



Ordinary Council Meeting

Minutes

26 March 2019

Preface

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

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

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

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

Unconfirmed Minutes

These minutes were approved for distribution on 2 April 2019.



Stan Scott
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 23 April 2019.

Signed: 

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 COUNCIL MEETING – 26 MARCH 2019

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President declared the meeting open at 4.10pm.

The Shire President advised those present that all mobile phones and recording devices be switched off and advised that the recording of any part of the meeting was not allowed.

The Shire President advised those present the location of the exit doors in case of an emergency.

The Shire President welcomed Mr Kobus Nieuwoudt, the new Manager Planning and Development.

2. RECORDS OF ATTENDANCE

Members

Cr B Rayner	Shire President
Cr T Chitty	Deputy Shire President
Cr B Bell	
Cr C Brook	
Cr J Dow	
Cr P Greenway	
Cr B Manning	
Cr E Twine	
Cr R Welburn	

Staff

Mr S Scott	Chief Executive Officer
Ms A Bell	Manager Community Development
Mrs C Luangala	Manager Corporate Services
Mr K Nieuwoudt	Manager Planning & Development
Mr S Patterson	Manager Works and Services
Mrs N Rodger	Acting Manager Corporate Services
Mrs M Rebane	Executive Assistant

Visitors

B Keens	P Hart	J Hart
M Sinclair-Jones	D Cornforth	B Dadd
R Pearce	B Foley	D C Smith
G Appleby	A Henshaw	M Leggett
R Madacsi	L Graham	F Panizza

2.1 APOLOGIES

Nil

2.2 APPROVED LEAVE OF ABSENCE

Nil

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

3. DISCLOSURE OF INTERESTS

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

4. PUBLIC QUESTIONS

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Ordinary Meeting of Council held on 26 February 2019, the following questions were taken on notice.

L Graham

Summary of Question One

Why is the detailed operating statement no longer included in the agenda?

There is no requirement under the act to provide the detailed operating statement as part of the agenda. The inclusion of the detailed operating statement was workshoped with Councillors and it was agreed to focus on a higher level of strategic financial management.

F Panizza

Summary of Question One

In response to question one asked at the January 2019 Council Meeting and the response given by the CEO. Does the whole of life cycle costs need amendment or is the document superseded by other documents? Have the "whole of lifecycle costings" been removed from circulation and if not, why not?

The "WOLC" have been superseded by the LTFP. The "WOLC" have not been removed from circulation as they formed part of the grant application which was approved by Council resolution. Even though it has been superseded, it still forms part of the public record.

Summary of Question Two

In response to question eleven asked at the January 2019 Council Meeting and the response given by the CEO. Can the maths be checked between statement of financial position and the ratios?

The LTFP is due for an annual review and the base year will change and have a flow on effect for the rest of the years within the LTFP.

Summary of Question Three

Current liability provisions of \$671,477 for current year and provisions for next ten years going forward are \$663,852. What are the provisions?

The provisions relate to the Shire's Long Service Leave and Annual Leave liabilities.

R Madacsi

Summary of Question Three

In the list of payments presented in the July 2015 minutes, there is a payment on the CEO's credit card to the WAPC totalling \$3,044.94 for a subdivision application. Which development was this for and why was it billed on the CEO's credit card rather than going through the normal accounts process?

Clarification provided for Summary of Question Three stated as follows:

- Agenda Item 9.4.1 List of Payments for July 2015;
- Contained in the August 2015 Council Meeting Minutes; and
- Attachment 1: Item 9.4.1 page 2 of 9.

The transaction was four years ago. It is not clear why it was paid by credit card, but it was certainly a legitimate expense as it was for a subdivision application which related to the purchase of the Shire's portion of Federation Square.

M Sinclair Jones

Summary of Question Five

Why has Council taken no action when it is the job of a Council to uphold the code otherwise it has no meaning?

Council considered the alleged breach at the January 2019 OCM and is presently considering the CEOs contract. Details of such deliberations are confidential.

R Pearce

Summary of Question One

In relation to Opalvale Pty Ltd, on June 13 2013, the State Administrative Tribunal (SAT) granted planning approval to Opalvale for a land fill facility Lot 11 Chitty Road Hoddys Well, subject to 28 conditions. An operating licence was granted to Opalvale by the Department of Water and Environment Regulation (DWER) on 5 February 2019. Some of the conditions require Opalvale to take certain actions before commencing operations. Condition 12 is that "Prior to the commencement of operation of the facility, the applicant must prepare and implement a Fire Management Plan, such plan being submitted to the Shire of Toodyay for approval." Has the condition been complied?

Yes. The Fire Management Plan has been accepted and signed off by the Shire of Toodyay Community Emergency Services Manager.

Summary of Question Two

Condition 13 is that “prior to the commencement of operation of the facility the applicant must prepare and implement a Mosquito Management Plan, such plan being submitted to the shire of Toodyay for approval. Has the Shire received a Mosquito Management Plan?

Yes. A Mosquito management component has been included in the Land Management Plan which was produced back in 2016.

Summary of Question Three

Condition 27 is that “prior to the commencement of operation of the facility, the applicant shall provide a cash bond of \$120,000 to the Shire of Toodyay has a performance guarantee against the satisfactory completion of the rehabilitation of the site, such funds to be held in an interest bearing account, the interest forming part of the bond. The performance guarantee will be refunded at a rate of 50% following completion of the final state of rehabilitation works and 50% at the conclusion of the three year monitoring period. Any such bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the respondent may enter the site to complete or rectify any outstanding work. The respondent will recover that bond, or part thereof as appropriate, for any costs to the respondent in completing and/or rectifying the outstanding works. Has Opalvale supplied a \$120,000 bond to the Shire of Toodyay? Has this condition been complied with?

Yes. Opal Vale provided us with a \$120,000 cash amount that is now in its own separate Trust term Deposit. The bond agreement has been drafted.

Summary of Question Four

Condition 28 is that “the applicant shall be responsible for the cost of maintaining and repairing damage to the road controlled by the Shire of Toodyay which are used by heavy haulage traffic to deliver Class 11 waste for disposal at the facility, to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the facility a Road Maintenance Plan based on this principle and including:

- (a) An audit of the condition of relevant roads prior the commencement of operation of the facility;
- (b) Appropriate maintenance standards and associated requirements and responsibilities;
- (c) The estimate average annual cost of road maintenance and repairs for the duration of operation of the facility; and
- (d) The amount of the contribution to such cost to be paid by the applicant

Shall be lodged with the Shire of Toodyay for approval and the Road Maintenance Plan shall be implemented throughout the duration of operation of the facility.”

Has this condition been complied with?

No. Since the project was approved by the SAT the Shire has adopted LPP 7 which sets out the basis for the calculation of road contributions for Extractive Industries. Notwithstanding the approval condition, calculating a rate using other than this methodology would not survive external scrutiny. Funds collected through this methodology may only be applied to the road in question.

Summary of Question Five

If condition 28 has been complied with, what is the annual contribution to road maintenance costs to be paid by the applicant? Is the amount indexed and what is the starting price per tonne?

The starting rate has not yet been determined.

4.2 PUBLIC QUESTION TIME

R Pearce

Summary of Question One

At the February 2019 Council meeting, I asked questions on the conditions set by SAT which were required to be complied with by Opalvale prior to commencing of operations of the landfill facility at Lot 11 Chitty Rd Hoddy's Well.

Condition 12 was the lodgement of an approved Fire Management Plan and Condition 13 was the lodgement of an approved Mosquito Management Plan. The answer received was these conditions have been complied with. Are these Management Plans available for public viewing?

Response: Yes, these may be obtained under the Freedom of Information Act 1992.

Summary of Question Two

Condition 28 concerning Road Maintenance plan prior to commencement of operation of the facility including:

- (a) An audit of the condition of relevant roads prior the commencement of operation of the facility;
- (b) Appropriate maintenance standards and associated requirements and responsibilities;
- (c) The estimate average annual cost of road maintenance and repairs for the duration of operation of the facility; and
- (d) The amount of the contribution to such cost to be paid by the applicant

Response: The answer to the question was NO.

Does the Shire intend to ask Opalvale to comply with this condition prior to commencing the operation of the landfill? If not, why not? Will any decision to waive this condition be referred to Council?

Response: The answer to the first part of the question is Yes, Opal Vale is required to comply with the requirements of condition 28. In achieving compliance with condition 28, the Shire and Opal Vale have mutually agreed to employ the methodology outlined in Appendices 1 and 2 of Council's Extractive Industries - Road Contributions local planning policy in order to calculate contributions towards road rehabilitation and road maintenance.

L Graham, on behalf of the Toodyay Progress Association

Summary of Question One

There is an increasing amount of evidence that the savings being touted from using the Local Government Insurance scheme are not as great as is being claimed and in some instances do not exist.

We note that many Councils have significantly reduced their insurance premiums by seeking additional quotes. I ask:

- (a) Has the Shire of Toodyay sought competitive quotes aimed at reducing its insurance overheads?
- (b) If so, what were the results of that process?
- (c) If not, why not?

Response: The evidence of the savings by these Councils is scant and there are several who have returned after one or two years out of the scheme. Often the savings have been achieved through means like increasing the voluntary excess on policies or reducing the range of insured events, options that are available to them under the scheme. Generally calculations do not take account of the savings achieved through cooperative risk management programs that have successfully reduced the number of claims. The potential savings for small local governments compared to the benefits of collective purchasing do not justify the risk.

Summary of Question Two

As there is an increasing amount of evidence that the savings being claimed from using the WALGA preferred supplier scheme are not as great as is often claimed I ask:

- (a) Will the Council make open tendering its preferred process when tenders are necessary?
- (b) If not why not?

Response: At its February Ordinary Meeting Council adopted an updated Purchasing Policy. That Policy confirms the principle of using WALGA preferred suppliers when it is appropriate to do so. Apart from savings attributable to preferred suppliers we have the benefit of an intensive pre-qualification process to establish the

suppliers' credentials. Saying that there is an increasing amount of evidence of something does not make it so.

D Cornforth, resident

Summary of Question One

In regard to the recent events to the Shire's network going down we had a week of not being able to contact the Shire via emails and there was a post put out that the services were down. Suggest that if there is a possibility in the future some contingency plan put in place before it happens so that there is a correspondence channel that can be put up such as Gmail.

The Shire President asked the CEO to respond.

Response: We will be building in redundancies (a business continuity strategy) but your advice will be taken under advisement.

P Hart, Morangup

Summary of Question One

I have an interest in the Shire's Privacy Policy as per the Australian Privacy Principles. The office of the Australian Information Commissioner has a fact sheet on its web site which states under part 1.5:

An APP entity must take such steps as are reasonable in the circumstances to make its APP privacy policy available: free of charge; and in such form as is appropriate. Note: An APP entity will usually make its APP privacy policy available on the entity's website.

I accessed the shire's website last week, and the list of policies did not appear to include anything relating to privacy. This raises the more general question of what other policies should the Shire be making available to the public? My question is this: How is the Shire ensuring the public availability of all such policies?

The Shire President asked the CEO to respond.

Response: Local Governments are not covered and are specifically excluded from the Privacy Act. As a result we do not have a Privacy Policy. The Council policies are on the Council website which is checked from time to time as to whether they are up to date. We make our best endeavours to ensure that they are.

A Henshaw

Summary of Question One

Earlier this month the action of the Shire vs. L Burke resulted in \$100 fine and a spent conviction. How much did it cost the Shire of Toodyay to conduct this action?

The Shire President took this question on notice.

M Sinclair-Jones

Summary of Question One

As Council decided it had no role to play in code of conduct matters, will the Council take any action over the finding of misconduct by the Shire President and CEO (for publishing “derogatory statements” in the April 2018 edition of the Toodyay Community Newsletter)?

The Code of Conduct does not allow Council to make findings. The Investigator is the person who makes that determination. The Council decides what remedial action, if any, is to be taken. If Council decides they want to revisit that they can.

Summary of Question Two

Will Council amend the unconfirmed minutes to correctly state Question 4?

Yes. The unconfirmed minutes can be amended by Council Resolution if Council considers the minutes are incorrect.

R Pearce

Summary of Question Three

If Opalvale are presently dumping landfill on a Class II site are they compliant?

Clearance was granted to Opal Vale of all the planning conditions on 21 March 2019. If they have been dumping rubbish it would have been lawful as they are clear to do so.

Summary of Question Four

What about road maintenance requirements?

They have been complied with, as there is an agreement between the Shire of Toodyay and Opal Vale in respect to the methodology for providing for road maintenance and capital contributions for road maintenance. The same principles apply for this case.

Summary of Question Five

From the original agreement, are the dollars per tonne no longer relevant?

They are no longer relevant to this application but they were relevant to that planning application. This is a new approval with a new set of circumstances and new planning policy in place for calculation of road maintenance contributions. There are still trucks driving on the same road.

Summary of Question Six

What is the Shire’s process in relation to axles?

The policy is developed on the basis of equivalent standard axles. The Planning policy consists of a thorough and fair methodology of what is likely to be the actual cost (damage) from truck movements.

Summary of Question Seven

Can you estimate at end of one quarter, and at the end of each year the number of truck movements? Does the formulae consider the load and base load of the trucks?

We have that information from the proponent in respect to the configuration of the trucks.

Summary of Question Eight

Do you count individual truck movements?

We do not individually count the number of axles each truck has that drives on that particular road on a daily basis.

L Graham, on behalf of the Toodyay Progress Association

Summary of Question Three

The TPA made a formal complaint, alleging a breach of the Code of Conduct by the Shire President; the complaint was about an article written by the CEO and the Complaints Officer made a finding that a breach of the code had occurred. At the January 2019 Council Meeting the CEO made an Officer's Recommendation that there has been no breach of the Code of Conduct. This was defeated. So now I ask: Why has no apology been issued from the Shire?

The CEO and Shire President both formed the view that that article represented fair commentary on a public debate.

(a) When can the TPA expect an apology?

There are no plans to make an apology.

(b) When can the TPA expect the offending article to be retracted?

There are no plans to withdraw the article.

(c) Did the CEO and the Shire President "form a view that an apology was not warranted"?

Yes

Summary of Question Four

EFT 25484 shows payments of \$1,650 to De Vita Legal for Legal Advice on what is described as "termination of contract" - and I ask what contract does that payment relate to?

I am unable to provide information on this item while it is an ongoing legal matter.

Summary of Question Five

Can you at least advise as to whether it was a staff personal or staff contractual matter for goods and services?

The CEO said it was a contractual matter for goods and services.

Summary of Question Six

EFT 25567 shows payments of \$1,700 to Ezi-Fit Welding & Handyman Services for Gutter Cleaning at the Visitor Centre and I ask:

- (a) Is Ezi-Fit Welding and Handyman services a local business?

Yes this is a local Toodyay Business.

- (b) If not, why was it chosen for this job?

See above.

- (c) What other work has this company been chosen for?

He has been contracted to work totalling \$4,300, and based on skills, performance and pricing will likely be contracted for additional work.

- (d) How often do these gutters require a \$1,700 clean?

Gutters need cleaning annually. That particular invoice included the Visitor Centre and 12 other Shire buildings including: Connors Cottage, Charcoal Lane Toilets, 33 Telegraph Road, Shire Depot, Dog and Cat pounds, O'Reilly's Cottage, Bendigo Bank, Community Centre and Medical Centre.

Summary of Question Seven

In respect to the response to the previous question, alleging a breach of the Code of Conduct by the Shire President. Did the Shire President form the view that it was not warranted? Is it normal Shire of Toodyay practice that those who are complained against in regard to a Code of Conduct breach also decide the penalty for their breach?

Shire President Response: If Council decides to form a view it will.

CEO Response: There was a fairly extensive, but confidential, discussion paper presented to Council at the January 2019 Council Meeting. The matter was not straight forward but in terms of process related to such matters, it can be resolved for future considerations.

M Sinclair-Jones

Summary of Question Three

In regard to the finding of misconduct, in relation to the April 2018 Community Newsletter, was the April 2018 misconduct in the newsletter reported to Council when the finding was made in August 2018?

Deputy Shire President Response: No.

Summary of Question Four

So Council was unaware the breach had occurred?

Deputy Shire President Response: Yes.

Summary of Question Five

Which Administration Officer is responsible for notifying the Council of a finding of misconduct against a CEO or President to enable the Council to consider “appropriate action”, as required by the code?

Deputy Shire President Response: All information provided to Council is the responsibility of the CEO. In circumstances such as this it will be at the request of the President or Deputy President as the case may be. If the matter directly affects the CEO he will declare an interest.

Summary of Question Six

Did he declare an interest?

Deputy Shire President Response: Yes he did declare an interest when it went in the January 2019 Council Meeting.

Summary of Question Seven

In the meantime, the two people against whom the finding of the content was made, decided upon what action would be made? That is, when the finding of misconduct was made and the two parties against whom the finding was made decided not to take any further action, was the Council informed of that decision (that the President and the CEO decided that no further action be taken of their misconduct)?

Deputy Shire President took the question on notice.

Summary of Question Eight

Why after nearly a year has the Council failed to take appropriate action to address the misconduct?

At the January 2019 Council Meeting; Council found it did not have a role to play in determining Code of Conduct matters.

Summary of Question Nine

When misconduct is found against any Officer or Councillor who is the Officer who investigates and decides what action gets taken?

The CEO responded as follows:

It will depend on the nature of the breach. Legal and contractual obligations contained in a contract for employment is not the same as an Elected Member where there is a Standards Panel Process to be followed, and where the Council is responsible.

Summary of Question Ten

What is the purpose of having a Code of Conduct – as required by local government law – if Council takes no action to enforce it?

The Code of Conduct is a document adopted by Council setting out principles of behaviour. Unless the Code of Conduct is adopted as a Local Law, and ours is not, Council has no powers of enforcement. The Local Government Standards Panel will have regard to the

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contents of the Code of Conduct when considering breaches of the regulations. Council will be conducting a review of our Code of Conduct soon which will ensure we have an up to date version and my personal view is that Councillors should have training on upholding and implementing the Code of Conduct.

B Foley

Summary of Question One

There was a Special Council Meeting, and adjournment for today. Will you tell us the results of that formally?

The Shire President stated that at our Special Council Meeting, the vote was 5/4 to not renew the CEO's Contract beyond the contractual end date of 22 July 2019.

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council held on 26 February 2019

Cr Dow moved the Officer's Recommendation as follows:

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 26 February 2019 be confirmed.

Cr Chitty moved an amendment to the motion as follows:

That after the words "be confirmed" the following section is inserted:

"subject to an amendment to Public Questions Section – Question from M Sinclair-Jones as follows:

Summary of Question Four

Will Council take any action?

Answer: The Council decided at its January Ordinary Council Meeting that it had no power to determine whether or not the code had been breached.

Summary of Question Five

Will Council take any action?

Answer: The question will be taken on notice."

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO. 70/03/19

MOVED Cr Chitty

That after the words "be confirmed" the following section is inserted:

"subject to an amendment to Public Questions Section – Question from M Sinclair-Jones as follows:

Summary of Question Four

Will Council take any action?

Answer: The Council decided at its January Ordinary Council Meeting that it had no power to determine whether or not the code had been breached.

Summary of Question Five

Will Council take any action?

Answer: The question will be taken on notice."

AMENDMENT CARRIED 9/0

The substantive motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 71/03/19

MOVED Cr Dow

SECONDED Cr Welburn

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 26 February 2019 be confirmed subject to the following amendment to Public Questions Section – Questions from M Sinclair-Jones as follows:

Summary of Question Four

Will Council take any action?

Answer: The Council decided at its January Ordinary Council Meeting that it had no power to determine whether or not the code had been breached.

Summary of Question Five

Will Council take any action?

Answer: The question will be taken on notice.

MOTION CARRIED 9/0

5.2 Agenda Briefing held on 19 March 2019

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 72/03/19

MOVED Cr Twine

That the Notes of the Agenda Briefing held on 19 March 2019 be received.

MOTION CARRIED 7/2

5.3 Confidential Items

5.3.1 Ordinary Meeting of Council held on 26 February 2019

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 73/03/19

MOVED Cr Dow

That the Unconfirmed Confidential Minuted Item containing the following Agenda Items:

14.1 ICT Enterprise Software Upgrade Contract – Supply of Fully Integrated Enterprise Software; and

14.2 Plant Hire Tender - TEN 01 2018

From the Ordinary Council Meeting held on 26 February 2019 be confirmed.

MOTION CARRIED 8/1

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil

6.2 DEPUTATIONS

Nil

6.3 PRESENTATIONS

Nil

6.4 SUBMISSIONS

Nil

7. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER (without discussion)

The Shire President may make an announcement in accordance with the Shire of Toodyay Standing Orders Local Law 2008 (Section 4.3).

9. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS

9.1 COMMUNITY DEVELOPMENT

There are no reports.

9.2 PLANNING AND DEVELOPMENT

There are no reports.

9.3 WORKS AND TECHNICAL SERVICES

There are no reports.

9.4 CORPORATE SERVICES

9.4.1 List of Payments – February 2019

Date of Report:	5 March 2019
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	FIN6
Author:	K Wandless – Accounts Officer
Responsible Officer:	C Luangala – Manager Corporate Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Review
Separate attachment:	1. List of Payments.
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To present the cheques and electronic payments raised during the month of February 2019.

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

There are no adverse consultation implications envisaged from this report.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged from this report.

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)

There are no adverse risk implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

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.

OFFICER'S RECOMMENDATION

That Council note as being paid payments listed and presented for the month of February as follows:

1. Trust Fund Cheques \$0.00;
2. Electronic Fund Transfers (EFT) payments numbered EFT 25448 to EFT 25605 and Municipal Fund Cheques numbered 12591 to 12603 amounting to \$829,596.00;
3. Direct Debits numbered IPV633 to IPV634 and BPV3817 to BPV3856 amounting to \$236,101.80; and
4. Super Direct Debits totalling \$39,705.07 and Loan Direct Debits totalling \$0.00 as being paid

Cr Chitty moved the Officer's Recommendation.

Cr Brook seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 74/03/19

MOVED Cr Chitty

SECONDED Cr Brook

That Council note as being paid payments listed and presented for the month of February as follows:

1. Trust Fund Cheques \$0.00;
2. Electronic Fund Transfers (EFT) payments numbered EFT 25448 to EFT 25605 and Municipal Fund Cheques numbered 12591 to 12603 amounting to \$829,596.00;
3. Direct Debits numbered IPV633 to IPV634 and BPV3817 to BPV3856 amounting to \$236,101.80; and
4. Super Direct Debits totalling \$39,705.07 and Loan Direct Debits totalling \$0.00

as being paid.

MOTION CARRIED 9/0

9.4.2 Monthly Financial Statements – February 2019

Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	FIN24
Author:	N Rodger – Finance Manager
Responsible Officer:	C Luangala –Manager Corporate Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Review
Separate Attachments:	<ol style="list-style-type: none"> 1. Monthly Financial Statements including Outstanding Rates Debtors and Outstanding Sundry Debtors for month ending 28 February 2019; 2. Bank Reconciliations for month ending 28 February 2019.
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 28 February 2019.

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 two 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

There are no adverse consultation implications envisaged from this report.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged from this report.

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged from this report.

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)

There are no adverse risk implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

OFFICER COMMENT / DETAILS

Attached are the monthly Financial Statements, outstanding Rates and outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 28 February 2019.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 75/03/19

MOVED Cr Welburn

That Council accept the monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 28 February 2019.

MOTION CARRIED 9/0

9.4.3 Budget Review for Period Ending 28 February 2019

Refer to page 24 for full report and page 28 for the Council Resolution

PROCEDURAL MOTION/COUNCIL RESOLUTION NO. 76/03/19

MOVED Cr Dow

That in accordance with Shire of Toodyay Standing Order 10.1(a) the meeting proceed to Agenda Item 9.6.1 Recommendation from the Environmental Advisory Committee – Biodiversity Strategy and Review of the EMS as the next item of business before consideration of Agenda Item 9.4.3 Budget Review for the Period Ending 28 February 2019

MOTION CARRIED 9/0

9.6.1 Recommendation from the Environmental Advisory Committee – Biodiversity Strategy and Review of the EMS

Date of Report:	14 March 2019
Name of Applicant / Proponent/s:	Environmental Advisory Committee
File Reference:	COC14
Author:	S Scott - CEO
Responsible Officer:	S Scott - CEO
Previously Before Council:	NA
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Excerpt from Unconfirmed EAC Minutes March 2019 Meeting; and 2. Extract from the Shire of Toodyay Local Planning Strategy
Voting Requirements:	Simple Majority.

PURPOSE OF THE REPORT

To the recommendations of the Environment Managements Committee meeting held on 5 March 2019.

The Committee recommended as follows:

That Council:

1. Develop a Biodiversity Strategy to identify biodiversity assets within the Shire of Toodyay and to protect and repair them sustainably for the future.
2. Note that a Biodiversity Strategy will complement the broader Environmental Management Strategy (EMS).

3. Note that surrounding local governments have developed biodiversity strategies to address the lack of detail in the EMS for identifying assets and procedures to protect them.
4. That Council considers utilising the existing environmental budget allocation towards the funding of a Consultant to develop the Biodiversity Strategy and commence the review of the EMS before the end of the 2018/2019 financial year.
5. That the development of the Biodiversity Strategy and review of the EMS be completed by June 2020.
6. Keep the Environmental Advisory Committee Members updated in respect to progress made in relation to the above.

BACKGROUND

The committee recommendation followed receipt of correspondence from the Committee Chair Mr Frank Panizza. The resolution was made without the benefit of an officer report or recommendation, which is not good practise for Council or Council committees.

CONSULTATION

The only consultation has been within the committee.

STRATEGIC IMPLICATIONS

The Shire's Draft Corporate Business Plan, to be considered by Council at this month's meeting, supports the development of a Biodiversity Strategy in the 2019-20 financial year.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged from this report.

FINANCIAL IMPLICATIONS

The cost of developing a strategy has been estimated at around \$25,000.

The budget review, to be considered by Council at this month's meeting, includes 2 alternative recommendations to either fund or not fund the Biodiversity strategy from this year's budget.

The budget review is generally to make adjustments to the annual budget to reflect changes over the course of the year or to fund urgent works. The case that the Biodiversity Strategy is urgent has not been made, but there is capacity to fund it in the budget review if Council so decides.

LEGAL AND STATUTORY IMPLICATIONS

The most significant tool for protecting local biodiversity is planning and development controls. An extract from the Shire of Toodyay Local Planning Strategy is at attachment 2. This will inform the forthcoming review of the Local Planning Scheme and Local Planning Policies.

RISK IMPLICATIONS (including DAIP)

The only risk of pursuing the biodiversity Strategy separately is the potential for conflicting or unenforceable plans.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

Toodyay, and indeed the South West of Western Australia is a biodiversity hot spot.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

There is no objection to pursuing a biodiversity strategy, and indeed it is embedded in our plans as articulated in the Local Planning Strategies. WALGA publishes a guide highlighting best practice examples of Local Biodiversity Strategies and neighbouring shires of Mundaring and Chittering feature in this guide. The Local Planning strategy envisages funding support from other agencies. Seeking that support would likely push implementation into next financial year.

It should be noted that Council's determination of the budget review will be considered before this item. Point 4 requires consideration, and this will have been achieved by dealing with the Budget Review item.

COMMITTEE RECOMMENDATION/COUNCIL RESOLUTION NO. 77/03/19

MOVED Cr Greenway

That Council:

1. Develop a Biodiversity Strategy to identify biodiversity assets within the Shire of Toodyay and to protect and repair them sustainably for the future.
2. Note that a Biodiversity Strategy will complement the broader Environmental Management Strategy (EMS).
3. Note that surrounding local governments have developed biodiversity strategies to address the lack of detail in the EMS for identifying assets and procedures to protect them.
4. That Council considers utilising the existing environmental budget allocation towards the funding of a Consultant to develop the Biodiversity Strategy and commence the review of the EMS before the end of the 2018/2019 financial year.
5. That the development of the Biodiversity Strategy and review of the EMS be completed by June 2020.
6. Keep the Environmental Advisory Committee Members updated in respect to progress made in relation to the above.

MOTION CARRIED 9/0

9.4.3 Budget Review for Period Ending 28 February 2019

Date of Report:	11 March 2019
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	FIN24
Author:	N Rodger – Finance Coordinator
Responsible Officer:	C Luangala –Manager Corporate Services
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Review
Separate Attachments:	1. Budget Review.
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To consider amendments to the 2018/2019 Adopted Annual Budget.

BACKGROUND

The 2018/2019 Annual Budget was adopted by Council at its Ordinary Meeting held 28 August 2018.

As per the Regulation 33A of the *Local Government Act (Financial Management) Regulations 1996*, a review has been conducted utilising the 28 February 2019 figures and amendments to the 2018/2019 Annual Budget will produce a surplus of \$188,873.

CONSULTATION IMPLICATIONS

Consultation has occurred between the CEO, Senior Staff and other officers responsible for the tracking of income and expenditure throughout the financial year.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged from this report.

FINANCIAL IMPLICATIONS

It is necessary to facilitate appropriate financial control and ensure that Council's financial resources are allocated in the most effective manner.

The purpose of a budget review is to ensure that income and expenditure for the current year is monitored in line with the adopted budget and, where exceptions

to the adopted budget occur, makes amendments to the budget or scope of works as required.

LEGAL AND STATUTORY IMPLICATIONS

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires a Local Government to conduct a mandatory review between 1 January and 31 March each year and a copy to be forwarded to the Department of Local Government within 30 days.

RISK IMPLICATIONS

There are no adverse risk implications envisaged from this report.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

Each year council adopts an Annual Budget which includes plans and projects which depend on anticipated income or meeting some precedent conditions. The budget review process allows Council to adjust for those things where funding has not been forthcoming or circumstances have changed. Each material change in the budget has been detailed by General Ledger number.

At the recent Environment Committee meeting held on the 5 March 2019, the committee has requested that Council utilise the existing environment budget to engage a consultant to develop a Biodiversity Strategy and commence the review of the EMS.

As the environmental officer position was abolished, the savings within this area amounts to \$25,033. With these savings used for the recommendation by the Environment Committee, the budget surplus will be \$188,873. Should Council decline the recommendation, the budget surplus will be \$213,906

It should be noted that the budget review has new unanticipated expenses as follows:

- Chatcup Bridge Repairs - \$30,000;
- Pedestrian Bridge - \$18,000;
- Control of Vermin (Corella's) - \$20,000;
- Power Upgrade requirements at Showgrounds - \$14,000;
- Newcastle Footpath - \$15,000; and
- Asset Replacement Reserve - \$10,000.

Additionally, income relating to investments and FAGS grants is less than anticipated. These income items are reduced by \$60,128.

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN SHIRE OF TOODYAY COUNCIL CHAMBERS ON 26 MARCH 2019

Significant Variations to the 2018/2019 Annual Budget to be considered are as follows:

GL: 032334 – Interest on Investments - \$10,000 – decrease in income due to lower than anticipated interest rates.

GL: 032330 – General Purpose Grant - \$19,494 – decrease in income due to up to date figures received after budget adoption.

GL: 032331 – Road Improvement Grant - \$30,634 – decrease in income due to up to date figures received after budget adoption.

GL: 074212 – Pest Management Expense - \$20,000 – increase in expense due to the need to control vermin damaging infrastructure.

GL: 101203 – Domestic Refuse Collection - \$35,000 – decrease in expense due to anticipated waste disposal fees not realised.

GL: 161217 – Loan 75 Interest and Charges – Recreation Precinct - \$72,404 – decrease in expense as loan will commence in 2019/2020 budget.

GL: 113362 – Recreation Precinct Contributions - \$3,437,772 – decrease in income due to funds not required this financial year.

GL: 113262 – Buildings – Sport and Recreation - \$2,236,111 – decrease in expense as recreation precinct buildings will not commence until the 2019/2020 financial year.

GL: 113263 – Infrastructure – Sport and Recreation - \$5,306,420 – decrease in expense due to reduced works in the 2018/2019 financial year.

GL: 161271 – Loan 75 Principal – Recreation Precinct - \$60,197 – decrease in expense as loan will commence in 2019/2020 budget.

GL: 113350 – Transfer from Recreation Development Reserve - \$1,679,990 – decrease in income as transfers reduced for 2018/2019 financial year.

GL: 113359 – Transfer from Swimming Pool Reserve - \$109,937 – decrease in income as transfers not required for 2018/2019 financial year.

GL: 113360 – Loan Income – Multi Purpose Recreation Facility - \$1,800,000 – decrease in income as loan will commence in 2019/2020 budget.

GL: 122202 – Purchase of Plant and Equipment - \$35,456 – increase in expense due to requirements to purchase new MPD vehicle – offset by insurance claim.

GL: 122330 – Sale of Plant and Equipment - \$128,619 – increase in income due to higher than anticipated sale amounts and sale of truck.

GL: 123202 – Bridge Maintenance - \$48,000 – increase in expense due to works required for Chatcup Bridge and Duke Street Pedestrian Bridge.

GL: 123331 – Operating Grants - Roads - \$51,862 – increase in income due to up to date figures received after budget adoption.

GL: 147253 – Transfer from Asset Development Reserve - \$809,676 – decrease in income as transfers not required for 2018/2019 financial year.

Detailed below are 2 recommendations. Recommendation 1 is based on the reallocation of savings from the environment portfolio to the development of a biodiversity strategy as recommended by the Environment Committee.

OFFICER'S RECOMMENDATION 1

That Council:

1. Accept the Review of the 2018/2019 Annual Budget determined using actuals as at 28 February 2019;
2. Endorse the proposed amendments to the adopted 2018/2019 Annual Budget; and
3. Note the change of an anticipated surplus of \$227,229 to an estimated anticipated surplus of \$188,873 for the 2018/2019 Financial Year.

OFFICER'S RECOMMENDATION 2

That Council:

1. Accept the Review of the 2018/2019 Annual Budget determined using actuals as at 28 February 2019;
2. Endorse the proposed amendments to the adopted 2018/2019 Annual Budget; and
3. Note the change of an anticipated surplus of \$227,229 to an estimated anticipated surplus of \$213,906 for the 2018/2019 Financial Year.

Cr Twine moved Officer's Recommendation No. 1 as follows:

That Council:

1. **Accept the Review of the 2018/2019 Annual Budget determined using actuals as at 28 February 2019;**
2. **Endorse the proposed amendments to the adopted 2018/2019 Annual Budget; and**
3. **Note the change of an anticipated surplus of \$227,229 to an estimated anticipated surplus of \$188,873 for the 2018/2019 Financial Year.**

Cr Greenway seconded the motion.

Cr Welburn moved an amendment to the motion as follows:

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

4. **That funds in GL 161271- Loan 75 principle recreation precinct be put into a recreation reserve and adjust surplus accordingly**

Cr Bell seconded the amendment.

Debate commenced.

The amendment was put to the vote.

AMENDMENT /COUNCIL RESOLUTION NO. 78/03/19

MOVED Cr Welburn

SECONDED Cr Bell

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

4. That funds in GL 161271- Loan 75 principle recreation precinct be put into a recreation reserve and adjust surplus accordingly

AMENDMENT CARRIED 9/0

The substantive motion was put.

OFFICER'S RECOMMENDATION 1/COUNCIL RESOLUTION NO. 79/03/19

MOVED Cr Twine

SECONDED Cr Greenway

That Council:

1. Accept the Review of the 2018/2019 Annual Budget determined using actuals as at 28 February 2019;
2. Endorse the proposed amendments to the adopted 2018/2019 Annual Budget;
3. Note the change of an anticipated surplus of \$227,229 to an estimated anticipated surplus of \$188,873 for the 2018/2019 Financial Year; and
4. That funds in GL 161271- Loan 75 principle recreation precinct be put into a recreation reserve and adjust surplus accordingly.

MOTION CARRIED 9/0

9.5 EXECUTIVE SERVICES

9.5.1 Corporate Business Plan 2022

Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	MAN2/COC1
Author:	C Luangala – Manager Corporate Services
Responsible Officer:	S Scott – Chief Executive officer
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Separate attachment:	1. Corporate Business Plan 2022
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To adopt the Shire of Toodyay Corporate Business Plan 2022 as attached.

BACKGROUND

The Corporate Business Plan 2022 sets out the actions for the next 4 years in order to achieve the objectives in the Strategic Community Plan 2028. The Strategic Community Plan 2028 is a strategy and planning document that was developed to show the community vision, our strategic direction, and priorities for action over the next 10 years. It clearly links the community's aspirations with Council's vision and long-term strategy. The Corporate Business Plan 2022 converts the Strategic Community Plan 2028 strategies into actions.

The State Government's Local Government Reform Program requires local governments in Western Australia to introduce an Integrated Planning and Reporting Framework (IPRF).

The IPRF is designed to ensure more effective delivery of the local government's strategic intentions, and to provide a process to:

- Ensure that community input is invited and recorded;
- Inform the long term objectives of the local government with these inputs;
- Identify the resourcing required to deliver against the long term objectives;
- Clearly articulate long term financial implications and strategies; and
- Provide the capacity for place planning where appropriate.

CONSULTATION

Consultation has occurred between the CEO and Staff. The Corporate Business Plan is directly linked to the Strategic Community Plan 2028 which has been reviewed and adopted by Council.

STRATEGIC IMPLICATIONS

This report addresses Strategic Community Plan 2028 Key Result Area – Governance, which links to the following Strategic Objectives:

O1: Provide accountable and transparent leadership for the community.

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

POLICY IMPLICATIONS

This report does not contain any notable policy implications.

FINANCIAL IMPLICATIONS

In the preparation of the annual budget, the local government is to have regard to the contents of the Plan for the Future to comply with Section 6.2(2) of the *Local Government Act 1995*.

LEGAL AND STATUTORY IMPLICATIONS

Section 5.56 of the *Local Government Act 1995*, requires WA Local Governments to produce a ‘Plan for the Future’ of the district.

The *Local Government (Administration) Regulations 1996*, state that a “Strategic Community Plan and Corporate Business Plan, together form a ‘Plan for the Future’ of a district”.

Local Government (Administration) Regulations 1996:

19DA. Corporate Business Plans, requirements for (Acts. 5.56)

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
 - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) *govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and*
 - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long term financial planning.*

- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications. *Absolute Majority required.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

RISK IMPLICATIONS (including DAIP)

There is a non-compliance risk if the Corporate Business Plan is not annually reviewed by Council.

ENVIRONMENTAL IMPLICATIONS

This report does not contain any notable environmental implications.

SOCIAL IMPLICATIONS

The Corporate Business Plan 2022 translates strategic objectives of the Strategic Community Plan 2028 into actions that meet community expectations.

OFFICER'S COMMENT

The Corporate Business Plan 2022 is the key working document used by administration to deliver the community's vision as adopted by Council in the Strategic Community Plan 2028.

As we have managed to complete all the required Plans & informing strategies, the focus is now on ensuring that they are all relevant and up to date and most importantly, that they are all linked.

The progress of reviewing the core elements of the integrated planning framework are as follows:

1. Strategic Community Plan 2028 – complete, adopted by Council at 23 October 2018 OCM;
2. Long Term Financial Plan – complete, adopted by Council at 28 August 2018 OCM, annual review to be done in FY2019/20;
3. Asset Management Plans – complete, adopted by Council at 23 October 2018 OCM; and
4. Workforce Plan (2019-2023) – complete, received at 22 January 2019 OCM.

OFFICER'S RECOMMENDATION

That Council adopt the Corporate Business Plan 2022 as attached.

Cr Dow moved the Officer's Recommendation as follows:

That Council adopt the Corporate Business Plan 2022 as attached.

Cr Twine seconded the motion.

Clarification was sought.

Proposed amendments in relation to the Corporate Business Plan 2022 as follows:

- **9.3 Goal – Natural Environment “Protecting where we live”**
S1.3: Enhance and protect biodiversity and natural ecosystems in Shire controlled reserves.
 - Given Council resolving to approve the development of a Biodiversity Strategy a dot will be added into the 2019 column.
- **Section 14 – Resourcing and Informing Plans**
Natural Environment Section
 - Include reference to the Local Planning Scheme No. 5 and Local Planning Strategy.
 - Include Local Biodiversity Strategy.
 - Include Reserve Management Plan.**Governance Section**
 - Include Community Engagement Strategy.
 - Include Communications Framework.
- **Section 5 – Shire of Toodyay Purpose**
Values
 - Under Commitment the word “hat” be replaced with the word “that” and an “s” onto the end of the word “produce” so it reads “persistence that produces results”;
- **Section 12 – Capital, Asset Improvement and Major Projects**
 - The line “Governance” and the line “Law, Order, Public Safety” provide information that will explain the increase between the 2020/21 to 2021/22 budget.
The Acting Manager Corporate Services took this as a question on notice.

