regulations of the *Local Government Act 1995* where the value of the tender exceeds \$150,000.00.

The *Local Government (Functions and General) Regulations 1996*, Division 2, Regulation 11 (2b) states that "Tenders do not have to be publicly invited according to the requirements of this Division if the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA"

RISK IMPLICATIONS (including DAIP)

This proposal does not contain any notable risk implications.

ENVIRONMENTAL IMPLICATIONS

This proposal does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

This proposal does not contain any notable social implications.

OFFICER COMMENT / DETAILS

All companies that submitted quotations have the capability, expertise and experience to carry out the requirements of the contract to the complete satisfaction of Council. Bitutek Pty Ltd held the previous contract for the supply and placement of bituminous surfacing products within the Shire of Toodyay for 2014/2015.

Each submission was assessed using criteria as follows:

Description of Qualitative Criteria	Weighting	Downer	Bitutek	Fulton Hogan	Colas
Demonstrated experience in completing similar projects / supply of goods	10.0%	10.0%	10.0%	10.0%	10.0%
Skills and experience of key personnel	10.0%	10.0%	10.0%	10.0%	10.0%
Tenderers resources	10.0%	10.0%	10.0%	10.0%	10.0%
Tendered Price	70.0%	70%	62%	63%	65%
Total Score	100.0%	100%	92%	93%	95%

In addition to the selection criteria, all quotations were assessed by applying the construction quantities for Councils 2015/2016 projects against the schedule of rates that was submitted by each supplier for both bitumen and aggregate costs.

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The tables below detail the preferred supplier costs. The total cost is calculated by adding the bitumen, aggregate pre-coating and application costs.

Downer's – Bitumen Cost's \$254,658

Road Name	Length (Meters)	Width (Meters)	Area (m2)	Cutback Bitumen (Litres)	Hot Bitumen (Litres)	Unit Cost Cutback Bitumen	Unit Cost Hot Bitumen	Downers Total Bitumen Costs
Julimar Rd (BS)	4000	7.0	28,000	5,760	50,400	\$1.40	\$1.06	\$61,488
Julimar Rd (RRG)	6700	6.4	42,880		77,184		\$1.06	\$81,815
Dewars Pool Rd	3000	7.0	21,000	8,100	37,800	\$1.40	\$1.06	\$51,408
Church Gully Rd	2400	6.2	14,880	26,784		\$1.13		\$30,266
Harders Chitty Rd	1000	6.2	6,200	11,160		\$1.22		\$13,615
Grevillia Place	1180	6.2	7,316	13,169		\$1.22		\$16,066
Totals	18,280		125,466	64,973	165,384			\$254,658

Downer's – Aggregate Precoating & Application Costs \$51,671

Road Name	Aggregate Volume (m3)	Aggregate Precoating Unit Cost	Aggregate Precoating Total Cost	Aggregate Application Unit Cost	Aggregate Application Total Cost	Downers Precoating & Application Costs
Julimar Rd (BS)	280.00	\$11.69	\$3,273	\$0.28	\$7,840	\$11,113
Julimar Rd (RRG)	428.80	\$11.69	\$5,013	\$0.28	\$12,006	\$17,019
Dewars Pool Rd	210.00	\$11.69	\$2,455	\$0.28	\$5,880	\$8,335
Church Gully Rd	148.80	\$11.69	\$1,739	\$0.29	\$4,315	\$6,054
Harders Chitty Rd	62.00	\$18.70	\$1,159	\$0.49	\$3,038	\$4,197
Grevillia Place	73.16	\$18.70	\$1,368	\$0.49	\$3,585	\$4,953
Totals	1,202.76					\$51,671

Bitutek's - Bitumen Costs \$227,986

Road Name	Length (Meters)	Width (Meters)	Area (m2)	Cutback Bitumen (Litres)	Hot Bitumen (Litres)	Unit Cost Cutback Bitumen	Unit Cost Hot Bitumen	Bitutek's Total Bitumen Costs
Julimar Rd (BS)	4000	7.0	28,000	5,760	50,400	\$1.25	\$0.95	\$55,080
Julimar Rd (RRG)	6700	6.4	42,880		77,184		\$0.95	\$73,325
Dewars Pool Rd	3000	7.0	21,000	8,100	37,800	\$1.25	\$0.95	\$46,035
Church Gully Rd	2400	6.2	14,880	26,784		\$1.00		\$26,784
Harders Chitty Rd	1000	6.2	6,200	11,160		\$1.10		\$12,276
Grevillia Place	1180	6.2	7,316	13,169		\$1.10		\$14,486
Totals	18,280		125,466	64,973	165,384			\$227,986

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Bitutek's – Aggregate Precoating & Application Costs \$115,957

Road Name	Aggregate Volume (m3)	Aggregate Precoating Unit Cost	Aggregate Precoating Total Cost	Aggregate Application Unit Cost	Aggregate Application Total Cost	Bitutek's Precoating & Application Costs
Julimar Rd (BS)	280.00	\$17.50	\$4,900	\$0.70	\$19,600	\$24,500
Julimar Rd (RRG)	428.80	\$17.50	\$7,504	\$0.70	\$30,016	\$37,520
Dewars Pool Rd	210.00	\$17.50	\$3,675	\$0.70	\$14,700	\$18,375
Church Gully Rd	148.80	\$17.50	\$2,604	\$0.85	\$12,684	\$15,288
Harders Chitty Rd	62.00	\$30.00	\$1,860	\$1.20	\$7,440	\$9,300
Grevillia Place	73.16	\$30.00	\$2,195	\$1.20	\$8,779	\$10,974
Totals	1,202.76					\$115,957

Fulton Hogan's - Bitumen Costs \$225,236

Road Name	Length (Meters)	Width (Meters)	Area (m2)	Cutback Bitumen (Litres)	Hot Bitumen (Litres)	Unit Cost Cutback Bitumen	Unit Cost Hot Bitumen	Fulton Hogan's Total Bitumen Costs
Julimar Rd (BS)	4000	7.0	28,000	5,760	50,400	\$1.15	\$0.96	\$55,008
Julimar Rd (RRG)	6700	6.4	42,880		77,184		\$0.96	\$74,097
Dewars Pool Rd	3000	7.0	21,000	8,100	37,800	\$1.15	\$0.96	\$45,603
Church Gully Rd	2400	6.2	14,880	26,784		\$0.96		\$25,713
Harders Chitty Rd	1000	6.2	6,200	11,160		\$1.02		\$11,383
Grevillia Place	1180	6.2	7,316	13,169		\$1.02		\$13,432
Totals	18,280		125,466	64,973	165,384			\$225,236

Fulton Hogan's – Aggregate Precoating & Application Costs \$113,877

Road Name	Aggregate Volume (m3)	Aggregate Precoating Unit Cost	Aggregate Precoating Total Cost	Aggregate Application Unit Cost	Aggregate Application Total Cost	Fulton Hogan's Precoating & Application Costs
Julimar Rd (BS)	280.00	\$14.05	\$3,934	\$0.67	\$18,760	\$22,694
Julimar Rd (RRG)	428.80	\$14.05	\$6,025	\$0.67	\$28,730	\$34,755
Dewars Pool Rd	210.00	\$14.05	\$2,950	\$0.67	\$14,070	\$17,020
Church Gully Rd	148.80	\$14.05	\$2,091	\$0.92	\$13,690	\$15,781
Harders Chitty Rd	62.00	\$19.80	\$1,228	\$1.55	\$9,610	\$10,838
Grevillia Place	73.16	\$19.80	\$1,449	\$1.55	\$11,340	\$12,789
Totals	1,202.76					\$113,877

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Colas's - Bitumen Costs \$225,630

Road Name	Length (Meters)	Width (Meters)	Area (m2)	Cutback Bitumen (Litres)	Hot Bitumen (Litres)	Unit Cost Cutback Bitumen	Unit Cost Hot Bitumen	Colas's Total Bitumen Costs
Julimar Rd (BS)	4000	7.0	28,000	5,760	50,400	\$1.21	\$0.95	\$54,850
Julimar Rd (RRG)	6700	6.4	42,880		77,184		\$0.95	\$73,325
Dewars Pool Rd	3000	7.0	21,000	8,100	37,800	\$1.21	\$0.95	\$45,711
Church Gully Rd	2400	6.2	14,880	26,784		\$0.96		\$25,713
Harders Chitty Rd	1000	6.2	6,200	11,160		\$1.07		\$11,941
Grevillia Place	1180	6.2	7,316	13,169		\$1.07		\$14,091
Totals	18,280		125,466	64,973	165,384			\$225,630

Colas's – Aggregate Precoating & Application Costs \$106,399

Road Name	Aggregate Volume (m3)	Aggregate Precoating Unit Cost	Aggregate Precoating Total Cost	Aggregate Application Unit Cost	Aggregate Application Total Cost	Colas's Precoating & Application Costs
Julimar Rd (BS)	280.00	\$14.42	\$4,038	\$0.60	\$16,800	\$20,838
Julimar Rd (RRG)	428.80	\$14.42	\$6,183	\$0.60	\$25,728	\$31,911
Dewars Pool Rd	210.00	\$14.42	\$3,028	\$0.60	\$12,600	\$15,628
Church Gully Rd	148.80	\$14.42	\$2,146	\$0.81	\$12,053	\$14,199
Harders Chitty Rd	62.00	\$31.26	\$1,938	\$1.45	\$8,990	\$10,928
Grevillia Place	73.16	\$31.26	\$2,287	\$1.45	\$10,608	\$12,895
Totals	1,202.76					\$106,399

Total Cost's From Each Supplier				
	Downer	Bitutek	Fulton Hogan	Colas
Bitumen Costs	\$254,658	\$227,986	\$225,236	\$225,630
Precoating & Application Costs	\$51,671	\$115,957	\$113,877	\$106,399
Total Cost's	\$306,329	\$343,943	\$339,113	\$332,029

Of the quotations received Downer's rate is lower than Colas's by (-\$25,700), Fulton Hogan's (-\$32,784) and Bitutek's (-\$37,614) for the supply and laying of bitumen surfacing products. The rate presented from Downer equates to around \$2.44 per square metre (\$3.38 per square metre for last financial year) with \$4.00 per square metre being used for budgeting purposes in Councils 2015/2016 Infrastructure Program.

Based on the selection criteria and the total costs shown above, it is recommended that Council award the contract for the supply, delivery and placement of bituminous surfacing products to Downer for a twelve month period.

OFFICER'S RECOMMENDATION

That Council accept the WALGA preferred supplier quotation submitted by Downer for the Supply, Delivery and Placement of Bituminous Surfacing Products within the Shire of Toodyay for a period of twelve months commencing 16 December 2015.

Cr Rayner moved the Officer's Recommendation.

Cr Twine seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 283/12/15

MOVED Cr Rayner

SECONDED Cr Twine

That Council accept the WALGA preferred supplier quotation submitted by Downer for the supply, delivery and placement of bituminous surfacing products within the Shire of Toodyay for a period of twelve months commencing 16 December 2015.

MOTION CARRIED 9/0

MINUTES OF ORDINARY MEETING OF COUNCIL
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14. CONFIDENTIAL BUSINESS

Nil.

15. NEXT MEETINGS

Ordinary Meeting of Council	19 January 2016
Works Advisory Committee	21 January 2016
Community Depot Management Advisory Committee	28 January 2016

16. CLOSURE OF MEETING

The Shire President declared the meeting closed at 8.06 pm.



ADDENDUM

Attachments to Minutes of the

ORDINARY MEETING OF COUNCIL

15 December 2015

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Re: Development Application Submission - Council Item 9.2.1 Local Planning Policy - Central Toodyay Heritage Area

The Development Proposal is for a new building addition and minor alterations to the existing building linked by timber decking. The owners (2 x parents and three growing children) are keen to stay and contribute to Toodyay community and economy. The site does not conform to a normal site in this area and hence needs to be creatively viewed with Policy in mind. The owner's have a modest budget so a degree of pragmatism is also needed. We have gone through relevant clauses of Policy to address the new works to existing works, which you have in front of you with the planning notes.

Explained context:

Site

the site is a double block (with existing house straddling both blocks) between Clinton and Pelham Streets in the historic area of Toodyay, before current owners bought this property the street frontage was to Clinton, it was subdivided with no access allowed to Clinton. So effectively severing the house from its original street frontage Clinton Street. SO at this point Pelham now becomes the street address.

the site rises sharply to Pelham Street

the road works to Pelham Street have not helped by rising the road higher than nature levels, so the road sits pretty much in line of the ridge of the existing house and new works, approx 4.36m above FFL. So reasonably dramatic with aspect from Pelham currently looking directly through the bush trees into the rear veranda and services areas of the existing house

Existing Structures

existing fibro clad timber house on stumps with clay tiles facing Clinton Street with rear of house facing Pelham Street.

there is also a corrugated shed of similar size to existing residence facing Pelham Street in front of the existing house as to a normal rear yard scenario that is scene around Toodyay.

New Structures

100m² additions consisting of 50m² of internal space, 2 rooms and amenities and an external semi enclosed space of 50m² with fireplace as to the iconic Coolgardie Safe, with roll down hessian bags and drippers during hotter summer days. The owner's have an appreciation for the beautiful surroundings and are very much climatic minded. There are minor alterations to existing house to make it work spatially and functionally for the modern family. The new additions is linked through external timber decking with shading and cooling landscaped courtyards

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between. The shape of the new addition is informed by the site and its ability to look out to the beautiful hills to the north across Toodyay town and the obvious orientation benefits.

Discussions

From the outset of being commissioned for this project by the owners there seemed to be an obvious place to put the new works even before we were told by them that's where they would like the new works to be.

We have been in discussions with planning from the outset and as soon as we could get a 3D model up. We had gone through the Local Planning Policy- Central Toodyay Heritage Area and the hardest item to address was the address of the property. The topography of the site to the road and the fact the back of the house was now to be the front of the house. From the initial design we did a second which had a grassed roof with a pathway from the road down to an entrance to a newly formed courtyard between the existing and new works. We had a site visit with planning and heritage advisor to go through the difficulty to address some of the items from the policy namely street presence. The issues that were addressed mainly from heritage advisor was that the existing house should be pretty much visible, so with a grassed flat roof on new works effectively this was achievable and a visible walkway from the road with fencing and landscaping to suit. We also had an elevated roof section for letting in of light and air flow passively which does address the street. The contemporary nature of the design seemed to be understood in regard to its context. That is when you are on the street to this address you actually do not have an elevation of a house to look at, because of the height difference from road to FFL. As Mr Graeme Bissett *MANAGER OF PLANNING & DEVELOPMENT* stated in an email on Thursday 10th December:

'Unfortunately the guidelines cannot address every scenario and certainly could not have foreseen this proposal'.

We were looking to council in regard of the guidelines to offer some guidance for the DA Submission, we had now received and we were finalising the design based on this meeting for the DA submission. At the late stages the owners decided that the design was not what they envisaged, they wanted to scale and materialise the structure to the existing house and disconnect new and existing except for a deck to help with cost management of the project. They also wanted an external family room semi closed with fire place in which would act like a coolgardie safe for the body. We found this a very intelligent way of resolving construction and managing the new works while provided quite an adventurous way of using space and to how it was located in the landscape and outlooks that

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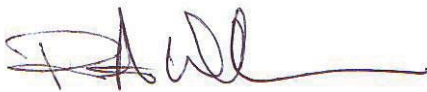
were possible from this external room. So the flat colorbond corrugated roof sheeting allows visibility to existing house as to advise, that was received from the site visit. We much mention there has been a great deal of silence from planning until we had emailed requesting updates and any possible direction. I had already gone onto Toodyay Shire website to find agenda in the negative for this DA submission. An email prompted planning to response and advise. We are used to be in correspondence with planning officer's through these stages especially when there is a great deal of interpretation to be achieved so the owner' s can develop their dreams accordingly and with a degree of expediency and construction so to speak. This also helps us to advise accordingly and confidently. Communication allows a level of trenchancy to the process and confronts the realism that we are here to design creatively for.

Conclusion

We would like this DA application to be deemed approved with conditions if need be. The location and appearance of the house sit approx 2m below the eye line if you are walking past this site. What do you see and where is the pathway for people to walk by this site. Where is there facility for cars to park on the street if they were to visit the site. Obviously people would drive down their driveway and enter to the existing veranda. We are happy to match the colour of existing roof to new flat roof if applicable for aesthetics. The owners are truly wonderful patience people, endorsement from the council in the affirmative would be appreciated.

Thank you.

Yours sincerely,



Paul Wakelam

Dip. Arch., B.Arch.

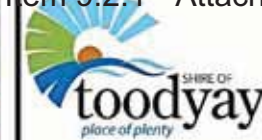
Date: 15/12/15

Awaroa Architecture Masterclass 2014

Blue Mountains Architecture Masterclass 2012

Glenn Murcutt International Masterclass 2010

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Planning & Development Services
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LOT 29 PELHAM STREET TOODYAY

PROPOSED EXTENSION

DECEMBER 2015

Legend

- Proposed Addition
- Lot 29 Pelham Street



AWorkshop

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Project: Toodyay Residence

Planning Officer
Hugo de Vos
Shire of Toodyay
TOODYAY WA 6566

Hi Hugo,

Re: Development Application Submission Local Planning Policy - Central Toodyay Heritage Area

The Development Proposal is for a new building addition and minor alterations to the existing building linked by timber decking. Please read initial outcomes of discussions to date and design outcomes in relationship with Local Planning Policy - Central Toodyay Heritage Area (below). The owners (2 x parents and three children) are keen to stay and contribute to Toodyay community and economy. The site does not confirm to a normal site in this area and hence needs to be creatively viewed with Policy in mind. The owner's have a modest budget so a degree of pragmatism is also needed. We have gone through relevant clauses of Policy to address the new works to existing works. The road works to Pelham Street have not helped by rising the road a fair bit higher than nature levels.

The site Lot 29, #11 Pelham Street is a double block site with existing house built in the middle of the site to the west end of site to Pelham street. The house is curious in that it originally faced Clinton Street before sub-division of land before owners now had bought property. So Pelham street was the back street originally and with new roadwork's and levelling, the kurb is in the same line as the ridgeline of the house roughly 4.36m above the finished floor level of the existing house. The new additions sit between back of existing house and Pelham road. We are creating a new street entrance to house to address Pelham street. The new addition roof sits 1.2m below kurb level of Pelham road except for a light tiled roof scoop to address old and new roofs. We had a site meeting with council and heritage officers to assess impact of new works with back of existing house. There was agreement that you should be able to visually delineate the old from the new construction and there should be a direct relationship of new works and pathway to address Pelham Street. It is the intention of the owners to plant out Pelham street with natives plants to provide protection and give street presence to their property. The sizing of planting could be at the discretion of council in viewing of existing house from Pelham street. Please find submitted drawings showing these details.

Local Planning Policy - Central Toodyay Heritage Area Clauses

Scale

- 3.4.1 - Yes, project respect scale
- 3.4.2 - N/A
- 3.4.3 - N/A
- 3.4.4 - Yes, project is sympathetic to land contours with back rising with natural ground to 1.2m above finish floor max.
- 3.4.5 - N/A

Form

- 3.4.6 - N/A, The new works sit below line of site, there is clear site lines to existing house.
- 3.4.7 - N/A, existing roof line is retained, new works has tiled to match existing roof skylight with colorbond (to match existing roof colour or landscape if necessary) roof surrounding this.
- 3.4.8 - Yes where applicable
- 3.4.9 - Yes as previously discussed
- 3.4.10 - Yes as much as possible as previously explained
- 3.4.11 - N/A
- 3.4.12 - Yes
- 3.4.13 - Yes, achieved link from street to existing house and new work. There was not previously a link as you looked into the back of the house previously.
- 3.4.14 - N/A, there is an existing shed that is sits to the south of new works. We have intentionally set of new works from this and to give good site lines to new entrance from street to house.
- 3.4.15 - N/A
- 3.4.16 - N/A

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Materials and Colours

- 3.4.17 - a) Yes, walls to match existing house, white sheeting with cover battons, any brickworks to match existing where possible.
b) Yes, a combination of commercial aluminium and timber doors and windows.
c) Yes, a combination of tiles to match and colorbond corrugated roof sheeting.

3.4.18 - Yes, as discussed.

3.4.19 - N/A

3.4.20 - N/A

3.4.21 - N/A

Detailing

3.4.22 - N/A

3.4.23 - Yes

3.4.24 - Yes, where appropriate

3.4.25 - Yes, where required

3.4.26 - Yes

Setting

- 3.4.27 - Yes, with the reinstatement of a 'front garden path', and identification from the street of existing to new buildings and landscaping to assist this, we believe finally this house will address its location for the first time.

The new development fits into (i) existing topography, (ii) provides creative rooms that link to the bigger landscape without overlooking issues to neighbours, (iii) modest size development, (iv) addresses construction techniques to the area, (v) will use local trades for all aspects of the project as necessary.

Look forward to discussing further with you.

We look forward to a favourable outcome for this submission.

Thankyou.

Yours sincerely,



Paul Wakelam

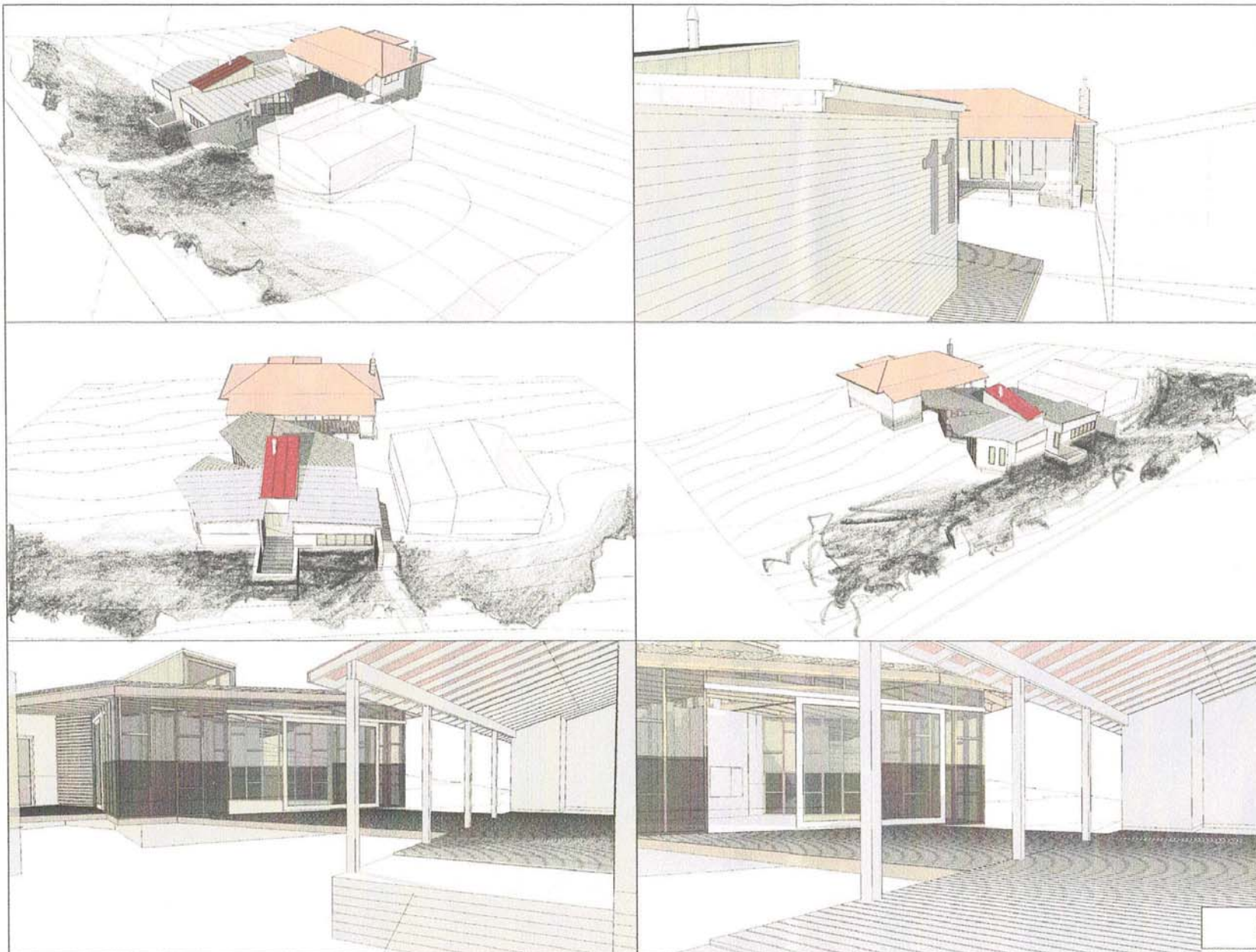
Dip Arch B.Arch

Date: 15/11/15

Awaroa Architecture Masterclass 2014

Blue Mountains Architecture Masterclass 2012

Glenn Murcutt International Masterclass 2010

**DRAWING SCHEDULE**

- A 0.0 - COVER SHEET**
A 1.0 - SITE PLAN
A 3.0 - GROUND FLOOR PLAN
A 5.0 - ELEVATIONS
A 5.1 - ELEVATIONS
A 6.0 - SECTION

A_15/11/15 DA ISSUE

DEVELOPMENT APPLICATION

NOTE: DO NOT SCALE DRAWINGS. FIGURED DIMENSIONS SHALL TAKE PRECEDENCE OVER DRAWINGS

NOVEMBER 2015

PROPOSED ALTERATION & ADDITION - LOT 29, #11 PELHAM STREET, TOODYAY
DEVELOPMENT APPROVAL DRAWINGS

A Workshop

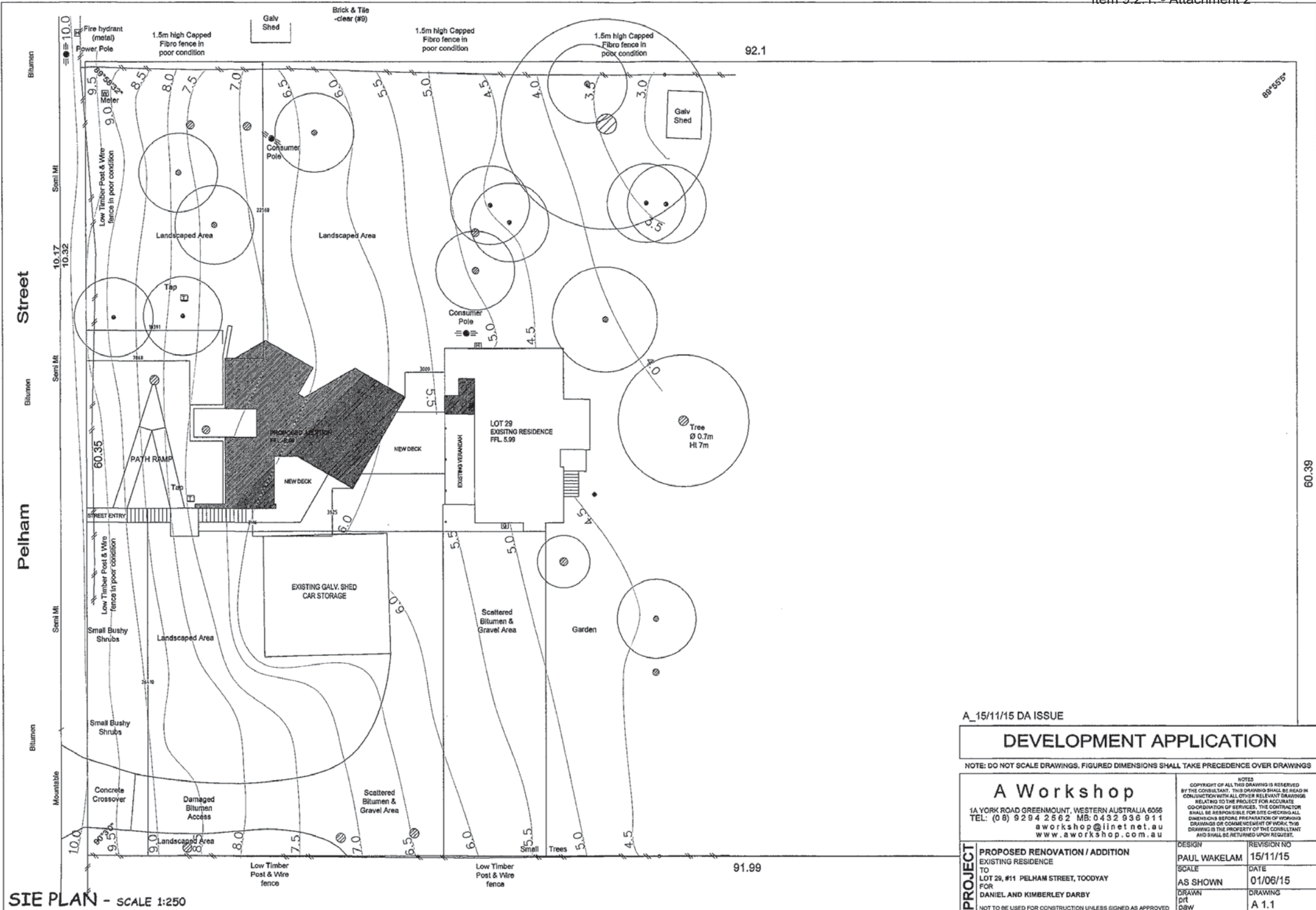
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 TEL: (08) 9294 2562 MB: 0432 936 911
 aworkshop@inet.net.au
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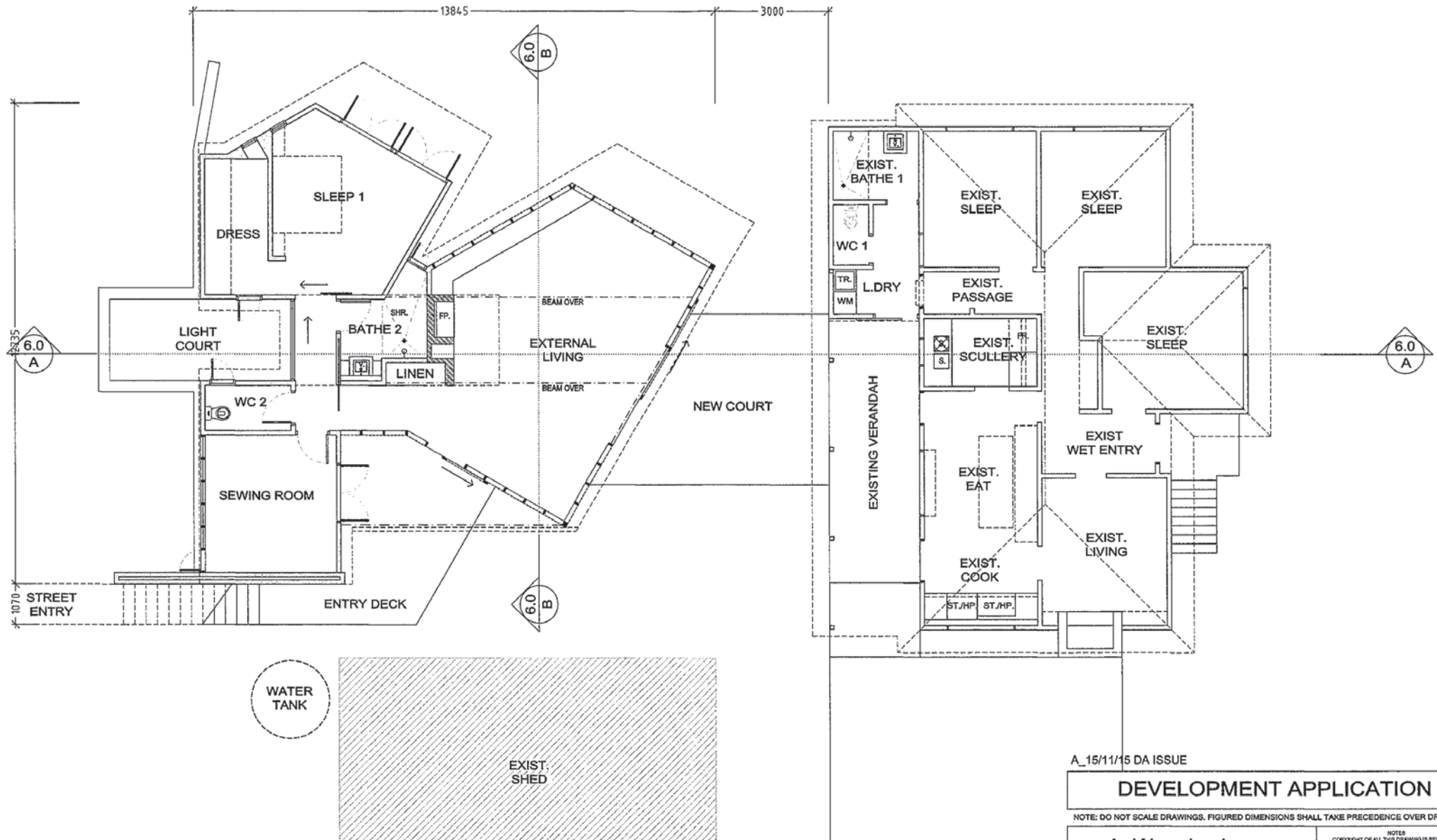
PROJECT
 PROPOSED ALTERATION / ADDITION
 TO
 EXISTING RESIDENCE
 TO
 LOT 29, #11 PELHAM STREET, TOODYAY
 FOR
 DANIEL AND KIMBERLEY DARBY
 NOT TO BE USED FOR CONSTRUCTION UNLESS SIGNED AS APPROVED

NOTES:
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PAUL WAKELAM	A_15/11/15
SCALE	DATE
AS SHOWN	01/06/15
DRAWN	DRAWING
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A_15/11/15 DA ISSUE

DEVELOPMENT APPLICATION

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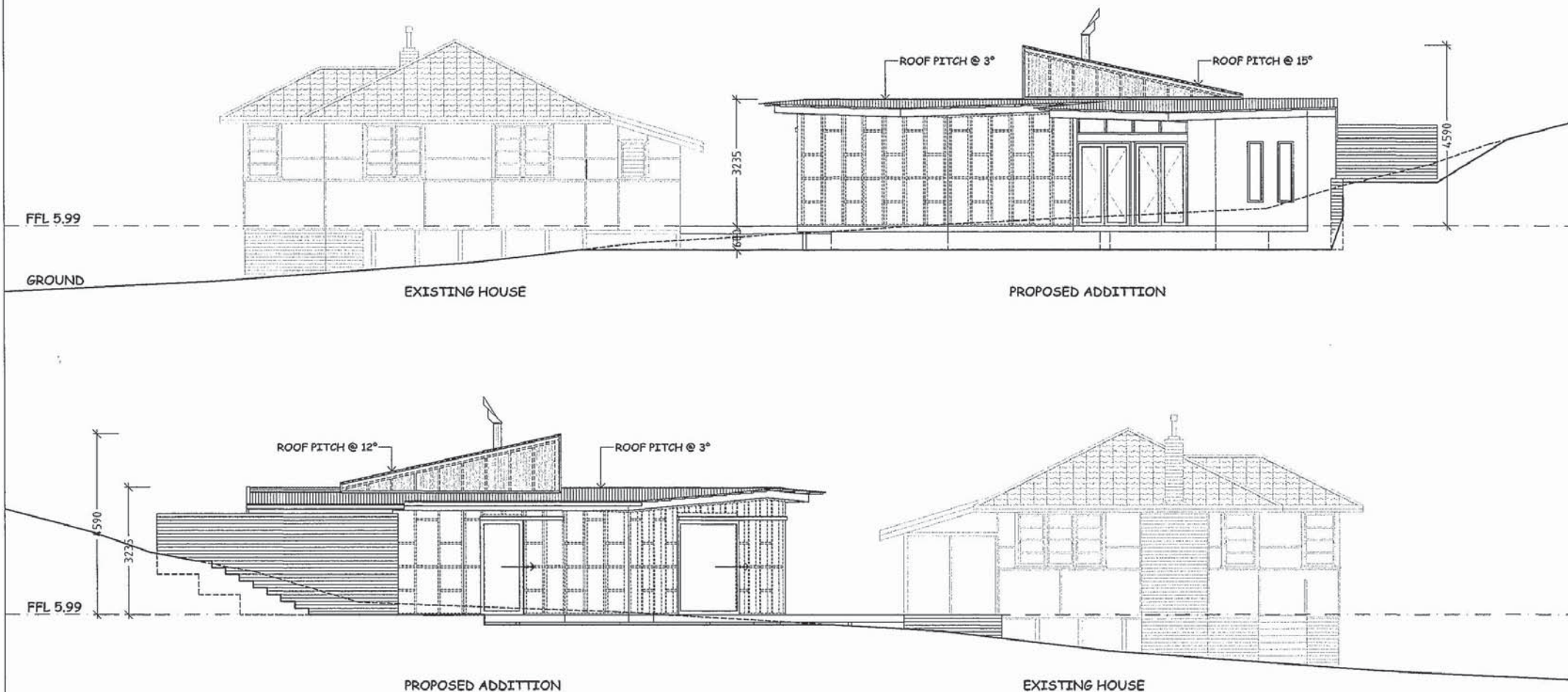
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PROJECT	PROPOSED RENOVATION / ADDITION EXISTING RESIDENCE TO LOT 29, #11 PELHAM STREET, TOODYAY FOR DANIEL AND KIMBERLEY DARBY	DESIGN PAUL WAKELAM	REVISION NO A_15/11/15
		SCALE AS SHOWN	DATE 01/06/15
		DRAWN DPT P&W	DRAWING A 3.0
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FLOOR PLAN - SCALE 1:100



LEGEND



SELECTED BRICKWORK TO MATCH EXISTING

LINING AND COVER BATTENS ON TIMBER STUDWORK TO MATCH EXISTING

THERMOCCLICK

SELECTED MESH FIXED TO 120x45 STUDWORK

A_15/11/15 DA ISSUE

DEVELOPMENT APPLICATION

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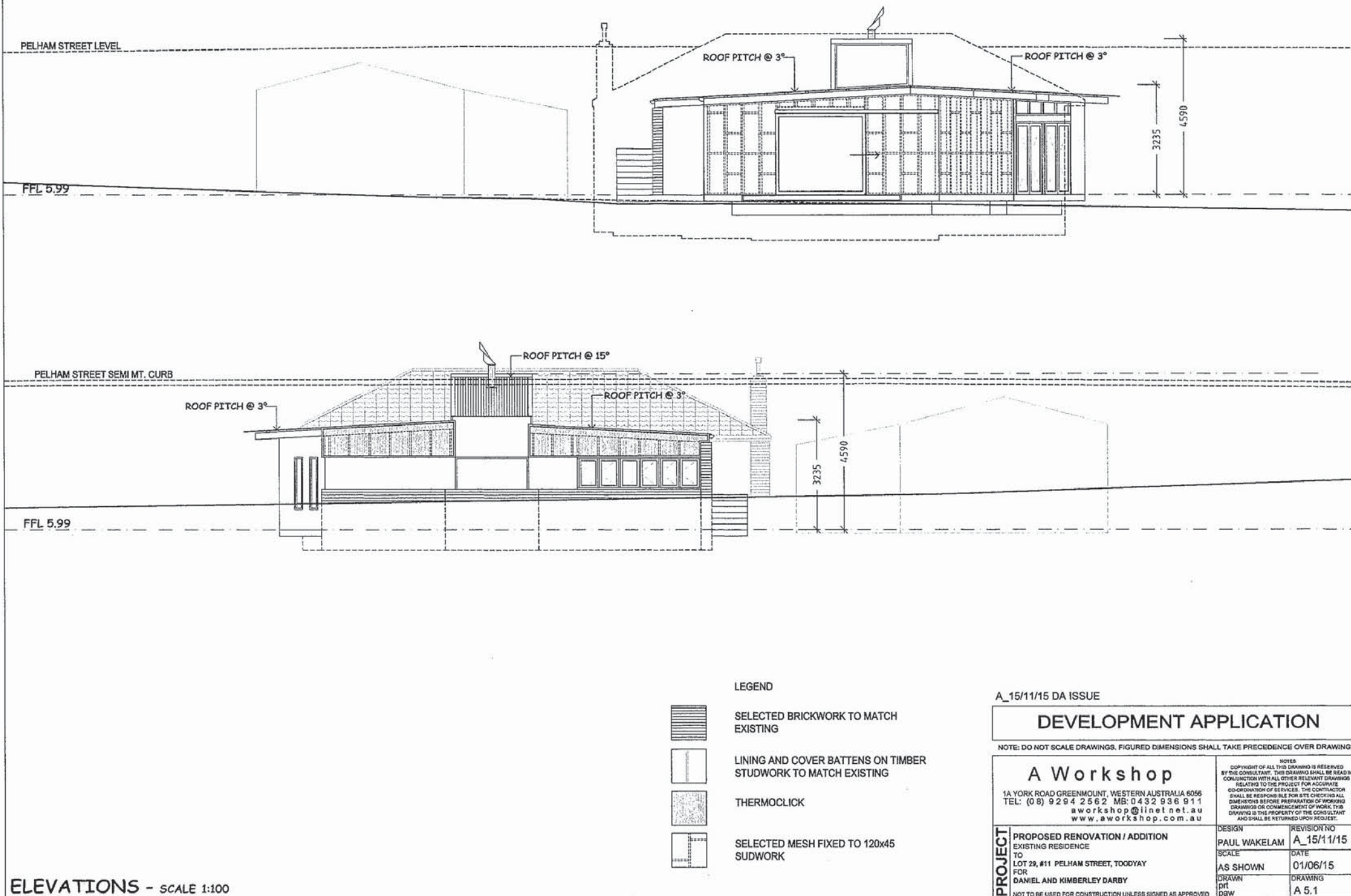
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PROJECT
PROPOSED RENOVATION / ADDITION
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TO
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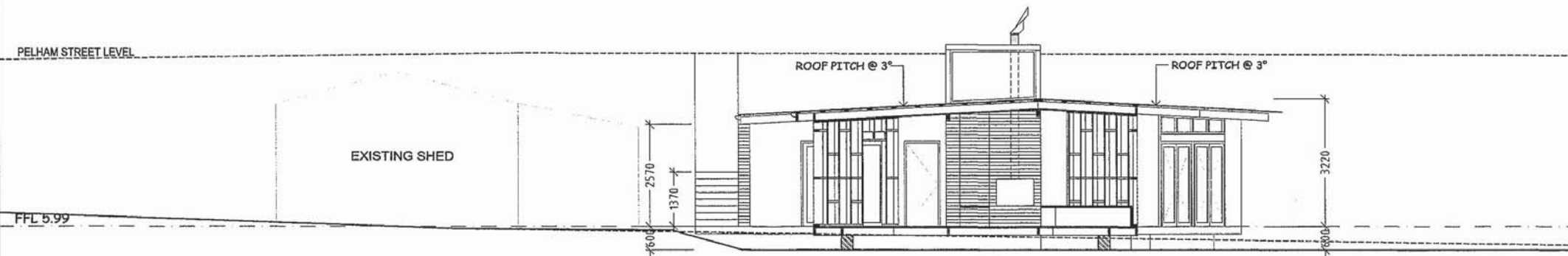
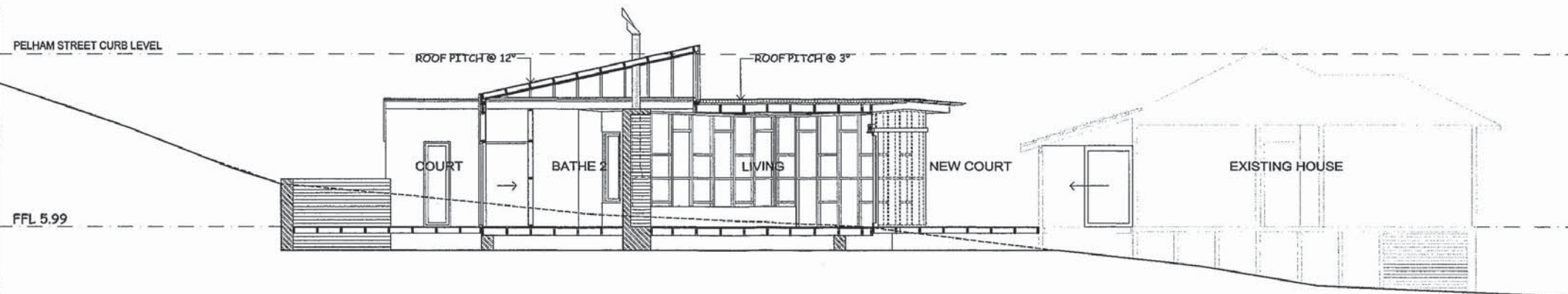
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BSW	

ELEVATIONS - SCALE 1:100



ELEVATIONS - SCALE 1:100



LEGEND



SELECTED BRICKWORK TO MATCH
EXISTING

LINING AND COVER BATTENS ON TIMBER
STUDWORK TO MATCH EXISTING

THERMOCLICK

SELECTED MESH FIXED TO 120x45
SUDWORK

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SCALE	DATE
AS SHOWN	01/06/15
DRAWN	DRAWING
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DRW	

SECTIONS - SCALE 1:100

Toodyay Community Garden Possible Sites Assessment Table

S.N	Selection Criteria	33 Telegraph Rd (3rd property after the showgrounds)	Youth Park-13 Clinton Street (opposite the Old Gaol Museum)	16 Toodyay Street (near showgrounds)
1	Access to power and water	• Power and Water connected.	• Power and Water accessible. Needs connection.	• Power and Water accessible. Needs connection.
2	Access to Toilets	• Toilet on site.	• Toilet at Old Gaol Museum (across the street)	• No toilets on site.
3	Accessibility	<ul style="list-style-type: none"> • Walking distance to town(1km). • Vehicle assess. Ample parking. • Accessible to people in wheelchair and elderly. • Walking distance for school groups (approx. 1.5 km) 	<ul style="list-style-type: none"> • Walking distance to town(650m). • Vehicle assess. Ample parking • Close to Public Train Station. • Accessible to people in wheelchair and elderly • Walking distance for school groups 	<ul style="list-style-type: none"> • Walking distance to town(1.2 km). • Vehicle assess. Ample parking. • Accessible to people in wheelchair and elderly. • Walking distance for school groups (1.5 km)
4	Location and amenity	<ul style="list-style-type: none"> • Close to Childcare and sport grounds. • Fenced (needs fence along the front). • Shed and shelter on site. • Potential for rainwater harvesting. 	<ul style="list-style-type: none"> • Close to the accommodation for elderly. • Fenced (needs fence along the front). • No shed or shelter on site 	<ul style="list-style-type: none"> • Close to Childcare and sport grounds. • Fenced • Shed on site
5	Land Zoning	• Zoned Residential.	• Zoned Residential.	• Zoned Residential.
6	Land use	• Vacant Land	• Public Open Space.	• Freehold land (saleable land)
7	Heritage issues	• No heritage issues	<ul style="list-style-type: none"> • Close to Old Gaol Museum. • Can be linked in beneficially with Museum and heritage value. • Possible conflict with heritage precinct use. 	• No heritage issues
8	Size of site	<ul style="list-style-type: none"> • Approx. 0.3929 ha • Ample space to grow 	<ul style="list-style-type: none"> • Approx. 0.096 ha • Limited room to grow 	<ul style="list-style-type: none"> • Approx. 0.1759 ha • Ample space to grow
9	Safety Issues	<ul style="list-style-type: none"> • No major health and safety issue. • Good passive surveillance. • Low traffic area. • Chances of damage and vandalism 	<ul style="list-style-type: none"> • No major health and safety issue. • Good passive surveillance. • Low traffic area. • Chances of damage and vandalism 	<ul style="list-style-type: none"> • No major health and safety issue. • Good passive surveillance. • Low traffic area. • Chances of damage and vandalism
10	Soil Contamination	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography - fairly level 	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography-slight slope westwards 	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography - fairly level
11	Solar Access	• Receives full sunlight.	• Receives full sunlight.	• Ideal for solar orientation.
12	Community preference	• High preference in community feedback (43 out of 82)	• High preference in community feedback (42 out of 82)	• Community preferred (5 out of 82)
13	Neighbours	• Potential conflict with Neighbours	• Potential conflict with Neighbours	• Potential conflict with Neighbours
14	An overall Ranking	1	2	3

Toodyay Community Garden Possible Sites Assessment Table

S.N	Selection Criteria	88 Stirling Terrace (Behind Newcastle Park)	Community Depot (New Shire Depot, past the Waste Transfer Station)	Old Shire Depot (next to Train station)
1	Access to power and water	• Power and Water accessible.	• Power and Water accessible	• Power and Water accessible.
2	Access to Toilets	• Toilets on Site.	• Toilet on site.	• Toilet at Duidgee park (approx. 200m).
3	Accessibility	<ul style="list-style-type: none"> • Walking distance to town (Approx. 100m) • Vehicle assess. Ample Parking nearby • Accessible to people in wheelchair and elderly. • Walking distance for school groups (approx. 400m) 	<ul style="list-style-type: none"> • Distance from town(4 km). • Vehicle assess. Ample parking. • Not Accessible for people who cannot drive. • Locked gate and shared site with the Works Depot. • Not a Walking distance for school groups 	<ul style="list-style-type: none"> • Central location. • Vehicle assess. Ample parking. • Accessible to people in wheelchair and elderly. • Locked gate and shared site with the Works Depot. • Walking distance for school groups (approx. 1 km)
4	Location and amenity	<ul style="list-style-type: none"> • Not Fenced • No Shed on site. 	<ul style="list-style-type: none"> • Fenced • Locked gate and shared site with the Works Depot. • Shed and shelter on site. 	<ul style="list-style-type: none"> • Fenced • Locked gate and shared site with the Works Depot. • Shed on site.
5	Land Zoning	• Zoned Conservation	• No land Zoning	• No land Zoning
6	Land use	• Public Open Space (Newcastle Park)	• Vacate Crown land.	• Council Land.
7	Heritage issues	• No heritage issues	• No heritage issues	• Located in Heritage Area
8	Size of site	<ul style="list-style-type: none"> • Approx. 0.3775 ha • Limited space to grow. 	<ul style="list-style-type: none"> • Approx. 0.8211 ha • Ample space to grow 	• Approx. 0.9728 ha (including depot)
9	Safety Issues	<ul style="list-style-type: none"> • No major health and safety issue. • Good passive surveillance. • Low traffic area. • High Chances of damage and vandalism 	<ul style="list-style-type: none"> • No major health and safety issue. • Secure Locked gate. • Low traffic area. • Minimal chances of damage and vandalism 	<ul style="list-style-type: none"> • Chances of health and safety issue as it is a shared area. • Secure Locked gate. • Minimal chances of damage and vandalism
10	Soil Contamination	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography-slight slope northwards (Avon river) 	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography-level 	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography-level
11	Solar Access	•Partly shade	• Ideal for solar orientation.	• Receives full sunlight.
12	Community preference	• Hasn't been put to community for feedback	• Low preferred (1 out of 82)	• Hasn't been put to community for feedback
13	Neighbours	• Potential conflict with Neighbours	• No chance of conflict with Neighbours	• Minimal chances of conflict with Neighbours
14	An overall Ranking	4	5	6

Toodyay Community Garden Possible Sites Assessment Table

S.N	Selection Criteria	3 Henry Street (2nd Property from Hamersley St)	14 Fiennes street (opposite Shire Admin Building next to old tennis court)	32 Hamersley St
1	Access to power and water	• Power and Water accessible.	• Power and Water accessible.	• Power and Water accessible. May involve cost.
2	Access to Toilets	• Toilet at Old Gaol Museum (approx. 600m).	• Toilet at Old Gaol Museum (approx. 250m).	• No Toilets on Site.
3	Accessibility	<ul style="list-style-type: none"> • Walking distance to town (Approx. 1km) • Vehicle assess. Limited parking on site. • Accessible to people in wheelchair and elderly. • Walking distance for school groups (approx. 1.4 km) 	<ul style="list-style-type: none"> • Walking distance to town (Approx. 150m) • Vehicle assess. Ample Parking nearby. • Accessible to people in wheelchair and elderly. • Close to Public Train Station • Walking distance for school groups approx. 1km) 	<ul style="list-style-type: none"> • Walking distance to town (Approx. 700m) • Vehicle assess. Limited parking on site. • Accessible to people in wheelchair and elderly. • Walking distance for school groups (approx. 1.2 km)
4	Location and amenity	<ul style="list-style-type: none"> • Not fenced • No Shed or Shelter on site. 	<ul style="list-style-type: none"> • Not fenced • No Shed or Shelter on site. 	<ul style="list-style-type: none"> • Not fenced • No Shed or Shelter on site.
5	Land Zoning	• Zoned Conservation	• Zoned Public Purpose	• Zoned Residential
6	Land use	• Public Open Space	• Public Open Space	• Vacant Land
7	Heritage issues	• No heritage issues	• ANZAC Memorial Site	• No heritage issues
8	Size of site	<ul style="list-style-type: none"> • Approx. 0.36 ha • Ample space for the purpose 	<ul style="list-style-type: none"> • Approx. 0.6346 ha including ANZAC Memorial (Exc Tennis Courts) • Fairly enough space to grow 	<ul style="list-style-type: none"> • Approx. 0.1017 ha • Fairly enough space for the purpose
9	Safety Issues	<ul style="list-style-type: none"> • No major health and safety issue. • Good passive surveillance. • Low traffic area. • Chances of damage and vandalism 	<ul style="list-style-type: none"> • Safety issue-Traffic area including haulage entry • Chances of damage and vandalism 	<ul style="list-style-type: none"> • Safety Issue- Traffic area including haulage entry and Railway Line nearby • Good passive surveillance. • Chances of damage and vandalism
10	Soil Contamination	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography-slight slope eastwards 	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography- slight slope northwards 	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography-slope eastwards • Could be problematic during high rainfall
11	Solar Access	• Receives fair sunlight.	• Receives full sunlight.	• Receives full sunlight.
12	Community preference	• Hasn't been put to community for feedback	• Hasn't been put to community for feedback	• Hasn't been put to community for feedback
13	Neighbours	• Potential conflict with Neighbours	• Minimal chances of conflict with Neighbours	• Minimal chances of conflict with Neighbours
14	An overall Ranking	7	8	9

Toodyay Community Garden Possible Sites Assessment Table

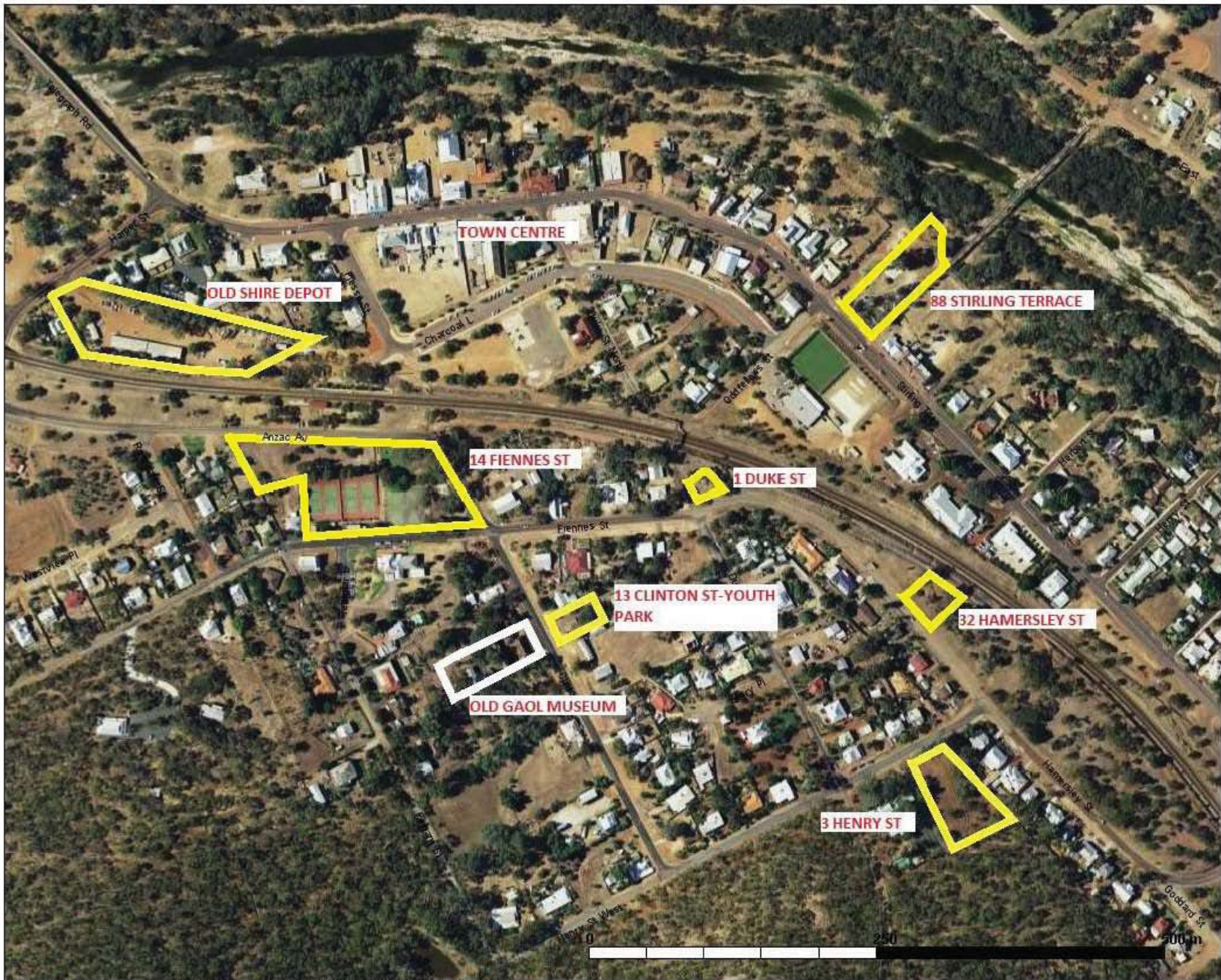
S.N	Selection Criteria	1 Duke Street (Cnr Hamersley St and Duke St)	59 Telegraph Road (Next to Old Newcastle Public Cemetery)
1	Access to power and water	• Power and Water accessible. May involve cost.	• Power and Water accessible. May involve cost.
2	Access to Toilets	• Toilets at Old Gaol Museum.	• No Toilets on Site.
3	Accessibility	<ul style="list-style-type: none"> • Walking distance to town (Approx. 500m) • Vehicle assess. Limited parking on site. • Accessible to people in wheelchair and elderly. • Walking distance for school groups (approx. 1km) 	<ul style="list-style-type: none"> • Walking distance to town (Approx. 1.3 km) • Vehicle assess. Ample Parking • Close to Public Cemetery. • Accessible to people in wheelchair and elderly. • Walking distance for school groups (approx. 1.6m)
4	Location and amenity	<ul style="list-style-type: none"> • Not fenced • No Shed or Shelter on site. 	<ul style="list-style-type: none"> • Not fenced • No Shed or shelter on site.
5	Land Zoning	• Zoned Residential	• Zoned Residential
6	Land use	• Public Open Space	• Public Open Space
7	Heritage issues	• No heritage issues	• No heritage issues
8	Size of site	<ul style="list-style-type: none"> • Approx. 0.0412 ha • Limited space to grow 	<ul style="list-style-type: none"> • Approx. 0.2254 ha • Ample space to grow
9	Safety Issues	<ul style="list-style-type: none"> • Safety Issue- Traffic area including haulage entry. • Good passive surveillance. • Chances of damage and vandalism 	<ul style="list-style-type: none"> • No major health and safety issue. • Passive surveillance. • Low traffic area. • High Chances of damage and vandalism
10	Soil Contamination	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography-slight slope towards north east 	<ul style="list-style-type: none"> • No recorded contamination. • Soil Test may be required. • Topography- slope southwards. • Could be problematic during high rainfall
11	Solar Access	• Receives fair sunlight.	• Receives fair sunlight.
12	Community preference	• Hasn't been put to community for feedback	• Hasn't been put to community for feedback
13	Neighbours	• Potential conflict with Neighbours	• Potential conflict with Neighbours
14	An overall Ranking	10	11

Legend

Local Government Authority

State Roads

Other Roads



Legend

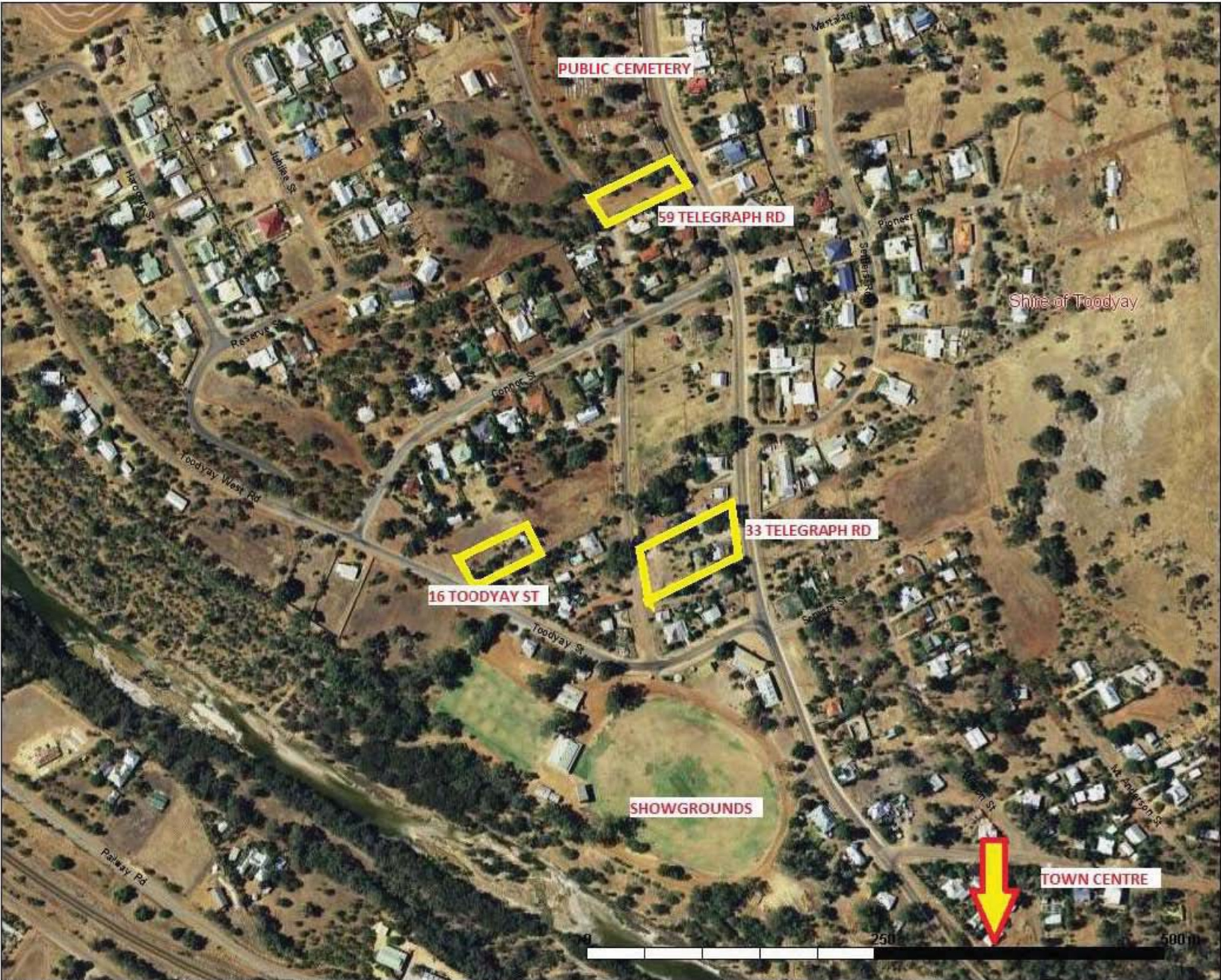
Local Government Authority



State Roads



Other Roads



Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
IPV534	04/11/2015	Bendigo Bank	Payroll PPE 03/11/2015		104,374.61
IPV535	18/11/2015	Bendigo Bank	Payroll PPE 17/11/2015		96,778.56
1491	17/11/2015	Marlele Andrijich	Refund of Memorial Hall Bond		500.00
1492	17/11/2015	Toodyay & Districts Community Bank	Refund of Community Centre Bond		500.00
1493	17/11/2015	Rueben Berger	Refund of Community Centre Bond		100.00
1494	17/11/2015	BJ Garvey	Refund of Crossover Bond - Lot 227 Harcourt Street		2,800.00
1495	30/11/2015	Construction Training Fund	BCITF Levies - October 2015		1,525.85
1496	30/11/2015	Building Commission	BS Levies - October 2015		339.90
1497	30/11/2015	Shire Of Toodyay	BS & BCITF Commissions Jul-Oct 2015 & Reimbursement of Bond		506.00
1498	30/11/2015	Matthew Salmond	Refund of Memorial Hall Bond - 07/11/15		500.00
1499	30/11/2015	Avon Woodturners	Refund of Memorial Hall Bond - 24/10/15		500.00
BPV2372	01/11/2015	Bendigo Bank	Bank Transfer Fees		10.00
BPV2373	01/11/2015	Bendigo Bank	Monthly Service Fee		10.00
BPV2374	01/11/2015	Bendigo Bank	Transaction Fees		57.75
BPV2375	01/11/2015	Bendigo Bank	Bpay Monthly Fee		219.12
BPV2376	02/11/2015	Commonwealth Bank	Merchant Fees - October 2015		110.15
BPV2377	02/11/2015	Commonwealth Bank	Merchant Fee		9.13
BPV2378	03/11/2015	Commonwealth Bank	Eftpos Fee		3.91
BPV2379	03/11/2015	Commonwealth Bank	Merchant Fee		209.03
BPV2380	03/11/2015	Commonwealth Bank	Eftpos Fee		4.25
BPV2381	03/11/2015	Commonwealth Bank	Merchant Fee		150.67
BPC2382	03/11/2015	Commonwealth Bank	Merchant Fee		252.15
BPV2383	03/11/2015	Commonwealth Bank	Eftpos Fee		9.44
BPV2384	04/11/2015	Bendigo Bank	Eftpos Fee		0.11
BPV2385	04/11/2015	Bendigo Bank	Eftpos Fee		6.82
BPV2386	04/11/2015	Westnet	Internet Charges		154.84
BPV2387	14/11/2015	Bendigo Bank	R Koch - Credit Card - October 2015		356.45
			City of Subiaco Parking - National Hazards Conference	3.00	
			Town of Cambridge Parking - National Hazards Conference	4.50	
			Town of Cambridge Parking - National Hazards Conference	5.00	
			City of Vincent Parking - National Hazards Conference	17.00	

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
BPV2388	14/11/2015	Bendigo Bank	Town of Cambridge Parking - National Hazards Conference	4.00	90.50
			Mobile Extras - Car Kit Replacement	139.95	
			Supercheap Autos Midland - Tool Kit for SES Fire Truck	179.00	
			Card Fee	4.00	
			A Bell - Credit Card - October 2015		
			Coles Mundaring - Water Bottles for Chambers Fridge	33.00	
			Coles Mundaring - Water Bottles for Chambers Fridge	33.00	
			Gidgegannup Bakery - Refreshments for Inclusion Wa	20.50	
BPV2389	14/11/2015	Bendigo Bank	Card Fee	4.00	17.06
			C Delmage - Credit Card - October 2015		
			Instapage - Museum Subscription	12.68	
			International Transaction Fee	0.38	
BPV2390	14/11/2015	Bendigo Bank	Card Fee	4.00	892.98
			G Bissett - Credit Card - October 2015		
			Vibe Gidgegannup - Fuel T0000	83.64	
			Gull Gingin - Fuel T0000	94.79	
			City of Perth Parking - Training	21.20	
			WA Planning Commission - Federation Square	572.00	
			City of Vincent Parking - Waterwise Accreditation Seminar	7.50	
			Clark Rubber - Water Test Tablets	10.65	
			City of Fremantle Parking - LGMA Conference	10.00	
			Card Fee	4.00	
			BP Bellevue - Fuel T0000	89.20	
			S Scott - Credit Card - October 2015		
			Caltex Midvale - Fuel T0	69.00	
			Eventbrite - Collaborative Regional Marketing	71.50	
BPV2391	14/11/2015	Bendigo Bank	City of Perth Parking - Meeting with Lawyers	8.00	259.10
			City of Perth Parking - Collaborative Regional Marketing	11.40	
			City of Perth Parking - Meeting with Minister for Water	10.00	
			Red Hot Couriers - Legal Papers to Lawyers	45.30	
			Sail & Anchor Hotel - Refreshments - LGMA State Conference	39.90	

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
BPV2392	14/11/2015	Bendigo Bank	Card Fee	4.00	
			L Vidovich - Credit Card - October 2015		538.79
			Northam Toyota - Parts for T7030	56.03	
			Tony's Auto Wreckers - Wheel & Tyre for T7030	110.00	
			Northam Toyota - Parts for T7168	368.76	
			Card Fee	4.00	
BPV2393	16/11/2015	Commonwealth Bank	Bpoint Fees		43.65
BPV2394	17/11/2015	Commonwealth Bank	Eftpos Fees		27.00
BPV2395	17/11/2015	Bendigo Bank	Eftpos Fee		10.89
BPV2396	18/11/2015	Bendigo Bank	Settlement Fee		7.04
BPV2397	18/11/2015	Bendigo Bank	Settlement Fee		0.11
BPV2398	18/11/2015	Bendigo Bank	Settlement Fee		0.11
BPV2399	19/11/2015	Bendigo Bank	Settlement Fee		0.11
BPV2400	23/11/2015	Commonwealth Bank	IT Hardware & Software Equipment Leasing		1,578.55
BPV2401	25/11/2015	Canon Finance	Merchant Fee		525.00
BPV2402	27/11/2015	Commonwealth Bank	IT Hardware & Software Computer Leasing		1,578.55
BPV2403	30/11/2015	Bendigo Bank	Bank Fees		3.43
12172	17/11/2015	BJ Garvey	Council Crossover Contribution - Lot 227 Harcourt Street		1,375.00
12173	17/11/2015	Old Gaol Museum	Old Gaol Volunteer Reimbursements - December 2015		350.00
12174	17/11/2015	Telstra Corporation Limited	Telephone Charges		4,167.69
12175	17/11/2015	Water Corporation	Water Rates & Usage		26,855.98
12176	17/11/2015	Synergy	Electricity Charges		4,333.40
12177	24/11/2015	Shire of Toodyay	Administration Petty Cash		443.95
			Balloons - Roadwise Grant Funds	58.40	
			Farewell Gift - B Walters	267.85	
			Election Luggage Locks	8.00	
			Plate Changes - T0015	41.70	
			Farewell Card - B Walter	10.00	
			Identity Varification - D Dow	39.00	
			Refreshments - Melbourne Cup Lunch	19.00	
12178	30/11/2015	Commissioner of Police	Old Gaol Gun Licence Renewal		59.00

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
12179	30/11/2015	Department of Transport	Vehicle & Plant Registrations		1,246.00
12180	30/11/2015	Telstra Corporation Limited	Telephone Charges		94.50
12181	30/11/2015	Eric Twine	Monthly Members Attendance Allowance - November 2015		1,064.33
12182	30/11/2015	Toodyay Post Office	Farewell Gift Cards - Jack Lee & Michelle Haynes		430.00
12183	30/11/2015	Kate Wood	Monthly Members Attendance Allowance - November 2015		1,064.33
12184	30/11/2015	Synergy	Electricity Charges		971.60
EFT18970	04/11/2015	Shire of Toodyay Salaries & Wages	Payroll Deductions		1,650.00
EFT18971	17/11/2015	Australia Post	Postage - October 2015		1,812.70
EFT18972	17/11/2015	Avon Skip Bins	Skip Bin - Duke Street Toilet Project		560.00
EFT18973	17/11/2015	Advanced National Services	Contract Cleaning - October 2015		12,988.86
EFT18974	17/11/2015	Australian Taxation Office	BAS Return - October 2015		5,360.00
EFT18975	17/11/2015	Avon Waste	Waste Collection		13,201.75
EFT18976	17/11/2015	Ambassador Apparel	Ranger Uniform		102.30
EFT18977	17/11/2015	Avon Tourism Inc.	Advertising in 2016 Experience Perth Holiday Planner		1,350.00
EFT18978	17/11/2015	Andrew Carr Welding & Carpentry	Brushcutting On Shire Reserve - Lot 49 Beaufort Street		500.00
EFT18979	17/11/2015	Ampac Debt Recovery	Debt Recovery Costs - October 2015		33,377.23
EFT18980	17/11/2015	Boya Equipment P/L	Repairs to Ride on Mower		554.40
EFT18981	17/11/2015	Broderick Waste Solutions Pty Ltd	WTS Management & Transfer of Waste		8,492.79
EFT18982	17/11/2015	John Butler	Visitor Centre Consignment Stock		23.19
EFT18983	17/11/2015	Bunnings Midland	Hardware & Building Products		1,097.10
EFT18984	17/11/2015	Bev Royal	Visitor Centre Consignment Stock		10.15
EFT18985	17/11/2015	Covs Parts	Vehicle & Plant Parts		374.51
EFT18986	17/11/2015	Courier Australia	Freight		97.70
EFT18987	17/11/2015	Civic Legal	Legal Fees		33,455.62
EFT18988	17/11/2015	Frances Kathleen Chitty	Visitor Centre Consignment Stock		72.00
EFT18989	17/11/2015	The Cola Cafe	Refreshments - BFB Training & B Walter Farewell		345.00
EFT18990	17/11/2015	Carving Concrete Construction	Site Mobilisation Skate Park - Stage 2		49,560.50
EFT18991	17/11/2015	Staples Aust	Stationery		408.46
EFT18992	17/11/2015	Complete Building Supplies Wa	Building Materials - Duke Street Toilets		17,849.87
EFT18993	17/11/2015	Alison Cromb	Visitor Centre Consignment Stock		22.27
EFT18994	17/11/2015	Caporn Services	Asbestos Register & Practice Review		640.00

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
EFT18995	17/11/2015	Coast Mac Trailers	Purchase of Mower Trailer & Spare Wheel		7,120.00
EFT18996	17/11/2015	Dunning's	Diesel & ULP		19,981.57
EFT18997	17/11/2015	Landgate	Slip Subscription Annual Charge & Licence Mangement Fee & Valuations		2,525.80
EFT18998	17/11/2015	Daimler Trucks Perth	Brake Shoes, Drums & V Belts		1,963.27
EFT18999	17/11/2015	Digga-West & Earthparts WA	Auger Parts		484.00
EFT19000	17/11/2015	Caltex Toodyay Junction	Water Bottles		161.00
EFT19001	17/11/2015	Electritech Industries	Repairs to Main Switchboard - Showgrounds		1,400.85
EFT19002	17/11/2015	Exclusive Trophies	Engraved Steel Plate - Charcoal Lane Carpark Opening		613.05
EFT19003	17/11/2015	Freemasons Hotel	Accommodation to 12/11/2015		574.05
EFT19004	17/11/2015	Frontline Fire & Rescue Equipment	Brigade Firefighting Equipment		3,515.36
EFT19005	17/11/2015	Floravalley B & B	Accommodation to 12/11/2015		120.15
EFT19006	17/11/2015	Fire Mitigation Services Pty Ltd	Reserve Hazard Reduction Slashing - Toodyay West Road Reserve		1,380.00
EFT19007	17/11/2015	The Farm Shop	Drum Spray Seed		210.75
EFT19008	17/11/2015	Fire & Safety Wa	PPE - Brigades		9,526.09
EFT19009	17/11/2015	Future Logic	IT Support - Endpoint Protection - October 2015		231.00
EFT19010	17/11/2015	Global Spill Control	Oil Bund		3,938.00
EFT19011	17/11/2015	Shire of Gingin	Transfer of LSL Entitlements - Paul Postma		15,012.04
EFT19012	17/11/2015	Grove Wesley Design Art	Anti Dumping Signs & Event Lettering		390.50
EFT19013	17/11/2015	JR & A Hersey	PPE - Brigades		66.00
EFT19014	17/11/2015	Toodyay Hardware & Farm	Hardware		1,884.17
EFT19015	17/11/2015	HJ Plus Research	SOT Benchmark Resident Satisfaction Survey - 50% Deposit		4,125.00
EFT19016	17/11/2015	Hitachi Construction Machinery	Grader Sliders & A/C Condenser		1,149.26
EFT19017	17/11/2015	Ipswich View Homestead B & B	Accommodation to 12/11/2015		124.60
EFT19018	17/11/2015	Glenwarra Development Services	Contract Town Planner Services - October 2015		3,025.00
EFT19019	17/11/2015	Jason Signmakers	Bollards - Charcoal Lane		610.50
EFT19020	17/11/2015	Kleenheat Gas	Annual Gas Cylinder Rental - Connor's Cottage		68.20
EFT19021	17/11/2015	Kwik Copy	Firebreak Notices		656.70
EFT19022	17/11/2015	Air Liquide WA Pty Ltd	Monthly Gas Cylinder Rental		27.60
EFT19023	17/11/2015	G & A Lombardi P/L	Solenoid		234.08
EFT19024	17/11/2015	Graham Eric Mills	Visitor Centre Consignment Stock		30.00
EFT19025	17/11/2015	Micks Fx Electrix	Electrical Works on Shire Buildings		7,295.85

Shire of Toodyay

List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015

Pay/Type	Date	Name	Description	Amount	
EFT19026	17/11/2015	Minda Mia Contracting	Supply & Plant 21 Street Trees & Paving Modification		19,526.60
EFT19027	17/11/2015	LGIS	Adjustment to DFES Co-Location Centre Insurance		1,385.23
EFT19028	17/11/2015	Major Motors P/L	Vehicle Parts		2,132.17
EFT19029	17/11/2015	Moore Stephens	Final Audit Fees 2014/2015 Plus Additional Audit Work		23,254.00
EFT19030	17/11/2015	Mountain Park Retreat	Accommodation to 12/11/2015		756.50
EFT19031	17/11/2015	McLeods Barristers & Solicitors	Legal Expenses - Sale of Lot 17 for Non Payment of Rates		105.48
EFT19032	17/11/2015	Metal Artwork Creations	Name Badges and Councillor Desk Plaques		337.70
EFT19033	17/11/2015	Mitre 10 Northam	Doors & Hardware		364.90
EFT19034	17/11/2015	Applied Industrial Technologies Pty Ltd	Tarp Runner Cable		52.45
EFT19035	17/11/2015	Oliomio Olive & Lavender Farm	Visitor Centre Consignment Stock		14.00
EFT19036	17/11/2015	Fulton Hogan Industries P/L	Coldmix		1,057.54
EFT19037	17/11/2015	RJ Price	Legal Expenses		6,864.00
EFT19038	17/11/2015	PND Automotvie Electrical Service	Plant Repairs		275.29
EFT19039	17/11/2015	Bigair Cloud Managed Services P/L	Internet & Data Charges - November 2015		866.80
EFT19040	17/11/2015	Book Easy Australia	Online Booking Commission - October 2015		204.10
EFT19041	17/11/2015	Radio West Broadcasters	Around the Towns Advertising		88.00
EFT19042	17/11/2015	Reflections Glass & Glazing	Replacement Window - Butterley Cottage (2 Henry Street)		300.95
EFT19043	17/11/2015	Robert Rowbottom	Structural Certification of Retaining Wall - Charcoal Lane Carpark		450.00
EFT19044	17/11/2015	Reids Mech weld	Repairs to Prime Mover & Trailers		1,978.90
EFT19045	17/11/2015	Stewart & Heaton Clothing Co P/L	Brigade PPE		6,522.11
EFT19046	17/11/2015	Swan Magazine	Area Promotion Advertising - August 2015		600.00
EFT19047	17/11/2015	Softrock Solutions Pty Ltd	Spot Gen 3 Devices for RMO, Ranger & Grader Operator		627.00
EFT19048	17/11/2015	Toodyay Express	Freight		528.00
EFT19049	17/11/2015	Toodyay Traders	Hardware		101.60
EFT19050	17/11/2015	Toodyay Herald	Advertising - Monthly Article - November 2015		1,634.60
EFT19051	17/11/2015	Shire of Northam	Building Fees - Retaining Wall - Charcoal Lane Carpark		200.00
EFT19052	17/11/2015	Truck Centre (WA) Pty Ltd	Rear Light Assembly & Number Plate Light		179.14
EFT19053	17/11/2015	Toodyay IGA	Staff Amenities - October 2015		725.25
EFT19054	17/11/2015	Toodyay Newsagency	Newspapers - October 2015		93.50
EFT19055	17/11/2015	Toodyay Bakery & Cafe	Refreshments - BFB Training		16.00
EFT19056	17/11/2015	Toodyay Building & Maintenance Services	Structural Works & Demolish Walls - Duke Street Toilets - Deposit		4,000.00

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
EFT19057	17/11/2015	Toodyay Historical Society	Visitor Centre Consignment Stock		30.00
EFT19058	17/11/2015	Tank Management Services P/L	Ball Baffles - Water Tank		1,845.00
EFT19059	17/11/2015	Road Signs Australia	Street Signs, Bolts & Brackets		594.00
EFT19060	17/11/2015	Toodyay Tyre & Exhaust	Repair & Replacement Tyres		3,546.00
EFT19061	17/11/2015	Toodyay Water Cartage	Cart Water to Emergency Tanks - Recoup from Water Corp		720.00
EFT19062	17/11/2015	Tennant Australia Pty Ltd	Repairs - Green Machine		483.02
EFT19063	17/11/2015	Victoria Hotel Motel	Accommodation to 12/11/2015		224.14
EFT19064	17/11/2015	Visimax	Animal Grasper Tongs		118.50
EFT19065	17/11/2015	WA Safety Tape & Measure	Viper Led Magnetic Beacon		2,160.00
EFT19066	17/11/2015	David & Donielle Watt	Rates Refund - 199 Horseshoe Road		1,469.10
EFT19067	17/11/2015	Woodlands Distributors & Agencies	Dog Litter Bags		261.80
EFT19068	17/11/2015	Wheatbelt Safetywear	Workboots		185.00
EFT19069	17/11/2015	Xplorer Floats	Stock Float - Final Payment		5,000.00
EFT19070	18/11/2015	McLernons	Six Ergonomic Chairs		1,080.00
EFT19071	18/11/2015	Shire of Toodyay Salaries & Wages	Payroll Deductions		1,650.00
EFT19072	18/11/2015	Elan Energy Management	Collection of Old Tyres & Rims from Waste Transfer Station		3,621.51
EFT19073	30/11/2015	Avon Skip Bins	Front Lift Skip Bins - Agricultural Show		308.00
EFT19074	30/11/2015	Autopro Northam	Handwash & Oils		967.40
EFT19075	30/11/2015	All Terrain Services	Dry Hire of Maniton Mt1840A 19/10/2015 - 23/10/2015		6,402.00
EFT19076	30/11/2015	Avon Waste	Waste Collection		25,575.20
EFT19077	30/11/2015	Avon Midland Country Zone of WALGA	Membership Subscription 2015/2016		2,420.00
EFT19078	30/11/2015	Advanced Autologic	Canvas Covers for Emulsion & Ad Blue Pods		1,050.00
EFT19079	30/11/2015	Andrew Carr Welding & Carpentry	Brushcutting - Fowler Rd Coondle Reserve		250.00
EFT19080	30/11/2015	Amber Springs Gardens	Accommodation to 26/11/2015		373.80
EFT19081	30/11/2015	Alans Auto Electrics	Two Single Beacons		374.00
EFT19082	30/11/2015	Arts Toodyay Inc	Old Gaol 150th Anniversary - Entertainment		150.00
EFT19083	30/11/2015	Boc Gases	Changeover Four C Size Oxygen Cylinders		168.32
EFT19084	30/11/2015	Triset Boss Business Forms	5,000 Letterheads with New Logo		936.00
EFT19085	30/11/2015	Broderick Waste Solutions Pty Ltd	WTS Management 11/11/2015 - 24/11/2015		4,290.00
EFT19086	30/11/2015	Biomax Pty Ltd	Six Monthly Maintenance Service of C10 Recycling Biomax System		114.30
EFT19087	30/11/2015	Midland Mowers	Parts - Julimar 2.4		52.20

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
EFT19088	30/11/2015	Bunnings Midland	Tiles, Grout, Anti Slip, Rapidset - Duke Street Toilets		1,853.47
EFT19089	30/11/2015	Baileys Fertilisers	Fertilisers		7,272.10
EFT19090	30/11/2015	Black Wattle Catering	Refreshments - Building Training Meeting, Council Meetings		1,119.00
EFT19091	30/11/2015	Covs Parts	Vehicle & Plant Parts		373.21
EFT19092	30/11/2015	Courier Australia	Freight		211.61
EFT19093	30/11/2015	Country Copiers Northam	Service Photocopier - Library & Depot		1,908.93
EFT19094	30/11/2015	Sally Craddock	Monthly Members Attendance Allowance - November 2015		1,064.33
EFT19095	30/11/2015	Therese Chitty	Monthly Members Attendance Allowance - November 2015		1,475.50
EFT19096	30/11/2015	The Cola Cafe	Refreshments - Council Meeting		460.00
EFT19097	30/11/2015	Staples Aust	Stationery		131.02
EFT19098	30/11/2015	Judy Dow	Monthly Members Attendance Allowance - November 2015		1,064.33
EFT19099	30/11/2015	Shire of Dowerin	Hire of Lighting Tower - Agricultural Show		55.00
EFT19100	30/11/2015	Daimler Trucks Perth	Clutch Kit		802.12
EFT19101	30/11/2015	Dukes Inn	Accommodation to 26/11/2015		146.85
EFT19102	30/11/2015	David Dow	Monthly Members Attendance Allowance - November 2015		3,292.67
EFT19103	30/11/2015	Electritech Industries	Electrical Works to Shire Buildings		7,362.17
EFT19104	30/11/2015	Envisionware P/L	Annual Maintenance		1,053.17
EFT19105	30/11/2015	Forum Advocating Cultural & Eco-Tourism	Heritage Means Business Workshop - M Eberle		105.00
EFT19106	30/11/2015	Freemasons Hotel	Accommodation & B/Fast - EHO		1,091.57
EFT19107	30/11/2015	Fortus Group	Loader Repairs		488.84
EFT19108	30/11/2015	Frames West	Repairs to T0013		275.00
EFT19109	30/11/2015	Fuji Xerox Australia Pty Ltd	Admin Copier Count - October 2015		229.98
EFT19110	30/11/2015	Department of Fire & Emergency Services	ESL Levies - 2nd Quarter		63,313.03
EFT19111	30/11/2015	SF Fitzgerald Plumbing & Gas	Plumbing Works to Shire Building		11,385.75
EFT19112	30/11/2015	Griffiths Architects Pty Ltd	Contract Documents, Plans etc for Repair Work - Mrs O'Reillys Cottage		11,880.00
EFT19113	30/11/2015	Paula Greenway	Monthly Members Attendance Allowance - November 2015		1,064.33
EFT19114	30/11/2015	Grove Wesley Design Art	Magnetic Signs for FCO		1,569.59
EFT19115	30/11/2015	Health Insurance Fund	Payroll Deductions		516.50
EFT19116	30/11/2015	Vodafone Hutchinson Australia P/L	Pager Charges - November 2015		806.30
EFT19117	30/11/2015	JR & A Hersey	Cable Ties, Line Mark & Rags & PPE		912.42
EFT19118	30/11/2015	Toodyay Hardware & Farm	Hardware		51.62

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
EFT19119	30/11/2015	Hitachi Construction Machinery	Inserts - Grader		398.88
EFT19120	30/11/2015	Ipswich View Homestead B & B	Accommodation to 26/11/2015		115.70
EFT19121	30/11/2015	Instant Weighing	Calibrate Loader Scales		825.00
EFT19122	30/11/2015	Glenwarra Development Services	Consultant Planner - November 2015		3,300.00
EFT19123	30/11/2015	Jones's Backhoe Hire	Yellow Sand - Duke Street Toilets		250.00
EFT19124	30/11/2015	G & A Lombardi P/L	Plant Parts		408.22
EFT19125	30/11/2015	Local Government Managers Australia	Aged Friendly Development Day - A Bell		55.00
EFT19126	30/11/2015	State Library of WA	Delivery of Better Beginnings Program & Lost Book Charges		243.20
EFT19127	30/11/2015	McLernons	Office Furniture		456.45
EFT19128	30/11/2015	Westrac Pty Ltd	Filter Straps		19.47
EFT19129	30/11/2015	Minda Mia Contracting	Survey & Design Anzac Park Redevelopment		4,180.00
EFT19130	30/11/2015	LGIS	Crime Insurance Increase 2015/2016		145.72
EFT19131	30/11/2015	Martins Trailer Parts	Dust Caps		56.39
EFT19132	30/11/2015	Mitre 10 Northam	Hardware		100.35
EFT19133	30/11/2015	Applied Industrial Technologies Pty Ltd	Deep Groove Bearings		150.22
EFT19134	30/11/2015	Transpacific Industries Pty Ltd	Collection of Waste Oil from Waste Transfer Station		850.30
EFT19135	30/11/2015	Natures Botanical Products	Sunscreen - Outside Staff		150.04
EFT19136	30/11/2015	Pacific Brands Workwear	Administration Uniforms		71.50
EFT19137	30/11/2015	Oracle Surveys Pty Ltd	Contour Survey - Sport & Recreation Grounds		3,971.00
EFT19138	30/11/2015	Pecan Hill B & B	Accommodation to 26/11/2015		115.70
EFT19139	30/11/2015	Peter Hunt Architect	Modify Master Plan, Completion of Aquatic Centre Design & Completion Of Change Rooms Adjacent To Courts		3,300.00
EFT19140	30/11/2015	Professional Lockservice	Keys & Locks		1,079.66
EFT19141	30/11/2015	Public Transport Authority	Transwa Ticket Sales - October 2015		250.39
EFT19142	30/11/2015	Pnd Automotvie Electrical Service	Electrical Repairs - Coondle Light Tanker		380.05
EFT19143	30/11/2015	Brian Rayner	Monthly Members Attendance Allowance - November 2015		1,064.33
EFT19144	30/11/2015	Reids Mechweld	Manufacture New Six Tonne Reece Hitch - T0009		187.00
EFT19145	30/11/2015	Rowlands TV & Video Services	Radio Repairs - T0023		59.40
EFT19146	30/11/2015	Rent a Fence Aust Pty Ltd	Fencing - Entry Statement		302.50
EFT19147	30/11/2015	Sun Power WA	Water Pump - Brigade		265.00
EFT19148	30/11/2015	Scavenger Supplies	Hydrocarbon Spill Kit for Fuel Bowser		532.40

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
EFT19149	30/11/2015	Shire of Mingenew	LGMA Conference Dinner		62.31
EFT19150	30/11/2015	Specialised Tree Service	Tree Pruning as per Western Power Requirements		880.00
EFT19151	30/11/2015	Safety Equipment Preventative Maintenance	Six Monthly Safety Inspections on Emergency Eye Wash Stations		883.63
EFT19152	30/11/2015	Toodyay Express	Freight		638.00
EFT19153	30/11/2015	Shire of Northam	Disposal of Waste - October 2015		8,460.10
EFT19154	30/11/2015	Toodyay Newsagency	Newspapers - November 2015		88.00
EFT19155	30/11/2015	Toolmart	Wrench, Socket, Stanley Gauge		141.40
EFT19156	30/11/2015	Road Signs Australia	Signs		2,335.30
EFT19157	30/11/2015	Toodyay District Horse & Pony Club	Kidsport Payment		173.95
EFT19158	30/11/2015	Vernice P/L	Hire of Side Tipping Trailer		440.00
EFT19159	30/11/2015	Victoria Hotel Motel	Accommodation to 26/11/2015		35.16
EFT19160	30/11/2015	IT Vision Aust Ltd	Upgrade Data Base		1,143.00
EFT19161	30/11/2015	Western Australian Treasury Corporation	Loan Repayments - Depot & Library		57,676.80
EFT19162	30/11/2015	Rob Welburn	Monthly Members Attendance Allowance - November 2015		1,064.33
EFT19163	30/11/2015	Wheatbelt Safetywear	Workboots - Outside Staff		360.00
EFT19164	30/11/2015	Rosemary Madacsi	Refund of Payment for Debtors Invoice - paid in error		175.00
DD21518.1	03/11/2015	WA Super	Payroll Deductions		17,596.76
DD21518.2	03/11/2015	National Mutual Retirement Fund	Superannuation Contributions		328.87
DD21518.3	03/11/2015	Australian Super	Superannuation Contributions		2,210.55
DD21518.4	03/11/2015	West Scheme Superannuation	Superannuation Contributions		235.04
DD21518.5	03/11/2015	BT Lifetime Super	Superannuation Contributions		129.97
DD21518.6	03/11/2015	Bendigo Superannuation Plan	Superannuation Contributions		119.35
DD21518.7	03/11/2015	Hostplus Super	Superannuation Contributions		194.51
DD21518.8	03/11/2015	BT Super for Life	Superannuation Contributions		205.43
DD21518.9	03/11/2015	Colonial First Choice Employer Super	Superannuation Contributions		209.38
DD21531.1	17/11/2015	WA Super	Payroll Deductions		16,138.41
DD21531.2	17/11/2015	National Mutual Retirement Fund	Superannuation Contributions		328.87
DD21531.3	17/11/2015	Australian Super	Superannuation Contributions		2,267.73
DD21531.4	17/11/2015	Hostplus Super	Superannuation Contributions		278.04
DD21531.5	17/11/2015	West Scheme Superannuation	Superannuation Contributions		235.04
DD21531.6	17/11/2015	BT Lifetime Super	Superannuation Contributions		112.48

Shire of Toodyay					
List of Payments Presented to Council for Period 1 November 2015 to 30 November 2015					
Pay/Type	Date	Name	Description	Amount	
DD21531.7	17/11/2015	Bendigo Superannuation Plan	Superannuation Contributions		106.85
DD21531.8	17/11/2015	BT Super for Life	Superannuation Contributions		205.43
DD21531.9	17/11/2015	Colonial First Choice Employer Super	Superannuation Contributions		209.38
DD21518.1	03/11/2015	BT Business Super	Superannuation Contributions		147.00
DD21531.1	17/11/2015	BT Business Super	Superannuation Contributions		164.15
			Total Payment		934,628.83

IPV/BPV	208,289.86
Trust	7,271.75
EFT	635,188.20
DD Super	41,423.24
Muni Chqs	42,455.78
TOTAL	934,628.83

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SHIRE OF TOODYAY
MONTHLY FINANCIAL REPORT
For the Period Ended 30 November 2015

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

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SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2015

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues							
Governance		\$ 34,000	\$ 19,575	\$ 61,123	\$ 41,548	% 212.25%	▲
General Purpose Funding - Rates	9	5,880,624	5,880,099	5,813,258	(66,841)	(1.14%)	▲
General Purpose Funding - Other		996,200	516,862	710,201	193,339	37.41%	▼
Law, Order and Public Safety		461,600	155,310	108,624	(46,686)	(30.06%)	▼
Health		56,000	46,762	44,404	(2,358)	(5.04%)	▼
Housing		11,000	7,495	10,014	2,519	33.60%	▲
Community Amenities		693,150	659,950	659,693	(257)	(0.04%)	▼
Recreation and Culture		195,850	99,025	85,388	(13,637)	(13.77%)	▼
Transport		116,500	115,625	168,345	52,720	45.60%	▲
Economic Services		412,532	148,863	102,045	(46,818)	(31.45%)	▼
Other Property and Services		169,000	34,785	32,343	(2,442)	(7.02%)	▼
Total Operating Revenue		9,026,456	7,684,351	7,795,439	111,088		
Operating Expense							
Governance		(798,325)	(388,674)	(404,578)	(15,904)	(4.09%)	▼
General Purpose Funding		(355,014)	(122,075)	(306,399)	(184,324)	(150.99%)	▼
Law, Order and Public Safety		(1,426,501)	(473,150)	(433,059)	40,091	8.47%	▲
Health		(241,465)	(122,859)	(132,334)	(9,475)	(7.71%)	▼
Housing		(75,538)	(34,330)	(61,439)	(27,109)	(78.97%)	▼
Community Amenities		(1,266,941)	(547,660)	(534,562)	13,098	2.39%	▲
Recreation and Culture		(1,758,852)	(752,765)	(774,110)	(21,345)	(2.84%)	▼
Transport		(4,876,627)	(2,052,780)	(1,843,357)	209,423	10.20%	▲
Economic Services		(1,192,482)	(496,720)	(553,251)	(56,531)	(11.38%)	▼
Other Property and Services		(195,288)	(122,939)	(162,120)	(39,181)	(31.87%)	▼
Total Operating Expenditure		(12,187,033)	(5,113,952)	(5,205,209)	(91,257)		
Funding Balance Adjustments							
Add back Depreciation		4,626,015	1,927,470	1,832,565	(94,905)	(4.92%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	133,319	69,266	69,681	415	0.60%	▲
Adjust Provisions and Accruals		0	0	22,048	22,048		▲
Net Cash from Operations		1,598,757	4,567,135	4,514,523	(52,612)		
Capital Revenues							
Grants, Subsidies and Contributions	11	1,567,274	676,002	668,976	(7,026)	(1.04%)	▼
Proceeds from Disposal of Assets	8	310,500	176,040	213,865	37,825	21.49%	▲
Total Capital Revenues		1,877,774	852,042	882,841	30,799		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(4,833,412)	(232,927)	(137,278)	95,649	41.06%	▲
Infrastructure - Roads	13	(2,089,609)	(870,535)	(452,350)	418,185	48.04%	▲
Infrastructure - Parks & Recreation	13	(760,000)	(75,000)	(72,658)	2,342	3.12%	▲
Infrastructure - Footpaths	13	0	0	0	0		
Infrastructure - Bridges	13	0	0	0	0		
Infrastructure - Other	13	(258,000)	(82,061)	(29,897)	52,164	63.57%	▲
Plant and Equipment	13	(564,500)	(235,205)	(201,957)	33,248	14.14%	▲
Furniture and Equipment	13	(30,000)	0	0	0		
Total Capital Expenditure		(8,535,521)	(1,495,728)	(894,141)	601,587		
Net Cash from Capital Activities		(6,657,747)	(643,686)	(11,300)	632,386		
Financing							

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 30 November 2015

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Proceeds from New Debentures		0	0	0	0		
Transfer from Reserves	7	513,851	125,976	1,055	(124,921)	99.16%	
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(255,383)	(111,162)	(101,222)	9,940	8.94%	
Transfer to Reserves	7	(360,500)	(233,360)	(236,278)	(2,918)	(1.25%)	
Net Cash from Financing Activities		(102,032)	(218,546)	(336,445)	(117,898)		
Net Operations, Capital and Financing		(5,161,023)	3,704,902	4,166,777	461,875		
Opening Funding Surplus(Deficit)	3	4,228,022	4,228,022	2,433,212	(1,794,810)	(42.45%)	▼
Closing Funding Surplus(Deficit)	3	(933,000)	7,932,924	6,599,989	(1,332,935)		

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

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

Note 2: EXPLANATION OF MATERIAL VARIANCES

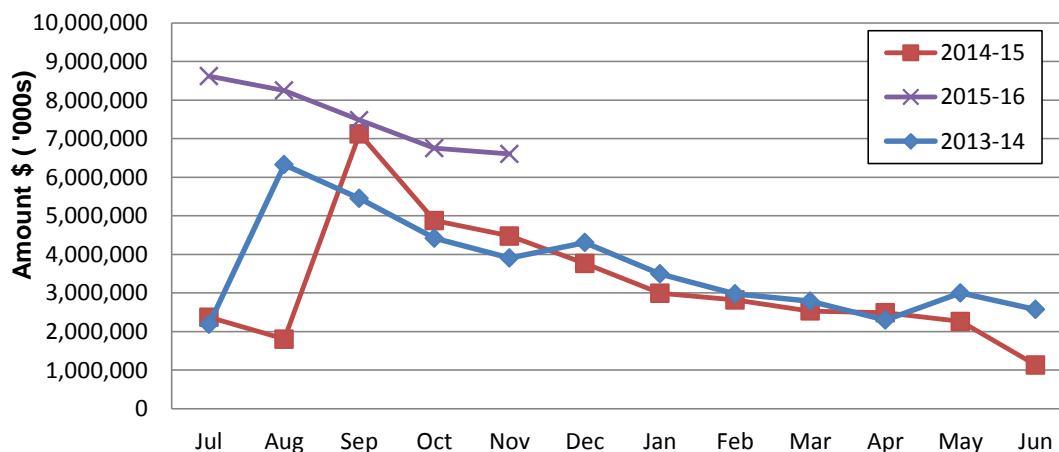
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	41,548	212.25%	▲	Permanent	Insurance Reimbursement from LGIS - may require budget review
General Purpose Funding - Rates	(66,841)	(1.14%)			
General Purpose Funding - Other	193,339	37.41%	▲	Permanent	Increase in debt recovery costs raised against assessments - offset by expense
Law, Order and Public Safety	(46,686)	(30.06%)	▼	Permanent	ESL & SES First Qtr Pymt received 2014/2015 - may require budget review
Health	(2,358)	(5.04%)			
Housing	2,519	33.60%			
Community Amenities	(257)	(0.04%)			
Recreation and Culture	(13,637)	(13.77%)	▼	Timing	Grant funding from EMRC still to be received
Transport	52,720	45.60%	▲	Permanent	Midland Brick Road Contribution received - may require budget review
Economic Services	(46,818)	(31.45%)	▼	Timing	Community Depot Grant income yet to be received
Other Property and Services	(2,442)	(7.02%)			
Operating Expense					
Governance	(15,904)	(4.09%)			
General Purpose Funding	(184,324)	(150.99%)	▼	Permanent	Debt recovery cost recovered in GP revenue - may require budget review
Law, Order and Public Safety	40,091	8.47%			
Health	(9,475)	(7.71%)			
Housing	(27,109)	(78.97%)	▼	Timing	Insurance Premiums - Expense offset
Community Amenities	13,098	2.39%			
Recreation and Culture	(21,345)	(2.84%)			
Transport	209,423	10.20%	▲	Timing	Maintenance work predominantly occurs over cooler months
Economic Services	(56,531)	(11.38%)	▼	Permanent	Increase in Depreciation due to Revaluation - may require budget review
Other Property and Services	(39,181)	(31.87%)	▼	Permanent	Increase in Wages due to position change - may require budget review
Capital Revenues					
Grants, Subsidies and Contributions	(7,026)	(1.04%)			
Proceeds from Disposal of Assets	37,825	21.49%	▲	Timing	Trades yet to occur - relates to purchasing of plant
Capital Expenses					
Land and Buildings	95,649	41.06%	▲	Timing	AROC Aged Care Project not yet commenced
Infrastructure - Roads	418,185	48.04%	▲	Timing	Major construction projects underway or due to commence
Infrastructure - Parks & Recreation	2,342	3.12%			
Infrastructure - Footpaths					
Infrastructure - Bridges					
Infrastructure - Other	52,164	63.57%	▲	Timing	Capital projects not yet commenced/completed
Heritage Assets					
Plant and Equipment	33,248	14.14%	▲	Timing	Purchasing of plant still underway
Furniture and Equipment					
Financing					
Loan Principal	9,940	8.94%			

Shire of Toodyay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 3: NET CURRENT FUNDING POSITION

		Positive=Surplus (Negative=Deficit)		
Note		YTD 30 Nov 2015	30th June 2015	YTD 30 Nov 2014
		\$	\$	\$
Current Assets				
Cash Unrestricted	4	4,545,181	2,153,346	3,061,971
Cash Restricted	4	3,184,837	2,949,648	2,883,657
Receivables - Rates	6	2,280,928	809,491	1,992,255
Receivables -Other	6	57,434	70,344	67,290
Interest / ATO Receivable/Trust				
Inventories		52,332	56,975	38,102
		10,120,712	6,039,805	8,043,274
Less: Current Liabilities				
Payables		(248,618)	(650,754)	(243,460)
Provisions		(547,802)	(545,899)	(511,634)
		(796,420)	(1,196,654)	(755,093)
Less: Cash Reserves	7	(3,184,837)	(2,949,648)	(2,883,657)
Adjustment for Current Borrowings		154,083	255,305	139,373
Adjustment for Cash Backed Liabilities		306,451	284,403	269,525
Net Current Funding Position		6,599,989	2,433,212	4,813,422

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal		661,295				661,295	Bendigo Bank	At Call
Trust				227,927		227,927	Bendigo Bank	At Call
(b) Term Deposits								
Municipal NCD: 1668754	2.55%	932,939				932,939	Bendigo Bank	27.01.16
Municipal NCD: 1733779	2.61%	1,000,000				1,000,000	Bendigo Bank	30.03.16
Municipal TD: 1733754	2.80%	500,000				500,000	Bendigo Bank	30.03.16
Municipal TD: 1733752	2.65%	500,000				500,000	Bendigo Bank	29.01.16
Municipal TD: 1733747	2.65%	500,000				500,000	Bendigo Bank	30.12.15
Municipal NCD: 1712703	2.60%	462,411				462,411	Bendigo Bank	08.12.15
Reserve NCD: 1712689	2.70%		3,184,837			3,184,837	Bendigo Bank	08.03.16
Trust - T83	2.75%			126,454		126,454	Bendigo Bank	19.05.16
Trust - T84	3.10%			197,269		197,269	Bendigo Bank	19.05.16
Trust - T794	2.85%			98,417		98,417	Bendigo Bank	27.08.16
Trust - T12	2.70%			42,453		42,453	Bendigo Bank	05.02.16
Trust - T100	2.85%			125,703		125,703	Bendigo Bank	27.12.15
Trust - T4	2.85%			111,067		111,067	Bendigo Bank	26.12.15
Trust - T114	2.85%			185,050		185,050	Bendigo Bank	26.12.15
Trust - T214	2.85%			43,928		43,928	Bendigo Bank	26.12.15
Trust -T458	2.85%			401,205		401,205	Bendigo Bank	26.12.15
Trust - T793	2.75%			21,441		21,441	Bendigo Bank	26.12.15
Trust - T797	2.85%			29,199		29,199	Bendigo Bank	26.12.15
Trust - T803	2.75%			914,138		914,138	Bendigo Bank	26.04.16
Trust - T804	2.75%			914,138		914,138	Bendigo Bank	26.04.16
Total		4,556,646	3,184,837	3,438,388		11,179,871		

Comments/Notes - Investments

The above totals reflect the actual balance of the bank statements held at the Bank at month end. These balances will not include items such as unrepresented cheques and payments, and monies received by the Shire on the last day of the month.