Further clarification was sought.

Debate commenced.

Cr Welburn foreshadowed an alternate motion as follows:

That the Corporate Business Plan 2022 be deferred to the April 2019 Council Meeting.

Debate continued.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 80/03/19

MOVED Cr Dow

SECONDED Cr Twine

That Council adopt the Corporate Business Plan 2022 as amended.

MOTION LOST 0/9

Cr Welburn moved an alternate motion as follows:

That the Corporate Business Plan 2022, as amended following Council discussion, be deferred to the April 2019 Council Meeting.

Cr Bell seconded the motion.

Clarification was sought.

The motion was put.

ALTERNATE MOTION/COUNCIL RESOLUTION NO. 81/03/19

MOVED Cr Welburn

SECONDED Cr Bell

That the Corporate Business Plan 2022, as amended following Council discussion, be deferred to the April 2019 Council Meeting.

MOTION CARRIED 9/0

9.6 COMMITTEE REPORTS

9.6.1 Recommendation from the Environmental Advisory Committee – Biodiversity Strategy and Review of the EMS

Refer to Page No. 21 for the Officer Report; and

Refer to Page No. 23 for Council's Resolution.

9.6.2 Audit Committee Recommendation – Compliance Audit Return

Date of Report:	11 March 2019
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	COC2
Author:	C Luangala – Manager Corporate Services
Responsible Officer:	S Scott – Chief Executive Officer
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Adopt
Separate Attachments:	1. Extract of Unconfirmed Audit Committee Minutes March 2019; and 2. Amended Compliance Audit Return 2018
Voting Requirements:	Simple majority

PURPOSE

To adopt the attached annual Compliance Audit Return for 2018.

BACKGROUND

Local governments are required under legislation to complete an annual Compliance Audit Return.

The Compliance Audit Return 2018 is a checklist of the Shire's statutory compliance with the Act and its Regulations that focuses on high risk areas of statutory reporting as prescribed in Regulation 14 of the *Local Government (Audit) Regulations 1996*.

Once completed, the Compliance Audit Return is to be:

- a) presented at a meeting of the Audit Committee;
- b) presented to Council at a meeting of the Council;
- c) adopted by the Council; and

- d) the adoption recorded in the minutes of the meeting at which it is adopted.

Regulation 14 of the Local Government (Audit) Regulations 1996 states as follows:

14 Compliance audits by local governments

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council; and*
 - (b) *adopted by the council; and*
 - (c) *in the minutes of the meeting at which it is adopted.*

OFFICER COMMENT

The Compliance Audit Return 2018 has been completed and it is attached for the Council consideration.

The Audit Committee reviewed the attached compliance audit return at its meeting on 7 March 2019 and recommended as follows:

That Council adopt the attached Compliance Audit Return 2018 for the period 1 January 2018 to 31 December 2018 pursuant to Regulation 14(3) of the *Local Government (Audit) Regulations 1996*.

Once Council adopts the Compliance Audit Return 2018, it will be recorded in the minutes and a copy will be lodged via the Smart Hub before 31 March 2019.

Following an Agenda Briefing held on 19 March 2019, it was discovered that the Compliance Audit Return supplied to the Council with its Agenda Briefing was not the one provided to the Audit Committee. Amendments were made to:

- page 126 (Questions 5 and 6) because there were no breaches, as per legislative requirements, that should have been recorded during 2018. The response to the question was amended to N/A.
- page 133 (Questions 7 to 9) because although this information had been in the first draft, prior to presentation to the Audit Committee, it had been removed directly out of the Compliance Audit Return contained within the Audit Committee Agenda for the meeting to be held on 7 March 2019. The reason for its removal was that the review of sustainability ratios was not contained in the 2018 Audit Report and therefore the response to Questions 7, 8 and 9 would have been N/A. *This was explained at the Agenda Briefing held on 19 March 2019.*

OFFICER'S RECOMMENDATION

That Council adopt the attached Compliance Audit Return for the period 1 January 2018 to 31 December 2018 pursuant to Regulation 14(3) of the *Local Government (Audit) Regulations 1996*.

Cr Welburn moved the Officer's Recommendation.

Cr Brook seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 82/03/19

MOVED Cr Welburn

SECONDED Cr Brook

That Council adopt the attached Compliance Audit Return for the period 1 January 2018 to 31 December 2018 pursuant to Regulation 14(3) of the *Local Government (Audit) Regulations 1996*.

MOTION CARRIED 8/1

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 Councillor Bell – Notice of Motion – Live Streaming of Council Meetings

Date of Report:	11 March 2019
Name of Applicant / Proponent/s:	Councillor Bell
File Reference:	MTG7
Author:	S Scott – CEO
Responsible Officer:	S Scott – CEO
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	<ol style="list-style-type: none"> 1. Cr Bell Notice of Motion; and 2. City of Swan Policy via electronic link https://www.swan.wa.gov.au/City-Council/Council/Council-Meetings
Voting Requirements:	Absolute majority

PURPOSE OF THE REPORT

To consider the following notice of motion provided by Councillor Bell:

In line with Council's commitment to engage with its community by enhancing accessibility to Council decision making, that the CEO prepare a draft Live Streaming and Recording Policy, using the City of Swan's Live Streaming and Recording Policy POL-C-166 as a starting point, for presentation to Council at its April 2019 Ordinary Council Meeting.

BACKGROUND

The City of Swan published the following news item on its website in November 2018.

The City of Swan will record and live-stream its Council Meetings and Agenda Forums from December 2018, offering a brand new way for community members to access decisions and debate.

The new service will allow members of the community to visit the City's website from any location with internet and access live streaming and recordings of Council meetings and agenda forums.

City of Swan Deputy Mayor Kevin Bailey said Council has considered live streaming and recording council meetings for some time.

“In November 2017, Council made the decision to investigate the installation of appropriate equipment to stream and record Council meetings,” he said.

“Council then approved a budget to install the equipment, which allowed the City to commence acquiring the necessary infrastructure.

“We are committed to engaging with our community and making our Council Meetings accessible for all, and from December this will become much easier.”

The City of Swan adopted its live streaming policy in November 2018, a full 12 months after it made the decision to investigate live streaming.

CONSULTATION IMPLICATIONS

There are no notable consultation implications, though it could be argued that live streaming will improve community engagement.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

The City of Swan policy (attached) took 12 months to develop.

FINANCIAL IMPLICATIONS

The City of Swan allowed time for the investigation of the technical requirements and the allocation of funds prior to implementation. Its 2018/19 budget included an allocation of \$38,000 to an audio system for the Council Chambers. If Council adopts a policy it will create a financial obligation to set up the technical capability to stream meetings, and this has not been costed or allocated.

LEGAL AND STATUTORY IMPLICATIONS

Under the General Disposal Authority for Local Government Records, item 25.1.2 stipulates that Audio / visual recordings of meetings and verbatim transcripts (if produced) must be retained for 1 year after minutes are confirmed, and then destroyed.

The Shire of Toodyay Standing Orders Local Law, Section 5.16 provides that meetings may only be recorded if authorised by Council. This could be accomplished through the adoption of a policy, but review of the Standing Orders Local Law would be preferable.

Section 5.25 (f) of the Local Government Act 1995 has a requirement that minutes be kept, with the content set by regulation.

Regulation 11 of the Local Government (Administration) Regulations 1996 sets out the contents of the Minutes.

Video recordings of meetings will include a range of information that is not generally recorded in the Minutes including who spoke for or against a motion and what they said.

RISK IMPLICATIONS (including DAIP)

The risks associated with this proposal include:

- Debate will be recorded which has not previously happened;
- Councillors may be more nervous, less articulate or reluctant to contribute if they know they are being recorded;
- Others may take advantage of the wider potential audience to grandstand.
- If recording changes the way issues are debated it may cause reputational damage.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

Live streaming of Council meetings is certainly one of the changes that is being contemplated as a part of the review of the Act. That could include not only a clear mandate to live stream meetings, but also potentially an obligation to live stream meetings. The fate of those proposals will be dependent on feedback as part of the consultation process and the views of the present government.

Apart from Council making a decision about whether it would be interested in live streamlining of Council meetings, the real issue is the technical requirements and any costs involved. The policy side is not that hard as there are a few examples to choose from.

In the case of the City of Swan, they took the approach of making the budget allocation and getting the logistics in place before settling on a policy. They allowed a full 12 months to get everything in place before they adopted a policy.

Adopting a policy without the technical means in place would create a need to make technical improvements to systems in the chambers and there has been no budget allocation for this work.

COUNCILLOR BELL'S NOTICE OF MOTION

In line with Council's commitment to engage with its community by enhancing accessibility to Council decision making, that the CEO prepare a draft Live Streaming and Recording Policy, using the City of Swan's Live Streaming and Recording Policy POL-C-166 as a starting point, for presentation to Council at its April 2019 Ordinary Council Meeting.

Cr Bell moved his Notice of Motion as follows:

In line with Council's commitment to engage with its community by enhancing accessibility to Council decision making, that the CEO prepare a draft Live Streaming and Recording Policy, using the

City of Swan’s Live Streaming and Recording Policy POL-C-166 as a starting point, for presentation to Council at its April 2019 Ordinary Council Meeting.

Cr Brook seconded the motion.

Clarification was sought.

Further clarification was sought.

Debate commenced.

Cr Rayner foreshadowed an amendment to the motion as follows:

That the words “May 2019 Strategic Council Forum” replace the words “April 2019 Ordinary Council Meeting”

Further clarification was sought.

Debate continued.

The motion was put.

COUNCILLOR BELL’S NOTICE OF MOTION/COUNCIL RESOLUTION NO. 83/03/19

MOVED Cr Bell

SECONDED Cr Brook

In line with Council’s commitment to engage with its community by enhancing accessibility to Council decision making, that the CEO prepare a draft Live Streaming and Recording Policy, using the City of Swan’s Live Streaming and Recording Policy POL-C-166 as a starting point, for presentation to Council at its April 2019 Ordinary Council Meeting.

MOTION CARRIED BY ABSOLUTE MAJORITY 6/3

10.2 Councillor Bell – Notice of Motion – Community Budget Feedback

Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Councillor Bell
File Reference:	MTG7
Author:	S Scott – CEO
Responsible Officer:	S Scott – CEO
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Cr Bell Notice of Motion.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider the following notice of motion provided by Councillor Bell:

That Council invites Toodyay residents and rate payers to provide feedback on its draft 2019/20 budget following the Councils' second budget workshop, which is currently scheduled for May 2019

BACKGROUND

The budget timetable for 2019/20 budget deliberations, as notified to Council in November 2018 is as follows:

Date	Detail of proposed Budget Workshops
7/02/2019	Council Road Inspection (already diarised)
14/02/2019	Council Land and Buildings Inspection (already diarised)
1/04/2019	Workshop 2019/2020 Fees & Charges - Managers only
4/04/2019	Workshopping the Fees and Charges (Councillors and Managers) prior to the Council Forum
30/04/2019	Managers Workshop for the 2019/2020 Annual Budget
9/05/2019	Workshop the Annual Budget CEO and Managers

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN SHIRE OF TOODYAY COUNCIL CHAMBERS ON 26 MARCH 2019

Date	Detail of proposed Budget Workshops
16/05/2019	Workshop the Annual Budget - CEO, Managers and Council
12/06/2019	Workshop the Annual Budget - CEO, Managers and Council
20/06/2018	Budget Deliberation 1: Presentation of the DRAFT Annual Budget to Councillors and Managers
4/07/2019	Budget Deliberation 2: Presentation of the DRAFT Annual Budget to Councillors and Managers 9.30am to 3.30pm

The Shire advertised for public budget submissions:

- In the February Edition of the Toodyay Herald;
- In the Shire's February Community Newsletter;
- On Facebook; and
- On the Shire website.

The Shire has scheduled six community meetings, including meetings on 4 May 2019 and 6 June 2019.

CONSULTATION IMPLICATIONS

Community input is sought in the development of the Strategic Community Plan and Long Term Financial Plan, and these strategic documents should inform budget deliberations. These documents involve extensive and in depth public consultation focussed on the long term future of the Shire.

Similarly Asset Management Plans for each class of assets signal the long term plans and financial commitments relating to these assets.

If Council is true to these documents and the commitments that were embodied in these plans, the range of discretionary spending available in each budget is relatively small compared to the total budget.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

Budget deliberations are confidential until the final budget is presented for adoption. For the proposed process to work there would need to be a resolution by Council to make budget information publicly available before adoption.

FINANCIAL IMPLICATIONS

There are no notable financial implications.

LEGAL AND STATUTORY IMPLICATIONS

The statutory deadline for adopting the budget is 31 August 2019, though the target date of adoption of the budget is the July Ordinary Council Meeting. Delays in budget adoption have cash flow and income impacts.

RISK IMPLICATIONS (including DAIP)

The budget process is an iterative process where the budget position becomes more refined over time. Much of the discussion takes place before the final outgoing position is known and often the amount of grant income from a variety of sources remains unknown until close to the end of June. These changes are accommodated by Council in final deliberations.

There is a risk that community expectations may be raised before the final funding position is known.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

Developing the Shire's Annual Budget is a long and complex process and the budget document continues to change based on Councillor input and advice from funding bodies. Advertising the proposed budget before some of these matters are confirmed could create unrealistic community expectations, and may also delay the budget process. In light of the significant capital projects in the coming year unnecessary delay could be very disruptive.

The CEO is not aware of any other Local Government that uses the process proposed and that is for good reason.

COUNCILLOR BELL'S NOTICE OF MOTION

That Council invites Toodyay residents and rate payers to provide feedback on its draft 2019/20 budget following the Councils' second budget workshop, which is currently scheduled for May 2019.

Cr Bell moved his Notice of Motion.

Cr Manning seconded the motion.

Clarification was sought.

Debate commenced.

The motion was put.

COUNCILLOR BELL'S NOTICE OF MOTION/COUNCIL RESOLUTION NO. 84/03/19

MOVED Cr Bell

SECONDED Cr Manning

That Council invites Toodyay residents and rate payers to provide feedback on its draft 2019/20 budget following the Councils' second budget workshop, which is currently scheduled for May 2019.

MOTION LOST 3/6

10.3 Councillor Bell – Notice of Motion – Changes to Financial Reporting – Note 13.
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Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Councillor Bell
File Reference:	MTG7
Author:	S Scott – CEO
Responsible Officer:	S Scott – CEO
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Cr Bell Notice of Motion.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider the following notice of motion provided by Councillor Bell:

That, in order for the Council to meet its obligations under the Act of overseeing the allocation of the Shire of Toodyay's finances and resources, a level of completion expressed as a percentage accompany the individual items listed in Note 13: Capital Acquisitions of all future Ordinary Council Meeting Agendas and Minutes.

BACKGROUND

Acquisition of assets will consist of:

- Purchasing an asset, and this is fairly easy to track. Either it has happened or has not; and
- Building or developing an asset. This includes roads, parks, buildings, IT systems etc. The level of completion is sometimes difficult to express as a percentage as there is often lag between doing the work and expending the funds.

Previously Note 13 reports had a level of completion calculated based on the amount of funds expended. Due to the lag between works being done and accounts being paid this often understated the level of completion. Council agreed that it would prefer commentary rather than an inherently inaccurate percentage completion.

It was noted at the last Council meeting that more commentary was needed on the progress of these projects.

CONSULTATION IMPLICATIONS

There are no notable consultation implications.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

There are no notable policy implications.

FINANCIAL IMPLICATIONS

The level of expenditure for capital acquisitions is already reported, which satisfies reporting obligations. Expressing this as a percentage does not really add any value.

LEGAL AND STATUTORY IMPLICATIONS

Current reporting satisfies statutory and regulatory requirements.

RISK IMPLICATIONS (including DAIP)

The risks associated with this proposal include:

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

The previous level of completion indicator was withdrawn with Council's agreement as it added no value. It was noted the last Council meeting that more commentary would be preferred. It is the CEO's view that this approach should be allowed to run its course before we make a further change.

COUNCILLOR BELL'S NOTICE OF MOTION

That, in order for the Council to meet its obligations under the Act of overseeing the allocation of the Shire of Toodyay's finances and resources, a level of completion expressed as a percentage accompany the individual items listed in Note 13: Capital Acquisitions of all future Ordinary Council Meeting Agendas and Minutes.

Cr Bell moved his Notice of Motion.

Cr Welburn seconded the motion.

Clarification was sought.

Debate commenced.

Further clarification was sought.

The motion was put.

**COUNCILLOR BELL'S NOTICE OF MOTION/COUNCIL RESOLUTION NO.
85/03/19**

MOVED Cr Bell

SECONDED Cr Welburn

That, in order for the Council to meet its obligations under the Act of overseeing the allocation of the Shire of Toodyay's finances and resources, a level of completion expressed as a percentage accompany the individual items listed in Note 13: Capital Acquisitions of all future Ordinary Council Meeting Agendas and Minutes.

MOTION CARRIED 9/0

10.4 Councillor Bell – Notice of Motion – Review of Extractive Industry Local Law

Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Councillor Bell
File Reference:	MTG7
Author:	S Scott – CEO
Responsible Officer:	S Scott – CEO
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Cr Bell Notice of Motion.
Voting Requirements:	Absolute Majority

PURPOSE OF THE REPORT

To consider the following notice of motion provided by Councillor Bell:

That the:

- (i) *Shire seek public submissions regarding the Shire of Toodyay's Extractive Industries Local Law ahead of a review of this Local Law, which was last updated in 1999,*
- (ii) *Shire advertise this request for public submissions within 4 weeks of the March Ordinary Council Meeting;*
- (iii) *Public submission period be open for a minimum of 28 business days, and*
- (iv) *submissions to be presented to Council in the next Ordinary Council Meeting following the closure of the public submission period.*

The CEO proposes the following alternative motion that would satisfy the intent of the proposed Notice of Motion.

That Council, in accordance with the procedure set out in Section 3.16 of the *Local Government Act 1995*, commence a review of the *Shire of Toodyay Extractive Industry Local Law*.

BACKGROUND

The motion proposed by Cr Bell does not satisfy the requirements of Section 3.16 of the *Local Government Act 1995* in relation to the review of a Local Law. If the proposed approach had been adopted the results of the review would not be deemed to be a review of the Local Law.

The Shire of Toodyay Local Laws were last reviewed in 2014. Council is required to review every Local Law every 8 years, or within 8 years of adoption. The Extractive Industry Local Law is next due for periodic review in 2022. If we undertake a review that is not compliant with the provisions of 3.16 we would need to repeat the review in 3 years' time.

When the Local Law was last advertised for review in 2014 there were no submissions.

CONSULTATION IMPLICATIONS

Section 3.16 of the Act sets out required consultation for the review of a Local Law including State wide public notice and 6 week response period.

If the review results in any proposed changes Council must start the process of making the Local Law which requires a further State wide public notice and a further 6 week response period.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

There are no notable policy implications in this report.

FINANCIAL IMPLICATIONS

If as a result of the review process some changes are proposed, it may be prudent to seek legal support in drafting the changes to the Local Law.

LEGAL AND STATUTORY IMPLICATIONS

The process for reviewing a Local Law is set out in Section 3.16 of the Act. The process for making a Local Law (which is the same as for changing an existing Local Law is set out in Section 3.12.

The Department of Local Government Sport and Cultural Industries publishes a guideline to assist in making Local Laws.

https://www.dlgsc.wa.gov.au/resources/publications/Publications/Local%20Government%20Operational%20Guidelines%20Number%2016%20-%20Local%20Laws/DLGC_LG_Operational_Guideline_16.pdf

Any errors in the process of making a Local Law will generally require the process to start over.

RISK IMPLICATIONS (including DAIP)

The process for making a new Local Law involves publishing the proposed Local Law and seeking input on the proposal. One of the risks in starting with a review without any indication of the proposed new Local Law is that many of the suggestions may not be able to be adopted. The guideline identifies a number of potential issues including but not limited to the following:

- Adoption of Policies - The Joint Standing Committee will not approve local laws which attempt to adopt policies and make them enforceable.
- Ouster Clauses - In the past, a number of local governments have attempted to create local laws that limit or abolish a person's

common law right to claim damages from or initiate other legal proceedings against a local government. On all occasions, the Joint Standing Committee has not approved such local laws and its position remains that such local laws are not permissible.

- Shifting Onus of Proof - some local governments have attempted to create local laws that reverse the onus of proof for prosecution purposes. On all occasions the Joint Standing Committee has not approved such local laws and its position remains that such local laws are not permissible.
- Indemnities - some local governments have proposed to make local laws which would indemnify the local government against claims for damages. Local laws are not capable of providing such an indemnity as damages are awarded by the Courts subject to the Civil Liability Act 2002.

There may be less risk in developing a draft new Local Law before consulting.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

The Local Law making process can be quite challenging as any mistake will require a do over, and any new provisions are subject to review and disallowance by the delegated legislation committee. That is why many Local Laws are developed by reference to already approved Local Laws.

In relation to Extractive Industry Local Laws recent changes adopted by other Local Government may be worth considering. Both Shire of Northam and Shire of Morawa adopted amendments covering transport arrangements including transport routes, days of operation and contributions to road maintenance costs.

While it is possible to start with a public review it may be more efficient to draft changes and then seek public feedback.

COUNCILLOR BELL'S NOTICE OF MOTION

That Council, in accordance with the procedure set out in Section 3.16 of the *Local Government Act 1995*, commence a review of the Shire of Toodyay Extractive Industry Local Law.

Cr Bell moved an alternative motion as follows:

That this matter be deferred to the April 2019 Council Meeting.

Clarification was sought.

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Cr Bell cited that the Notice of Motion at the end of the report did not mirror the Notice of Motion originally submitted even though it was included within the background of the Officer Report.

Cr Bell cited that the purpose of the Notice of Motion was to obtain community feedback in relation to the current Shire of Toodyay Extractive Industries Local Law prior to the review of the local law in 2020.

The motion was put.

ALTERNATE MOTION/COUNCIL RESOLUTION NO. 86/03/19

MOVED Cr Bell

That this matter be deferred to the April 2019 Council Meeting.

MOTION CARRIED 9/0

10.5 Councillor Bell – Notice of Motion – Requests for Tender

Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Councillor Bell
File Reference:	MTG7
Author:	S Scott – CEO
Responsible Officer:	S Scott – CEO
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Cr Bell Notice of Motion
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider the following notice of motion provided by Councillor Bell:

That, in line with the Shire's stated strategic focus of supporting local businesses, the Shire of Toodyay prominently advertise any future Request for Tenders by the administration on the Shire's official Facebook page and via the local Toodyay community newspaper.

BACKGROUND

At its February Ordinary meeting Council adopted a new Purchasing Policy that had been reviewed by Council on at least 2 previous occasions. That policy includes the advertising requirements for tenders at point 6.5. This requirement is entirely consistent with the requirements of the *Local Government (Functions and General) Regulations 1996* that all tenders be advertised by State-wide Public Notice.

CONSULTATION IMPLICATIONS

Tenders are advertised in the West Australian Newspaper, on Tenderlink, Shire's website and on Facebook. Where time permits we will also advertise in the Toodyay Herald.

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

The new Finance Policy was adopted at the February OCM.

FINANCIAL IMPLICATIONS

Each advertisement in the Herald cost in the order of \$150.00.

LEGAL AND STATUTORY IMPLICATIONS

There is no legal requirement to include in a local newspaper.

RISK IMPLICATIONS (including DAIP)

Mandatory advertising in the Herald can result in unnecessary delays in dealing with tenders.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

When advertising our tenders we also list tenders on the Shire of Toodyay Tenderlink portal. This means all prospective tenderers to download specifications, seek clarifications through the site and lodge tenders electronically. This provides absolute assurance of probity requirements including:

- Having details of all potential tenderers who obtain documents;
- Ensuring all prospective tenderers are provided with any clarifications at the same time, and that all clarifications are recorded; and
- Ensure that no tender may be opened by officers until after the tender deadline.

Access to Tenderlink is free, and also allows local suppliers to access tender information from other Local Governments.

The Toodyay Herald is only published once per month. Where practical tenders are advertised in the Toodyay Herald. It is published on the first Wednesday of each month, and even with the minimum 14 days tender period it is impossible to have reports ready for the next Ordinary Council Meeting. As a result it is often not practical to use the Herald for time sensitive communication.

There is no objection to announcing tenders on Facebook and that is already normal practice. Advertising in the Toodyay Herald provides no real advantage but can substantially delay processes. This will particularly be the case when there is no real prospect of a successful local tender as is likely to be the case for projects such as the sport and recreation precinct.

COUNCILLOR BELL'S NOTICE OF MOTION

That, in line with the Shire's stated strategic focus of supporting local businesses, the Shire of Toodyay prominently advertise any future Request for Tenders by the administration on the Shire's official Facebook page and via the local Toodyay community newspaper.

Cr Bell moved his Notice of Motion as follows:

That, in line with the Shire's stated strategic focus of supporting local businesses, the Shire of Toodyay prominently advertise any future Request for Tenders by the administration on the Shire's official Facebook page and where practical via the local Toodyay community newspaper.

Cr Dow seconded the motion.

Clarification was sought.

Debate commenced.

Cr Manning moved an amendment to the motion as follows:

The words "where practicable" be included prior to the words "via the local Toodyay Community Newspaper."

Cr Bell accepted the amendment.

Cr Dow seconded the amendment.

The substantive motion was put.

<p>CR BELL'S NOTICE OF MOTION 5/COUNCIL RESOLUTION NO. 87/03/19 MOVED Cr Bell SECONDED Cr Dow That, in line with the Shire's stated strategic focus of supporting local businesses, the Shire of Toodyay prominently advertise any future Request for Tenders by the administration on the Shire's official Facebook page and where practicable via the local Toodyay community newspaper. MOTION CARRIED 5/4</p>

10.6 Councillor Bell – Notice of Motion – Confidential Correspondence relating to Authorised Inquiry

Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Councillor Bell
File Reference:	MTG7
Author:	S Scott – CEO
Responsible Officer:	S Scott – CEO
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Cr Bell Notice of Motion.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider the following notice of motion provided by Councillor Bell:

That the CEO seek approval from the Department of Local Government, Sport and Cultural Industries (DLGSC) for the Shire of Toodyay to make immediately public the DLGSC's correspondence dated 6 December 2018 (and the accompanying Part 8; Division 1 correspondence dated 30 November 2018), which pertains to the Authorised Inquiry into the Shire of Toodyay.

BACKGROUND

This information may have already been released by the Department. Cr Rayner has requested confirmation on several occasions but has not yet received a response.

CONSULTATION IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

There are no adverse strategic implications envisaged from this report.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

LEGAL AND STATUTORY IMPLICATIONS

The documents in question are marked as confidential.

RISK IMPLICATIONS (including DAIP)

There are no notable risk implications.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

ECONOMIC IMPLICATIONS

There are no adverse economic implications envisaged from this report.

OFFICER COMMENT / DETAILS

This information may have already been released by the Department. Cr Rayner has requested confirmation on several occasions but has not yet received a response.

COUNCILLOR BELL'S NOTICE OF MOTION

That the CEO seek approval from the Department of Local Government, Sport and Cultural Industries (DLGSC) for the Shire of Toodyay to make immediately public the DLGSC's correspondence dated 6 December 2018 (and the accompanying Part 8; Division 1 correspondence dated 30 November 2018), which pertains to the Authorised Inquiry into the Shire of Toodyay.

Cr Bell moved his Notice of Motion.

Cr Twine seconded the motion.

Clarification was sought.

Debate commenced.

The motion was put.

COUNCILLOR BELL'S NOTICE OF MOTION/COUNCIL RESOLUTION NO. 88/03/19

MOVED Cr Bell

SECONDED Cr Twine

That the CEO seek approval from the Department of Local Government, Sport and Cultural Industries (DLGSC) for the Shire of Toodyay to make immediately public the DLGSC's correspondence dated 6 December 2018 (and the accompanying Part 8; Division 1 correspondence dated 30 November 2018), which pertains to the Authorised Inquiry into the Shire of Toodyay.

MOTION CARRIED 9/0

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

12.1 Cr Bell – Minutes for Special Meeting 19 February 2019

Given that: a quorum was present at the 19 February 2019 Special Meeting; that a motion was put; a vote subsequently taken at this Meeting; and a result declared, why are there no Minutes available for this Special Meeting?

The special meeting that commenced on 19 February 2019 has not concluded. Minutes will be published when the adjourned meeting has concluded.

12.2 Cr Bell – Clarification sought – 12.3 of February 2019 OCM

In response to the question “Why did the Shire President fail to adhere to the section / clause of the Standing Orders / Act regarding the treatment of Alternate Motions when he permitted Cr Chitty’s Alternate Motion to be debated before the Officer’s Recommendation in 9.2.1 (Lot 7 Bull Road, Wattening - Private Motocross Track) of the November 2018 Ordinary Council Meeting”, the President replied that the motion was marked as an alternate Officer’s Recommendation and indicated that it was drafted by staff as an alternative to the recommendation published in the Agenda.

- (i) Can the President confirm that official Agenda for the November 2018 Ordinary Council Meeting did not contain any alternate motions, but instead contained only one recommendation by the officer (that, to approve the development)?

There was only one recommendation published in the Agenda.

- (ii) Can the President confirm that the Minutes of the November 2018 Ordinary Council Meeting as approved by Council does not record Cr Chitty’s motion as alternative Officer’s Recommendation?

The Minutes of the November 2018 meeting have been confirmed by Council which makes them the official record of the proceedings. If there was any view that the minutes were in some way inaccurate these concerns should be raised at the time of confirmation of the Minutes.

- (iii) Can the President confirm whether the administration assisted Cr Chitty (in any way) to draft her alternative motion,

which is clearly marked as a Councillor-derived alternate recommendation in the Minutes of this meeting?

The CEO's notes of the meeting are ephemeral and are destroyed when the minutes are confirmed by Council. However, it is not unusual for staff to assist Councillors to draft alternative motions, so it is possible.

- (iv) Can the President confirm that the response provided by the President in Section 12.3 of the Minutes of the February 2019 Ordinary Council Meeting is incorrect?

The Minutes of the November 2018 meeting have been confirmed by Council which makes them the official record of the proceedings. If there was any view that the minutes were in some way inaccurate these concerns should be raised at the time of confirmation of the Minutes. The CEO's notes of the meeting are ephemeral and are destroyed when the minutes are confirmed by Council. The minutes indicate that the resolution was an alternative officer's recommendation.

12.3 Cr Bell –Clarification sought – 12.4 of the February OCM

In response to the question “Why did 10.2 (Councillor Bell – Notices of Motion – Community Information) of the January 2019 Ordinary Council Meeting require an Absolute Majority” the President replied that had the motion been passed it would have required expenditure that had not been included in the annual report. Any resolution authorising such expenditure requires an absolute majority.

- (i) Can the President confirm that item 10.2 of the January 2019 Council Meeting to which this question refers to is motion “That the Council of the Shire of Toodyay censures the Shire President for publishing, or allowing the publishing of, false and misleading information in the January 2019 edition of the Toodyay Community Newsletter in relation to the current Authorised Inquiry into the Shire of Toodyay by the Department of Local Government Sport and Cultural Industries”?

No, in fact the answer related to the other Notice of Motion 10.1 and the response was therefore incorrect. You will note that in the Minutes that 10.2 has been corrected to reflect simple majority.

- (ii) Can the President confirm that this motion was carried by Council?

Cr Bell can read the minutes for himself.

- (iii) Can the President outline what unbudgeted costs, if any, the Shire will incur having voted in favour of censuring the President for publishing, or allowing the publishing of, false

and misleading information in the January 2019 edition of the Toodyay Community Newsletter?

See response to point (i).

- (iv) Can the President confirm that the response provided by the President in Section 12.4 of the Minutes of the February 2019 Ordinary Council Meeting is incorrect?

See Response at point (i).

12.4 Cr Bell – Clarification sought 12.7 of the February OCM

In response to the question “The current Long-Term Financial Plan, which was adopted by Council (on a 6/3 vote) at the August 2018 Ordinary Council Meeting indicates that Shire is projected to be “in the red” by the 2023/24 Financial Year. How does the CEO plan to address this, noting that Long Term Financial Plan model already assumes annual rate rises of 2.5% per year, every year for at least the next 10 years” the President replied that this will be workshopped in the FY2019/20 Budget Preparation Workshops.

- (i) The response provided by the President appears to support the finding that the Shire’s budget are destined to be a very precarious financial position within the next 4 years if Council adheres to the Shire of Toodyay’s 2018/19 to 2027/28 Long Term Financial Plan. Can the President, therefore confirm that rate hikes in excess of the forecasted annual 2.5% rise (as outlined in the Long Term Financial Plan) will be needed to shore up the Shire’s financial position unless substantial cost savings can be found over the next few years?

The President was simply indicating that the Long Term Financial Plan is a Council document which is reviewed annually.

- (ii) Has the President been briefed by the CEO (or received any feedback at all from the CEO) about the size of the rate rise being considered by the Shire in their draft 2019/20 budget?

The quantum of the proposed rate rise is set out in the Long Term Financial Plan adopted by Council. The proposed rate increase is 2.5%.

- (iii) Has the President been briefed by the CEO (or received any feedback at all from the CEO) about the size of the annual rate rise that would be required over the coming decade to bring the Shire’s Budget Ratios (including the Current ratio and Operating Surplus ratio) into line with the target value set down by the Department and, thus, allowing the Shire of Toodyay to be financially viable whilst meeting community expectations?

The quantum of the proposed rate increases are set out in the Long Term Financial Plan adopted by Council. The proposed rate increase is 2.5% each year for the

remainder of the plan. This will be reviewed as part of budget considerations.

- (iv) In the President's opinion, does the current Long Term Financial Plan as approved by Council at the August 2018 Ordinary Council Meeting result in the Shire maintaining a strong cash position that ensures that the Council remains financially sustainable in the long term, as stated on page 1 of the Plan?

I am confident that Council's financial position is sustainable.

12.5 Cr Bell – Clarification sought 12.11 of the February OCM

In response to the question "Why does the Shire expect to make an approximate \$42,000 loss of Syred's Cottage (as stated in Section 12.3 of the Minutes from the November 2018 Ordinary Council Meeting), when the property was gifted to the Shire for nil cost" the President replied that all assets owned by the Shire must be dealt with using Fair Value Accounting methodology. All land and buildings are revalued every 3 years. If any land or building is sold for less than the fair value recorded in our financial records the difference is recognised as a loss.

- (i) Could the President please confirm the current fair value recorded against Syred's cottage in the Shire's accounts?

The current fair value for Syred's Cottage is \$170,672.99

- (ii) As Telegraph Road (BLG030) is shown as a \$59,959 profit in the Shire accounts (e.g. Note 8 in Minutes of the February 2019 Ordinary Council Meeting), does this mean that the Shire expects to receive almost \$60,000 more from the sale of this asset than its fair value as recorded in the accounts? If so, why is there such a large discrepancy between the fair value recorded for this asset and its expected sale price?

The sale is proposed after the completion of a subdivision to create 3 lots from one which increases the value.

- (iii) As Duke Street is shown as a \$7,000 profit in the Shire accounts (e.g. Note 8 in Minutes of the February 2019 Ordinary Council Meeting), does this mean that the Shire expects to receive \$7,000 more from the sale of this asset than its fair value as recorded in the accounts?

Yes.

- (iv) Could the President please confirm the current fair value recorded against Duke Street property in the Shire's accounts?

The current fair value for Duke Street is \$94,528.

12.6 Cr Bell – Stocking Rates

- (i) Did a Shire Ranger attend the premises of both rate payers that submitted the only two Equine Management Plans received by the Shire over the past 4 years?

Stocking rates are required for the consideration of 'rural pursuits' planning applications. Rangers are not generally involved in planning applications, but may attend in support of planning staff.

- (ii) Did the Ranger submit 'running sheets' to the Shire related to the properties that submitted the Equine Management Plan?

Running sheets are only retained if they contain information in relation to a possible offence or enforcement action. Rangers also create running sheets for any interactions they believe is worth recording i.e. confrontational, threats, suspicious activities. Otherwise they are destroyed in accordance Local Government General Disposal Authority Section 38.3.

- (iii) How long does to Shire retain these 'running sheets'?

If they meet the requirements of 38.2, for 7 years after action has been completed. Otherwise they are destroyed when no longer required for reference.

- (iv) How can a community member access those 'running sheets'?

Community members may seek copies of documents related to their property under FOI.

12.7 Cr Bell – Disposal of Property including gifts

Can the CEO confirm that the Shire of Toodyay's Disposal of Property Policy (Document ID NPP16257/ Resolution 18/01/19) applies to the disposal of any property previously gifted to the Shire?

Yes

12.8 Cr Bell – Disposal of stolen and abandoned vehicles

Can the CEO outline the Shire's procedure for disposing of cars abandoned in Toodyay?

Abandoned vehicle procedure follows that outlined in The Local Government Act 1995 (Subdivision 4 — Impounding abandoned vehicle wrecks and goods involved in certain contraventions – Sections 3.37 to 3.48) and the Local Government (Functions & General) Regulations 1996 (Part 6 Miscellaneous – Section 29A) and is summarised as follows:

- *If a vehicle is in contravention of the Shire Local Laws or applicable Regulations, the Shire has cause to take action (vehicle can also be stickered by Police).*

- *Vehicle is stickered and given 24 hours minimum to remove the vehicle.*
- *If the vehicle has not been removed within the 24 hour time frame, a purchase order is written for a contractor to remove the vehicle at a set price. This allows for simple cost recovery process including justification of costs.*
- *Vehicle is towed to the Shire of Toodyay Depot.*
- *The Shire submits a request to the Police to identify the registered owner of the vehicle.*
- *The notification to vehicle owner and vehicle holding periods follows 3.42 to 3.47 of the Local Government Act 1995.*
- *Disposal of any vehicles that are surrendered to the Shire or become property of the Shire after the appropriate timeframes have lapsed, are disposed of as per the Shires Disposal of Property Policy.*

12.9 Cr Bell – Pool admission

What is the projected entry cost per person for the Toodyay pool for each year for the first 10 years of operation?

This has not yet been determined.

12.10 Cr Bell – Pool visitations

What is the projected annual visitation rate for the Toodyay pool per year for the first 10 years of operation?

The business case projected total attendances in the aquatic centre to be about 6,000, growing to approximately 8,000 by 2026.

12.11 Cr Bell – Pool subsidy

What is the Shire's projected subsidy per visit for the pool for the first 10 years of operation?

The aquatic facility is expected to have a net operating cost of \$240,00 per annum, so if average attendance is 8,000 visits that approximates \$15 per visit.

12.12 Cr Bell – Food vans

What is the relevant Shire of Toodyay's policy / laws governing the operation of street food vans, specifically soft service ice cream vans, in Toodyay?

Thoroughfares and Trading in Thoroughfares and Public Places Local Law 2001, supported by Council Policy A14 – Trading in public places.

12.13 Cr Bell – Sporting Facilities and Long term Financial Plan

- (i) The current Long Term Financial Plan as approved by Council at the August 2018 Ordinary Council Meeting states

on page 2 of the report that Toodyay current has “first rate” tennis courts. Is this statement correct? If so, what is the rationale behind relocating the tennis infrastructure to the Sport and Recreation precinct?

This condition assessment is incorrect.

- (ii) The current Long Term Financial Plan as approved by Council at the August 2018 Ordinary Council Meeting states on page 2 of the report that Toodyay has hockey fields. Is this statement correct?

Toodyay does not presently have a hockey field, but hockey is played on the AFL oval at the Showgrounds.

12.14 Cr Bell – Correspondence of 21 July 2015

- (i) Did the Shire send correspondence to the proprietors of Seventh Road Bejoording on or around the 21 July 2015, which outlined that the proposal to name the easement in the Bejoording community had arisen because of a concern raised by St John Ambulance with respect to locating properties in the event of an emergency?

You will have to be more specific. In October 2014 Council (RESOLUTION NO 325/10/14) approved the Rural Street addressing project for Bejoording, and in August 2015 (RESOLUTION NO 163/08/15) endorsed the selected list of names. There would have been some correspondence with proprietors in the intervening period.