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 6: RECEIVABLES

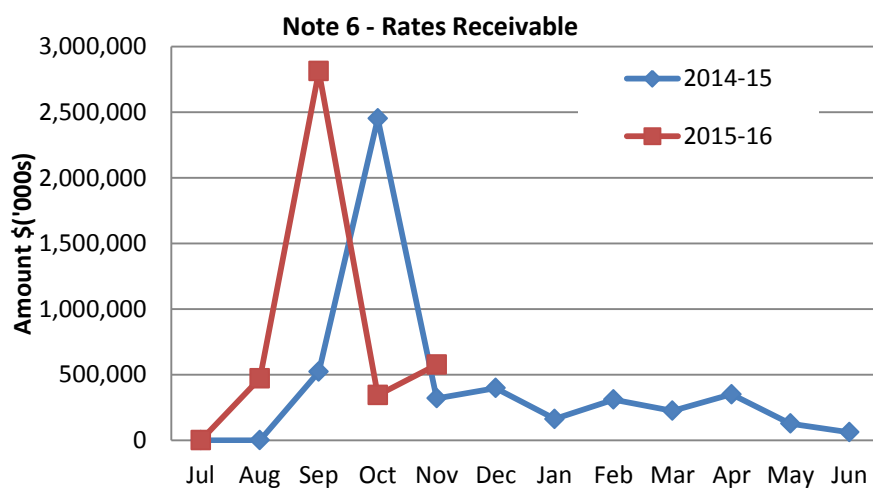
Receivables - Rates Receivable

Opening Arrears Previous Years
Levied this year
Less Collections to date
Equals Current Outstanding

Net Rates Collectable

% Collected

YTD 30 Nov 2015	30 June 2014
\$	\$
784,863	504,766
5,882,414	5,540,470
(4,207,690)	(5,260,373)
2,459,587	784,863
2,459,587	784,863
63.11%	87.02%



Comments/Notes - Receivables Rates

Comments/Notes - Receivables Rates and Rubbish

Current

Legal Action	580,063
Pensioners	217,486
Interim Rates	813
Payment Arrangement	263,432
Employee Direct Debit	4,878
Properties in Receivership	33,728
No Action Required	11,324
Sale of Land LG Act S6.64	44,896
Intent To Summons	19,993
Locate Owners	
Instalment Option	1,114,753
Properties in Credit	(18,124)

Total Current **2,273,242**

Non- Current

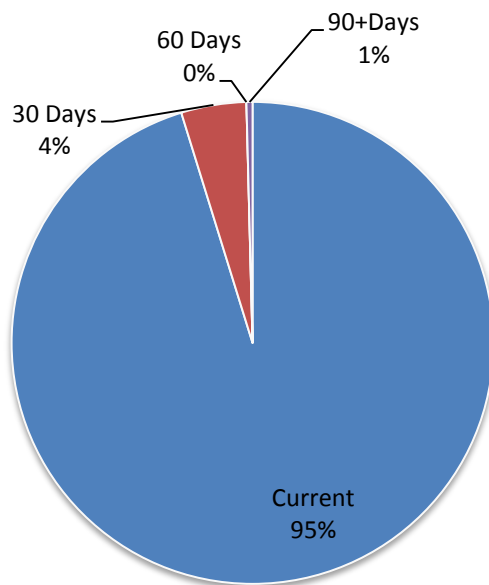
Deferred Pensioners	
(not collectable till Pensioner property is s	184,981
Total	2,458,223

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	87,334	4,012	0	372
Total Receivables General Outstanding				91,718

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

This note reflects Sundry Debtors only. It does not include other debtors such as GST due from the ATO & Pensioner Rebates due from the State.

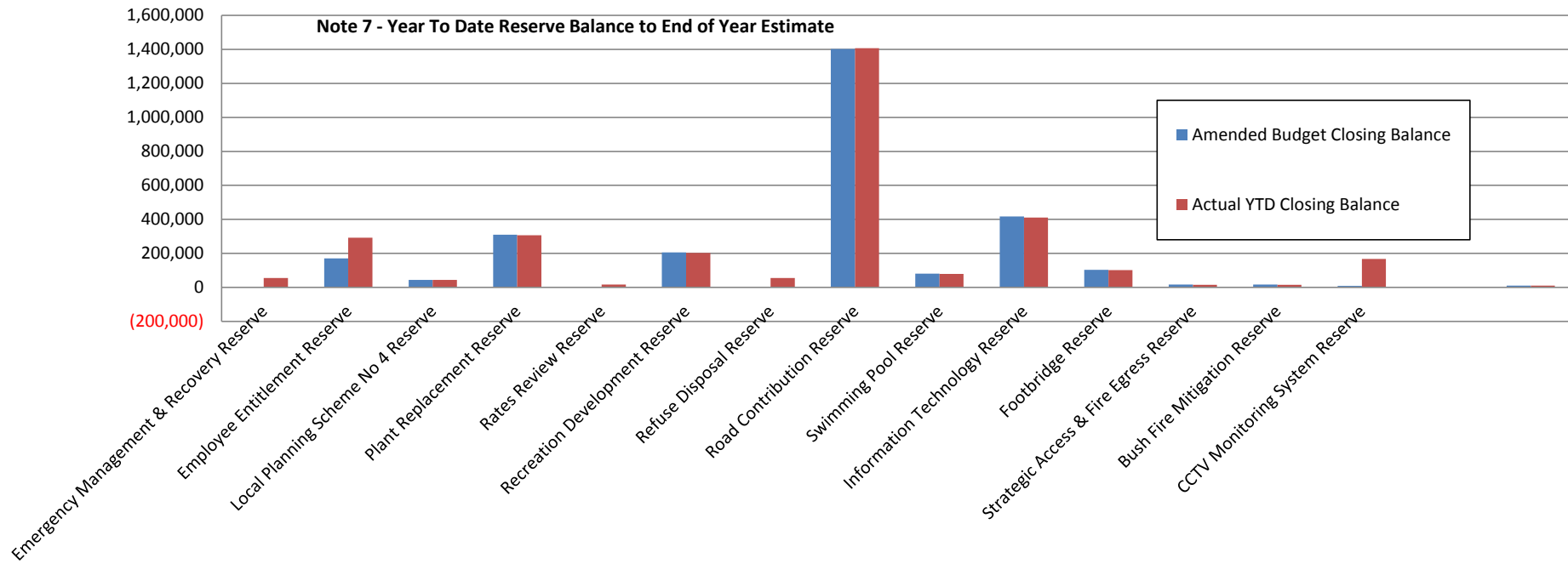
Final Letters	110
Seven Day Letters	0
Debt Collection	0
No Action Required	91,201
Payment Arrangement	0
Payroll Deductions	0
To be Written Off	407
Total Outstanding	91,718

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 7: Cash Backed Reserve

2015-16										
Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Transfer out Reference	Amended Budget Closing Balance	Actual YTD Closing Balance
Anzac 100th Anniversary Reserve	\$ 54,572	\$ 1,000	\$ 393	\$ 0	\$	\$ (55,572)	\$		\$ (0)	\$ 54,965
Asset Development Reserve	289,592	4,000	2,086	2,500		(125,000)	0		171,092	291,677
Emergency Management & Recovery Reserve	38,065	500	274	5,500	5,000				44,065	43,339
Employee Entitlement Reserve	284,403	7,300	2,048	18,700	20,000	0	0		310,403	306,451
Local Planning Scheme No 4 Reserve	16,339	0	118	500		(16,839)	0		0	16,457
Plant Replacement Reserve	181,218	5,000	1,305	19,000	20,000	0			205,218	202,523
Rates Review Reserve	54,464	1,000	394	0		(55,464)	0		0	54,858
Recreation Development Reserve	1,247,444	30,000	8,984	225,000	150,000	(100,000)	0		1,402,444	1,406,428
Refuse Disposal Reserve	73,303	2,000	528	5,000	5,000	0	0		80,303	78,831
Road Contribution Reserve	407,116	8,000	2,932	2,000		0	0		417,116	410,048
Swimming Pool Reserve	100,223	2,500	722	0					102,723	100,945
Information Technology Reserve	10,317	300	74	5,700	5,000				16,317	15,392
Footbridge Reserve	10,317	300	74	5,700	5,000				16,317	15,392
Strategic Access & Fire Egress Reserve	166,029	2,500	1,196	500		(160,000)			9,029	167,226
Bush Fire Mitigation Reserve	10,976	300	79	200		(11,476)	(11,055)		(0)	0
CCTV Monitoring System Reserve	5,267	300	37	5,200	5,000				10,767	10,305
Heritage Asset Reserve	0	500		10,000	10,000				10,500	10,000
	2,949,648	65,500	21,244	305,500	225,000	(524,351)	(11,055)	0	2,796,297	3,184,837

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015



SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals	Amended Current Budget			Comments
					YTD 30 11 2015			
Cost	Accum Depr	Proceeds	Profit (Loss)		Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
\$	\$	\$	\$		\$	\$	\$	
				Plant and Equipment				
				TR008 T6782 2009 Fuso Canter Truck	(16,212)	0	16,212	
				PL043 T6818 Ride-on Vacuum sweeper	(47,520)	0	47,520	
23,300	(7,511)	6,818	(8,971)	MV127 T0015 Mitsubishi Trito Utility	(8,041)	(8,971)	(930)	
8,700	(1,058)	4,545	(3,097)	MV103 T0013 Mitsubishi Triton Utility	(1,000)	(3,097)	(2,097)	
8,600	(1,136)	4,545	(2,919)	MV101 T6480 Mitsubishi Triton Utility	(1,800)	(2,919)	(1,119)	
				MV137 T0 Holden Caprice (CEO)	1,000	0	(1,000)	
				MV135 T0001 Toyota Hilux Dual Cab (R1)	(8,606)	0	8,606	
				MV129 1DVH931 Toyota Hilux Utility (RMO)	(3,196)	0	3,196	
160,000	(34,462)	72,727	(52,811)	PL028 T0008 2006 JD 672D Grader	(46,200)	(52,811)	(6,611)	
14,500	(6,365)	8,000	(135)	PL035 T6435 Kubota F2880 Mower	(135)	(135)	0	
19,500	(7,991)	11,500	(9)	PL039 1CYL243 Kubota Tractor	(9)	(9)	0	
25,675	(8,480)	15,546	(1,740)	MV125 T0002 Hilux Cab Chassis - Rangers	(600)	(1,740)	(1,140)	
							0	
				Land and Buildings				
				L003 Land - Toodyay West Road	0	0	0	
260,275	(67,003)	123,681	(69,681)		(132,319)	(69,681)	62,638	

Comments - Capital Disposal/Replacements

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amend ed Budget Back Rate \$	Amended Budget Total Revenue \$
Differential General Rate											
GRV Residential	12.1925	380	5,234,808	638,254	3,653	0	641,907	638,254	0	0	638,254
GRV - Commercial	14.5307	31	1,238,522	179,966	(1,541)	0	178,425	179,966	0	0	179,966
GRV - Industrial	13.3170	10	193,636	25,786		0	25,786	25,786	0	0	25,786
GRV - Rural	12.1925	1	15,080	1,839		0	1,839	1,839	0	0	1,839
UV - General	0.8763	1,249	240,543,780	2,106,854	(1,249)	1,772	2,107,377	2,106,854	0	0	2,106,854
UV Morangup	0.8763	360	68,465,000	599,958		0	599,958	599,958	0	0	599,958
UV Rural	0.8763	230	152,501,000	1,336,366	(675)	406	1,336,097	1,336,366	0	0	1,336,366
Sub-Totals		2,261	468,191,826	4,889,023	188	2,179	4,891,389	4,889,023	0	0	4,889,023
Minimum Payment	Minimum \$										
GRV Residential	1,225.00	119	636,496	145,775	0	0	145,775	145,775	0	0	145,775
GRV - Commercial	1,225.00	5	26,905	6,125	0	0	6,125	6,125	0	0	6,125
GRV - Industrial	1,225.00	0	0	0	0	0	0	0	0	0	0
GRV - Rural	1,225.00	1	9,672	1,225	0	0	1,225	1,225	0	0	1,225
UV - General	1,225.00	680	73,271,399	833,000	0	0	833,000	833,000	0	0	833,000
UV Morangup	1,225.00	3	195,200	3,675	0	0	3,675	3,675	0	0	3,675
UV Rural	1225.00	1	97,500	1,225	0	0	1,225	1,225	0	0	1,225
Sub-Totals		809	74,237,172	991,025	0	0	991,025	991,025	0	0	991,025
UV Pastoral Concession Concession							5,882,414				5,880,048
Amount from General Rates											0
Ex-Gratia Rates							5,882,414				5,880,048
Rates in advance							0				900
Totals							5,882,414				5,880,948

Comments - Rating Information

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Recreation & Culture								
Loan 65 - Community Centre	66,331		0	9,264	66,331	57,067	0	4,817
Loan 67 - Library Upgrade	355,510		14,777	30,041	340,733	325,469	11,786	25,364
Loan 69 - Library Upgrade	155,640		13,496	27,413	142,144	128,227	4,889	10,354
Loan 72 - Land - Rec Precinct	934,810		0	34,811	934,810	899,999	59	47,353
Loan 73 - Refurbish Courts	86,160		8,980	18,104	77,180	68,056	1,387	3,106
Transport			0					
Loan 68 - Stirling Terrace	101,586		24,195	49,174	77,391	52,412	3,301	6,499
Loan 70 - Footbridge	83,221		2,936	11,997	80,285	71,224	1,178	5,002
Loan 71 - Depot Stage 2	748,308		14,256	28,835	734,052	719,473	16,933	38,431
Economic Services								
Loan 64 - Visitor Centre	102,270		7,076	14,387	95,194	87,883	3,361	7,134
Other Property & Services								
Loan 63 - Bank Building	91,723		6,412	13,025	85,311	78,698	2,873	6,053
Loan 74 - Refurbish Bank Building	87,249		9,094	18,332	78,155	68,917	1,405	3,146
	2,812,808	0	101,222	255,383	2,711,586	2,557,425	47,173	157,259

No new debentures were raised during the reporting period.

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2015-16 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
GENERAL PURPOSE GRANT	Federal Government	Yes	470,000	0			220,910	249,090
ROAD IMPROVEMENT GRANT	Federal Government	Yes	250,000	0			135,396	114,605
Rates - Legal Expenses Recovered	Local Government	Yes	35,000	0			207,297	(172,297)
Royalties To Regions Funding	Local Government	Yes	11,377	0			11,377	(0)
GOVERNANCE								
Recoups - Contributions, Donations & Reimburs			1,000	0			189	811
LEGAL EXPENSES RECOVERED			1,000	0			0	1,000
Grants - Governance			1,000				0	1,000
Administration - Miscellaneous Income			15,000	0			10,196	4,804
Administration - Miscellaneous Income - GST Free			10,000	0			50,575	(40,575)
Governance - Grants			0	0			0	0
LAW, ORDER, PUBLIC SAFETY								
Fire Prevention - Grants	DFES	No	5,000				0	0
FINES & PENALTIES	DFES		15,000				11,075	0
ESL Levy Recoup	DFES	Yes	141,000	0			44,250	96,750
NDRP Program - DFES Grant	DFES		100,000				0	100,000
CCTV	DFES		25,000	0			0	25,000
CESM Recoups	DFES & Shire of Goomalling	Yes	100,000	0			23,223	76,777
Toodyay Districts SES	DFES		20,000	0			0	20,000
Roadwise Income			2,500	0			0	2,500
HEALTH								
Health Inspections Recoup			1,000	0			0	1,000
HOUSING								
Staff Housing Recoups	Local Government	Yes	1,000	0			31	969
Butterley House	Butterley Cottages	Yes	5,000	0			4,263	737
Grants & Subsidies - Aged Care	CLGF / RFR	Yes	0	0			0	0
Grants & Subsidies - Aged Care	Butterly Cottages		750,000	0				750,000
Grants & Subsidies - Aged Care	Shire of Goomalling		200,000	0				200,000
Grants & Subsidies - Aged Care	Shire of Victoria Plains		200,000	0				200,000
COMMUNITY AMENITIES								
Liquid Waste Facility Dividend			10,000	0			0	10,000
Grants & Contributions - Tidy Towns			10,000	0			955	9,045

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2015-16 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
RECREATION AND CULTURE								
Community Centre Recoups	YFC - DLGC	No	1,500	0			98	1,402
DSR Kids Sport Grant Income		Yes	5,000	0			9,000	(4,000)
Rec Insurance		Yes	7,500	0			6,536	964
Toodyay Race Club Reimbursements		Yes	4,000	0			0	4,000
Heritage		Yes	10,000	0			1,935	8,065
Sport & Rec Grants		Yes	70,000	0			19,182	50,818
Youth Advisory Council		Yes	2,000	0			455	1,545
Grant Income - Writers Festival		Yes	3,000				1,668	1,332
EMRC - AVON/IFF Festival		East Metropolitan Reg Council	Yes	30,000	0		0	30,000
Grants Income		East Metropolitan Reg Council	Yes	4,500	0		2,202	2,298
Events Misc			2,500	0		364	2,136	
TRANSPORT								
Operating Grants - Roads	MRWA	Yes	115,000	0			116,600	(1,600)
MRWA Street Light Subsidy		Yes	1,500	0			0	1,500
Road Construction (Private) Contributions		Private	Yes	0	0		0	0
Road Maintenance Contributions		Private	Yes	0	0		51,745	(51,745)
Footpaths		Yes	0	0		0	0	0
Road Program Grant	Main Roads	Yes	771,039	0			380,752	390,287
Roads to Recovery Grant	Dept of Infrastructure	Yes	669,858	0			288,224	381,634
ECONOMIC SERVICES								
Community Depot - Sheds & Access	Wheatbelt NRM	Yes	130,432	0			0	130,432
Community Directory			3,000	0			0	3,000
Tourism & Area Promotion			5,000	0			0	5,000
Community Depot			22,100	0			0	22,100
OTHER PROPERTY & SERVICES								
Public Works Overheads			10,000	0			530	9,470
Workers Compensation			0	0			3,506	(3,506)
Fuel Tax Credits			25,000	0			10,699	14,301
Insurance Reimbursements			0	0			389	(389)
Bank Building Recoups			1,500	0			896	604
Lot 1 A&B Stirling Terrace			71,500	0			0	71,500
Ranger Services			0	0			0	0
				0				
				0				
TOTALS			4,345,806	0	0	0	1,614,514	2,722,367
Operating	Operating		1,743,532				934,161	
Non-Operating	Non-operating		2,602,274				680,353	
			4,345,806				1,614,514	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 12: TRUST FUND

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

Description	Opening Balance 1 Jul 15	Amount Received	Amount Paid	Closing Balance 30-Nov-15
	\$	\$	\$	\$
Qarry rehabilitation Bonds	1,342,125	8,706		1,350,831
Housing bonds	58,978		(10,000)	48,978
Kerb Bonds	10,600		(1,500)	9,100
Key bonds	5,661	100	(50)	5,711
Venue Hire Bonds	8,310	7,600	(8,600)	7,310
Crossover Bonds	94,740		(12,200)	82,540
BCITF	2,433	12,792	(11,853)	3,373
Building Services	4,032	12,190	(9,852)	6,369
Library Bonds	75	100		175
Standpipe bonds	12,610	1,250	(250)	13,610
Road Construction Bonds	30,496			30,496
Other Bonds	2,296	3,958	(960)	5,294
Planning Bonds	42,586	801		43,387
Aged Housing Grant Funds	1,828,275	12,800		1,841,075
	3,443,216	60,296	(55,265)	3,448,248

Level of Completion Indicators

- 0% ○
- 20% ○
- 40% ●
- 60% ●
- 80% ●
- 100% ●

SHIRE OF TOODYAY NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY For the Period Ended 30 November 2015

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	LAND							
	Recreation & Culture							
○	Land - Public Halls & Civic Centres	111352	125,000	(10,000)	0	10,000	0	
	Recreation & Culture Total		125,000	(10,000)	0	10,000	0	
	Total Land		125,000	(10,000)	0	10,000	0	
	BUILDINGS							
	Governance							
○	Admin Building - Capital Renewal	Q147	11,600	4,830	100	(4,730)		
	Governance Total		11,600	4,830	100	(4,730)	0	
	Community Amenities							
	Public Toilets Cnr Duke & Charcoal Lane	Q031	82,000	34,165	58,319	24,154		
	Community Amenities Total Total		82,000	34,165	58,319	24,154	0	
	Health						0	
●	Alma Beard Medical Centre - Building	077251	8,000	8,000	6,860	(1,140)		
	Health Total		8,000	8,000	6,860	(1,140)	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Housing							
●	Clinton Street Duplex - Buildings	Q009	6,000	2,500	8,256	5,756		
○	Aged Care Housing	Q158	4,292,412	0	0	0		
	Housing Total		4,298,412	2,500	8,256	5,756	0	
	Recreation And Culture							
●	Toodyay Community Centre - Building Renewal	Q129	22,000	9,165	10,307	1,142		
	Recreation Precinct - Design & Drawings	113265	0	0	3,286	3,286		
○	Library Renovations	J038	13,200	5,500	1,465	(4,035)		
●	Old Newcastle Goal - Renewal Building & Surrounds	Q133	15,600	6,500	13,485	6,985		
○	Shearing Shed (Wicklow)	Q152	20,000	8,330	6,543	(1,787)		
○	Toilet Upgrade - Duidgee Park	Q150	7,500	3,125	0	(3,125)		
	Recreation And Culture Total		78,300	32,620	35,086	2,466	0	
	Transport							
●	Works & Services Depot - Railway Road - Buildings	J063	15,000	6,250	15,194	8,944		
	Transport Total		15,000	6,250	15,194	8,944	0	
	Economic Services							
○	Visitor Centre - Building Renewal	Q142	5,000	2,080	131	(1,949)		
○	Community Depot - Capital Works - Land & Buildings	Q126	132,500	42,932	710	(42,222)		
	Economic Services Total		137,500	45,012	841	(44,171)	0	
	Other Property & Services							
○	Mrs O'Reillys (Lot 1) 98 Stirling Terrace, Toodyay	J0010	70,000	29,165	12,105	(17,060)		
○	Bendigo Bank - Building Renewal	Q145	7,600	3,165	517	(2,648)		
	Other Property & Services Total		77,600	32,330	12,622	(19,708)	0	
	Buildings Total		4,708,412	165,707	137,278	(28,429)	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Computer Equipment							
	Law Order & Public Safety							
○	CCTV - Closed Circuit Television Camera - Security	053401	30,000	0	0	0		
	Law Order & Public Safety Total		30,000	0	0	0	0	
	Computer Equipment - Total		30,000	0	0	0	0	
	Plant , Equip. & Vehicles							
	Transport	122202		235,205				
○	T6782 2009 Fuso Canter Truck		96,000					
	T4133 Stock Float		10,000		9,092			
○	T6818 Ride-on Vacuum sweeper		125,000					
	Skid Steere Slasher Attachment		10,000		7,800			
●	T0015 Mitsubishi Triton Utility		22,000		22,366			
●	T0013 Mitsubishi Triton Utility		27,000		25,730			
●	T6480 Mitsubishi Triton Utility		22,000		22,093			
○	T0 Holden Caprice (CEO)		49,000					
○	T0001 Toyota Hilux Dual Cab (R1)		40,000					
○	1DVH931 Toyota Hilux Utility (RMO)		42,000					
●	T6435 Kubota F2880 Mower		32,000		27,700			
●	1CYL243 Kubota Tractor		41,000		39,500			
●	T0002 Hilux Cab Chassis - Rangers		34,000		34,704			
●	Small Mower Trailer		8,000		6,472			
●	Emulsion Pump		6,500		6,500			
	Transport Total		564,500	235,205	201,957	0	0	
	Plant , Equip. & Vehicles Total		564,500	235,205	201,957	0	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Roads							
	Transport							
○	Julimar Road - Regional Road Group Construction	A0004	247,532	103,135	400	(102,735)		
○	Morangup Road - Regional Road Group Construction	A0021	32,880	13,700	3,396	(10,304)		
○	Clakcline Toodyay Road - Regional Road Group Construction	A0193	31,680	13,200	3,481	(9,719)		
●	Bindoon Dewars Pool Road - Regional Road Group Construction	A0194	271,261	113,020	126,144	13,124		
○	Toodyay Bindi-Bindi Road - Regional Road Group Construction	A0197	70,800	29,500	7,784	(21,716)		
○	Julimar Road - National Black Spot Program	E0004	334,939	139,545	3,600	(135,945)		
●	Leeming Road - Roads To Recovery	B0009	148,748	61,965	132,521	70,556		
○	Church Gully Road (Rtr)	B0046	270,749	112,800	2,371	(110,429)		
○	Harders Chitty Road - Roads To Recovery	B0048	110,749	46,130	3,678	(42,452)		
○	Henry Street	B0066	20,482	8,530	78	(8,452)		
○	Gevillea Place - Construst & Seal - Rtr	B0107	119,130	49,630	78	(49,552)		
○	Old Plains Road - Own Funds Construction	D0006	46,000	19,165	0	(19,165)		
●	One Man Road	D0037	120,564	50,225	116,312	66,087		
○	Racecourse Road	D0056	15,183	6,310	0	(6,310)		
○	Anzac Ave- Reseals & Car-Park	D0061	10,000	4,165	0	(4,165)		
○	Water Road - Own Resources	D0093	27,610	11,500	3,362	(8,138)		
●	Charcoal Lane Car Park	D0258	50,000	20,830	42,382	21,552		
○	Library - Car Park	D038	37,302	15,525	0	(15,525)		
	Mountain Park Subdivision	J0001	50,000	20,830	0	(20,830)		
	Flora Roads - Bays	J0002	21,000	8,750	1,010	(7,740)		
	Bendigo Bank Car-Park	J055	45,000	18,750	0	(18,750)		
●	Charcoal Lane - Disabled Parking Bays	Q0258	8,000	3,330	5,753	2,423		
○	Transport Total		2,089,609	870,535	452,350	(418,185)	0	
○	Roads Total		2,089,609	870,535	452,350	(418,185)	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Infrastructure - Other							
	Law, Order & Public Safety							
○	Morangup Fire Water Tank	051254	25,000	0	0	0	0	
	Law, Order & Public Safety Total		25,000	0	0	0	0	
	Community Amenities							
	Toodyay Cemetery - Capital Infrastructure Other	Q161	10,000	4,165	0	(4,165)		
	Community Amenities Total		10,000	4,165	0	(4,165)	0	
	Transport							
○	Remediation Of Old Depot Site - Harper Road	Q048	10,000	4,160	2,149	(2,011)	0	
	Remediation Of Old Parks And Gardens Depot	Q163	10,000	4,160	0	(4,160)		
	Works & Services Depot - Infrastructure Other	C063	8,000	3,330	5,013	1,683		
	Transport Total		28,000	11,650	7,162	(4,488)	0	
	Economic Services							
○	Shire Of Toodyay Entry Statements	J0024	35,000	14,580	2,680	(11,900)		
○	Tourist Information Bay	Q136	75,000	22,076	7,852	(14,224)		
🚀🚀🚀🚀	Event Signage	Q153	0	0	2,941	2,941		
	Community Depot - Capital Works - Infrastructure	Q155	55,000	22,915	9,262	(13,653)		
○	Wi-Fi Hot-Spots	Q149	10,000	4,165	0	(4,165)		
	Water Tank / Standpipe Infrastructure	Q154	20,000	8,330	0	(8,330)		
	Economic Services Total		195,000	72,066	22,735	(49,331)	0	
	Infrastructure Other - Total		258,000	87,881	29,897	(53,819)	0	
	Infrastructure - Parks & Recreation							
	Recreation & Culture							
○	Playground Equipment - Installation	Q032	15,000	6,250	0	(6,250)		
○	Duidgee Park Skate Park Stage 2	Q127	150,000	62,500	45,205	(17,295)		
○	Repair & Resurface Courts & Lights	Q151	30,000	12,500	1,931	(10,569)		
	Recreation Precinct - Site Works	Q159	500,000	208,330	3,971	(204,359)		

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 30 November 2015

Note 13: CAPITAL ACQUISITIONS

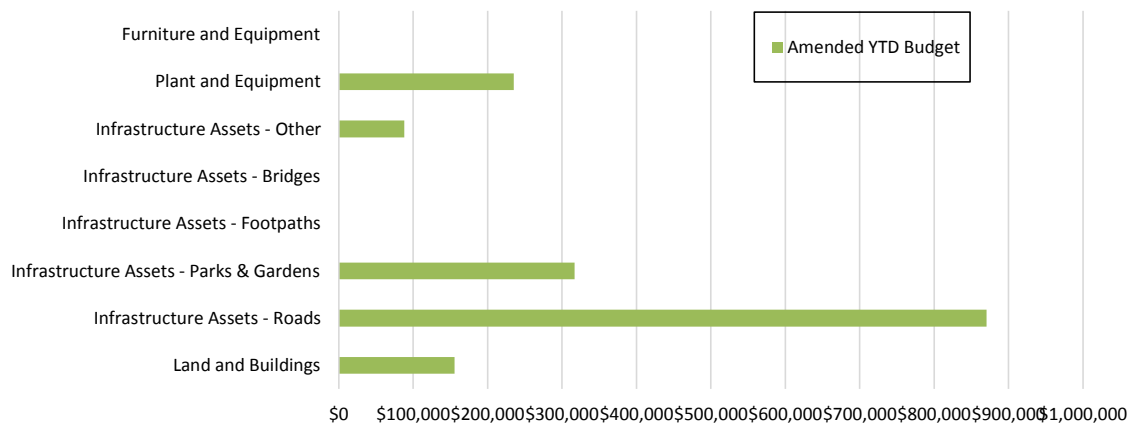
Level of Completion Indicator	Infrastructure Assets		Amended Annual Budget	Amended YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
○	Water Tank - Sports Oval	Q160	15,000	6,250	0	(6,250)		
	Anzac Park - 100Th Anniversary Upgrade	Q162	30,000	12,500	3,800	(8,700)		
	Recreation & Culture Total		740,000	308,330	54,907	(253,423)	0	
	Transport							
	Town Beautification - Street Trees	Q140	20,000	8,330	17,751	9,421		
	Transport Total		20,000	8,330	17,751	9,421	0	
	Infrastructure Other - Total		760,000	316,660	72,658	(244,002)	0	
	Capital Expenditure Total		8,535,521	1,665,988	894,141	(734,434)	0	

SHIRE OF TOODYAY
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 30 November 2015

YTD 30 11 2015					
Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$
Land and Buildings	13	137,278	155,707	4,833,412	(18,429)
Infrastructure Assets - Roads	13	452,350	870,535	2,089,609	(418,185)
Infrastructure Assets - Parks & Gardens	13	72,658	316,660	760,000	(244,002)
Infrastructure Assets - Footpaths	13	0	0	0	0
Infrastructure Assets - Bridges	13	0	0	0	0
Infrastructure Assets - Other	13	29,897	87,881	258,000	(57,984)
Plant and Equipment	13	201,957	235,205	564,500	(33,248)
Furniture and Equipment	13	0	0	30,000	0
Capital Expenditure Totals		894,141	1,665,988	8,535,521	(771,847)

Comments and graphs

Capital Expenditure Program YTD



Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>GENERAL PURPOSE FUNDING - RATES</u>										
<u>OPERATING EXPENDITURE</u>										
031208	Rates Written Off		(500)		(205)		(310)	(105)	(51.41%)	
031209	Administration Allocation - Rates		(117,903)		(49,125)		(63,588)	(14,463)	(29.44%)	▼
031210	Rates - Wages & Salaries		(35,020)		(14,590)		(13,391)	1,199	8.22%	
031211	Rates - Other Employee Costs		(2,000)		(830)		(1,381)	(551)	(66.38%)	
	- Insurance									
	- Other									
031212	Conferences & Training - Rates		(1,000)		0		0	0		
031213	Rates - Superannuation		(3,327)		(1,385)		(1,464)	(79)	(5.74%)	
031215	Postage		(5,500)		(2,290)		(2,986)	(696)	(30.41%)	
	- Rates Notices - 3,000									
	- Instalments Notices x 3 - 2,500									
031216	Rating Valuations		(35,000)		0		(962)	(962)		
	- GRV Valuations - 2,500									
	- UV Valuations - 30,000									
	- Interim Valuations - 2,500									
031217	Title Searches		(1,000)		0		(172)	(172)		
031218	Legal Expenses		(25,000)		(25,000)		(184,997)	(159,997)	(639.99%)	▼
	- Debt Collection Costs - 25,000									
031219	Rates Review		(60,000)		0		0	0		
	- VGO Valuations - 55,000									
	- Postage & Community Consult - 5,000									
			(286,250)		(93,425)		(269,252)	(175,827)		
<u>OPERATING REVENUE</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
031301	Rates Levied - All Areas	5,879,724		5,879,724		5,876,662		(3,062)	(0.05%)	
031302	Ex Gratia Rates	900		375		955		580	154.71%	
031303	Interest On Outstanding/Overdue Rates	50,000		25,000		28,234		3,234	12.94%	
031304	Back Rates - Levied	0		0		2,179		2,179		
031305	Instalment Charges	25,000		25,000		23,873		(1,127)	(4.51%)	
031306	Rates - Administration Fee	20,000		20,000		18,318		(1,683)	(8.41%)	
031307	Rates - Property Account Enquiries	22,000		9,165		16,074		6,909	75.38%	▲
031308	Rates - Payment Plan Administration Fee	3,500		1,455		1,527		72	4.98%	
031309	Rates Paid In Advance	0		(50,000)		(66,538)		(16,538)	(33.08%)	▼
031330	Sale Of Electoral Rolls & Maps	200		80		0		(80)	(100.00%)	
031331	Rates - Legal Expenses Recovered	35,000		14,580		207,297		192,717	1321.79%	▲
031332	ESL - Administration Fee	4,500		1,875		0		(1,875)	(100.00%)	
		6,040,824		5,927,254		6,108,580		181,326		
TOTAL RATES - Operating		6,040,824	(286,250)	5,927,254	(93,425)	6,108,580	(269,252)	5,499		
CAPITAL EXPENDITURE										
031220	Transfer To Rates Review Reserve - Interest		(1,000)		(415)		(394)	21	5.17%	
			(1,000)		(415)		(394)	21		
CAPITAL REVENUE										
031333	Transfer From Rates Review Reserve - Complet Project & Close Reserve	55,464		0		0		0		
		55,464		0		0		0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL RATES - Capital		55,464	(1,000)	0	(415)	0	(394)	21		
TOTAL RATES		6,096,288	(287,250)	5,927,254	(93,840)	6,108,580	(269,646)	5,520		
<u>GENERAL PURPOSE FUNDING - GENERAL PURPOSE GRANTS</u>										
<u>OPERATING EXPENDITURE</u>										
032201	Administration Allocation - General Purpose Funding		(68,764)		(28,650)		(37,146)	(8,496)	(29.66%)	▼
			(68,764)		(28,650)		(37,146)	(8,496)		
<u>OPERATING REVENUE</u>										
032330	General Purpose Grant	470,000		235,000		220,910		(14,090)	(6.00%)	
032331	Road Improvement Grant	250,000		125,000		135,396		10,396	8.32%	
032339	Royalties To Regions Funding	11,377		11,377		11,377		0	0.00%	
	- Bendigo Car Par - 11,377									
	- Refurbish Toilets - 40,000									
	- Charcoal Lane Disabled Parking - 5,000									
		731,377	0	371,377	0	367,683	0	(3,694)		
TOTAL GENERAL PURPOSE GRANTS - Operating		731,377	(68,764)	371,377	(28,650)	367,683	(37,146)	(12,190)		
TOTAL GENERAL PURPOSE GRANTS - Capital		0	0	0	0	0	0	0		
TOTAL GENERAL PURPOSE GRANTS		731,377	(68,764)	371,377	(28,650)	367,683	(37,146)	(12,190)		
<u>GENERAL FINANCE</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	<u>OPERATING REVENUE</u>									
032334	Interest On Investment	50,000		20,830		25,951		5,121	24.59%	▲
032335	Interest On Reserve Accounts	66,000		27,500		21,244		(6,256)	(22.75%)	▼
	TOTAL GENERAL FINANCE - Operating	116,000		48,330		47,195		(1,135)		
	TOTAL GENERAL FINANCE - Capital									
	TOTAL GENERAL FINANCE	116,000	0	48,330	0	47,195	0	(1,135)		
	TOTAL GENERAL PURPOSE FUNDING	6,943,665	(356,014)	6,346,961	(122,490)	6,523,458	(306,792)	(7,805)		
	<u>GOVERNANCE & ADMINISTRATION</u>									
	<u>GOVERNANCE</u>									
	<u>OPERATING EXPENDITURE</u>									
041220	Bad Debts Written Off		(500)		0		0	0		
041201	Aroc Secretariat		(5,000)		0		(128)	(128)		
041202	Memb. Attendance & Allowance		(148,952)		(62,060)		(58,564)	3,496	5.63%	
	<u>Attendance Fees</u>									
	Councillors x 8 - 102,176									
	Shire President x 1 - 19,776									
	<u>ICT Allowance</u>									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	Councillors x 9 - 9,000									
	IT Monthly & Annual Fees - 9,000									
	<u>Travel Expenses</u>									
	Councillors x 9 - 9,000									
041203	Members Conf & Travel Exp		(30,000)		(12,500)		(17,356)	(4,856)	(38.85%)	
041204	Election Expenses		(10,000)		(10,000)		(10,429)	(429)	(4.29%)	
041205	Shire Presidents Allowance		(25,454)		(10,605)		(8,223)	2,382	22.46%	
	- President's Allowance - 20,363									
	- D/Pres Allowance - 5,091									
041207	Refreshments & Functions - Councillors		(15,000)		(6,250)		(5,067)	1,183	18.93%	
041208	Refreshments & Functions - Staff		(15,000)		(6,250)		(3,477)	2,773	44.37%	
041210	Members Insurance		(10,000)		(4,165)		(7,431)	(3,266)	(78.41%)	
041211	Subscriptions		(30,000)		(30,000)		(29,655)	345	1.15%	
	- Avon Midland WALGA Zone - 2,000									
	- WALGA Assoc M/Ship - 10,000									
	- WALGA Procurement - 2,000									
	- Linking Councils & Communities - 5,000									
	- WALGA Local Laws Service - 1,000									
	- LGMA - 2,000									
	- Miscellaneous - 2,000									
041212	Governance Miscellaneous Expenses		(3,000)		(1,250)		(2,218)	(968)	(77.43%)	
041213	Printing & Stationery		(3,000)		(1,250)		(576)	674	53.92%	
041214	Advertising		(25,000)		(10,415)		(7,691)	2,724	26.16%	
041218	Administration Allocation - Governance		(283,419)		(118,090)		(152,979)	(34,889)	(29.54%)	▼
041219	Audit Fees		(45,000)		(20,000)		(22,090)	(2,090)	(10.45%)	
041222	Legal Fees		(60,000)		0		0	0		
000312	Deprec Of Assets-Members		(12,000)		(5,000)		(8,509)	(3,509)	(70.18%)	
041223	Local Laws Review		(5,000)		(2,080)		0	2,080	100.00%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
041228	Integrated Strategic Plan/S - Review SCP & CBP - Review Asset Mgmt, WMP & LTFP		(40,000)		(10,000)		(9,250)	750	7.50%	
			(766,325)		(309,915)		(343,643)	(33,728)		
<u>OPERATING REVENUE</u>										
041320	Recoups - Contributions, Donations & Reimbursements	1,000		415		189		(226)	(54.52%)	
041321	Grants - Governance	1,000		0		0		0		
		2,000		415		189		(226)		
TOTAL GOVERNANCE (Operating)		2,000	(766,325)	415	(309,915)	189	(343,643)	(33,955)		
<u>CAPITAL EXPENDITURE</u>										
041252	Transfer To Anzac 100Th Reserve - Interest		(1,000)		(415)		(393)	22	5.30%	
			(1,000)		(415)		(393)	22		
<u>CAPITAL REVENUE</u>										
041324	Transfer From Anzac 100Th Anniversary Reserve - Complete Projects & Close Reserve - ANZAC Park Upgrade - 30,000 - Wicklow Sharing Shed - 20,000	55,572		0		0		0		
		55,572		0		0		0		
TOTAL GOVERNANCE (Capital)		55,572	(1,000)	0	(415)	0	(393)	22		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL GOVERNANCE		57,572	(767,325)	415	(310,330)	189	(344,036)	(33,933)		
<u>GOVERNANCE & ADMINISTRATION</u>										
<u>ADMINISTRATION</u>										
<u>OPERATING EXPENDITURE</u>										
042201	Administration - Salaries & Wages		(865,126)		(360,465)		(350,859)	9,606	2.66%	
042202	Administration - Lsl Provision		(20,000)		(20,000)		(15,012)	4,988	24.94%	
042204	Superannuation - Administration & Governance		(81,711)		(34,045)		(38,036)	(3,991)	(11.72%)	
042205	Administration - Insurance		(37,954)		(37,954)		(86,098)	(48,144)	(126.85%)	▼
	- Workers Compensation									
	- Income Protection									
042206	Administration Staff - Fbt		(25,000)		(12,500)		(12,020)	480	3.84%	
042207	Administration - Conferences & Training		(20,000)		(8,330)		(13,249)	(4,919)	(59.05%)	
042208	Employment Costs - Advertising		(10,000)		(4,165)		(2,736)	1,429	34.31%	
042209	Administration - Uniforms		(6,000)		(2,500)		(616)	1,884	75.37%	
042210	Administration Office - Maintenance & Surrounds		(85,000)		(35,390)		(36,070)	(680)	(1.92%)	
042211	Administration - Printing & Stationery		(25,000)		(10,415)		(10,070)	345	3.31%	
042212	Administration - Telephone & Internet		(45,000)		(18,750)		(13,535)	5,215	27.82%	▲
042213	Office Equipment - Maintenance & Minor Purchase		(40,000)		(16,665)		(9,872)	6,793	40.76%	▲
042214	Bank Fees & Charges		(20,000)		(8,330)		(8,949)	(619)	(7.43%)	
042215	Administration - Postage & Freight		(5,000)		(2,080)		(1,867)	213	10.22%	
042216	Administration - Computer - Hardware & Software		(80,000)		(60,000)		(61,946)	(1,946)	(3.24%)	
	- Annual Synergy Licence									
	- IT Support: Hardware & Software									
042217	Administration - Vehicle Expenses		(10,000)		(4,165)		(2,039)	2,126	51.04%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
042218	Administration - Legal Expenditure		(5,000)		(5,000)		(122,134)	(117,134)	(2342.68%)	▼
042219	Consultants/Special Projects		0		0		0	0		
042220	Administration - Miscellaneous Expenditure		(30,000)		(12,500)		(16,944)	(4,444)	(35.55%)	
	- Insurance Inc Public Liability									
	- Risk Management									
	- Workplace Solutions									
	- WALGA Tax Service									
	- Miscellaneous									
042222	Osh - Investigations & Monitoring		(10,000)		(4,165)		(627)	3,538	84.95%	
000772	Administration - Depreciation		(91,478)		(38,115)		(57,101)	(18,986)	(49.81%)	▼
00B402	Less Administration Allocation		1,480,269		616,775		798,845	182,070	(29.52%)	
			(32,000)		(78,759)		(60,935)	17,824		
<u>OPERATING REVENUE</u>										
042331	Legal Expenses Recovered	1,000		415		0		(415)	(100.00%)	
042333	Photocopying	1,000		415		164		(251)	(60.44%)	
042334	Administration - Miscellaneous Income	20,000		8,330		10,196		1,866	22.40%	
042342	Administration - Miscellaneous Income - Gst Free	10,000		10,000		50,575		40,575	405.75%	▲
		32,000		19,160		60,935		41,775		
TOTAL ADMINISTRATION (Operating)		32,000	(32,000)	19,160	(78,759)	60,935	(60,935)	59,599		
<u>CAPITAL EXPENDITURE</u>										
042254	Transfer To Employee Entitlement Reserve - Administration		(13,000)		0		0	0		
	- Interest & 10,000 transfer									
042255	Transfer To Information Technology Reserve		(6,000)		(6,000)		(5,074)	926	15.43%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
042400	- Interest & 5,000 transfer									
042401	Administration - Computer Hardware & Software		0		0		0	0		
	Admin Building - Old Court House, Feinnes St		(11,600)		(4,830)		(100)	4,730	97.93%	
	- Air Con Replace - 5,000									
	- Donga Roof Leak Repairs - 6,600									
			(30,600)		(10,830)		(5,175)	5,655		
CAPITAL REVENUE										
042330	Transfer From Employee Entitlement Reserve	0		0		0		0		
		0		0		0		0		
TOTAL ADMINISTRATION (Capital)		0	(30,600)	0	(10,830)	0	(5,175)	5,655	0	
TOTAL ADMINISTRATION		32,000	(62,600)	19,160	(89,589)	60,935	(66,109)	65,254	0	
TOTAL GOVERNANCE & ADMINISTRATION		89,572	(829,925)	19,575	(399,919)	61,123	(410,145)	31,322		
LAW, ORDER & PUBLIC SAFETY - FIRE PREVENTION										
OPERATING EXPENDITURE										
051200	Strategic Access & Egress		(300,000)		0		0	0		
	- Stage 4A - Majestic Heights - 100,000									
	- Stage 5 - Wabadoo Circle - 200,000									
051201	Mitigation Works - Fire		(20,000)		(8,335)		(3,614)	4,721	56.64%	
	- Morangup Verge Mulching Stage 1 Trial - 15,000									
	- FCO Recommendation 6 Expenses - 5,000									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
051202	Firefighting - Water		(10,000)		(4,165)		(3,834)	331	7.96%	
	- Tank Maintenance - 8,000									
	- Grounds Maintenance - 2,000									
051203	Administration Allocation - Fire Prevention		(26,871)		(11,195)		(14,539)	(3,344)	(29.87%)	
051206	Rangers - Salaries & Wages - Fire		(39,783)		(16,565)		(12,280)	4,285	25.87%	
	- Wages									
	- Superannuation									
	- Uniforms									
	- Training & Conference									
	- Insurance									
051207	Shire Fire-Fighting Vehicle Expenses		(1,000)		(415)		(271)	144	34.79%	
051209	Firebreak Inspections		(10,000)		(4,165)		0	4,165	100.00%	
051210	Fire Prevention - Advertising & Signs		(3,000)		(1,245)		(3,412)	(2,167)	(174.07%)	
051211	Fire Tanks - Maintenance & Operating Expenditure		(6,000)		(2,500)		0	2,500	100.00%	
051212	Firebreaks - Shire Reserves		0		0		(2,467)	(2,467)		
051213	Firebreaks Services - Maintenance		0		0		0	0		
051214	Egress & Access Track - Maintenance		0		0		(639)	(639)		
051215	Firefighting - Shire Resources		(30,000)		(12,495)		(6,448)	6,047	48.40%	▲
	- SMS Message Alert Service - 10,000									
	- Fire Fighting - 20,000									
051218	End Of Year Brigade Function		(3,000)		(1,250)		0	1,250	100.00%	
051220	Brigade Plant & Equip (Less \$1,000)		(5,000)		(2,080)		(3,485)	(1,405)	(67.57%)	
051221	Brigade Plant & Equip Maint		(6,500)		(2,705)		0	2,705	100.00%	
051222	Brigade Vehicles, Trailers Mtce		(65,000)		(27,080)		(35,555)	(8,475)	(31.30%)	▼
051223	Dfes Brigade Buildings - Mntce		(8,500)		(3,530)		(3,498)	32	0.90%	
051224	Brigade Clothing & Access		(20,000)		(15,000)		(15,142)	(142)	(0.95%)	
051225	Brigade Utilities, Rates & Taxes		(15,000)		(6,250)		(5,598)	652	10.43%	
051226	Brigade Other Goods & Services		(5,000)		(2,080)		(1,863)	217	10.41%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
051227	Brigade Insurances		(16,000)		(16,000)		(16,803)	(803)	(5.02%)	
001742	Deprec Of Assets - Fire		(202,468)		(84,360)		(92,915)	(8,555)	(10.14%)	▼
			(793,122)		(221,415)		(222,364)	(949)		
<u>OPERATING REVENUE</u>										
051331	Grant/Contributions - Fire	5,000		0		(4,000)		(4,000)		
051335	Fines & Penalties	15,000		6,250		11,075		4,825	77.20%	
051336	Esl Levy Recoup	141,000		70,500		53,250		(17,250)	(24.47%)	▼
051338	Dfes Recoup For Firefighting	15,000		0		206		206		
051342	Ndrp Program - Dfes Grant - Strategic Access & Egress - NDRP Stage 5 - 50% Wandoo Project	100,000		0		0		0		
051352	Lops - Sale Of Plant & Equipment	0		0		0		0		
		276,000		76,750		60,531		(16,219)		
TOTAL FIRE PREVENTION - Operating		276,000	(793,122)	76,750	(221,415)	60,531	(222,364)	(17,168)		
<u>CAPITAL EXPENDITURE</u>										
051250	Lops - Purchase Plant & Equipment		0		0		0	0		
051254	Lops - Infrastructure Other - Morangup Fire Water Tank 25,000		(25,000)		0		0	0		
051401	Transfer To Reserve - Strategic Fire Acess & Egress		(3,000)		(1,250)		(1,196)	54	4.28%	
051405	Transfer To Reserve - Bushfire Mitigation		(500)		(205)		(79)	126	61.39%	
			(28,500)	0	(1,455)	0	(1,276)	179		
<u>CAPITAL REVENUE</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
051350	Transfer From Reserve - Strategic Access & Egress	160,000		0		0		0		
	- Complete Majestic Heights Project - 100,000									
	- Complete Wandoo Project - 60,000									
051355	Transfer From Reserve - Bush Fire Mitigation	11,476		11,476		11,055		(421)	(3.67%)	
	- RMO Appointed - transfer & Close									
		171,476		11,476		11,055		(421)		
TOTAL FIRE PREVENTION - Capital		171,476	(28,500)	11,476	(1,455)	11,055	(1,276)	(242)		
TOTAL FIRE PREVENTION		447,476	(821,622)	88,226	(222,870)	71,586	(223,640)	(17,410)		
<u>LAW, ORDER & PUBLIC SAFETY - ANIMAL CONTROL</u>										
<u>OPERATING EXPENDITURE</u>										
052201	Rangers - Salaries & Wages - Animal Control		(39,783)		(16,565)		(12,922)	3,643	21.99%	
	- Wages									
	- Superannuation									
	- Uniforms									
	- Training & Conference									
	- Insurance									
052203	Cat Control Expenses		(5,000)		(2,080)		(907)	1,173	56.41%	
	- Stick Scanner & Other Goods									
052205	Other Employment Costs - Animal Control		(2,500)		(1,040)		(1,512)	(472)	(45.40%)	
052207	Dog Control Expenses		(5,000)		(2,080)		(891)	1,189	57.17%	
052208	Maintenance - Dog & Cat Pounds		(4,257)		(1,765)		(1,721)	44	2.50%	
052209	Other Animal Control		(2,000)		(830)		(14)	816	98.27%	
052213	Depreciation - Animal Control		(12,000)		(5,000)		(2,217)	2,783	55.67%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
052214	Administration Allocation - Animal Control		(31,510)		(13,125)		(17,015)	(3,890)	(29.64%)	
052215	Vehicle Expenses - Animal Control		(12,000)		(5,000)		(2,532)	2,468	49.35%	
			(114,050)		(47,485)		(39,731)	7,754		
<u>OPERATING REVENUE</u>										
052321	Fines & Penalties - Dogs, Cats, Parking, Waste & Other	2,000		830		1,123		293	35.28%	
052322	Impound Fees - Dogs, Cats, Parking, Waste & Other	4,000		1,665		582		(1,083)	(65.06%)	
052323	Dog Registration Fees	20,000		20,000		22,677		2,677	13.38%	
052324	Kennel Licences	100		40		0		(40)	(100.00%)	
052325	Fines & Penalties	1,000		415		592		177	42.54%	
052326	Fees & Charges - Other Councils - Dogs, Cats, Parking, Waste & Other	500		205		0		(205)	(100.00%)	
052328	Cat Registration Fees	7,500		3,125		2,843		(283)	(9.04%)	
		35,100		26,280		27,815		1,535		
TOTAL ANIMAL CONTROL - Operating		35,100	(114,050)	26,280	(47,485)	27,815	(39,731)	9,289		
<u>CAPITAL EXPENDITURE</u>										
052211	Cat Pound - Building Expenditure		0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
		0		0		0		0		
	TOTAL ANIMAL CONTROL - Capital	0	0	0	0	0	0	0		
	TOTAL ANIMAL CONTROL	35,100	(114,050)	26,280	(47,485)	27,815	(39,731)	9,289		
	<u>OTHER</u>									
	<u>OPERATING EXPENDITURE</u>									
053201	Employment Expenses - Rangers		(79,566)		(33,145)		(29,778)	3,367	10.16%	
	- Wages									
	- Superannuation									
	- Uniforms									
	- Training & Conference									
	- Insurance									
053203	Telephone Expense		(2,500)		(1,040)		(737)	303	29.13%	
053204	Cctv Operational Expenses		(14,000)		0		(81)	(81)		
053206	Vehicle Expenses - Rangers		(10,000)		(4,165)		(684)	3,481	83.58%	
053207	Administration Allocation - Lops Other		(26,331)		(10,970)		(14,219)	(3,249)	(29.62%)	
053208	Depreciation - Lops - Other		(12,000)		(5,000)		0	5,000	100.00%	
053209	Semc Aware Grant Expenditure		(15,000)		0		0	0		
053210	Roadwise Expenditure		(2,000)		(830)		(1,059)	(229)	(27.59%)	
			(161,397)		(55,150)		(46,558)	8,592		
	<u>OPERATING REVENUE</u>									
053321	Fines & Penalties - Misc	2,500		1,040		1,014		(26)	(2.47%)	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
053322	Income - Misc	500		205		1,041		836	407.76%	
053323	CCTV - Grants & Contributions	25,000		0		0		0		
	- Grant Funded CCTV Extension									
053324	Roadwise Income	2,500		1,040		0		(1,040)	(100.00%)	
		30,500		2,285		2,055		(230)		
TOTAL (LOPS) OTHER - Operating		30,500	(161,397)	2,285	(55,150)	2,055	(46,558)	8,363		
<u>CAPITAL EXPENDITURE</u>										
053401	CCTV - Closed Circuit Television Camera - Security		(30,000)		0		0	0		
	- CCTV Licence Recognition - 5,000									
	- Grant Funds									
053402	Transfer To Cctv Reserve		(5,500)		(5,500)		(5,037)	463	8.42%	
	Interest & 50,000 transfer									
			(35,500)		(5,500)		(5,037)	463		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL (LOPS) OTHER - Capital		0	(35,500)	0	(5,500)	0	(5,037)	463		
TOTAL (LOPS) OTHER		30,500	(196,897)	2,285	(60,650)	2,055	(51,595)	8,825		
<u>EMERGENCY MANAGEMENT</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
OPERATING EXPENDITURE										
054201	Donations & Contributions - Emergency Assistance		0		0		0	0		
054202	Recovery Expenses		0		0		0	0		
054203	Administration Allocation - Emergency Management		(35,401)		(14,750)		(19,092)	(4,342)	(29.44%)	
054204	Cesm - Salaries & Wages & Employment Expenses		(133,742)		(55,715)		(45,093)	10,622	19.06%	▲
	- Wages									
	- Superannuation									
	- Uniforms									
	- Training & Conference									
	- Insurance									
054208	Cesm Vehicle Expenses		(10,000)		(4,165)		(2,864)	1,301	31.23%	
054209	Ses Plant & Equipment (Less \$1000)		(9,000)		(3,750)		(163)	3,587	95.66%	
054210	Ses Plant & Equipment Maintenance		(1,000)		(415)		0	415	100.00%	
054211	Ses Vehicles, Trailers Maintenance		(4,000)		(1,665)		0	1,665	100.00%	
054212	Ses Building - Maintenance		(1,000)		(415)		0	415	100.00%	
054213	Ses Clothing Ppe & Access		0		0		0	0		
054214	Ses Utilities, Rates & Taxes		(2,000)		(830)		0	830	100.00%	
054215	Ses Other Goods & Services		(1,000)		(415)		0	415	100.00%	
054216	Ses Insurance		(2,000)		(830)		0	830	100.00%	
			(199,143)	0	(82,950)	0	(67,213)	15,737		
OPERATING REVENUE										
054335	Cesm - Recoup	100,000		41,665		23,223		(18,442)	(44.26%)	▼
054337	Toodyay District Ses Grant	20,000		8,330		(5,000)		(13,330)	(160.02%)	▼
		120,000		49,995		18,223		(31,772)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL EMERGENCY MANAGEMENT - Operating	120,000	(199,143)	49,995	(82,950)	18,223	(67,213)	(16,035)		
	CAPITAL EXPENDITURE									
054205	Transfer To Emergency Management & Recovery Reserve - Interest & 5,000 transfer		(6,000)		(6,000)		(5,308)	692	11.54%	
			(6,000)		(6,000)		(5,308)	692		
	CAPITAL REVENUE									
		0		0		0		0		
		0		0		0		0		
	TOTAL EMERGENCY MANAGEMENT - Capital	0	(6,000)	0	(6,000)	0	(5,308)	692		
	TOTAL EMERGENCY MANAGEMENT	120,000	(205,143)	49,995	(88,950)	18,223	(72,521)	(15,343)		
	FIRE & LAND MANAGEMENT									
	OPERATING EXPENDITURE									
055401	Reserves Management		(45,000)		(18,750)		(11,556)	7,194	38.37%	▲
055406	Rmo - Wages & Salaries		(73,051)		(30,435)		(28,813)	1,622	5.33%	
055407	Rmo - Vehicle Expenses		(10,000)		(4,165)		(1,875)	2,290	54.98%	
055408	Rmo - Other Employment Expenses		(1,600)		(665)		(3,158)	(2,493)	(374.89%)	
	- Insurance									
	- Uniforms									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
055410	- Other									
055410	Rmo - Superannuation		(6,174)		(2,570)		0	2,570	100.00%	
055412	Rmo - Training		(1,500)		(625)		(55)	570	91.27%	
055413	Administration Allocation - Mitigation		(21,464)		(8,940)		(11,583)	(2,643)	(29.57%)	
		0	(158,789)		(66,150)		(57,040)	9,110		
	<u>OPERATING REVENUE</u>									
		0		0		0		0		
		0		0		0		0		
	TOTAL LAND & FIRE MANAGEMENT - Operating	0	(158,789)	0	(66,150)	0	(57,040)	9,110		
	<u>CAPITAL EXPENDITURE</u>									
			0		0		0	0		
			0		0		0	0		
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		
		0		0		0		0		
	TOTAL LAND & FIRE MANAGEMENT - Capital	0	0	0	0	0	0	0		
	TOTAL LAND & FIRE MANAGEMENT	0	(158,789)	0	(66,150)	0	(57,040)	9,110		
	TOTAL LAW ORDER & PUBLIC SAFETY	633,076	(1,496,501)	166,786	(419,955)	119,679	(444,526)	(5,528)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>HEALTH</u>										
<u>PUBLIC HEALTH</u>										
<u>OPERATING EXPENDITURE</u>										
074201	Health - Salaries & Wages		(77,403)		(32,245)		(25,232)	7,013	21.75%	▲
074204	Health Superannuation		(6,062)		(2,525)		(3,086)	(561)	(22.22%)	
074206	Health - Other Employment Costs		(3,214)		(3,214)		(7,440)	(4,226)	(131.48%)	
	- Insurance									
	- Training									
	- Other									
074207	Vehicle Expenses - Health		0		0		(205)	(205)	0.00%	
074209	Legal Expenses		(5,000)		(2,080)		0	2,080	100.00%	
076201	Analytical Expenses		(1,500)		(625)		(1,026)	(401)	(64.14%)	
074210	Administration Allocation - Public Health		(19,912)		(8,295)		(10,784)	(2,489)	(30.01%)	
074211	Consultant Expenses		(2,000)		(830)		(1,792)	(962)	(115.94%)	
002502	Deprec Of Assets - Health		(27,392)		(11,410)		(13,048)	(1,638)	(14.36%)	
			(142,483)		(61,224)		(62,613)	(1,389)		
<u>OPERATING REVENUE</u>										
074331	Legal Expenses Recoup	1,000		415		0		(415)	(100.00%)	
074332	Health Act Fees,Licences	15,000		6,347		9,404		3,057	48.17%	
		16,000		6,762		9,404		2,642		
TOTAL PUBLIC HEALTH - Operating		16,000	(142,483)	6,762	(61,224)	9,404	(62,613)	1,253		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL EXPENDITURE</u>										
			0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL PUBLIC HEALTH - Capital		0	0	0	0	0	0	0		
TOTAL PUBLIC HEALTH		16,000	(142,483)	6,762	(61,224)	9,404	(62,613)	1,253		
<u>OTHER HEALTH</u>										
<u>OPERATING EXPENDITURE</u>										
077201	Alma Beard Centre		(41,992)		(17,475)		(22,818)	(5,343)	(30.57%)	▼
	- Building Maintenance - 21,864									
	- Garden Maintenance - 10,128									
	- Operational Expenditure - 10,000									
077202	Alma Beard Medical Centre - Rental		(35,000)		(35,000)		(35,000)	0	0.00%	
077203	Administration Allocation - Other Health		(21,990)		(9,160)		(11,903)	(2,743)	(29.94%)	
			(98,982)		(61,635)		(69,720)	(8,085)		
<u>OPERATING REVENUE</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
077330	Alma Beard Medical Centre - Rental	40,000		40,000		35,000		(5,000)	(12.50%)	
		40,000		40,000		35,000		(5,000)		
TOTAL OTHER HEALTH - Operating		40,000	(98,982)	40,000	(61,635)	35,000	(69,720)	(13,085)		
CAPITAL EXPENDITURE										
077251	Alma Beard Medical Centre - Building - Q137 - Air Con Replacement		(8,000)		(8,000)		(6,860)	1,140	14.25%	
			(8,000)		(8,000)		(6,860)	1,140		
CAPITAL REVENUE										
		0		0		0		0		
		0		0		0		0		
TOTAL OTHER HEALTH - Capital		0	(8,000)	0	(8,000)	0	(6,860)	1,140		
TOTAL OTHER HEALTH		40,000	(106,982)	40,000	(69,635)	35,000	(76,581)	(11,946)		
TOTAL HEALTH		56,000	(249,465)	46,762	(130,859)	44,404	(139,194)	(10,693)		
HOUSING										
STAFF HOUSING										
OPERATING EXPENDITURE										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
091201	Lot35, 19 A/B Clinton St		(5,967)		(4,475)		(6,355)	(1,880)	(42.01%)	
091202	Other Staff Housing		(1,000)		(415)		(95)	320	77.03%	
091204	Lot 46/47 Telegraph Road, Toodyay		0		0		(2,487)	(2,487)		
091205	Lot 3 (5) Piesse Street, Connors Cottage		0		0		(312)	(312)		
002602	Deprec Of Assets - Staff		(5,071)		(2,110)		(3,910)	(1,800)	(85.29%)	
002662	Deprec Of Assets-Housing		(62,000)		(25,830)		(43,744)	(17,914)	(69.35%)	▼
			(74,038)		(32,830)		(56,902)	(24,072)		
<u>OPERATING REVENUE</u>										
091330	Shire Owned Housing - Rental Income	5,000		2,080		5,720		3,640	175.00%	
091332	Recoups - Staff Housing	1,000		415		31		(384)	(92.63%)	
		6,000		2,495		5,751		3,256		
TOTAL STAFF HOUSING - Operating		6,000	(74,038)	2,495	(32,830)	5,751	(56,902)	(20,817)		
<u>CAPITAL EXPENDITURE</u>										
091250	Staff Housing - Capital Works - Q009 - Clinton St - Renovate Bathroom - 6,000		(6,000)		(6,000)		(8,256)	(2,256)	(37.60%)	
			(6,000)		(6,000)		(8,256)	(2,256)		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL STAFF HOUSING - Capital		0	(6,000)	0	(6,000)	0	(8,256)	(2,256)		
TOTAL STAFF HOUSING		6,000	(80,038)	2,495	(38,830)	5,751	(65,158)	(23,073)		
<u>OTHER HOUSING</u>										
<u>OPERATING EXPENDITURE</u>										
092203	Butterly House		(1,500)		(1,500)		(4,537)	(3,037)	(202.44%)	
092202	Stirling Tce (O'Reilly)		0		0		0	0		
			(1,500)		(1,500)		(4,537)	(3,037)		
<u>OPERATING REVENUE</u>										
092255	Grants & Subsidies - Aged Care - Butterly Cottages - 750,000 - Shire of Goomalling - 200,000 - Shire of Victoria Plains - 200,000	115,000		0		0		0		
092331	Recoups - Butterly House	5,000		5,000		4,263		(737)	(14.74%)	
		120,000		5,000		4,263		(737)		
TOTAL OTHER HOUSING - Operating		120,000	(1,500)	5,000	(1,500)	4,263	(4,537)	(3,774)		
<u>CAPITAL EXPENDITURE</u>										
092252	Aroc Aged Care Housing Initiative		(4,292,412)		0		0	0		
			(4,292,412)		0		0	0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL OTHER HOUSING - Capital		0	(4,292,412)	0	0	0	0	0		
TOTAL OTHER HOUSING		120,000	(4,293,912)	5,000	(1,500)	4,263	(4,537)	(3,774)		
TOTAL HOUSING		126,000	(4,373,950)	7,495	(40,330)	10,014	(69,695)	(26,846)		
<u>COMMUNITY AMMENITIES</u>										
<u>HOUSEHOLD REFUSE</u>										
<u>OPERATING EXPENDITURE</u>										
101201	Waste Transfer Station		(143,159)		(59,635)		(57,076)	2,559	4.29%	
101202	Disposal Of Refuse		(65,000)		(27,080)		(27,328)	(248)	(0.92%)	
101203	Domestic Refuse Collection		(354,160)		(147,565)		(129,059)	18,506	12.54%	▲
	- Includes fortnightly recycle collection									
	- 450 waste collection - 84,150									
	- 1,130 waste collection - 211,310									
	- 100 commercial collection - 18,700									
	- Monthly tonnage collection fee - 40,000									
101204	Administration Allocation - Household Refuse		(26,152)		(10,895)		(14,140)	(3,245)	(29.78%)	
101205	Waste Initiatives		(5,000)		0		0	0		
	- Review Of Zero Waste Mgmt Plan - 5,000									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
101206	Waste Initiatives Grant To Shire Of Northam		0		0		0	0		
002752	Deprec Of Assets-Rubbish		(8,500)		(3,540)		(4,035)	(495)	(13.99%)	
			(601,971)		(248,715)		(231,637)	17,078		
OPERATING REVENUE										
101330	Domestic Rubbish Collection - Mandatory - Includes fortnightly recycle collection - 450 collections - 103,500	103,500		103,500		99,555		(3,945)	(3.81%)	
101331	Commercial Rubbish Collection - Includes fortnightly recycle collection - 100 collections - 25,000	25,000		25,000		27,500		2,500	10.00%	
101332	Transfer Station Entry Fees - Additional Passes - \$35 each (10 passes) - single tip passes/loads	2,000		830		368		(462)	(55.72%)	
101333	Waste Transfer Station Maintenance - Minimum Rate - \$80 per assesment	250,000		250,000		244,053		(5,947)	(2.38%)	
101334	Domestic Rubbish Collection - Additional - Includes fortnightly recycle collection - 1,130 collections - 259,000	259,900		259,900		268,451		8,551	3.29%	
		640,400		639,230		639,927		697		
TOTAL HOUSEHOLD REFUSE - Operating										
		640,400	(601,971)	639,230	(248,715)	639,927	(231,637)	17,774		
CAPITAL EXPENDITURE										
101252	Transfer To Refuse Reserve - Interest & 5,000 transfer		(7,000)		(7,000)		(5,528)	1,472	21.03%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
			(7,000)		(7,000)		(5,528)	1,472		
	<u>CAPITAL REVENUE</u>									
101350	Transfer From Refuse Reserve	0		0		0		0		
		0		0		0		0		
	TOTAL HOUSEHOLD REFUSE - Capital	0	(7,000)	0	(7,000)	0	(5,528)	1,472		
	TOTAL HOUSEHOLD REFUSE	640,400	(608,971)	639,230	(255,715)	639,927	(237,165)	19,246		
	<u>OTHER REFUSE</u>									
	<u>OPERATING EXPENDITURE</u>									
102201	Administration Allocation - Other Refuse		(36,822)		(15,340)		(19,891)	(4,551)	(29.67%)	
102206	Street Bins Collection		(10,000)		(4,165)		(3,622)	543	13.04%	
102207	Litter Control - Other		(2,000)		(830)		(1,471)	(641)	(77.28%)	
102209	Keep Australia Beautiful - Host National KAB Event		(15,000)		0		0	0		
			(63,822)		(20,335)		(24,985)	(4,650)		
	<u>OPERATING REVENUE</u>									
102332	Litter Infringements	250		100		0		(100)	(100.00%)	
102333	Grants & Contributions - Tidy Towns	10,000		4,165		955		(3,210)	(77.08%)	
		10,250		4,265		955		(3,310)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL OTHER REFUSE - Operating	10,250	(63,822)	4,265	(20,335)	955	(24,985)	(7,960)		
	CAPITAL EXPENDITURE									
			0		0		0	0		
			0		0		0	0		
	CAPITAL REVENUE									
		0		0		0		0		
		0		0		0		0		
	TOTAL OTHER REFUSE - Capital	0	0	0	0	0	0	0		
	TOTAL OTHER REFUSE	10,250	(63,822)	4,265	(20,335)	955	(24,985)	(7,960)		
	COMMUNITY AMMENITIES									
	SEWERAGE									
	OPERATING EXPENDITURE									
			0		0		0	0		
			0		0		0	0		
	OPERATING REVENUE									
103332	Dividend - Nth'M Liquid Waste Fac	10,000		0		0		0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
		10,000		0		0		0		
	TOTAL SEWERAGE - Operating	10,000	0	0	0	0	0	0		
	<u>CAPITAL EXPENDITURE</u>									
			0		0		0	0		
			0		0		0	0		
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		
		0		0		0		0		
	TOTAL SEWERAGE - Capital	0	0	0	0	0	0	0		
	TOTAL SEWERAGE	10,000	0	0	0	0	0	0		
	<u>COMMUNITY SPONSORSHIP</u>									
	<u>OPERATING EXPENDITURE</u>									
104201	Community Grants & Sponsorships		(46,000)		(35,000)		(34,709)	291	0.83%	
	- Discretionary Funds - 5,000									
	- Moondyne Festival - 8,500									
	- Youthcare - 7,500									
	- Christmas Street Party - 5000 & In-kind									
	- Toodyay Race Club - 5,000									
	- Toodyay Festivals Inc - 3,500									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- RSL Sandakan x 2 - 3,000 - Toodyay Cricket Club - 2,500 - Bush Poets Weekend - 1,500 - Toodyay Community Resource Centre - 1,500 - Toodyay Car & Motorcycle Event - 1,000 - Toodyay Ag Sponsorship as per agreement - 1,000 - Toodyay Soccer Club - 1,000									
			(46,000)		(35,000)		(34,709)	291		
<u>OPERATING REVENUE</u>										
104330	Contributions, Donations, Grants & Sponsorships	0		0		0		0		
		0		0		0		0		
TOTAL COMMUNITY SPONSORSHIP - Operating		0	(46,000)	0	(35,000)	0	(34,709)	291		
<u>CAPITAL EXPENDITURE</u>										
			0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL COMMUNITY SPONSORSHIP - Capital		0	0	0	0	0	0	0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL COMMUNITY SPONSORSHIP	0	(46,000)	0	(35,000)	0	(34,709)	291		
	<u>PROTECTION OF THE ENVIRONMENT</u>									
	<u>OPERATING EXPENDITURE</u>									
105201	Environmental Officer - Wages & Salaries		(61,256)		(25,520)		(23,327)	2,194	8.60%	
105202	Environmental Officer - Superannuation		(5,819)		(2,420)		(2,192)	228	9.42%	
105203	Environmental Officer - Employee Costs		(3,938)		(1,635)		(2,923)	(1,288)	(78.79%)	
	- Insurance									
	- Training & Conference									
	- Other									
105204	Environmental Expenditure		(15,000)		(6,250)		(7,611)	(1,361)	(21.77%)	
105205	Admin Alloc - Environment Protection		(19,097)		(7,955)		(10,305)	(2,350)	(29.54%)	
			(105,110)		(43,780)		(46,357)	(2,577)		
	<u>OPERATING REVENUE</u>									
		0		0		0		0		
		0		0		0		0		
	TOTAL PROTECTION OF ENVIRONMENT - Operating	0	(105,110)	0	(43,780)	0	(46,357)	(2,577)		
	<u>CAPITAL EXPENDITURE</u>									
			0		0		0	0		
			0		0		0	0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL PROTECTION OF ENVIRONMENT - Capital		0	0	0	0	0	0	0		
TOTAL PROTECTION OF ENVIRONMENT		0	(105,110)	0	(43,780)	0	(46,357)	(2,577)		
<u>TOWN PLANNING</u>										
<u>OPERATING EXPENDITURE</u>										
106201	Town Planning - Salaries & Wages		(143,654)		(59,855)		(53,966)	5,889	9.84%	
106204	Town Planning - Superannuation		(14,207)		(5,915)		(4,145)	1,770	29.93%	
106205	Town Planning - Other Employee Costs		(10,010)		(9,310)		(11,933)	(2,623)	(28.18%)	
	- Insurance									
	- Training & Conference									
	- Uniforms									
106206	T.Plng Vehicle Expenses		(10,000)		(4,165)		(6,024)	(1,859)	(44.63%)	
106208	Rezoning/Subdivision Expenses		(5,000)		(2,080)		(6,499)	(4,419)	(212.46%)	
106209	T.Plng Misc. Expenses		(2,000)		(830)		(455)	375	45.19%	
	- Advertising									
	- Miscellaneous									
106210	T.Plng Legal Costs		(15,000)		(6,250)		(9,377)	(3,127)	(50.03%)	
106212	Administration Allocation - Town Planning		(49,104)		(20,460)		(26,522)	(6,062)	(29.63%)	▼
106213	Deprec Of Assets - T/P		(5,000)		(2,080)		(3,729)	(1,649)	(79.29%)	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
106216	Contractor Expenses		(50,000)		(20,830)		(14,000)	6,830	32.79%	▲
			(303,975)		(131,775)		(136,650)	(4,875)		
<u>OPERATING REVENUE</u>										
106332	Subdivision Fees	1,500		625		0		(625)	(100.00%)	
106334	T.Plng Misc Fees	25,000		10,415		9,471		(944)	(9.06%)	
	- 3-6 Dog Applications									
	- Planning Applications									
	- Plan Searches									
		26,500		11,040		9,471		(1,569)		
TOTAL TOWN PLANNING - Operating		26,500	(303,975)	11,040	(131,775)	9,471	(136,650)	(6,444)		
<u>CAPITAL EXPENDITURE</u>										
106217	Transfer To Local Planning Scheme No 4 Reserve		(500)		(205)		(118)	87	42.60%	
	- Interest									
			(500)		(205)		(118)	87		
<u>CAPITAL REVENUE</u>										
106338	Transfer From Local Planning Scheme No 4 Reserve	16,839		0		0		0		
	- Complete Project & Close Reserve									
		16,839		0		0		0		
TOTAL TOWN PLANNING - Capital		16,839	(500)	0	(205)	0	(118)	87		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL TOWN PLANNING		43,339	(304,475)	11,040	(131,980)	9,471	(136,768)	(6,356)		
<u>COMMUNITY AMMENITIES</u>										
<u>OTHER COMMUNITY SERVICES</u>										
<u>OPERATING EXPENDITURE</u>										
107201	Cemetery Maintenance		(38,081)		(15,840)		(13,665)	2,175	13.73%	
	- Building Maintenace									
	- Parks & Gardens									
	- Operational/Utilities									
107202	Federation Square Mtce		(15,719)		(6,530)		(6,313)	217	3.32%	
	- Building Maintenace									
	- Parks & Gardens									
	- Operational/Utilities									
107204	Toodyay Railway Station		(19,668)		(8,170)		(4,845)	3,325	40.70%	
107205	Street Furniture		(4,297)		(1,785)		(70)	1,715	96.08%	
107206	War Memorial		(22,758)		(9,465)		(6,286)	3,179	33.59%	
107210	Administration Allocation - Other Community Services		(30,364)		(12,650)		(16,376)	(3,726)	(29.46%)	
107211	Cemetery Operations - Gravedigging Etc		(12,500)		(12,500)		(12,331)	169	1.35%	
003502	Deprec Of Assets-Amenitie		(2,676)		(1,115)		(338)	777	69.71%	
			(146,063)		(68,055)		(60,224)	7,831		
<u>OPERATING REVENUE</u>										
107331	Cemetery Fees (Inc Gst)	5,000		5,000		8,180		3,180	63.60%	
107332	Cemetery Fees (Not Inc Gst)	1,000		415		1,160		745	179.52%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
		6,000		5,415		9,340		3,925		
	TOTAL OTHER COMMUNITY - Operating	6,000	(146,063)	5,415	(68,055)	9,340	(60,224)	11,756		
	<u>CAPITAL EXPENDITURE</u>									
107271	Specialised Buildings - Community Amenities - Capital Works - Q032 Charcoal Lane Toilets		(82,000)		(60,000)		(58,319)	1,681	2.80%	
107273	Toodyay Cemetery - Capital Works - Q161 Survey & Design		(10,000)		(4,165)		0	4,165	100.00%	
			(92,000)		(64,165)		(58,319)	5,846		
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		
		0		0		0		0		
	TOTAL OTHER COMMUNITY - Capital	0	(92,000)	0	(64,165)	0	(58,319)	5,846		
	TOTAL OTHER COMMUNITY SERVICES	6,000	(238,063)	5,415	(132,220)	9,340	(118,542)	17,603		
	TOTAL COMMUNITY AMENITIES	709,989	(1,366,441)	659,950	(619,030)	659,693	(598,527)	20,246		
	<u>RECREATION & CULTURE</u>									
	<u>PUBLIC HALLS</u>									
	<u>OPERATING EXPENDITURE</u>									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
111201	Memorial Hall - Operational & Maintenance Expenditure		(46,622)		(19,425)		(22,285)	(2,860)	(14.72%)	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
111202	Morangup Comm Ctre.		(5,440)		(2,250)		(1,431)	819	36.42%	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
111203	Community Ctre		(54,732)		(22,790)		(28,631)	(5,841)	(25.63%)	▼
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
111204	Administration Allocation - Public Halls		(33,931)		(14,135)		(18,294)	(4,159)	(29.42%)	
161205	Loan 65 - Interest And Charges		(4,817)		(2,005)		(0)	2,005	99.98%	
003522	Deprec Of Assets - Halls		(75,000)		(31,250)		(47,472)	(16,222)	(51.91%)	▼
			(220,542)		(91,855)		(118,112)	(26,257)		
<u>OPERATING REVENUE</u>										
111330	Memorial Hall Rentals	5,000		2,080		1,263		(817)	(39.27%)	
111332	Community Centre Rentals	30,000		30,000		27,704		(2,296)	(7.65%)	
	- Silver Chain									
	- Dept Child Protection									
	- Other Rentals - 5,000									
111333	Community Centre Recoups	1,500		625		98		(527)	(84.36%)	
		36,500		32,705		29,065		(3,640)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL PUBLIC HALLS - Operating		36,500	(220,542)	32,705	(91,855)	29,065	(118,112)	(29,897)		
<u>CAPITAL EXPENDITURE</u>										
111351	Buildings - Public Halls & Civic Centres - Q129 Toodyay Community Centre		(22,000)		(10,000)		(10,307)	(307)	(3.07%)	
111352	Land - Public Halls & Civic Centres - Federation Square		(125,000)		0		0	0		
161256	Loan 65 - Principal - Community Centre, Stirling Terrace		(9,264)		(3,855)		0	3,855	100.00%	
			(156,264)		(13,855)		(10,307)	3,548		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL PUBLIC HALLS - Capital		0	(156,264)	0	(13,855)	0	(10,307)	3,548		
TOTAL PUBLIC HALLS		36,500	(376,806)	32,705	(105,710)	29,065	(128,419)	(26,350)		
<u>RECREATION & CULTURE</u>										
<u>RECREATION & SPORT</u>										
<u>OPERATING EXPENDITURE</u>										
003792	Deprec Of Assets - Sport		(160,517)		(66,880)		(75,786)	(8,906)	(13.32%)	▼
113201	Toodyay Showgrounds - Building Maintenance		(192,918)		(80,280)		(74,595)	5,685	7.08%	

Shire of Toodyay - Operating Statement by Function & Activity
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COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
113202	- Parks & Gardens									
	- Operational/Utilities									
113202	Toodyay Race Course		0		0		(3,122)	(3,122)		
113203	Newcastle Park		(28,624)		(11,905)		(12,490)	(585)	(4.92%)	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
113204	Duke Street North Public Toilets		(17,667)		(7,345)		(5,843)	1,502	20.45%	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
113206	Parks & Gardens Depot		(8,524)		(3,535)		(5,271)	(1,736)	(49.11%)	
113207	Pioneer Arboretum		(4,983)		(2,060)		(2,904)	(844)	(40.96%)	
113208	Railway Wagon Reserve No. 35142		(8,433)		(3,500)		(1,271)	2,229	63.69%	
113210	Wilson Street (Parking) Reserve		(1,606)		(660)		(1,058)	(398)	(60.25%)	
113212	Pelham Reserve		(22,479)		(9,345)		(4,087)	5,258	56.27%	▲
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
113213	Duidee & Stirling Parks		(97,782)		(40,710)		(30,992)	9,718	23.87%	▲
	- Parks & Gardens									
	- Building Maintenance									
	- Pulley System for Banners - 2,000									
113214	Misc Sports Club Facilities		(8,660)		(3,600)		(4,550)	(950)	(26.39%)	
	- Building Maintenance - 2,660									
	- Golf Club Ins Reimburse - 1,000									
	- Tennis Club Ins Reimburse - 1,000									
113215	Miscellaneous Shire Parks & Gardens		(9,990)		(4,050)		(6,675)	(2,625)	(64.82%)	

Shire of Toodyay - Operating Statement by Function & Activity
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COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
113216	Sport & Rec Co-Ordinator		(55,000)		0		(10)	(10)		
	- Sport & rec Coordinator x 3 days									
113221	Admin Allocation - Recreation & Sport		(55,618)		(23,170)		(30,040)	(6,870)	(29.65%)	▼
113225	Kids Sport Program - Grant Expenditure		(5,000)		(2,080)		(4,840)	(2,760)	(132.71%)	
113227	Youth Engagement - Expenditure		(21,000)		(8,750)		(9,428)	(678)	(7.75%)	
	- Inclusion Program									
	- Inclusive Music Program									
113228	Community Grants & Sponsorships - Sport & Rec		(1,000)		(415)		0	415	100.00%	
161214	Loan 72 - Interest - Land -Rec Centre		(47,353)		(19,725)		(59)	19,666	99.70%	▲
161215	Loan 73 - Interest - Tennis & basketball Cts		(3,106)		(1,290)		(1,387)	(97)	(7.56%)	
			(750,260)		(289,300)		(274,409)	14,891		
OPERATING REVENUE										
113330	Showground Rental	2,500		1,040		1,638		598	57.52%	
113332	Club Leases	500		205		300		95	46.34%	
113334	Kids Sport - Grant Income	5,000		2,080		9,000		6,920	332.69%	▲
	- DSR Kids Sport Program - 5,000									
113335	Clubs Insurance	7,500		7,500		6,536		(964)	(12.86%)	
113351	Grants & Contributions	70,000		17,500		19,182		1,682	9.61%	
	- Dept of Communities Youth Eng - 15,000									
	- DSR/CSRFF - Skate Park Construction - 55,000									
113357	Toodyay Race Club - Reimbursement/S	4,000		1,665		0		(1,665)	(100.00%)	
113358	Youth Advisory Council - Income	2,000		830		455		(375)	(45.23%)	
		91,500		30,820		37,110		6,290		
TOTAL REC & SPORT - Operating		91,500	(750,260)	30,820	(289,300)	37,110	(274,409)	21,182		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
CAPITAL EXPENDITURE										
113262	Buildings - Sport & Recreation - Q150 Duidgee Park Toilets - 7,500		(7,500)		(3,125)		0	3,125	100.00%	
113263	Infrastructure - Parks & Recreation - Q151 Court & Lights Refurbish - 30,000 - Q159 Recreation Precinct - 500,000 - Q127 Duidge Pk - Skate Park - 150,000 - Q032 - Playground Equipment Instalation - 15,000 - Q160 Water Tank - Sports Oval - 15,000 - Q162 Anzac Park Upgrade - 30,000		(740,000)		(55,000)		(54,907)	93	0.17%	
113265	Recreation Precinct - Design & Drawings		0		0		(3,286)	(3,286)		
113270	Showgrounds - Pavilion		0		0		0	0		
113274	Transfer To Swimming Pool Reserve - Interest only		(2,500)		0		(722)	(722)		
113275	Transfer To Recreation Development Reserve - 80,000 subject to sale of land - Interest & transfer of 150,000		(255,000)		(160,000)		(158,984)	1,016	0.64%	
161262	Loan 72 - Principal - Recreation Precinct		(34,811)		(14,500)		0	14,500	100.00%	▲
161263	Loan 73 - Principal Payments - Tennis & Ball Courts		(18,104)		(7,540)		(8,980)	(1,440)	(19.10%)	
			(1,057,915)		(240,165)		(226,879)	13,286		
CAPITAL REVENUE										
113350	Transfer From Recreation Development Reserve - Subject to Rec Precinct Site Works	100,000		0			0	0		
113361	Loan Income - Refubish Tennis & Ball Courts	0		0			0	0		
		100,000		0			0	0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL REC & SPORT - Capital	100,000	(1,057,915)	0	(240,165)	0	(226,879)	13,286		
	TOTAL RECREATION & SPORT	191,500	(1,808,175)	30,820	(529,465)	37,110	(501,288)	34,468		
	<u>RECREATION & CULTURE</u>									
	<u>LIBRARIES</u>									
	<u>OPERATING EXPENDITURE</u>									
115201	Library - Salaries & Wages		(144,124)		(60,050)		(64,637)	(4,587)	(7.64%)	
115203	Superannuation (Lib.)		(16,851)		(7,020)		(6,363)	657	9.36%	
115204	Other Emp Costs (Lib.)		(11,274)		(4,690)		(6,913)	(2,223)	(47.40%)	
	- Insurance									
	- Conference & Training									
	- Uniforms									
	- Other									
115205	Library Operating Expenses		(22,500)		(9,375)		(5,374)	4,001	42.68%	
115206	Library Bldg. Maintenance		(33,568)		(13,965)		(12,504)	1,461	10.46%	
115207	Library Office Equipment		(3,500)		(1,455)		(1,855)	(400)	(27.50%)	
115208	Library Book Purchases		0		0		0	0		
115210	Administration Allocation - Library		(29,873)		(12,445)		(16,137)	(3,692)	(29.66%)	
115211	Library - Events		(3,000)		(3,000)		(6,649)	(3,649)	(121.62%)	
	- Writers Festival									
161209	Loan 67 - Interest And Charges		(25,364)		(10,565)		(11,786)	(1,221)	(11.56%)	
161211	Loan 69 - Interest And Charges		(10,354)		(4,310)		(4,889)	(579)	(13.44%)	
004072	Deprec Of Assets-Library		(25,000)		(10,415)		(16,788)	(6,373)	(61.19%)	▼

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
			(325,408)		(137,290)		(153,896)	(16,606)		
	<u>OPERATING REVENUE</u>									
115330	Sale Of Old Library Books	250		100		52		(48)	(47.54%)	
115331	Grants Income	3,000		1,250		1,668		418	33.45%	
	- Writers Festival									
115332	Lib. Photocopying	2,000		830		622		(208)	(25.05%)	
115333	Book Fines	500		205		149		(56)	(27.12%)	
115334	Misc Income	100		40		775		735	1837.28%	
		5,850		2,425		3,267		842		
	TOTAL LIBRARIES - Operating	5,850	(325,408)	2,425	(137,290)	3,267	(153,896)	(15,764)		
	<u>CAPITAL EXPENDITURE</u>									
004314	Library - Computer Software & Hardware		0		0		0	0		
115250	Buildings - Library		(13,200)		0		(1,465)	(1,465)		
	- J0038 Upgrade Lights - 6,600									
	- J0038 Ceiling Repairs - 7,200									
161258	Loan 67 Principal - Library Upgrade 1		(30,041)		(15,021)		(14,777)	244	1.62%	
161261	Loan 69 Principal - Library Upgrade 2		(27,413)		(13,707)		(13,496)	211	1.54%	
			(70,655)		(28,727)		(29,737)	(1,010)		
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		
		0		0		0		0		
	TOTAL LIBRARIES - Capital	0	(70,655)	0	(28,727)	0	(29,737)	(1,010)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL LIBRARIES	5,850	(396,063)	2,425	(166,017)	3,267	(183,633)	(16,773)		
	<u>RECREATION & CULTURE</u>									
	<u>HERITAGE</u>									
	<u>OPERATING EXPENDITURE</u>									
116201	Museum (Gaol) Maintenance		(64,304)		(26,715)		(25,886)	829	3.10%	
116202	Museum Honariums		(5,200)		(2,165)		(2,010)	155	7.16%	
116203	Museum Displays		(3,000)		(1,250)		0	1,250	100.00%	
	- Installation of Central Lighting									
116204	Museum Subscriptions		(400)		(165)		(36)	130	78.48%	
116205	Mus. Conservation Materials		(1,000)		(415)		(46)	369	88.87%	
116206	Museum Volunteer Expenses		(250)		(100)		0	100	100.00%	
116207	Mus. Office Equip & Stationery		(1,500)		(625)		(307)	318	50.81%	
116208	Mus Trng & Workshops		(2,000)		(830)		0	830	100.00%	
116209	Mus. - Marketing/Promotion		(5,000)		(2,080)		(2,948)	(868)	(41.73%)	
	- Brochure & Walk Trail booklet									
	- Brochure Reprint/Yearly Exhibit									
116210	Heritage - Preservation & Conservation		(7,000)		(2,915)		(287)	2,628	90.15%	
	- Restore Heritage Furniture									
	- 150th Anniversary Newcastle Gaol									
116212	Museum Curator - Salaries & Wages		(62,639)		(26,095)		(24,135)	1,960	7.51%	
116214	Museum Curator - Superannuation		(5,951)		(2,475)		(2,289)	186	7.52%	
116215	Museum Curator - Other Employee Costs		(3,979)		(1,655)		(2,861)	(1,206)	(72.85%)	
	- Insurance									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
116217	- Conference & Training									
	- Other									
116217	Heritage Advisory Services		(20,000)		(8,330)		(3,870)	4,460	53.54%	
116218	Administration Allocation - Heritage		(36,541)		(15,225)		(19,731)	(4,506)	(29.60%)	
116219	Cultural Heritage Interp Works		0		0		0	0		
			(218,764)		(91,040)		(84,406)	6,634		
<u>OPERATING REVENUE</u>										
116332	Admissions To Museum	6,500		2,705		3,555		850	31.43%	
116333	Grant Income - Heritage	0		0		0		0		
116335	Recoups - Heritage Council	10,000		4,165		1,935		(2,230)	(53.54%)	
		16,500		6,870		5,490		(1,380)		
TOTAL HERITAGE - Operating		16,500	(218,764)	6,870	(91,040)	5,490	(84,406)	5,254		
<u>CAPITAL EXPENDITURE</u>										
117252	Upgrade To Heritage Buildings		(35,600)		(20,000)		(20,028)	(28)	(0.14%)	
	- Q133 - Upgrade Museum Trade Cell - 9,000									
	- Q133 - Old Gaol - Rising Damp - 6,600									
	- Q152 - Wicklow Shearing Shed - 20,000									
117254	Transfer To Heritage Asset Reserve		(10,500)		(10,500)		(10,000)	500	4.76%	
			(46,100)		(30,500)		(30,028)	472		
<u>CAPITAL REVENUE</u>										
117350	Transfer From Heritage Asset Reserve	0		0		0		0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
		0		0		0		0		
	TOTAL HERITAGE - Capital	0	(46,100)	0	(30,500)	0	(30,028)	472		
	TOTAL HERITAGE	16,500	(264,864)	6,870	(121,540)	5,490	(114,434)	5,726		
	<u>RECREATION & CULTURE</u>									
	<u>CULTURE</u>									
	<u>OPERATING EXPENDITURE</u>									
004222	Depreciation - Assets - Culture		(60,000)		(25,000)		(41,542)	(16,542)	(66.17%)	▼
113209	Toodyay St Aboriginal Reserve		(3,290)		(1,365)		(807)	558	40.90%	
117201	Festivals - Other		(3,000)		(1,235)		(3,072)	(1,837)	(148.78%)	
	- Twilight Movies In The Park - 2,000									
	- Miscellaneous - 1,000									
117202	Avon Descent		(16,500)		(16,500)		(16,175)	325	1.97%	
	- Event in-kind - 5,000									
	- NADA sponsorship - 10,000									
	- Avon Descent - L/holders BBQ - 500									
	- Miscellaneous - 1,000									
117203	Aust. Day Celebrations		(7,515)		(3,130)		0	3,130	100.00%	
	- Community Breakfast, Citizenship Ceremony									
117204	Donegan'S Cottage (Shwgrnds)		(12,027)		(4,985)		(560)	4,425	88.76%	
117205	Parkers Cottage		(12,513)		(5,195)		(824)	4,371	84.14%	
117206	Moondyne Festival		(2,000)		(815)		0	815	100.00%	
117207	Toodyay International Food Festival		(55,105)		(55,105)		(49,944)	5,161	9.37%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- IFF Event Expenses - 40,000									
	- EMRC Admin Fee - 5,000									
	- Maintenance - 2,000									
	- Waste Collection - 1,400									
	- Advertising - Radio & Print - 2,000									
	- Hire Of Toilets/Emptying - 1,500									
	- Miscellaneous - 1,000									
	- Parks & Gardens - 2,205									
117208	Targa West		(2,000)		(830)		(151)	679	81.78%	
117210	Toodyay Ag Show		(8,648)		(3,595)		(8,243)	(4,648)	(129.30%)	
	- Maintenance - 2,000									
	- Waste Mgmt & Toilet Hire - 2,600									
	- Generator Hire - 500									
	- Miscellaneous - 1,000									
	- Parks & Gardens - 2,548									
117211	Xmas Street Party		(10,000)		(4,165)		0	4,165	100.00%	
	- Christmas Decorations - 10,000									
117212	Toodyay Races		(3,000)		(1,250)		0	1,250	100.00%	
	- Insurance (Reimbursed)									
117213	Community Grants & Sponsorships - Culture		(5,000)		(2,080)		(320)	1,760	84.62%	
	- Thank a volunteer Day - 1,500									
	- National Volunteer Week - 500									
	- Stay on your feet - 1,000									
	- Senior's Week - 1,000									
	- Miscellaneous - 1,000									
117214	Administration Allocation - Culture		(40,280)		(16,780)		(21,649)	(4,869)	(29.01%)	
117215	Anzac Commemoration - Expenditure		(3,000)		(1,250)		0	1,250	100.00%	
			(243,878)		(143,280)		(143,287)	(7)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OPERATING REVENUE</u>										
117332	Grant Income	34,500		17,250		0		(17,250)	(100.00%)	▼
	- EMRC - Avon/IFF Festival - 30,000									
	- Thank a volunteer Day - 1,000									
	- National Volunteer Week - 500									
	- Stay on your feet - 1,000									
	- Senior's Week - 1,000									
	- Miscellaneous - 1,000									
117333	Sponsorship - International Food Festival	3,500		2,915		2,638		(277)	(9.50%)	
117334	International Food Festival - Stallholder Fee	5,000		5,000		7,454		2,454	49.09%	
117335	Events - Miscellaneous Income	2,500		1,040		364		(676)	(65.04%)	
		45,500		26,205		10,456		(15,749)		
TOTAL CULTURE - Operating		45,500	(243,878)	26,205	(143,280)	10,456	(143,287)	(15,756)		
<u>CAPITAL EXPENDITURE</u>										
			0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL CULTURE - Capital		0	0	0	0	0	0	0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL CULTURE	45,500	(243,878)	26,205	(143,280)	10,456	(143,287)	(15,756)		
	TOTAL RECREATION & CULTURE	295,850	(3,089,785)	99,025	(1,066,012)	85,388	(1,071,061)	(18,686)		
	<u>TRANSPORT</u>									
	<u>CONSTRUCTION</u>									
	<u>OPERATING EXPENDITURE</u>									
121201	Crossover Contributions		(12,000)		(5,000)		(7,470)	(2,470)	(49.40%)	
121214	Survey ,Design & Audits		(1,000)		(415)		0	415	100.00%	
121216	Administration Allocation - Transport Construction		(65,159)		(27,145)		(35,149)	(8,004)	(29.49%)	▼
161210	Loan 68 - Interest & Charges - Stirling Terrace		(6,499)		(2,705)		(3,301)	(596)	(22.04%)	
161212	Loan 70 - Interest & Charges - Footbridge		(5,002)		(2,080)		(1,178)	902	43.37%	
161213	Loan 71 - Interest & Charges - Depot		(38,431)		(16,005)		(16,933)	(928)	(5.80%)	
004670	Deprec Of Assets Roads		(3,502,207)		(1,459,250)		(1,244,063)	215,187	14.75%	▲
			(3,630,298)	0	(1,512,600)		(1,308,094)	204,506		
	<u>OPERATING REVENUE</u>									
121334	Regional Roads Group (Project) Grants - A0004 Julimar Road - 165,021 - A0021 Morangup Rd - 21,920 - A0193 Clackline-Toodyay Rd - 21,120 - A0194 Bindoon-Dewars Pool - 180,840 - A0197 Toodyay-Bindi Bindi - 47,200	771,039		385,520		380,752		(4,768)	(1.24%)	