- (ii) Was this statement to the proprietors of Seventh Road Bejoording by the CEO regarding St John Ambulance raising concerns with respect to locating properties in the event of an emergency accurate?

Yes

- (iii) Does the CEO have any documentation from St John Ambulance that supports the CEO’s statement in the aforementioned correspondence to the proprietors of Seventh Road Bejoording?

The case for the street naming is set out in considerable detail in the minutes of the October 2014 Ordinary Meeting of Council, and was approved by Council.

12.15 Cr Bell – Correspondence with Landgate

In the Shire’s submission to Landgate requesting approval for new private road names in the locality of Bejoording, did the Shire state, suggest or infer in any way in its application to Landgate that the land holders off Seventh Road, Bejoording had not objected to the extension of Seventh Road being named as a private road?

No the shire did not represent the views of individual landowners, though I understand that Landgate had further discussion with some landowners.

12.16 Cr Bell – Status of Easement

- (i) Can the CEO confirm that the easement over Lots 89, 92, 93, 94 and 95 (off Seventh Road, Bejoording) is private property and, thus not a public access way?

The easement in question is an access easement and therefore fits the definition of a private road under Section 3 (1) of the Land Administration Act 1997. I would recommend reading the Agenda Item which accompanies RESOLUTION NO 325/10/14, as this provides a thorough explanation of the legal definition of a private road.

- (ii) Can the CEO confirm that the easement over Lots 89, 92, 93, 94 and 95 (off Seventh Road, Bejoording) is not a private road and has not been formally named by the Shire of Toodyay or Landgate?

It is a private road – see explanation above. However as a result of representations by the owners Landgate did not proceed with naming it.

- (iii) Can the CEO confirm that the Shire will not now or in the future attempt to erect a street sign or any other sign having the effect of naming this easement?

No I cannot confirm what may be decided by some future Council. It the land changes hands some future owner may wish to take advantage of the benefits of naming the private road.

It is notable that through Section 3.25 and Schedule 3.1 of the Local Government Act a local government give notice to the owner or occupier of land requiring that they place in a prominent position on the land a number to indicate the address.

12.17 Cr Bell – Extractive industries and broad-acre farming

Are the extractive industry licences that have awarded by the Shire over the past 5 years in accordance with the objectives of the rural zone that the location of the Council-approved extractive industry in those locations protect broad-acre agriculture from un-planned breakdown of rural land?

If so, how do these licences comply with this objective?

To establish an extractive industry on freehold land in the Shire of Toodyay, requires both a development application and extractive industry licence. Development Approval is issued under the Shire's local planning scheme (LPS4), and

the licence component is issued under the Shire's Extractive Industries Local Law.

The Planning & Development Act requires local governments to have due regard to state planning policies developed by the WAPC when preparing and administering their local planning schemes. The principal state planning policies directly relevant to extractive industries are:

- *State Planning Policy 2.4 Basic Raw Materials; and*
- *State Planning Policy 4.1 draft State Industrial Buffer Policy.*

These state planning policies have been developed to help protect basic raw material resources, and to minimise conflict between extractive industries and surrounding land uses such as broad acre farming, residential development, etc.

In considering an application for development approval for an extractive industry, the Shire is to have due regard to the matters listed under clause 67 of the deemed provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 to the extent that, in the opinion of the Shire, those matters are relevant to the proposal. This would include, among other things, the compatibility of the development with its setting including the relationship of the development to development on adjoining land.

12.18 Cr Bell – Opal Vale complaints

Has the Shire submitted any complaints to the Department of Environment with regards to Opal Vale over the past 5 years? If so, what was the nature of these complaints?

No

12.19 Cr Bell – Opal Vale reports

Has the Shire monitored and received the quarterly reports from Opal Vale as required under Opal Vales' licence to operate?

The Opal Val license is provided and monitored by the Department of Water and Environment5al Regulation (DWER)

12.20 Cr Bell – Opal Vale payments

What is current per-tonne contribution by Opal Vale under their road maintenance obligation?

50 Cents per tonne.

12.21 Cr Bell – Water Resources and bird report – Wattening

How can a member of the community access the Council's / Shire's report/s into the impact of the proposed motor cross track at Wattening on the surrounding water resources and birds in the area?

There is no such report. The proposed track at Wattening has been refused development approval.

12.22 Cr Bell – Letter from Treasury

Can Council obtain a copy of letter from Treasury Corp, referred to by the CEO at the February 2019 Ordinary Council Meeting, regarding the requirement for the Shire of Toodyay to submit in a single loan application for the \$4.5 million?

The CEO referred to a circular from WA Treasury Corporation that was included in the Agenda attachments (Page 117 on)

12.23 Cr Bell – Access and Egress Work

Does the Shire have a timetable for completing the access and egress work at the rear of Harvesters Drive (Lozanda Heights Estate)? If so, when is this work scheduled to be completed?

The 2. Feb 2016 Council Meeting resolved to receive of the Strategic Review of Bush Fire Policy which stated in respect to the subject easements: "Other strategic firebreaks (tracks 3k to 3m) within these estates located on private land should be returned to the landowners and maintained under the Annual Firebreak Notice."

Further recommendations on this locality may be forthcoming.

Cr Bell took the questions as read.

Cr Twine departed Council Chambers at 6.28pm.

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

13.1 MEMBERS

13.1.1 Cr Bell - legal advice regarding the WALGA preferred tender process

Cr Bell advised of new business of an urgent nature, regarding that Council obtain legal advice regarding the WALGA preferred tender process that he wished to introduce by decision of the meeting.

Cr Twine returned to Council Chambers at 6.32pm.

Cr Bell moved a motion as follows:

That Council considers Item 13.1.1 legal advice regarding the WALGA preferred tender process as new business of an urgent nature.

Cr Brook seconded the motion.

Clarification was sought.

Cr Bell referred to an Article in the West Australian (*not tabled to the Councillors, but given to the CEO at*

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN SHIRE OF TOODYAY COUNCIL CHAMBERS ON 26 MARCH 2019

approximately 6.35pm – refer to attachments to the Minutes).

Debate was attempted.

Clarification was sought.

The motion was put.

MOTION/COUNCIL RESOLUTION NO. 89/03/19

MOVED Cr Bell

SECONDED Cr Brook

That Council considers Item 13.1.1 legal advice regarding the WALGA preferred tender process as new business of an urgent nature.

MOTION LOST 1/8

13.2 EMPLOYEES

Nil

14. CONFIDENTIAL BUSINESS

14.1 Coondle - Nunile Fire Station Tender

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. 90/03/19

MOVED Cr Greenway

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

That in accordance with Standing Order 5.2 (5) while the resolution under sub-clause 5.2(2) remains in force, the operation of clause 7.9 is to be suspended until the Council or the committee, by resolution, decides otherwise.

MOTION CARRIED 9/0

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

All members of the public departed the Council Chambers at 6.41pm.

Cr Greenway departed Council Chambers at 6.41pm.

Cr Manning departed Council Chambers at 6.41pm.

The CEO departed Council Chambers at 6.41pm.

Date of Report:	12 March 2019
Name of Applicant / Proponent/s:	Shire of Toodyay
File Ref:	TEN 01-2019
Author:	R Koch - Community Emergency Services Manager
Responsible Officer:	S Scott – Chief Executive Officer
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Tender Evaluation Summary Sheet
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider an officer's recommendation for awarding the tender for the construction of the new Coondle-Nunile Bush Fire Brigade facility and consider an officer's recommendation in regards to minor budget amendments to facilitate this project.

OFFICER'S RECOMMENDATION

That Council:

1. Awards Tender 01-2019 to Stallion Building for the value of \$443,943;
2. Reallocates a total of \$22,000 from GL 051200 (\$16,000), GL 051202 (\$6,000) to GL 051253 in support of the above; and
3. Remaining project budget (as at June 30 2019) is rolled over to 2019/20 financial year.

Cr Dow moved the Officer's Recommendation.

Cr Greenway seconded the motion.

Clarification was sought.

Cr Greenway returned to Council Chambers at 6.45pm.

Cr Manning returned to Council Chambers at 6.46pm.

The CEO returned to Council Chambers at 6.46pm.

Further clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 91/03/19

MOVED Cr Dow

SECONDED Cr Greenway

That Council:

1. Awards Tender 01-2019 to Stallion Building for the value of \$443,943;
2. Reallocates a total of \$22,000 from GL 051200 (\$16,000), GL 051202 (\$6,000) to GL 051253 in support of the above; and
3. Remaining project budget (as at June 30 2019) is rolled over to 2019/20 financial year.

MOTION CARRIED 9/0

MOTION/COUNCIL RESOLUTION NO. 92/03/19

MOVED Cr Dow

That Council move from behind closed doors.

MOTION CARRIED 9/0

The Council Chambers were re-opened at 6.50pm.

The Shire President read aloud the result of Council Resolution No. 91/03/19 for the benefit of the public gallery:

15. NEXT MEETINGS

Agenda Briefing for April OCM (4.00pm)	16 April 2019
Ordinary Council Meeting (April OCM) (4.00pm)	23 April 2019

16. CLOSURE OF MEETING

The Shire President declared the meeting closed at 6.52pm.

Attachments to Minutes

Ordinary Council Meeting

Tuesday 26 Mar 2019

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Nil

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MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

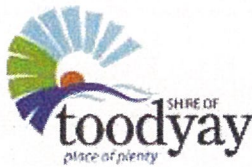
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NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Cr Bell referred to an Article in the West Australian (not tabled to the Councillors, but given to the CEO at approximately 6.35pm) – electronic link is below: **E/L**

<https://www.watoday.com.au/politics/western-australia/unlawful-process-local-government-reform-advocates-question-tender-avoiding-scheme-20190326-p517qe.html>





Agenda Briefing Notes

19 March 2019

Unconfirmed Notes

These notes were approved for distribution on 21 March 2019.

Stan Scott
CHIEF EXECUTIVE OFFICER

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

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

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

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

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

Received Notes

These notes were received at an Ordinary Council Meeting held on 26 March 2019.

Signed: 

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

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The **ATTACHMENTS** to these notes were the attachments to the
Ordinary Council Meeting dated 26 March 2019

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The Shire of Toodyay warns that anyone who has an application lodged with the Shire of Toodyay must obtain and only should rely on **WRITTEN CONFIRMATION** of the COMMENT: of the application, and any conditions attaching to the decision made by the Shire of Toodyay in respect of the application.

Shire of Toodyay

AGENDA BRIEFING – 19 FEBRUARY 2019

NOTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr Rayner, Shire President, declared the meeting open at 4.06 pm.

The Shire President welcomed Mr Kobus Nieuwoudt, the new Manager Planning and Development.

2. RECORDS OF ATTENDANCE/APOLOGIES

Cr B Rayner	Shire President
Cr T Chitty	Deputy Shire President
Cr J Dow	
Cr B Manning	
Cr E Twine	
Cr R Welburn	

Staff

Mr S Scott	Chief Executive Officer
Mrs N Rodger	Finance Manager
Ms A Bell	Manager Community Development
Mr K Nieuwoudt	Manager Planning & Development
Mrs T Phillips	Manager People and Projects
Mr R Koch	CESM
Mrs M Rebane	Executive Assistant

Visitors

Nil

2.1 APOLOGIES

Cr P Greenway

2.2 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Brook – 25 September 2018 to 26 March 2019

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

3. DISCLOSURE OF INTERESTS

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

4. PUBLIC QUESTIONS

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Ordinary Meeting of Council held on 26 February 2019, the following questions were taken on notice.

L Graham

Summary of Question One

Why is the detailed operating statement no longer included in the agenda?

There is no requirement under the act to provide the detailed operating statement as part of the agenda. The inclusion of the detailed operating statement was workshopped with Councillors and it was agreed to focus on a higher level of strategic financial management.

F Panizza

Summary of Question One

In response to question one asked at the January 2019 Council Meeting and the response given by the CEO. Does the whole of life cycle costs need amendment or is the document superseded by other documents? Have the “whole of lifecycle costings” been removed from circulation and if not, why not?

The “WOLC” have been superseded by the LTFP. The “WOLC” have not been removed from circulation as they formed part of the grant application which was approved by Council resolution. Even though it has been superseded, it still forms part of the public record.

Summary of Question Two

In response to question eleven asked at the January 2019 Council Meeting and the response given by the CEO. Can the maths be checked between statement of financial position and the ratios?

The LTFP is due for an annual review and the base year will change and have a flow on effect for the rest of the years within the LTFP.

F Panizza

Summary of Question Three

Current liability provisions of \$671,477 for current year and provisions for next ten years going forward are \$663,852. What are the provisions?

The provisions relate to the Shire’s Long Service Leave and Annual Leave liabilities.

SHIRE OF TOODYAY
AGENDA BRIEFING NOTES
FROM MEETING HELD ON 19 MARCH 2019

R Madacsi

Summary of Question Three

In the list of payments presented in the July 2015 minutes, there is a payment on the CEO's credit card to the WAPC totalling \$3,044.94 for a subdivision application. Which development was this for and why was it billed on the CEO's credit card rather than going through the normal accounts process?

R Madacsi

Clarification provided for Summary of Question Three stated as follows:

- Agenda Item 9.4.1 List of Payments for July 2015;
- Contained in the August 2015 Council Meeting Minutes; and
- Attachment 1: Item 9.4.1 page 2 of 9.

The transaction was four years ago. It is not clear why it was paid by credit card, but it was certainly a legitimate expense as it was for a subdivision application which related to the purchase of the Shire's portion of Federation Square.

M Sinclair Jones

Summary of Question Five

Why has Council taken no action when it is the job of a Council to uphold the code otherwise it has no meaning.

Council considered the alleged ~~break~~ breach at the January 2019 OCM and is presently considering the CEOs contract. Details of such deliberations are confidential.

B Foley

Summary of Question Seven

May I know what the other breaches were?

Yes. I will release the full text of the Standards Panel.

R Pearce

Summary of Question One

In relation to Opalvale Pty Ltd, on June 13 2013, the State Administrative Tribunal (SAT) granted planning approval to Opalvale for a land fill facility Lot 11 Chitty Road Hoddys Well, subject to 28 conditions. An operating licence was granted to Opalvale by the Department of Water and Environment Regulation (DWER) on 5 February 2019. Some of the conditions require Opalvale to take certain actions before commencing operations. Condition 12 is that "Prior to the commencement of operation of the facility, the applicant

SHIRE OF TOODYAY
AGENDA BRIEFING NOTES
FROM MEETING HELD ON 19 MARCH 2019

must prepare and implement a Fire Management Plan, such plan being submitted to the Shire of Toodyay for approval.” Has the condition been complied?

Yes. The Fire Management Plan has been accepted and signed off by the Shire of Toodyay Community Emergency Services Manager.

Summary of Question Two

Condition 13 is that “prior to the commencement of operation of the facility the applicant must prepare and implement a Mosquito Management Plan, such plan being submitted to the shire of Toodyay for approval. Has the Shire received a Mosquito Management Plan?

Yes. A Mosquito management component has been included in the Land Management Plan which was produced back in 2016.

Summary of Question Three

Condition 27 is that “prior to the commencement of operation of the facility, the applicant shall provide a cash bond of \$120,000 to the Shire of Toodyay has a performance guarantee against the satisfactory completion of the rehabilitation of the site, such funds to be held in an interest bearing account, the interest forming part of the bond. The performance guarantee will be refunded at a rate of 50% following completion of the final state of rehabilitation works and 50% at the conclusion of the three year monitoring period. Any such bond is to be accompanied by a bonding agreement and written authorisation from the owner of the land that the respondent may enter the site to complete or rectify any outstanding work. The respondent will recover that bond, or part thereof as appropriate, for any costs to the respondent in completing and/or rectifying the outstanding works. Has Opalvale supplied a \$120,000 bond to the Shire of Toodyay? Has this condition been complied with?

Yes. Opal Vale provided us with a \$120,000 cash amount that is now in its own separate Trust term Deposit. The bond agreement has been drafted.

Summary of Question Four

Condition 28 is that “the applicant shall be responsible for the cost of maintaining and repairing damage to the road controlled by the Shire of Toodyay which are used by heavy haulage traffic to deliver Class 11 waste for disposal at the facility, to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the facility a Road Maintenance Plan based on this principle and including:

- (a) An audit of the condition of relevant roads prior the commencement of operation of the facility;

SHIRE OF TOODYAY
AGENDA BRIEFING NOTES
FROM MEETING HELD ON 19 MARCH 2019

- (b) Appropriate maintenance standards and associated requirements and responsibilities;
- (c) The estimate average annual cost of road maintenance and repairs for the duration of operation of the facility; and
- (d) The amount of the contribution to such cost to be paid by the applicant

Shall be lodged with the Shire of Toodyay for approval and the Road Maintenance Plan shall be implemented throughout the duration of operation of the facility.”

Has this condition been complied with?

No. Since the project was approved by the SAT the Shire has adopted LPP 7 which sets out the basis for the calculation of road contributions for Extractive Industries. Notwithstanding the approval condition, calculating a rate using other than this methodology would not survive external scrutiny. Funds collected through this methodology may only be applied to the road in question.

Summary of Question Five

If condition 28 has been complied with, what is the annual contribution to road maintenance costs to be paid by the applicant? Is the amount indexed and what is the starting price per tonne?

The starting rate has not yet been determined.

4.2 PUBLIC QUESTION TIME

Nil.

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council held on 26 February 2019

OFFICER'S RECOMMENDATION

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 26 February 2019 be confirmed.

5.2 Agenda Briefing held on 19 March 2019

OFFICER'S RECOMMENDATION

That the Notes of the Agenda Briefing held on 19 March 2019 be received.

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil

6.2 DEPUTATIONS

Nil

6.3 PRESENTATIONS

Nil

6.4 SUBMISSIONS

A submission can be made ad hoc, but it is preferred that notice be given by midday on the day of the Meeting.

7. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER (without discussion)

The Shire President may make an announcement in accordance with the Shire of Toodyay Standing Orders Local Law 2008 (Section 4.3).

9. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS

The Shire President Agenda will be re-ordered to consider Item No. 9.6.1 Recommendation from the Environmental Advisory Committee – Biodiversity Strategy & Review of the EMS first.

9.1 COMMUNITY DEVELOPMENT

Nil

9.2 PLANNING AND DEVELOPMENT

Nil

9.3 WORKS AND TECHNICAL SERVICES

Nil

The Shire President ruled that the meeting go behind closed doors.

The doors were closed at 4.14pm. There were no members of the public present.

Agenda Item 14.1 Coondle-Nunile Fire Station Tender

The CESM was present to provide clarification in respect to the Officer's Report.

Points raised as follows:

- Item came in over budget. DFES allocated additional funding;
- Undercover area may provide an area for training;
- Determination in relation to the old Fire Shed intended to be planned at a later stage;
- Access and egress from current site is dangerous.

9.4 CORPORATE SERVICES

9.4.1 List of Payments – February 2019

Points raised as follows:

- Vehicle expenses claimed from when vehicle was written off:
Response: claim not finalised as yet;
- Vehicles expenditure – confirmation consistent with budget and with asset management plan:
Response: yes.
- Fuel purchases outside normal channels:
Response: vehicles re-fuel where vehicles happen to be when they have run low. Depot used when practical to do so.
- Tip Truck Hire – is that consistent with budget? Is it a one-off thing?
Response: In the list of payments, there is no payment for a tip truck hire however there is a payment of \$71,324.35 for the purchase of a new Hino Tip Truck which is in line with the budget.
- Consultant expenses for planning:
Response: Consultant expense (Glenwarra) related to ongoing planning matters and the Local Planning Scheme.

9.4.2 Monthly Financial Statements – February 2019

Clarification was sought in relation to rate evaluation expenditure and capital acquisitions.

9.4.3 Budget Review for the Period Ending 28 February 2019

Points raised as follows:

- Roads program on track;
- Niche wall – second quote being obtained;
- GL101203 Domestic refuse collection – disposal of waste/recycle less than anticipated;
- Consultant expenditure;
- Page 41 (attachments) 008571 – Paid Parental Leave – staff on maternity leave;
- Bind-Bindi Bridge;
- CCTV Grants and contributions;
- Loan charges Recreation Precinct;
- Interest charges Recreation Precinct;
- Plant and Equipment Sale GL122330;
- Page 11 (agenda) unanticipated expenses;

- Duke Street Pedestrian Bridge; and
- Corella Control.

The Shire President departed Council Chambers at 4.54pm.

The Deputy assumed the Chair temporarily.

9.5 EXECUTIVE SERVICES

9.5.1 Corporate Business Plan 2022

The Shire President returned to Council Chambers at 4.55pm.

Points raised as follows:

- Page 100 & section 9: dots of different sizes – what do they mean? *Response: formatting error.*
- Page 91: scarce resources? *Response: typographical;*
- Page 92: Extractive Industries – 2022 action. *Response: Council may review the local law at any time via Council Resolution;*
- Page 104: Natural Environment – 1.1 Review and implement EMS (dots for next four years). Understanding the EMS is to be reviewed this current year; *Response: yes.*
- 1.3 Develop Biodiversity Strategy – dot in 2020 for it. Understanding that the years are calendar years; *Response: yes.*
- Review of strategic documents;
- Page 110&111: why is the expenditure by program more than revenue on each year?
Response: taken straight from LTFP but includes non-cash items and depreciation as expenses. A/Manager Corporate Services to look into it; and
- Financial costs to be a heading.

9.6 COMMITTEE REPORTS

9.6.1 Recommendation from the Environmental Advisory Committee – Biodiversity Strategy & Review of the EMS

Note: The President indicated that this item will be brought forward to be considered prior to the Community Development Item area.

Points raised as follows:

- Landcare / Biosecurity Regional Group;
- Protecting biodiversity at the Shire;

- Consideration of the EAC Recommendation and obligation to consider allocation of the funds.

9.6.2 Audit Committee Recommendation – Compliance Audit Return

Clarification was sought.

Points raised as follows:

- Regulations stating once CAR prepared then under 3(a) the Audit Committee is to review and report to Council the results of the review. Question: Audit Return – no report from the Committee on its review of the return. Response given: The Audit Committee Minutes may be included as an attachment.
- Identified non-compliance issues in the report – page 126 Items 5 and 6 the answer to question is No but there is some clarification. Doesn't meet the requirements of that regulation. Response given: the Auditors can look at this.
- Page 133 Items 7 and 8: response to be “no” – comments suggest it be carried out during budget review process. Is it correct? Response given: the ratios cannot be altered. The question is asking whether the action was undertaken. The answer was yes and further explanation was provided. The matter was not raised in the Audit Report. The response should be N/A. The CEO will review this.

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

10.1 Cr Bell – Live Streaming of Council Meetings

Clarification was sought.

Points raised as follows:

- City of Swan Policy;
- Camera Location within Chambers;
- Local Government Act Review conclusion; and
- Evidence of whether other smaller regional local governments live-stream.

10.2 Cr Bell – Community Budget Feedback

Points raised as follows:

- Dates provided to Council; and
- Evidence of whether other local governments do what the notice proposes for this Council to do.

10.3 Cr Bell – Changes to Financial Reporting - Note 13

Clarification was sought.

Point raised as follows:

- Previous budget meeting informal feedback was that commentary was far better than percentages.

10.4 Cr Bell – Review of Extractive Industry Local Law

Clarification was sought.

Proposed Notice of Motion was amended with respect to Standing Orders Local Law (changing form not content).

Points raised as follows:

- Notable changes that would or could be put in place if it was reviewed;
- Review local laws already adopted prior to getting community feedback; and
- Shire of Northam recently adopted an Extractive Industry Local Law that addresses some issues that this local government has.

10.5 Cr Bell – Requests for Tender

Clarification was sought.

Points raised as follows:

- Capability of local suppliers to deliver projects;
- Purchasing Policy recently adopted that applies;
- No obligation legislatively for the local newspaper; and
- Timing factors effect to advertising in the local newspaper.

10.6 Cr Bell – Confidential Correspondence relating to Authorised Inquiry

Comment made as follows:

- The Shire President has already written twice to Ron Murphy for permission but no confirmation has been received to-date.

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

Nil

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

Note: This section refers to Standing Orders 6.1 Questions on notice by Members.

- (1) A Member who wishes to ask a question at a meeting of the Council is to give to the CEO written notice of the text of the question at least 6 clear working days before the meeting.
- (2) Notice of a question that is not excluded is to be included, if practicable, in the agenda, or is otherwise to be tabled at the meeting.

12.1 Cr Bell – Minutes for Special Meeting 19 February 2019

Given that: a quorum was present at the 19 February 2019 Special Meeting; that a motion was put; a vote subsequently taken at this Meeting; and a result declared, why are there no Minutes available for this Special Meeting?

12.2 Cr Bell – Clarification sought – 12.3 of February 2019 OCM

In response to the question “Why did the Shire President fail to adhere to the section / clause of the Standing Orders / Act regarding the treatment of Alternate Motions when he permitted Cr Chitty’s Alternate Motion to be debated before the Officer’s Recommendation in 9.2.1 (Lot 7 Bull Road, Wattening - Private Motocross Track) of the November 2018 Ordinary Council Meeting”, the President replied that the motion was marked as an alternate Officer’s Recommendation and indicated that it was drafted by staff as an alternative to the recommendation published in the Agenda.

- (i) Can the President confirm that official Agenda for the November 2018 Ordinary Council Meeting did not contain any alternate motions, but instead contained only one recommendation by the officer (that, to approve the development)?
- (ii) Can the President confirm that the Minutes of the November 2018 Ordinary Council Meeting as approved by Council does not record Cr Chitty’s motion as alternative Officer’s Recommendation?
- (iii) Can the President confirm whether the administration assisted Cr Chitty (in any way) to draft her alternative motion, which is clearly marked as a Councillor-derived alternate recommendation in the Minutes of this meeting?
- (iv) Can the President confirm that the response provided by the President in Section 12.3 of the Minutes of the February 2019 Ordinary Council Meeting is incorrect?

12.3 Cr Bell –Clarification sought – 12.4 of the February OCM

In response to the question “Why did 10.2 (Councillor Bell – Notices of Motion – Community Information) of the January 2019 Ordinary Council Meeting require an Absolute Majority” the President replied that had the motion been passed it would have required expenditure that had not been included in the annual report. Any resolution authorising such expenditure requires an absolute majority.

- (i) Can the President confirm that item 10.2 of the January 2019 Council Meeting to which this question refers to is motion “That the Council of the Shire of Toodyay censures the Shire President for publishing, or allowing the publishing of, false and misleading information in the January 2019 edition of the Toodyay Community Newsletter in relation to the current Authorised Inquiry into the Shire of Toodyay by the Department of Local Government Sport and Cultural Industries”?
- (ii) Can the President confirm that this motion was carried by Council?
- (iii) Can the President outline what unbudgeted costs, if any, the Shire will incur having voted in favour of censuring the President for publishing, or allowing the publishing of, false and misleading information in the January 2019 edition of the Toodyay Community Newsletter?
- (iv) Can the President confirm that the response provided by the President in Section 12.4 of the Minutes of the February 2019 Ordinary Council Meeting is incorrect?

12.4 Cr Bell – Clarification sought 12.7 of the February OCM

In response to the question “The current Long-Term Financial Plan, which was adopted by Council (on a 6/3 vote) at the August 2018 Ordinary Council Meeting indicates that Shire is projected to be “in the red” by the 2023/24 Financial Year. How does the CEO plan to address this, noting that Long Term Financial Plan model already assumes annual rate rises of 2.5% per year, every year for at least the next 10 years” the President replied that this will be workshopped in the FY2019/20 Budget Preparation Workshops.

- (i) The response provided by the President appears to support the finding that the Shire’s budget are destined to be a very precarious financial position within the next 4 years if Council adheres to the Shire of Toodyay’s 2018/19 to 2027/28 Long Term Financial Plan. Can the President, therefore confirm that rate hikes in excess of the forecasted annual 2.5% rise (as outlined in the Long Term Financial Plan) will be needed

SHIRE OF TOODYAY
AGENDA BRIEFING NOTES
FROM MEETING HELD ON 19 MARCH 2019

to shore up the Shire's financial position unless substantial cost savings can be found over the next few years?

- (ii) Has the President been briefed by the CEO (or received any feedback at all from the CEO) about the size of the rate rise being considered by the Shire in their draft 2019/20 budget?
- (iii) Has the President been briefed by the CEO (or received any feedback at all from the CEO) about the size of the annual rate rise that would be required over the coming decade to bring the Shire's Budget Ratios (including the Current ratio and Operating Surplus ratio) into line with the target value set down by the Department and, thus, allowing the Shire of Toodyay to be financially viable whilst meeting community expectations?
- (iv) In the President's opinion, does the current Long Term Financial Plan as approved by Council at the August 2018 Ordinary Council Meeting result in the Shire maintaining a strong cash position that ensures that the Council remains financially sustainable in the long term, as stated on page 1 of the Plan?

12.5 Cr Bell – Clarification sought 12.11 of the February OCM

In response to the question "Why does the Shire expect to make an approximate \$42,000 loss of Syred's Cottage (as stated in Section 12.3 of the Minutes from the November 2018 Ordinary Council Meeting), when the property was gifted to the Shire for nil cost" the President replied that all assets owned by the Shire must be dealt with using Fair Value Accounting methodology. All land and buildings are revalued every 3 years. If any land or building is sold for less than the fair value recorded in our financial records the difference is recognised as a loss.

- (i) Could the President please confirm the current fair value recorded against Syred's cottage in the Shire's accounts?
- (ii) As Telegraph Road (BLG030) is shown as a \$59,959 profit in the Shire accounts (e.g. Note 8 in Minutes of the February 2019 Ordinary Council Meeting), does this mean that the Shire expects to receive almost \$60,000 more from the sale of this asset than its fair value as recorded in the accounts? If so, why is there such a large discrepancy between the fair value recorded for this asset and its expected sale price?
- (iii) As Duke Street is shown as a \$7,000 profit in the Shire accounts (e.g. Note 8 in Minutes of the February 2019 Ordinary Council Meeting), does this mean that the Shire expects to receive \$7,000 more from the sale of this asset than its fair value as recorded in the accounts?

- (iv) Could the President please confirm the current fair value recorded against Duke Street property in the Shire's accounts?

12.6 Cr Bell – Stocking Rates

- (i) Did a Shire Ranger attend the premises of both rate payers that submitted the only two Equine Management Plans received by the Shire over the past 4 years?
- (ii) Did the Ranger submit 'running sheets' to the Shire related to the properties that submitted the Equine Management Plan?
- (iii) How long does the Shire retain these 'running sheets'?
- (iv) How can a community member access those 'running sheets'?

12.7 Cr Bell – Disposal of Property including gifts

Can the CEO confirm that the Shire of Toodyay's Disposal of Property Policy (Document ID NPP16257/ Resolution 18/01/19) applies to the disposal of any property previously gifted to the Shire?

12.8 Cr Bell – Disposal of stolen and abandoned vehicles

Can the CEO outline the Shire's procedure for disposing of cars abandoned in Toodyay?

12.9 Cr Bell – Pool admission

What is the projected entry cost per person for the Toodyay pool for each year for the first 10 years of operation?

12.10 Cr Bell – Pool visitations

What is the projected annual visitation rate for the Toodyay pool per year for the first 10 years of operation?

12.11 Cr Bell – Pool subsidy

What is the Shire's projected subsidy per visit for the pool for the first 10 years of operation?

12.12 Cr Bell – Food vans

What is the relevant Shire of Toodyay's policy / laws governing the operation of street food vans, specifically soft service ice cream vans, in Toodyay?

12.13 Cr Bell – Sporting Facilities and Long term Financial Plan

- (i) The current Long Term Financial Plan as approved by Council at the August 2018 Ordinary Council Meeting states on page 2 of the report that Toodyay current has "first rate" tennis courts. Is this statement correct? If so, what is the

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rationale behind relocating the tennis infrastructure to the Sport and Recreation precinct?

- (ii) The current Long Term Financial Plan as approved by Council at the August 2018 Ordinary Council Meeting states on page 2 of the report that Toodyay has hockey fields. Is this statement correct?

12.14 Cr Bell – Correspondence of 21 July 2015

- (i) Did the Shire send correspondence to the proprietors of Seventh Road Bejoording on or around the 21 July 2015, which outlined that the proposal to name the easement in the Bejoording community had arisen because of a concern raised by St John Ambulance with respect to locating properties in the event of an emergency?
- (ii) Was this statement to the proprietors of Seventh Road Bejoording by the CEO regarding St John Ambulance raising concerns with respect to locating properties in the event of an emergency accurate?
- (iii) Does the CEO have any documentation from St John Ambulance that supports the CEO's statement in the aforementioned correspondence to the proprietors of Seventh Road Bejoording?

12.15 Cr Bell – Correspondence with Landgate

In the Shire's submission to Landgate requesting approval for new private road names in the locality of Bejoording, did the Shire state, suggest or infer in any way in its application to Landgate that the land holders off Seventh Road, Bejoording had not objected to the extension of Seventh Road being named as a private road?

12.16 Cr Bell – Status of Easement

- (i) Can the CEO confirm that the easement over Lots 89, 92, 93, 94 and 95 (off Seventh Road, Bejoording) is private property and, thus not a public access way?
- (ii) Can the CEO confirm that the easement over Lots 89, 92, 93, 94 and 95 (off Seventh Road, Bejoording) is not a private road and has not been formally named by the Shire of Toodyay or Landgate?
- (iii) Can the CEO confirm that the Shire will not now or in the future attempt to erect a street sign or any other sign having the effect of naming this easement?

12.17 Cr Bell – Extractive industries and broad-acre farming

Are the extractive industry licences that have awarded by the Shire over the past 5 years in accordance with the objectives of the rural

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zone that the location of the Council-approved extractive industry in those locations protect broad-acre agriculture from un-planned breakdown of rural land?

If so, how do these licences comply with this objective?

12.18 Cr Bell – Opal Vale complaints

Has the Shire submitted any complaints to the Department of Environment with regards to Opal Vale over the past 5 years? If so, what was the nature of these complaints?

12.19 Cr Bell – Opal Vale reports

Has the Shire monitored and received the quarterly reports from Opal Vale as required under Opal Vales' licence to operate?

12.20 Cr Bell – Opal Vale payments

What is current per-tonne contribution by Opal Vale under their road maintenance obligation?

12.21 Cr Bell – Water Resources and bird report – Wattening

How can a member of the community access the Council's / Shire's report/s into the impact of the proposed motor cross track at Wattening on the surrounding water resources and birds in the area?

12.22 Cr Bell – Letter from Treasury

Can Council obtain a copy of letter from Treasury Corp, referred to by the CEO at the February 2019 Ordinary Council Meeting, regarding the requirement for the Shire of Toodyay to submit in a single loan application for the \$4.5 million?

12.23 Cr Bell – Access and Egress Work

Does the Shire have a timetable for completing the access and egress work at the rear of Harvesters Drive (Lozanda Heights Estate)? If so, when is this work scheduled to be completed?

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

13.1 MEMBERS

Nil

13.2 EMPLOYEES

Nil

14. CONFIDENTIAL BUSINESS

14.1 Tender: Coondle – Nunile Fire Station – TEN 01/2019

No further comments were made.

SHIRE OF TOODYAY
AGENDA BRIEFING NOTES
FROM MEETING HELD ON 19 MARCH 2019

15. NEXT MEETINGS

Environment Advisory Committee	5 March 2019
Audit Committee	7 March 2019
Community Meeting – Morangup Community Centre	20 March 2019
Special Council Meeting (Resumption) (2.00pm)	26 March 2019
Council Meeting (4.00pm)	26 March 2019
Agenda Briefing for OCM (4.00pm)	16 April 2019
Ordinary Council Meeting (OCM) (4.00pm)	23 April 2019

16. CLOSURE OF MEETING

There being no further business, the Shire President, declared the meeting closed at 5.42pm.