Shire of Toodyay - Operating Statement by Function & Activity
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COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
121337	- E0004 Julimar Road - 334,938 Roads To Recovery Grants	669,858		279,105		288,224		9,119	3.27%	
	- B0009 - Leeming Road - 148,748									
	- B0046 Church Gully Rd - 110,750									
	- B0046 Church Gully Rd - 160,000									
	- B0048 Harders-Chitty Rd - 110,749									
	- B0066 Henry St - 20,481									
	- B0107 Grevillea Place - 119,130									
121339	Road Const. (Private) Contribution	0		0		0		0		
		1,440,897		664,625		668,976		4,351		
TOTAL CONSTRUCTION - Operating		1,440,897	(3,630,298)	664,625	(1,512,600)	668,976	(1,308,094)	208,857		
CAPITAL EXPENDITURE										
112122	Footpaths - Construction		0		0		0	0		
121211	Regional Road Group Projects - Grant Funded		(989,092)		(412,100)		(144,805)	267,295	64.86%	▲
	- A0004 - Julimar Road - 247,352									
	- A0021 - Morangup Road - 32,880									
	- A0193 - Clackline Road - 31,680									
	- A0194 - Bindoon Dewars Pool Road - 271,260									
	- A0197 - Toodyay Bindi Bindi Road - 70,800									
	- E0004 Julimar National BSP - 334,938									
121212	Roads To Recovery - Grant Works		(669,858)		(279,055)		(138,726)	140,329	50.29%	▲
	- B0009 - Leeming Road - 148,478									
	- B0046 - Church Gully Road Stage 1- 270,750									
	- B0048 - Harders Chitty Road - 110,749									
	- B0066 - Henry Street - 20,481									

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COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
121213	- B0107 - Grevillea Place - 119,130 Road Construction - Own Resources - D0037 - One Man Road - 120,564 - D0056 - Racecourse Road - 15,182 - D0093 - Waters Road - 27,611 - D0038 - Library Car Park - 37,301 - D0258 Charcoal Lane Car-park - 50,000 - D0061 Solar Lighting - Train Stop Car Park - 10,000 - J0001 Mountain Park Subdivision - 50,000 - J055 Bendigo Bank Car-park - 45,000 - D0006 Old Plains Road - 46,000 - J0002 Flora Bays x 7 - 21,000 *Beach, Forrest, Keating, Morangup Plunkett, Sand Plain & Stirlingia Drive		(422,659)		(176,050)		(163,066)	12,984	7.38%	
122202	Purchase Of Plant & Equipment - T6435 Kubota F2880 Mower - 32,000 - 1CY:243 Kubota Tractor - 41,000 - T0002 Toyota Hilux D/Cab (R2) - 34,000 - Emulsion Pump - 6,500 - Small Mower Trailer - 8,000 - T6782 Fuso Canter Truck - 96,000 - T4133 Stock Float - 10,000 - T6818 Ride On Vacuum Sweeper - 125,000 - Skid Steer Slasher Attachment - 10,000 - T0015 Mitsubishi Triton Utility - 22,000 - T0013 Mitsubishi Triton Utility - 27,000 - T6480 Mitsubishi Triton Utility - 22,000 - T0 Holden Caprice (CEO) - 49,000		(564,500)		(235,205)		(201,957)	33,248	14.14%	▲

Shire of Toodyay - Operating Statement by Function & Activity
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COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
122203	- T0001 Toyota Hilux D/Cab (R1) - 40,000 - 1DVH931 Toyota Hilux D/Cab (RMO) - 42,000 Transfer To Plant Replacement Reserve - Interest		(24,000)		(24,000)		(21,305)	2,695	11.23%	
122205	- Community Bus Replacement Fund - 20,000 Transfer To Road Contribution Reserve - Interest		(10,000)		(4,165)		(2,932)	1,233	29.60%	
122206	Works & Services Depot Facility - Railway Road - J063 - Cooling System for Workshop		(15,000)		(15,000)		(15,194)	(194)	(1.29%)	
122207	Remediation Of Old Depot Sites - Q163 - Parks & Gardens Site - Q048 - Harper Road Site		(20,000)		(2,500)		(2,149)	351	14.04%	
122208	Charcoal Lane - J0258 - IGA Disability Parking Bays		(8,000)		(3,330)		(5,753)	(2,423)	(72.77%)	
122209	Toodyay Townsite - Upgrade - Q140 Street Trees		(20,000)		(20,000)		(17,751)	2,249	11.24%	
123220	Works & Services Depot - Railway Road - C063 Works Depot Oil Bund		(8,000)		(3,330)		(5,013)	(1,683)	(50.53%)	
122211	Transfer To Newcastle Footbridge Reserve - Interest & 5,000 transfer		(6,000)		(2,500)		(5,074)	(2,574)	(102.97%)	
161259	Loan 68 - Principal		(49,174)		(20,485)		(24,195)	(3,710)	(18.11%)	
161269	Loan 70 - Principal Payment		(11,997)		(4,995)		(2,936)	2,059	41.22%	
161270	Loan 71 - Principal Payment - Depot		(28,835)		(12,010)		(14,256)	(2,246)	(18.70%)	
			(2,847,114)		(1,214,725)		(765,113)	449,612		
<u>CAPITAL REVENUE</u>										
122330	Sale Of Plant & Equipment	230,500		96,040		120,593		24,553	25.57%	▲

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- T6782 Fuso Canter Truck - 25,000 - T6818 Ride On Vacuum Sweeper - 10,000 - T0015 Mitsubishi Triton Utility - 8,000 - T0013 Mitsubishi Triton Utility - 6,000 - T6480 Mitsubishi Triton Utility - 5,000 - T0 Holden Caprice (CEO) - 31,000 - T0001 Toyota Hilux D/Cab (R1) - 15,000 - 1DVH931 Toyota Hilux D/Cab (RMO) - 15,000 - T0008 206 JD 672 Grader - 80,000 - T6435 Kubota F2880 Mower - 8,000 - 1CY:243 Kubota Tractor - 11,500 - T0002 Toyota Hilux D/Cab (R2) - 16,000									
		230,500		96,040		120,593		24,553		
	TOTAL CONSTRUCTION - Capital	230,500	(2,847,114)	96,040	(1,214,725)	120,593	(765,113)	474,165		
	TOTAL CONSTRUCTION	1,671,397	(6,477,412)	760,665	(2,727,325)	789,569	(2,073,207)	683,022		
	<u>TRANSPORT</u>									
	<u>MAINTENANCE</u>									
	<u>OPERATING EXPENDITURE</u>									
123201	Road Maintenance		(862,272)		(359,230)		(301,024)	58,206	16.20%	▲
123202	Bridge Maintenance		(93,750)		(39,045)		(71,849)	(32,804)	(84.02%)	▼
	- Annual Maintenance Program									
	- Building Maintenance									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
123205	- Bridge Insurance									
123205	Footpath Maintenance		(9,207)		(3,825)		0	3,825	100.00%	
123206	Lighting Of Streets		(35,000)		(14,580)		(13,653)	927	6.36%	
123207	Road Verge Spraying - Contract		(30,000)		(30,000)		(30,073)	(73)	(0.24%)	
123208	Admin Allocation - Transport Maintenance		(49,874)		(20,780)		(26,921)	(6,141)	(29.55%)	▼
123209	Depot Maintenance		(70,226)		(29,220)		(47,617)	(18,397)	(62.96%)	▼
	- Air Conditioner - Mechanic Office									
	- Building Maintenance									
	- Parks & Gardens Maintenance									
	- Utilities									
	- Insurance									
123210	Roman li Subscription		(6,000)		(6,000)		(6,000)	(0)	(0.00%)	
004870	Deprec Of Assets - Maint		(90,000)		(37,500)		(37,979)	(479)	(1.28%)	
			(1,246,329)		(540,180)		(535,115)	5,065		
<u>OPERATING REVENUE</u>										
123330	MRWA Street Light Subsidy	1,500		625		0		(625)	(100.00%)	
123331	Operating Grants - Roads	115,000		115,000		116,600		1,600	1.39%	
123333	Road Maintenance Contributions	0		0		51,745		51,745		
		116,500		115,625		168,345		52,720		
TOTAL MAINTENANCE - Operating		116,500	(1,246,329)	115,625	(540,180)	168,345	(535,115)	57,785		
<u>CAPITAL EXPENDITURE</u>										
			0		0		0	0		
			0		0		0	0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL MAINTENANCE - Capital		0	0	0	0	0	0	0		
TOTAL MAINTENANCE		116,500	(1,246,329)	115,625	(540,180)	168,345	(535,115)	57,785		
TOTAL TRANSPORT		1,787,897	(7,723,742)	876,290	(3,267,505)	957,914	(2,608,322)	740,807		
<u>ECONOMIC SERVICES</u>										
<u>RURAL SERVICES</u>										
<u>OPERATING EXPENDITURE</u>										
131201	Weed Control - Own Resources		(10,000)		(4,165)		(6,920)	(2,755)	(66.14%)	
131208	Administration Allocation - Rural Services		(22,438)		(9,345)		(12,142)	(2,797)	(29.94%)	
131210	Rural Street Addressing		(4,500)		(1,875)		(11)	1,864	99.41%	
	- Other									
	- Folewood, Julimar & Toodyay - 2,000									
	- Bejoording - 2,000									
			(36,938)		(15,385)		(19,074)	(3,689)		
<u>OPERATING REVENUE</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
131334	Rural Street Addressing	500		205		127		(78)	(37.91%)	
		500		205		127		(78)		
TOTAL RURAL SERVICES - Operating		500	(36,938)	205	(15,385)	127	(19,074)	(3,766)		
CAPITAL EXPENDITURE										
			0		0		0	0		
			0		0		0	0		
CAPITAL REVENUE										
		0		0		0		0		
		0		0		0		0		
TOTAL RURAL SERVICES - Capital		0	0	0	0	0	0	0		
TOTAL RURAL SERVICES		500	(36,938)	205	(15,385)	127	(19,074)	(3,766)		
ECONOMIC SERVICES										
TOURISM & AREA PROMOTION										
OPERATING EXPENDITURE										
132201	Visitor Centre - Salaries & Wages		(110,592)		(46,080)		(54,542)	(8,462)	(18.36%)	▼
132203	Visitor Centre - Superannuation		(14,834)		(6,180)		(7,122)	(942)	(15.25%)	
132204	Visitor Centre - Conferences & Training		(2,000)		(830)		50	880	106.02%	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
132205	Visitor Centre - Uniforms		(3,000)		(1,250)		0	1,250	100.00%	
132207	Visitor Centre - Printing & Stationery		(1,000)		(415)		(334)	81	19.47%	
132208	Postage (V.C.)		(500)		(205)		(153)	52	25.25%	
132210	Telephone/Internet Costs (V.C.)		(10,000)		(4,165)		(2,808)	1,357	32.57%	
132211	Visitor Centre - Other Employee Costs		(6,818)		(2,835)		(6,913)	(4,078)	(143.85%)	
	- Insurnace									
	- Other									
132212	Other V/C Office Expenses		(10,000)		(4,165)		(3,476)	689	16.53%	
132213	Connors Mill Bldg. Operation (V.C.)		(23,265)		(9,680)		(8,414)	1,266	13.08%	
	- Maintenacne of Machinery Displays									
	- Building Maintenance									
	- Utilities, Insurance etc									
132214	Visitors Ctre. Bldg. Operation		(41,516)		(17,285)		(18,906)	(1,621)	(9.38%)	
	- Storage Shed for event equipment									
	- Building Maintenance									
	- Parks & Gardens Maintenance									
	- Utilities, Insurance etc									
132215	Memberships Affiliated Bodies		(1,350)		(560)		(982)	(422)	(75.33%)	
	- Accreditation Of Visitor Centre									
132216	Accommodation Expense		(65,000)		(27,080)		(35,461)	(8,381)	(30.95%)	▼
132217	Accomodation Commission Expenses		(2,000)		(830)		(729)	101	12.16%	
132221	Tourist Information Bay		(4,228)		(1,740)		(1,840)	(100)	(5.76%)	
132222	Transwa Ticket Sales		(5,000)		(2,080)		(944)	1,136	54.62%	
132224	Floor Stock Purchases		(20,000)		(8,330)		(2,172)	6,158	73.93%	▲
132229	Administration Allocation - Tourism		(44,684)		(18,615)		(24,045)	(5,430)	(29.17%)	▼
005502	Deprec Of Assets-Tourism		(40,987)		(17,075)		(39,010)	(21,935)	(128.46%)	▼
161204	Loan 64 - Interest And Charges		(7,134)		(2,970)		(3,361)	(391)	(13.17%)	
			(413,908)		(172,370)		(211,163)	(38,793)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OPERATING REVENUE</u>										
132330	Admissions Connors Mill	5,000		2,080		2,652		572	27.49%	
132332	Floor Stock Sales	25,000		10,415		12,308		1,893	18.18%	
132333	Misc Visitor Ctre Income	1,500		625		53		(572)	(91.56%)	
132334	Membership Fees	1,000		415		783		368	88.76%	
132335	Accommodation Income	65,000		27,080		27,772		692	2.55%	
132336	Accommodation Commission	6,500		2,705		4,070		1,365	50.45%	
132338	Transwa Ticket Sales	5,000		2,080		1,806		(274)	(13.16%)	
		109,000		45,400		49,444		4,044		
TOTAL TOURISM & AREA PROMO - Operating		109,000	(413,908)	45,400	(172,370)	49,444	(211,163)	(34,749)		
<u>CAPITAL EXPENDITURE</u>										
132339	Economic Services & Tourism - Buildings - Painting - 5,000		(5,000)		(2,080)		(131)	1,949	93.70%	
161255	Loan No. 64 - Principal Payments - Visitor Centre		(14,387)		(5,990)		(7,076)	(1,086)	(18.13%)	
			(19,387)		(8,070)		(7,207)	863		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL TOURISM & AREA PROMO - Capital		0	(19,387)	0	(8,070)	0	(7,207)	863		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL TOURISM & AREA PROMOTION		109,000	(433,295)	45,400	(180,440)	49,444	(218,370)	(33,887)		
<u>ECONOMIC SERVICES</u>										
<u>OTHER TOURISM & AREA PROMOTION</u>										
<u>OPERATING EXPENDITURE</u>										
132230	Area Promotion Advertising - Flora Road Pamphlets - 5,000 - Toodyaypedia Stage 2 -5,000 - Swan Magazine - 2,400 - Avon Valley Tourism - 5,000 - Promotion Of Avon Link - 5,000 - Pioneer Pathway Brochure - 2,000 - Valley For All Seasons - 6,500 - Experience Perth - 3,500		(34,400)		(14,330)		(12,838)	1,492	10.41%	
132233	Signs - Tourism, Events & Other - Wayfound - Signage Audit - 3,000		(3,000)		(1,250)		(1,593)	(343)	(27.44%)	
			(37,400)	0	(15,580)	0	(14,431)	1,149		
<u>OPERATING REVENUE</u>										
132351	Community Directory	3,000		0		0		0		
132352	Grants, Contributions & Sponsorships - Valley for All Seasons - \$5,000	5,000		2,080		5,018		2,938	141.26%	
		8,000		2,080		5,018		2,938		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL OTHER TOURISM & AREA PROMO - Operating		8,000	(37,400)	2,080	(15,580)	5,018	(14,431)	4,087		
CAPITAL EXPENDITURE										
132250	Economic Services - Tourism - Other Infra - Q136 Tourist Info Bay - 75,000 - J002 SoT Entry Statements - 35,000		(110,000)		(20,000)		(13,473)	6,527	32.63%	▲
			(110,000)		(20,000)		(13,473)	6,527		
CAPITAL REVENUE										
		0		0		0		0		
		0		0		0		0		
TOTAL OTHER TOURISM & AREA PROMO - Capital		0	(110,000)	0	(20,000)	0	(13,473)	6,527		
TOTAL OTHER TOURISM & AREA PROMO		8,000	(147,400)	2,080	(35,580)	5,018	(27,905)	10,613		
BUILDING SERVICES										
OPERATING EXPENDITURE										
133201	Building - Salaries & Wages		(126,389)		(52,660)		(48,871)	3,789	7.19%	
133203	Building - Superannuation		(17,063)		(7,105)		(10,468)	(3,363)	(47.33%)	
133204	Building - Conferences & Training		(4,500)		(1,875)		(3,750)	(1,875)	(100.01%)	
133205	Building - Other Employee Costs		(18,492)		(7,705)		(11,366)	(3,661)	(47.51%)	
	- Insurance									
	- Uniforms x 3 - 1,800									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
133206	- Other									
133206	Bldg Vehicles Expenses		(5,000)		(2,080)		(3,923)	(1,843)	(88.60%)	
133207	Building Control Expenses		(10,000)		(4,165)		(8,268)	(4,103)	(98.52%)	
	- Additional Tools									
133208	Legal Expenses - Bldg.		(1,000)		(415)		0	415	100.00%	
133209	Administration Allocation - Building		(57,938)		(24,140)		(31,235)	(7,095)	(29.39%)	▼
133211	Depreciation Of Assets		(6,000)		(2,500)		0	2,500	100.00%	
			(246,382)		(102,645)		(117,881)	(15,236)		
OPERATING REVENUE										
133333	Building Licences	35,000		14,580		21,101		6,521	44.72%	▲
133334	Building Fees - Other	2,500		1,040		85		(955)	(91.84%)	
133337	Grant Income - Community Depot	130,432		32,608		0		(32,608)	(100.00%)	▼
	- Lotterywest - Sheds x 7 - 115,000									
	- L/west - Disabled Toilet 50% - 15,000									
	- Avon Woodturners x 1 shed									
	- Festival, Singers & Theatre Grp x3 sheds									
	- Friends of the River x 1 shed									
	- Farmers Market & Road Wise x 2 sheds									
133339	Community Depot - Contributions, Donations & Reimburse	22,100		0		0		0		
	- Avon Woodturners - 5,000									
	- Community Singers - 1,000									
	- Toodyay Friends of River - 16,000									
	- Road Wise Committee - 100									
		190,032		48,228		21,186		(27,042)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL BUILDING SERVICES (Operating)		190,032	(246,382)	48,228	(102,645)	21,186	(117,881)	(42,278)		
CAPITAL EXPENDITURE										
133332	Community Depot - Capital Works - Q126 - Sheds x 7 - 102,500 - Q126 - Toilet - 30,000		(132,500)		(500)		(710)	(210)	(42.04%)	
133338	Community Depot - Other Infrastructure Works - Q155 Driveway & Carpark - 35,000 - Q155 Water & Power installation & Setup - 20,000		(55,000)		(22,915)		(9,262)	13,653	59.58%	▲
			(187,500)		(23,415)		(9,972)	13,443		
CAPITAL REVENUE										
		0		0		0		0		
		0		0		0		0		
TOTAL BUILDING SERVICES - Capital		0	(187,500)	0	(23,415)	0	(9,972)	13,443		
TOTAL BUILDING SERVICES		190,032	(433,882)	48,228	(126,060)	21,186	(127,853)	(28,836)		
ECONOMIC SERVICES										
COMMUNITY DEVELOPMENT										
OPERATING EXPENDITURE										
136201	Community Development - Salaries & Wages		(170,931)		(71,220)		(84,974)	(13,754)	(19.31%)	▼

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
136202	Other Employee Costs - Community Development		(26,189)		(10,910)		(19,987)	(9,077)	(83.20%)	▼
	- Superannuation									
	- Uniforms									
	- Insurance									
136203	Utilities - Community Development		(4,500)		(1,875)		0	1,875	100.00%	
136204	Conferences & Training - Community Development		(9,800)		(4,080)		(3,827)	253	6.20%	
136205	Administration Allocation - Community Development		(47,782)		(19,905)		(25,803)	(5,898)	(29.63%)	▼
136206	Community Depot - Maintenance & Operations		(10,000)		(4,160)		(127)	4,033	96.95%	
	- Insurance									
	- Utilities & Operations									
	- Maintenance									
136207	Economic Development Vehicle Expense		(5,000)		(2,080)		(1,924)	156	7.48%	
			(274,202)		(114,230)		(136,642)	(22,412)		
<u>OPERATING REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
Total Community Development - Operating		0	(274,202)	0	(114,230)	0	(136,642)	(22,412)		
<u>CAPITAL EXPENDITURE</u>										
			0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
		0		0		0		0		
		0		0		0		0		
	Total Community Development - Capital	0	0	0	0	0	0	0		
	TOTAL COMMUNITY DEVELOPMENT	0	(274,202)	0	(114,230)	0	(136,642)	(22,412)	0	
	<u>OTHER ECONOMIC SERVICES</u>									
	<u>OPERATING EXPENDITURE</u>									
137201	Administration Allocation - Other Economic Services		(49,652)		(20,685)		(26,761)	(6,076)	(29.38%)	▼
137202	Standpipe - Northam Toodyay Road		(126,000)		(52,495)		(21,925)	30,570	58.23%	▲
137208	Deprec Of Assets		(8,000)		(3,330)		(5,374)	(2,044)	(61.38%)	
137213	Loss On Sale Of Assets - Economic Development		0		0		0	0		
			(183,652)		(76,510)		(54,060)	22,450		
	<u>OPERATING REVENUE</u>									
137330	Standpipes	100,000		41,665		26,264		(15,401)	(36.96%)	▼
137331	Extractive Industry Licences	5,000		0		0		0		
		105,000		41,665		26,264		(15,401)		
	TOTAL OTHER ECONOMIC SERVICES (Operating)	105,000	(183,652)	41,665	(76,510)	26,264	(54,060)	7,049		
	<u>CAPITAL EXPENDITURE</u>									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
137255	Other Infrastructure - Other Economic Services - Additional standpipe/water tank - Wi-Fi Hot Spots - 10,000		(30,000)		(12,495)		0	12,495	100.00%	▲
			(30,000)		(12,495)		0	12,495		
	<u>CAPITAL REVENUE</u>									
137349	Sale Of Land	80,000		0		93,272		93,272	#DIV/0!	↑↑↑
		80,000		0		93,272		93,272		
	TOTAL OTHER ECONOMIC SERVICES (Capital)	80,000	(30,000)	0	(12,495)	93,272	0	105,767		
	TOTAL OTHER ECONOMIC SERVICES	185,000	(213,652)	41,665	(89,005)	119,536	(54,060)	112,815	0	
	TOTAL ECONOMIC SERVICES	492,532	(1,539,369)	137,578	(560,700)	195,310	(583,904)	34,528		
	<u>OTHER PROPERTY & SERVICES</u>									
	<u>PRIVATE WORKS</u>									
	<u>OPERATING EXPENDITURE</u>									
141201	Private Works		(8,500)		(3,535)		(4,835)	(1,300)	(36.76%)	
			(8,500)		(3,535)		(4,835)	(1,300)		
	<u>OPERATING REVENUE</u>									
141330	Private Works Income	15,000		6,250		4,892		(1,358)	(21.72%)	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
		15,000		6,250		4,892		(1,358)		
	TOTAL PRIVATE WORKS - Operating	15,000	(8,500)	6,250	(3,535)	4,892	(4,835)	(2,657)		
	CAPITAL EXPENDITURE									
			0		0		0	0		
			0		0		0	0		
	CAPITAL REVENUE									
		0		0		0		0		
		0		0		0		0		
	TOTAL PRIVATE WORKS - Capital	0	0	0	0	0	0	0		
	TOTAL PRIVATE WORKS	15,000	(8,500)	6,250	(3,535)	4,892	(4,835)	(2,657)		
	PUBLIC WORKS OVERHEADS									
	OPERATING EXPENDITURE									
143201	Works & Services - Salaries & Wages		(316,022)		(131,675)		(151,675)	(20,000)	(15.19%)	▼
143204	Public Works Overheads - Superannuation		(33,997)		(14,165)		(13,076)	1,089	7.69%	
143205	Public Works Overheads - Conferences & Training		(6,000)		(2,500)		(1,052)	1,448	57.92%	
143206	Other Employee Costs - Pwo		(38,881)		(16,195)		(16,519)	(324)	(2.00%)	
	- Insurance									
	- Uniforms									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- Other									
143207	Supervisors Vehicles		(20,000)		(8,330)		(7,025)	1,305	15.66%	
143208	Engineering Office Expenses		(25,000)		(10,410)		(7,631)	2,779	26.70%	
143209	Eng. - Printing & Stationery		(2,500)		(1,040)		(1,995)	(955)	(91.84%)	
143210	Wages Staff - Training		(15,000)		(6,250)		(1,928)	4,322	69.16%	
143211	Wages Staff - Meetings		(15,000)		(6,250)		(4,265)	1,985	31.76%	
143212	Outside Staff - Wages - Annual Leave		(82,135)		(34,220)		(23,954)	10,266	30.00%	▲
143213	Outside Staff - Wages - Public Holidays		(41,473)		(17,280)		(4,769)	12,511	72.40%	▲
143214	Outside Staff - Wages - Sick Leave		(37,010)		(15,420)		(25,829)	(10,409)	(67.50%)	▼
143216	Superannuation (Wages Staff)		(134,529)		(56,050)		(48,854)	7,196	12.84%	▲
143219	Insurance On Works		(60,000)		(25,000)		(26,268)	(1,268)	(5.07%)	
143220	Salaries (O/S) - L.S.L.		(15,000)		(1,000)		(495)	505	50.52%	
143222	Safety Equipment & P.P.E.		(10,000)		(10,000)		(9,692)	308	3.08%	
143223	Communication Costs		(3,000)		(1,250)		(1,356)	(106)	(8.51%)	
143224	Administration Allocation - Pwo		(84,836)		(35,345)		(45,694)	(10,349)	(29.28%)	▼
143226	Small Plant Operating Costs		(15,000)		(6,250)		(10,358)	(4,108)	(65.72%)	
143228	Building Maintenance - Allowance		(500)		(205)		(3)	202	98.62%	
143250	Less Allocated To Works & Services (Pwoh)		945,883		394,115		416,440	22,325	(5.66%)	
			(10,000)		(4,720)		14,002	18,722		
<u>OPERATING REVENUE</u>										
143331	P.W.O. Misc Income	10,000		4,165		530		(3,635)	(87.27%)	
		10,000		4,165		530		(3,635)		
TOTAL PUBLIC WORKS OVERHEADS - Operating		10,000	(10,000)	4,165	(4,720)	530	14,002	15,087		
<u>CAPITAL EXPENDITURE</u>										

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
143225	Transfer To Employee Entitlement Reserve - Outside Staff - Interest & 10,000 transfer		(13,000)		(13,000)		(22,048)	(9,048)	(69.60%)	▼
			(13,000)		(13,000)		(22,048)	(9,048)		
CAPITAL REVENUE										
143330	Transfer From LSL Reserve	0		0		0		0		
		0		0		0		0		
TOTAL PUBLIC WORKS OVERHEADS - Capital		0	(13,000)	0	(13,000)	0	(22,048)	(9,048)		
TOTAL PUBLIC WORKS OVERHEADS		10,000	(23,000)	4,165	(17,720)	530	(8,046)	6,039		
OTHER PROPERTY & SERVICES										
PLANT OPERATION COSTS										
OPERATING EXPENDITURE										
144202	Fuel - Unleaded		(50,000)		(20,830)		(16,393)	4,437	21.30%	
144203	Fuel - Diesel/Distillate		(200,000)		(83,330)		(65,857)	17,473	20.97%	▲
144205	Tyres & Tubes		(50,000)		(20,830)		(9,126)	11,704	56.19%	▲
144206	Plant - Parts & Repairs		(200,000)		(83,330)		(59,058)	24,272	29.13%	▲
144207	Plant Repair - Wages		(105,000)		(43,745)		(58,714)	(14,969)	(34.22%)	▼
144208	Ins. & Licences		(70,629)		(70,629)		(62,201)	8,428	11.93%	▲
144209	Sundry Tool Purchases		(13,500)		(5,625)		(9,673)	(4,048)	(71.97%)	
	- Replace Shire Repeater Antenna Coax - 1,500									
	- Grab Rake for Loader - 4,000									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
004425	- Air Operated Grease Gun - 1,500									
	- Pedestrian Roller - 5,000									
	- Miscellaneous - 1,500									
004425	Less Plant Depreciation Allocated To Works		150,000		62,500		100,589	38,089	(60.94%)	
005012	Loss On Sale Of Assets - Road Plant Purchases		(133,319)		(55,545)		(69,681)	(14,136)	(25.45%)	▼
008362	Plant Operation - Expen.Stores		0		0		(1,683)	(1,683)		
008412	Plant Depreciation		(190,000)		(79,165)		(76,595)	2,570	3.25%	
144250	Less Allocated To Works & Services (Poc)		836,448		348,520		216,502	(132,018)	37.88%	
			(26,000)		(52,009)		(111,891)	(59,882)		
<u>OPERATING REVENUE</u>										
001523	Profit On Sale Of Assets - Road Plant	1,000		415		0		(415)	(100.00%)	
144330	Misc Revenue & Fuel Tax Credits	25,000		10,415		10,699		284	2.73%	
144331	Reimbursement - Insurance Claims	0		0		389		389		
		26,000		10,830		11,088		258		
TOTAL PLANT OPERATION COSTS - Operating		26,000	(26,000)	10,830	(52,009)	11,088	(111,891)	(59,624)		
<u>CAPITAL EXPENDITURE</u>										
			0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL PLANT OPERATION COSTS - Capital	0	0	0	0	0	0	0		
	TOTAL PLANT OPERATION COSTS	26,000	(26,000)	10,830	(52,009)	11,088	(111,891)	(59,624)		
	<u>MATERIALS IN STORE</u>									
	<u>OPERATING EXPENDITURE</u>									
			0		0		0	0		
			0		0		0	0		
	<u>OPERATING REVENUE</u>									
145330	Sale Of Stock Direct	0		0		0		0		
		0		0		0		0		
	TOTAL MATERIALS IN STORE - Operating	0	0	0	0	0	0	0		
	TOTAL MATERIALS IN STORE - Capital	0	0	0	0	0	0	0		
	TOTAL MATERIALS IN STORE	0	0	0	0	0	0	0		
	<u>SALARIES & WAGES</u>									
	<u>OPERATING EXPENDITURE</u>									

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
008580	Wages & Allow Default		0		0		0	0		
008570	Workers Compensation Payments		0		0		(3,105)	(3,105)		
008571	Parenting Payments To Staff		0		0		0	0		
146201	Salaries & Wages Drawn		(3,439,690)		(1,433,200)		(1,510,785)	(77,585)	(5.41%)	
146202	Salaries & Wages Allocated To Works & Services		3,439,690		1,433,200		1,510,785	77,585	(5.41%)	
			0		0		(3,105)	(3,105)		
<u>OPERATING REVENUE</u>										
143333	Workers Compensation Reimbursements	0		0		3,506		3,506		
		0		0		3,506		3,506		
TOTAL SALARIES & WAGES - Operating		0	0	0	0	3,506	(3,105)	401		
<u>CAPITAL EXPENDITURE</u>										
101250	Household Hazardous Waste Project		0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL SALARIES & WAGES - Capital		0	0	0	0	0	0	0		
TOTAL SALARIES & WAGES										
		0	0	0	0	3,506	(3,105)	401		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OTHER PROPERTY & SERVICES</u>										
<u>UNCLASSIFIED ITEMS</u>										
<u>OPERATING EXPENDITURE</u>										
147201	Administration Allocation - Unclassified Items		(46,558)		(19,395)		(25,164)	(5,769)	(29.74%)	▼
147202	Connor'S Cottage - 5 (Lot 3) Piesse Street, Toodyay		(11,016)		(4,565)		(1,638)	2,927	64.12%	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational									
147204	6 Duke Street		(2,692)		(1,110)		(284)	827	74.46%	
147205	Bank Building - Stirling Terrace - Operational		(10,665)		(4,420)		(3,249)	1,171	26.50%	
147206	Syreds Cottage		(7,601)		(3,145)		(1,608)	1,537	48.88%	
147207	O'Reilly'S - Lots 1A & 1B Stirling Terrace, Toodyay		(17,479)		(7,255)		(1,660)	5,595	77.12%	▲
147212	Lot 46/47 Telegraph Road, Toodyay		(17,859)		(7,415)		0	7,415	100.00%	▲
	- Building Maintenance									
	- Parks & Gardens									
	- Operational									
161203	Loan 63 - Interest And Charges		(6,053)		(2,515)		(2,873)	(358)	(14.22%)	
161216	Loan 74 - Interest & Charges - Bank Building Stirling Terrace		(3,146)		(1,310)		(1,405)	(95)	(7.25%)	
08682	Unclassified Bldgs - Dep'N		(27,719)		(11,545)		(18,412)	(6,867)	(59.48%)	▼
			(150,788)		(62,675)		(56,292)	6,383		
<u>OPERATING REVENUE</u>										
147331	Bank Bldg - Recoup Outgoings	1,500		625		896		271	43.36%	
147332	Bank Bldg - Rent Bank	31,000		12,915		11,431		(1,484)	(11.49%)	

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
147333	Recoups - Lot 1 A&B Stirling Tce	71,500		0		0		0		
	- Insurance - O'Reilly's - 70,000									
147335	Rental - Lot 1 A&B Stirling Tce	15,000		0		0		0		
		119,000		13,540		12,327		(1,213)		
TOTAL UNCLASSIFIED ITEMS - Operating		119,000	(150,788)	13,540	(62,675)	12,327	(56,292)	5,171		
CAPITAL EXPENDITURE										
147252	Transfer To Asset Development Reserve		(6,500)		(2,705)		(2,086)	619	22.90%	
	- Interest Only									
147256	Unclassified Heritage (Spec.) Buildings - Capital Works		(77,600)		(15,000)		(12,622)	2,378	15.85%	
	- Q 145 Bendigo Bank - 7,600									
	- J0010 Mrs O'Reilly's Cottage - 70,000									
161254	Loan 63 - Principal Payments		(13,025)		(5,425)		(6,412)	(987)	(18.19%)	
161264	Loan 74 - Principal - Bank Building Stirling Terrace		(18,332)		(7,635)		(9,094)	(1,459)	(19.11%)	
			(115,457)		(30,765)		(30,213)	552		
CAPITAL REVENUE										
147253	Transfer From Asset Development Reserve	125,000		125,000		0		(125,000)	(100.00%)	▼
	- Cover Land Purchase For Egress									
147257	Loan Income - Bank Building Stirling Terrace	0		0		0		0		
		125,000		125,000		0		(125,000)		
TOTAL UNCLASSIFIED ITEMS - Capital		125,000	(115,457)	125,000	(30,765)	0	(30,213)	(124,448)		
TOTAL UNCLASSIFIED ITEMS		244,000	(266,246)	138,540	(93,440)	12,327	(86,505)	(119,278)		

Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 30 November 2015

COA	Description	2015/2016 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Variance Movement
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL OTHER PROPERTY & SERVICES	295,000	(323,746)	159,785	(166,704)	32,343	(214,381)	(175,119)		

Shire of Toodyay - Bank Reconciliation As At 30 November 2015

Municipal

Balance as per

- Financial Statement - Muni - Unrestricted - 100600100 4,543,730.97

Total

4,543,730.97

Balance as per

- Bendigo - 110482809 661,295.26
 - Bendigo - NCD: 1581435 932,939.43
 - Bendigo - NCD: 1712703 462,411.41
 - Bendigo - NCD: 1733779 1,000,000.00
 - Bendigo - NCD: 1733754 500,000.00
 - Bendigo - NCD: 1733752 500,000.00
 - Bendigo - NCD: 1733747 500,000.00

Bendigo -

Roundings (0.07)

Difference

(0.00)

Subtotal

4,556,646.03

Adjustments (See Below) (13,001.41)

Plus Outstanding Deposits - Current Month 6,716.85

Plus Outstanding Cheques - Current Month (4,929.78)

Plus Outstanding Deposits - Previous Periods 100.00

Plus Outstanding Cheques - Previous Periods (1,800.72)

Total

4,543,730.97

Adjustment Breakdown

Receipt Correction (250.00)

Trust Transfer (12,799.94)

Rcpt 164546 eft entered as \$169.90 should be \$169.80 (0.10)

Receipting Discrepancy - to be investigated 45.20

Money received yet to be receipted 3.43

(13,001.41)

C. Murcott

9.12.15

Signed: Rates Officer

Date

[Signature]

Signed: Accountant

9/12/15

Date

Shire of Toodyay - Bank Reconciliation As At 30 November 2015

Trust

Balance as per

- Financial Statement - Trust - Unrestricted - 100617100 3,448,247.45

Total

3,448,247.45

Balance as per

- Bendigo - 110482783	227,926.66
- Bendigo - Term Deposit No: 140619784 - T84	197,268.55
- Bendigo - Term Deposit No: 145326583 - T794	98,416.77
- Bendigo - Term Deposit No: 137945127 - T100	125,702.99
- Bendigo - Term Deposit No: 140619834 - T83	126,454.20
- Bendigo - Term Deposit No: 152237145 - T214	43,927.99
- Bendigo - Term Deposit No: 152238135 - T4	111,067.33
- Bendigo - Term Deposit No: 152238176 - T114	185,050.22
- Bendigo - Term Deposit No: 152238218 - T458	401,204.98
- Bendigo - Term Deposit No: 152240818 - T793	21,441.20
- Bendigo - Term Deposit No: 152240834 - T797	29,198.92
- Bendigo - Term Deposit No: 1483346 - T12	42,453.35
- Bendigo - Term Deposit No: 1753964 - T803	914,137.50
- Bendigo - Term Deposit No: 1753969 - T804	914,137.50

Roundings (0.03)

Difference 0.00

Subtotal 3,438,388.13

Adjustments (See Below)	12,799.94
Plus Outstanding Deposits - Current Month	1,101.13
Plus Outstanding Cheques - Current Month	(3,371.75)
Plus Outstanding Deposits - Previous Periods	0.00
Plus Outstanding Cheques - Previous Periods	(670.00)

Total

3,448,247.45

Adjustment Breakdown

Transfer from Municipal	12,799.94
	12,799.94

C. Murcatl

Signed: Rates Officer

4.12.15

Date

[Signature]

Signed: Accountant

9/12/15

Date

Shire of Toodyay - Bank Reconciliation As At 30 Novmeber 2015

Reserve

Balance as per

- Financial Statement - Reserve - 10075510

3,184,836.68

Total

3,184,836.68

Balance as per

- Bendigo - NCD: 1623167

3,184,836.73

Roundings

(0.05)

Difference

0.00

Subtotal

3,184,836.68

Adjustments (See Below)

0.00

Plus Outstanding Deposits - Current Month

0.00

Plus Outstanding Cheques - Current Month

0.00

Plus Outstanding Deposits - Previous Periods

0.00

Plus Outstanding Cheques - Previous Periods

0.00

Total

3,184,836.68

Adjustment Breakdown

0.00

C. Murcat

Signed: Rates Officer

4.12.15

Date

[Signature]

Signed: Accountant

9/12/15

Date

ORDINARY COUNCIL MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE (11 days prior to OCM)	Senior Management Group AGENDA SETTLEMENT MEETING (8 DAYS PRIOR)	FINAL DRAFT AGENDA ITEMS Tuesday C.O.B. Deadline No Exceptions (7 days prior to OCM)	AGENDA COMPILE / PRINT AND DELIVER (6 days prior to OCM)	ORDINARY COUNCIL MEETING DATE (Council Chambers)
JANUARY	7/01/2016	8/01/2016	11/01/2016	13/01/2016	19/01/2016
FEBRUARY	11/02/2016	12/02/2016	15/02/2016	17/02/2016	23/02/2016
MARCH	11/03/2016	14/03/2016	15/03/2016	16/03/2016	22/03/2016
APRIL	15/04/2016	18/04/2016	19/04/2016	20/04/2016	26/04/2016
MAY	13/05/2016	16/05/2016	17/05/2016	18/05/2016	24/05/2016
JUNE	17/06/2016	20/06/2016	21/06/2016	22/06/2016	28/06/2016
JULY	15/07/2016	18/07/2016	19/07/2016	20/07/2016	26/07/2016
AUGUST	12/08/2016	15/08/2016	16/08/2016	17/08/2016	23/08/2016
SEPTEMBER	16/09/2016	19/09/2016	20/09/2016	21/09/2016	27/09/2016
OCTOBER	14/10/2016	17/10/2016	18/10/2016	19/10/2016	25/10/2016
NOVEMBER	11/11/2016	14/11/2016	15/11/2016	16/11/2016	22/11/2016
DECEMBER	9/12/2016	12/12/2016	13/12/2016	14/12/2016	20/12/2016

COUNCIL FORUM MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE (12 days prior to CF)	COUNCIL FORUM AGENDA SETTLEMENT CEO to read through and gets Officers/EA to do changes by c.o.b. (5.00pm) (11 days prior to CF)	DELIVERY DATE OF FORUM AGENDA (6 days prior to CF)	COUNCIL FORUM (CF) DATES
JANUARY				NO FORUM
FEBRUARY	28/01/2016	29/01/2016	3/02/2016	9/02/2016
MARCH	25/02/2016	26/02/2016	2/03/2016	8/03/2016
APRIL	31/03/2016	1/04/2016	6/04/2016	12/04/2016
MAY	28/04/2016	29/04/2016	4/05/2016	10/05/2016
JUNE	2/06/2016	3/06/2016	8/06/2016	14/06/2016
JULY	30/06/2016	1/07/2016	6/07/2016	12/07/2016
AUGUST	28/07/2016	29/07/2016	3/08/2016	9/08/2016
SEPTEMBER	1/09/2016	2/09/2016	7/09/2016	13/09/2016
OCTOBER	29/09/2016	30/09/2016	5/10/2016	11/10/2016
NOVEMBER	27/10/2016	28/10/2016	2/11/2016	8/11/2016
DECEMBER	24/11/2016	25/11/2016	30/11/2016	6/12/2016

AROC MEETINGS

MONTH	AROC CEO'S TO SEND ITEMS FOR AGENDA TO EXEC ASSISTANT AT SHIRE (FROM 11 DAYS PRIOR)	DATE THE AGENDA IS ASSEMBLED (6 days prior)	DELIVERY DATE VIA EMAIL OF THE AGENDA (5 days prior to AROC)	AROC MEETING (CEO/ALL)	LOCATION
JANUARY	7/12/2015	12/12/2015	13/12/2015	18/12/2015	CEO OFFICE
FEBRUARY	28/01/2016	2/02/2016	3/02/2016	8/02/2016	COUNCIL CHAMBERS
MARCH	3/03/2016	8/03/2016	9/03/2016	14/03/2016	CEO OFFICE
APRIL	24/03/2016	29/03/2016	30/03/2016	4/04/2016	COUNCIL CHAMBERS
MAY	28/04/2016	3/05/2016	4/05/2016	9/05/2016	CEO OFFICE
JUNE	2/06/2016	7/06/2016	8/06/2016	13/06/2016	COUNCIL CHAMBERS
JULY	23/06/2016	28/06/2016	29/06/2016	4/07/2016	CEO OFFICE
AUGUST	28/07/2016	2/08/2016	3/08/2016	8/08/2016	COUNCIL CHAMBERS
SEPTEMBER	25/08/2016	30/08/2016	31/08/2016	5/09/2016	CEO OFFICE
OCTOBER	22/09/2016	27/09/2016	28/09/2016	3/10/2016	COUNCIL CHAMBERS
NOVEMBER	27/10/2016	1/11/2016	2/11/2016	7/11/2016	CEO OFFICE
DECEMBER	24/11/2016	29/11/2016	30/11/2016	5/12/2016	COUNCIL CHAMBERS

AROC MEETINGS

AROC MEMBERSHIP				CEO AROC MEETINGS	CHAIR - CEO
SHIRE	CEO	SHIRE PRESIDENT	DEPUTIES	Held in CEO Office (CEO's or their representatives in attendance)	
Toodyay	Mr Stan Scott	Cr David R Dow			
Goomalling	Mr Clem Kerp	Cr Barry Haywood	Cr Rolly Van Gelderen		
Northam	Mr Jason Whiteaker	Cr Steven Pollard	Cr Julie Williams		
Dowerin	Mr Gary Martin	Cr Dale Metcalf		AROC MEETINGS	CHAIR - CR D DOW
Chittering	Mr Gary Tuffin	Cr Steve Vallance	Cr Gordon Houston	Held in Council Chambers	
Victoria Plains	Mr Harry Hawkins	Cr David Lovelock		(Shire Presidents or their representatives in attendance)	

AUDIT COMMITTEE MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE	AGENDA SETTLEMENT (CEO) Last minute reports/amendments by C.O.B AGENDA CUT-OFF	DELIVERY DATE OF AGENDA (6 days prior)	DATE OF MEETING
JANUARY				
FEBRUARY	30/01/2016	4/02/2016	5/02/2016	11/02/2016
MARCH				
APRIL				
MAY	30/04/2016	5/05/2016	6/05/2016	12/05/2016
JUNE				
JULY				
AUGUST	30/07/2016	4/08/2016	5/08/2016	11/08/2016
SEPTEMBER				
OCTOBER				
NOVEMBER	29/10/2016	3/11/2016	3/11/2016	10/11/2016
DECEMBER				

FEBRUARY	Audit Management Report /Extension of Scope from Auditors AND present Compliance Audit Return
MAY	to discuss Audit Management Report from the Interim Audit done by Auditors
AUGUST	to have in lieu of any follow up of outstanding recommendations by the Committee
NOVEMBER	to have in lieu of any follow up of outstanding recommendations by the Committee
SCHEDULE	Second Thursday of chosen months

AUDIT COMMITTEE MEETINGS

MEMBERSHIP	Title	Surname	Name
Audit Committee (updated 16/11/15)	Responsible Officer	Delmage	Cherie
	Council Member	Welburn	Rob
	Council Member	Dow	Judy
	Council Member	Chitty	Therese
	Council Member	Rayner	Brian
	Council Deputy Member	Dow	David
	Council Deputy Member	Greenway	Paula
	Community Member (Pending)	Ruthven	Beth

Note: Unless otherwise stated, a Responsible Officer is not a member of the Committee. They are just responsible for providing information for the Agenda of the Committee

BUSHFIRE ADVISORY COMMITTEE MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE	AGENDA SETTLEMENT (CEO) Last minute reports/amendments by C.O.B AGENDA CUT-OFF	DELIVERY DATE OF AGENDA (6 days prior)	DATE OF MEETING
JANUARY				
FEBRUARY	19/01/2016	24/01/2016	26/01/2016	2/02/2016
MARCH				
APRIL				
MAY	19/04/2016	24/04/2016	26/04/2016	3/05/2016
JUNE				
JULY				
AUGUST	19/07/2016	24/07/2016	26/07/2016	2/08/2016
SEPTEMBER				
OCTOBER				
NOVEMBER	18/10/2016	23/10/2016	25/10/2016	1/11/2016
DECEMBER				

FEBRUARY 67(1) of the Act - any matters relating to be reported; Review of SOP's and Admin Manual

MAY Llaw - 3.5(2) Equipment Officer to Report

AUGUST Llaw - 3.9(2) Table Minutes from Brigade's AGM's for receipt at BFAC; Llaw - 3.11 Appointment of Officers following brigade AGM's; Updating Brigade Members Information; Form 12's';

NOVEMBER 67(1) of the Act - any matters relating to be reported.

SCHEDULE First TUESDAY of chosen months

BUSHFIRE ADVISORY COMMITTEE MEETINGS

MEMBERSHIP	TITLE OF MEMBER	Surname	Name
BUSH FIRE ADVISORY COMMITTEE (Updated 16/11/15)	Community Emergency Services Manager <i>(and responsible Officer)</i>	Koch	Rob
	Council Member	Rayner	Brian
	Council Member	Twine	Eric
	Council Member	Welburn	Rob
	Chief Bush Fire Control Officer (CBFCO)	Stewart	Craig
	Deputy 1 CBFCO	Hunter	Rowan
	Deputy 2 CBFCO	Koch	Rob
	Bejoording Brigade Representative	Grey	Barry
	Morangup Brigade Representative	Venn	Jeff
	Coondle-Nunile Brigade Representative	Middleton	Mark
	Julimar Brigade Representative	Sapwell	Peter
	Toodyay Central Bush Fire Brigade Representative	McKeown	Michael
	Bush Fire Volunteer Fire & Rescue (Toodyay) Representative	McGregor	Ian
	Fire Control Officer (FCO) representative	Wroth	Charlie
	Bush Fire Volunteer Training Coordinator representative	Wearmouth	Heather
	Chief Executive Officer	Scott	Stan
	Council Deputy Member	Chitty	Therese
	Council Deputy Member	Wood	Kate
	Department of Parks and Wildlife representative	Pasotti	Michael
	Department of Fire and Emergency Services (DFES)	Bowen	Mark

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE	AGENDA SETTLEMENT Make changes and provide to EA by C.O.B. AGENDA CUT-OFF	DELIVERY DATE OF AGENDA (7 days prior to MTG)	DATE OF MEETING
JANUARY				
FEBRUARY	28/01/2016	2/02/2016	3/02/2016	10/02/2016
MARCH				
APRIL				
MAY	28/04/2016	3/05/2016	4/05/2016	11/05/2016
JUNE				
JULY				
AUGUST	28/07/2016	2/08/2016	3/08/2016	10/08/2016
SEPTEMBER				
OCTOBER				
NOVEMBER	27/10/2016	1/11/2016	2/11/2016	9/11/2016
DECEMBER				

SCHEDULE Second WEDNESDAY of chosen months

MEMBERSHIP	TITLE OF MEMBER	Surname	Name
LOCAL RECOVERY COMMITTEE (Updated 16/11/15) [who meet as and when required to do so (200/10/15)]	CEO	Scott	Stan
	Shire President	Dow	David
	Local Recovery Coordinator	Les	Vidovich
	Deputy Local Recovery	Narelle	Rodger
	Community Emergency Services Manager	Koch	Rob

LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETINGS

MEMBERSHIP	TITLE OF MEMBER	Surname	Name
LOCAL EMERGENCY MANAGEMENT COMMITTEE (Updated 16/11/15)	Community Emergency Services Manager	Koch	Rob
	Council Member	Dow	David
	Council Member	Wood	Kate
	Council Member	Chitty	Therese
	Local Recovery Coordinator	Les	Vidovich
	Deputy Local Recovery Coordinator	Narelle	Rodger
	CEO	Scott	Stan
	Police Officer in Charge - Toodyay	Conder	Warren
	St John Ambulance Representative	Wroth	Charlie
	DFES District Manager (Avon)	Bowen	Mark
	Silver Chain Representative (<i>Service Coordinator</i>)	Wall	Claire
	Toodyay Volunteer Fire & Rescue Representative	McGregor	Ian
	Red Cross Representative (<i>Emergency Services Volunteer</i>)	Biggs	Laurie
	Chief Bush Fire Control Officer (CBFCO)	Stewart	Craig
	Toodyay District High School Principal	Martin	Tim
	Community Emergency Management Officer (CEMO) & <i>SEMC Secretariat</i>	Grigg	Yvette
	Health/Medical Representative (<i>Wheatbelt GP Network</i>)		
	Council Deputy Member	Dow	Judy
	Council Deputy Member	Greenway	Paula
	District Emergency Service Officer Representative [aka CPFS District Emergency Service Office] (Wheatbelt District Emergency Services Unit) Department of Child Protection and Family Support	Spadaccini	Joanne

MUSEUM ADVISORY COMMITTEE MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE	AGENDA SETTLEMENT CEO Last minute reports/amendments by C.O.B. AGENDA CUT-OFF	DELIVERY DATE OF AGENDA (7 days prior to MTG)	DATES OF MEETING
JANUARY				
FEBRUARY	6/02/2016	11/02/2016	12/02/2016	18/02/2016
MARCH				
APRIL				
MAY	7/05/2016	12/05/2016	13/05/2016	19/05/2016
JUNE				
JULY				
AUGUST	6/08/2016	11/08/2016	12/08/2016	18/08/2016
SEPTEMBER				
OCTOBER				
NOVEMBER	3/11/2016	8/11/2016	10/11/2016	17/11/2016
DECEMBER				

SCHEDULE

Third THURSDAY of Chosen Months

MUSEUM ADVISORY COMMITTEE MEETINGS

MEMBERSHIP	Title	Surname	Name
Museum Advisory Committee (updated 30/11/15)	Nominated Representative	Bell	Audrey
	Council Member	Craddock	Sally
	Council Member	Chitty	Therese
	Museum Curator	Eberle	Margie
	Community Member	Hesse	Sheena
	Community Member	Edgecombe	Jenny
	CEO	Scott	Stan
	Council Deputy Member	Greenway	Paula
	Council Deputy Member	Rayner	Brian
	Community Member	Frayne	Beth
	Community Member	Pike	David

ENVIRONMENT COMMITTEE MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE	AGENDA SETTLEMENT (CEO) Last minute reports/amendments by C.O.B. (9 days prior to MTG)	DELIVERY DATE OF AGENDA (7 days prior to MTG)	DATE OF MEETING
JANUARY				
FEBRUARY	11/02/2016	16/02/2016	18/02/2016	25/02/2016
MARCH				
APRIL				
MAY	12/05/2016	17/05/2016	19/05/2016	26/05/2016
JUNE				
JULY				
AUGUST	11/08/2016	16/08/2016	18/08/2016	25/08/2016
SEPTEMBER				
OCTOBER				
NOVEMBER	10/11/2016	15/11/2016	17/11/2016	24/11/2016
DECEMBER				

1st Meeting 27-Aug-15

Meeting Time: 5.30 pm * Council Resolution 205/10/15

First Meeting: Elect Chairperson

ENVIRONMENT COMMITTEE MEETINGS

MEMBERSHIP	TITLE	Surname	Name
ENVIRONMENT ADVISORY COMMITTEE (updated 30/11/15)	Council Member	Greenway	Paula
	Council Member	Craddock	Sally
	Council Member	Twine	Eric
	Council Member	Dow	Judy
	Community Member	Panizza	Frank
	Community Member	Browne	Zinnia
	Community Member	Clarke	Wayne
	Deputy Council Member	Wood	Kate
	Deputy Council Member	Chitty	Therese
	Community Member	Lloyd	Bethan
	Community Member / Staff	Acharya	Sabin
	Community Member / Staff	Warburton	Greg
	Responsible Officer	Bissett	Graeme

COMMUNITY DEPOT MANAGEMENT ADVISORY COMMITTEE MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE	AGENDA SETTLEMENT (CEO) <small>Last minute reports/amendments by C.O.B</small> AGENDA CUT-OFF	DELIVERY DATE OF AGENDA (7 days prior to MTG)	DATE OF MEETING
JANUARY	14/01/2016	19/01/2016	21/01/2016	28/01/2016
FEBRUARY				
MARCH				
APRIL	14/04/2016	19/04/2016	21/04/2016	28/04/2016
MAY				
JUNE				
JULY	14/07/2016	19/07/2016	21/07/2016	28/07/2016
AUGUST				
SEPTEMBER				
OCTOBER	13/10/2016	18/10/2016	20/10/2016	27/10/2016
NOVEMBER				
DECEMBER				

SCHEDULE Fourth THURSDAY of chosen months

COMMUNITY DEPOT MANAGEMENT ADVISORY COMMITTEE MEETINGS

MEMBERSHIP	TITLE OF MEMBER	Surname	First name
COMMUNITY MANAGEMENT DEPOT ADVISORY COMMITTEE (Updated 16/11/2015)	CEO Delegated Manager	Bell	Audrey
	Council Member	Greenway	Paula
	Council Member	Welburn	Rob
	Council Member	Rayner	Brian
	Toodyay Seed Orchard Group and Friends of the River Representative	Lloyd	Bethan
	Theatre Group Representative	Owen	Lance
	Toodyay Community Singers Inc Rep.	Young	Trish
	Toodyay Farmers Market Representative	Shanks	Helen
	Toodyay Festivals Inc Representative	Devlin	Jasmin
	Avon Woodturners Group Representative	McCandlish	Andrea
	CEO	Scott	Stan
	Council Deputy Member	Dow	David
	Council Deputy Member	Craddock	Sally
Non-Member	Staff - Project Coordinator	Andrijich	Debra

Proxies nominated by relevant Groups	Group Name	Surname	First name
	Theatre group	Boston	Liz
	Toodyay Community Singers Representative	Young	Trish
	Toodyay Community Singers	Ennis	Nuala

WORKS ADVISORY COMMITTEE MEETINGS

MONTH	SEND REPORTS TO BE INCLUDED IN THE AGENDA TO THE EXEC ASSISTANT AT SHIRE	AGENDA SETTLEMENT (CEO) Last minute reports/amendments by C.O.B. AGENDA CUT-OFF	DELIVERY DATE OF AGENDA (7 days prior to MTG)	DATE OF MEETING
JANUARY	7/01/2016	12/01/2016	14/01/2016	21/01/2016
FEBRUARY				
MARCH				
APRIL	7/04/2016	12/04/2016	14/04/2016	21/04/2016
MAY				
JUNE				
JULY	7/07/2016	12/07/2016	14/07/2016	21/07/2016
AUGUST				
SEPTEMBER				
OCTOBER	6/10/2016	11/10/2016	13/10/2016	20/10/2016
NOVEMBER				
DECEMBER				

JANUARY	BUDGETARY REQUIREMENTS
APRIL	COMPLETING WORKS PROGRAMS (PROVIDING PROGRESS REPORTS)
JULY	SUMMER AND WINTER WEED CONTROL ON VERGES
OCTOBER	BUDGETARY REQUIREMENTS (FOR REVIEW IN THE NEW YEAR)
SCHEDULE	4th Thursday of each January, April, July and October
OTHER	CORE BUSINESS PLANNING (LONG-TERM PLANNING) ROADS PLAN (FIVE YEARS INTO THE FUTURE)

SCHEDULE Third THURSDAY of chosen months

WORKS ADVISORY COMMITTEE MEETINGS

MEMBERSHIP	Title	Surname	Name
Works Advisory Committee (updated 30/11/15)	CEO Nominated Representative	Vidovich	Les
	Council Member	Dow	David
	Council Member	Greenway	Paula
	Council Member	Rayner	Brian
	Council Member	Chitty	Therese
	CEO	Scott	Stan
	Council Deputy Member	Twine	Eric
	Council Deputy Member	Welburn	Rob

Council and Committee Meeting Schedule 2016

MONTH	ORDINARY COUNCIL MEETING 4.00 PM	COUNCIL FORUMS 4.00PM	AROC MEETING (CEO/ALL) 9.30 AM	AUDIT MEETINGS 2.00 PM	BUSH FIRE (BFAC) MEETINGS 6.00 PM	LEMC MEETINGS 5.00 PM	MUSEUM (MAC) MEETINGS 4.00 PM	WORKS (WAC) MEETINGS 4.00 PM	CDMAC (DEPOT) MEETING 5.30 PM	ENVIRONMENTAL ADVISORY COMMITTEE 5.30 PM
JAN	19/01/2016	NO FORUM	18/12/2015					21/01/2016	28/01/2016	
FEB	23/02/2016	9/02/2016	8/02/2016	11/02/2016	2/02/2016	10/02/2016	18/02/2016			25/02/2016
MAR	22/03/2016	8/03/2016	14/03/2016							
APR	26/04/2016	12/04/2016	4/04/2016					21/04/2016	28/04/2016	
MAY	24/05/2016	10/05/2016	9/05/2016	12/05/2016	3/05/2016	11/05/2016	19/05/2016			26/05/2016
JUNE	28/06/2016	14/06/2016	13/06/2016							
JULY	26/07/2016	12/07/2016	4/07/2016					21/07/2016	28/07/2016	
AUG	23/08/2016	9/08/2016	8/08/2016	11/08/2016	2/08/2016	10/08/2016	18/08/2016			25/08/2016
SEPT	27/09/2016	13/09/2016	5/09/2016							
OCT	25/10/2016	11/10/2016	3/10/2016					20/10/2016	27/10/2016	
NOV	22/11/2016	8/11/2016	7/11/2016	10/11/2016	1/11/2016	9/11/2016	17/11/2016			24/11/2016
DEC	20/12/2016	6/12/2016	5/12/2016							

SCHEDULE OF ALL MEETINGS	
OCM	Fourth Tuesday of each calendar month
CF	Second Tuesday of each calendar month
AROC	First and/or second Monday of each calendar month
AUDIT	Second Thursday of chosen months
BFAC	First TUESDAY of chosen months
LEMC	Second WEDNESDAY of chosen months
MAC	Third THURSDAY of Chosen Months
WAC	Third THURSDAY of chosen months
CDMAC	Fourth THURSDAY of chosen months
ENVCOM	Fourth THURSDAY of chosen months

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Shire of Toodyay Policy Manual

POLICY MANUAL

POLICY NO	<u>M6</u>
PROCEDURE SUBJECT	<u>ENGAGEMENT</u> <u>DEALING</u> WITH <u>MINING</u> PROPOSALS
FILE NUMBER	
ADOPTION DATE	
REVIEW DATE	

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OBJECTIVES

To ensure that Council staff and the Community have an understanding of Council role in mining approvals;

To provide an agreed policy position for Council's advocacy with mining proponents and approval agencies.

BACKGROUND**CONTEXT**

In dealing with mining proposals Council ~~acknowledges~~notes that:

- There ~~will~~may be no universal community view on any particular mining ~~projects~~project and that some people ~~will~~may support and some people ~~will~~may oppose any mining proposal;
- ~~When a project is in close proximity to people's homes or to rural residential communities there is likely to be strong opposition from affected people;~~
- ~~The Shire and the~~ Toodyay ~~has many~~ community ~~members with~~have a very strong interest in and commitment to preserving Toodyay's environment and this commitment is articulated in the Community Strategic Plan and the Environmental Plan; and
- Council's does not have ~~the a general~~ power to approve or reject mining projects and Council's role will generally be one of advocacy on behalf of electors, ratepayers and residents of the district. Council may through advocacy be able to influence the conditions imposed on projects by decision-makers.

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Council's limited role in ~~approvals for~~considering mineral projects is summarised at Attachment A. Council can be heard, influence and advocate but cannot approve or veto projects. Attachment A is a summary and is not intended to be an exhaustive discussion.

DEFINITIONS

Shire of Toodyay Policy Manual

Advocacy refers to Council advocating on its own behalf or on behalf of the community with another level of government or another body or agency. In the context of this policy it is advocating for the best interests of the Shire and the community by influencing other bodies or agencies which could include the EPA, Department of Minerals and Petroleum or a mining proponent.

As Low As Reasonably Practical (ALARP) For a risk to be ALARP it must be possible to demonstrate that the cost involved in reducing the risk further would be grossly disproportionate to the benefit gained

Mining Proposal means any proposed mining project other than an extractive industry that comes to the attention of the Shire, regardless of whether it has been formally referred for assessment or approval with relevant agencies. It does not include applications for prospecting or exploration licenses.

Quasi-judicial means the circumstances when Council determines an application or matter that directly affects a person's rights and Council has obligation to abide by procedural fairness, natural justice and the provisions of written legislation or legislative instruments such as Acts of Parliament, Regulations, Local Laws or planning instruments.

Right to be heard means a requirement that a State Agency in some circumstances must seek the view of the Local Government before taking a decision.

POLICY POSITION

Council supports citizens' rights to participate in the political debate including strong advocacy for their own position, so long as they respect the rights of others to hold contrary views.

Council performs a quasi-judicial role in relation to statutory planning matters and will perform that role in accordance with its legal obligations and adopted planning instruments.

To the extent possible within the constraints of its role, Council will do all in its power to ensure ~~for~~in relation to any proposed mining project that:

- All reports, investigations and assessments are thorough and complete;
- ~~That~~That negative impacts on the community or other local industries such as agriculture and tourism are eliminated or minimised to be As Low As Reasonably Practical (ALARP) and benefits of any project to the local community are maximised and ~~negative impacts are eliminated or minimised;~~
- That appropriate social offsets are provided that result in net community benefit to the electors, ratepayers and residents of the Shire;

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Shire of Toodyay Policy Manual

- That environmental impacts are minimised to be ALARP and rehabilitation is thorough and complete and offsets are appropriate.

Council will participate in engagement activities with project proponents, subject to the proviso that it reserves the right to oppose, or advocate for changes or conditions to any development in line with the above principles, and will uphold its responsibilities under the Local Government Act 1995 by representing the interests of electors, ratepayers and residents of the district.

Council delivers many services, projects, events and facilities. There may be occasions where these services, projects, events and facilities are sponsored or co-funded by a mining proponent. Such funding or sponsorship will not dilute Council's commitments as set out in this policy.

Council supports the implementation of a Social Impact Assessment funded by the proponent for any proposed mining project in line with the methodology set out in the publication '*Social impact assessment of resource projects*' published by the International Mining for Development Centre, and included as Attachment B to this policy. The template "*Social Impact Assessment and Mining Proposals in WA*" at Attachment C is the preferred structure of the assessment.

Council supports transparency and full disclosure of project developments to the community as soon as is reasonably practicable within the constraints of proponents' continuous disclosure obligations. The Shire is unable to take on a proponent's responsibility to keep the community informed. Any Shire consultation activities will be in accordance with Council Policy M2 – Public Consultation.

ATTACHMENTS

Attachment A – Council role in project approvals (Source – Civic Legal)

Attachment B - '*Social impact assessment of resource projects*', 2012, Mining for Development: Guide to Australian Practice, International Mining for Development Centre

Attachment C – "*Social Impact Assessment and Mining Proposals in WA*", 2008, Richard Riordan, downloaded from www.anthropologywa.org.au

Adopted by Council Ordinary Meeting of Council _____

Shire of Toodyay Policy Manual

ATTACHMENT A – SUMMARY OF LG ROLE IN MINING PROJECTS

<u>Act/Legislation or Statutory Instrument</u>	<u>Admin-Administering body</u>	<u>Function</u>	<u>LG/Local Government role in relation to mining</u>
<i>Mining Act 1978</i>	Department for Minerals and Petroleum (DMP)	Land tenure (tenements), rent, bonds, royalties, EIAs/Environmental Impact Assessments (EIA) s , inspections	Limited right to be notified and to be heard, no veto. Planning Scheme to be considered.
<i>Mines Safety and Inspection Act 1994</i>	DMP	Safety (project management plans)	Nil
<i>Environmental Protection Act 1986 (Part IV)</i>	EPA and OEP/Environmental Protection Authority (EPA)	EIA (Ministerial Conditions)	Referral as DMA “decision making authority”, limited consultation role (environmental protection policies), officers may be able to prosecute for certain offences
<i>Environmental Protection Act 1986 (Part V)</i>	DER/Department of Environment Regulation (DER)	Works approval to construct, pollution licence to commence operations for prescribed premises and clearing permits	Limited consultation role as “public authority”
<i>State Agreement Acts</i>	DSD (Dept/Department of State Dev)/Development DSD	Large development projects (e.g. Mineralogy State Agreement)	Nil
<i>Wildlife Conservation Act 1950</i>	DPaW/Department of parks and Wildlife (DPaW)	Regulate “taking” of identified species	Conflict provision dealing with overlapping powers (requires certain consultation)

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Shire of Toodyay Policy Manual

<u>Act/Legislation or Statutory Instrument</u>	<u>Admin-Administering body</u>	<u>Function</u>	<u>Local Government role in relation to mining</u>
<i>Rights in Water and Irrigation Act 1914</i>	Department of Water (DoW)	Regulate access to water s5C (taking of water) and s26D (construction of bore) licences	Certain roles but not relevant to mining projects (watercourses & wetlands)
<i>Various planning Acts and schemes</i>	WA Planning Commission (WAPC and) & Local Governments	Regulate land development	Extensive role in preparing planning schemes & development approval (but only consultation role under s120 of Mining Act)
<i>Aboriginal Heritage Act 1972</i>	DAA (DeptDepartment of Aboriginal Affairs (DAA))	Protection of aboriginal sites	Nil
<i>CALM Act (Conservation and Land Management)</i>	DPaW	Manage State reserved lands	Certain roles but none relevant to mining projects (agreements to manage private land)
<i>EPBC Act 1999 (Cth)</i>	Department of the Environment (CthCommonwealth)	Controlled action approvals	Nil, although possible for certain officers to be inspectors
<i>Native Title Act 1993 (Cth)</i>	NNNT (National Native Title Tribunal)	Applies registration test to new native title claims and undertakes future act mediation and arbitral functions	Right to participate

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POLICY MANUAL

POLICY NO	M6
PROCEDURE SUBJECT	DEALING WITH MINING PROPOSALS
FILE NUMBER	MIN1
ADOPTION DATE	15 December 2015 (Resolution No 275/12/15)
REVIEW DATE	

OBJECTIVES

To ensure that Council staff and the Community have an understanding of Council role in mining approvals;

To provide an agreed policy position for Council's advocacy with mining proponents and approval agencies.

CONTEXT

In dealing with mining proposals Council notes that:

- There may be no universal community view on any particular mining project and that some people may support and some people may oppose any mining proposal;
- The Shire and the Toodyay community have a very strong interest in and commitment to preserving Toodyay's environment and this commitment is articulated in the *Community Strategic Plan* and the *Environmental Plan*; and
- Council's does not have a general power to approve or reject mining projects and Council's role will generally be one of advocacy on behalf of electors, ratepayers and residents of the district. Council may through advocacy be able to influence the conditions imposed on projects by decision-makers.

Council's limited role in considering mineral projects is summarised at Attachment A. Council can be heard, influence and advocate but cannot approve or veto projects. Attachment A is a summary and is not intended to be an exhaustive discussion.

DEFINITIONS

Advocacy refers to Council advocating on its own behalf or on behalf of the community with another level of government or another body or agency. In the context of this policy it is advocating for the best interests of the Shire and the community by influencing other bodies or agencies which could include the EPA, Department of Minerals and Petroleum or a mining proponent.

As Low As Reasonably Practical (ALARP) For a risk to be ALARP it must be possible to demonstrate that the cost involved in reducing the risk further would be grossly disproportionate to the benefit gained

Mining Proposal means any proposed mining project other than an extractive industry that comes to the attention of the Shire, regardless of whether it has been formally referred for assessment or approval with relevant agencies. It does not include applications for prospecting or exploration licenses.

Quasi-judicial means the circumstances when Council determines an application or matter that directly affects a person's rights and Council has obligation to abide by procedural fairness, natural justice and the provisions of written legislation or legislative instruments such as Acts of Parliament, Regulations, Local Laws or planning instruments.

Right to be heard means a requirement that a State Agency in some circumstances must seek the view of the Local Government before taking a decision.

POLICY POSITION

Council supports citizens' rights to participate in the political debate including strong advocacy for their own position, so long as they respect the rights of others to hold contrary views.

Council performs a quasi-judicial role in relation to statutory planning matters and will perform that role in accordance with its legal obligations and adopted planning instruments.

To the extent possible within the constraints of its role, Council will do all in its power to ensure in relation to any proposed mining project that:

- All reports, investigations and assessments are thorough and complete;
- That negative impacts on the community or other local industries such as agriculture and tourism are eliminated or minimised to be As Low As Reasonably Practical (ALARP) and benefits of any project to the local community are maximised and;
- That appropriate social offsets are provided that result in net community benefit to the electors, ratepayers and residents of the Shire;
- That environmental impacts are minimised to be ALARP and rehabilitation is thorough and complete and offsets are appropriate.

Council will participate in engagement activities with project proponents, subject to the proviso that it reserves the right to oppose, or advocate for changes or conditions to any development in line with the above principles, and will uphold its responsibilities under the *Local Government Act 1995* by representing the interests of electors, ratepayers and residents of the district.

Council delivers many services, projects, events and facilities. There may be occasions where these services, projects, events and facilities are sponsored or co-funded by a mining proponent. Such funding or sponsorship will not dilute Council's commitments as set out in this policy.

Council supports the implementation of a Social Impact Assessment funded by the proponent for any proposed mining project in line with the methodology set out in the publication '*Social impact assessment of resource projects*' published by the International Mining for Development Centre, and included as Attachment B to this policy. The template "*Social Impact Assessment and Mining Proposals in WA*" at Attachment C is the preferred structure of the assessment.

Council supports transparency and full disclosure of project developments to the community as soon as is reasonably practicable within the constraints of proponents' continuous disclosure obligations. The Shire is unable to take on a proponent's responsibility to keep the community informed. Any Shire consultation activities will be in accordance with Council Policy M2 – Public Consultation.

ATTACHMENTS

Attachment A – Council role in project approvals (Source – Civic Legal)

Attachment B - '*Social impact assessment of resource projects*', 2012, Mining for Development: Guide to Australian Practice, International Mining for Development Centre

Attachment C – "*Social Impact Assessment and Mining Proposals in WA*", 2008, Richard Riordan, downloaded from www.anthropologywa.org.au

Adopted by Council Ordinary Meeting of Council 15 December 2015

Shire of Toodyay Policy Manual

ATTACHMENT A – SUMMARY OF LG ROLE IN MINING PROJECTS

Legislation or Statutory Instrument	Administering body	Function	Local Government role in relation to mining
<i>Mining Act 1978</i>	Department for Minerals and Petroleum (DMP)	Land tenure (tenements), rent, bonds, royalties, Environmental Impact Assessments(EIA) s, inspections	Limited right to be notified and to be heard, no veto. Planning Scheme to be considered.
<i>Mines Safety and Inspection Act 1994</i>	DMP	Safety (project management plans)	Nil
<i>Environmental Protection Act 1986 (Part IV)</i>	Environmental Protection Authority (EPA)	EIA (Ministerial Conditions)	Referral as DMA “decision making authority”, limited consultation role (environmental protection policies), officers may be able to prosecute for certain offences
<i>Environmental Protection Act 1986 (Part V)</i>	Department of Environment Regulation (DER)	Works approval to construct, pollution licence to commence operations for prescribed premises and clearing permits	Limited consultation role as “public authority”
<i>State Agreement Acts</i>	<i>Department of State Development DSD</i>	<i>Large development projects (e.g. Mineralogy State Agreement)</i>	<i>Nil</i>
<i>Wildlife Conservation Act 1950</i>	Department of parks and Wildlife (DPaW)	Regulate “taking” of identified species	Conflict provision dealing with overlapping powers (requires certain consultation)

Shire of Toodyay Policy Manual

Legislation or Statutory Instrument	Administering body	Function	Local Government role in relation to mining
<i>Rights in Water and Irrigation Act 1914</i>	Department of Water (DoW)	Regulate access to water s5C (taking of water) and s26D (construction of bore) licences	Certain roles but not relevant to mining projects (watercourses & wetlands)
<i>Various planning Acts and schemes</i>	WA Planning Commission (WAPC) & Local Governments	Regulate land development	Extensive role in preparing planning schemes & development approval (but only consultation role under s120 of Mining Act)
<i>Aboriginal Heritage Act 1972</i>	Department of Aboriginal Affairs (DAA)	Protection of aboriginal sites	Nil
<i>CALM Act (Conservation and Land Management)</i>	DPaW	Manage State reserved lands	Certain roles but none relevant to mining projects (agreements to manage private land)
<i>EPBC Act 1999 (Cth)</i>	Department of the Environment (Commonwealth)	Controlled action approvals	Nil, although possible for certain officers to be inspectors
<i>Native Title Act 1993 (Cth)</i>	NNNT (National Native Title Tribunal)	Applies registration test to new native title claims and undertakes future act mediation and arbitral functions	Right to participate

International Mining for Development Centre
Mining for Development: Guide to Australian Practice

Social impact assessment of resource projects

Daniel Franks



Australian Government
AusAID



THE UNIVERSITY
OF QUEENSLAND
AUSTRALIA



THE UNIVERSITY OF
WESTERN AUSTRALIA

www.im4dc.org

The **International Mining for Development Centre** has been established to promote more sustainable use of minerals and energy resources in developing nations by assisting governments and civil society organisations through delivery of education and training, fellowships, research and advice. Our focus is on three core themes of Governance and Regulation, Community and Environmental Sustainability, and Operational Effectiveness.

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The Centre for Social Responsibility in Mining (CSR) was established by the University of Queensland in 2001 in response to growing interest in and debate about the role of the mining and minerals industry in contemporary society.

This report does not necessarily represent the views or the policy of AusAID or the Commonwealth of Australia.



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Introduction

The social performance of resource projects has attracted greater attention and scrutiny from communities, governments and increasingly mineral and energy companies in recent times. **How the costs and benefits of resource development are distributed can have an enormous influence on the success of projects and this realisation has led to a strengthening of government and corporate policy with regard to social impact assessment (SIA), social responsibility and community relations.**

This paper describes aspects of the legislative and policy framework for the assessment and management of the social impacts of resource projects in Australia. Australian state governments have adopted varied approaches to the assessment and management of social impacts. The paper does not attempt to provide a comprehensive review of SIA policy in Australia, nor should it be used as a guide to the jurisdictional requirements. Instead the paper highlights the leading practice initiatives that have improved outcomes for the communities and social groups impacted by projects.

The paper begins with an outline of the social issues associated with resource development and an explanation of SIA and its importance. A range of case studies of initiatives and policies adopted by governments in Australia are summarised.

The importance of a policy environment that encourages good social performance

Experienced resource development companies with the capabilities to develop projects and a track record of being respectful and responsive in their dealings with governments, communities and civil society, are attracted to jurisdictions with clear and effective governance regimes. These companies have come to appreciate the economic, social and environmental challenges that mineral development can bring. They understand that irresponsible management of economic, social and environmental issues reduces the prospects for long-term success of developments and can lead to delays, shutdowns, and even the closure of projects.

The advantages for business and government of an effective policy regime for assessing and managing social impacts include:

- Ensuring developments contribute to economic growth and social development over the long-term;
- Attracting experienced and capable companies;
- Reducing project risks and providing greater certainty for investors, government, and society;
- Increasing long-term success and avoiding delays, shutdowns, and even the closure of projects;
- Identifying issues early, avoiding and reducing costs when compared to unplanned solutions, and incorporating unavoidable costs into feasibility, project development and planning;
- Planning for social and physical infrastructure;
- Informing and involving internal and external stakeholders and assisting to build trust and mutually beneficial outcomes;
- Improving the quality of life of employees and improving attraction and retention of skilled workers;
- Enhancing competitive advantage and reputation, by implementing innovative approaches, setting high standards for other businesses and leaving a positive legacy beyond the life of the project; and
- Complying with international principles and standards.

SOCIAL IMPACT ASSESSMENT OF RESOURCE PROJECTS

THE SOCIAL IMPACTS OF RESOURCE DEVELOPMENT

Resource development brings change. Projects have the potential to negatively impact the environments, communities and economies overlying and surrounding developments. Conversely, they also can bring opportunities through the conversion of the natural resource into financial resources, the development of social capacities and skills, infrastructure and business development, and the investment of those resources into environmental and social programs.

Economic, social and environmental changes are interlinked. The impacts on ecosystems, for example, can disrupt the environmental services that are provided by these ecosystems and the economies and livelihoods of people reliant on these services. Impacts are also dynamic. For example, new employment opportunities often considered a key benefit of projects may in fact lead to social challenges if the specialist skills required by the industry are not available locally or take time to develop through vocational training programs. Planned and un-planned in-migration of workers and the associated population growth can create greater demands on social services, such as health, education, housing and commerce as well as physical and social infrastructure. If managed well, population growth can be a driver for improved infrastructure and services, however, the long lead-time required to improve existing services and infrastructure has created challenges in many resource regions.

In-migration and demographic change can also challenge the social cohesion and customs of communities and disrupt social order. Where single male workers make up a significant proportion of the workforce, prostitution can be a common feature. Work camps can be a source of local dissatisfaction if not effectively integrated into local communities.

Developments also have the potential to disrupt existing land uses and industries, such as agriculture, tourism and fishing. As resource development activities grow, the demand for goods and services can lead to increases in prices. People working in service and agricultural industries, which commonly do not attract the same level of pay as resource sector workers, may not be in a position to afford these increased costs. At the same time resource development, if well planned, provides the opportunity to strengthen local businesses and economies and generate royalties and taxes.

The way in which change comes about also influences how that change is experienced by society. When stakeholders have an opportunity to actively participate in the decision-making of resource developments and ensure the project is consistent with their values and livelihoods, their experience of those developments tends to be more positive and their attitudes toward projects more supportive. Public participation may take the form of local community consultation, opportunities for civil society involvement in impact assessment processes, or more active participation such as involvement in ongoing community reference panels, or participatory environmental and social monitoring initiatives.

When stakeholders have an opportunity to actively participate in the decision-making of resource developments and ensure the project is consistent with their values and livelihoods, their experience of those developments tends to be more positive and their attitudes toward projects more supportive.

Table 1: Common change induced by mining that can lead to social impacts (Franks, 2011).

Social and Cultural Change	
Population and demographics	In-migration, out-migration, workers' camps, social inclusion, growth or decline of towns, conflict and tensions between social groups
Social infrastructure and services	Demands on and investment in housing, skills (shortages and staff retention), childcare, health, education, and training
Crime and social order	Corruption, domestic violence, sexual violence, substance abuse and trafficking, prostitution, change in social norms, pace of change for vulnerable communities
Culture and customs	Change in traditional family roles, changing production and employment base, effect of cash economy, reduced participation in civil society, community cohesion, sense of place, community leadership, cultural heritage
Community health and safety	Disease, vehicle accidents, spills, alcohol and substance abuse, pollution, interruption to traditional food supply, awareness and treatment programs
Labor	Health and safety, working conditions, remuneration, right to assemble, representation in unions, labor force participation for women
Gender and vulnerable groups	Disproportionate experience of impact and marginalization of vulnerable groups (e.g., women, disabled, aged, ethnic minorities, indigenous, and young), equity in participation and employment
Human rights and security	Abuses by security personnel (government, contractor, company), social disorder in camps, suppression of demonstrations, targeting of activists, rights awareness programs
Economic Change	
Distribution of benefits	Employment, flow of profits, royalties and taxes, training, local business spending, community development and social programs, compensation, managing expectations, equitable distribution across state/regional/local/ethnic/family groups, cash economy
Inflation/deflation	Housing (ownership and rents), food, access to social services
Infrastructure	Demands on, and investment in, roads, rail, ports, sewerage, telecommunications, power and water supplies
Socio-Environmental Change	
Pollution and amenity	Air (e.g., dust), water (e.g., acid and metalliferous drainage, cyanide, riverine and submarine waste disposal), noise, scenic amenity, vibration, radiation, traffic, government capacity to monitor and regulate
Resources (access/competition)	Land, mobility, water (groundwater, river, ocean), mineral resources (artisanal and small-scale mining), cultural heritage, forest resources, human, postmining land use
Resettlement	Consent and consultation for resettlement, compensation, ties to land, adequacy of resettlement housing and facilities, equity, postsettlement conditions, livelihoods
Disturbance	Disruption to economic and social activities (including by exploration), consultation for land access, frequency and timing, compensation
The Process of Change	
Community engagement	Consultation, communication, participation, empowerment, access to decision makers, transparency, timing, inclusiveness – particularly for vulnerable and marginalized groups – respect of customs and authority structures, reporting
Consent	Indigenous sovereignty/title (free, prior, and informed consent), community consent
Participation	Planning, development of programs, monitoring, selection of alternatives and technologies, operational aspects
Remedy	Grievance and dispute resolution, acknowledgment of issues, compensation, mitigation
Agreements	Equity, timely honoring of commitments, issues with delivery, duress, clarity of obligations, capacity and governance (including government capacity to respond to and manage change)
Community development	Participation, adequacy, appropriateness, capacity to facilitate, consistency, prioritization

SOCIAL IMPACT ASSESSMENT OF RESOURCE PROJECTS

WHAT IS SOCIAL IMPACT ASSESSMENT?

Social impact assessment (SIA) is a process for understanding and responding to the social issues associated with development.

SIA is focused on how to identify, avoid, mitigate and enhance outcomes for communities and is most effective as an iterative process across the life cycle of developments, rather than a one-off activity at the outset of mining (Vanclay 2003; Becker and Vanclay 2006; Franks 2011; Esteves et al.,).

While originally conceived as a tool for predicting impacts of proposed projects prior to development, SIA is now considered to include the systems and strategies undertaken during the implementation phases of a development (including exploration) to monitor, report, evaluate, review, and proactively respond to change.

A social impact is something that is experienced or felt (real or perceived) by an individual, social group or economic unit. Social impacts are the effect of an action (or lack of action) and can be both positive and negative. Social impacts are distinct from social change processes, partly because different social groups can experience social change differently depending on the circumstances (Vanclay, 2002).

Social impact assessment assists to: identify key issues from the perspective of those potentially impacted by projects; predict and anticipate change; and embed these understandings into ongoing systems and strategies to proactively respond to the consequences of development (Vanclay and Esteves, 2011).

The phases of social impact assessment

Social impact assessment can be considered as a number of distinct but iterative phases within an adaptive management process (Franks, 2011).

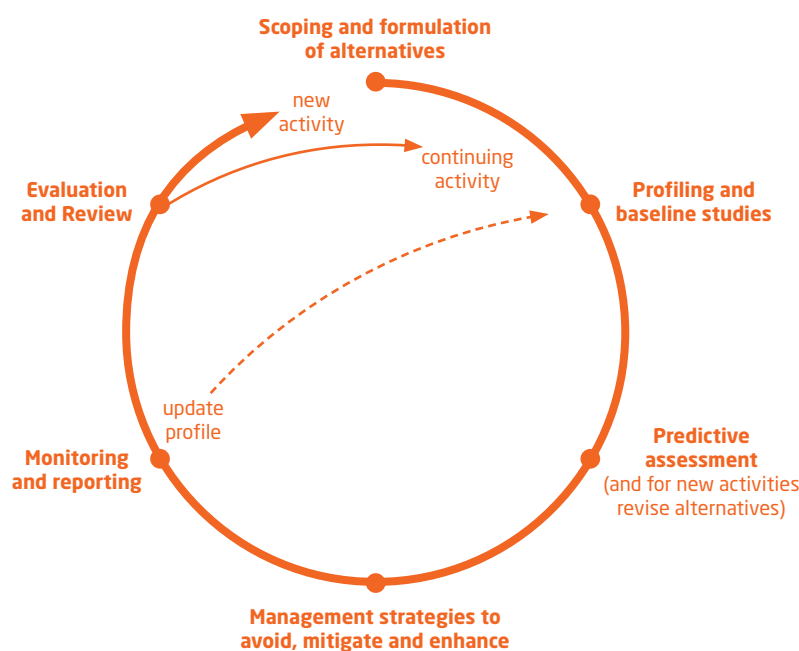
1 Scoping and formulation of alternatives

The scoping phase sets the parameters for the later phases of assessment and management by determining the scale, timing and focus of the assessment, ascertaining who is likely to be impacted and identifying the actions that are likely to result in impacts. Scoping will begin by defining the purpose of the assessment and identifying background material that may influence the assessment. Alternative options should be formulated for later analysis and an initial appraisal of the impacts of these alternatives undertaken. The output of the scoping phase may be the definition of the objective, scope, scale, priority issues and terms of reference for the phases of assessment and management to follow.

2 Profiling and baseline studies

Social profiling consists of understanding the communities and stakeholders potentially impacted by the activity through social and economic research. Profiling involves analysis of the social and economic characteristics of a region at a given point of time. Baselines are an appraisal of the state of a community or social group before an activity takes place. Baseline studies provide a benchmark against which potential impacts can be anticipated and change measured. After a review of secondary information, and the identification of knowledge gaps, a program for the collection of primary data is developed.

Figure 1: The phases of social impact assessment within an iterative adaptive management process (adapted after Franks, 2011).



3 Predictive assessment and revision of alternatives

During this phase, likely impacts are identified and predicted, and their scale and significance evaluated using technical and participatory methods. The choice of methods will depend on the nature of the activity and the phase of the resource development life cycle. The outcomes of predictive assessment and analysis are usually prioritised by their scale and level of significance. They are used to provide feedback to stakeholders as well as to engineers and project developers in order to modify and revise the project, and enable them to decide which proposed project alternative best achieves the objectives of the project while still enhancing social outcomes and avoiding negative impacts.

4 Management strategies to avoid and mitigate negative social impacts and enhance positive impacts

The outcomes of the predictive assessment must then be embedded across all aspects of the business. This may take the form of formalised social impact management systems, social programs and initiatives, site plans, agreements and development of standard operating procedures for high-risk issues. Examples of management procedures to address social issues include cultural heritage management plans, community reference groups, community trusts and funds, human rights and cultural awareness training (linked to human resources systems) and local sourcing and purchasing policies.

5 Monitoring and reporting

The monitoring and reporting phase involves collection, analysis and dissemination of information over time. This phase can assist in refining assessments, track the progress of social impact management approaches and identify changes needed, report to communities on how they are being impacted, and facilitate an informed dialogue around these issues.

6 Evaluation and review

The final phase is to evaluate and review the assessment and management processes. An active and dedicated process of evaluation and review – and importantly, the adjustment of actions – are fundamental features. The reconciliation of impacts predicted during the assessment phase with the actual impacts experienced during implementation will assist in refining and improving future approaches.

Social impact assessment (SIA) is focused on how to identify, avoid, mitigate and enhance outcomes for communities and is most effective as an iterative process across the life cycle of developments, rather than a one-off activity at the outset of mining.

SOCIAL IMPACT ASSESSMENT OF RESOURCE PROJECTS

The objectives of social impact assessment for resource projects

The policy and legislative instruments adopted by government should seek to encourage the following objectives. While this list is not exhaustive it does identify a number of issues that are distinctive about resource developments.

Life cycle approach

Resource developers should be encouraged to identify and respond to social impacts at all stages across the life cycle of resource developments with processes adopted to integrate social management into all aspects of a development.

Leaving a long term legacy

Developments should be encouraged to plan for outcomes that reach beyond the life of the operation and should tailor approaches toward enhancing post-resource development futures. Leaving a positive legacy goes beyond the mitigation of negative impacts – it means providing the broader region with something of value beyond the operation.

Engagement

Resource developments should be encouraged to undertake ongoing engagement with, and participation of, community and government. Where appropriate, active processes that seek community involvement in decision-making should be prioritised over passive methods of consultation.

Alignment

Resource developments should be encouraged to align activities with community and government planning and preferred futures through engagement.

Building capacities

Social investments and community development activities undertaken by resource developers should, where possible, seek to build the capacity of communities to undertake activities, and minimise dependency on resource companies.

Partnerships

Where appropriate, resource developers should be encouraged to partner with local and state government, communities, other operations and with other industries to address issues of concern and mutual interest.

Balance between operational and regional context

Resource developers should tailor their approaches to the individual operational context; however, they should also seek, where appropriate, to take a broader approach to ensure that the totality of impacts from other operations, industries and activities are considered, and that efforts to coordinate management, monitoring and mitigation are explored. This is particularly important in resource provinces where multiple operations are located together.

Coordination

A more strategic use of funds, trusts and other investments and activities, and a more coordinated approach across operations, government agencies and geographic regions should be encouraged.

Adaptive management and flexibility

Resource developments should be encouraged to be responsive to changing circumstances and increased knowledge and awareness of impacts over time. They should demonstrate continuous improvement.

SOCIAL IMPACT ASSESSMENT IN THE AUSTRALIAN CONTEXT

Under the Australian federal system, the regulation and development of natural resources are primarily the responsibility of Australia's state governments. The approval and assessment of resource development projects are done under state based legislation. Australian (federal) Commonwealth government legislation may apply for issues of corporations' law, Indigenous peoples and native title, and matters of national environmental significance (for example for issues where Australia has environmental treaty obligations).

Social impact assessment is almost exclusively defined under state based schemes. In the following sections a range of policies and case studies of initiatives adopted by governments in Australia are summarised.

Sustainable Resource Communities Policy - Queensland

The Sustainable Resource Communities policy was introduced in September 2008 and is designed to both maximise the opportunities presented by developments in Queensland resource regions and mitigate and avoid adverse impacts on community infrastructure. Community infrastructure refers to both soft and hard infrastructure around services and processes that enhance the social capacity of communities and may include infrastructure related to health, housing, youth, aged care, leisure, community safety facilities and road safety. The policy aims to improve the assessment and ongoing management of the social impacts of resource developments, provide for greater coordination and collaboration between stakeholders and address resource governance issues.

The policy introduced a dedicated social impact assessment (SIA) unit within the Queensland Government, emphasised greater links between SIAs, community plans and regional planning and introduced social impact management plans (SIMPs) to outline the forecasted changes to communities, the agreed strategies for addressing impacts, and the responsibility of various parties in relation to the management of social issues.

The policy is supported by a governance structure that reports to the Minister and includes community, government and industry representation. At the state level a partnership group has been assembled to share strategic information, develop and coordinate solutions, undertake research into best practice and assessment methodologies and facilitate cross-sector communication to improve the outcomes for resource communities in Queensland. At a resource province/region level, local leadership groups provide ongoing engagement, identify preferred strategies and programs to manage impacts, facilitate links with regional planning processes and develop projects that address the cumulative impacts of resource developments.

More about the policy can be found here:

<http://203.210.126.185/dsdweb/v4/apps/web/secure/docs/3072.pdf>

Impact statements for project approvals

Social impact assessment is required as part of regulatory approval processes for resource developments in most Australian jurisdictions. These SIAs are usually focused on predicting impacts related to a specific project and are integrated within environmental impact statements (EISs) as part of project level approval in each State.

Project level assessments consist of the same basic process:

- 1 The production of an initial advice statement (Queensland), application for approval (New South Wales), or environmental scoping document (Western Australia; which may be released for public comment) by the proponent that broadly outlines the scope of the proposal;
- 2 The development of a Terms of Reference (ToR; Queensland) or report detailing the environmental assessment requirements (New South Wales) to be covered in the assessment (in Queensland the ToR includes provision for public comment, while in NSW the requirements must take into account the views of other government agencies);
- 3 The production of the Environmental Impact Statement (Queensland and New South Wales) or Environmental Review and Management Program document (Western Australia) by the resource developer (which includes an assessment of social impacts);
- 4 A period of public review and comment, and if required by the relevant authority, a supplementary report to address issues raised by public submissions; and
- 5 An agency/Ministerial decision whether to approve the proposal and an environmental assessment report that provides an overview of the process and indicates whether the EIS has complied with the act.

The participatory and analytical methods employed within the SIA will depend on the context of the proposal and the impacts. While there may be context-based variations, some content will be common to SIAs. Social impact assessments should contain information about workforce (size, composition and sourcing, including contractors and sub-contractors); location (proximity to communities, community size, interaction with communities and non-resident workforce); timing (sequencing of development, ramp ups and ramp downs, and transition times); logistics corridors (road, air, rail and port networks); as well as details about any corporate policies and strategies (workforce accommodation, local employment, Indigenous employment, local procurement etc).

The accessibility of past assessments and supporting documentation is a key issue in some jurisdictions. The Western Australian Department of Mines and Petroleum includes documentation on mining proposals and past impact statements within a publicly available online minerals information database (Minedex). The documents are made available alongside details of mine sites and deposits, operational status and mineral resource estimates. By making available past impact assessments the database encourages consistency in practice and methodologies and facilitates comparative analysis of the studies.