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2019 to 28 February 2019

Pay/Type	Date	Name	Description	Amount
IPV633	06/02/2019	Bendigo Bank	Payroll PPE 05/02/2019	106,323.60
IPV634	20/02/2019	Bendigo Bank	Payroll PPE 19/02/2019	107,676.81
BPV3817	01/02/2019	Bendigo Bank	Transfer Fee	10.00
BPV3818	01/02/2019	Bendigo Bank	Monthly Service Fee	10.00
BPV3819	01/02/2019	Bendigo Bank	Transaction Fees - Jan 19	7.25
BPV3820	01/02/2019	Bendigo Bank	Bank Fee	10.12
BPV3821	01/02/2019	Bendigo Bank	Bank Fee	0.45
BPV3822	01/02/2019	Bendigo Bank	Process Fee	0.06
BPV3823	01/02/2019	Bendigo Bank	Process Fee	2.27
BPV3824	01/02/2019	Westnet	Morangup Library Internet	119.90
BPV3825	01/02/2019	Bendigo Bank	Bpay Biller Monthly Fee	306.68
BPV3826	02/02/2019	Commonwealth Bank	Merchant Fee	42.90
BPV3827	04/02/2019	Commonwealth Bank	Merchant Fee	104.34
BPV3828	04/02/2019	Commonwealth Bank	Merchant Fee	48.18
BPV3829	04/02/2019	Commonwealth Bank	Merchant Fee	364.47
BPV3830	05/02/2019	Bendigo Bank	Bank Fee	0.11
BPV3831	06/02/2019	Bendigo Bank	Bank Fee	7.48
BPV3832	08/02/2019	Fuji Xerox	Photocopier Lease - Depot, Library & Visitor Centre	470.34
BPV3833	12/02/2019	Bendigo Bank	Bank Fee	0.30
BPV3834	12/02/2019	CNH Industrial Capital	Iveco Truck Lease	3,207.70
BPV3835	14/02/2019	Bendigo Bank	R Koch - Credit Card Feb 19	341.51
			Bp Southern Cross - Refreshments - Coolgardie Deployment (to be reimbursed by DFES)	28.57
			Caltex Coolgardie - Fuel & Refreshments - Coolgardie Deployment (to be reimbursed by DFES)	308.94
			Card Fee	4.00
BPV3836	14/02/2019	Bendigo Bank	C Luangala - Credit Card Feb 19	766.15
			Caltex Joondalup - Car Wash - P472	13.70
			Toodyay IGA - Staff Amenities	21.10
			Caltex Yanchep - Fuel - P472	70.29
			Caltex Yanchep - Fuel - P472	30.04
			Caltex Joondalup - Fuel & Car Wash - P472	88.75
			Puma Yanchep - Fuel - P472	52.52
			BP Mindarie - Car Wash - P472	14.00
			Adobe Creative Subscriptions	321.12
			Toodyay Bakery - Rec Precinct Meeting - Lunch	63.20
			Public Transport Butler - MCS - Meeting	12.80
			Public Transport Perth - MCS - Meeting	5.60
			Caltex Yanchep - Fuel - P472	69.03
			Card Fee	4.00

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2019 to 28 February 2019

Pay/Type	Date	Name	Description	Amount
BPV3837	14/02/2019	Bendigo Bank	G Bissett - Credit Card Feb 19 Puma Energy Glen Forrest - Fuel T0000 Mr Magic Car Wash Mundaring - T0000 Perth Rent A Car - Rental Vehicle	83.55 16.35 560.00 3,242.08
BPV3838	14/02/2019	Bendigo Bank	Dunnings Toodyay - Fuel - Rental Vehicle Dunnings Toodyay - Fuel - Rental Vehicle Perth Rent a Car - Rental Vehicle Dpt Lands Perth - Document Lodgement Fees - Partial Rd Closure Duke St Dunnings Toodyay - Fuel - Rental Vehicle Mobile Whiteboard - Council Chambers National Crime Check - Criminal History Check - MPD Airport Rentals.Com - Rental Vehicle Insurance Mr Magic Car Wash Mundaring - Rental Vehicle Thrifty Car Rental - Deposit for Rental of Vehicle Thrifty Car Rental - Rental Vehicle Perth Rent a Car - Rental Vehicle Caltex Star Mart Belmont - Fuel for Rental Vehicle Shell Gidgegannup - Fuel for Rental Vehicle Card Fee S Scott - Credit Card Feb 19 BP Mt Barker - Injector Cleaner - P446 Caltex Albany - Fuel - P446 RAC Membership - Breakdown Callout - P446 The Perth Mint - Aust Day Citizenship Coins Caltex Albany - Fuel - P446 Albany Automotive - Vehicle Service - P446 Beyond Power P/L Bakers Hill - Fuel - P446 Transperth Perth - CEO - Meetings Transperth Midland - CEO - Meetings Coffee Club Perth - Refreshments - CEO - Meetings Card Fee	60.71 54.45 392.00 43.20 60.59 289.00 55.27 343.70 16.35 200.00 649.88 286.00 48.23 78.80 4.00 15.95 88.00 100.00 70.75 83.00 116.80 92.50 4.80 4.80 12.80 4.00 593.40
BPV3839	14/02/2019	Bendigo Bank	S Patterson - Credit Card Feb 19 Caltex Midvale - Fuel - P476 Transmit SMS - Burst SMS Harvest Ban SMS System Toodyay IGA - Refreshments - Depot Subway Perth City - Refreshments - Sport & Rec Precinct Meeting His Majestys Perth Car Parking - Sport & Rec Precinct Meeting Leederville Cameras - Nikon Forestry Pro Laser Rangefinder Card Fee	98.87 1,019.00 9.49 15.25 13.63 499.00 4.00 1,659.24
BPV3840	14/02/2019	Bendigo Bank	A Bell - Credit Card Feb 19	64.30

Shire of Toodyay

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Pay/Type	Date	Name	Description	Amount
			Dunnings Toodyay - Ice - Sport & Rec Precinct Community Meeting	10.00
			Trybooking - Library Design: Creating Spaces to Support Future Communities - LCO	50.30
			Card Fee	4.00
BPV3841	15/02/2019	Bendigo Bank	Bank Fees	10.12
BPV3842	15/02/2019	Bendigo Bank	Bank Fees	0.45
BPV3843	15/02/2019	Commonwealth Bank	Bpoint Transaction Fee	38.20
BPV3844	15/02/2019	Fuji Xerox	Photocopier Lease - Building & Planning	155.10
BPV3845	15/02/2019	Fuji Xerox	Photocopier Lease - Admin	370.70
BPV3846	15/02/2019	Toyota Finance	BFRCO Vehicle Lease	1,344.54
BPV3847	18/02/2019	Komatsu	Komatsu Grader Lease	4,901.37
BPV3848	20/02/2019	Bendigo Bank	Bank Fee	7.37
BPV3849	21/02/2019	Bendigo Bank	Bank Fee	0.22
BPV3850	22/02/2019	Commonwealth Bank	IT Hardware & Software Lease - Stdyay001	1,578.55
BPV3851	25/02/2019	Commonwealth Bank	IT Hardware & Software Lease - Stdyay006	1,133.64
BPV3852	26/02/2019	Sheriff's Office	Lodgement Fee - Infringement P0586	63.50
BPV3853	26/02/2019	Sheriff's Office	Lodgement Fee - Infringement P0957	63.50
BPV3854	27/02/2019	Commonwealth Bank	IT Hardware & Software Lease - Stdyay003	1,048.70
BPV3855	28/02/2019	Bendigo Bank	Bank Fee	0.15
BPV3856	28/02/2019	Bendigo Bank	Bank Fee	6.05
12591	06/02/2019	Cheque Cancelled	Printing Error	0.00
12592	06/02/2019	Water Corporation	Relocate & Replace Meter 33 -35 Telegraph Rd	459.92
12593	14/02/2019	Australian Institute of Building Surveyors	Inspecting & Commissioning Fire Safety Systems Seminar - SBS	300.00
12594	14/02/2019	Department of Transport	Registration - T0002	692.40
12595	14/02/2019	Old Gaol Museum	Old Gaol Volunteer Reimbursements - Mar 19	500.00
12596	14/02/2019	OPTUS	Cr Wellburn Wireless Broadband - Jan 19	28.95
12597	14/02/2019	Shire of Toodyay - Visitor Centre Petty Cash	Aust Day & Museum Exhibition Items	188.25
12598	14/02/2019	Shire of Toodyay - Library Petty Cash	Xmas Decorations, Vollie Presents, Clock & Working with Children Children Card Reimbursement	79.15
12599	14/02/2019	Shire of Toodyay	Library Book Purchases	933.00
12600	14/02/2019	Telstra Corporation Limited	Telephone Charges	5,075.63
12601	14/02/2019	Synergy	Electricity Charges	15,939.05
12602	28/02/2019	Water Corporation	Water Rates & Usage	10,234.68
12603	28/02/2019	Synergy	Electricity Charges	473.15
EFT25448	04/02/2019	Fcar Australia	Fcar F75Q Diagnostic Scan Tool	6,950.00
EFT25449	06/02/2019	Shire of Toodyay Salaries & Wages	Payroll Deductions	1,513.00
EFT25450	12/02/2019	Construction Training Fund	CTF Levies - Jan 19	143.75
EFT25451	12/02/2019	Department Mines, Industry Regulation & Safety	Building Services Levies - Jan 19	623.97
EFT25452	14/02/2019	Kartini Hocking	Refund of Pavilion Bond	500.00
EFT25453	14/02/2019	Shire of Chittering	Refund of Community Centre Bond	500.00

Shire of Toodyay

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Pay/Type	Date	Name	Description	Amount
EFT25454	14/02/2019	Toodyay Progress Association Inc	Refund of Community Centre Bond	100.00
EFT25455	14/02/2019	Australia Post	Postage - Jan 19	1,901.06
EFT25456	14/02/2019	Avon Skip Bins	Empty Lift Bins - Jan 19	350.00
EFT25457	14/02/2019	Autopro Northam	Plant & Vehicle Repair Parts	64.65
EFT25458	14/02/2019	Avon Valley Nissan & Mitsubishi	Replacement Pajero Sport - T0000 (Insurance Claim)	41,442.00
EFT25459	14/02/2019	Aquarius Freight	Watercart Hire - Fire Incident No. 421687	693.00
EFT25460	14/02/2019	Animal Care Equip & Service	Citronella Spray - Animal Management Facility	185.54
EFT25461	14/02/2019	Avon Waste	Waste Collection	13,691.33
EFT25462	14/02/2019	Altus Planning & Appeals	Extractive Industry Workshop	3,795.00
EFT25463	14/02/2019	Ashley Group	Custom Built Canopy For Extra Cab Chassis - Ranger Vehicle	14,717.45
EFT25464	14/02/2019	Andrew Carr Welding & Carpentry	Slashing & Pruning - Reserves	440.00
EFT25465	14/02/2019	Ampac Debt Recovery	Rates Debt Recovery Costs - Jan 19	1,425.82
EFT25466	14/02/2019	Austradesman	Bridge Repairs - Old Gaol Museum	2,434.60
EFT25467	14/02/2019	Broderick Waste Solutions Pty Ltd	WTS Management Fee & Cartage of Waste - Jan 19	4,407.31
EFT25468	14/02/2019	Bunnings Midland	Misc Hardware	1,048.53
EFT25469	14/02/2019	Bev Royal	V/C Consignment Stock - Jan 19	10.15
EFT25470	14/02/2019	Zinnia Browne	Rates Refund - A2071	120.50
EFT25471	14/02/2019	Covs Parts	Tie Down Straps	40.59
EFT25472	14/02/2019	Courier Australia	Freight	117.99
EFT25473	14/02/2019	The Cola Cafe	Refreshments - Fire Incident # 442180	445.00
EFT25474	14/02/2019	Clockwork Print	Museum Posters	605.00
EFT25475	14/02/2019	Alison Cromb	V/C Consignment Stock - Jan 19	53.23
EFT25476	14/02/2019	Colour Splash Media	Aust Day - Photography	330.00
EFT25477	14/02/2019	Leah Carvell	V/C Consignment Stock - Jan 19	30.00
EFT25478	14/02/2019	Cameron Chisholm Nicol (WA) Pty Ltd	Project Management - Rec Precinct	52,800.00
EFT25479	14/02/2019	Coopertrooper Customs	Repairs to New Hino Truck - P479	351.78
EFT25480	14/02/2019	Dunnings Investments Pty Ltd	Bulk Water Bottles - Library	51.20
EFT25481	14/02/2019	Landgate	GRV Valuations	453.25
EFT25482	14/02/2019	Daves Property Improvements	Fire Separation Wall - WTS	10,397.18
EFT25483	14/02/2019	Datacom Systems WA	Policy Creation & Backup Solution - Part Payment	11,913.90
EFT25484	14/02/2019	De Vita Legal Pty Ltd	Legal Advice - Termination of Contract	1,650.00
EFT25485	14/02/2019	Ezi-Fix Welding & Handyman Services	Gutter Cleaning - Shire Buildings	1,550.00
EFT25486	14/02/2019	Easifleet	Payroll Deductions	852.19
EFT25487	14/02/2019	Frontline Fire & Rescue Equipment	BFB/SES Portable Lighting, PPE, Torches & Beacons	5,258.78
EFT25488	14/02/2019	Fuji Xerox Australia Pty Ltd	Building & Admin Photocopier Readings - Dec 19	1,493.57
EFT25489	14/02/2019	Forth Consulting Pty Ltd	Engineering Consultancy - Rec Precinct	4,510.00
EFT25490	14/02/2019	Go Graphics	Info Board Advertiser Panels	379.50
EFT25491	14/02/2019	Grove Wesley Design Art	Uniforms - V/C	344.08
EFT25492	14/02/2019	John Hansen	Reimb of Refreshments (River Conservation Society Meeting) & Star Pickets	115.00
EFT25493	14/02/2019	Hills Fire Equipment Service	Service of Fire Equipment	2,157.10

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Pay/Type	Date	Name	Description	Amount
EFT25494	14/02/2019	JR & A Hersey	Depot Expendable Stores	539.29
EFT25495	14/02/2019	Toodyay Hardware & Farm	Safety Boots - SBS	309.57
EFT25496	14/02/2019	G Horsfield	Window Cleaning - Admin	550.00
EFT25497	14/02/2019	Instant Weighing	Repairs - P400	1,303.78
EFT25498	14/02/2019	Chantelle Jones	V/C Consignment Stock - Jan 19	22.40
EFT25499	14/02/2019	Kleen West Distributers	Cleaning Products - Admin	305.42
EFT25500	14/02/2019	LGIS Risk Management	Onsite Coaching Session - MPP	396.00
EFT25501	14/02/2019	Northam Holden	2 X Holden Colorado Ls 4X4 - T0026 & T0001	90,485.05
EFT25502	14/02/2019	Mark Middleton	Paint Hand Rail - Anzac Memorial	300.00
EFT25503	14/02/2019	Toodyay Miniature Railway	Aust Day - Entertainment	300.00
EFT25504	14/02/2019	Marketforce	Advertising - Coondle-Nunile Fire Shed & Electors Meeting	693.16
EFT25505	14/02/2019	Major Motors P/L	Rear Brake Line - P452	22.40
EFT25506	14/02/2019	Midalia Steel P/L	Steel	45.14
EFT25507	14/02/2019	Julians Pest Control	Wasp Treatment - Community Centre	280.50
EFT25508	14/02/2019	Meerkat Security Services	CCTV Maintenance	1,960.00
EFT25509	14/02/2019	Mayday Earthmoving	Water Cart Hire 7/1 - 18/1/19	9,531.50
EFT25510	14/02/2019	Mountain Park on Avon	V/C Consignment Stock - Jan 19	74.00
EFT25511	14/02/2019	Applied Industrial Technologies Pty Ltd	Jockey Wheel - P510	203.00
EFT25512	14/02/2019	The Workwear Group	Admin Staff Uniforms	294.80
EFT25513	14/02/2019	Officeworks	Stationery	85.73
EFT25514	14/02/2019	Project Directors Australia	Project Management - Goomalling, Toodyay & Vic Plains Aged Care	9,900.00
EFT25515	14/02/2019	Toodyay RSL	Flag Raising - Aust Day	100.00
EFT25516	14/02/2019	Public Transport Authority	Transwa Ticket Sales - Jan 19	331.09
EFT25517	14/02/2019	Quilts by Robyn	V/C Consignment Stock - Jan 19	50.00
EFT25518	14/02/2019	E & MJ Rosher P/L	Boot Case - P439	646.80
EFT25519	14/02/2019	St John Ambulance - Toodyay & Districts	First Aid Post - Aust Day	165.00
EFT25520	14/02/2019	St John Ambulance WA	First Aid Training BFB & Service Kits - Morangup Com Centre	971.41
EFT25521	14/02/2019	G & C Steytler	V/C Consignment Stock - Jan 19	21.84
EFT25522	14/02/2019	Stan Scott	Reimbursement of Doodly-Doodly Software Tool Instructional Videos - Website	230.73
EFT25523	14/02/2019	Shawmac Pty Ltd	Civil Design Engineering - Rec Precinct	10,137.60
EFT25524	14/02/2019	SAI Global Limited	BCA & Ref Stds Online Renewal	2,589.40
EFT25525	14/02/2019	Natshell Pty Ltd	Surveyor Costs - Rec Precinct	5,500.00
EFT25526	14/02/2019	EAG Electrical Airconditioning & Gas	Electrical Repairs - Bank, Library Pavilion & Connors Cottage	2,002.00
EFT25527	14/02/2019	Toodyay Traders	Misc Hardware & Chainsaws	384.90
EFT25528	14/02/2019	Toodyay Herald	Advertising - Funding Grant Submissions	151.10
EFT25529	14/02/2019	Shire of Northam	Disposal of Waste- Nov & Dec 18	17,289.35
EFT25530	14/02/2019	Toodyay Chamber of Commerce & Industry Inc	2019 Membership	180.00
EFT25531	14/02/2019	Toodyay IGA	Staff Amenities & Aust Day Refreshments - Jan 19	1,413.72
EFT25532	14/02/2019	Toodyay Bakery & Cafe	Refrehments - Crs Bus Roads Trip, Info Session & Bread Rolls - Aust Day	669.10
EFT25533	14/02/2019	Toodyay Pumps	Standpipe Repairs to Flow Valve	261.30

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Pay/Type	Date	Name	Description	Amount
EFT25534	14/02/2019	Tenderlink	Ten 01/2019 - Coondle-Nunile Fire Shed	177.10
EFT25535	14/02/2019	Deborah Termann	V/C Consignment Stock - Jan 19	22.00
EFT25536	14/02/2019	Toodyay Tyre & Exhaust	Repair & Replacement Tyres - P415, P421 & P424	3,285.00
EFT25537	14/02/2019	Total Green Recycling	E Waste Recycling - 17/1/19	912.29
EFT25538	14/02/2019	Vanguard Press	Valley for all Seasons Flyers	412.50
EFT25539	14/02/2019	Veris Australia Pty Ltd	Feature Survey Pickup - Piesse St	1,436.60
EFT25540	14/02/2019	Velvet Crystal	V/C Consignment Stock - Jan 19	10.00
EFT25541	14/02/2019	WA Library Supplies	Book Covering - Library	89.95
EFT25542	14/02/2019	WA Hino Sales & Service	Supply Hino 500 Series Fe1426 Tip Truck	71,324.35
EFT25543	14/02/2019	WacWil Landscaping & Earthworks Pty Ltd	Re-Instate Wall - 33 Telegraph Rd, Crossover - Duplex & Concrete Outdoor Setting - Info Bay	10,285.00 0.00
EFT25544	14/02/2019	Wheatbelt Safetywear	Staff Uniforms - Depot	5,469.61
EFT25545	14/02/2019	WJ & RJ Hardwicke	V/C Stock	85.00
EFT25546	14/02/2019	Zurich Australian Insurance Ltd	Excess Payment For Insurance Claim # 633637946	300.00
EFT25547	20/02/2019	Shire of Toodyay Salaries & Wages	Payroll Deductions	1,513.00
EFT25548	21/02/2019	Australian Taxation Office	BAS Return January 2019	44,789.00
EFT25549	21/02/2019	Easifleet	Payroll Deductions	852.19
EFT25550	28/02/2019	Zinnia Browne	Refund of Crossover Bond - Clinton St	2,800.00
EFT25551	28/02/2019	Avon Waste	Waste Collection	13,632.20
EFT25552	28/02/2019	Altus Planning & Appeals	Legal Costs - Planning - Non compliance issue	990.00
EFT25553	28/02/2019	Allmark & Associates	Honour Board Slates - Granger & Craddock	92.40
EFT25554	28/02/2019	Ampac Debt Recovery	Rates Debt Recovery Costs Feb 19	7,005.90
EFT25555	28/02/2019	Broderick Waste Solutions Pty Ltd	WTS Management F/E 12/2/19	4,290.00
EFT25556	28/02/2019	Craig Brook	Monthly Member Attendance Allowance - Feb 19	1,080.33
EFT25557	28/02/2019	Benjamin Bell	Monthly Members Attendance Allowance - Feb 19	1,080.33
EFT25558	28/02/2019	Courier Australia	Freight	159.02
EFT25559	28/02/2019	Child Support Agency	Payroll Deductions	760.00
EFT25560	28/02/2019	Construction Equipment Australia	Filters - P400	22.21
EFT25561	28/02/2019	Therese Chitty	Monthly Members Attendance Allowance - Feb 19	1,499.58
EFT25562	28/02/2019	The Cola Cafe	Refreshments - Main Roads CRC Meeting (to be reimbursed)	871.50
EFT25563	28/02/2019	Corsign (WA) Pty Ltd	Footing Cages for Fire Rating Signs	110.00
EFT25564	28/02/2019	Toodyay Central Volunteer Bush Fire Brigade	Shed Fridge Repairs - Central	374.00
EFT25565	28/02/2019	Judy Dow	Monthly Members Attendance Allowance - Feb 19	1,080.33
EFT25566	28/02/2019	Datacom Systems WA	Infrastructure Hardware	19,061.30
EFT25567	28/02/2019	Ezi-Fix Welding & Handyman Services	Gutter Cleaning - V/C	1,700.00
EFT25568	28/02/2019	Forch Australia	Washer, Clamps, Cable Ties	437.65
EFT25569	28/02/2019	Fuji Xerox Australia Pty Ltd	Admin Photocopier Readings - Jan 19	1,505.41
EFT25570	28/02/2019	Department of Fire & Emergency Services	ESL Levies - 3rd Quarter	77,759.74
EFT25571	28/02/2019	Fecon Australia Pty Ltd	Supply Fecon Bh7455 Dcr Forestry Mulcher	49,274.50
EFT25572	28/02/2019	Fuel Distributors of WA	ULP & Diesel	31,698.41

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Pay/Type	Date	Name	Description	Amount
EFT25573	28/02/2019	Paula Greenway	Monthly Members Attendance Allowance - Feb 19	1,080.33
EFT25574	28/02/2019	Geoff Ninnes Fong & Partners Pty Ltd	Aquatics Consultants - Rec Precinct	25,000.00
EFT25575	28/02/2019	Iris Guilmartin	Wildflowers - Museum Exhibition	150.00
EFT25576	28/02/2019	Health Insurance Fund	Payroll Deductions	352.40
EFT25577	28/02/2019	Vodafone Hutchinson Australia P/L	Pager Charges - Feb 19	405.90
EFT25578	28/02/2019	G Horsfield	Window Cleaning - Memorial Hall	450.00
EFT25579	28/02/2019	Hays Specialist Recruitment (Aust) Pty Ltd	Recruitment - MPD	5,133.26
EFT25580	28/02/2019	Hitachi Construction Machinery	Filters - P409	80.34
EFT25581	28/02/2019	Glenwarra Development Services	Planning Contractor - Feb 19 - Local Planning Scheme, WAPC & planning matters	1,925.00
EFT25582	28/02/2019	Michael & Kerry Knowles	Rates Refund A4697	1,354.08
EFT25583	28/02/2019	Local Government Professionals Australia WA	WFP & People Culture Workshop - MPP	80.00
EFT25584	28/02/2019	Northam Holden	Holden Colorado Ls Space Cab 4X4 - T0023	27,610.65
EFT25585	28/02/2019	MM Electrical Merchandising	Appliance Inlet - P379	210.81
EFT25586	28/02/2019	Bill Manning	Monthly Members Attendance Allowance - Feb 19	1,080.33
EFT25587	28/02/2019	Metal Artwork Creations	Service Plaque - MPD	62.98
EFT25588	28/02/2019	Mitre 10 Northam	Misc Hardware	563.29
EFT25589	28/02/2019	Applied Industrial Technologies Pty Ltd	Repairs - P469	334.86
EFT25590	28/02/2019	The Workwear Group	Staff Uniforms - V/C	108.30
EFT25591	28/02/2019	Brian Rayner	Monthly Members Attendance Allowance - Feb19	3,349.83
EFT25592	28/02/2019	Michael Rogers	Reimbursement of Police Clearance	54.30
EFT25593	28/02/2019	Simoco Australasia Pty Ltd	Cable - P478	44.00
EFT25594	28/02/2019	Snap West Perth	Business Cards - RMO, Rangers, Admin and VC	807.00
EFT25595	28/02/2019	EAG Electrical Airconditioning & Gas	Electrical Repairs - Old Goal, Butterley Cottages & Duplex	748.00
EFT25596	28/02/2019	Six Seasons Connect	Welcome to Country - Exhibition Launch	200.00
EFT25597	28/02/2019	Toodyay Newsagency	Newspapers - Feb 19	138.10
EFT25598	28/02/2019	Truckline	Tie Down Chains & Ratchet Binders	590.65
EFT25599	28/02/2019	Eric Twine	Monthly Members Attendance Allowance - Feb 19	1,080.33
EFT25600	28/02/2019	Vernice P/L	Water Cart Hire - Fire Incident #423054	495.00
EFT25601	28/02/2019	Vanguard Press	Valley for all Seasons Booklet	3,624.50
EFT25602	28/02/2019	Veris Australia Pty Ltd	Survey Works - Nunile & Bejoording Roads	3,432.00
EFT25603	28/02/2019	Rob Welburn	Monthly Members Attendance Allowance - Feb 19	1,080.33
EFT25604	28/02/2019	Wheatbelt Office & Business Machines	Depot, Library & V/C Photocopier Print Readings - 9/1 - 14/2/19 & Staples	1,146.27
EFT25605	28/02/2019	Wren Oil	Oil Waste Disposal - WTS	16.50
DD23302.1	05/02/2019	JAC Retirement Fund	Payroll Deductions	975.28
DD23302.2	05/02/2019	IOOF Pursuit Select Personal Superannuation	Superannuation Contributions	368.88
DD23302.3	05/02/2019	MLC Superfund	Superannuation Contributions	198.42
DD23302.4	05/02/2019	Hesta	Superannuation Contributions	234.65
DD23302.5	05/02/2019	Local Government Superannuation Scheme - Pool A	Superannuation Contributions	397.10
DD23302.6	05/02/2019	AMP Life Limited	Superannuation Contributions	64.70
DD23302.7	05/02/2019	WA Super	Payroll Deductions	12,665.42

Shire of Toodyay

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Pay/Type	Date	Name	Description	Amount
DD23302.8	05/02/2019	Hostplus Super	Superannuation Contributions	1,720.45
DD23302.9	05/02/2019	Australian Super	Superannuation Contributions	2,089.99
DD23334.1	19/02/2019	JAC Retirement Fund	Payroll Deductions	975.28
DD23334.2	19/02/2019	IOOF Pursuit Select Personal Superannuation	Superannuation Contributions	508.08
DD23334.3	19/02/2019	MLC Superfund	Superannuation Contributions	198.42
DD23334.4	19/02/2019	Hesta	Superannuation Contributions	234.65
DD23334.5	19/02/2019	Local Government Superannuation Scheme - Pool A	Superannuation Contributions	397.10
DD23334.6	19/02/2019	AMP Life Limited	Superannuation Contributions	38.25
DD23334.7	19/02/2019	WA Super	Payroll Deductions	12,794.32
DD23334.8	19/02/2019	Hostplus Super	Superannuation Contributions	1,809.35
DD23334.9	19/02/2019	Australian Super	Superannuation Contributions	2,178.01
DD23302.10	05/02/2019	BT Lifetime Super	Superannuation Contributions	76.49
DD23302.11	05/02/2019	Bendigo Superannuation Plan	Superannuation Contributions	131.95
DD23302.12	05/02/2019	Colonial First Choice Employer Super	Superannuation Contributions	233.47
DD23302.13	05/02/2019	National Mutual Retirement Fund	Superannuation Contributions	335.48
DD23302.14	05/02/2019	AMP Financial	Superannuation Contributions	125.16
DD23334.10	19/02/2019	BT Lifetime Super	Superannuation Contributions	112.82
DD23334.11	19/02/2019	Bendigo Superannuation Plan	Superannuation Contributions	147.24
DD23334.12	19/02/2019	Colonial First Choice Employer Super	Superannuation Contributions	233.47
DD23334.13	19/02/2019	National Mutual Retirement Fund	Superannuation Contributions	335.48
DD23334.14	19/02/2019	AMP Financial	Superannuation Contributions	125.16
			Total Payments	1,105,402.87

IPV/BPV	236,101.80
Trust	
EFT	794,691.82
DD Super	39,705.07
DD Loans	
Muni Chqs	34,904.18
TOTAL	1,105,402.87

SHIRE OF TOODYAY
MONTHLY FINANCIAL REPORT
For the Period Ended 28 February 2019
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 28 February 2019

Note	2018/2019 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
	\$	\$	\$	\$	%	
Operating Revenues						
	59,500	39,656	27,291	(12,365)	(31.18%)	▼
9	6,381,727	6,381,727	6,279,824	(101,903)	(1.60%)	
	1,055,286	752,422	716,022	(36,400)	(4.84%)	
	373,358	265,422	265,153	(269)	(0.10%)	
	64,500	56,656	50,782	(5,874)	(10.37%)	▼
	10,500	6,992	7,271	279	3.99%	
	720,900	699,384	679,521	(19,863)	(2.84%)	
	125,000	106,375	104,805	(1,570)	(1.48%)	
	175,128	141,292	438,173	296,881	210.12%	▲
	263,959	167,440	133,820	(33,620)	(20.08%)	▼
	150,226	100,128	162,571	62,443	62.36%	▲
Total Operating Revenue	9,380,084	8,717,494	8,865,232	147,738		
Operating Expense						
	(813,077)	(603,900)	(536,092)	67,808	11.23%	▲
	(440,623)	(223,549)	(201,570)	21,979	9.83%	
	(1,239,420)	(870,931)	(860,405)	10,526	1.21%	
	(295,939)	(211,173)	(200,631)	10,542	4.99%	
	(64,034)	(42,936)	(42,564)	372	0.87%	
	(39,307)	(26,152)	(21,325)	4,828	18.46%	▲
	(1,300,252)	(870,669)	(812,225)	58,444	6.71%	
	(1,601,837)	(1,099,698)	(1,002,564)	97,134	8.83%	
	(4,515,650)	(3,036,216)	(3,295,753)	(259,537)	(8.55%)	
	(1,269,502)	(851,655)	(759,234)	92,421	10.85%	▲
	(440,003)	(398,128)	(372,306)	25,822	6.49%	
Total Operating Expenditure	(12,019,644)	(8,235,007)	(8,104,670)	130,337		
Funding Balance Adjustments						
	3,706,700	2,471,080	2,933,642	462,562	18.72%	▲
8	93,067	(37,563)	(24,401)	13,162	(35.04%)	
	0	0	3,122	3,122		
Net Cash from Operations	1,160,207	2,916,004	3,672,925	756,921		
Capital Revenues						
11	4,964,252	4,359,129	384,952	(3,974,177)	(91.17%)	▼
8	850,000	425,000	337,861	(87,139)	(20.50%)	▼
Total Capital Revenues	5,814,252	4,784,129	722,813	(4,061,316)		
Capital Expenses						
13	(3,571,411)	(742,096)	(110,359)	631,737	85.13%	▲
13	(1,934,827)	(1,038,268)	(935,587)	102,681	9.89%	
13	(5,957,410)	(111,322)	(175,102)	(63,780)	(57.29%)	▼

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2019

	Note	2018/2019 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Infrastructure - Other	13	(102,694)	(68,448)	(11,235)	57,213	83.59%	▲
Plant and Equipment	13	(752,563)	(501,704)	(664,303)	(162,599)	(32.41%)	▼
Total Capital Expenditure		(12,318,905)	(2,461,838)	(1,896,585)	565,253		
Net Cash from Capital Activities		(6,504,653)	2,322,291	(1,173,772)	(3,496,063)		
Financing							
Proceeds from New Debentures		1,800,000	1,800,000	0	(1,800,000)	100.00%	
Transfer from Reserves	7	2,864,603	2,816,267	0	(2,816,267)	100.00%	
Repayment of Debentures	10	(301,174)	(189,322)	(126,878)	62,444	32.98%	▲
Transfer to Reserves	7	(1,239,350)	(433,024)	(42,533)	390,491	90.18%	▲
Net Cash from Financing Activities		3,124,079	3,993,921	(169,411)	(4,163,332)		
Net Operations, Capital and Financing		(2,220,367)	9,232,216	2,329,742	(6,902,473)		
Opening Funding Surplus/(Deficit)	3	2,447,596	2,447,596	2,432,744		(0.61%)	
	3	227,229	11,679,812	4,762,486	(6,902,473)	(59.22%)	

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.

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 28 February 2019

	Note	2018/2019 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		\$	\$	\$	\$	%	
Rates	9	6,381,727	6,381,727	6,279,824	(101,903)	(1.60%)	
Operating Grants, Subsidies and Contributions	11	1,433,572	1,067,656	1,344,811	277,155	25.96%	
Fees and Charges		1,258,100	1,093,159	1,075,429	(17,730)	(1.62%)	
Interest Earnings		185,000	98,328	102,003	3,675	3.74%	
Other Revenue		20,000	20,000	19,703	(298)	(1.49%)	
Profit on Disposal of Assets	8	101,685	56,624	43,462	(13,162)		
Total Operating Revenue		9,380,084	8,717,494	8,865,232	147,738		
Operating Expense							
Employee Costs		(4,537,774)	(3,034,265)	(2,910,946)	123,318	4.06%	
Materials and Contracts		(2,791,750)	(1,997,091)	(1,713,762)	283,329	14.19%	▲
Utility Charges		(237,723)	(158,860)	(105,107)	53,753	33.84%	▲
Depreciation on Non-Current Assets		(3,706,700)	(2,471,080)	(2,933,642)	(462,562)	(18.72%)	▼
Interest Expenses		(178,038)	(114,082)	(66,378)	47,704	41.82%	▲
Insurance Expenses		(256,750)	(236,718)	(272,644)	(35,926)	(15.18%)	▼
Other Expenditure		(116,157)	(93,088)	(83,130)	9,958	10.70%	▲
Loss on Disposal of Assets	8	(194,752)	(129,824)	(19,061)	110,763		
Total Operating Expenditure		(12,019,644)	(8,235,007)	(8,104,670)	130,337		
		(2,639,560)	482,487	760,563			
Funding Balance Adjustments							
Add back Depreciation		3,706,700	2,471,080	2,933,642	462,562	18.72%	▲
Adjust (Profit)/Loss on Asset Disposal		93,067	(37,563)	(24,401)	13,162	(35.04%)	
Adjust Provisions and Accruals		0	0	3,122	3,122		
Net Cash from Operations		1,160,207	2,916,004	3,672,925	756,922		
Capital Revenues							
Grants, Subsidies and Contributions	11	4,964,252	4,359,129	384,952	(3,974,177)	(91.17%)	▼
Proceeds from Disposal of Assets		850,000	425,000	337,861	(87,139)	(20.50%)	▼
Total Capital Revenues		5,814,252	4,784,129	722,813	(4,061,316)		
Capital Expenses							
Land and Buildings	13	(3,571,411)	(742,096)	(110,359)	631,737	85.13%	▲
Infrastructure - Roads	13	(1,934,827)	(1,038,268)	(935,587)	102,681	9.89%	
Infrastructure - Parks & Recreation	13	(5,957,410)	(111,322)	(175,102)	(63,780)	(57.29%)	▼
Infrastructure - Other	13	(102,694)	(68,448)	(11,235)	57,213	83.59%	▲
Plant and Equipment	13	(752,563)	(501,704)	(664,303)	(162,599)	(32.41%)	▼
Total Capital Expenditure		(12,318,905)	(2,461,838)	(1,896,585)	565,253		
Net Cash from Capital Activities		(6,504,653)	2,322,291	(1,173,772)	(3,496,063)		
Financing							
Proceeds from New Debentures		1,800,000	1,800,000	0	(1,800,000)	(100.00%)	
Transfer from Reserves	7	2,864,603	2,816,267	0	(2,816,267)	(100.00%)	
Repayment of Debentures	10	(301,174)	(189,322)	(126,878)	62,444	32.98%	▲
Transfer to Reserves	7	(1,239,350)	(433,024)	(42,533)	390,491	90.18%	▲
Net Cash from Financing Activities		3,124,079	3,993,921	(169,411)	(4,163,332)		
Net Operations, Capital and Financing		(2,220,367)	9,232,216	2,329,742	(6,902,473)		
Opening Funding Surplus(Deficit)	3	2,447,596	2,447,596	2,432,744		(0.61%)	
Closing Funding Surplus(Deficit)	3	227,229	11,679,812	4,762,486	(6,902,473)		▲

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

Shire of Toodyay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 2: EXPLANATION OF MATERIAL VARIANCES

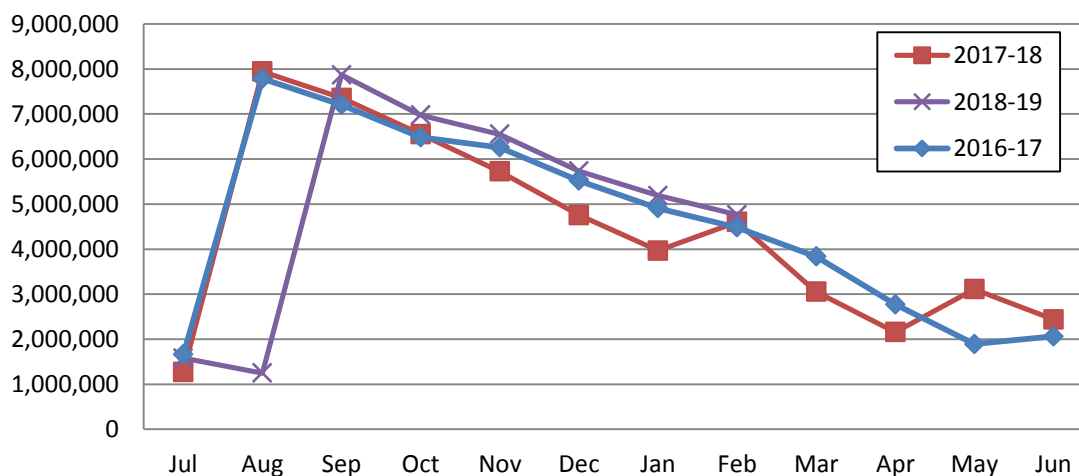
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	(12,365)	(31.18%)	▼	Timing	Administration income less than budgeted to date
General Purpose Funding - Rates	(101,903)	(1.60%)			
General Purpose Funding - Other	(36,400)	(4.84%)			
Law, Order and Public Safety	(269)	(0.10%)			
Health	(5,874)	(10.37%)	▼	Timing	Licence & fines less than budgeted to date
Education & Welfare	0	0.00%			
Housing	279	0.00%			
Community Amenities	(19,863)	(2.84%)			
Recreation and Culture	(1,570)	(1.48%)			
Transport	296,881	210.12%	▲	Timing	Funding received for Bridge Works
Economic Services	(33,620)	(20.08%)	▼	Timing	Assets yet to be sold
Other Property and Services	62,443	62.36%	▲	Timing	Insurance recoups received & profit on sale of assets higher than budgeted
Operating Expense					
Governance	67,808	11.23%	▲	Timing	Computer hardware & software expense still pending
General Purpose Funding	21,979	9.83%			
Law, Order and Public Safety	10,526	1.21%			
Health	10,542	4.99%			
Education & Welfare	372	0.87%			
Housing	4,828	18.46%	▲	Timing	Clinton St Duplex less than budgeted to date
Community Amenities	58,444	6.71%			
Recreation and Culture	97,134	8.83%			
Transport	(259,537)	(8.55%)			
Economic Services	92,421	10.85%	▲	Timing	Sale of assets& toursim advertising yet to occur
Other Property and Services	25,822	6.49%			
Capital Revenues					
Grants, Subsidies and Contributions	(3,974,177)	(91.17%)	▼	Timing	Income yet to be received for sport & rec precinct
Proceeds from Disposal of Assets	(87,139)	(20.50%)	▼	Timing	Sale of assets yet to occur
Capital Expenses					
Land and Buildings	631,737	85.13%	▲	Timing	Projects not yet commenced/finalised
Infrastructure - Roads	102,681	9.89%			
Infrastructure - Parks & Recreation	(63,780)	(57.29%)	▼	Timing	Projects not yet commenced/finalised
Infrastructure - Other	57,213	83.59%	▲	Timing	Projects not yet commenced/finalised
Plant and Equipment	(162,599)	(32.41%)	▼	Timing	Projects not yet commenced/finalised
Furniture and Equipment					
Financing					
Loan Principal	62,444	32.98%	▲	Timing	Loan payments still pending

Shire of Toodyay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 3: NET CURRENT FUNDING POSITION

Positive=Surplus (Negative=Deficit)				
Note	YTD 28 Feb 2019	30th June 2019	YTD 28 Feb 2018	
	\$	\$	\$	
Current Assets				
Cash Unrestricted	4	3,350,933	2,030,171	3,630,775
Cash Restricted	4	3,362,990	3,152,298	3,115,248
Receivables - Rates	6	1,805,167	673,286	1,430,346
Receivables -Other	6	70,824	55,547	30,451
Interest / ATO Receivable/Trust		78,046	48,220	43,014
Inventories		8,667,961	5,959,522	8,249,833
Less: Current Liabilities				
Payables		(233,912)	(549,136)	(214,652)
Provisions		(669,534)	(643,240)	(646,543)
		(903,446)	(1,192,376)	(861,195)
Less: Cash Reserves	7	(3,362,990)	(3,152,298)	(3,115,248)
Adjustment for Current Borrowings		114,099	228,744	108,376
Adjustment for Cash Backed Liabilities		246,863	219,237	222,559
Net Current Funding Position		4,762,486	2,062,829	4,604,324

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 28 February 2019

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal		738,972				738,972	Bendigo Bank	At Call
Trust				166,338		166,338	Bendigo Bank	At Call
(b) Term Deposits								
Municipal NCD: 2848057	2.25%	603,815				603,815	Bendigo Bank	05.03.19
Municipal NCD: 2848062	2.25%	603,815				603,815	Bendigo Bank	05.03.19
Municipal NCD: 2829234	2.34%	602,106				602,106	Bendigo Bank	12.03.19
Municipal NCD: 2804535	2.15%	806,013				806,013	Bendigo Bank	23.04.19
Reserve NCD: 2827636	2.65%		3,362,990			3,362,990	Bendigo Bank	10.04.19
Trust - T83	2.30%			136,100		136,100	Bendigo Bank	19.05.19
Trust - T84	2.30%			212,317		212,317	Bendigo Bank	19.05.19
Trust - T794	2.30%			106,152		106,152	Bendigo Bank	27.07.19
Trust - T100	2.30%			136,017		136,017	Bendigo Bank	27.07.19
Trust - T4	2.30%			121,316		121,316	Bendigo Bank	26.07.19
Trust - T114	2.30%			202,125		202,125	Bendigo Bank	26.07.19
Trust - T214	2.30%			47,891		47,891	Bendigo Bank	26.07.19
Trust - T458	2.30%			438,224		438,224	Bendigo Bank	26.07.19
Trust - T793	2.30%			23,239		23,239	Bendigo Bank	26.07.19
Trust - T797	2.30%			31,893		31,893	Bendigo Bank	26.07.19
Trust - T807	2.30%			120,260		120,260	Bendigo Bank	19.05.19
Trust - T805	2.30%			23,570		23,570	Bendigo Bank	14.04.19
Trust - T809	2.30%			120,000		120,000	Bendigo Bank	18.07.19
Total		3,354,720	3,362,990	1,885,443		8,603,152		

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.

Trust monies held by the Shire of Toodyay are not reflected in Note 3: Net Current Funding Position.

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

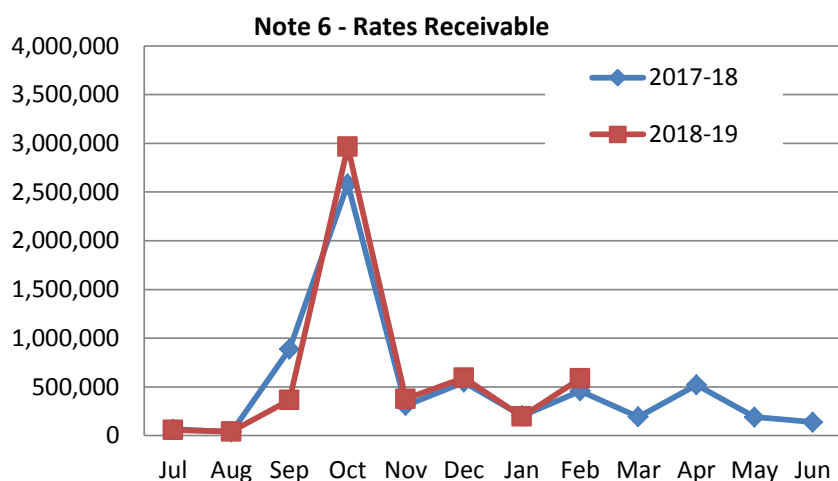
Note 6: RECEIVABLES

Receivables - Rates Receivable

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

Net Rates Collectable
% Collected

	YTD 28 Feb 2019	30 June 2018
	\$	\$
	681,435	567,647
	6,344,482	6,231,002
	(5,172,285)	(6,117,214)
	1,853,632	681,435
	1,853,632	681,435
	73.62%	89.98%



Comments/Notes - Receivables Rates

Comments/Notes - Receivables Rates and Rubbish

Current

Legal Action	133,193
Pensioners	200,304
Rates to be Waived	0
Payment Arrangement	341,085
Employee Direct Debit	1,621
Instalment Option	877,425
No Action Required	770
Properties in Recivership	68,712
Intent to Summons	0
Sale of Land LG Act S6.64	81,688
Interim Notices Issued	5,524
Current Rates	0
Properties in Credit	(60,108)

Total Current **1,650,214**

Non- Current

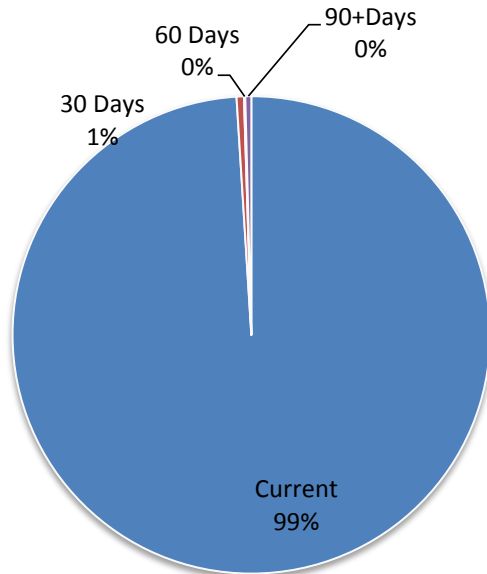
Deferred Pensioners	203,418
(not collectable till Pensioner property is sold)	
Total	1,853,632

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	199,269	1,000	180	815
Total Receivables General Outstanding				<u>201,265</u>

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.

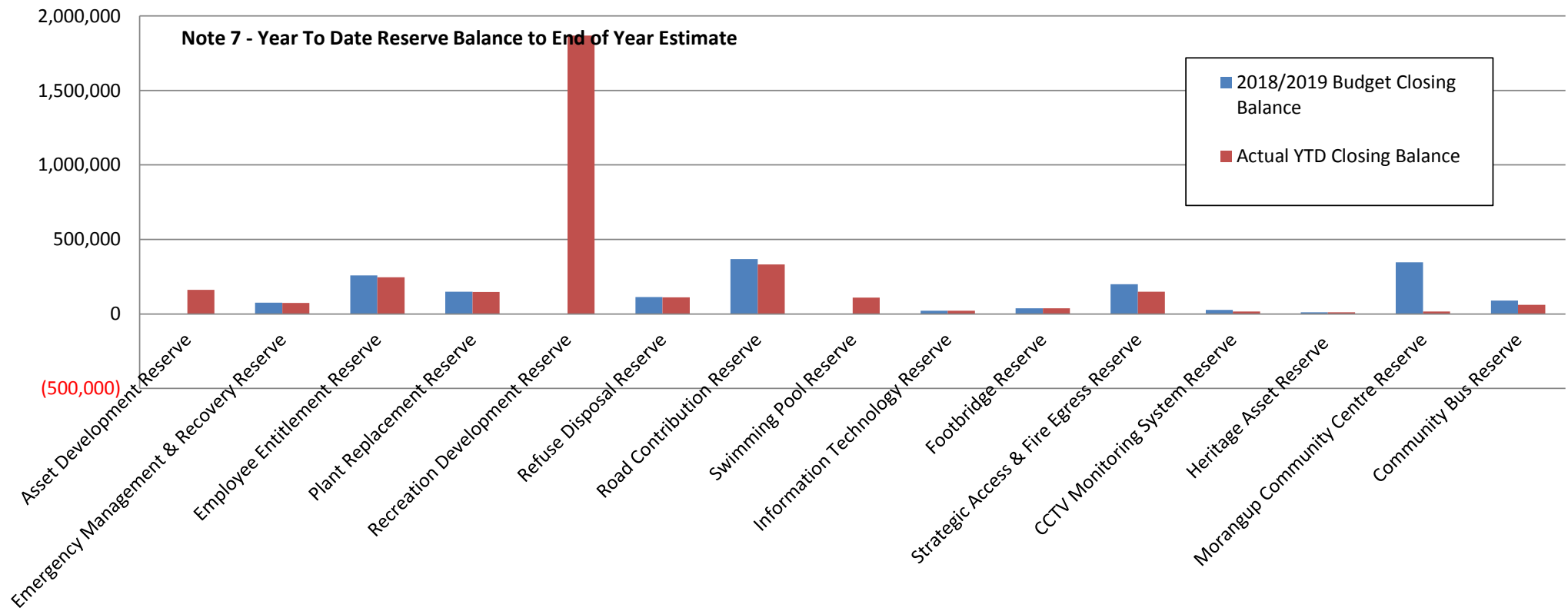
Final Letters	0
Seven Day Letters	0
Debt Collection	995
No Action Required	200,270
Payment Arrangement	0
Payroll Deductions	0
To be Written Off	0
Total Outstanding	201,265

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 7: Cash Backed Reserve

2018-19 Name	Opening Balance	2018/2019 Budget Interest Earned	Actual Interest Earned	2018/2019 Budget Transfers In (+)	Actual Transfers In (+)	2018/2019 Budget Transfers Out (-)	Actual Transfers Out (-)	2018/2019 Budget Closing Balance	Actual YTD Closing Balance
Asset Development Reserve	\$ 159,676	\$ 5,000	\$ 2,045	\$ 645,000	\$	\$ (809,676)	\$	\$ (0)	\$ 161,721
Emergency Management & Recovery Reserve	72,159	2,500	924	0	0			74,659	73,084
Employee Entitlement Reserve	243,741	5,000	3,122	50,000		(40,000)		258,741	246,863
Plant Replacement Reserve	145,568	4,000	1,865	0				149,568	147,433
Recreation Development Reserve	1,844,990	35,000	23,633	0		(1,879,990)		0	1,868,623
Refuse Disposal Reserve	110,493	2,000	1,415	0				112,493	111,908
Road Contribution Reserve	328,391	4,500	4,206	60,000		(25,000)		367,891	332,598
Swimming Pool Reserve	107,937	2,000	1,383	0		(109,937)		(0)	109,319
Information Technology Reserve	21,622	500	277	0				22,122	21,898
Footbridge Reserve	36,864	500	472	0				37,364	37,336
Strategic Access & Fire Egress Reserve	146,638	3,000	1,878	50,000				199,638	148,516
CCTV Monitoring System Reserve	16,180	350	207	10,000				26,530	16,387
Heritage Asset Reserve	10,693	500	137	0				11,193	10,830
Morangup Community Centre Reserve	15,348	500	197	330,000				345,848	15,545
Community Bus Reserve	60,159	1,000	771	28,000				89,159	60,930
	3,320,457	66,350	42,533	1,173,000	0	(2,864,603)	0	1,695,204	3,362,990

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019



SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 9: RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	2018/2019 Budget Rate Revenue \$	2018/2019 Budget Interim Rate \$	2018/2019 Budget Back Rate \$	2018/2019 Budget Total Revenue \$
Differential General Rate											
GRV Residential	12.3350	513	7,393,744	912,724	(229)	(646)	911,850	910,975			910,975
GRV - Commercial	15.6060	30	1,190,266	185,753	(2,958)		182,795	179,837			179,837
GRV - Industrial	12.3350	19	403,036	49,714			49,714	49,714			49,714
GRV - Rural	11.3950	99	1,446,380	164,815			164,815	164,815			164,815
GR V - Rural Residential	11.3950	877	12,365,080	1,409,001	723	(250)	1,409,474	1,409,946			1,409,946
UV - General	1.0880	443	99,112,000	1,083,441	(13,329)	(1,027)	1,069,085	1,054,729			1,054,729
UV Rural	0.8928	177	152,203,000	1,358,868	(1,777)		1,357,092	1,355,315			1,355,315
Sub-Totals		2,158	274,113,506	5,164,318	(17,571)	(1,923)	5,144,825	5,125,332	0	0	5,125,332
Minimum Payment	Minimum \$										
GRV Residential	1,318.00	220	1,305,480	292,596	0	0	289,960	289,960	0	0	289,960
GRV - Commercial	1,318.00	4	22,655	5,272	0	0	5,272	5,272	0	0	5,272
GRV - Industrial	1,318.00	11	55,350	14,498	0	0	14,498	14,498	0	0	14,498
GRV - Rural	1,318.00	44	408,158	57,992	0	0	57,992	57,992	0	0	57,992
GRV - Rural Residential	1,318.00	532	3,766,607	705,130	0	0	701,176	701,176			701,176
UV - General	1,318.00	114	6,953,743	143,662	0	0	150,252	150,252	0	0	150,252
UV Rural	1,318.00	0	0	0	0	0	0	0	0	0	0
Sub-Totals		925	12,511,993	1,219,150	0	0	1,219,150	1,219,150	0	0	1,219,150
				<u>6,383,468</u>			6,363,975				6,344,482
UV Pastoral Concession											0
Concession											0
Amount from General Rates							6,363,975				6,344,482
Ex-Gratia Rates							1,100				1,100
Less movement in rates in advance											
Totals							6,365,075				6,345,582

Comments - Rating Information

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-18	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	2018/2019 Budget \$	Actual \$	2018/2019 Budget \$	Actual \$	2018/2019 Budget \$
Recreation & Culture								
Loan 65 - Community Centre	36,537		5,584	11,361	30,953	25,176	1,520	2,447
Loan 67 - Library Upgrade	259,204		17,955	36,503	241,249	222,701	10,451	17,482
Loan 69 - Library Upgrade	68,061		16,237	32,982	51,824	35,079	2,719	4,068
Loan 72 - Land - Rec Precinct	825,608		19,644	39,725	805,964	785,883	23,941	39,095
Loan 73 - Refurbish Courts	30,089		9,872	19,901	20,217	10,188	703	926
Loan 75 - Recreation Precinct	0	1,800,000	0	60,197		0	0	72,404
			0					
Transport								
Loan 70 - Footbridge	45,110		7,000	14,200	38,110	30,910	1,577	2,439
Loan 71 - Depot Stage 2	657,789		16,302	32,973	641,487	624,816	19,328	31,601
Economic Services								
Loan 64 - Visitor Centre	56,130		8,608	17,502	47,522	38,628	2,237	3,603
Other Property & Services								
Loan 63 - Bank Building	50,103		15,680	15,680	34,423	34,423	3,190	3,036
Loan 74 - Refurbish Bank Building	30,471		9,997	20,152	20,474	10,319	711	937
	2,059,102	1,800,000	126,878	301,176	1,932,224	1,818,123	66,378	178,038

No new debentures were raised during the reporting period.

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2018-19 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	\$	\$	\$	\$	\$	\$
GENERAL PURPOSE FUNDING								
GENERAL PURPOSE GRANT	Federal Government	Yes	488,198				351,528	136,670
ROAD IMPROVEMENT GRANT	Federal Government	Yes	301,088				202,840	98,248
Rates - Legal Expenses Recovered	Local Government	Yes	30,000				22,384	7,616
GOVERNANCE								
Recoups - Contributions, Donations & Reimburs	Local Government		7,500				7,500	0
LEGAL EXPENSES RECOVERED	Local Government		1,000				90	910
Grants - Governance	Local Government		1,000				0	1,000
Administration - Income	Local Government		40,000				13,972	26,028
Administration - Income - GST Free	Local Government		10,000				4,768	5,232
LAW, ORDER, PUBLIC SAFETY								
Fire Prevention - Grants	DFES	Yes	632,458				0	632,458
ESL Levy Recoup	DFES	Yes	161,489				91,127	70,363
AWARE Grant	SEMC	Yes	4,000				4,000	0
CESM Recoups	DFES & Shire of Goomalling	Yes	102,169				90,117	12,052
Toodyay Districts SES	DFES	Yes	24,000				12,000	12,000
HEALTH								
Health Inspections Recoup	Local Government		500				0	500
HOUSING								
Recoups/Reimbursements - Aged Housing	Local Government	Yes	0				859	(859)
Recoups - Staff Housing	Local Government		500				292	208
COMMUNITY AMENITIES								
Community Sponsorship	Local Government		5,000				0	5,000
RECREATION AND CULTURE								
Community Centre Recoups		No	1,500				1,272	228
Club Insurance		Yes	3,500				3,588	(88)
Toodyay Race Club Reimbursements		Yes	3,500				3,279	221
Recreation Precinct Contributions		Yes	3,437,772				0	3,437,772

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2018-19 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
Sport & Rec Grants		Yes	1,000				970	30
Grant Income - Writers Festival		Yes	1,500				0	1,500
Grant Income - GlamTech	Museums Australia		0				770	(770)
EMRC - AVON/IFF Festival	East Metropolitan Reg Council	Yes	30,000				30,000	0
Grants Income	East Metropolitan Reg Council	Yes	3,000				0	3,000
Sport & Rec Grants	Dept Sport & Rec		2,500				2,045	455
Events Misc			1,500				0	1,500
Grant - Heritage	Lotterywest		197,000				0	197,000
TRANSPORT								
Operating Grants - Roads	MRWA	Yes	73,628				125,490	(51,862)
MRWA Street Light Subsidy	MRWA	Yes	1,500				0	1,500
Road Maintenance Contributions	Private	Yes	100,000				31,633	68,367
Bridge	MRWA	Yes	0				281,050	(281,050)
Road Program Grant	Main Roads	Yes	530,671				344,256	186,415
Roads to Recovery Grant	Dept of Infrastructure	Yes	166,351				40,696	125,655
ECONOMIC SERVICES								
Community Directory	Avon Valley Advocate		3,000				0	3,000
Tourism & Area Promotion			3,000				1,691	1,309
OTHER PROPERTY & SERVICES								
Public Works Overheads			1,000				875	125
Workers Compensation	LGIS		0				12,448	(12,448)
Fuel Tax Credits	ATO		25,000				19,031	5,969
Bank Building Recoups	Bendigo Bank		2,000				2,047	(47)
Reimbursement - Parenting Payment Scheme	Centrelink		0				1,439	(1,439)
Insurance Reimbursement	LGIS		0				25,707	(25,707)
TOTALS			6,397,824	0	0	0	1,729,763	4,668,061
	Operating		1,433,572				1,344,811	
	Non-operating		4,964,252				384,952	
			<u>6,397,824</u>				<u>1,729,763</u>	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 12: TRUST FUND

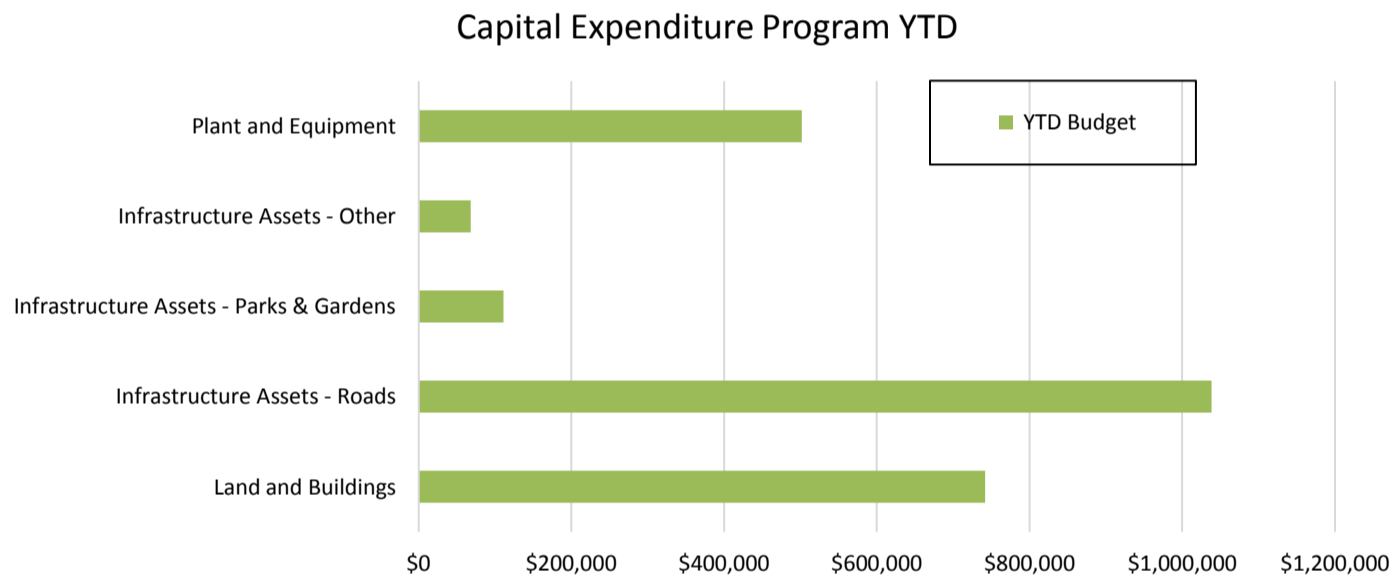
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 18	Amount Received	Amount Paid	Closing Balance 28-Feb-19
	\$	\$	\$	\$
Qarry rehabilitation Bonds	1,464,816	146,167		1,610,983
Housing bonds	13,525	1,000		14,525
Kerb Bonds	8,700	500		9,200
Key bonds	6,161	550		6,711
Venue Hire Bonds	8,900	5,100	(6,100)	7,900
Crossover Bonds	56,340		(2,800)	53,540
BCITF	3,368	4,840	(5,538)	2,669
Building Services	9,853	10,289	(10,399)	9,743
Library Bonds	175			175
Standpipe bonds	17,110	1,500	(1,250)	17,360
Road Construction Bonds	27,998			27,998
Other Bonds	5,644		(250)	5,394
Planning Bonds	537			537
Aged Housing Grant Funds	0			0
Swimming Pool Funds	119,007	1,253		120,260
	1,742,134	171,199	(26,337)	1,886,995

SHIRE OF TOODYAY
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 28 February 2019

Capital Acquisitions	Note	YTD 28 02 2019			
		YTD Actual New /Upgrade (a)	YTD Budget (d)	2018/2019 Annual Budget	Variance (d) - (c)
		\$	\$	\$	\$
Land and Buildings	13	110,359	742,096	3,571,411	(631,737)
Infrastructure Assets - Roads	13	935,587	1,038,268	1,934,827	(102,681)
Infrastructure Assets - Parks & Gardens	13	175,102	111,322	5,957,410	63,780
Infrastructure Assets - Other	13	11,235	68,448	102,694	(57,213)
Plant and Equipment	13	664,303	501,704	752,563	162,599
Capital Expenditure Totals		1,896,585	2,461,838	12,318,905	(565,253)

Comments and graphs



SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 13: CAPITAL ACQUISITIONS

Infrastructure Assets		Annual Budget 2018/19	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
LAND							
Recreation & Culture		0	0	0	0	0	
Recreation & Culture Total		0	0	0	0	0	
Total Land		0	0	0	0	0	
BUILDINGS							
Governance							
Admin Refurb	Q174	10,000	6,664	4,751	(5,249)		Works in progress
Generator - Administration	Q175	12,500	8,328	13,025	525		Completed
Repaint of Chambers Ceiling	Q190	5,000	3,328	0	(5,000)		Quotes being received - works not yet commenced
Admin Brickworks & Damp Remediation	Q191	10,000	6,664	0	(10,000)		Quotes being received - works not yet commenced
Governance Total		37,500	24,984	17,776	(19,724)	0	
Law, Order, Public Safety							
Animal Management Facility	Q006	5,000	3,328	0	(5,000)		Quotes being received - works not yet commenced
Coondle Nunile Fire Station	051253	337,400	88,479	32,953	(304,447)		Project underway
Morangup Co Location Centre	051253	326,000	88,479	0	(326,000)		Works not yet commenced
Law, Order, Public Safety Total		668,400	180,286	32,953	(635,447)		
Education & Welfare							
Butterly House - Substructure & Drainage Repairs	083300	20,000	13,328	0	(20,000)		Quotes being received - works not yet commenced
Education & Welfare Total		20,000	13,328	0	(20,000)	0	
Economic Services							
Visitors Centre Floor Seal & Repaint	Q142	12,000	8,000	0	(12,000)		Quotes being received - works not yet commenced
Connors Mill	Q195	5,000	3,328	0	(5,000)		Quotes being received - works not yet commenced
Community Depot	Q126	5,900	3,928	0	(5,900)		Quotes being received - works not yet commenced
Recreation And Culture Total		22,900	15,256	0	(22,900)	0	
Recreation And Culture							
Community Centre Renewal	Q129	34,500	23,000	0	(34,500)		Quotes being received - works not yet commenced

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 13: CAPITAL ACQUISITIONS

Infrastructure Assets		Annual Budget 2018/19	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Toodyay Youth Hall Renewal & Upgrade	Q130	15,000	10,000	12,800	(2,200)		Completed
Memorial Hall Renewal	Q141	20,000	13,328	658	(19,342)		Quotes being received - works not yet commenced
Morangup Community Centre	Q165	50,000	33,328	1,412	(48,588)		Quotes being received - works not yet commenced
Memorial Hall Generator	Q176	7,500	5,000	7,861	361		Completed
Parks & Gardens - Kitchen & Bathroom Refurb	Q192	20,000	13,328	1,736	(18,264)		Works not commenced
Recreation Precinct Buildings	Q199	2,236,111	177,925	0	(2,236,111)		Works not to commence in 2018/19 Financial Year
Showgrounds Pavilion	Q200	78,500	14,250	35,162	(43,338)		In progress
Library Renovations	J038	6,000	4,000	0	(6,000)		Quotes being received - works not yet commenced
Donegan's Cottage - Structural Repair	Q135	15,000	10,000	0	(15,000)		Quotes being received - works not yet commenced
Wicklow Shearing Shed	Q152	12,000	8,000	0	(12,000)		Quotes being received - works not yet commenced
Old Goal Roof Restoration	Q156	313,000	186,083	0	(313,000)		Project underway
Recreation And Culture Total		2,807,611	498,242	59,630	(2,747,981)	0	
Other Property & Services							
Bendigo Bank	Q145	15,000	10,000	0	(15,000)		Quotes being received - works not yet commenced
Other Property & Services Total		15,000	10,000	0	(15,000)		
Buildings Total		3,571,411	742,096	110,359	(3,461,052)	0	
Computer Equipment							
Computer Equipment - Total		0	0	0	0	0	
Plant , Equip. & Vehicles							
Transport	122202 051250		501,704 0				
T6344 - Skid Steer		120,000		106,900	(13,100)		Plant Purchased
T6782 Truck		80,000		118,825	38,825		Plant Purchased
T6361 Tractor Mower		25,000		39,670	14,670		Plant Purchased
Grader Compaction Mower		40,000		44,115	4,115		Plant Purchased
Vertimower & Aerator		32,628			(32,628)		Not yet purchased
Finishing Mower		11,000			(11,000)		Not yet purchased
T4087 Pig Trailer		50,000			(50,000)		Not yet purchased

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 13: CAPITAL ACQUISITIONS

Infrastructure Assets		Annual Budget 2018/19	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
T000 Holden Commodore		42,000		27,470	(14,530)		Vehicle Purchased
T0001 Mitsubishi Triton		50,000		48,836	(1,165)		Vehicle Purchased
T0026 Mitsubishi Triton		36,000		44,023	8,023		Vehicle Purchased
T020 Holden Colorado		42,000		39,134	(2,866)		Vehicle Purchased
T1184 SBS Vehicle		33,000		32,811	(189)		Vehicle Purchased
1EPF060 Ford Ranger		75,000		17,597	(57,403)		Vehicle canopy purchased
Stock Trailer		9,500		4,645	(4,855)		Plant Purchased
Fork Lift Truck		25,000		19,990	(5,010)		Plant Purchased
Forestry Mulcher		40,000		44,795	4,795		Plant Purchased
T0023 Mitsubishi Triton		35,000		39,463	4,463		Vehicle Purchased
Diagnostic Auto Scan Tool		6,435		6,347	(88)		Sundry plant purchased
Hino 300 Series - Truck		0		(7,590)	(7,590)		Plant Purchased
T0000 - Mitsubishi Pajero		0		37,273	37,273		Vehicle Purchased
Transport Total		752,563	501,704	664,303	(88,260)	0	
Plant , Equip. & Vehicles Total		752,563	501,704	664,303	(88,260)	0	
Roads							
Transport							
Bejoording Road	A0001	119,093	39,376	3,804	(115,289)		Works in progress
Julimar Road	A0004	199,038	92,672	88,896	(110,142)		Sealing Works underway
Julimar Road	C0004	198,397	92,248	63,569	(134,828)		Sealing Works underway
Julimar Road	E0004	186,318	124,200	187,451	1,133		Sealing Works underway
Julimar Road	B0004	85,000	26,664	0	(85,000)		Concept design. Works to be deferred for Blackspot funding
Fowler Road	B0119	38,386	22,393	38,730	344		Works Completed
Alan Twine Road	B0133	42,966	28,632	45,407	2,441		Works Completed
Nunile Road	C0002	220,788	147,176	285,477	64,689		Works Completed
Bejoording Road	D0001	45,006	24,984	2,475	(42,531)		Works Comenced
Nunile Road	D0002	67,692	40,112	2,630	(65,062)		Works Comenced
River Road	D0010	186,472	91,759	196	(186,276)		Design completed
Chitty Road	D0016	220,555	117,024	0	(220,555)		Clearing permit required. Works to be deferred
Church Gully Road	D0046	96,569	44,360	0	(96,569)		Design being finalised. Works scheduled
Howard Road	D0085	70,944	47,280	69,414	(1,530)		Works Completed
Fowler Road	D0120	36,758	24,488	39,330	2,572		Works Completed
Ferguson Road	D0132	45,845	30,544	50,658	4,813		Works Completed

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2019

Note 13: CAPITAL ACQUISITIONS

Infrastructure Assets		Annual Budget 2018/19	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Toodyay Racecourse - Seal Undercover Area	J030	20,000	11,692	0	(20,000)		Quote requests in progress
Visitors Centre - Carpark	J069	25,000	14,664	0	(25,000)		Design being finalised. Quote requests in progress
Old Goal - Carpark	J070	30,000	18,000	26,342	(3,658)		Works Completed
Bulligan Road - Resheet	D0027	0	0	9,080	9,080		Works Completed
Syred Road - Resheet	D0030	0	0	11,064	11,064		Works Completed
Bull Road - Resheet	D0031	0	0	11,064	11,064		Works Completed
Transport Total		1,934,827	1,038,268	935,587	(1,030,448)	0	
Roads Total		1,934,827	1,038,268	935,587	(1,030,448)	0	
Infrastructure - Other							
Law, Order & Public Safety							
Emergency Fire Water Tanks	Q180	39,058	26,032	0	(39,058)	0	Not yet commenced
Law, Order & Public Safety Total		39,058	26,032	0	(39,058)	0	
Community Amenities							
Toodyay Cemetery - Niche Wall	Q013	30,000	20,000	0	(20,000)		Obtaining Quotes
Waste Transfer Station Fire Wall	Q188	16,000	10,664	9,525	(1,139)		Completed
Community Amenities Total		46,000	30,664	9,525	(21,139)	0	
Transport							
Remediation	Q048	5,000	3,328	1,710	(3,290)		In progress
Works & Services Depot	C063	12,636	8,424	0	(12,636)		Quotes being obtained
Transport Total		17,636	11,752	1,710	(15,926)	0	
Infrastructure Other - Total		102,694	68,448	11,235	(76,123)	0	
Infrastructure Footpaths - Total		0	0	0	0	0	
Infrastructure - Parks & Recreation							
Recreation & Culture							
Duidgee Park Toilet Upgrade	Q177	68,500	43,164	0	(68,500)		Work not yet commenced
Duidgee Park	Q196	8,480	5,648	0	(8,480)		Work not yet commenced
Recreation Precinct - Infrastructure Works	Q159	5,820,420	31,010	175,102	(5,645,318)		Work in progress
Toodyay Racecourse - Water Metre	Q194	15,000	5,000	0	(15,000)		Quotes being obtained
Showgrounds	Q197	19,250	12,832	0	(19,250)		Works not yet commenced
Pelham Reserve Works	Q198	25,760	13,668	0	(25,760)		Works not yet commenced
Recreation & Culture Total		5,957,410	111,322	175,102	(5,782,308)	0	

SHIRE OF TOODYAY
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 28 February 2019

Note 13: CAPITAL ACQUISITIONS

Infrastructure Assets		Annual Budget 2018/19	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
Infrastructure Parks & Recreation - Total		5,957,410	111,322	175,102	(5,782,308)	0	
Capital Expenditure Total		12,318,905	2,461,838	1,896,585	(10,438,192)	0	

Shire of Toodyay - Bank Reconciliation As At 28 February 2019

Municipal

Balance as per

- Financial Statement - Muni - Unrestricted - 10060010	2,400,771.61
- Financial Statement - Muni - Unrestricted - 10060050	947,711.65

Total	3,348,483.26
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Balance as per

- Bendigo - 110482809	738,971.60
NCD - 2829234	602,105.75
NCD - 2848062	603,814.52
NCD - 2848057	603,814.52
NCD - 2804535	806,013.41

Roundings

Difference 0.00

Subtotal	3,354,719.80
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Adjustments (See Below)	(0.03)
Plus Outstanding Deposits - Current Month	4,471.32
Plus Outstanding Cheques - Current Month	(10,707.83)
Plus Outstanding Deposits - Previous Periods	0.00
Plus Outstanding Cheques - Previous Periods	0.00

Total	3,348,483.26
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Adjustment Breakdown

Roundings (31 May 2018)	(0.03)
	<u>(0.03)</u>
	<u>(0.03)</u>

C Mucats

Signed: Finance Officer

1-3-19

Date

[Signature]

Signed: Finance Manager

13/3/19

Date

Shire of Toodyay - Bank Reconciliation As At 28 February 2019

Trust

Balance as per

- Financial Statement - Trust - Unrestricted - 100617100 1,886,995.80

Total

1,886,995.80

Balance as per

- Bendigo - 110482783	166,338.29
- Bendigo - Term Deposit No: 140619784 - T84	212,316.50
- Bendigo - Term Deposit No: 145326583 - T794	106,151.75
- Bendigo - Term Deposit No: 137945127 - T100	137,356.46
- Bendigo - Term Deposit No: 140619834 - T83	136,100.32
- Bendigo - Term Deposit No: 152237145 - T214	47,981.26
- Bendigo - Term Deposit No: 152238135 - T4	121,315.59
- Bendigo - Term Deposit No: 152238176 - T114	202,124.94
- Bendigo - Term Deposit No: 152238218 - T458	438,224.44
- Bendigo - Term Deposit No: 152240818 - T793	23,239.34
- Bendigo - Term Deposit No: 152240834 - T797	31,893.11
- Bendigo - Term Deposit No: 158622798 - T805	23,570.13
- Bendigo - Term Deposit No: - T807	120,260.40
- Bendigo - Term Deposit No: 165467309 - T809	120,000.00
Roundings	(0.03)

Difference

0.00

Subtotal

1,886,872.50

Adjustments (See Below)

0.00

Plus Outstanding Deposits - Current Month

123.30

Plus Outstanding Cheques - Current Month

0.00

Plus Outstanding Deposits - Previous Periods

0.00

Plus Outstanding Cheques - Previous Periods

0.00

Total

1,886,995.80

Adjustment Breakdown

0.00

C Muratli

1-3-19.

Signed: Finance Officer

Date

[Signature]

13/3/19

Signed: Finance Manager

Date

Shire of Toodyay - Bank Reconciliation As At 28 February 2019

Reserve

Balance as per

- Financial Statement - Reserve - 10075510 3,362,989.99

Total	3,362,989.99
--------------	---------------------

Balance as per

- Bendigo - NCD: 2384517 3,362,989.99

Roundings 0.00

Difference 0.00

Subtotal	3,362,989.99
-----------------	---------------------

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	3,362,989.99
--------------	---------------------

Adjustment Breakdown

0.00

C Murratt

Signed: Finance Officer

1-3-19.

Date

[Signature]

Signed: Finance Manager

13/3/19

Date

Shire of Toodyay
BUDGET REVIEW REPORT
For the Period Ended 28 February 2019

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

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Shire of Toodyay
STATEMENT OF BUDGET REVIEW
(Statutory Reporting Program)
For the Period Ended 28 February 2019

	Budget v Actual		Predicted			Material Variance	
	Note	Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)		Year End (a)+(c)+(d)
		\$	\$	\$	\$	\$	
Net current assets at start of financial year surplus/(deficit)		2,447,596	2,432,744			2,447,596	
Revenue from operating activities (excluding rates)							
Governance		59,500	27,291	0		59,500	
General Purpose Funding - Other		1,055,286	716,022	(70,128)		985,158	q
Law, Order and Public Safety		373,358	265,153	140,044		513,402	p
Health		64,500	50,782	0		64,500	
Housing		10,500	7,271	0		10,500	
Community Amenities		720,900	679,521	0		720,900	
Recreation and Culture		125,000	104,805	0		125,000	
Transport		175,128	438,173	51,862		226,990	p
Economic Services		263,959	133,820	34,842		298,801	p
Other Property and Services		150,226	162,571	74,098		224,324	p
		2,998,357	2,585,408	230,718	0	3,229,075	
Expenditure from operating activities							
Governance		(813,077)	(536,092)	6,582		(806,495)	q
General Purpose Funding		(440,623)	(201,570)	0		(440,623)	
Law, Order and Public Safety		(1,239,420)	(860,423)	(42,000)		(1,281,420)	p
Health		(295,939)	(200,631)	(24,500)		(320,439)	p
Education and Welfare		(64,034)	(42,564)	0		(64,034)	
Housing		(39,307)	(21,325)	0		(39,307)	
Community Amenities		(1,300,252)	(812,225)	6,796		(1,293,456)	q
Recreation and Culture		(1,601,837)	(1,002,564)	39,684		(1,562,153)	q
Transport		(4,515,650)	(3,295,815)	(726,000)		(5,241,650)	p
Economic Services		(1,269,502)	(759,234)	(30,000)		(1,299,502)	p
Other Property and Services		(440,003)	(372,659)	25,622		(414,381)	q
		(12,019,644)	(8,105,102)	(743,816)	0	(12,763,460)	
Operating activities excluded from budget							
Add Back Depreciation		3,706,700	2,933,642	774,000		4,480,700	p
Adjust (Profit)/Loss on Asset Disposal		93,067	(24,401)	(77,380)		15,687	q
Adjust Provisions and Accruals		0	3,122	0		0	
Amount attributable to operating activities		(2,773,924)	(174,588)	183,522	0	(2,590,402)	
INVESTING ACTIVITIES							
Non-operating grants, subsidies and contributions		4,964,252	384,952	(3,322,672)		1,641,580	p
Land and Buildings		(3,571,411)	(110,359)	2,125,795		(1,445,616)	q
Plant and Equipment		(752,563)	(664,303)	(35,456)		(788,019)	p
Infrastructure Assets - Roads		(1,934,827)	(935,587)	10,866		(1,923,961)	q
Infrastructure Assets - Other		(102,694)	(11,235)	(134,044)		(236,738)	p
Infrastructure Assets - Parks & Recreation		(5,957,410)	(175,102)	5,306,420		(650,990)	q
Infrastructure Assets - Footpaths		0	0	(15,000)		(15,000)	p
Proceeds from Disposal of Assets		850,000	337,861	128,619		978,619	p
Amount attributable to investing activities		(6,504,653)	(1,173,773)	4,064,528	0	(2,440,125)	
FINANCING ACTIVITIES							
Repayment of Debentures		(301,174)	(126,878)	60,197		(240,977)	q
Proceeds from New Debentures		1,800,000	0	(1,800,000)		0	q
Transfer from Reserves		2,864,603	0	(2,536,603)		328,000	p
Transfer to Reserves		(1,239,350)	(42,533)	(10,000)		(1,249,350)	q
Amount attributable to financing activities		3,124,079	(169,411)	(4,286,406)	0	(1,162,327)	
Budget deficiency before general rates		(6,154,498)	(1,517,771)	(38,356)	0	(6,192,854)	
Estimated amount to be raised from general rates		6,381,727	6,279,824			6,381,727	
Closing Funding Surplus(Deficit)		227,229	4,762,053	(38,356)	0	188,873	q

Shire of Toodyay
STATEMENT OF BUDGET REVIEW
(Nature or Type)
For the Period Ended 28 February 2019

	Budget v Actual		Predicted		
	Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)
	\$	\$	\$	\$	\$
Net current assets at start of financial year surplus/(deficit)	2,447,596	2,432,744			2,447,596
Revenue from operating activities (excluding rates)					
Grants, Subsidies and Contributions	1,433,572	1,344,811	187,372		1,620,944
Profit on Asset Disposal	0	0	28,504		28,504
Fees and Charges	1,258,100	1,075,429	34,842		1,292,942
Interest Earnings	185,000	102,003	(20,000)		165,000
Other Revenue	20,000	19,703	0		20,000
	2,896,672	2,585,408	230,718	0	3,127,390
Expenditure from operating activities					
Employee Costs	(4,537,774)	(2,910,946)	1,279		(4,536,495)
Materials and Contracts	(2,791,750)	(1,713,762)	(101,622)		(2,893,372)
Utilities Charges	(237,723)	(105,107)	0		(237,723)
Depreciation (Non-Current Assets)	(3,706,700)	(2,933,642)	(774,000)		(4,480,700)
Interest Expenses	(178,038)	(66,378)	72,404		(105,634)
Insurance Expenses	(256,750)	(272,644)	9,247		(247,503)
Loss on Asset Disposal	0	(19,061)	48,876		48,876
Other Expenditure	(116,157)	(83,130)	0		(116,157)
	(11,824,892)	(8,104,670)	(743,816)	0	(12,568,708)
Funding Balance Adjustment					
Add Back Depreciation	3,706,700	2,933,642	774,000		4,480,700
Adjust (Profit)/Loss on Asset Disposal	0	(24,401)	(77,380)		(77,380)
Adjust Provisions and Accruals	0	3,122			0
Amount attributable to operating activities	(2,773,924)	(174,156)	183,522	0	(2,590,402)
INVESTING ACTIVITIES					
Grants, Subsidies and Contributions	4,964,252	384,952	(3,322,672)		1,641,580
Land and Buildings	(3,571,411)	(110,359)	2,125,795		(1,445,616)
Plant and Equipment	(752,563)	(664,303)	(35,456)		(788,019)
Infrastructure Assets - Roads	(1,934,827)	(935,587)	10,866		(1,923,961)
Infrastructure Assets - Other	(102,694)	(11,235)	(134,044)		(236,738)
Infrastructure Assets - Park & Recreation	(5,957,410)	(175,102)	5,306,420		(650,990)
Infrastructure Assets - Footpaths	0	0	(15,000)		(15,000)
Proceeds from Disposal of Assets	850,000	337,861	128,619		978,619
Amount attributable to investing activities	(6,504,653)	(1,173,773)	4,064,528	0	(2,440,125)
FINANCING ACTIVITIES					
Proceeds from New Debentures	1,800,000	0	(1,800,000)		0
Transfer from Reserves	2,864,603	0	(2,536,603)		328,000
Repayment of Debentures	(301,174)	(126,878)	60,197		(240,977)
Transfer to Reserves	(1,239,350)	(42,533)	(10,000)		(1,249,350)
Amount attributable to financing activities	3,124,079	(169,411)	(4,286,406)	0	(1,162,327)
Budget deficiency before general rates	(6,154,498)	(1,517,339)	(38,356)	0	(6,192,854)
Estimated amount to be raised from general rates	6,381,727	6,279,824			6,381,727
Closing Funding Surplus(Deficit)	227,229	4,762,486	(38,356)	0	188,873

SHIRE OF TOODYAY
NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT
FOR THE PERIOD ENDING 28 FEBRUARY 2019

1. BASIS OF PREPARATION

The budget review report has been prepared in accordance with applicable Australian Accounting Standards (as they apply to local government and not-for-profit entities), Australian Accounting Interpretations, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1995 and accompanying regulations. Material accounting policies which have been adopted in the preparation of this budget review report are presented below and have been consistently applied unless stated otherwise.

The report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Shire of Toodyay controls resources to carry on its functions have been included in the financial statements forming part of the budget review.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

2018-19 ACTUAL BALANCES

Balances shown in this budget review report as 2018-19 Actual are as forecast at the time of budget review preparation and are subject to final adjustments.

ROUNDING OFF FIGURES

All figures shown in this budget review report are rounded to the nearest dollar.

BUDGET COMPARATIVE FIGURES

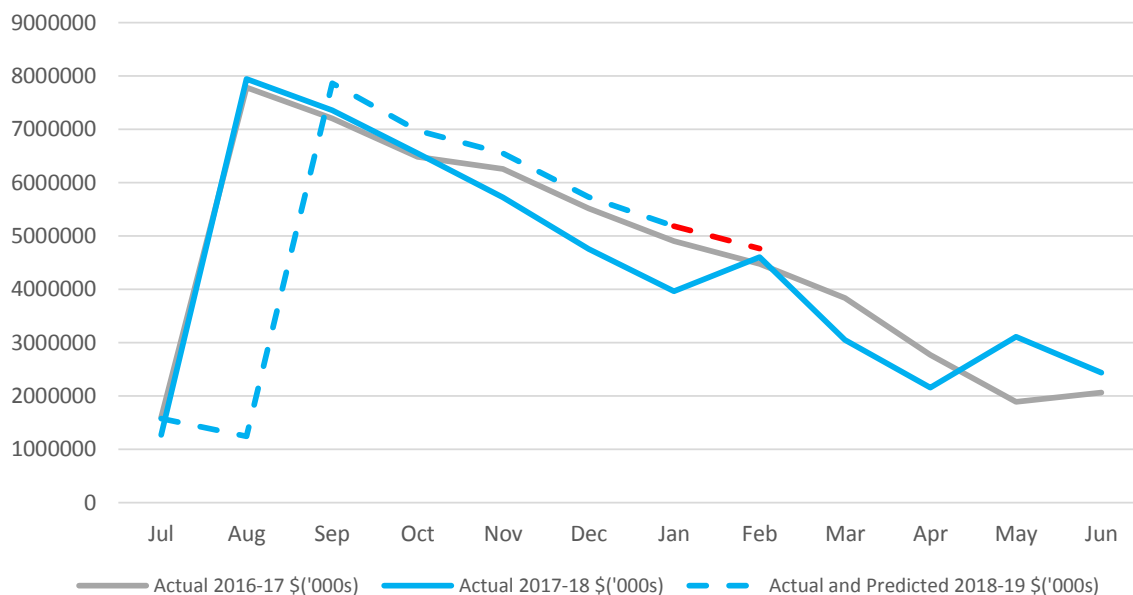
Unless otherwise stated, the budget comparative figures shown in this budget review report relate to the original budget estimate for the relevant item of disclosure.

Shire of Toodyay
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 28 February 2019

Note 3: NET CURRENT FUNDING POSTION

	Note	This Period 28 February 2019	30 June 2018	YTD 28 February 2018
		\$	\$	\$
Positive=Surplus (Negative=Deficit) 2018-19				
Current Assets				
Cash Unrestricted		3,350,933	1,924,885	3,630,775
Cash Restricted		3,362,990	3,320,457	3,115,248
Receivables - Rates and Rubbish		1,805,167	1,184,626	1,430,346
Receivables -Other		70,824	120,307	30,451
Inventories		77,614	61,366	43,014
		8,667,528	6,611,642	8,249,833
Less: Current Liabilities				
Payables		(233,912)	(644,596)	(214,652)
Provisions		(669,534)	(671,477)	(646,543)
		(903,446)	(1,316,073)	(861,195)
Less: Cash Restricted		(3,362,990)	(3,320,457)	(3,115,248)
Adjustment for Current Borrowings		114,099	228,744	108,376
Adjustment for Cash Backed Liabilities		246,863	243,740	222,559
Net Current Funding Position		4,762,054	2,447,596	4,604,325

Liquidity Over the Year



Comments/Notes - Net Current Funding Position

Shire of Toodyay
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 28 February 2019

Note 5: BUDGET AMENDMENTS

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

GL Account Code	Description	Council Resolution	Classification	No Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance	Comments
				\$	\$	\$	\$	
Budget Adoption			Opening Surplus(Deficit)				227,229	
031305	Instalment Charges		Operating Revenue			(10,000)	217,229	Due to reduction in interest rate of 5.5% to 3% for the 2018/2019 financial year
032330	General Purpose Grant		Operating Revenue			(19,494)	197,735	Reduction in FAG's grant allocation
032331	Road Improvement Grant		Operating Revenue			(30,634)	167,101	Reduction in FAG's grant allocation
032334	Interest on Investments		Operating Revenue			(10,000)	157,101	Reduction in Income due to low interest rates
041204	Election Expense		Operating Expenses			(10,121)	146,980	Extraordinary Election expense - invoice received after budget adoption
041205	Shire President/Deputy Allowance		Operating Expenses		11,435		158,415	Reduction in president and deputy presidents allowance as per Council Resolution 199/08/18
041218	Audit Fees		Operating Expenses			(5,000)	153,415	Expense higher than budgeted due to additional attendance at meetings and audit reports
042205	Administration Insurance		Operating Expenses		6,247		159,662	Insurance expense less than budgeted
042211	Administration - Printing and Stationery		Operating Expenses			(5,000)	154,662	Printing and stationary costs higher than budgeted
042212	Administration - Telephone & Internet		Operating Expenses		17,021		171,683	Expense less than budgeted
042214	Bank Fees & Charges		Operating Expenses			(2,000)	169,683	Bank fees have increased from previous years.
042330	Transfer from Employee Entitlement Reserve		Capital Revenue		13,000		182,683	Increase in transfer due to LSL paid out
051200	Strategic Access & Egress		Operating Expenses		16,000		198,683	Costs less than budgeted - monies to be utilised on Coondle/Nunile Fire Shed
051202	Firefighting - Water Tanks		Operating Expenses		6,000		204,683	Costs less than budgeted - monies to be utilised on Coondle/Nunile Fire Shed
051331	Grant/Contribution - Fire		Operating Revenue		115,100		319,783	Request for higher grant income for Coondle/Nunile Fire Shed granted
051253	LOPS - Building - Capital Expenditure		Capital Expenses			(107,316)	212,467	Cost higher than budgeted for Coondle Nunile Fire Shed - Expense offset by GL: 051331
053204	CCTV Operational Costs		Operating Expenses			(4,000)	208,467	Additional maintenance repairs required for CCTV
053323	CCTV - Grants and Contributions		Operating Revenue		140,044		348,511	Grant income to be received for upgrade of CCTV infrastructure
053401	CCTV - Closed Circuit Television Camera - Security		Capital Expenses			(140,044)	208,467	Expense for upgrade of CCTV infrastructure - offset by GL: 053323
074209	Legal Expenses		Operating Expenses			(4,500)	203,967	Increase in compliance costs
074212	Pest Management Expense		Operating Expenses			(20,000)	183,967	Control of vermin damaging infrastructure - Corella's
101203	Domestic Refuse Collection		Operating Expenses		35,000		218,967	Anticipated increase in disposal fees has not occurred
101251	Waste Transfer Station - Capital Works		Capital Expenses		6,000		224,967	Cost of Installation of Fire Wall was less than budgeted.
105201	Environment - Employee Costs		Operating Expenses		17,033		242,000	This position has been abolished
105204	Environmental Expenditure		Operating Expenses			(17,033)	224,967	Funds to be utilised for Biodiversity Strategy
106206	T.Plng Vehicle Expense		Operating Expenses			(2,000)	222,967	Increase in expense
106209	Town Planning - Other Expense		Operating Expenses			(5,000)	217,967	Advertising of Extractive Industry, Motorcross and RSL. Subscriptions for Planning Tools and Mapping
106210	Town Planning Legal Costs		Operating Expenses			(5,000)	212,967	Increase in compliance costs
106216	Contractor Expense		Operating Expenses			(6,063)	206,904	Contractor expense relating to Local Planning Scheme
107206	Anzac War Memorial		Operating Expenses			(10,141)	196,763	Increase in cost due to seating installation and additional time taken in grounds maintenance. Power upgrade required
111202	Morangup Community Centre		Operating Expenses			(2,000)	194,763	Additional costs relating to Hot Water System, repair of toilets and Playground area
161217	Loan 75 Interest & Charges - Recreation Precinct		Operating Expenses		72,404		267,167	Loan will commence in the 2019/2020 financial year
113362	Recreation Precinct Contributions		Operating Revenue			(3,437,772)	(3,170,605)	Funds will not be required this financial year
113262	Buildings - Sport and Recreation		Capital Expenses		2,236,111		(934,494)	Building works for recreation precinct will commence in the 2019/2020 financial year
113263	Infrastructure - Parks and Recreation		Capital Expenses		5,306,420		4,371,926	Infrastructure works reduced to reflect 2018/2019 financial year
113277	Transfer to Asset Replacement Reserve		Capital Expenses			(10,000)	4,361,926	Funds transfer to reserve for replacement of playing surfaces at Sport and Recreation precinct as per CSRFF funding agreement
161271	Loan 75 - Principal - Recreation Precinct		Capital Expenses		60,197		4,422,123	Loan will commence in the 2019/2020 financial year
113350	Transfer form Recreation Development Reserve		Capital Revenue			(1,629,990)	2,792,133	Transfers not required for the 2018/2019 financial year
113359	Transfer from Swimming Pool Reserve		Capital Revenue			(109,937)	2,682,196	Transfers not required for the 2018/2019 financial year
113360	Loan Income - Multi Purpose Recreation Facility		Capital Revenue			(1,800,000)	882,196	Loan to commence in the 2019/2020 financial year
117252	Upgrade to Heritage Buildings		Capital Expenses			(3,000)	879,196	Additional expense to finalise Convict Depot Walk
117208	Targa West		Operating Expenses			(3,431)	875,765	Roads utilised for this event required additional maintenance and sweeping

117210	Toodyay Ag Show		Operating Expenses		(1,289)	874,476	Cost of setup and rubbish bins higher than budgeted
121342	Bridge Grants - Revenue		Operating Revenue	374,733		1,249,209	Grant funding received for Telegraph Road Bridge works
112122	Footpaths - Construction		Capital Expenses		(15,000)	1,234,209	Replace footpath at Newcastle Park - safety issue
121213	Road Construction - Own Resources		Capital Expenses	10,866		1,245,075	Removal of Chitty Rd (\$220,555), Increase Nunile Rd by \$64,689 & VC Car Park by \$5,000. Include new road projects - Marri Rd \$60,000 & Munnapin Rise \$80,000
121215	Bridge and Culvert Works		Capital Expenses		(374,733)	870,342	Expense for Telegraph Road Bridge works - grant funded
122202	Purchase of Plant and Equipment		Capital Expenses		(35,456)	834,886	Increase in expense due to purchase of Mitsubishi Pajero (Insurance Claim) - cost offset by GL: 122330
122330	Sale of Plant and Equipment		Capital Revenue	128,619		963,505	Increase in income due to higher than anticipated amounts from Sale of plant and equipment. Insurance claim monies received for Mitsubishi Pajero.
123202	Bridge Maintenance		Operating Expenses		(48,000)	915,505	Failure to Chatcup Bridge - 2/3 reimbursed by MRWA and Duke Street Pedestrian Bridge Works
123209	Depot Maintenance		Operating Expenses	4,000		919,505	Remove cost of Shade House
123331	Operating Grants - Roads		Operating Revenue	51,862		971,367	Roads to Recovery funds higher than previously advised
137202	Standpipe - Northam Toodyay Road		Operating Expenses		(30,000)	941,367	Due to lack of rain, water usage has increased
137330	Standpipes		Operating Revenue	30,000		971,367	Due to lack of rain, water usage has increased
137331	Extractive Industry Licences		Operating Revenue	4,842		976,209	Increase in fees
143219	Insurance on Works		Operating Expenses	3,000		979,209	Insurance less than budgeted for.
144209	Sundry Tool Purchases		Operating Expenses		(4,000)	975,209	Purchase of a pressure washer
005012	Loss on Sale of Assets - Road Plant Purchases		Operating Expenses	48,876		975,209	Loss on sale of assets less than anticipated
001523	Profit on Sale of Assets - Road Plant and Equipment		Operating Revenue	28,504		975,209	Profit on sale of assets higher than anticipated
144331	Reimbursement - Insurance Claims		Operating Revenue	31,707		1,006,916	Recouped Insurance claims from 17/18 & 18/19 financial year and claim for Connors cottage shed damage to be recouped
008570	Workers Compensation Payments		Operating Expenses		(12,448)	994,468	Costs
008571	Paid Parental Scheme		Operating Expenses		(3,306)	991,162	Costs
143333	Workers Compensation Reimbursements		Operating Revenue	12,448		1,003,610	Costs Recovered
146331	Paid Parental Scheme - reimbursed		Operating Revenue	1,439		1,005,049	Costs Recovered
147202	Connor's Cottage		Operating Expenses		(6,500)	998,549	Replacement of Shed due to fallen tree - to be reimbursed - insurance claim
147253	Transfer from Asset Development Reserve		Capital Revenue		(809,676)	188,873	Transfer not required for the 2018/2019 financial year
000772	Administration Depreciation		Non Cash Item	6,000		188,873	Depreciation higher than budgeted due to revaluation of assets
001742	Depreciation of Assets - Fire		Non Cash Item	60,000		188,873	Depreciation higher than budgeted due to revaluation of assets
003792	Depreciation of Assets - Sport		Non Cash Item	26,000		188,873	Depreciation higher than budgeted due to revaluation of assets
004670	Depreciation - Transport Assets		Non Cash Item	682,000		188,873	Depreciation higher than budgeted due to revaluation of assets

Amended Budget Cash Position as per Council Resolution

851,380 8,711,528 (8,749,884) **188,873**

Shire of Toodyay - Operating Statement by Function & Activity

For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
GENERAL PURPOSE FUNDING - RATES										
<u>OPERATING EXPENDITURE</u>										
031208	Rates Written Off		(850)		(850)		(286)		(850)	0
031209	Administration Allocation - Rates		(132,088)		(132,088)		(75,367)		(132,088)	0
031210	Rates - Employee Costs		(41,337)		(41,337)		(28,219)		(41,337)	0
031212	Rates - Professional Development		(625)		(625)		(1,031)		(625)	0
031215	Postage		(5,750)		(5,750)		(3,867)		(5,750)	0
	- Rates Notices - 3,000									
	- Instalments Notices x 3 - 2,750									
031216	Rating Valuations		(100,000)		(100,000)		(1,161)		(100,000)	0
	- GRV Valuations - 82,500									
	- UV Valuations - 15,000									
	- Interim Valuations - 2,500									
031217	Title Searches		(500)		(500)		(401)		(500)	0
031218	Rates Legal Expenses		(30,000)		(30,000)		(22,126)		(30,000)	0
	- Debt Collection Costs - partially recouped									
031219	Rates Review		(20,000)		(20,000)		0		(20,000)	0
	- VGO Valuations - 20,000									
			(331,150)		(331,150)		(132,457)		(331,150)	0
<u>OPERATING REVENUE</u>										
031301	Rates Levied - All Areas	6,380,627		6,380,627		6,365,897		6,380,627		0
031302	Ex Gratia Rates	1,100		1,100		1,186		1,100		0
031303	Interest On Outstanding/Overdue Rates	50,000		50,000		28,768		50,000		0
031304	Back Rates - Levied	0		0		(873)		0		0
031305	Instalment Charges	25,000		25,000		14,954		15,000		(10,000)
031306	Rates - Administration Fee	20,000		20,000		19,703		20,000		0
031307	Rates - Property Account Enquiries	22,000		22,000		12,119		22,000		0
031308	Rates - Payment Plan Administration Fee	4,500		4,500		1,018		4,500		0
031309	Rates Paid In Advance	0		0		(86,386)		0		0
031330	Sale Of Electoral Rolls & Maps	100		100		27		100		0
031331	Rates - Legal Expenses Recovered	30,000		30,000		22,384		30,000		0
031332	ESL - Administration Fee	4,400		4,400		4,400		4,400		0
		6,537,727		6,537,727		6,383,197		6,527,727		(10,000)
TOTAL RATES - Operating										
		6,537,727	(331,150)	6,537,727	(331,150)	6,383,197	(132,457)	6,527,727	(331,150)	(10,000)
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL RATES - Capital										
		0	0	0	0	0	0	0	0	0
TOTAL RATES										
		6,537,727	(331,150)	6,537,727	(331,150)	6,383,197	(132,457)	6,527,727	(331,150)	(10,000)
GENERAL PURPOSE FUNDING - GENERAL PURPOSE GRANTS										
OPERATING EXPENDITURE										
032201	Administration Allocation - General Purpose Funding		(109,473)		(109,473)		(69,113)		(109,473)	0
			(109,473)		(109,473)		(69,113)		(109,473)	0
OPERATING REVENUE										
032330	General Purpose Grant	488,198		488,198		351,528		468,704		(19,494)
032331	Road Improvement Grant	301,088		301,088		202,840		270,454		(30,634)
		789,286		789,286		554,368		739,158		(50,128)
TOTAL GENERAL PURPOSE GRANTS - Operating										
		789,286	(109,473)	789,286	(109,473)	554,368	(69,113)	739,158	(109,473)	(50,128)
TOTAL GENERAL PURPOSE GRANTS - Capital										
		0	0	0	0	0	0	0	0	0
TOTAL GENERAL PURPOSE GRANTS										
		789,286	(109,473)	789,286	(109,473)	554,368	(69,113)	739,158	(109,473)	(50,128)
GENERAL FINANCE										
OPERATING REVENUE										
032334	Interest On Investment	40,000		40,000		15,748		30,000		(10,000)
032335	Interest On Reserve Accounts	70,000		70,000		42,533		70,000		0
		110,000		110,000		58,281		100,000		
TOTAL GENERAL FINANCE - Operating										
		110,000	0	110,000	0	58,281	0	100,000	0	(10,000)
TOTAL GENERAL FINANCE - Capital										
		0	0	0	0	0	0	0	0	0
TOTAL GENERAL FINANCE										
		110,000	0	110,000	0	58,281	0	100,000	0	(10,000)
TOTAL GENERAL PURPOSE FUNDING										
		7,437,013	(440,623)	7,437,013	(440,623)	6,995,846	(201,570)	7,366,885	(440,623)	(70,128)

Shire of Toodyay - Operating Statement by Function & Activity

For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
GOVERNANCE & ADMINISTRATION										
GOVERNANCE										
OPERATING EXPENDITURE										
041220	Bad Debts Written Off		(500)	(500)		0		(500)		0
041201	AROC Secretariat		(5,500)	(5,500)		(5,069)		(5,500)		0
041202	Memb. Attendance & Allowance		(145,385)	(145,385)		(91,596)		(145,385)		0
	<u>Attendance Fees</u>									
	Councillors x 8 - 103,712									
	Shire President x 1 - 20,073									
	<u>ICT Allowance</u>									
	Councillors x 9 - 3,600									
	IT Monthly & Annual Fees - 9,000									
	<u>Travel Expenses</u>									
	Councillors x 9 - 9,000									
041203	Members Professional Development		(25,000)	(25,000)		(14,647)		(25,000)		0
041204	Election Expenses		(3,000)	(3,000)		(13,121)		(13,121)		(10,121)
041205	Shire Presidents/Deputy Allowance		(36,591)	(36,591)		(17,724)		(25,156)		11,435
	- President's Allowance - 20,125									
	- D/Pres Allowance - 5,031									
041207	Refreshments & Functions - Councillors		(8,500)	(8,500)		(6,519)		(8,500)		0
041208	Refreshments & Functions - Staff		(10,000)	(10,000)		(8,305)		(10,000)		0
041210	Members Insurance		(4,000)	(4,000)		(3,783)		(4,000)		0
041211	Subscriptions		(25,000)	(25,000)		(23,816)		(25,000)		0
	- Avon Midland WALGA Zone - 2,000									
	- WALGA Assoc M/Ship - 10,000									
	- WALGA Procurement - 2,500									
	- WALGA Local Laws Service - 1,120									
	- LG Professionals - 2,000									
	- Other - 7,380									
041212	Governance Other Expenses		(25,000)	(25,000)		(17,425)		(25,000)		0
	CEO Appraisal - 20,000									
	Governance Expense - 5,000									
041213	Printing & Stationery		(3,000)	(3,000)		(2,235)		(3,000)		0
041214	Advertising		(10,000)	(10,000)		(6,174)		(10,000)		0
041218	Administration Allocation - Governance		(363,461)	(363,461)		(229,391)		(363,461)		0
041219	Audit Fees		(37,000)	(37,000)		(34,308)		(42,000)		(5,000)
041222	Legal Fees		(35,000)	(35,000)		(23,420)		(35,000)		0
000312	Deprec Of Assets-Members		(10,000)	(10,000)		(6,536)		(10,000)		0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
041223	Local Laws		(2,000)		(2,000)		(1,474)		(2,000)	0
041228	Integrated Strategic Plan/s - Profile iD Annual Subscription - 4,000 - Tourism Strategy - 9,140		(13,140)		(13,140)		(10,759)		(13,140)	0
			(762,077)		(762,077)		(516,301)		(765,763)	(3,686)
OPERATING REVENUE										
041320	Recoups - Contributions, Donations & Reimbursements	7,500		7,500		7,500		7,500		0
041321	Grants - Governance	1,000		1,000		0		1,000		0
		8,500		8,500		7,500		8,500		0
TOTAL GOVERNANCE (Operating)		8,500	(762,077)	8,500	(762,077)	7,500	(516,301)	8,500	(765,763)	(3,686)
CAPITAL EXPENDITURE										
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL GOVERNANCE (Capital)		0	0	0	0	0	0	0	0	0
TOTAL GOVERNANCE		8,500	(762,077)	8,500	(762,077)	7,500	(516,301)	8,500	(765,763)	(3,686)
GOVERNANCE & ADMINISTRATION										
ADMINISTRATION										
OPERATING EXPENDITURE										
042201	Administration - Employee Costs		(1,093,302)		(1,093,302)		(717,763)		(1,093,302)	0
042205	Administration - Insurance - Workers Compensation - Income Protection		(69,635)		(69,635)		(59,888)		(63,388)	6,247
042206	Administration Staff - Fbt		(15,000)		(15,000)		(11,073)		(15,000)	0
042207	Administration - Professional Development		(24,500)		(24,500)		(11,842)		(24,500)	0
042208	Advertising		(2,000)		(2,000)		(841)		(2,000)	0
042210	Administration Office - Maintenance & Surrounds - Parks & Gardens - 19,032 - Building - 12,023 - Utilities - 48,200		(79,256)		(79,256)		(65,114)		(79,256)	0
042211	Administration - Printing & Stationery		(25,000)		(25,000)		(26,357)		(30,000)	(5,000)

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
042212	Administration - Telephone & Internet - Annual Telephone Expense - 22,591 - Annual Internet Expense - 19,430		(42,021)		(42,021)		(14,303)		(25,000)	17,021
042213	Office Equipment - Maintenance & Minor Purchase		(11,000)		(11,000)		(4,517)		(11,000)	0
042214	Bank Fees & Charges		(18,000)		(18,000)		(16,097)		(20,000)	(2,000)
042215	Administration - Postage & Freight		(6,000)		(6,000)		(4,766)		(6,000)	0
042216	Administration - Computer - Hardware & Software - Annual Synergy Licence - 41,063 - IT Support: Hardware & Software -119,701 - Computers - 15,000 - IT Upgrade - 80,172		(255,936)		(255,936)		(111,331)		(255,936)	
042217	Administration - Vehicle Expenses		(15,000)		(15,000)		(10,354)		(15,000)	0
042218	Administration - Legal Expenditure		(3,000)		(3,000)		(269)		(3,000)	0
042220	Administration - Other Expenditure - Risk Management 13,000 - WALGA Tax Service - 1,415 - Other - 9,935		(24,350)		(24,350)		(10,955)		(24,350)	0
042222	Occupation Health & Safety Outcomes		(10,000)		(10,000)		(3,770)		(10,000)	0
000772	Administration - Depreciation		(67,000)		(67,000)		(47,591)		(73,000)	(6,000)
00B402	Less Administration Allocation		1,710,000		1,710,000		1,097,039		1,710,000	0
			(51,000)		(51,000)		(19,791)		(40,732)	10,268
OPERATING REVENUE										
042331	Legal Expenses Recovered	1,000		1,000		90		1,000		0
042334	Administration - Income	40,000		40,000		14,933		40,000		0
042342	Administration - Income - Gst Free	10,000		10,000		4,768		10,000		0
		51,000		51,000		19,791		51,000		0
TOTAL ADMINISTRATION (Operating)		51,000	(51,000)	51,000	(51,000)	19,791	(19,791)	51,000	(40,732)	10,268
CAPITAL EXPENDITURE										
042254	Transfer To Employee Entitlement Reserve - Administration		(20,000)		(20,000)		0		(20,000)	0
042255	Transfer To Information Technology Reserve - Interest		(500)		(500)		(277)		(500)	0
042401	Admin Building - Old Court House, Feinnes St - Q191 - Investigation & Remediation of Damp & Brickwork - 10,000 - Q190 - Chambers Ceiling Repaint - 5,000 - Q175 - Generator & Installation - 12,500 - Q174 - Admin Office Disability Access Doors - 10,000		(37,500)		(37,500)		(17,776)		(37,500)	0
			(58,000)		(58,000)		(18,053)		(58,000)	0

Shire of Toodyay - Operating Statement by Function & Activity

For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
CAPITAL REVENUE										
042330	Transfer From Employee Entitlement Reserve	20,000		20,000		0		33,000		13,000
		20,000		20,000		0		33,000		13,000
TOTAL ADMINISTRATION (Capital)		20,000	(58,000)	20,000	(58,000)	0	(18,053)	33,000	(58,000)	13,000
TOTAL ADMINISTRATION		71,000	(109,000)	71,000	(109,000)	19,791	(37,844)	84,000	(98,732)	23,268
TOTAL GOVERNANCE & ADMINISTRATION		79,500	(871,077)	79,500	(871,077)	27,291	(554,145)	92,500	(864,495)	19,582
LAW, ORDER & PUBLIC SAFETY - FIRE PREVENTION										
OPERATING EXPENDITURE										
051200	Strategic Access & Egress - Land Tenure - 10,000 - Annual Maintenance - 9,000		(35,000)		(35,000)		(6,471)		(19,000)	16,000
051201	Mitigation Works - Fire		(20,000)		(20,000)		(20,336)		(20,000)	0
051202	Firefighting - Water Tanks - Tank Maintenance - 2,000 - Grounds Maintenance - 2,000		(10,000)		(10,000)		(721)		(4,000)	6,000
051203	Administration Allocation - Fire Prevention		(33,276)		(33,276)		(21,063)		(33,276)	0
051205	Lops - Other Expenditure		(2,000)		(2,000)		(1,199)		(2,000)	0
051206	Fire Prevention - Employee Costs		(54,769)		(54,769)		(27,361)		(54,769)	0
051207	Shire Fire-Fighting Vehicle Expenses		(7,000)		(7,000)		(5,204)		(7,000)	0
051209	Firebreak Enforcement - Inspections - 5,000		(5,000)		(5,000)		(1,500)		(5,000)	0
051210	Fire Prevention - Advertising & Signs		(6,000)		(6,000)		(8,355)		(6,000)	0
051215	Firefighting - Shire Resources - Station & Shed Site Maintenance - 4,000 - Oxysock Servicing - 1,920 - Firefighter Licence Upgrades - 3,800 - SMS Message Alert Service - 10,000 - Fire Fighting - 10,280		(30,000)		(30,000)		(29,599)		(30,000)	0
051220	Brigade Plant & Equip (Less \$1,000)		(4,000)		(4,000)		(1,707)		(4,000)	0
051221	Brigade Plant & Equip Maint		(3,000)		(3,000)		(530)		(3,000)	0
051222	Brigade Vehicles, Trailers Maint		(72,000)		(72,000)		(61,611)		(72,000)	0
051223	Dfes Brigade Buildings - Maint		(7,850)		(7,850)		(3,553)		(7,850)	0
051224	Brigade Clothing & Access		(24,000)		(24,000)		(13,483)		(24,000)	0
051225	Brigade Utilities, Rates & Taxes		(15,000)		(15,000)		(9,916)		(15,000)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
051226	Brigade Other Goods & Services		(20,489)		(20,489)		(9,785)		(20,489)	0
051227	Brigade Insurances		(17,000)		(17,000)		(15,203)		(17,000)	0
001742	Deprec Of Assets - Fire		(120,000)		(120,000)		(119,263)		(180,000)	(60,000)
			(486,384)		(486,384)		(356,860)		(524,384)	(38,000)
OPERATING REVENUE										
051331	Grant/Contributions - Fire - Q187 - Moorangup Co Location Centre Upgrade - 316,000 - Q181A - Coondle Nunile Fire Station - 392,500 - Q180 - Emergency Water Tanks - 39,058	632,458		632,458		0		747,558		115,100
051335	Fines & Penalties	15,000		15,000		12,128		15,000		0
051336	ESL Levy Recoup	161,489		161,489		91,127		161,489		0
		808,947		808,947		103,254		924,047		115,100
TOTAL FIRE PREVENTION - Operating		808,947	(486,384)	808,947	(486,384)	103,254	(356,860)	924,047	(524,384)	77,100
CAPITAL EXPENDITURE										
051253	LOPS - Building - Capital Expenditure - Q181A - Coondle Nunile Fire Shed - 444,716 - Q187 - Moorangup Co Location Centre Upgrade - 326,000		(663,400)		(663,400)		(32,953)		(770,716)	(107,316)
051254	LOPS - Infrastructure Other - Q180 Emergency Water Tanks - 39,058		(39,058)		(39,058)		0		(39,058)	0
051401	Transfer To Reserve - Strategic Fire Access & Egress		(53,000)		(53,000)		(1,878)		(53,000)	0
			(92,058)		(755,458)		(34,831)		(862,774)	(107,316)
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL FIRE PREVENTION - Capital		0	(92,058)	0	(755,458)	0	(34,831)	0	(862,774)	(107,316)
TOTAL FIRE PREVENTION		808,947	(578,442)	808,947	(1,241,842)	103,254	(391,691)	924,047	(1,387,158)	(30,216)
LAW, ORDER & PUBLIC SAFETY - ANIMAL CONTROL										
OPERATING EXPENDITURE										
052201	Animal Control - Employee Costs		(40,316)		(40,316)		(30,364)		(40,316)	0
052203	Cat Control Expenses		(1,000)		(1,000)		(311)		(1,000)	0
052205	Other Costs - Animal Control - Infringement Books - 2,556		(7,056)		(7,056)		(4,268)		(7,056)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
052207	- Animal Registration Forms - 1,000 - Other - 3,500 Dog Control Expenses		(2,845)		(2,845)		(1,149)		(2,845)	0
052208	Maintenance - Dog & Cat Pounds		(4,349)		(4,349)		(1,869)		(4,349)	0
052209	Other Animal Control		(3,500)		(3,500)		(1,752)		(3,500)	0
052213	Depreciation - Animal Control		(9,000)		(9,000)		(5,868)		(9,000)	0
052214	Administration Allocation - Animal Control		(25,769)		(25,769)		(17,557)		(25,769)	0
052215	Vehicle Expenses - Animal Control		(5,000)		(5,000)		(3,637)		(5,000)	0
			(98,835)		(98,835)		(66,775)		(98,835)	0
OPERATING REVENUE										
052321	Fines & Penalties - Dogs, Cats, Parking, Waste & Other	5,000		5,000		4,852		5,000		0
052322	Impound Fees - Dogs, Cats, Parking, Waste & Other	5,000		5,000		3,796		5,000		0
052323	Dog Registration Fees	25,000		25,000		20,712		25,000		0
052324	Kennel Licences	100		100		200		100		0
052325	Other Income - Fees, Charges & Reimbursements	2,000		2,000		675		2,000		0
052326	Fees & Charges - Other Councils - Dogs, Cats, Parking, Waste & Other	100		100		0		100		0
052328	Cat Registration Fees	5,000		5,000		2,389		5,000		0
		42,200		42,200		32,623		42,200		0
TOTAL ANIMAL CONTROL - Operating		42,200	(98,835)	42,200	(98,835)	32,623	(66,775)	42,200	(98,835)	0
CAPITAL EXPENDITURE										
052212	Animal Management Facility - Building Expenditure - Q006 - Dog Pound Infrastructure Alterations - 5,000		(5,000)		(5,000)		0		(5,000)	0
			(5,000)		(5,000)		0		(5,000)	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL ANIMAL CONTROL - Capital		0	(5,000)	0	(5,000)	0	0	0	(5,000)	0
TOTAL ANIMAL CONTROL		42,200	(103,835)	42,200	(103,835)	32,623	(66,775)	42,200	(103,835)	0
OTHER										
OPERATING EXPENDITURE										

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
053201	Employee Costs - Other Lops		(78,965)		(78,965)		(51,276)		(78,965)	0
053203	Telephone Expense		(1,500)		(1,500)		(847)		(1,500)	0
053204	Cctv Operational Expenses - Maintenance - In House		(5,000)		(5,000)		(7,239)		(9,000)	(4,000)
053206	Vehicle Expenses - Rangers		(9,000)		(9,000)		(6,861)		(9,000)	0
053207	Administration Allocation - Lops Other		(30,030)		(30,030)		(18,650)		(30,030)	0
053208	Depreciation - Lops - Other		(4,900)		(4,900)		(3,119)		(4,900)	0
053209	Semc Aware Grant Expenditure		(4,000)		(4,000)		0		(4,000)	0
			(133,395)		(133,395)		(87,991)		(137,395)	(4,000)
OPERATING REVENUE										
053321	Fines & Penalties	3,000		3,000		2,698		3,000		0
053322	Other Income - Other - 1,500 - SEMC Aware Grant - 4,000	5,500		5,500		4,000		5,500		0
053323	CCTV - Grants & Contributions	0		0		0		140,044		140,044
		8,500		8,500		6,698		148,544		140,044
TOTAL (LOPS) OTHER - Operating		8,500	(133,395)	8,500	(133,395)	6,698	(87,991)	148,544	(137,395)	136,044
CAPITAL EXPENDITURE										
053401	CCTV - Closed Circuit Television Camera - Security		0		0		0		(140,044)	(140,044)
053402	Transfer To Cctv Reserve - Interest & 10,000		(10,350)		(10,350)		(207)		(10,350)	0
			(10,350)		(10,350)		(207)		(150,394)	(140,044)
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL (LOPS) OTHER - Capital		0	(10,350)	0	(10,350)	0	(207)	0	(150,394)	(140,044)
TOTAL (LOPS) OTHER		8,500	(143,745)	8,500	(143,745)	6,698	(88,198)	148,544	(287,789)	(4,000)
EMERGENCY MANAGEMENT										
OPERATING EXPENDITURE										
054202	Recovery Expenses		(2,000)		(2,000)		(5)		(2,000)	0
054203	Administration Allocation - Emergency Management		(32,420)		(32,420)		(21,502)		(32,420)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
054204	CESM - Employee Costs		(127,711)		(127,711)		(96,253)		(127,711)	0
054208	CESM Vehicle Expenses		(7,000)		(7,000)		(11,513)		(7,000)	0
054209	SES Plant & Equipment (less \$1000)		(10,000)		(10,000)		(3,922)		(10,000)	0
054210	SES Plant & Equipment Maintenance		(1,000)		(1,000)		(126)		(1,000)	0
054211	SES Vehicles, Trailers Maintenance		(6,000)		(6,000)		(5,372)		(6,000)	0
054212	SES Building - Maintenance		(2,000)		(2,000)		0		(2,000)	0
054214	SES Utilities, rates & taxes		(2,000)		(2,000)		(1,761)		(2,000)	0
054215	SES Other Goods & Services		(1,000)		(1,000)		(670)		(1,000)	0
054216	SES Insurance		(2,000)		(2,000)		0		(2,000)	0
054217	Bushfire Risk Management Coordinator - Employee Expense		(140,235)		(140,235)		(85,494)		(140,235)	0
054218	Bushfire Risk Management Coordinator - Other Expense		(33,321)		(33,321)		(19,997)		(33,321)	0
			(366,687)		(366,687)		(246,615)		(366,687)	0
OPERATING REVENUE										
054335	CESM - Recoup	102,169		102,169		90,117		102,169		0
054337	Toodyay District Ses Grant	24,000		24,000		12,000		24,000		0
		126,169		126,169		102,117		126,169		0
TOTAL EMERGENCY MANAGEMENT - Operating										
		126,169	(366,687)	126,169	(366,687)	102,117	(246,615)	126,169	(366,687)	0
CAPITAL EXPENDITURE										
054205	Transfer To Emergency Management & Recovery Reserve		(2,500)		(2,500)		(924)		(2,500)	0
			(2,500)		(2,500)		(924)		(2,500)	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL EMERGENCY MANAGEMENT - Capital										
		0	(2,500)	0	(2,500)	0	(924)	0	(2,500)	0
TOTAL EMERGENCY MANAGEMENT										
		126,169	(369,187)	126,169	(369,187)	102,117	(247,540)	126,169	(369,187)	0
FIRE & LAND MANAGEMENT										
OPERATING EXPENDITURE										
055401	Reserves Management - Mitigation Works - 30,000 - Reserve Track Maintenance - 10,000		(40,000)		(40,000)		(29,117)		(40,000)	0
055406	Reserves Management - Employee Costs		(82,493)		(82,493)		(53,540)		(82,493)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
055407	RMO - Vehicle Expenses		(5,000)		(5,000)		(2,630)		(5,000)	0
055412	RMO - Professional Development		(1,250)		(1,250)		0		(1,250)	0
055413	Administration Allocation - Reserve Management		(25,176)		(25,176)		(16,894)		(25,176)	0
			(153,919)		(153,919)		(102,181)		(153,919)	0
<u>OPERATING REVENUE</u>										
055502	Reserves Management - Telecommunications Leases	20,000		20,000		20,461		20,000		0
		20,000		20,000		20,461		20,000		0
TOTAL LAND & FIRE MANAGEMENT - Operating										
		20,000	(153,919)	20,000	(153,919)	20,461	(102,181)	20,000	(153,919)	0
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL LAND & FIRE MANAGEMENT - Capital										
		0	0	0	0	0	0	0	0	0
TOTAL LAND & FIRE MANAGEMENT										
		20,000	(153,919)	20,000	(153,919)	20,461	(102,181)	20,000	(153,919)	0
TOTAL LAW ORDER & PUBLIC SAFETY										
		1,005,816	(1,349,128)	1,005,816	(2,012,528)	265,153	(896,385)	1,260,960	(2,301,888)	(34,216)
HEALTH										
PUBLIC HEALTH										
<u>OPERATING EXPENDITURE</u>										
074201	Public Health - Employee Costs		(130,667)		(130,667)		(81,480)		(130,667)	0
074206	Health - Professional Development		(2,562)		(2,562)		0		(2,562)	0
074208	Health Control Expenses		(3,000)		(3,000)		(676)		(3,000)	0
074209	Legal Expenses		(2,500)		(2,500)		(5,421)		(7,000)	(4,500)
076201	Analytical Expenses		(2,000)		(2,000)		(1,040)		(2,000)	0
074210	Administration Allocation - Public Health		(23,819)		(23,819)		(16,017)		(23,819)	0
074212	Pest Management Expenses		0		0		0		(20,000)	(20,000)
002502	Deprec Of Assets - Health		(35,500)		(35,500)		(23,565)		(35,500)	0
			(200,048)		(200,048)		(128,199)		(224,548)	(24,500)
<u>OPERATING REVENUE</u>										

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
074331	Legal Expenses Recoup	500		500		0		500		0
074332	Health Act Fees,Licences	20,000		20,000		11,177		20,000		0
074333	Fines And Penalties	3,000		3,000		0		3,000		0
		23,500		23,500		11,177		23,500		0
TOTAL PUBLIC HEALTH - Operating		23,500	(200,048)	23,500	(200,048)	11,177	(128,199)	23,500	(224,548)	(24,500)
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL PUBLIC HEALTH - Capital		0	0	0	0	0	0	0	0	0
TOTAL PUBLIC HEALTH		23,500	(200,048)	23,500	(200,048)	11,177	(128,199)	23,500	(224,548)	(24,500)
<u>OTHER HEALTH</u>										
<u>OPERATING EXPENDITURE</u>										
077201	Alma Beard Centre - Building Maintenance - 10,075 - Garden Maintenance - 8,323 - Operational Expenditure - 15,807		(34,205)		(34,205)		(19,550)		(34,205)	0
077202	Alma Beard Medical Centre - Rental - Offset by GL: 077330		(35,000)		(35,000)		(35,000)		(35,000)	0
077203	Administration Allocation - Other Health		(26,686)		(26,686)		(17,882)		(26,686)	0
			(95,891)		(95,891)		(72,432)		(95,891)	0
<u>OPERATING REVENUE</u>										
077330	Alma Beard Medical Centre - Rental - Offset by GL: 077202 - Physiotherapy Room Rental - 6,000	41,000		41,000		39,605		41,000		0
		41,000		41,000		39,605		41,000		0
TOTAL OTHER HEALTH - Operating		41,000	(95,891)	41,000	(95,891)	39,605	(72,432)	41,000	(95,891)	0
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
CAPITAL REVENUE										
		0		0		0		0		0
	TOTAL OTHER HEALTH - Capital	0	0	0	0	0	0	0	0	0
	TOTAL OTHER HEALTH	41,000	(95,891)	41,000	(95,891)	39,605	(72,432)	41,000	(95,891)	0
	TOTAL HEALTH	64,500	(295,939)	64,500	(295,939)	50,782	(200,631)	64,500	(320,439)	(24,500)
EDUCATION AND WELFARE										
OPERATING EXPENDITURE										
081100	Aged & Disabled - Other - Operating Expenditure		(5,000)		(5,000)		0		(5,000)	0
081110	Admin Allocation - Other Aged & Disabled		(27,054)		(27,054)		(17,772)		(27,054)	0
081150	Aged & Disabled - Employee Costs		(31,980)		(31,980)		(24,792)		(31,980)	0
			(64,034)		(64,034)		(42,564)		(64,034)	0
OPERATING REVENUE										
		0		0		0		0		0
	TOTAL EDUCATION AND WELFARE - Operating	0	(64,034)	0	(64,034)	0	(42,564)	0	(64,034)	0
CAPITAL EXPENDITURE										
083300	Aged & Disabled - Other - Capital Expenditure - Q179 Butterly House Structural Repairs - 20,000		(20,000)		(20,000)		0		(20,000)	0
			(20,000)		(20,000)		0		(20,000)	0
CAPITAL REVENUE										
		0		0		0		0		0
	TOTAL EDUCATION AND WELFARE - Capital	0	(20,000)	0	(20,000)	0	0	0	(20,000)	0
	TOTAL EDUCATION AND WELFARE	0	(84,034)	0	(84,034)	0	(42,564)	0	(84,034)	0
	TOTAL EDUCATION AND WELFARE	0	(84,034)	0	(84,034)	0	(42,564)	0	(84,034)	0
HOUSING										

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

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COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
STAFF HOUSING										
<u>OPERATING EXPENDITURE</u>										
091201	Lot 35; 19A & 19B Clinton Street - Duplex - Building - 5,840 - Garden Maintenance - 1,384 - Utilities - 4,233		(11,457)		(11,457)		(2,233)		(11,457)	0
002602	Deprec Of Assets - Staff Housing		(5,500)		(5,500)		(3,460)		(5,500)	0
			(16,957)		(16,957)		(5,693)		(16,957)	0
<u>OPERATING REVENUE</u>										
091330	Shire Owned Housing - Rental Income	10,000		10,000		6,120		10,000		0
091332	Recoups - Staff Housing	500		500		292		500		0
		10,500		10,500		6,412		10,500		0
TOTAL STAFF HOUSING - Operating		10,500	(16,957)	10,500	(16,957)	6,412	(5,693)	10,500	(16,957)	0
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL STAFF HOUSING - Capital		0	0	0	0	0	0	0	0	0
TOTAL STAFF HOUSING		10,500	(16,957)	10,500	(16,957)	6,412	(5,693)	10,500	(16,957)	0
OTHER HOUSING										
<u>OPERATING EXPENDITURE</u>										
092203	Butterly House		(2,350)		(2,350)		(2,768)		(2,350)	0
002662	Deprec Of Assets-Housing		(20,000)		(20,000)		(12,864)		(20,000)	0
			(22,350)		(22,350)		(15,632)		(22,350)	0
<u>OPERATING REVENUE</u>										
092331	Recoups/Reimbursements - Aged Housing	0		0		859		0		0
		0		0		859		0		0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	TOTAL OTHER HOUSING - Operating	0	(22,350)	0	(22,350)	859	(15,632)	0	(22,350)	0
	<u>CAPITAL EXPENDITURE</u>									
			0		0		0		0	0
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		0
	TOTAL OTHER HOUSING - Capital	0	0	0	0	0	0	0	0	0
	TOTAL OTHER HOUSING	0	(22,350)	0	(22,350)	859	(15,632)	0	(22,350)	0
	TOTAL HOUSING	10,500	(39,307)	10,500	(39,307)	7,271	(21,325)	10,500	(39,307)	0
	COMMUNITY AMMENITIES									
	HOUSEHOLD REFUSE									
	<u>OPERATING EXPENDITURE</u>									
101201	Waste Transfer Station - Maintenance & Operating - Building Maintenance - 4,333 - Parks & Gardens - 20,624 - Utilities & Insurance - 4,958		(29,915)		(29,915)		(9,628)		(29,915)	0
101202	Disposal Of Refuse		(40,000)		(40,000)		(20,656)		(40,000)	0
101203	Domestic Refuse Collection - Includes fortnightly recycle collection - Mandatory waste collection - 85,000 - 1,174 waste collection - 124,000 - 120 commercial collection - 42,000 - 80 Street Bins - 35,000 - Monthly tonnage collection fee - 65,000		(386,000)		(386,000)		(218,617)		(351,000)	35,000
101204	Administration Allocation - Household Refuse		(27,999)		(27,999)		(16,894)		(27,999)	0
101207	Waste Transfer Station - Waste Management Contract		(140,000)		(140,000)		(84,120)		(140,000)	0
002752	Deprec Of Assets-Rubbish		(5,800)		(5,800)		(3,838)		(5,800)	0
			(629,714)		(629,714)		(353,754)		(594,714)	35,000
	<u>OPERATING REVENUE</u>									
101330	Domestic Rubbish Collection - Mandatory - Includes fortnightly recycle collection	107,360		107,360		124,618		107,360		0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
101331	- 478 collections - 107,360 Commercial Rubbish Collection	23,400		23,400		10,500		23,400		0
	- Includes fortnightly recycle collection									
101332	- 100 collections - 23,400 Transfer Station Entry Fees - Additional Passes	1,500		1,500		182		1,500		0
	- \$60 per Twelve Passes									
	- \$30 per Six passes									
	- \$5 per single pass									
101333	Waste Transfer Station Maintenance - Minimum Rate	246,880		246,880		232,080		246,880		0
	- 3,086 Assesments @ \$80 per assesment									
101334	Domestic Rubbish Collection - Additional	278,760		278,760		285,483		278,760		0
	- Includes fortnightly recycle collection									
	- 1,212 collections - 278,760									
		657,900		657,900		652,863		657,900		0
TOTAL HOUSEHOLD REFUSE - Operating		657,900	(629,714)	657,900	(629,714)	652,863	(353,754)	657,900	(594,714)	35,000
<u>CAPITAL EXPENDITURE</u>										
101251	Waste Transfer Station - Capital Works		(16,000)		(16,000)		(9,525)		(10,000)	6,000
	- Q188 WTS Fire Wall - 16,000									
101252	Transfer To Refuse Reserve		(2,000)		(2,000)		(1,415)		(2,000)	0
	- Interest									
			(18,000)		(18,000)		(10,940)		(12,000)	0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL HOUSEHOLD REFUSE - Capital		0	(18,000)	0	(18,000)	0	(10,940)	0	(12,000)	0
TOTAL HOUSEHOLD REFUSE		657,900	(647,714)	657,900	(647,714)	652,863	(364,694)	657,900	(606,714)	35,000
<u>OTHER REFUSE</u>										
<u>OPERATING EXPENDITURE</u>										
102201	Administration Allocation - Other Refuse		(39,468)		(39,468)		(24,354)		(39,468)	0
102202	Tidy Towns Expenditure		(13,700)		(13,700)		0		(13,700)	0
	- Tidy Towns Murial - 11,700									
	- Other - 2,000									
102206	Street Bins Collection		(10,000)		(10,000)		(6,405)		(10,000)	0
102207	Litter Control - Other		(4,972)		(4,972)		0		(4,972)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Parks & Garden - 3,972 - Community Claeanup Event - 1,000									
			(68,140)		(68,140)		(30,759)		(68,140)	0
	<u>OPERATING REVENUE</u>	0		0		0		0		0
	TOTAL OTHER REFUSE - Operating	0	(68,140)	0	(68,140)	0	(30,759)	0	(68,140)	0
	<u>CAPITAL EXPENDITURE</u>		0		0		0		0	0
	<u>CAPITAL REVENUE</u>	0		0		0		0		0
	TOTAL OTHER REFUSE - Capital	0	0	0	0	0	0	0	0	0
	TOTAL OTHER REFUSE	0	(68,140)	0	(68,140)	0	(30,759)	0	(68,140)	0
	COMMUNITY AMMENITIES									
	SEWERAGE									
	<u>OPERATING EXPENDITURE</u>		0		0		0		0	0
	<u>OPERATING REVENUE</u>	0		0		0		0		0
	TOTAL SEWERAGE - Operating	0	0	0	0	0	0	0	0	0
	<u>CAPITAL EXPENDITURE</u>		0		0		0		0	0
	<u>CAPITAL REVENUE</u>	0		0		0		0		0
	TOTAL SEWERAGE - Capital	0	0	0	0	0	0	0	0	0
	TOTAL SEWERAGE	0	0	0	0	0	0	0	0	0
	COMMUNITY SPONSORSHIP									

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	<u>OPERATING EXPENDITURE</u>									
104201	Community Grants & Sponsorships		(60,157)	(60,157)		(48,130)		(60,157)		0
	- Discretionary Funds - 5,500									
	- Moondyne Festival - 8,000									
	- Christmas Street Party - 5,000									
	- Music Festival - 6,000									
	- Toodyay Ag Sponsorship as per agreement - 1,000									
	- Toodyay RSL Centenary Celebrations - 2,000									
	- Toodyay CRC - Laptop - 2,997									
	- Morangup Playgroup - Events - 700									
	- Toodyay P&C - School Fete - 2,300									
	- Youthcare - 8,000									
	- 2J2 Air Live Radio - Transmitter - 3,960									
	- Toodyay Cricket Club - 2,500									
	- Julimar Volunteer Fire Brigade - Imaging Camera - 1,200									
	- Toodyay Agricultural Society - Laptops - 2,000									
	- Bush Poets - 1,000									
	- Toodyay Car & Motorcycle Show - 1,500									
	- Arts Toodyay Inc - Art Workshops - 1,500									
	- Fibre Festival - 5,000									
104203	Community Contributions		(5,000)	(5,000)		0		(5,000)		0
			(65,157)	(65,157)		(48,130)		(65,157)		0
	<u>OPERATING REVENUE</u>									
104330	Contributions, Donations, Grants & Sponsorships	5,000		5,000		0		5,000		0
		5,000		5,000		0		5,000		0
	TOTAL COMMUNITY SPONSORSHIP - Operating	5,000	(65,157)	5,000	(65,157)	0	(48,130)	5,000	(65,157)	0
	<u>CAPITAL EXPENDITURE</u>									
			0	0		0		0		0
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		0
	TOTAL COMMUNITY SPONSORSHIP - Capital	0	0	0	0	0	0	0	0	0
	TOTAL COMMUNITY SPONSORSHIP	5,000	(65,157)	5,000	(65,157)	0	(48,130)	5,000	(65,157)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
PROTECTION OF THE ENVIRONMENT										
<u>OPERATING EXPENDITURE</u>										
105201	Environment - Employee Costs		(71,839)	(71,839)		(54,806)		(54,806)		17,033
105204	Environmental Expenditure		(10,000)	(10,000)		(1,008)		(27,033)		(17,033)
105205	Consultant to Develop Biodiversity Strategy/Review of EMS									
105205	Admin Alloc - Environment Protection		(22,309)	(22,309)		(15,029)		(22,309)		0
			(104,148)	(104,148)		(70,844)		(104,148)		0
<u>OPERATING REVENUE</u>										
		0		0		0		0		0
TOTAL PROTECTION OF ENVIRONMENT - Operating		0	(104,148)	0	(104,148)	0	(70,844)	0	(104,148)	0
<u>CAPITAL EXPENDITURE</u>										
			0	0		0		0		0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL PROTECTION OF ENVIRONMENT - Capital		0	0	0	0	0	0	0	0	0
TOTAL PROTECTION OF ENVIRONMENT		0	(104,148)	0	(104,148)	0	(70,844)	0	(104,148)	0
TOWN PLANNING										
<u>OPERATING EXPENDITURE</u>										
106201	Town Planning - Employee Costs		(159,156)	(159,156)		(112,181)		(159,156)		0
106205	Town Planning - Professional Development		(2,875)	(2,875)		(1,370)		(2,875)		0
106206	T.Plng Vehicle Expenses		(16,000)	(16,000)		(15,424)		(18,000)		(2,000)
106208	Rezoning/Subdivision Expenses		(1,000)	(1,000)		(39)		(1,000)		0
106209	T.Plng Other Expenses		(5,000)	(5,000)		(7,749)		(10,000)		(5,000)
	- Advertising									
106210	T.Plng Legal Costs		(15,000)	(15,000)		(15,740)		(20,000)		(5,000)
106212	Administration Allocation - Town Planning		(43,479)	(43,479)		(29,949)		(43,479)		0
106213	Deprec Of Assets - T/P		(15,000)	(15,000)		(6,279)		(15,000)		0
106216	Contractor Expenses		(20,000)	(20,000)		(26,063)		(26,063)		(6,063)
			(277,510)	(277,510)		(214,794)		(295,573)		(18,063)

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
OPERATING REVENUE										
106332	Subdivision Fees	1,500		1,500		563		1,500		0
106334	T.Plng Other Fees - 3-6 Dog Applications - Planning Applications - Plan Searches	40,000		40,000		22,813		40,000		0
		41,500		41,500		23,375		41,500		0
TOTAL TOWN PLANNING - Operating		41,500	(277,510)	41,500	(277,510)	23,375	(214,794)	41,500	(295,573)	(18,063)
CAPITAL EXPENDITURE										
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL TOWN PLANNING - Capital		0	0	0	0	0	0	0	0	0
TOTAL TOWN PLANNING		41,500	(277,510)	41,500	(277,510)	23,375	(214,794)	41,500	(295,573)	(18,063)
COMMUNITY AMMENITIES										
OTHER COMMUNITY SERVICES										
OPERATING EXPENDITURE										
107201	Cemetery Maintenance - Building Maintenance - 997 - Parks & Gardens - 40,533 - Operational/Utilities - 6,123		(47,653)		(47,653)		(24,055)		(47,653)	0
107202	Federation Square Mtce - Building Maintenance - 1,970 - Parks & Gardens - 9,597 - Operational/Utilities - 248		(11,816)		(11,816)		(4,871)		(11,816)	0
107204	Toodyay Railway Station - R015 Railway Lawns & Gardens - 11,412 - R078 Railway Resesrve - 5,684 - Utilities - 4,252		(21,348)		(21,348)		(11,269)		(21,348)	0
107205	Street Furniture		(2,098)		(2,098)		(2,424)		(2,098)	0
107206	War Memorial - Building Maintenance - 1,518		(26,859)		(26,859)		(27,631)		(37,000)	(10,141)

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
107210	- Parks & Gardens - 19,273 - Operational/Utilities - 6,608 Administration Allocation - Other Community Services		(22,309)		(22,309)		(15,029)		(22,309)	0
107211	Cemetery Operations - Gravedigging Etc		(16,000)		(16,000)		(5,631)		(16,000)	0
003502	Depr Of Assets-Amenities		(7,500)		(7,500)		(3,033)		(7,500)	0
			(155,583)		(155,583)		(93,945)		(165,724)	(10,141)
OPERATING REVENUE										
107331	Cemetery Fees (Inc Gst)	16,000		16,000		3,123		16,000		0
107332	Cemetery Fees (Not Inc Gst)	500		500		160		500		0
		16,500		16,500		3,283		16,500		0
TOTAL OTHER COMMUNITY - Operating		16,500	(155,583)	16,500	(155,583)	3,283	(93,945)	16,500	(165,724)	(10,141)
CAPITAL EXPENDITURE										
107273	Toodyay Cemetery - Capital Works - Q013 Cemetery - Niche Wall		(30,000)		(30,000)		0		(30,000)	0
			(30,000)		(30,000)		0		(30,000)	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL OTHER COMMUNITY - Capital		0	(30,000)	0	(30,000)	0	0	0	(30,000)	0
TOTAL OTHER COMMUNITY SERVICES		16,500	(185,583)	16,500	(185,583)	3,283	(93,945)	16,500	(195,724)	(10,141)
TOTAL COMMUNITY AMENITIES		720,900	(1,348,252)	720,900	(1,348,252)	679,521	(823,166)	720,900	(1,335,456)	6,796
RECREATION & CULTURE										
PUBLIC HALLS										
OPERATING EXPENDITURE										
111201	Memorial Hall - Operational & Maintenance Expenditure - Building Maintenance - 10,004 - Operational/Utilities - 38,803		(48,807)		(48,807)		(23,529)		(48,807)	0
111202	Morangup Comm Ctre. - Building Maintenance - 4,956 - Parks & Gardens - 1,811		(8,158)		(8,158)		(8,735)		(10,158)	(2,000)

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
111203	- Operational/Utilities - 1,390 Community Ctre		(59,408)		(59,408)		(30,954)		(59,408)	0
	- Projector & Screen - 1,100									
	- Building Maintenace - 17,015									
	- Parks & Gardens - 9,396									
	- Operational/Utilities - 31,897									
111204	Administration Allocation - Public Halls		(29,558)		(29,558)		(19,966)		(29,558)	0
161205	Loan 65 - Interest And Charges		(2,447)		(2,447)		(1,520)		(2,447)	0
003522	Deprec Of Assets - Halls		(50,000)		(50,000)		(34,865)		(50,000)	0
			(198,378)		(198,378)		(119,570)		(200,378)	(2,000)
OPERATING REVENUE										
111330	Memorial Hall Rentals	3,500		3,500		2,159		3,500		0
111332	Community Centre Rentals	45,000		45,000		39,897		45,000		0
	- Silver Chain - 15,000									
	- Dept Child Protection - 20,000									
	- Other Rentals - 10,000									
111333	Community Centre Recoups	1,500		1,500		1,272		1,500		0
		50,000		50,000		43,328		50,000		0
TOTAL PUBLIC HALLS - Operating										
		50,000	(198,378)	50,000	(198,378)	43,328	(119,570)	50,000	(200,378)	(2,000)
CAPITAL EXPENDITURE										
111351	Buildings - Public Halls & Civic Centres		(127,000)		(127,000)		(22,732)		(127,000)	0
	- Q141 - Memorial Hall Building Renewal - 20,000									
	- Q176 - Memorial Hall Generator & Enclosure - 7,500									
	- Q129 - Toodyay Community Centre Renewal - 34,500									
	- Q130 - Youth Hall - Airconditioner & Replace Skylights - 15,000									
	- Q165 - Morangup Community Centre Additions - 50,000									
111354	Transfer To Morangup Community Centre Development Reserve		(330,500)		(330,500)		(197)		(330,500)	0
161256	Loan 65 - Principal - Community Centre, Stirling Terrace		(11,361)		(11,361)		(5,584)		(11,361)	0
			(468,861)		(468,861)		(28,512)		(468,861)	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL PUBLIC HALLS - Capital										
		0	(468,861)	0	(468,861)	0	(28,512)	0	(468,861)	0
TOTAL PUBLIC HALLS										
		50,000	(667,239)	50,000	(667,239)	43,328	(148,082)	50,000	(669,239)	(2,000)

Shire of Toodyay - Operating Statement by Function & Activity

For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
RECREATION & CULTURE										
RECREATION & SPORT										
OPERATING EXPENDITURE										
113201	Toodyay Showgrounds - Building Maintenance - 25,601 - Parks & Gardens - 85,764 - Operational/Utilities - 36,510 - Cutlery - 1,000 - Seating at Youth Hall - 4,000		(152,875)		(152,875)		(95,492)		(152,875)	0
113202	Toodyay Race Course		(1,070)		(1,070)		0		(1,070)	0
113203	Newcastle Park - Building Maintenance - 2,061 - Parks & Gardens - 20,270 - Operational/Utilities - 154		(22,483)		(22,483)		(18,548)		(22,483)	0
113204	Charcoal Lane Public Convenience - Building Maintenance - 7,045 - Operational/Utilities - 10,371		(17,717)		(17,717)		(12,127)		(17,717)	0
113206	Parks & Gardens Depot - Building Maintenance - 9,980 - Parks & Gardens - 1,066 - Operational/Utilities - 1,900		(12,946)		(12,946)		(2,337)		(12,946)	0
113207	Pioneer Arborteam		(10,031)		(10,031)		(6,363)		(10,031)	0
113208	Railway Wagon Reserve No. 35142 (Info Bay)		(8,006)		(8,006)		(3,947)		(8,006)	0
113210	Wilson Street (Parking) Reserve		(1,644)		(1,644)		(269)		(1,644)	0
113212	Pelham Reserve - Building Maintenance - 978 - Reserve Works - 6,500 - Operational/Utilities - 10,493		(17,970)		(17,970)		(9,290)		(17,970)	0
113213	Duidgee & Stirling Parks - Parks & Gardens - 56,306 - Building Maintenance - 7,106 - Operational/Utilities - 13,344		(76,756)		(76,756)		(56,096)		(76,756)	0
113214	Misc Sports Club Facilities - Building Maintenance - 5,397 - Other - 750		(6,147)		(6,147)		(6,313)		(6,147)	0
113215	Other Shire Parks & Gardens		(18,093)		(18,093)		(6,048)		(18,093)	0
113221	Admin Allocation - Recreation & Sport		(56,947)		(56,947)		(38,835)		(56,947)	0
113227	Youth Engagement - Expenditure - Holiday Program - 5,000		(7,000)		(7,000)		(1,645)		(7,000)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
113228	- Other - 2,000 Community Expenditure - Sport & Rec - Toodyay Corporate Sport Challenge		(2,500)		(2,500)		0		(2,500)	0
113229	Other Recreation & Sport - Employee Costs		(63,510)		(63,510)		(43,955)		(63,510)	0
161214	Loan 72 - Interest - Land -Rec Centre		(39,095)		(39,095)		(23,941)		(39,095)	0
161215	Loan 73 - Interest - Tennis & basketball Cts		(926)		(926)		(703)		(926)	0
161217	Loan 75 - Interest & Charges - Recreation Precinct		(72,404)		(72,404)		0		0	72,404
003792	Deprec Of Assets - Sport		(120,000)		(120,000)		(95,991)		(146,000)	(26,000)
			(708,120)		(708,120)		(421,900)		(661,716)	0
OPERATING REVENUE										
113330	Showground Rental	6,000		6,000		2,323		6,000		0
113332	Club Leases	1,000		1,000		688		1,000		0
113335	Clubs Insurance	3,500		3,500		3,588		3,500		0
113351	Grants & Contributions Income	1,000		1,000		970		1,000		0
113357	Toodyay Race Club - Reimbursement/S - Insurance	3,500		3,500		3,279		3,500		0
113362	Recreation Precinct Contributions - Bendigo Bank Contribution - 100,000 - BBRF Grant Funding - 3,219,965 - Swimming Pool Action Funds - 117,807	3,437,772		3,437,772		0		0		(3,437,772)
		3,452,772		3,452,772		10,848		15,000		(3,437,772)
TOTAL REC & SPORT - Operating		3,452,772	(708,120)	3,452,772	(708,120)	10,848	(421,900)	15,000	(661,716)	(3,437,772)
CAPITAL EXPENDITURE										
113256	Duidgee / Stirling Park Upgrade - Infrastructure - Q177 Duidgee Park Toilet Upgrade - 68,500 - Q196 - Fencing Installation - Playground - 8,480		(76,980)		(76,980)		0		(76,980)	0
113262	Buildings - Sport & Recreation - Q192 - Parks & Gardens Depot Upgrade - 20,000 - Q199 - Recreation Precinct Buildings - 2,236,111		(2,256,111)		(2,256,111)		(1,736)		(20,000)	2,236,111
113263	Infrastructure - Parks & Recreation - Q159 - Recreation Precinct Infrastructure - 500,000 - Q198 - Pelham Reserve Works - 25,760 - Q194 - Racecourse Water Main - 15,000 - Q197 - Showgrounds Infrastructure Upgrades - 19,250 - Q201 - Showgrounds Power Upgrade - 14,000		(5,880,430)		(5,880,430)		(175,102)		(574,010)	5,306,420
113270	Showgrounds - Pavilion - Q200 - Showgrounds Paviilon - Building Upgrades - 78,500		(78,500)		(78,500)		(35,162)		(78,500)	

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
113274	Transfer To Swimming Pool Reserve - Interest		(2,000)		(2,000)		(1,383)		(2,000)	0
113275	Transfer To Recreation Development Reserve - Interest		(35,000)		(35,000)		(23,633)		(35,000)	0
113277	Transfer To Asset Replacement Reserve		0		0		0		(10,000)	(10,000)
161262	Loan 72 - Principal - Recreation Precinct Land		(39,725)		(39,725)		(19,644)		(39,725)	0
161263	Loan 73 - Principal Payments - Multi Purpose Courts		(19,901)		(19,901)		(9,872)		(19,901)	0
161271	Loan 75 - Principal - Recreation Precinct		(60,197)		(60,197)		0		0	60,197
			(8,448,844)		(8,448,844)		(266,531)		(856,116)	7,532,531
CAPITAL REVENUE										
113350	Transfer From Recreation Development Reserve	1,879,990		1,879,990		0		250,000		(1,629,990)
113359	Transfer From Swimming Pool Reserve	109,937		109,937		0		0		(109,937)
113360	Loan Income - Multi Purpose Recreation Facility	1,800,000		1,800,000		0		0		(1,800,000)
		3,789,927		3,789,927		0		250,000		(1,629,990)
TOTAL REC & SPORT - Capital		3,789,927	(8,448,844)	3,789,927	(8,448,844)	0	(266,531)	250,000	(856,116)	5,902,541
TOTAL RECREATION & SPORT		7,242,699	(9,156,964)	7,242,699	(9,156,964)	10,848	(688,431)	265,000	(1,517,832)	2,464,769
RECREATION & CULTURE										
LIBRARIES										
OPERATING EXPENDITURE										
115201	Library - Employee Costs		(161,660)		(161,660)		(103,785)		(161,660)	0
115204	Library - Professional Development - WA Libraries Conference		(3,125)		(3,125)		(84)		(3,125)	0
115205	Library Operating Expenses - Stationery & Staff Amenities - Telephone Charges - State Library of WA - Solar Panel Leasing		(16,971)		(16,971)		(10,327)		(16,971)	0
115206	Library Bldg. Maintenance - Shelving for Workroom - 1,000 - Parks & Gardens - 1,878 - Building Maintenance - 12,001 - Utilities/Insurance - 18,115		(32,993)		(32,993)		(17,689)		(32,993)	0
115207	Library Office Equipment - Furniture		(6,000)		(6,000)		(2,728)		(6,000)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
115208	Library Book Purchases		(2,500)		(2,500)		(1,732)		(2,500)	0
115210	Administration Allocation - Library		(28,263)		(28,263)		(19,088)		(28,263)	0
115211	Library - Events - Author Talks x 4 Events - 2,500		(2,500)		(2,500)		(768)		(2,500)	0
161209	Loan 67 - Interest And Charges		(17,482)		(17,482)		(10,451)		(17,482)	0
161211	Loan 69 - Interest And Charges		(4,068)		(4,068)		(2,719)		(4,068)	0
004072	Deprec Of Assets-Library		(19,500)		(19,500)		(12,552)		(19,500)	0
			(295,062)		(295,062)		(181,924)		(295,062)	0
OPERATING REVENUE										
115334	Library Income/Revenue	3,500		3,500		1,723		3,500		0
		3,500		3,500		1,723		3,500		0
TOTAL LIBRARIES - Operating		3,500	(295,062)	3,500	(295,062)	1,723	(181,924)	3,500	(295,062)	0
CAPITAL EXPENDITURE										
115250	Buildings - Library - J038 - Library Brick Repairs - 6,000		(6,000)		(6,000)		0		(6,000)	0
161258	Loan 67 Principal - Library Upgrade 1		(36,503)		(36,503)		(17,955)		(36,503)	0
161261	Loan 69 Principal - Library Upgrade 2		(32,982)		(32,982)		(16,237)		(32,982)	0
			(75,485)		(75,485)		(34,192)		(75,485)	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL LIBRARIES - Capital		0	(75,485)	0	(75,485)	0	(34,192)	0	(75,485)	0
TOTAL LIBRARIES		3,500	(370,547)	3,500	(370,547)	1,723	(216,116)	3,500	(370,547)	0
RECREATION & CULTURE										
HERITAGE										
OPERATING EXPENDITURE										
116201	Museum (Gaol) Maintenance - Parks & Gardens - 9,576 - Building Maintenance - 28,507 - Utilities/Insurance - 12,973		(51,057)		(51,057)		(37,580)		(51,057)	0
116202	Museum Volunteers		(5,950)		(5,950)		(3,062)		(5,950)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
116203	Museum Displays - Goal Sinage - 2,625 - Goal Exhibitions - 2,535 - Gaol Display Furniture - 4,840		(10,000)		(10,000)		(5,958)		(10,000)	0
116209	Mus. - Marketing/Promotion - Brochure & Walk Trail booklet - Brochure Reprint/Yearly Exhibit		(2,000)		(2,000)		(1,052)		(2,000)	0
116210	Heritage - Preservation & Conservation - Restoration of Tractor		(2,500)		(2,500)		(618)		(2,500)	0
116212	Heritage - Employee Costs		(75,182)		(75,182)		(49,324)		(75,182)	0
116217	Heritage Advisory Services		(10,000)		(10,000)		(3,720)		(10,000)	0
116218	Administration Allocation - Heritage		(35,527)		(35,527)		(24,135)		(35,527)	0
116219	Cultural Heritage Interp Works - Convict Depot Walk - 16,000 (partial Grant) - Toodyaypedia Stage 4 - 2,000		(2,000)		(2,000)		(130)		(2,000)	0
116221	Museum Operating Expenses - Subscriptions - 341 - Conservation Materials & Education Materials- 5,000 - Disposal of Agricultural Artefacts - 1,000 - Public Engagement Events - 1,000 - Office Equipment & Stationary - 3,400		(10,741)		(10,741)		(633)		(10,741)	0
			(204,957)		(204,957)		(126,211)		(204,957)	0
OPERATING REVENUE										
116330	Lotterywest Grants - Museum - Q156 Roof Repair - New Shingles to Old Gaol - 189,000 - Convict Depot Walk - 8,000	197,000		197,000		0		197,000		0
116332	Admissions To Museum	10,000		10,000		8,136		10,000		0
		207,000		207,000		8,906		207,000		0
TOTAL HERITAGE - Operating		207,000	(204,957)	207,000	(204,957)	8,906	(126,211)	207,000	(204,957)	0
CAPITAL EXPENDITURE										
117252	Upgrade To Heritage Buildings - Q156 Roof Structure Repairs & Drainage Old Gaol - 300,000 - Convict Depot Walk - 16,000 - Q152 Wicklow Shearing Shed Audio & Awning - 12,000 - Q135 - Donegans Cottage Structural Repair - 15,000		(340,000)		(340,000)		0		(343,000)	(3,000)
117254	Transfer To Heritage Asset Reserve		(500)		(500)		(137)		(500)	0
			(340,500)		(340,500)		(137)		(343,500)	(3,000)

Shire of Toodyay - Operating Statement by Function & Activity

For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
CAPITAL REVENUE										
		0		0		0		0		0
	TOTAL HERITAGE - Capital	0	(340,500)	0	(340,500)	0	(137)	0	(343,500)	(3,000)
	TOTAL HERITAGE	207,000	(545,457)	207,000	(545,457)	8,906	(126,348)	207,000	(548,457)	(3,000)
RECREATION & CULTURE										
CULTURE										
OPERATING EXPENDITURE										
113209	Toodyay St Aboriginal Reserve		(3,372)		(3,372)		(1,580)		(3,372)	0
117201	Small Events		(9,500)		(9,500)		(6,007)		(9,500)	0
	- Twilight Movies In The Park - 2,380									
	- Other Festivals - 7,120									
117202	Avon Descent		(16,400)		(16,400)		(16,967)		(16,400)	0
	- NADA sponsorship - 10,000									
	- Event Preparations - 5,400									
	- Other Expense - 1,000									
117203	Aust. Day Celebrations		(8,810)		(8,810)		(6,487)		(8,810)	0
	- Community Breakfast, Citizenship Ceremony									
117204	Donegan'S Cottage - Showgrounds		(7,136)		(7,136)		(925)		(7,136)	0
117205	Parkers Cottage		(6,301)		(6,301)		(1,311)		(6,301)	0
117206	Moondyne Festival		(1,289)		(1,289)		0		(1,289)	0
117207	Toodyay International Food Festival		(57,966)		(57,966)		(56,232)		(57,966)	0
	- IFF Event Expenses - 51,200									
	- EMRC Admin Fee - 5,000									
	- Event Preparations - 1,766									
117208	Targa West		(2,000)		(2,000)		(5,431)		(5,431)	(3,431)
117210	Toodyay Ag Show		(6,000)		(6,000)		(7,289)		(7,289)	(1,289)
	- Waste Mgmt, Toilet & Generator Hire									
	- Event Preparations									
117211	Christmas Decorations		(8,500)		(8,500)		(8,000)		(8,500)	0
117212	Toodyay Races		(3,999)		(3,999)		(4,095)		(3,999)	0
	- Insurance (Reimbursed) GL; 113357									
117213	Community Grants & Sponsorships - Culture		(2,500)		(2,500)		0		(2,500)	0
	- Volunteer Recognition Event - 1,000									
	- Senior's Thank You - 1,000									
	- Other - 500									

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
117214	Administration Allocation - Culture		(33,547)		(33,547)		(22,270)		(33,547)	0
117215	Anzac Commemoration - Expenditure - Gunfire Breakfast & Anzac Day		(1,000)		(1,000)		0		(1,000)	0
117216	Reconciliation Action		(2,000)		(2,000)		(450)		(2,000)	0
004222	Depreciation - Assets - Culture		(25,000)		(25,000)		(15,916)		(25,000)	0
			(195,320)		(195,320)		(152,960)		(200,040)	(4,720)
OPERATING REVENUE										
117332	Grant Income - EMRC - Avon/IFF Festival - 30,000 - Thank a volunteer Day - 1,000 - Senior's Week - 1,000 - Other - 1,000	33,000		33,000		30,000		33,000		0
117333	Sponsorship - International Food Festival	2,500		2,500		2,045		2,500		0
117334	International Food Festival - Stallholder Fee	8,000		8,000		7,454		8,000		0
117335	Events - Other Income	3,000		3,000		500		3,000		0
		46,500		46,500		40,000		46,500		0
TOTAL CULTURE - Operating		46,500	(195,320)	46,500	(195,320)	40,000	(152,960)	46,500	(200,040)	(4,720)
CAPITAL EXPENDITURE										
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL CULTURE - Capital		0	0	0	0	0	0	0	0	0
TOTAL CULTURE		46,500	(195,320)	46,500	(195,320)	40,000	(152,960)	46,500	(200,040)	(4,720)
TOTAL RECREATION & CULTURE		7,549,699	(10,935,527)	7,549,699	(10,935,527)	104,805	(1,331,935)	572,000	(3,306,115)	2,455,049
TRANSPORT										
CONSTRUCTION										
OPERATING EXPENDITURE										
121201	Crossover Contributions		(5,000)		(5,000)		(5,000)		(5,000)	0
121205	Plant - Leasing Expenses - Lease of Grader & Truck		(88,500)		(88,500)		(51,603)		(88,500)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
121214	Survey ,Design & Audits - Toodyay St/Toodyay West Road - Road Widening, Drainage & Footpath - Julimar Road bend (near Pensioner Road) - Safety Treatment - Charcoal Lane/Piesse St - Concept Designs - Rosedale St/Folewood Rd Intersection - Range Road - Drainage & Road Upgrade - Bejoording Road/Nunile Road Intersection - Upgrade - Fitzgerald Terrace - Road Construction - Wheatbelt Secondary Freight Route Contrubution - 6,000		(106,000)		(106,000)		(30,923)		(106,000)	0
121216	Administration Allocation - Transport Construction		(54,498)		(54,498)		(35,544)		(54,498)	0
161212	Loan 70 - Interest & Charges - Footbridge		(2,439)		(2,439)		(1,577)		(2,439)	0
161213	Loan 71 - Interest & Charges - Depot		(31,601)		(31,601)		(19,328)		(31,601)	0
004670	Deprec - Transport Assets		(2,720,000)		(2,720,000)		(2,242,490)		(3,402,000)	(682,000)
			(3,008,038)		(3,008,038)		(2,386,465)		(3,690,038)	(682,000)
OPERATING REVENUE										
121334	Regional Roads Group (Project) Grants C0004 Julimar Road- Drainage, Widen & Seal - 132,265 A0004 Julimar Road- Drainage, Widen & Seal - 132,692 E0004 Julimar Road - Federal Black Spot - 186,318 A0001 Bejoording Rd - Rehabilitation & Seal - 79,396	530,671		530,671		344,256		530,671		0
121337	Roads To Recovery Grants B0149 - Munnapin Rise -Resheet - 85,000 B0019 - Fowler Rd - Construct & Seal - 38,386 B0133 - Alan Twine Rd - Construct & Seal - 42,965	166,351		166,351		40,696		166,351		0
121342	Bridge Grants - Revenue	0		0		281,050		374,733		374,733
		697,022		697,022		666,001		1,071,755		374,733
TOTAL CONSTRUCTION - Operating		697,022	(3,008,038)	697,022	(3,008,038)	666,001	(2,386,465)	1,071,755	(3,690,038)	(307,267)
CAPITAL EXPENDITURE										
112122	Footpaths - Construction Newcastle Park Footpath		0		0		0		(15,000)	(15,000)
121211	Regional Road Group Projects - Grant Funded C0004 Julimar Road- Drainage, Widen & Seal - 198,397 A0004 Julimar Road- Drainage, Widen & Seal - 199,038 E0004 Julimar Road - Federal Black Spot - 186,318 A0001 Bejoording Rd - Rehabilitation & Seal - 119,094		(702,846)		(702,846)		(343,721)		(702,846)	0
121212	Roads To Recovery - Grant Works B0148 - Donegan View - Construct & Seal - 85,000		(166,352)		(166,352)		(84,137)		(166,352)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
121213	B0119 - Fowler Rd - Construct & Seal - 38,386 B0133 - Alan Twine Rd - Construct & Seal 42,965 Road Construction - Own Resources		(1,065,629)		(1,065,629)		(507,729)		(1,054,763)	10,866
	D0120 - McIntosh Rd - Construct & Seal - 36,758 D0132 - Ferguson Rd - Construct & Seal- 45,845 D0046 - Church Gully Rd - Reseal Defect & Drainage - 96,569 D0085 - Howard Rd - Reseal - 70,944 D0001 - Bejoording Rd/Sheen Road - Intersection- 45,006 D0002 - Bejoording/Nunile Rd - Intersection - 67,692 D0010 - River Rd - Construct & Seal - 186,472 D0116 - Marri Rd - Construct & Seal - 60,000 C0002 - Nunile Rd - Construct & Seal - 285,477 D0149 - Munnaping Rise - Resheet - 80,000 J069 - Visitor Centre Carpark & Gardens - 30,000									
	J070 - Old Goal Carpark - 30,000 J030 - Toodyay Racecourse - Seal Undercover Area - 20,000									
121215	Bridges & Culverts Works		0		0		0		(374,733)	(374,733)
	Telegraph Road Bridge Works									
122202	Purchase Of Plant & Equipment		(752,563)		(752,563)		(664,303)		(788,019)	(35,456)
	T6344 - Skid Steer - 106,900 T6782 - Truck - 118,825 T6361 - Tractor Mower - 39,670 Grader Compaction Roller - 44,115 Aerator - 32,628 Finishing Mower - 11,000 T4087 - Pig Trailer - 50,000 T000 - Holden Commodore MCS - 27,470 T0001 - Mitsubishi Triton - 50,000 T0026 - Mitsubishi Triton - 44,023 T020 - Holden Colorado - 39,134 T1184 - SBS Vehicle - 32,811 1EPF060 - Ford Ranger CESM - 17,597									
	Stock Trailer - 4,545 Fork Lift - 19,990 Mechanic's Truck - 67,467 T0023 - Mitsubishi Triton Ute 39,463 Diagnostic Auto Scan Tool - 6,341 T0000 - Mitsubishi Pajero - 35,456									
122203	Transfer To Plant Replacement Reserve		(4,000)		(4,000)		(1,865)		(4,000)	0
122205	Transfer To Road Contribution Reserve - Interest & 60,000		(64,500)		(64,500)		(4,206)		(64,500)	0
122207	Remediation Of Old Depot Sites		(5,000)		(5,000)		(1,710)		(5,000)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
123220	- Q048 - Boundary Fence Replacement - 5,000 Railway Works & Services Depot - Infrastructure Other		(12,636)		(12,636)		0		(12,636)	0
122211	- C063 - Boom Gate & Electrical Upgrades Transfer To Newcastle Footbridge Reserve		(500)		(500)		(472)		(500)	0
122214	Transfer To Community Bus Reserve - Interes, \$20,000 plus proceeds from sale		(29,000)		(29,000)		(771)		(29,000)	0
161269	Loan 70 - Principal Payment		(14,200)		(14,200)		(7,000)		(14,200)	0
161270	Loan 71 - Principal Payment - Depot		(32,973)		(32,973)		(16,302)		(32,973)	0
			(2,850,199)		(2,850,199)		(1,632,216)		(3,264,522)	(414,323)
CAPITAL REVENUE										
122330	Sale Of Plant & Equipment T6344 - Skid Steer - 25,000 T6782 - Truck - 54,545 T6361 - Tractor Mower - 7,784 1TMX602 - Bandit Chipper - 21,890 Finishing Mower - 2,000 Attachment - tow behind aerator - 1,000 T4087 - Pig Trailer - 5,000 T000 - Holden Commodore MCS - 11,768 T0001 - Mitsubishi Triton - 10,000 T0026 - Mitsubishi Triton - 17,000 T020 - Holden Colorado - 15,359 T1184 - SBS Vehicle - 15,455 T0023 - Mitsubishi Triton Ute - 14,545 T0022 - Mitsubishi Triton Ute - 7,000 T0000 - Mitsubishi Pajero - 37,273, T0012 - Nissan GW470 Truck - 80,000 T939 - Community Bus - 8,000	205,000		205,000		258,620		333,619		128,619
121348	Transfer From Road Contribution Reserve	25,000		25,000		0		25,000		0
		230,000		230,000		258,620		358,619		128,619
TOTAL CONSTRUCTION - Capital		230,000	(2,850,199)	230,000	(2,850,199)	258,620	(1,632,216)	358,619	(3,264,522)	(285,704)
TOTAL CONSTRUCTION		927,022	(5,858,237)	927,022	(5,858,237)	924,621	(4,018,680)	1,430,374	(6,954,560)	(592,971)
TRANSPORT										
MAINTENANCE										
OPERATING EXPENDITURE										

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
123201	Road Maintenance		(1,013,225)		(1,013,225)		(608,054)		(1,013,225)	0
123202	Bridge Maintenance		(54,691)		(54,691)		(11,060)		(102,691)	(48,000)
	- Annual Maintenance Program - 40,021									
	- Repairs to Newcastle Footbridge - 14,670									
	- Repairs to Chatcup Bridge - 30,000									
	- Repairs to Duke Street Pedestrian Bridge - 18,000									
123205	Footpath Maintenance		(10,000)		(10,000)		(8,400)		(10,000)	0
123206	Lighting Of Streets		(40,000)		(40,000)		(22,475)		(40,000)	0
123208	Admin Allocation - Transport Maintenance		(45,916)		(45,916)		(30,059)		(45,916)	0
123209	Depot Maintenance		(74,399)		(74,399)		(49,846)		(70,399)	4,000
	- Building Maintenance									
	- Parks & Gardens Maintenance									
	- Utilities									
	- Insurance									
	- Shade House - 4,000									
123210	Roman li		(6,000)		(6,000)		(7,572)		(6,000)	0
	- Subscription - 6,000									
123211	Bridge Insurance		(72,000)		(72,000)		(74,197)		(72,000)	0
123212	Signage		(5,000)		(5,000)		(2,792)		(5,000)	0
123214	Verge Maintenance		(71,381)		(71,381)		(25,750)		(71,381)	0
004870	Deprec Of Assets - Maint		(115,000)		(115,000)		(69,146)		(115,000)	0
			(1,507,612)		(1,507,612)		(909,350)		(1,551,612)	(44,000)
<u>OPERATING REVENUE</u>										
123330	MRWA Street Light Subsidy	1,500		1,500		0		1,500		0
123331	Operating Grants - Roads	73,628		73,628		125,490		125,490		51,862
123333	Road Maintenance Contributions	100,000		100,000		31,633		100,000		0
		175,128		175,128		157,123		226,990		51,862
TOTAL MAINTENANCE - Operating		175,128	(1,507,612)	175,128	(1,507,612)	157,123	(909,350)	226,990	(1,551,612)	7,862
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL MAINTENANCE - Capital		0	0	0	0	0	0	0	0	0
TOTAL MAINTENANCE		175,128	(1,507,612)	175,128	(1,507,612)	157,123	(909,350)	226,990	(1,551,612)	7,862

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
TOTAL TRANSPORT		1,102,150	(7,365,849)	1,102,150	(7,365,849)	1,081,744	(4,928,031)	1,657,364	(8,506,172)	(585,109)
<u>ECONOMIC SERVICES</u>										
<u>RURAL SERVICES</u>										
<u>OPERATING EXPENDITURE</u>										
131208	Administration Allocation - Rural Services		(21,922)		(21,922)		(14,481)		(21,922)	0
131210	Rural Street Addressing		(1,000)		(1,000)		0		(1,000)	0
			(22,922)		(22,922)		(14,481)		(22,922)	0
<u>OPERATING REVENUE</u>										
131334	Rural Street Addressing	500		500		315		500		0
		500		500		315		500		0
TOTAL RURAL SERVICES - Operating		500	(22,922)	500	(22,922)	315	(14,481)	500	(22,922)	0
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL RURAL SERVICES - Capital		0	0	0	0	0	0	0	0	0
TOTAL RURAL SERVICES		500	(22,922)	500	(22,922)	315	(14,481)	500	(22,922)	0
<u>ECONOMIC SERVICES</u>										
<u>TOURISM & AREA PROMOTION</u>										
<u>OPERATING EXPENDITURE</u>										
132201	Visitor Centre - Employee Costs		(133,220)		(133,220)		(100,446)		(133,220)	0
132204	Visitor Centre - Professional Development		(2,500)		(2,500)		(173)		(2,500)	0
132207	Visitor Centre - Printing & Stationery		(1,000)		(1,000)		(1,124)		(1,000)	0
132208	Postage (V.C.)		(1,500)		(1,500)		6		(1,500)	0
132210	Telephone/Internet Costs (V.C.)		(2,500)		(2,500)		(624)		(2,500)	0
132212	Other V/C Office Expenses		(13,000)		(13,000)		(8,101)		(13,000)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
132213	Connors Mill Bldg. Operation (V.C.) - Building Maintenance - 5,087 - Utilities, Insurance etc - 12,127 - Repairs to Grindstone & Milling Equipment - 2,900		(21,104)		(21,104)		(14,091)		(21,104)	0
132214	Visitors Ctre. Bldg. Operation - Building Maintenance - 11,379 - Parks & Gardens Maintenance - 10,492 - Utilities, Insurance etc - 18,935		(43,307)		(43,307)		(17,186)		(43,307)	0
132215	Memberships Affiliated Bodies		(2,200)		(2,200)		(1,888)		(2,200)	0
132221	Tourist Information Bay		(1,295)		(1,295)		(1,547)		(1,295)	0
132222	Transwa Ticket Sales		(5,000)		(5,000)		(3,602)		(5,000)	0
132224	Floor Stock Purchases		(20,000)		(20,000)		(14,211)		(20,000)	0
132229	Administration Allocation - Tourism		(35,237)		(35,237)		(24,683)		(35,237)	0
005502	Deprec Of Assets-Tourism		(48,000)		(48,000)		(31,247)		(48,000)	0
161204	Loan 64 - Interest And Charges		(3,603)		(3,603)		(2,237)		(3,603)	0
			(333,466)		(333,466)		(221,152)		(333,466)	0
OPERATING REVENUE										
132330	Admissions Connors Mill	8,000		8,000		5,682		8,000		0
132332	Floor Stock Sales	30,000		30,000		23,436		30,000		0
132333	Other Visitor Ctre Income	500		500		2		500		0
132334	Membership Fees	3,500		3,500		3,500		3,500		0
132338	Transwa Ticket Sales	5,500		5,500		4,273		5,500		0
		47,500		47,500		36,892		47,500		0
TOTAL TOURISM & AREA PROMO - Operating		47,500	(333,466)	47,500	(333,466)	36,892	(221,152)	47,500	(333,466)	0
CAPITAL EXPENDITURE										
132339	Economic Services & Tourism - Buildings - Q142 Visitors Centre Drainage & Repaint - 12,000 - Q195 - Structural Repairs Connors Cottage - 5,000		(17,000)		(17,000)		0		(17,000)	0
161255	Loan No. 64 - Principal Payments - Visitor Centre		(17,502)		(17,502)		(8,608)		(17,502)	0
			(34,502)		(34,502)		(8,608)		(34,502)	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL TOURISM & AREA PROMO - Capital		0	(34,502)	0	(34,502)	0	(8,608)	0	(34,502)	0
TOTAL TOURISM & AREA PROMOTION		47,500	(367,968)	47,500	(367,968)	36,892	(229,760)	47,500	(367,968)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
<u>ECONOMIC SERVICES</u>										
<u>OTHER TOURISM & AREA PROMOTION</u>										
<u>OPERATING EXPENDITURE</u>										
132230	Area Promotion Advertising - Area Promotion - 39,380		(39,380)		(39,380)		(13,581)		(39,380)	0
132233	Signs - Tourism, Events & Other - Banners - 7,000 - Other Signage - 3,000		(10,000)		(10,000)		(443)		(10,000)	0
132236	Area Promotion - Employee Expenses		(95,856)		(95,856)		(64,725)		(95,856)	0
			(145,236)		(223,985)		(78,749)		(145,236)	0
<u>OPERATING REVENUE</u>										
132351	Community Directory	3,000		3,000		0		3,000		0
132352	Grants, Contributions & Sponsorships - Valley for All Seasons	3,000		3,000		1,691		3,000		0
132359	Income - Other Tourism & Area Promotion	3,500		3,500		2,838		3,500		0
		9,500		9,500		4,529		9,500		0
TOTAL OTHER TOURISM & AREA PROMO - Operating		9,500	(145,236)	9,500	(223,985)	4,529	(78,749)	9,500	(145,236)	0
<u>CAPITAL EXPENDITURE</u>										
			0		0		0		0	0
<u>CAPITAL REVENUE</u>										
		0		0		0		0		0
TOTAL OTHER TOURISM & AREA PROMO - Capital		0	0	0	0	0	0	0	0	0
TOTAL OTHER TOURISM & AREA PROMO		9,500	(145,236)	9,500	(223,985)	4,529	(78,749)	9,500	(145,236)	0
<u>BUILDING SERVICES</u>										
<u>OPERATING EXPENDITURE</u>										
133201	Building - Employee Costs		(183,790)		(183,790)		(123,945)		(183,790)	0
133204	Building - Professional Development		(5,812)		(5,812)		(5,522)		(5,812)	0
133206	Bldg Vehicles Expenses		(12,000)		(12,000)		(8,933)		(12,000)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
133207	Building Control Expenses - Additional Tools		(3,000)		(3,000)		(3,519)		(3,000)	0
133208	Legal Expenses - Bldg.		(1,000)		(1,000)		0		(1,000)	0
133209	Administration Allocation - Building		(41,089)		(41,089)		(26,658)		(41,089)	0
133211	Depreciation Of Assets		(17,000)		(17,000)		(5,664)		(17,000)	0
			(263,691)		(263,691)		(174,241)		(263,691)	0
OPERATING REVENUE										
133333	Building Licences	40,000		40,000		16,951		40,000		0
133334	Building Fees - Other	2,500		2,500		738		2,500		0
		42,500		42,500		17,690		42,500		0
TOTAL BUILDING SERVICES (Operating)		42,500	(263,691)	42,500	(263,691)	17,690	(174,241)	42,500	(263,691)	0
CAPITAL EXPENDITURE										
133332	Community Depot - Capital Works - Q126 Community Depot Flooring - 5,900		(5,900)		(5,900)		0		(5,900)	0
			(5,900)		(5,900)		0		(5,900)	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL BUILDING SERVICES - Capital		0	(5,900)	0	(5,900)	0	0	0	(5,900)	0
TOTAL BUILDING SERVICES		42,500	(269,591)	42,500	(269,591)	17,690	(174,241)	42,500	(269,591)	0
ECONOMIC SERVICES										
COMMUNITY DEVELOPMENT										
OPERATING EXPENDITURE										
136201	Community Development - Salaries & Wages		(138,922)		(138,922)		(96,009)		(138,922)	0
136204	Community Development - Professional Development		(6,875)		(6,875)		(2,530)		(6,875)	0
136205	Administration Allocation - Community Development		(40,317)		(40,317)		(26,768)		(40,317)	0
136206	Community Depot - Maintenance & Operations - Utilities & Operations - 3,500 - Parks & Gardens - 8,066 - Air Conditioner - 1,728		(13,294)		(13,294)		(8,969)		(13,294)	0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
136207	Economic Development Vehicle Expense		(6,500)		(6,500)		(5,060)		(6,500)	0
136208	Community Development - Other Expenditure - Furniture - 2,000		(2,000)		(2,000)		(1,003)		(2,000)	0
			(207,908)		(207,908)		(140,338)		(207,908)	0
OPERATING REVENUE										
136301	Community Depot - Income/Revenue - Lease Agreements -Toodyay Junction	4,000		4,000		4,480		4,000		0
		4,000		4,000		4,480		4,000		0
Total Community Development - Operating		4,000	(207,908)	4,000	(207,908)	4,480	(140,338)	4,000	(207,908)	0
CAPITAL EXPENDITURE										
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
Total Community Development - Capital		0	0	0	0	0	0	0	0	0
TOTAL COMMUNITY DEVELOPMENT		4,000	(207,908)	4,000	(207,908)	4,480	(140,338)	4,000	(207,908)	0
OTHER ECONOMIC SERVICES										
OPERATING EXPENDITURE										
137201	Administration Allocation - Other Economic Services		(100,146)		(100,146)		(61,324)		(100,146)	0
137202	Standpipe - Northam Toodyay Road		(75,000)		(75,000)		(41,939)		(105,000)	(30,000)
137203	Sale Costs - Shire Owned Assets - Telegraph Road - 7,500 (including subdivision costs) - Jubilee Street - 3,750 - Jubilee Street - 3,750 - Duke Street - 5,000 - Syreds Cottage - 5,000 - Toodyay Street - 5,000		(30,000)		(30,000)		(10,718)		(30,000)	0
137208	Deprec Of Assets		(9,000)		(9,000)		(5,532)		(9,000)	0
137213	Loss On Sale Of Assets - Economic Development		(82,133)		(82,133)		(10,759)		(82,133)	0
			(296,279)		(296,279)		(130,273)		(326,279)	(30,000)
OPERATING REVENUE										

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
005853	Profit On Sale Of Assets - Other Economic Services	66,959		66,959		0		66,959		0
137330	Standpipes	85,000		85,000		55,123		115,000		30,000
137331	Extractive Industry Licences	8,000		8,000		14,736		12,842		4,842
		159,959		151,959		69,860		194,801		34,842
	TOTAL OTHER ECONOMIC SERVICES (Operating)	159,959	(296,279)	151,959	(296,279)	69,860	(130,273)	194,801	(326,279)	4,842
	CAPITAL EXPENDITURE									
			0		0		0		0	0
	CAPITAL REVENUE									
137349	Sale Of Land	645,000		645,000		79,241		645,000		0
	- BLG030 Telegraph Road - 240,000									
	- L002 Jubilee Street - 70,000									
	- L002 Jubilee Street - 70,000									
	- Duke Street - 85,000									
	- Syreds Cottage - 95,000									
	- Toodyay Road - 85,000									
		645,000		645,000		79,241		645,000		0
	TOTAL OTHER ECONOMIC SERVICES (Capital)	645,000	0	645,000	0	79,241	0	645,000	0	0
	TOTAL OTHER ECONOMIC SERVICES	804,959	(296,279)	796,959	(296,279)	149,101	(130,273)	839,801	(326,279)	4,842
	TOTAL ECONOMIC SERVICES	908,959	(1,309,904)	900,959	(1,388,653)	213,007	(767,843)	943,801	(1,339,904)	4,842
	OTHER PROPERTY & SERVICES									
	PRIVATE WORKS									
	OPERATING EXPENDITURE									
141201	Private Works		(6,530)		(6,530)		(3,135)		(6,530)	0
			(6,530)		(6,530)		(3,135)		(6,530)	0
	OPERATING REVENUE									
141330	Private Works Income	10,000		10,000		4,577		10,000		0
		10,000		10,000		4,577		10,000		0

Shire of Toodyay - Operating Statement by Function & Activity

For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	TOTAL PRIVATE WORKS - Operating	10,000	(6,530)	10,000	(6,530)	4,577	(3,135)	10,000	(6,530)	0
	CAPITAL EXPENDITURE		0		0		0		0	0
	CAPITAL REVENUE	0		0		0		0		0
	TOTAL PRIVATE WORKS - Capital	0	0	0	0	0	0	0	0	0
	TOTAL PRIVATE WORKS	10,000	(6,530)	10,000	(6,530)	4,577	(3,135)	10,000	(6,530)	0
	<u>PUBLIC WORKS OVERHEADS</u>									
	<u>OPERATING EXPENDITURE</u>									
143201	Works & Services - Salaries & Wages		(351,841)		(351,841)		(216,449)		(351,841)	0
143204	Public Works Overheads - Superannuation		(44,973)		(44,973)		(25,426)		(44,973)	0
143205	Public Works Overheads - Conferences & Training		(10,000)		(10,000)		(3,663)		(10,000)	0
143206	Other Employee Costs - PWO		(46,396)		(46,396)		(35,927)		(46,396)	0
143207	Supervisors Vehicles		(25,000)		(25,000)		(20,879)		(25,000)	0
143208	Engineering Office Expenses		(22,000)		(22,000)		(14,660)		(22,000)	0
143209	Eng. - Printing & Stationery		(2,000)		(2,000)		(1,209)		(2,000)	0
143210	Wages Staff - Training		(20,000)		(20,000)		(5,714)		(20,000)	0
143211	Wages Staff - Meetings		(10,000)		(10,000)		(4,825)		(10,000)	0
143212	Outside Staff - Wages - Annual Leave		(104,750)		(104,750)		(51,624)		(104,750)	0
143213	Outside Staff - Wages - Public Holidays		(58,374)		(58,374)		(27,305)		(58,374)	0
143214	Outside Staff - Wages - Sick Leave		(41,358)		(41,358)		(19,382)		(41,358)	0
143216	Superannuation - Wages Staff		(113,134)		(113,134)		(66,343)		(113,134)	0
143219	Insurance On Works		(35,687)		(35,687)		(28,687)		(32,687)	3,000
143220	Salaries (O/S) - L.S.L.		(31,000)		(31,000)		(18,827)		(31,000)	0
143222	Safety Equipment & P.P.E.		(12,500)		(12,500)		(6,927)		(12,500)	0
143223	Communication Costs		(2,612)		(2,612)		(508)		(2,612)	0
143224	Administration Allocation - Pwo		(71,381)		(71,381)		(48,489)		(71,381)	0
143226	Small Plant Operating Costs		(40,000)		(40,000)		(12,112)		(40,000)	0
143250	Less Allocated To Works & Services (Pwoh)		1,042,006		1,042,006		597,929		1,042,006	0
			(1,000)		(1,000)		(11,028)		2,000	3,000
	<u>OPERATING REVENUE</u>									
143331	P.W.O. Misc Income	1,000		1,000		875		1,000		0
		1,000		1,000		875		1,000		0

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	TOTAL PUBLIC WORKS OVERHEADS - Operating	1,000	(1,000)	1,000	(1,000)	875	(11,028)	1,000	2,000	3,000
	CAPITAL EXPENDITURE									
143225	Transfer To Employee Entitlement Reserve - Outside Staff		(35,000)		(35,000)		(3,122)		(35,000)	0
			(35,000)		(35,000)		(3,122)		(35,000)	0
	CAPITAL REVENUE									
143330	Transfer From LSL Reserve	20,000		20,000		0		20,000		0
		20,000		20,000		0		20,000		0
	TOTAL PUBLIC WORKS OVERHEADS - Capital	20,000	(35,000)	20,000	(35,000)	0	(3,122)	20,000	(35,000)	0
	TOTAL PUBLIC WORKS OVERHEADS	21,000	(36,000)	21,000	(36,000)	875	(14,150)	21,000	(33,000)	3,000
	OTHER PROPERTY & SERVICES									
	PLANT OPERATION COSTS									
	OPERATING EXPENDITURE									
144202	Fuel - Unleaded		(40,000)		(40,000)		(21,215)		(40,000)	0
144203	Fuel - Diesel/Distillate		(130,000)		(130,000)		(122,141)		(130,000)	0
144205	Tyres & Tubes		(50,000)		(50,000)		(16,497)		(50,000)	0
144206	Plant - Parts & Repairs		(155,000)		(155,000)		(107,596)		(155,000)	0
144207	Plant Repair - Wages		(157,613)		(157,613)		(119,096)		(157,613)	0
144208	Ins. & Licences		(100,000)		(100,000)		(95,023)		(100,000)	0
	- Vehicle Registrations									
144209	Sundry Tool Purchases		(16,250)		(16,250)		(10,016)		(20,250)	(4,000)
	- Welder - 1,250									
	- Other Expenses - 15,000									
	- Pressure Washer - 4,000									
004425	Less Plant Depreciation Allocated To Works		314,928		314,928		179,311		314,928	0
005012	Loss On Sale Of Assets - Road Plant Purchases		(112,619)		(112,619)		(8,302)		(63,743)	48,876
008412	Plant Depreciation		(263,000)		(263,000)		(172,160)		(263,000)	0
144250	Less Allocated To Works & Services (Poc)		649,828		649,828		434,206		649,828	0
			(59,726)		(59,726)		(58,530)		(14,850)	44,876
	OPERATING REVENUE									

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
001523	Profit On Sale Of Assets - Road Plant & Equipment	34,726		34,726		43,462		63,230		28,504
144330	Revenue & Fuel Tax Credits	25,000		25,000		19,031		25,000		0
144331	Reimbursement - Insurance Claims	0		0		25,707		31,707		31,707
		59,726		59,726		88,200		119,937		60,211
	TOTAL PLANT OPERATION COSTS - Operating	59,726	(59,726)	59,726	(59,726)	88,200	(58,530)	119,937	(14,850)	105,087
	CAPITAL EXPENDITURE									
			0		0		0		0	0
	CAPITAL REVENUE									
		0		0		0		0		0
	TOTAL PLANT OPERATION COSTS - Capital	0	0	0	0	0	0	0	0	0
	TOTAL PLANT OPERATION COSTS	59,726	(59,726)	59,726	(59,726)	88,200	(58,530)	119,937	(14,850)	105,087
	MATERIALS IN STORE									
	OPERATING EXPENDITURE									
			0		0		0		0	0
	OPERATING REVENUE									
		0		0		0		0		0
	TOTAL MATERIALS IN STORE - Operating	0	0	0	0	0	0	0	0	0
	TOTAL MATERIALS IN STORE - Capital	0	0	0	0	0	0	0	0	0
	TOTAL MATERIALS IN STORE	0	0	0	0	0	0	0	0	0
	SALARIES & WAGES									
	OPERATING EXPENDITURE									
008570	Workers Compensation Payments		0		0		(12,448)		(12,448)	(12,448)
008571	Paid Parental Scheme		0		0		(3,306)		(3,306)	(3,306)
146201	Salaries & Wages Drawn		(3,930,821)		(3,930,821)		(2,522,704)		(3,930,821)	0
146202	Salaries & Wages Allocated		3,930,821		3,930,821		2,522,704		3,930,821	0
			0		0		(15,754)		(15,754)	(15,754)

**Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019**

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
OPERATING REVENUE										
143333	Workers Compensation Reimbursements	0		0		12,448		12,448		12,448
146331	Paid Parental Scheme - Reimbursement	0		0		1,439		1,439		1,439
		0		0		12,448		12,448		12,448
TOTAL SALARIES & WAGES - Operating		0	0	0	0	12,448	(15,754)	12,448	(15,754)	(3,306)
CAPITAL EXPENDITURE										
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
TOTAL SALARIES & WAGES - Capital		0	0	0	0	0	0	0	0	0
TOTAL SALARIES & WAGES		0	0	0	0	12,448	(15,754)	12,448	(15,754)	(3,306)
OTHER PROPERTY & SERVICES										
UNCLASSIFIED ITEMS										
OPERATING EXPENDITURE										
147201	Administration Allocation		(130,836)		(130,836)		(82,278)		(130,836)	0
147202	Connor'S Cottage - 5 (Lot 3) Piesse Street, Toodyay		(8,819)		(8,819)		(5,852)		(15,319)	(6,500)
	- Building Maintenance 5,103									
	- Parks & Gardens - 1,664									
	- Utilities & Insurance - 2,052									
147204	6 Duke Street		(1,392)		(1,392)		(1,447)		(1,392)	0
147205	Bank Building - Stirling Terrace - Operational		(11,061)		(11,061)		(6,712)		(11,061)	0
147206	Syreds Cottage		(1,824)		(1,824)		(961)		(1,824)	0
147207	O'Reilly'S - Lots 1A & 1B Stirling Terrace, Toodyay		(14,160)		(14,160)		(6,238)		(14,160)	0
	- Building Maintenance - 9,943									
	- Parks & Gardens - 714									
	- Utilities & Insurance - 3,500									
147212	Lot 46/47 Telegraph Road, Toodyay		(5,329)		(5,329)		(3,781)		(5,329)	0
	- Building Maintenance,-,2,027									
	- Parks & Gardens - 2,349									
	- Utilities & Insurance - 953									
149100	Avon Aged Housing Initiative Project - Expenditure		(175,353)		(175,353)		(160,379)		(175,353)	0
161203	Loan 63 - Interest And Charges		(3,036)		(3,036)		(3,190)		(3,036)	0

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2019

#####

COA	Description	2018/2019 Original Budget		2018/2019 Amended Budget		Actual As At 28 February 2019		Reviewed Budget		Net Cash Amount \$
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
161216	Loan 74 - Interest & Charges - Bank Building Stirling Terrace		(937)		(937)		(711)		(937)	0
008682	Depreciation - Unclassified Buildings		(20,000)		(20,000)		(12,662)		(20,000)	0
			(372,747)		(372,747)		(284,211)		(379,247)	(6,500)
OPERATING REVENUE										
147331	Bank Bldg - Recoup Outgoings	2,000		2,000		2,047		2,000		0
147332	Bank Bldg - Rent Bank	30,000		30,000		18,442		30,000		0
147335	Rental - Lot 1 A&B Stirling Tce	31,876		31,876		24,273		31,876		0
147336	Rental - Connors Cottage	15,624		15,624		10,270		15,624		0
		79,500		79,500		55,032		79,500		0
TOTAL UNCLASSIFIED ITEMS - Operating		79,500	(372,747)	79,500	(372,747)	55,032	(284,211)	79,500	(379,247)	(6,500)
CAPITAL EXPENDITURE										
147252	Transfer To Asset Development Reserve - Sale of Telegraph Road - 240,000 - Sale of Jubilee Street - 70,000 - Sale of Jubilee Street - 70,000 - Sale of Syred's Cottage - 95,000 - Sale of Toodyay Street - 85,000 - Sale of Duke Street - 85,000 - Interest - 5,000		(650,000)		(650,000)		(2,045)		(650,000)	0
147256	Unclassified Heritage (Spec.) Buildings - Capital Works - Q145 Bendigo Bank Removal of Asbestos - 15,000		(15,000)		(15,000)		0		(15,000)	0
161254	Loan 63 - Principal Payments		(15,680)		(15,680)		(15,680)		(15,680)	0
161264	Loan 74 - Principal - Bank Building Stirling Terrace		(20,152)		(20,152)		(9,997)		(20,152)	0
			(700,832)		(700,832)		(27,722)		(700,832)	0
CAPITAL REVENUE										
147253	Transfer From Asset Development Reserve	809,676		809,676		0		0		(809,676)
		809,676		809,676		0		0		(809,676)
TOTAL UNCLASSIFIED ITEMS - Capital		809,676	(700,832)	809,676	(700,832)	0	(27,722)	0	(700,832)	(809,676)
TOTAL UNCLASSIFIED ITEMS		889,176	(1,073,579)	889,176	(1,073,579)	55,032	(311,933)	79,500	(1,080,079)	(816,176)
TOTAL OTHER PROPERTY & SERVICES		979,902	(1,175,835)	979,902	(1,175,835)	161,132	(403,503)	242,885	(1,150,213)	(711,395)

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Corporate Business Plan

2019 - 2022

Key Toodyay Statistics

- Area = 1,693 Km²
- Distance From Perth CBD = 85 Kms
- Population = 4,507
- Electors = 3,270
- Medium Age = 51
- Total Employment = 2,228
- Dwellings = 2,354
- FTE's = 54.66

The Shire of Toodyay

The 'Old Courthouse'
 15 Fiennes Street (PO Box 96)
 TOODYAY WA 6566

Administration: (08) 9574 9300
 Works and Services Depot: (08) 9574 9360
 Community Development: (08) 9574 9390
 Rangers: (08) 9574 9370
 Toodyay Public Library: (08) 9574 2323
 Toodyay Visitor Centre: (08) 9574 9380

Email: records@toodyay.wa.gov.au
 Web: <http://www.toodyay.wa.gov.au>
 Visitor Centre web: www.toodyay.com



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Section 1 – Introduction Key Requirements

Understanding community needs and aspirations then integrating these with real tangible Plans - a **Corporate Business Plan**, is critical to the Shire of Toodyay because it provides us a sense of direction and outlines measurable goals that we can be held accountable to.

The Corporate Business Plan is a management tool that guides day-to-day decisions and also serves the purpose of helping us do a better job because a plan focuses the energy, resources, and time of everyone in the Shire in the same direction.

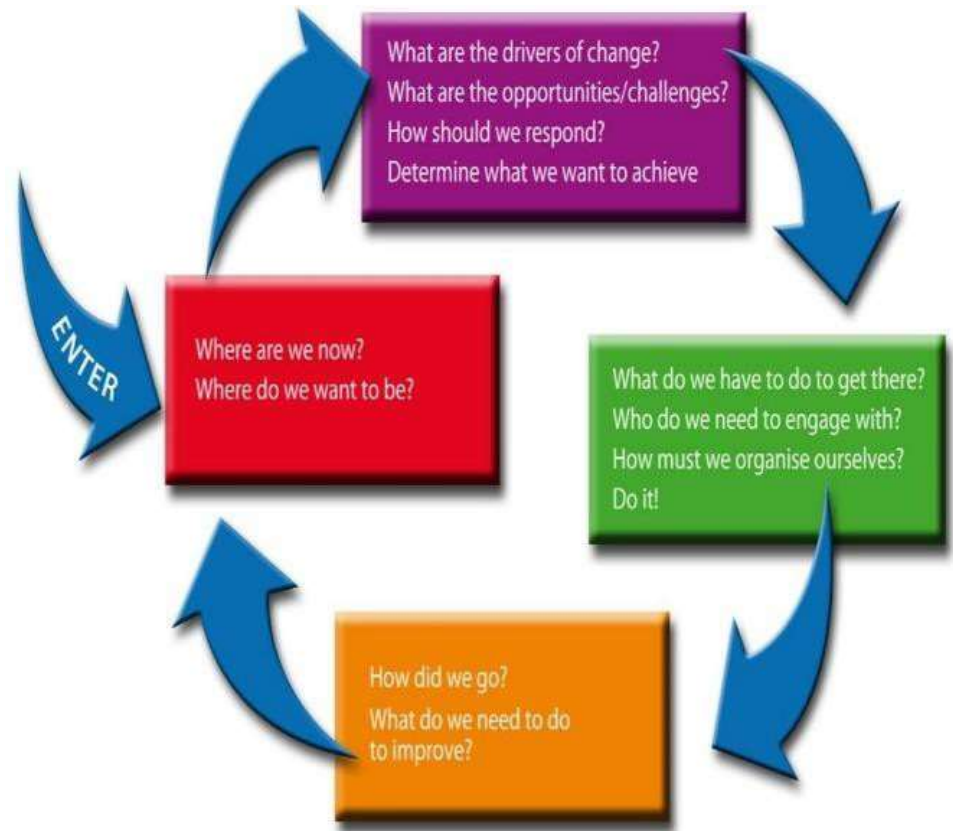
Our Council have adopted a ten (10) Year Strategic Community Plan after engaging our community. It takes into account current and future drivers for us to be cognizant of. These drivers can be external including, but not limited to, our community demographic trends, changing community needs and service expectations, legislative requirements, industry and global trends, and the economic climate in the State. Likewise the drivers may be internal like, our cost and organisational structures, skills and competencies, culture, systems and processes.

To help us finalise the Corporate Business Plan we needed to understand the drivers of change, what are our strengths, opportunities, threats and challenges.

The Plan helps us align, coordinate our activities and allocate resources and is consistent with the Department of Local Government's integrated planning framework, which is...*"A framework for establishing community priorities and linking this information into different parts of a local*

government's functions" (Integrated Planning and Reporting Framework and Guidelines). Department of Local Government, Sport and Cultural Industries (October 2010).

To implement and achieve the required performance and outcomes which are reported in our Annual Report to the community.



Section 2 - Forward from the Chief Executive Officer



I am pleased to present the Shire of Toodyay's Corporate Business Plan for the next 4 years (2019 – 2022). The Corporate Business Plan revision began in 2017 and progressed as shown in the diagram below. The integrated planning process adopted by the Shire has three distinct phases from engaging the community what they want and desire and formulating the dialogue with each other into a Strategic Community Plan that clearly links the community's aspirations with the Council's vision and long term strategy for Toodyay – **Phase 1**.

Phase 2 - is the development of a Corporate Business Plan that integrates resources with specific council plans to act as a guide to Administration to work towards and achieve the long term strategy for the Shire

Phase 3 – The Corporate Business Plan is underpinned by a series of informing strategies and plans.

The Shire of Toodyay has a number of unique challenges to deal with and resolve. We have low overall growth in the shire with a decrease in some 200 people since 2013, coupled with the median age of the Shire being 51 years brings with it many challenges as our population is aging faster than the Western Australian population.

On the economic front we're doing better with unemployment below the regional average and some 2,228 local jobs and the Gross Regional Product (GRP) for the Shire at \$141 million, a 3.7% increase since 2013. Via the Strategic Community Plan, the Corporate Business Plan will keep us focused for the years ahead.

February-March 2017	December 2017	March-May 2018	May-July 2018	August-Sept 2018	October 2018	December 2018	January – March 2019
Councillors and Senior Staff begin process of review of Community Strategic Plan	Community and staff consultation on needs and aspirations	Community consultation from workshops surveys interviews	Initial drafting of Plan elicit public feedback and submissions	Incorporate feedback from community and redraft Community Plan	Public presentation and Council adoption of Community Strategic Plan	Strategic review of current Corporate Business Plan	Adopt Corporate Business Plan and deploy

Section 3 – Our Service Offering to the Community

The Shire of Toodyay provides an extensive range of services to our community which fall into the following programs as prescribed under the Local Government (Financial Management) Regulations 1996.

GOVERNANCE

Objective: To provide a decision making process for the efficient allocation of scarce resources.
Activities: Administration and operation of facilities and services to members of the Council. Other costs that relate to the assisting of elected members and ratepayers on matters which do not relate to specific Council services. The creation and implementation and ongoing development of policies, procedures, strategic and other long term plans including financial.

GENERAL PURPOSE FUNDING

Objective: To collect revenue to allow for the provision of services.
Activities: Rates, general purpose government grants and interest revenue.

LAW, ORDER AND PUBLIC SAFETY

Objective: To provide services to help ensure a safer community.
Activities: Supervision of various by-laws, fire prevention, emergency services and animal control.

Section 3 - Our Service Offering to the Community continued....

HEALTH

Objective: To provide an operational framework for good community health.
Activities: Food quality and control, pest control and operation of the Medical Centre.

EDUCATION AND WELFARE

No allowance for income and expenditure has been made for this program.

HOUSING

Objective: Ensure adequate housing.
Activities: Maintenance of staff housing and other Shire owned rental properties.

COMMUNITY AMENITIES

Objective: To provide services required by the community.
Activities: Rubbish collection services, operation of the waste transfer station, environmental protection, administration of the local planning scheme, community sponsorship and maintenance of cemeteries.

Section 3 - Our Service Offering to the Community continued...

RECREATION AND CULTURE

Objective: To establish and manage efficiently, infrastructure and resources which will help the social wellbeing of the community.
Activities: Maintenance of halls, recreation facilities and reserves, operation of library/s, heritage facilities and cultural activities.

TRANSPORT

Objective: To provide effective and efficient transport infrastructure and services to the community.
Activities: Construction and maintenance of roads, bridges, street lighting and depot maintenance.

ECONOMIC SERVICES

Objective: To promote the Shire and improve its economic wellbeing.
Activities: The regulation and provision of tourism, area promotion, economic development, building control, weed control and water standpipes.

OTHER PROPERTY AND SERVICES.

Objective: To monitor and control Council's overheads operating accounts and unclassified works/services.
Activities: Private works, public works overheads, plant operation costs.

Section 4 – Plan on a Page – Toodyay Vision 2022



Section 5 – Shire of Toodyay Purpose

Vision

“We are a vibrant rural community that celebrates our past and embraces a sustainable future”.

Purpose

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

Values

Integrity: *“We behave honestly to the highest ethical standards”.* **Accountability:** *“We are transparent in our actions and accountable to the community”* **Inclusiveness:** *“We are responsive to the community and we encourage involvement by all people”.*

Commitment: *“We translate our plans into actions and demonstrate the persistence hat produce results”.*

Section 6 – What we found by asking

The Corporate Business Planning process directs the Shire to achieve the requirements of the *Local Government Act 1995* (as Amended). Section 1.3 “In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity”. This is commonly known as the triple bottom line and with governance the quadruple bottom line.

This was undertaken by engaging the Toodyay Community to understand their wishes, needs and desires now and into the future. We have called these the Community Goals.

From the broad goals we can then distil the most important things into community Themes. From these themes we can develop our strategies and tactics to respond in a timely way to our community thereby **“creating a safe, cohesive and healthy community”**.

Quadruple Bottom Line	Economic	Governance	Social	