SOCIAL IMPACT ASSESSMENT OF RESOURCE PROJECTS

Community engagement and involvement

Community engagement in the resources sector ranges from communication of the project proposal to stakeholders and the incorporation of stakeholder views to modify projects, to ongoing participation in assessment and management across the mine life cycle. Increasingly higher levels of engagement are expected by community and governments. **Community engagement and participation can assist in developing open, meaningful dialogue, and can influence decision making, build trust, legitimacy, capacities, address community concerns, manage expectations, tap local knowledge and negotiate mutually beneficial futures that are more sustainable and locally relevant.** The form and level of engagement will vary across the mining life cycle and the phases of social impact assessment.

The Australian Commonwealth and state Governments, through the Ministerial Council on Mineral and Petroleum Resources, and in collaboration with the Australian Petroleum Production and Exploration Association, the Australian Coal Association, the Minerals Council of Australia and the Australian Pipeline Industry Association, has developed a series of *Principles of Engagement with Communities and Stakeholders*. The five principles are:

1. **Communication:** Open and effective engagement involves both listening and talking
 - a) Two-way communication
 - b) Clear, accurate and relevant information
 - c) Timeliness
2. **Transparency:** Clear and agreed information and feedback processes
 - a) Transparency
 - b) Reporting
3. **Collaboration:** Working cooperatively to seek mutually beneficial outcomes.
4. **Inclusiveness:** Recognise, understand and involve communities and stakeholders early and throughout the process.
5. **Integrity:** Conduct engagement in a manner that fosters mutual respect and trust (MCMPR, 2005).

Further elaboration of each of these elements can be found in the code. http://www.ret.gov.au/resources/Documents/mcmpr/Principles_for_Engagement_with_Communities_and_Stakeholders.pdf

Community Engagement Plans - Victoria

The state of Victoria requires potential mineral licensee holders to prepare and document commitments made to communities affected by exploration and operational mining activities. Licensees have a duty to consult with communities proactively to build relationships that reflect the values of: trust, mutual respect, transparency and understanding. Communities need opportunities to provide feedback to the licensees on issues that are important to them as part of creating and maintaining a 'social license to operate'. This begins with a prescribed consultation process followed by the development of a Community Engagement (CE) Plan which 'clearly identifies the community and describes how, when and what engagement will occur with that community during all stages of the mining project.' These CE plans need to be approved by the Department of Primary Industries before a licensee has authority to develop a mining lease. In addition to guidance documents for potential mineral license holders the department has developed a landholder information booklet to answer frequently asked questions about the rights of landholders whose property is subject to exploration. Among the topics addressed are: the community consultation process; management of environmental impacts; considerations of public safety; and negotiation of access and compensation agreements.

<http://www.dpi.vic.gov.au/earth-resources/community-information/guidelines-exploration>

http://www.dpi.vic.gov.au/_data/assets/pdf_file/0016/28051/New-Landholder-Information0410.pdf

Community engagement and participation can assist in developing open, meaningful dialogue, and can influence decision making, build trust, legitimacy, capacities, address community concerns, manage expectations, tap local knowledge and negotiate mutually beneficial futures that are more sustainable and locally relevant.

Community Consultative Committees – New South Wales

Community consultative committees are reference groups that can provide a forum for generating feedback about operational and proposed activities. A significant proportion of mining operations in Australia have such committees. In NSW community consultative committees are a condition of approval by the Minister for Planning. The committees provide feedback on the project assessment, the implementation of the conditions of approval, the results of monitoring and annual environmental management reports, and review the resolution of community complaints. The committees may undertake site visits, advise on initiatives to which the company may contribute and liaise with committees from other mines to discuss common issues and respond to cumulative impacts.

Membership includes an independent chairperson, 3-5 representatives of the local community and other stakeholders, a representative of local government and 2-3 representatives of the mine. State government representatives are not part of the committee but can attend specific meetings at the request of the committee. Community representatives are chosen following advertisement in the local press. Meetings are to be held at least quarterly, with minutes recorded by company representatives and available to the public, usually through the company website. While the committee is encouraged to communicate with the broader community, only the Chairperson can speak publicly on its behalf.

For community consultative committees to be at their most effective, there needs to be strong governance and feedback mechanisms back to the broader community to provide an opportunity for input and to report on outcomes. There is also a need to ensure broad representation, including groups such as youth and aged organisations, local business, tourism, health, welfare, policing and education in addition to environment, government and community groups to ensure a range of issues are covered, while also keeping committees to a manageable size.

http://www.planning.nsw.gov.au/assessingdev/pdf/cccguidelines_2007.pdf

Social Impact Management Plans

Social Impact Management Plans (SIMPs) outline strategies undertaken during the implementation phases of a development (including closure) to monitor, report, evaluate, review and proactively respond to change. **SIMPs are increasingly becoming a requirement by governments and investors of projects.** They are usually developed as an outcome of the preparation of impact statements for project approvals and then periodically updated. The plan will respond to the priority social issues identified during the assessment. SIMPs should ideally articulate an internal company management system to respond to impacts in an adaptive way over the life cycle of projects.

In Queensland SIMPs are required to be submitted alongside SIAs for project approval. The plans are a stand-alone document that summarise the findings of the SIA and outline the ongoing management and monitoring of impacts. The Queensland Government has developed a guideline that outlines the requirements: <http://www.dlgs.qld.gov.au/resources/guideline/simp-guideline.pdf>

SOCIAL IMPACT ASSESSMENT OF RESOURCE PROJECTS

Regional and community development

Alongside local business development and employment, resource developers also typically have programs to support community activities, social infrastructure and services. Traditionally these programs have been part of a broader public relations profile, but in recent years there has been a shift toward a community and regional development approach that prioritises and coordinates investments with community needs and preferred futures.

Community and regional development programs present an opportunity to focus and coordinate investments at a site and regional level. Community development may be prioritised by the scoping, baseline and profiling, and predictive assessment phases of social impact assessment and, most importantly, through community participation. **Partnerships** are often the best way to facilitate local capacity building and development programs, social services and infrastructure (Kemp, 2009). Partnerships between organisations, service providers, governments, other resource companies and peak industry bodies can be effective in mobilising greater resources, leveraging investment and coordinating activities to respond to complex issues. Partners may also be better placed to deliver community development initiatives and community-led initiatives can build the capacity of communities and their organisations to avoid dependence on resource developers. Governments can play a key role to encourage more effective and aligned delivery of community and regional development.

Pilbara Cities Initiative - Western Australia

"Pilbara Cities" is a program that uses mining royalties to benefit isolated communities in the Pilbara region. The Pilbara hosts a significant proportion of Australia's iron ore, petroleum and natural gas developments. The vision for this 25 year, A\$1 billion development program is to promote quality regional living with modern services supporting strong local communities. Due to recent mining and related industrial activities, the Pilbara region has undergone a period of rapid population growth. Consequently, there is not enough affordable housing, community services, educational facilities, infrastructure or other amenities to meet the increased demand. This has placed enormous pressure on isolated regional towns which are already impacted by transient (fly-in fly-out) mining workforces. The initiative seeks to relieve these pressures by:

- Coordinating infrastructure development of water supply, wastewater management, road improvement, port and airport upgrades and expansion and telecommunications;
- Investing in community projects to improve healthcare, recreation facilities, cultural facilities and education opportunities;
- Planning for growth by managing the development of housing for people working in all sectors, investing in city centre revitalization projects, repackaging underutilised or surplus land for development of residential properties; and,
- Increasing both economic and industrial diversity so that the Pilbara is not solely dependent on mining and related industries for income over the long term.

Throughout all of these activities, the consultation and participation of Indigenous peoples is emphasised.

<http://pilbaracities.com/>

Clermont Preferred Futures – Queensland

Clermont is a small rural community of approximately 2500 people located 200km inland from Mackay, in the Bowen Basin, Queensland. The town was established prior to coal mining in the region. At Clermont, mining company Rio Tinto has worked closely with the local government and community to respond to requests for infrastructure development by supporting a community strategic planning initiative called Clermont Preferred Futures. The requests for infrastructure followed the decision by Rio Tinto to open a second mine (Clermont coal mine) near the existing Blair Athol mine, which is due to close in 2015, and the potential additional impacts that would arise from these transitions. Clermont has become dependent on the economic activity of the mine and the community visioning process provided an opportunity to target future investments to enable a positive post-mining legacy.

Led by the Isaac Regional Council (formerly the Belyando Shire Council), facilitated by the Institute for Sustainable Regional Development at Central Queensland University and sponsored by Rio Tinto, the community plan is a strategic framework to guide development in the community over the coming two decades and ensure investments meet community goals. The exercise was informed by a socio-economic baseline of the town. It consisted of stakeholder mapping, analysing the socio-economic characteristics of the region and the coverage of existing data, identifying previous work and existing plans and strategies and developing partnerships. A vision was developed from targeted community consultation and input from a diverse steering committee. An action plan was formulated and an officer appointed to coordinate implementation. The position is jointly funded between the local government and Rio Tinto. The plan is now used to guide community development and investment activities.

Impact and benefit agreements

Negotiated agreements may occur between resource developers and landholders, communities or Indigenous peoples. The most common type of negotiated impact and benefit agreements in Australia are Indigenous Land Use Agreements (ILUAs), which are provided for under the Native Title Act (more information on ILUAs and Native Title are available from the National Native Title Tribunal: <http://www.nntt.gov.au/Indigenous-Land-Use-Agreements/Pages/default.aspx>)

Negotiated agreements typically occur on a bi-lateral basis between resource developers and impacted parties, however the impetus for agreements and their content may be influenced by government policy. Examples include ILUAs or Conduct and Compensation Agreements in Queensland (see text box).

Agreements can include provisions about how impacts are to be addressed and the governance processes that manage the relationship between the parties. Negotiated agreements provide additional opportunities for communities to influence or participate in developments and there is scope for the agreements to be explicitly linked to the outcomes of SIAs (Esteves, Franks and Vanclay, forthcoming).

Conduct and Compensation Agreements - Queensland

In the state of Queensland, exploration and new mineral and energy development projects are expanding in number and geographical extent. It has therefore become increasingly necessary for the state government to balance the needs of the agriculture and resource sectors. In 2010, Queensland passed new legislation to provide consistent, transparent, balanced and equitable land access and compensation for both sectors through 'Conduct and Compensation Agreements'. These agreements distinguish between 'preliminary activities' and 'advanced activities' related to minerals or energy exploration. The new framework provides guidelines and support for both landholders and resource authority holders to deal responsibly and directly with one another as they negotiate a balanced and equitable agreement about the use of and compensation for privately owned parcels of land.

Landholders must be given advance notice of entry for preliminary mining-related activities that represent minor effects on landholders. A secondary and compensatory agreement must also be negotiated in person for advanced exploration activities that would significantly disturb a landholder's use of a property. The agreement must outline the proposed activities in advance. New land access laws and standard compensation and deferral agreement templates aim to assist in the negotiation and dispute resolution processes between landholders and exploration license holders. The government recommends that both parties seek independent legal advice as they advance through their negotiations since the framework does not, in itself, prevent or resolve disagreements.

http://mines.industry.qld.gov.au/assets/land-tenure-pdf/6184_landaccesslaws_guide_print.pdf

Aurukun Sustainability Framework - Queensland

The Aurukun Sustainability Framework was an initiative of the Queensland Government aimed at including community perspectives on sustainable development into feasibility studies and the long-term planning of a bauxite mine in Cape York. The case is an example where the acquisition of a mineral tenure (through an international competitive process) required the applicant to meet various social and economic criteria imposed by the state. The state was keen to apply best practices and drew from the past few decades of advances in the mineral sector (in terms of community engagement) along with international principles/guidelines. This case demonstrates that linking social impact issues with technical issues, early on and before an EIA is triggered, is not only important but possible.

The Queensland Government cancelled a mine lease over the bauxite resource that was located adjacent to Aurukun, a region primarily inhabited by Wik and Wik-Way peoples (Native Title holders) on Cape York. The previous tenement holder had not fulfilled the development agreement terms and the state decided to offer tenure to the resource on an international competitive basis.

The Queensland Government wanted to apply best practices, taken from previous stakeholder and industry research and development to address potential areas of environmental management and socioeconomic development deficit. The approach aimed to encompass community interests with sustainable development outcomes for the life cycle of the mine and ensure that the proposed evaluation process was defensible and transparent. Key features to address parties' perspectives and perceived risks included developing a guiding framework with baseline requirements for socioeconomic investigations through a sustainable development plan (SDP), and examining state and commonwealth government policy (including roles, responsibilities, and existing commitments toward sustainable development in the region).

Multi-stakeholder governance

Partnerships and multi-stakeholder working groups are an opportunity to facilitate cooperation around a particular goal and solidify ongoing collaboration to tackle complex problems. Partnerships can exist between project developers, state and local governments, community organisations, unions, etc. A number of Australian states have a policy framework that encourages partnerships for the resolution of social issues associated with resource development.

At a broad level, working groups can share strategic information, develop and coordinate solutions, undertake research into best practice methodologies and facilitate cross-sector communication. At an operational level, local working groups can provide ongoing engagement and feedback to project developers, identify and deliver preferred strategies, programs and projects to address impacts of concern.

At a broad level, working groups can share strategic information, develop and coordinate solutions, undertake research into best practice methodologies and facilitate cross-sector communication.

Moranbah Cumulative Impacts Group – Queensland

The Isaac Regional Council, in collaboration with key state government, coal industry, union and community representatives has established a multi-stakeholder reference group to develop and implement strategies for dealing with the cumulative impacts of mining on local amenity in the town of Moranbah. Moranbah is located in Queensland's Bowen Basin and is surrounded by underground and open cut coal mining operations. The group was established based on collective agreement that more could be done to improve the management of cumulative environmental and socio-economic impacts on the town; in particular, dust generation from multiple mining, petroleum, agriculture, land development and industrial minerals activities around the town.

With growth in mining activities around Moranbah, and the prospect of the generation of more dust, the group believes there is much to be gained from a proactive approach now, rather than a reactive approach later. Dust issues have not previously been sufficiently addressed, with the issue currently being dealt with by the regulation of individual mines based on a national standard not tailored to local conditions or perspectives. This system has led to a range of uncoordinated approaches being adopted to manage dust at individual mining operations, including real time monitoring, workforce monitoring, boundary monitoring, and near-to-site sensitive receptor monitoring. Compliance monitoring is currently largely complaint driven. The reference group is pursuing a collective voluntary approach, to supplement the existing regulatory system.

Pilbara Industry's Community Council – Western Australia

The Pilbara Industry's Community Council (PICC) is an industry-led, multi-stakeholder body in Western Australia. PICC consists of BHP Billiton Iron Ore, Chevron Australia, Fortescue Metals Group, North West Shelf venture, Rio Tinto Iron Ore, Woodside, the Commonwealth, Western Australian and local governments, Pilbara communities, and the Chamber of Minerals and Energy Western Australia. PICC has two current areas of work: an Indigenous employment program and a focus on improving towns. Recent projects include the development of employment and population forecasts for the region, a Pilbara Health Initiative and review of education. Multi-stakeholder working groups, such as PICC, offer opportunities to share strategic information, develop and coordinate solutions, undertake research into best practice and assessment methodologies and facilitate cross-sector communication. Multi-stakeholder working groups are well placed to focus on the management of social issues at a regional scale.

http://www.cmewa.com/In_the_Regions/PICC

Conclusion:

TOWARDS BEST PRACTICE

There are growing expectations from communities and governments on resource developers in the area of social performance. **Social impact assessment is an important process that can assist project developers to understand and respond to the changes induced by resource projects, and improve the outcomes for society.** SIA has traditionally involved the use of technical and participatory analytical methods to anticipate change but recent policy changes in Australia are also encouraging

the application of management and monitoring strategies across the life cycle of projects to minimise negative outcomes and maximise benefits. **The early consideration of social impacts, the alignment of activities with regional and community planning objectives, and meaningful participation of community in decision making are key features of a policy regime that will demonstrate best practice and support the sustainable development of resource communities.**

ACKNOWLEDGEMENTS

This paper has drawn in part from material and concepts previously published by the author (Franks, 2011; Browne, Franks and Kendall, 2011; Franks et al., 2009, 2010). The author would like to acknowledge the co-authors of this work for their assistance in the development of the ideas presented here. Carol Bond provided research assistance in the preparation of this document, which is greatly appreciated.

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Social Impact Assessment and Mining Proposals in WA

What is Social Impact Assessment

Social impact assessment (SIA) determines the social changes likely to occur as a direct or indirect result of a project. The SIA process involves:

- describing the existing social condition,
- predicting the social changes that may result from the project;
- assessing the significance of the predicted changes, and;
- Identifying ways of lessening potential impacts.

Assessments of social impacts are generally associated with five types of change:

- Demographic change including the size and composition of the resident population, influx of temporary work force or new recreational users, community facility and social infrastructure requirements;
- Economic change including new patterns of employment/income, local economic effects, real estate speculation, crime and public safety, accommodation and housing;
- Health and well-being changes including cultural, family, leisure, recreation and community health issues, needs of social groups, heritage & social amenity issues;
- Environmental change including alterations to land use, natural habitat and hydrological regime; and
- Institutional change including the structure of local government or traditional leadership, zoning by-laws or land tenure, legal issues.

Key to the SIA process is that any assessment of social impacts should be sensitive to the way in which impacts inter-relate.

Measuring Social Impacts

In undertaking a Social Impact Assessment it is necessary to go beyond identifying the impacts, but to measure or evaluate the impacts. This task includes analysis of:

- Directionality: some impacts may be positive for some people, while the same impact may be negative for other people;
- Certainty: the likelihood or probability of occurrence of impact;
- Frequency: how often the impact will occur;
- Severity: the magnitude and/or strength of impact;
- Chronicity: over what time period;
- Locality: area of impact;
- Susceptibility and vulnerability: how susceptible the community/environment is to impact;
- Mitigability: the potential of the impact to be mitigated and;
- Intractability: symbiotic and/or catalytic potential with other impacts and cumulative potential.

Mining Proposals in Western Australia

To develop mines in Western Australia it is necessary to first submit a [Mining Proposal](#) and obtain an approval under the *Mining Act 1978* (MA).

The Mining Proposal requires that information be included addressing the impacts of the proposal on:

- the social environment by highlighting the positive and negative social impacts of the mining proposal from a regional, State and local government perspective.
- the social environment in relation to heritage issues;
- on other land occupiers in the vicinity of the mining proposal, such as pastoralists, Shires, owners of reserves (DEC), private land owners, local community members, recreational groups and Aboriginal communities; and,
- the capacity of the proponents to ensure that the workforce are competent in, meeting all company environmental management commitments.

Social Impact Assessment and Mining Proposals in WA

Social Impact Assessment Process: The Sequential Process

A social impact assessment can be undertaken in a number of ways. For the purposes of Mining Proposals in WA a social impact assessment should consist of 5 key steps. These steps are outlined in the table below. In undertaking a social impact assessment it is beneficial to undertake the steps sequentially.

Step	Step Label	Description
1	Community Profiling	Involves making a working model of the community/ies to be examined. Socio-economic variables chosen should portray the various community groups and the type and strength of links between them. Methods: Power groups, community cohesion, social problems, economic structure including occupational structure, historical growth trends, quality of live indicators including demographic structure (including migration).
Feedback	2	Likely Impact Projection Involves projecting or forecasting likely future impact situations as a result of the proposal as originally planned. Forecasting: projecting images of the future through analysing probable social consequences of current trends and events. Methods: impact tree, social modelling scenario writing or storytelling, gaming and simulation.
	3	Impact Assessment Involves assessing the difference between the profile projections with and without the proposed intervention including next best option. Methods: Input / output, cost benefit analysis, surveys community involvement, factor analysis, social indicators, newspaper content analysis, matrix methods.
	4a	Alternative Project Evaluation including Mitigation Programs Involves comparison and evaluation of alternative project proposals as well as the recommendation of programs to enhance positive, and mitigate negative, social impacts. This means using a framework to compare social impacts. Strategies: Town / social planning, community development.
	4b	Best Recommendation Choice: best option/s, sensitivity analysis, option listing. Choice by: management, political process, community involvement, combination of above.
	5	Implementation Monitoring and Feedback Once the option has been selected an action plan needs to be developed, i.e., the option needs to be implemented. The process then needs to be monitored, so that we can learn from mistakes. Methods: Feedback. Also social monitoring by development company or local government authority. Post development field research.

Social Impact Assessment and Mining Proposals in WA

Social Impact Assessment Study

Regardless of the method by which a social impact assessment is undertaken, in order to include the relevant information in a Mining Proposal proponents should undertake a Social Impact Assessment Study. For the purposes of the Mining Proposal a suggested table of contents is set out below.

Table of Contents

1. Title
2. Executive Summary
3. Background
 - a. Purpose of the Study
 - b. The Study Area
 - c. Historical overview
4. Population Analysis
 - a. Population overview
 - b. Socio-economic characteristics of population
 - c. Population trends
 - d. Land availability
 - e. Dwelling availability
 - f. New dwelling projection
 - g. Population projection
5. Existing Infrastructure and Services Demand
 - a. Relevant to Local Government Authority or local area
 - b. Infrastructure services provided by state government agencies
 - c. Infrastructure services provided by commonwealth government agencies
 - d. Retail and commercial infrastructure and services
 - e. Community & social infrastructure and services, including health, education, & community support services
 - f. Gap analysis of existing community infrastructure
6. Project Requirements – Strategic & Community Infrastructure during Construction & Operation
 - a. Transport network
 - b. Energy supply
 - c. Water availability & associated infrastructure
 - d. Characteristic profile of project workforce
 - e. Land & accommodation for project staff & campsite
 - f. Project related community infrastructure requirements, including health & human services
 - g. Project related skills requirements
 - h. Gap analysis of additional project related requirements
7. Socio-economic Impact on Infrastructure & Community during Construction & Operation
 - a. Geographic boundaries of project impacts
 - b. Time frames for socio-economic impacts
 - c. Revenue costs and benefits for local authority
 - d. Revenue costs and benefits for state government
 - e. Social costs and benefits for local and business community
 - f. Project related impacts on local employment conditions
 - g. Impact on market values for residential properties & price projections
 - h. Amenity and visual landscape impacts
 - i. Projected impact upon closure of project
8. Possible Mitigation Measures
 - a. Proponent's Principles Framework for Mitigating Adverse Impacts
 - b. Proponent's mitigation commitments
 - c. Proponent's community engagement approach
9. Conclusion
10. Recommendations

No	Record	Name	Comment	Response
1	ICR31150		See attached changes to Policy document	
1.1			Comment 1: Suggesting better name for policy	Agree: <i>Dealing with Proponents of Mining Proposals</i> is a better description.
1.2			Comment 2: More clarity on what precisely the policy is referring to	Agree: Include definitions section. Include definition of ‘mining proposal’
1.3			Comment 3: Advocacy means supporting mining proposals.	Disagree: Advocacy in this case means advocating for a position NOT advocating in favour of a proposal. Include definition of ‘Advocacy’.
1.4			Comment 4: Background dot points are irrelevant.	Disagree: Could be renamed as context, but it is important to frame the policy position.
1.5			Comment 5: Delete	Disagree: There are supporters and opponents of mining development within the Shire
1.6			Comment 6: Delete	Disagree: The extensive discussion of buffer zones later in the submission is a clear indication that proximity to residences is a significant factor.
1.7			Comment 7: There is more than community interest in environmental matters, it is embedded in key Council documents.	Partly Agree: include reference to key strategic documents.
1.8			Comment 8: Advocacy means support for mining proposals	Disagree: See 1.3
1.9			Comment 9: Legal position in Attachment A is incorrect	Disagree: It is a summary so not an exhaustive discussion. Refers to Council’s statutory role, not rights that are afforded to all citizens.
1.10			Comment 10: Contrary to Local Government Act.	Disagree: Misunderstanding of the intent of the word advocacy. See 1.3.

No	Record	Name	Comment	Response
1.11			Comment 11: Remove statement in relation to political debate	Disagree: Council has a leadership role and this statement is appropriate to that role.
1.12			Comment 12: Remove term 'quasi-judicial'. Outline actual legislative role of Council.	Disagree: This term has a clear and accepted meaning in local Government. Include this term in definitions. There is no value in restating legislative roles here.
1.13			Comment 13: Does not set out how Council will do this.	Partially agree. The extent of any Council investigation must be on a case by case basis as there will be financial implications.
1.14			Comment 14: Suggests alternative wording: "That benefits of any project to the local community are maximised and all potential negative social, cultural, heritage and community impacts are eliminated, managed to As Low As Reasonably Practical (ALARP) or minimised."	Partially Agree. Rewrite to take account of suggested inclusions. Reluctant to introduce a new term or acronym unless it adds value. ALARP and minimised seem to mean the same thing. ALARP is often used in safety systems and could be defined as: <i>"For a risk to be ALARP it must be possible to demonstrate that the cost involved in reducing the risk further would be grossly disproportionate to the benefit gained"</i> (Wikipedia).
1.15			Comment 15: How does Council achieve this (rehab and minimise environmental impacts)	Noted. In some ways this statement is aspirational and indicating that Council will take an active interest in EPA matters.
1.16			Comment 16: Suggest alternative wording.	Partially Agree. Rewrite to take account of suggested inclusions. See 1.14 re term ALARP.
1.17			Comment 17: New bullet point: "That appropriate social offsets are provided that result in net community benefit to the electors, ratepayers and residents directly affected by the mining proposal."	Partially Agree. Include new dot point with similar wording.

No	Record	Name	Comment	Response
1.18			Comment 18: needs inclusion of response to applications for exploration tenement.	Disagree. Definition at 1.2 should better define the intended scope of the policy.
1.19			Comment 19: The Shire President, CEO and Councillors are not entitled to have their own opinions.	Disagree. Local governments are representative democracies, and elected members are required to form an opinion on every matter that is considered by Council. You cannot do this without considering evidence and forming an opinion.
1.20			Comment 20: Suggesting that any co-funding of projects constitutes corrupt behaviour.	Disagree: Contributions to public goods or community projects are not the same as private benefits. For example both the Shire and BAJV sponsor the Toodyay Agricultural Show.
1.21			Comment 21: Should list best practice social and environmental guidelines such as EPA Guidance Statement 3.	Disagree: There is no point in restating guidelines that proponents are already bound by. There is an extensive environmental impact assessment regime. There is no obligation for social impact assessment, and we are seeking to apply one.
1.22			Comment 22: Fundamental s errors in legal position.	Disagree: the attachment was sourced from our legal advisors and was accompanied by a training session for Councillors. It is designed to be a summary, not an exhaustive discussion.
1.23			Mining Act 1978: Longer explanation of what is meant by a right to be heard.	Partially agree. Comment is outlining what a right to be heard means. Consider including in definitions.
1.24			Environmental Protection Act 1986 (Part IV): Local government et has the same rights as anyone else.	Partially agree: The summary was not intended to set out all the provisions of the act, only any special role or power afforded to Local Government that is not a general right afforded to everyone.

No	Record	Name	Comment	Response
1.25			Environmental Protection Act 1986 (Part V): Council can make a submission and appeal.	Partially Agree: See 1.24
1.26			Various Planning Acts and Schemes: LG must be consulted if contrary to a planning scheme.	Disagree: Only consultation role as described in the summary. Council can have a greater role in relation to pre 1899 titles because the Mining Act does not apply.
1.27			EPBC Act: Council can make submissions.	Disagree. See 1.24
2	ICR31171		<p>I am strongly opposed to the mining proposals and cannot comprehend why anybody would do it in such a pristine environment.</p> <p>The removal of Bauxite would have an irreversible and detrimental effect on our ground water supply. We do not have scheme water on our property. Bauxite is a natural conveyer and filter of water, the removal of it from the proposed site on Fernie Road will ruin our supply of water. Not to mention all the other disastrous effects on fauna and flora in our habitat.</p> <p>Referring to policy M.6 on page 3 in Rights in Water and Irrigation Act it states the LG role is "Certain role but not relevant to mining projects (watercourses & wetlands)". What do you mean by "LG"? Is LG referring to the Toodyay shire? I would have thought there would be a strong relevance to watercourses and wetlands?</p> <p>PLEASE do not let it go ahead!</p>	<p>Noted: Proponent indicates strong opposition to bauxite mining.</p> <p>Rights in Water and Irrigation Act – LG is an abbreviation for Local Government; that is Shire of Toodyay. Local Government's role in the legislation does not extend to mining projects.</p>
3	ICR31175		See attached submission.	

No	Record	Name	Comment	Response
3.1			Policy as it stands would lead Council to not fulfilling its statutory obligations	Disagree. This is a policy framework. Every individual decision taken by Council is accompanied by specific advice on the particular matter to be considered.
3.2			General comment on policy.	Noted. The purpose of seeking community input is to produce a better policy.
3.3			Recommendation 1: reframe as Shire engagement with private industry land use developers.	Noted, but disagree. Mining is different and Council's statutory role in mining as a land use is different from other land uses, so it needs a different policy framework.
3.4			Finding 2: Policy Objective should bind Council and councillors.	Disagree: Council has the capacity to vary its own policies.
3.5			Finding 3: Policy is contrary to LG Guideline 12	Disagree: See 3.3. Nothing in the policy encourages or condones inappropriate behaviour.
3.6			Finding 4: Policy ignores other parts of the cycle of mining approvals.	Partially agree. See 1.2.
3.7			Finding 5: Ignores consultation obligations.	Partially agree. Include cross reference to consultation policy.
3.8			Recommendation 2: Redraft to apply to all developments not just mining.	Disagree: See 3.3
3.9			Finding 6: Meaning of Advocacy	Disagree: See 1.3
3.10			Finding 7: Does not refer to risks, legislated obligations or integrity.	Noted but Disagree. Legislative obligations are dealt with elsewhere.
3.11			Finding 8: Policy should not be specific to mining proposal.	Disagree: See 3.3
3.12			Recommendation 3: delete	Disagree
3.13			Finding 9: Suggested inclusions. Dealing with exploration tenements.	Noted. See 1.2 and 1.7 for proposed changes.
3.14			Findings 10-12, and Recommendation 4: Objection to how the different positions held by stakeholders is described.	Disagree: See 1.5. The word 'people' seems a sufficient descriptor in this context.

No	Record	Name	Comment	Response
3.15			Findings 13 -16 and Recommendation 5: Statement is meaningless and redundant and should be removed.	Disagree: The statement is to provide context and acknowledge that the impact of any project will be higher on those who are closer.
3.16			Findings 17 – 21 and Recommendation 6: Policy fails to acknowledge Councils own commitments to preserving the environment.	Partially Agree: See 1.7
3.17			Findings 22 -23 and Recommendation 7: Statement on Councils powers in relation to mining proposals is misleading and should be deleted.	Disagree: Council does not have the same powers on relation to mining projects as it does in relation to other land uses, and it will generally be an influencer rather than a decision maker.
3.18			Recommendation 8: That the policy should include a comprehensive discussion of all obligation in relation to engaging with private industry.	Disagree: A policy cannot override statutory or ethical obligations, and this approach would require them to be restated in every policy document.
3.19			Findings 24 – 26 and Recommendation 9. Council has no power to control how community members approach the debate or to make them respectful of others. Delete and replace with statement on roles and responsibilities of staff, elected members and Council.	Disagree. Even though Council cannot control community debate it does have a leadership role in trying to frame the community discourse.
3.20			Finding 27 – 29 and Recommendation 10:	Disagree. See 1.12 and 3.18.
3.21			Finding 30 and Recommendation 11: Reads this section as doing things to support a mining project rather than ensuring that the proponent meets its obligations.	Disagree: Perhaps for clarity replace the words “for any proposed mining project” with the words “in relation to any proposed mining project”
3.22			Finding 31 and Recommendation 12: Correctly notes that Council does not have the power to make proponents do these things	Partially agree. The purpose of advocacy is to get proponents to do things that they are not obligated to do, or to do things they are to a higher standard.
3.23			Finding 32-34 and Recommendation 13: Suggests that Council should abrogate its responsibility to the district and only represent those people directly affected.	Disagree: See 3.3
3.24			Finding 35-37, Recommendation 14.	Noted. See 3.13
3.25			Finding 38, Recommendation 15 and 16	Noted See 3.13

REVISED Schedule of Submissions

hx: prepared for March 2015 Council Forum

DRAFT Council Policy M6 – Engagement with Mining Proposals

No	Record	Name	Comment	Response
3.26			Finding 39, Recommendation 17. Contrary to legislation and should be deleted.	Disagree. See 1.20
3.27			Finding 40, Recommendation 18. Generally supports a Social Impact Assessment, but questions whether the adopted example of guideline is best practice. Questions who will fund the assessment.	Noted. Suggest inclusion of the words funded by the proponent. Include a template for what should be included in the SIA.
3.28			Finding 41, Recommendation 19. Suggests that some legislative instruments have been excluded.	Noted. See 1.23. The term <i>Various Planning Acts and Schemes</i> is intended capture the Planning and Development Act, regulations, State Planning Policies, Local Planning Strategy, Local Planning Scheme and local Planning Policies. Individual State Agreement Acts are enabling acts for particular projects and have no application outside the project. Local Government Guidelines are not legislative instruments.
				General Comments: The submission included repeated suggestions that underpinning guidelines and provisions of the LG Act be repeated throughout the document. The policy is framed on the assumption that the act will apply and that elected members and staff will behave ethically and in accordance with the guidelines under which they operate.
4	ICR31186		See attached submission.	
4.1			Strongly oppose the implementation of such a policy. Cannot find any other Shire that has a mining policy	Disagree: Both Coorow and Carnamah have adopted policies in relation to fracking. While not directly related to mining the principle is the same.

No	Record	Name	Comment	Response
4.2			Sets out what advocacy should achieve. Suggests referendum.	Partially agree. Some of the material may be useful in defining advocacy. Disagree about the need for or value of a referendum.
4.3			Agrees no universal community view, agrees that people closest to the project are likely to oppose, and suggests referendum to gauge.	See 4.2
4.4			Council's advocacy role needs to be defined.	See 1.3
4.5			Referendum needed for Council to effectively perform its quasi-judicial role.	See 4.2
4.6			Questions the need for a council policy to state what they should do anyway (ensure reports and investigations are thorough and complete). Believes policy is ONLY to allow engagement.	Noted, but disagree.
4.7			Claims that maximising benefits and minimising impacts is a quote from mining company.	Disagree.
4.8			Environmental impacts are the responsibility of EPA, Council should have some expertise after dealing with extractive industries.	Partly agree. Extractive industries are smaller scale and have different regulatory regime, including more power to the Shire.
4.9			Does not believe that Council should participate in engagement activities or have any social engagement with mining proponents, such as through TCCI. Councils only role should be opposing approvals and keeping community informed.	Disagree. Council and officers frequently engage with people without it affecting the capacity to deal appropriately and even-handedly with matters coming before council.
4.10			No sponsorship of co-funding with mining company acceptable unless or until they have a project approval.	Disagree. See 1.20
4.11			Makes a case for why the BAJV project should not be supported, and suggests that the social impact assessment is more suited to remote and Aboriginal communities.	Noted. See 3.27 regarding a proposed template for a Social Impact Assessment.
4.12			Proposed Scheme Amendment to make mining a prohibited or x use.	Disagree. Chittering have taken this approach but they acknowledge that, except for pre 1899 titles, this will have no effect.

No	Record	Name	Comment	Response
4.13			Council should publish the entire legal advice.	Noted. It was never intended to be a comprehensive legal document, only a summary.
5	ICR31244		See attached submission.	See comments in relation to submission 4
6	ICR31280		I strongly oppose the implementation of such a policy as mining for the purpose of extracting minerals is an activity solely administered and licenced by the Department of Mines and Petroleum. Accordingly, at present the Shire does not have (and does not need) a formal mining policy – see attached submission.	Noted. Agree that Council does not approve or reject mining proposals but may have the capacity to influence the outcome.
7	ICR31281		See attached submission.	See comments in relation to submission 4
8	ICR31282			
8.1			Need a version of the Swan Valley Planning Act 1995, and related supporting documents.	Noted. The Swan Valley Planning Act provides no additional power in relation to the Mining Act. There will be a review of the Local planning Strategy and Local Planning Scheme later in 2015.
8.2			The policy proposal is intended to divert criticism from the CEO and Shire President in relation to previous contact and engagement with mining companies.	Disagree. There has been nothing inappropriate about any previous engagement.
8.3			No other Local Government has a mining policy.	See 4.1
8.4			Referendum to determine community views.	See 4.2
8.5			Advocacy for whom.	See 1.3

No	Record	Name	Comment	Response
8.6			Which reports, investigations and assessments? Deliberately vague?	Disagree. Term 'all' was intended to be broad and inclusive. Listing will always be incomplete.
8.7			How will council affect positive and negative impacts given lack of approval power?	This is what Council would hope to achieve through advocacy.
8.8			Environmental Impacts are the responsibility of the EPA.	The Shire has a right to be heard, and has all the rights of a natural person in participating in public EPA processes.
8.9			Does not support participation in enjoyment activities.	Disagree. See 4.9
8.10			Does not support sponsorship or co-funding by mining companies.	Disagree. See 1.20
8.11			Does not consider Social Impact Assessment model is relevant to Avon Valley.	Noted. See 3.27 regarding a proposed template for a Social Impact Assessment.
8.12			Mineral Futures Reach Cluster Report. Noted that not all potential benefits were realised.	Noted. CEO has direct experience of the Mid West in the period of the report. The report noted the limited bargaining power to Local Governments. The authors also have made fundamental factual errors in the report. Still some useful learning.
9	ICR31283		I strongly oppose the implementation of such a policy as mining for the purpose of extracting minerals is an activity solely administered and licenced by the Department of Mines and Petroleum. Accordingly, at present the Shire does not have (and does not need) a formal mining policy.	Noted.
10	ICR31284		I strongly oppose the implementation of such a policy as mining for the purpose of extracting minerals is an activity solely administered and licenced by the Department of Mines and Petroleum. Accordingly, at present the Shire does not have (and does not need) a formal mining policy.	Noted.

REVISED Schedule of Submissions

hx: prepared for March 2015 Council Forum

DRAFT Council Policy M6 – Engagement with Mining Proposals

No	Record	Name	Comment	Response
11	ICR31285		See attached submission.	
11.1			Complete opposition to council having any policy relating to mining.	Noted
11.2			Obligation for Local Government to be completely independent from private developers including mining companies	See 1.20
11.3			The Social Impact Assessment document is a mining company document and should not be used.	Disagree. It is a document produced by two universities and the Australian Government through AusAID.
11.4			Council should fund independent reports and not rely on documents produced by the proponent.	Disagree. This seems at odds with the view that the Shire should not have a position.
11.5			Policy seems at odds with the view that Council has a neutral stance.	Disagree. The policy seeks to set out a framework for how we deal with the issues around mining, not the conclusions that may result from that process.
12	ICR31286		See attached submission.	
12.1			Use of the term advocacy indicates support for mining.	See 1.3. Nothing in the policy is intended to indicate that Council will advocate IN FAVOUR of mining.
12.2			Co funding and sponsorship is creates a conflict of interest, and is code for obtaining funding for pet projects in exchange for Council's support.	Disagree. See 1.20. Separate policy on sponsorship could be a possibility.
12.3			Policy should contain commitment to inform community, indication that Council does not support anything that impacts on tourism, heritage or environment, planning policy should distinguish between mining and extractive industries.	Partly Agree. Council could do better at keeping community informed, but also need to recognise constraints in Mining Act.
13	ICR31287		See attached submission.	

No	Record	Name	Comment	Response
13.1			Attachment B seems to presume that mining is inevitable.	Disagree. There is a statutory requirement for an Environmental Impact Assessment, and the policy proposes that the same should apply to impacts on the community.
13.2			Other Councils do not have a policy.	See 4.1. While this relates to fracking the principles are the same.
13.3			There is bias in referring to positive impacts before negative impacts.	Disagree, but order can be reversed if it reduces the perception of bias.
13.4			Needs to include timely communication and distribution of information to the community.	Noted. The Shire is not responsible for doing community engagement on behalf of mining proponents.
13.5			Objective seems to wish to impose council views on the community. Suggested alternative.	Noted. Intention is to inform, not impose. Timing of dissemination important.
13.6			Advocacy can be misinterpreted. Should be clear that is on behalf of residents.	Agree. It can and has been misinterpreted. See 1.3
13.7			Background adds nothing to the policy.	Noted, but disagree. May be better labelled as context.
13.8			Dot points are repeating mining company rhetoric.	Disagree. These may be things that mining companies say they will do, but council has a role in ensuring that they deliver.
13.9			Engagement and sponsorship inappropriate.	Disagree. See 1.20
13.10			Social Impact Assessment Model is inappropriate.	Disagree. See 3.27 regarding a proposed template for a Social Impact Assessment
14	ICR31288		We are saddened to have to be responding to a proposed mining policy in our shire.	Noted. The Shire was the first to provide any substantive publicity of the possible development through input to our economic development

No	Record	Name	Comment	Response
			<p>It is less than a year that we bought our property which we rented for the previous four years. We love our lifestyle block in the bush and we are shocked to hear that bauxite mining is proposed on our doorstep.</p> <p>It is grossly unjust that we were not informed that we were buying into a proposed mining area. If we had been informed, we most certainly would not have bought our house in Morangup.</p> <p>Now we are stuck paying rates to a shire which seems to be set on accommodating miners and sanctioning the destruction of our landscape and environment.</p>	plan. Most of country WA is covered with exploration leases. This area being assessed as genuinely prospective is a relatively recent development.
15	ICR31289		We are strongly opposed to the Shire of Toodyay adopting the above draft proposal. As per councils own admissions council has no authority over the approval, licensing and administration of mining proposals, it would therefore be an exercise in futility for council to adopt same. Council does not need to adopt a mining proposal policy to advise constituents of councils role is within the proposal process.	Noted.
15.1			Background. How can we attest to any of the background without a referendum to gauge community views?	A referendum is a very expensive way to determine community views, and can be significantly impacted by the phrasing of the question.
15.2			Policy arguments similar to those in previous submissions.	Noted
16	ICR31290		See attached submission.	See comments in relation to submission 4. For variations or new information see below.

No	Record	Name	Comment	Response
16.1			Any engagement with mining companies is unacceptable.	Disagree
17	ICR31291		See attached submission.	See comments in relation to submission11
18	ICR31292		See attached submission.	
18.1			Policy position agreed by whom.	Council policies are adopted by simple majority.
18.2			Use of the term advocacy suggests support for mining. .	Disagree. See 3.1
18.3			The objective of respecting human rights is missing	Noted. Does not seem relevant to this policy.
18.4			Preserving Toodyay's environment. Town or entire shire.	Entire Shire – the district of Toodyay.
18.5			Advocacy neglects the views of other parties.	Advocacy is an activity or a process.
18.6			No mention of transparency	Noted. Include transparency.
18.7			The term offsets is unclear.	Noted. Offset is used within DER and EPA assessments, and has the same meaning here.
18.8			How will council demonstrate that it has been assiduous in implementing any Social Impact Assessment for any proposed mining project?	Council would not be implementing, and would be expecting the proponent to undertake this work. See 3.27 regarding a proposed template for a Social Impact Assessment
19	ICR31151		See attached submission	
19.1			Should insist on seeing full independent environmental studies.	This is an EPA requirement. Council would participate in the public review process.

No	Record	Name	Comment	Response
19.2			There should be a referendum on large scale mining in the Shire.	A referendum is a very expensive way to determine community views, and can be significantly impacted by the phrasing of the question. Very difficult to justify when we cannot implement the outcome.
19.3			How can the Shire 'do all in its power' when there is a policy that permits mining.	We do not have the capacity to prevent mining, so we know mining is possible. The policy seeks to ensure any project is kept to the highest possible standard.
19.4			Long term effects of mining are unacceptable.	This is what the Environmental Impact Assessment should determine.
20	ICR31364		It would appear that the draft Policy Number M6 takes a very one-sided view of any proposed mining activity. In particular, it fails to address the need to balance the desire of people to enrich themselves as a result of any proposed mining activity against the risk that other people may be driven from their homes as a result of those mining activities.	Noted.
21	ICR31362		As Swan Shire ratepayers who will be greatly affected by bauxite mining in the southern section of the Felicitas development, we urge your council to consider the impact on our lifestyle too. That this policy is being formulated, with acknowledgement of possible future funds from the miners, is indeed worrying. Toodyay's future lies in tourism and farming and opening the gates to it becoming a mining community will be a decision that will be sorely regretted. Who will come for a drive through the hills to Toodyay is they have to travel through a bauxite mine? Allowing mining in our area is a foolhardy and short-sighted proposition that will not be feted in the future.	It is important to note that the purpose of the policy is not to allow mining or prevent mining. That is a matter for the state. It is to make it clear to proponents that we will be using the limited power and influence available to us to hold them to the highest possible standards.
22	ICR31363		I fully support the proposed mine at Morangup. I believe it would be good for the community.	Noted.



Environmental Advisory Committee Meeting

Minutes

26 November 2015

Preface

When the CEO approves these Minutes for distribution they are in essence "Unconfirmed" until the following Environmental Advisory Committee Meeting, where the Minutes will be confirmed subject to any amendments made by the Committee.

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

Attachments that formed part of the Agenda, in addition to those tabled at the Meeting are incorporated into an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on 30 November 2015.



Stan Scott
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on

Signed:

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

Shire of Toodyay

ENVIRONMENTAL ADVISORY COMMITTEE MEETING 26 NOVEMBER 2015

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ADDENDUM *with separate index follows Item 11*

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Shire of Toodyay

MINUTES

1. DECLARATION OF OPENING

Stan Scott, CEO, declared the meeting open at 5.05 pm.

2. ELECTION OF CHAIRPERSON

W Clarke nominated F Panizza. F Panizza accepted the nomination.

There being no further nominations the CEO declared F Panizza as Chairperson of the Environment Advisory Committee.

The CEO sought whether an election of a deputy chair was required. The consensus was that none was required.

The CEO provide an overview of the process to be followed in relation to Committees of Council.

The CEO departed Council Chambers at 5.11 pm.

F Panizza assumed the Chair.

3. RECORDS OF ATTENDANCE / APOLOGIES

3.1 RECORD OF ATTENDANCE

Members

Mr F Panizza	Community Member
Cr E Twine	Council Member
Cr J Dow	Council Member
Mr W Clarke	Community Member
Mr S Acharya	Environmental Officer
Mr G Warburton	Reserves Management Officer

Staff

Mr S Scott	Chief Executive Officer (<i>departed at 5.11 pm</i>)
Mr G Bissett	Manager Planning & Development
Mrs M Rebane	Executive Assistant

3.2 APOLOGIES

Ms Zinnia Browne	Community Member
Ms Bethan Lloyd	Community Member
Cr S Craddock	Council Member
Cr P Greenway	Council Member

4. DISCLOSURE OF INTERESTS

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

5. CONFIRMATION OF MINUTES

5.1 Minutes of Meeting held 24 September 2015

OFFICER'S RECOMMENDATION/MOTION

MOVED W Clarke

That the Unconfirmed Minutes of the Environmental Advisory Committee Meeting held on 24 September 2015 be confirmed.

MOTION CARRIED

5.2 Matters arising from previous minutes

Nil.

5.3 Review of EC Status Report

Nil.

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

Nil.

7. REPORTS OF OFFICERS

7.1 Update on the Progress of Shire Energy and Water Audit Report 2015

BACKGROUND

The Shire of Toodyay engaged Commercial and Home Sustainability Audits (CHSA) to carry out the energy audit of four of its major buildings: Shire Administration Building, Visitor Centre, Community Resource Centre and Toodyay Library. These buildings were identified as having

greater effect on the overall energy usage of the Council after a thorough review of Shire's past energy and water bills. The Audit was carried out on 9th and 10th of July 2015. Upon completion, the Auditor provided an Energy and Water Audit Report which outlines the current energy and water consumption behaviour of the Shire, shows the area where such consumption can be reduced and proposes activities appropriate to encourage reduced individual and collective energy and water use of the Shire.

The Water and Energy Audit of the major Shire buildings involved buildings' inspections, discussion with the relevant Shire staffs regarding the pattern of appliances and buildings use, analysis of the previous energy bills, installation of logging equipment in Admin Building and power meters on selected appliances by the Auditor, Alan Benn from CHSA.

The report was presented to the Council Forum on 11 August 2015 together with the presentation from consultant delivering the outcomes of the audit. The report was also presented for consideration to the Environmental Advisory Committee where measures and actions to reduce the collective energy use of the Shire buildings were identified.

After a detailed consideration, the Committee then made some recommendations for Council to consider. The purpose of this report is therefore to update the progress on the matter.

OFFICER'S COMMENTS/RECOMMENDATIONS

An update on the progress on the implementation of recommendations made in the Shire's Energy and Water Report 2015 has been attached with this report. Most of the recommendations are in the process of implementation while some have already been implemented. It is recommended that the Environmental Management Committee note the update on the progress so far.

OFFICER'S RECOMMENDATION

That in relation to the Shire's Energy and Water Audit 2014, the Environmental Advisory Committee note the progress on the implementation of the recommendations made to the Council.

FOLLOW UP ACTIONS REQUIRED

None.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Update on Energy and Water Audit Report 2015-EAC Meeting

Meeting Date	Item	Description of Item	Resp. Officer	Proposed / Notes / Actions to be taken	Comment
27/08/2015 EAC Meeting	8.1	Purchasing Policies	EO/MPD	That as a matter of absolute priority the current purchasing policies be reviewed and amended to include consideration of maximising energy efficiency.	Council carried the motion Purchasing policies being reviewed.
27/08/2015 EAC Meeting	8.1	Energy and Water Audit Report	EO/MPD	<p>That in relation to the Energy and Water Audit Report:</p> <ol style="list-style-type: none"> 1. Council receives the Energy and Water Audit Report; 2. Council note the recommendations contained in Section 7.1; and 3. Council note the recommendations contained in Section 7.3 as follows: <ol style="list-style-type: none"> i) the changeover to LED lighting be adopted as a priority; ii) The committee understands that these costs may already be included in the budget. Any unexpected costs to replace these items be budgeted for; and iii) The installation of the solar power system in the Administration Centre be investigated in time for consideration during the 2016/2017 Annual Budget process. This investigation should take into account alternative sites for the solar panels if the Administration Centre is found not to be suitable; 	<p>Council carried the motion.</p> <ol style="list-style-type: none"> i) Ongoing. Due to completion ii) Ongoing. iii) Liaising with Solargain-Solar Energy Specialists to find out the solar energy requirements and cost of installing solar PV systems on the major Shire buildings. EO has an appointment with the Company Consultant Keith Lynch on Wednesday 25th November to discuss further. iv) Community Centre and other council facilities will also be looked into.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Meeting Date	Item	Description of Item	Resp. Officer	Proposed / Notes / Actions to be taken	Comment
				iv) As part of the above investigation consideration of heritage and other building requirements be taken into account prior to the consideration for the 2016/2017 Annual Budget.	
27/08/2015 EAC Meeting	8.1	Energy and Water Audit Report	EO/MPD	That in regard to the Energy and Water Audit Report: 1. items selected from Recommendation 7.1 as follows <ul style="list-style-type: none"> • Recommendation 4; • Recommendation 5; • Recommendation 7; • Recommendation 12; and • Recommendation 13 <i>be immediately implemented and endorsed by Council.</i>	1. Endorsed by the Council <ul style="list-style-type: none"> • Rec 4- Completed • Rec 5-Ongoing • Rec 7-To be budgeted • Rec 12-Ongoing • Rec 13- completed
27/08/2015 EAC Meeting	8.1	Energy and Water Audit Report	EO/MPD	2. items selected from Recommendation 7.1 as follows <ul style="list-style-type: none"> • Recommendation 2; • Recommendation 8; • Recommendation 10; and • Recommendation 11 <i>be costed and the costings then be brought to Council for consideration.</i>	2. Endorsed by Council. In the process of Implementation.
27/08/2015 EAC Meeting	8.1	Energy and Water Audit Report	EO/MPD	3. items selected from Recommendation 7.1 as follows:	3. Endorsed by Council. Rec 3- Liaising with Solargain Company to install power meter logger at the community centre to find out the detailed electricity use of the building. Appointment with

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Meeting Date	Item	Description of Item	Resp. Officer	Proposed / Notes / Actions to be taken	Comment
				<ul style="list-style-type: none"> Recommendation 3 be costed, investigated and referred back for consideration by the committee 	the company on Wednesday 25th November.
27/08/2015 EAC Meeting	8.1	Energy and Water Audit Report	EO/MPD	That Council as a matter of priority develops an Energy Policy as referred to in Table 5 of the Shire of Toodyay Environment Management Strategy.	Council carried the motion. In progress.

**Completed and programmed light upgrades on Shire Buildings
SCHEDULE**

Building	Action Taken
1. Medical Centre	<ul style="list-style-type: none"> External security lights have been replaced with LED's (18 watts reduced to 13w)
2. Community Centre	<ul style="list-style-type: none"> External security lights have been replaced with LED's (26 w to 18 w)
	<ul style="list-style-type: none"> Meeting room down-lights replaced with LED's
	<ul style="list-style-type: none"> Car park light replaced with LED
	<ul style="list-style-type: none"> In 2014 Central Hall lights were converted to LED's (from 2 x 28 watts to 1 x 30)
	<ul style="list-style-type: none"> Fluoro lights in meeting room will be considered in the 2016/17 budget or replacement to LED's.
3. Administration	<ul style="list-style-type: none"> Chambers lights were replaced with compact energy efficient fluoro lights in 2014.
	<ul style="list-style-type: none"> External security light has been converted to a 20 watt LED light.
	<ul style="list-style-type: none"> Donga has had fluoro tubes converted to LED's
	<ul style="list-style-type: none"> During Christmas break 40 fluoro lights will be converted fully to LED's including fitting upgrades to the Donga.
4. Visitor Centre	<ul style="list-style-type: none"> New offices just completed and have been converted to LED's.
	<ul style="list-style-type: none"> Elsewhere existing fluoro lights converted to more efficient T5's as an interim step. In future these will be further upgraded.
5. Youth Hall	<ul style="list-style-type: none"> External floodlights. Changed to 50 Watt LED's.
6. Lee Steere	<ul style="list-style-type: none"> In 2016 it is proposed to upgrade existing flood lights to LED's.

RECOMMENDATION TO COUNCIL

MOVED G Warburton

SECONDED Cr Twine

The Environment Advisory Committee recommends to Council the following:

- That a report be prepared for the Committee's consideration containing costings and benefits of implementation (including references to any heritage issues) of and exploring the possible options of provision of PV cells at various Shire buildings that are high energy use including but not limited to:
 - Shire Administration Centre;
 - Community Centre;
 - Visitor Centre; and
 - Depot.

MOTION CARRIED

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

The Chairperson adjourned the meeting at 5.59 pm.

The Chairperson resumed the meeting at 6.06 pm.

OFFICER'S RECOMMENDATION/MOTION

MOVED Cr J Dow

That in relation to the Shire's Energy and Water Audit 2014, the Environmental Advisory Committee note the progress on the implementation of the recommendations made to the Council.

MOTION CARRIED

7.2	Update on the Progress of the Shire's Environmental Management Strategy
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BACKGROUND

The draft Environment Strategy was presented to council at the April meeting and the Council endorsed to put out the document for public comment to enable inputs on its recommendation by the community. Subsequent to the close of the Public Comment period on 28th Nov 2014, all comments received are reviewed and a response to submissions was presented to the Council in February 2015. Following some changes, the Council adopted the Strategy on 24 February 2015.

Subsequent to the adoption of the Strategy an Expression of Interest seeking members of public for membership on the Environmental Advisory Committee was publicly advertised. The purpose of the formation of the Committee was to provide Council with advice on the implementation of the recently adopted Strategy. Three members of the public expressed their interest for the membership. In a Council meeting on 23rd June 2015, the Committee was formed including with 3 members from Community, 3 elected members and 2 Shire Officers. The Terms of Reference which outlines the Committee's purpose, role, extent of authority and guidance on membership was endorsed by the Council along with Committee meeting schedule. The Committee has their first meeting on 27th August 2015.

The purpose of this report is therefore to provide Committee with an update on the progress on the implementation of the Strategy.

SHIRE OFFICER'S COMMENTS/RECOMMENDATIONS

As a part of the regular update on the progress on the implementation of the Environmental Management I attach with this report the Progress Report on the Implementation of the Strategy for Environmental Management Committee to consider.

OFFICER'S RECOMMENDATION

That in relation to the Environmental Management Strategy the Environmental Advisory Committee note the progress on the implementation of individual actions listed in the Strategy.
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Update on Environmental Management Strategy

Key to Strategy Action List

Timeframe	Actions to be completed	The approach actions require	Priority
Short term	2014 – 2015	Of low importance, opportunities should be undertaken as they arise.	Low
Medium term	2016 – 2019	Of medium importance, opportunities should be sought out.	Medium
Long term	2019 – 2023	Of medium importance, opportunities should be sought out.	Medium
Ongoing	To occur throughout the implementation of the Strategy.	Of high importance, needs a strong proactive approach, opportunities should be created	High

Action List -EMS

Table 1: Shire of Toodyay actions to achieve the governance and communications objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	Status
1	Review and update the Shire's environmental and operational policies to meet best practice standards.	High / Medium	Planning and Development DoP	Policies adopted	Commenced. Ongoing. Policy F.14 looked at.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 1: Shire of Toodyay actions to achieve the governance and communications objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	Status
2	Establish an environmental advisory committee	High / Short	CEO	Committee established	Completed
3	Council reports to adequately consider environmental implications and recommendations of the EMS	High / Ongoing	CEO	Council reports containing environmental comments	Ongoing. Regularly providing environmental comments to Council reports as appropriate
4	Partner with the community to create a centre for environment in town, possibly co-located with an interpretive centre and other resources	High / Long	Community Development Community groups	Centre established	Ongoing. Options being considered. Investigation Report to be presented to the EAC.
5	Actively seek external funding to deliver environmental projects.	High / Medium	Corporate Services	Funding obtained	Community Litter Grants- unsuccessful Water Corp's Grant for Water Refill Stations-successful. Community Garden Grants, Community Water Supply Grants in progress

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 1: Shire of Toodyay actions to achieve the governance and communications objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	Status
6	Identify opportunities to partner with community groups & community at large	High / Ongoing	Community Development	Partnerships established	Community Garden reactivated
7	Respond to environmental enquiries in a timely manner and demonstrate excellent customer service	High / Ongoing	Planning and Development	Annual customer satisfaction survey	Regularly responding enquiries on Clearing Permit, Lorikeets, Weeds, Recycling, Dieback Diseases, Extractive industries.
8	Advocate to regional and environmental organisations to improve environmental outcomes for the Shire	High / Ongoing	CEO	Improved representation by agencies	Commenced. Ongoing
9	Develop an environmental induction program for staff and contractors that reflects the intent of the EMS	Medium	Corporate Services	Induction program developed	To work with HR early 2016
10	Share the Shire's progress in becoming more sustainable & encourage community support	Medium	Community Development	Information updated	Shire Website, Facebook- regularly updated

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 1: Shire of Toodyay actions to achieve the governance and communications objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	Status
11	Prepare and submit environmental articles for publication	Medium / Short	Community Development	Articles published	Ongoing. Regularly updating Environmental Matters section in Shire newsletter
12	Update the Shire website to include environmental information including photos and links to other relevant websites	Medium / Short	Community Development	Website updated	Ongoing. Regularly updating
13	Monitor and report on the Shire's environmental conditions & obligations	Medium / Ongoing	Planning and Development	Data base established; Report provided	Commenced. Ongoing. Will report in 2016
14	Participate in relevant stakeholder and community groups to ensure good environmental outcomes.	Medium / Ongoing	CEO	Groups joined	Commenced. Ongoing. TFOR field day, Toodyay show etc.
15	Report any known breaches of environmental or other relevant legislation and/or regulations as appropriate	Medium / Ongoing	CEO	Breaches reported as appropriate	Will be carried out as required.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 1: Shire of Toodyay actions to achieve the governance and communications objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	Status
16	Develop an environmental brand for the Shire that reflects key outcomes and priorities. Consider the Shire's floral emblem	Low / Long	Corporate Services	Brand created	Discussion report to come to committee early 2016.
17	Engage Toodyay environmental groups to assist with Shire environmental projects	Low / Long	Corporate Services	Joint projects established	Discussion report to come to Committee early 2016

Table 2: Shire of Toodyay actions to achieve the land management objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
18	Implement new council policy and guidelines on firebreaks to reduce land degradation	High / Short	CEO, DFES, DPaW	Improved outcomes observed	Review underway. Consultant currently reviewing Strategic Emergency Firebreaks and egress. Suggestions will be made as appropriate.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 2: Shire of Toodyay actions to achieve the land management objectives

No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
19	Make geographic information systems (GIS) mapping available to enable desktop assessment of the environmental issues that may arise from on-site and off-site impacts from a potential land use	High / Short	Corporate Services, Landgate	GIS available to staff	In progress- Training on QGIS mapping tool
20	Develop a framework for land management decision making based on site characteristics which will assist in understanding environmental constraints	High / Medium	Planning and Development. Department of Planning	Framework completed	TBC
21	Review planning requirements and conditions to develop new standard environmental responses and requirements that can be used to address environmental issues in structure plans, and subdivision and development applications	High / Medium	Planning and Development, Department of Planning	Planning conditions revised	TBC

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 2: Shire of Toodyay actions to achieve the land management objectives

No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
22	Understand state of Shire managed land resources and develop management plans for land and assets (infrastructure)	High / Long	Works & Services / DPaW	Management plans completed	TBC
23	Review stocking rates on small lots and provide better information appropriate to Shire conditions and reflect in planning tools	Medium	Planning and Development, DAFWA	Policy revised and endorsed	Commenced. In progress.
24	Develop "package" for small lot landowners that outlines preferred practices for stormwater, waste, soil management and bushland protection.	Medium	Community Development, DAFWA, DPaW, DoW.	Information prepared	TBC
25	Develop an Environmental Impact Assessment tool for extractive industries	Medium / Long	Planning and Development, DoP	Tool completed	Extractive Industries Auditing in progress
26	Educate about impacts of off-road vehicles and horses	Low / Medium	Community Development,	Information released	Commenced. Collecting information

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 2: Shire of Toodyay actions to achieve the land management objectives

No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
27	Review and optimise chemical and fertiliser use by the Shire and contractors and develop or share information on appropriate use	Low / Medium	Works & Services	Chemical and fertiliser use reduced	Local Water Wise Action Plan developed. The Plan outlines actions on water efficiency measures and requires annual reporting to Water Corp.
28	Provide training to staff on the integration of the environment in planning processes and assessment	Low / Medium	Planning and Development, DoP	training given	TBC

Table 3: Shire of Toodyay actions to achieve the biodiversity objectives

No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
29	Identify areas of conservation value in the local planning strategy including potential corridors	High / Medium	Planning and development DoP, DPaW	Areas identified in LPS	Will be carried out as a part of Local Planning Strategy review.
30	Develop local policies for retention and protection of biodiversity and mitigation of threats including uncontrolled access, bushfires, rubbish dumping, weeds, pests, and feral and domestic animals	High / Medium	Planning and development. DoP, DPaW, AgWA	Policies endorsed	TBC

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 3: Shire of Toodyay actions to achieve the biodiversity objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
31	Develop management plans and improve weed management on Shire lands	High / Long	Works & services	Management plans completed	TBC
32	Use GIS systems including protected species, remnant vegetation and tree mapping to advise on planning proposal and development applications	High / Ongoing	Planning and Development	Improved outcomes are achieved	TBC
33	Continue to work with community groups and recognise their significant contribution to the protection of biodiversity	High / Ongoing	Community development Community groups, DPaW	Regular communication and effective partnerships retained	Commenced. Ongoing
34	Implement appropriate bushfire management regimes for Toodyay bushland and advocate for appropriate management actions on other managed lands	Medium	CEO	Regimes implemented	Ongoing. RMO and CESM
35	Develop a program of hazard reduction burns for Shire reserves	Medium	CEO / DFES	Program completed	RMO Developing the program.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 3: Shire of Toodyay actions to achieve the biodiversity objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
36	Manage bushfire risk of bushland areas in partnership with other management bodies	Medium / Ongoing	CEO, DFES, DPaW	Partnerships are effective and risk mitigated	Ongoing. CESM and RMO currently managing the bush fire risk with partnership with the management bodies.
37	Identify incentives for the protection of biodiversity on private property which may include engagement with the community	Medium / Long	CEO / Community	Incentives identified in discussion paper	Discussion paper to come to committee in 2016
38	Report clearing to the Department of Environment Regulation when reported to the Shire	Low / Short	Planning and Development	Clearing reported	Reporting as required
39	Develop a local plant list for use by the community and the Shire to assist in revegetation	Low / Medium	Planning and development DPaW, Community groups	Plant list published	Revegetation guidelines development in progress. To be circulated to the committee and environmental groups for comments and advice. Report to come to committee.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 3: Shire of Toodyay actions to achieve the biodiversity objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
40	Develop a weed brochure for weeds of particular importance to the Shire.	Low/ Medium	Planning and development AgWA, DPaW, Community groups	Brochure published	TBC in 2016
41	Develop a fauna awareness brochure	Low / Medium	Planning and development DPaW, Community groups	Brochure published	TBC in 2016
42	Develop a 5 year program of rehabilitation and revegetation of reserves in partnership with community stakeholders.	Low / Long	Works & Services, DPaW, Community groups	Program documented	TBC. Will work with RMO in 2016/17
43	Reassess & document the quality of remnant vegetation of road verges	Low / Long	Works & Services, RCC, DPaW, Community groups	Vegetation assessed and mapped	TBC. Will work with RMO in 2016/17
44	Monitor the clearing of any remnant vegetation within the Shire via GIS and aerial imagery	Low / Ongoing	Planning and development, Landgate	GIS data current	TBC

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 4: Shire of Toodyay actions to achieve water resource objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
45	Undertake a review of irrigation and fertiliser requirements for Shire-managed lands and develop and implement strategies to reduce water consumption and fertiliser use	High /Short	Works & Services, DoW Water Corporation	Reduction in groundwater usage Reduction in fertiliser use	Irrigation requirements reviewed. Local Water Wise Action Plan developed. The Plan forms the framework for implementing water efficiency measures and requires annual reporting to Water Corp.
46	Continue to work towards becoming a Waterwise Council	Medium	Works & Services, DoW, Water Corporation	Waterwise Council status attained	Completed
47	Research stormwater capture and reuse options for the Shire	Medium	Works & Services, DoW Water Corporation	Options identified and assessed	TBC. Will work with Works Department
48	Assess opportunities for waste-water reuse	Medium	Works & Services, Water Corporation	Options identified and assessed	Initial investigation in relation to new Rec reserve commenced.
49	Develop appropriate policy to deliver water sensitive urban design as part of land use planning decision-making	Medium	Planning and Development, DoW	Policy endorsed	TBC

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 4: Shire of Toodyay actions to achieve water resource objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
50	Require Shire purchasing decisions to consider Waterwise ratings of goods and optimise performance where possible	Medium	Corporate Services, Water Corp	Purchasing guidelines updated	Policy F.14 in place
51	Install rainwater tanks, preferentially plumbed into toilets in Council buildings where appropriate	Medium	Corporate Services	Number of RWT installed	Commenced in Community Depot. Exploring grants to apply for incentives to encourage Toodyay community to install rainwater tanks at their resident through EOI and to some for major shire buildings. Community water supply grants closing in on 31 st Dec.
52	Complete a Shire-wide water management strategy to guide decision making	Medium / Long	Planning and Development, DoW	Strategy completed	TBC
53	Improve access to information about water resources within the Shire including ecological values and water source availability	Low / Long	Community Development, DoW	Information compiled and released	TBC

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 4: Shire of Toodyay actions to achieve water resource objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
54	Provide water quality treatment of drainage waters through rehabilitation and retrofitting of drains and sumps where possible	Low / Long	Works & Services, DoW	Opportunities identified	TBC
55	Where asset upgrades are proposed, ensure the outcome maximises water sensitive urban design principles.	Low / Ongoing	Works & Services, DoW, Water Corporation	Multiple outcomes achieved	TBC
56	Actively support the installation of grey water systems and rainwater tanks	Low / Ongoing	Community development, Water Corp	Number of systems installed	Exploring grants to apply for incentives to encourage Toodyay community to install rainwater tanks at their resident through EOI and to some for major shire buildings. Community water supply grants closing in on 31 st Dec.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 5: Shire of Toodyay actions to achieve waste and energy objectives

No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
57	Audit Council's energy use and develop a minimisation plan which identifies actions for Council together with programs to encourage reduced individual & collective energy use. The Plan should also include mitigation actions and renewable energy, options where possible.	High / Short	Works & Services	Audit completed / Plan endorsed	Completed
58	Conduct a Waste Audit for Shire operations to establish baseline figures and develop a Waste minimisation and management plan.	High / Short	Planning and Development, Waste Contractor	Audit completed / Plan endorsed	Completed AROC Strategic Waste Management Plan 2015-2020 developed and endorsed.

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 5: Shire of Toodyay actions to achieve waste and energy objectives

No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
59	Educate the community about alternatives to burning green waste and wood-fired heaters and the health impacts of smoke and particulate haze	High / Ongoing	Community development DER	Materials produced	In talk with DER who provides support to Councils by providing two day workshops in their area to familiarise officers with BurnWise community education toolkit and provide practical demonstrations of the tools
60	Educate and promote innovation in waste management, including the waste hierarchy of (in order of preference) avoid → reduce → reuse → recycle and assist in local, alternative solutions where possible.	Medium	Planning and Development	Assistance provided	Investigated and reported committee and council on Polystyrene Recycling Machine. Council to approach AROC to gain support in relation to expanded polystyrene recycling and consider seeking joint funding to purchase one for the region.
61	Work with Avon Regional Organisation of Councils to develop joint strategies which optimise waste management	Medium / Ongoing	Planning and Development	Relationship maintained Plan revised as required	AROC Strategic Waste Management Plan 2015-2020 developed and endorsed. Yet to Establish a AROC Waste Management Working Group to drive recycling initiatives

MINUTES OF ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 26 NOVEMBER 2015

Table 5: Shire of Toodyay actions to achieve waste and energy objectives					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
62	Develop or share educational materials on sustainable building forms and options.	Low /Medium	Planning and Development, UDIA	Materials produced	TBC
63	Develop policy and/or guidelines on energy efficient, climate responsive design	Low / Long	Planning and Development	Policy endorsed	TBC

OFFICER'S RECOMMENDATION/MOTION

MOVED W Clarke

SECONDED Cr J Dow

That in relation to the Environmental Management Strategy the Environmental Advisory Committee note the progress on the implementation of individual actions listed in the Strategy.

MOTION CARRIED

8. REPORTS OF COMMITTEE MEMBERS

Nil.

9. NEW BUSINESS OF AN URGENT NATURE

Nil.

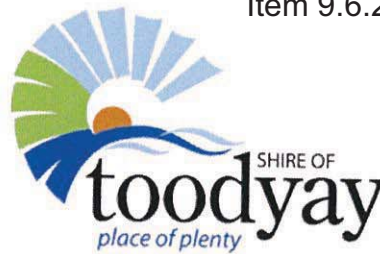
10. NEXT MEETING

The next meeting is scheduled for Thursday 25 February 2016, commencing at 5.00 pm.

11. CLOSURE OF MEETING

The Chairperson declared the meeting closed at 6.57 pm.

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Item 9.6.2 - Attachment 1
Administration Centre
15 Fiennes Street
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TOODYAY WA 6566
T (08) 9574 2258
F (08) 9574 2158
E records@toodyay.wa.gov.au
W www.toodyay.wa.gov.au

12 November 2015

Dear Supplier

**REQUEST FOR QUOTE – TEN61
CONSTRUCTION OF SHIRE OF TOODYAY COMMUNITY DEPOT SHEDS**

The Shire of Toodyay recently went out to tender for the supply and construction of community sheds via Tenderlink. The Tender closed on Tuesday, 29 September 2015 with 4 submissions being received. All submissions were priced well outside the project's budget restrictions.

The Community Depot is a price sensitive, community based project and the Shire has decided to go back to the market for a Request for Quotation (RFQ) with amended specifications and in the hope of obtaining more affordable pricing.

The Shire hopes that your company will be able to provide such a quote and we look forward to receiving your response. Details of the request are contained in the supporting documents which accompany this letter.

Thank you for your time and please do not hesitate to contact us if you require any further information or would like to discuss any aspect of this RFQ.

Yours faithfully

Stan Scott
CHIEF EXECUTIVE OFFICER

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Overview

COMMUNITY GROUP	SHED DIMENSIONS	ADDITIONAL REQUIREMENTS
Shed 1 Compliant class 9 (b) building	20m X 9m (180m2)	3 Roller Doors (ends & front) standard size 2.4m x 2.4m between window & roller door) 2 windows (front) 10 % of floor area Skylight Whirlybird Insulated roof to comply with R3 rating Gutters Concrete floor 100mm (may be contracted out separately)
Shed 2 Alternative quote for 20m X 6m (120m2)	16m X 6m (Full height dividing wall for two groups) (96m2)	2 Roller Doors (front - Western end) & (side - Eastern end) standard size 2.4m x 2.4m 2 accessible PA doors (front) 2 windows in each section (front) Insulated roof to comply with R3 rating Whirlybirds x 2 (1 in each section) Gutters Concrete floor 100mm (may be contracted out separately)
Shed 3	12m X 6m (Full height dividing wall for two groups) (72m2)	2 Roller Doors (front) standard size 2.4m x 2.4m 2 accessible PA doors 2 windows in each section (front) Gutters Insulated roof to comply with R3 rating Concrete floor 100mm (may be contracted out separately)
Shed 4	9m X 6m + 3m X 6m lean-to (72m2)	2 Roller Doors (front) standard size 2.4m x 2.4m 1 accessible PA door from carport to shed Insulated roof to comply with R3 rating Gutters Concrete floor 100mm (may be contracted out separately)
Cleared level site supplied by Shire of Toodyay (owner) Car park & Driveway supplied / installed by owner Additional requirements/ detail:		
	Fully supplied & constructed Certificate of Design Compliance Warranty Sand pad 100mm Walls - Colorbond - Classic Cream. Wall height 3m Roof - Zincalume Gutters - square line - Manor Red Roller doors - Cream & Manor Red trim Insulation - Roof R3 Locks on all PA doors - individual (not like)	
Site Information	Cleared level site, fully fenced & secure Kitchen & toilet facilities in an existing building Power & mains water available from existing building	

Shire of Toodyay - Community Depot Workshops

Shed 1

Specifications	Number	Price Per Item	Total Price	GST
20m X 9m X 3m (180m2) - class 9(b)	1			
Roller Doors (front and ends) - with standard locks	3			
Accessible PA door (between window and roller door) - individual key lock	1			
Door handles - or slide bolts	1			
Windows (front)	2			
Skylight	1			
Whirlybird	1			
Insulation to roof to comply with R3 rating				
Colorbond walls - Classic Cream				
Zincalume roof				
Alternative option - colorbond roof				
Gutters - square line - Manor Red				
Pitched Roof				
Warranty				
Certified Engineering Plans				
Concrete floor to 100mm (may be contracted out)				
Supply				
Construction component				
TOTAL COST				
Alternative option - colorbond roof cost				

Shire of Toodyay - Community Depot Workshops

Shed 2

Specifications	Number	Price Per Item	Total Price	GST
16m X 6m X 3m (96m2)	1			
Alternative 20m X 6m X 3m (120m2)	1			
Roller Doors (front) - with standard locks	2			
Accessible PA door - individual key locks	2			
Door handles - or slide bolts	2			
Dividing wall (to follow pitch) for two groups	1			
Windows - one in each section facing the front	2			
Whirlybird	2			
Insulation to roof to comply with R3 rating				
Colorbond walls - Classic Cream				
Zincalume roof				
Alternative option - colorbond roof				
Gutters - square line - Manor Red				
Pitched Roof				
Warranty				
Certified Engineering Plans				
Concrete floor to 100mm (may be contracted out)				
Supply				
Construction component				
TOTAL COST				
Alternative 20m X 6m X 3m (120m2) cost				
Alternative option - colorbond roof cost				

Shire of Toodyay - Community Depot Workshops

Shed 3

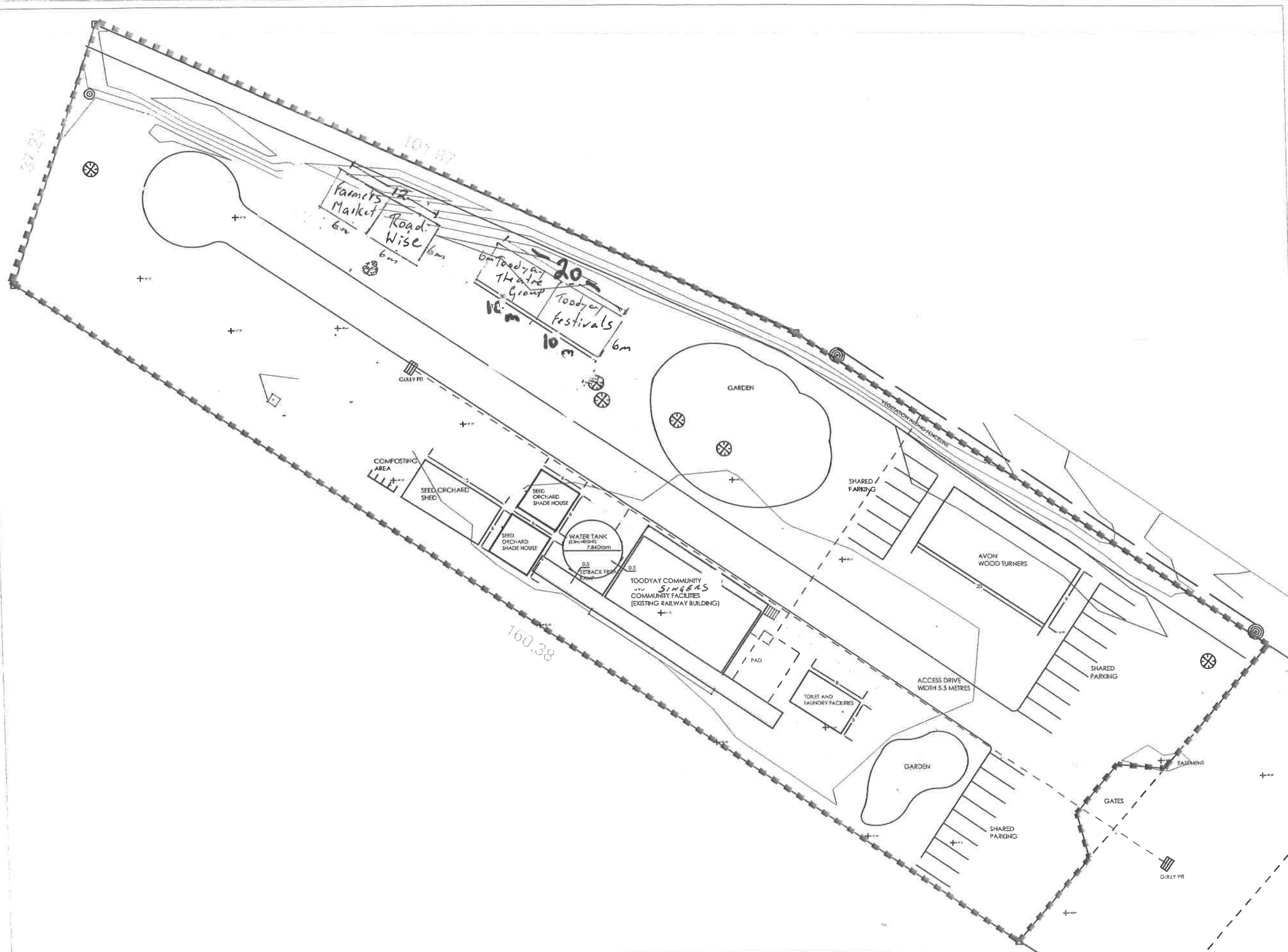
Specifications	Number	Price Per Item	Total Price	GST
12m X 6m X 3m (72m2)	1			
Roller Doors (front) - with standard locks	2			
Accessible PA door - individual key locks	2			
Door handles - or slide bolts	2			
Dividing wall (to follow pitch) for two groups	1			
Windows (1 in each section)	2			
Insulation to roof to comply with R3 rating				
Colorbond walls - Classic Cream				
Zincalume roof				
Alternative option - colorbond roof				
Gutters - square line - Manor Red				
Pitched Roof				
Warranty				
Certified Engineering Plans				
Concrete floor to 100mm (may be contracted out)				
Supply				
Construction component				
TOTAL COST				
Alternative option - colorbond roof cost				

Shire of Toodyay - Community Depot Workshops

Shed 4

Specifications	Number	Price Per Item	Total Price	GST
9m x 6m x 3m <u>+</u> 3m x 6m x 3m lean-to (72m2)	1			
Roller Doors (front) - with standard lock	2			
Accessible PA door (from lean-to, to shed) - individual key lock	1			
Door handles - or slide bolts	1			
Insulation to roof to comply with R3 rating				
Colorbond walls - Classic Cream				
Zincalume roof				
Alternative option - colorbond roof				
Gutters - square line - Manor Red				
Pitched Roof				
Warranty				
Certified Engineering Plans				
Concrete floor to 100mm (may be contracted out)				
Supply				
Construction component				
TOTAL COST				
Alternative option - colorbond roof cost				

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TOODYAY COMMUNITY DEPOT

MASTERPLAN

Revision: B	Date: 25 Jun 2015
	Scale: 1:500 @ A3
	Drawn By: A.Tate
	Page: 1 of 1



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Shire of Toodyay - Community Depot Workshops

COMBINED TOTALS EXCLUDING GST

Shed 1

Specifications	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)
Shed 1 Total Cost	\$ 48,562.00	\$ 44,159.01	\$ 46,504.13	\$ 68,593.00	\$ 51,953.00	\$ 44,990.00
Shed 2 Total Cost	\$ 35,655.00	\$ 29,057.29	\$ 32,900.80	\$ 45,030.00	\$ 30,095.45	\$ 29,618.29
Shed 3 Total Cost	\$ 30,503.00	\$ 23,926.73	\$ 28,662.64	\$ 30,627.17	\$ 26,309.09	\$ 24,072.73
Shed 4 Total Cost	\$ 25,531.00	\$ 19,712.16	\$ 22,006.42	\$ 32,649.00	\$ 21,245.46	\$ 21,109.09
TOTAL	\$ 140,251.00	\$ 116,855.19	\$ 130,073.99	\$ 176,899.17	\$ 129,603.00	\$ 119,790.11

Shed 1

Specifications	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)
20m X 9m X 3m (180m2) - class 9(b)	\$ 27,501.00		\$ 12,316.67	\$ 14,994.00	\$ 21,350.00	\$ 21,690.00
Roller Doors (front and ends) - with standard locks			\$ 3,050.00	\$ 1,836.00	Inc	
individual key lock			\$ 816.67	\$ 1,036.36	Inc	
Door handles - or slide bolts			\$ 3.28	-	Inc	
Windows (front)			\$ 711.11	\$ 442.90	Inc	
Skylight			\$ 77.78	\$ 123.27	Inc	
Whirlybird			\$ 108.89	\$ 181.09	Inc	
Insulation to roof to comply with R3 rating			\$ 3,825.00	\$ 2,160.00	\$ 2,140.00	
Colorbond walls - Classic Cream					Inc	
Zincalume roof					Inc	
Alternative option - colorbond roof	\$ 1,556.00		\$ 13,338.89		\$ 720.00	
Gutters - square line - Manor Red					\$ 860.00	
Pitched Roof					Inc	
Warranty					Inc	
Certified Engineering Plans					Inc	
Concrete floor to 100mm (may be contracted out)	\$ 11,721.00	\$ 9,330.24	\$ 11,250.00	\$ 16,200.00	\$ 14,670.00	\$ 11,400.00
Supply	\$ 27,501.00	\$ 16,045.46	\$ 20,909.39	\$ 36,973.62	\$ 23,490.00	
Construction component	\$ 9,340.00	\$ 18,783.31	\$ 14,344.74	\$ 15,420.00	\$ 13,793.00	\$ 11,900.00
TOTAL COST	\$ 48,562.00	\$ 44,159.01	\$ 46,504.13	\$ 68,593.62	\$ 51,953.00	\$ 44,990.00
Alternative option - colorbond roof cost	\$ 1,556.00		\$ 47,526.36	\$ 751.00	\$ 16,250.00	\$ 960.00

Shire of Toodyay - Community Depot Workshops

COMBINED TOTALS EXCLUDING GST

Shed 2

Specifications	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)
16m X 6m X 3m (96m2)	\$ 20,900.00		\$ 8,311.11	\$ 12,076.00	\$ 13,745.45	\$ 16,436.37
Alternative 20m X 6m X 3m (120m2)	\$ 22,516.00		\$ 10,350.00	\$ 14,511.27		\$ 44,990.00
Roller Doors (front) - with standard locks			\$ 2,033.33	\$ 1,224.00		
Accessible PA door - individual key locks			\$ 1,633.33	\$ 2,072.72		
Door handles - or slide bolts			\$ 6.56			
Dividing wall (to follow pitch) for two groups			\$ 644.44	\$ 1,112.73		
Windows - one in each section facing the front			\$ 711.11	\$ 442.90		
Whirlybird			\$ 217.78	\$ 362.18		
Insulation to roof to comply with R3 rating			\$ 2,040.00	\$ 2,160.00	\$ 1,054.55	
Colorbond walls - Classic Cream			\$ 46,504.13			
Zincalume roof						
Alternative option - colorbond roof					\$ 381.82	\$ 490.91
Gutters - square line - Manor Red					\$ 527.27	
Pitched Roof						
Warranty						
Certified Engineering Plans						
Concrete floor to 100mm (may be contracted out)	\$ 6,612.00	\$ 5,473.75	\$ 6,000.00	\$ 8,640.00	\$ 7,127.27	\$ 5,545.55
Supply	\$ 20,900.00	\$ 11,863.74	\$ 15,597.67	\$ 28,090.53	\$ 14,800.00	
Construction component	\$ 8,143.00	\$ 11,719.80	\$ 11,303.14	\$ 8,300.00	\$ 8,168.18	\$ 7,636.37
TOTAL COST	\$ 35,655.00	\$ 29,057.29	\$ 32,900.80	\$ 45,030.53	\$ 30,095.45	\$ 29,618.29
Alternative 20m X 6m X 3m (120m2) cost	\$ 39,719.00	\$ 33,979.16		\$ 14,511.27	\$ 30,095.45	
Alternative option - colorbond roof cost	\$ 878.00		\$ 8,855.56	\$ 425.00		
Alternative option - colorbond roof cost 20 x 6 x 3			\$ 12,155.56		\$ 472.73	\$ 609.10
Alternative 20m X 6m X 3m (120m2)	\$ 39,719.00				\$ 15,254.55	\$ 19,363.64
Concrete floor to 100mm (may be contracted out)	\$ 8,107.00				\$ 8,890.91	\$ 6,363.64
Supply	\$ 23,108.00					
Construction component	\$ 8,504.00				\$ 9,354.55	\$ 8,818.19
Alternative option - gutters cost	\$ 1,059.00				\$ 627.27	
Alternative option - Insulation to roof to comply with R3 rating					\$ 1,354.55	

Shire of Toodyay - Community Depot Workshops

COMBINED TOTALS EXCLUDING GST

Shed 3

Specifications	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)
12m X 6m X 3m (72m2)	\$ 17,841.00		\$ 7,100.00	\$ 8,314.82	\$ 12,472.73	\$ 13,709.10
Roller Doors (front) - with standard locks			\$ 2,033.33	\$ 1,224.00		
Accessible PA door - individual key locks			\$ 1,633.33	\$ 2,072.72		
Door handles - or slide bolts			\$ 6.56			
Dividing wall (to follow pitch) for two groups			\$ 644.44	\$ 1,112.73		
Windows (1 in each section)			\$ 711.11	\$ 442.90		
Insulation to roof to comply with R3 rating			\$ 1,530.00	\$ 936.00	\$ 800.00	
Colorbond walls - Classic Cream						
Zincalume roof						
Alternative option - colorbond roof			\$ 7,513.33		\$ 290.91	
Gutters - square line - Manor Red					\$ 527.27	
Pitched Roof						
Warranty						
Certified Engineering Plans						
Concrete floor to 100mm (may be contracted out)	\$ 4,934.00	\$ 4,105.31	\$ 4,500.00	\$ 7,020.00	\$ 5,336.36	\$ 4,090.91
Supply	\$ 17,841.00	\$ 10,093.23	\$ 13,658.78	\$ 14,103.17	\$ 13,272.73	
Construction component	\$ 7,728.00	\$ 9,728.20	\$ 10,503.86	\$ 9,504.00	\$ 7,700.00	\$ 6,272.73
TOTAL COST	\$ 30,503.00	\$ 23,926.73	\$ 28,662.64	\$ 30,627.17	\$ 26,309.09	\$ 24,072.74
Alternative option - colorbond roof cost	\$ 667.00	\$ 24,400.61	\$ 29,075.97	\$ 335.00	\$ 290.91	\$ 372.73
Alternative option - gutters cost					\$ 527.27	
Alternative option - Concrete floor to 100mm (may be contracted out)					\$ 5,336.36	

Shire of Toodyay - Community Depot Workshops

COMBINED TOTALS EXCLUDING GST

Shed 4

Specifications	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)	Total Price (ex GST)
9m x 6m x 3m + 3m x 6m x 3m lean-to (72m2)	\$ 15,159.00		\$ 6,251.11	\$ 8,105.63	\$ 9,472.73	\$ 11,654.54
Roller Doors (front) - with standard lock			\$ 2,033.33	\$ 1,224.00		
Accessible PA door (from lean-to, to shed) - individual key lock			\$ 1,633.33	\$ 1,036.36		
Door handles - or slide bolts			\$ 6.56			
Insulation to roof to comply with R3 rating			\$ 1,147.50	\$ 864.00	\$ 627.27	
Colorbond walls - Classic Cream						
Zincalume roof						
Alternative option - colorbond roof			\$ 6,666.67		\$ 272.73	
Gutters - square line - Manor Red					\$ 454.55	
Pitched Roof						
Warranty						
Certified Engineering Plans						
Concrete floor to 100mm (may be contracted out)	\$ 3,460.00	\$ 3,078.99	\$ 3,375.00	\$ 6,480.00	\$ 5,354.55	\$ 4,090.91
Supply	\$ 15,159.00	\$ 8,150.20	\$ 10,251.89	\$ 17,709.99	\$ 10,100.00	
Construction component	\$ 6,912.00	\$ 8,483.48	\$ 8,379.53	\$ 8,460.00	\$ 5,790.91	\$ 5,363.64
TOTAL COST	\$ 25,531.00	\$ 19,712.67	\$ 22,006.42	\$ 32,649.99	\$ 21,245.46	\$ 21,109.09
Alternative option - colorbond roof cost	\$ 667.00	\$ 19,601.10	\$ 22,421.98	\$ 375.00	\$ 272.73	\$ 372.73
Alternative option - gutters cost					\$ 454.55	\$ 21,109.09
Alternative option - Concrete floor to 100mm (may be contracted out)					\$ 5,354.55	

MINUTES OF COMMUNITY DEPOT MANAGEMENT ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 10 DECEMBER 2015

Shire of Toodyay

**COMMUNITY DEPOT MANAGEMENT ADVISORY COMMITTEE MEETING
10 DECEMBER 2015**

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

B Lloyd, Chairperson, declared the meeting open at 5.30 pm.

2. RECORDS OF ATTENDANCE / APOLOGIES

2.1 RECORD OF ATTENDANCE

Members

B Lloyd	Toodyay Seed Orchard Group Representative (Chair)
Ms A Bell	Manager Community Development
Cr R Welburn	Council Member
Cr P Greenway	Council Member
Cr B Rayner	Council Member
Ms J Devlin	Toodyay Festivals Inc Representative
Ms T Young	Toodyay Community Singers Representative
Mr D Doye	Avon Woodturners Group Representative

Staff

Mrs D Andrijich	Events/Project Coordinator
Mrs M Rebane	Executive Assistant

Visitors

Ms R Davidson	Toodyay Festivals Inc Representative
Ms N Ennis	Toodyay Community Singers

2.2 APOLOGIES

Ms A McCandlish	Avon Woodturners Group Representative
Mr S Scott	Chief Executive Officer

3. DISCLOSURE OF INTERESTS

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

MINUTES OF COMMUNITY DEPOT MANAGEMENT ADVISORY COMMITTEE MEETING
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4. PUBLIC QUESTIONS (relating to the purpose of the meeting)

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Community Depot Management Advisory Committee Meeting held on 22 October 2015 there were no questions taken on notice.

4.2 PUBLIC QUESTION TIME

Nil.

5. CONFIRMATION OF MINUTES

5.1 Community Depot Management Advisory Committee Meeting held on 22 October 2015.

OFFICER'S RECOMMENDATION/MOTION

MOVED Cr Greenway

That the Unconfirmed Minutes of the Community Depot Management Advisory Committee Meeting held on 22 October 2015 be confirmed.

MOTION CARRIED

5.2 Matters arising from previous minutes

5.2.1 Community Radio Lease

Points raised as follows:

- A new Radio Group are interested in retaining the room that was originally allocated to Toodyay Community Radio;
- Request: hold room for this new radio group.

Summary of Question One

Has Toodyay Community Radio been advised that their lease has been terminated?

The Manager Community Development advised that they had been contacted by the CEO.

5.2.2 Shed from the Parks and Gardens Depot

Summary of Question Two

Have the Farmer's Market responded to the offer from the Toodyay Seed Orchard to be given the shed that the Seed

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Orchard Group had been using at the Old Parks and Gardens Depot?

The Events/Project Coordinator advised that the understanding was that the offer was not to a particular group and that the CEO had relayed to a previous CDMAC meeting that the Farmer's Market was not to be excluded from the Community Depot Project. The Events/Project Coordinator took this question on notice and will provide clarification at the next CDMAC meeting in January 2016.

5.3 Review of the CDMAC Status Report

Nil.

6. PUBLIC SUBMISSIONS (relating to the purpose of the meeting)

Nil.

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

Nil.

8. REPORTS OF OFFICERS

8.1 Briefing Note from Events/Project Coordinator

Updated Briefing Note tabled at 5.42 pm.

Attachment: Map

PURPOSE

To provide an update on the progress of the Community Depot Project progress.

SUMMARY OF THE FACTS

Request for Tender was advertised in the West Australian on 26 August 2015 and lodged through www.tenderlink.com

The Tenders were opened on 29 September 2015 in the presence of two employees namely; Debra Andrijich and Merridith Lamb, in accordance with regulation 16(3) of the *Local Government (Functions and General) Regulations 1996*.

Four submissions were received through the Tenderlink Portal. All submissions received were quoted well above allocated budget, with all submissions being a minimum \$74,000 over budget.

Further discussions were undertaken with the CDMAC to ascertain how costs could be reduced. A summary of comments and recommendations was provided at the Ordinary Meeting of Council held on 27 October 2015 where Council resolved (Resolution No 216/10/15) as follows:

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That Council:

1. In accordance with *Local Government (Functions and General) Regulations 1996 Part 4* not accept any of the four tenders as all submissions received were individually quoted from \$74,000 to \$159,000 over budget;
2. Seek further quotes for the shed supply and construction with amended specifications as determined by the Community Depot Management Advisory Committee;
3. Seek separate quotes for the installation of concrete slabs from a local contractor; and
4. Note that if necessary Council may allocate additional funds from the Asset Development Reserve if final quotes continue to exceed the budget.

Key Considerations:

Council has allocated \$187,500 in the 2015/2016 budget, this allocation is distributed as follows;

Q126	Sheds	\$102,500
Q126	Accessible Toilet	\$ 30,000
Q155	Driveway & Car park	\$ 35,000
Q155	Water & Power install	\$ 20,000

Further consultation:

Further negotiations with community groups has resulted in the Community Singer's Group taking up the offer to utilise a room including additional storage at the old Railway building. This means that Shed 2 could be smaller, thereby resulting in a further cost reduction.

Officers undertook a request for quotes with amended specifications through the Tenderlink website. The quotes were opened on 27 November 2015 in the presence of Debra Andrijich and Merridith Lamb. Six submissions were received and are summarised as follows:

	Quote 1	Quote 2	Quote 3	Quote 4	Quote 5	Quote 6
Total of four sheds including concrete (ex GST)	\$140,251	\$116,855	\$130,070	\$176,899	\$129,603	\$119,790
Without Concrete	\$113,263	\$ 91,644	\$114,934	\$138,561	\$ 97,116	\$ 93,290

As indicated above, now that the size of Shed 2 has been decreased, savings have been found through negotiating with the community groups.

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Six submissions were received and all quotes were still higher than the original budget allocation.

Further negotiations were undertaken with the companies who supplied quotes, to exclude the concrete slabs (which will be outsourced locally), providing amended quotations as follows;

	Quote 1	Quote 2	Quote 3	Quote 4	Quote 5	Quote 6
Total of four sheds including concrete (ex GST)	\$140,251	\$116,855	\$130,070	\$176,899	\$129,603	\$119,790
Without Concrete	\$113,263	\$ 91,644	\$114,934	\$138,561	\$ 97,116	\$ 93,290
Negotiated price without concrete (ex GST)	\$102,834	\$89,432	\$103,868	\$138,561	\$103,098	\$ 92,463

Conclusion

By choosing the supplier of Quote No 2 for \$89,432 (ex GST) and outsourcing sand pads and concrete slabs locally (quoted at approximately \$20,000 ex GST) total Shed build cost \$109,432 (ex GST) this project can commence with some minor budget consideration.

OFFICER'S RECOMMENDATION

That the CDMAC recommends to Council the following:

1. Award the contract to the supplier of Quote No. 2 to undertake the construction of four sheds at the Community Depot site on Railway Road for \$89,432 (ex GST); and
2. Outsource the sand pads and concrete slab installation to a local contractor for an approximate amount of \$20,000 (ex GST).

The Events/Project Coordinator provided an overview of the contents of the updated briefing note, tabled at 5.42 pm.

Clarification was sought in relation to the sheds and the quotations.

MINUTES OF COMMUNITY DEPOT MANAGEMENT ADVISORY COMMITTEE MEETING
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OFFICER'S RECOMMENDATION/MOTION

MOVED Cr Rayner

The Community Depot Management Advisory Committee recommends to Council the following:

That Council authorise the CEO to:

1. Award the contract to the supplier of Quote No. 2 to undertake the construction of four sheds at the Community Depot site on Railway Road for \$89,432 (ex GST); and
2. Outsource the sand pads and concrete slab installation to a local contractor for an approximate amount of \$20,000 (ex GST).

MOTION CARRIED

9. REPORTS OF COMMITTEE MEMBERS

9.1 Toodyay Festivals

Storage of costumes – area required – until the sheds are built.

The Events/Project Coordinator indicated that an area could be given temporarily.

9.2 Other Groups interest in Community Depot

The Toodyay Community Bus, Toodyay Chamber of Commerce, Toodyay Naturalist Club and Toodyay Friends of the River have contacted the Shire in relation to being included in the Community Depot.

The Manager Community Development advised that once this project is completed for the groups that have been on board from the beginning the doors can be reopened again for other groups.

The Manager Community Development advised that in the meantime, any minor storage issues can be sought through liaison with the Events/Project Coordinator and the Manager Community Development for a solution.

9.3 Access to the Community Depot

Points raised as follows:

- Construction in late January / early February 2016 – meaning the Community Depot would be off-limits to community groups until construction is complete;

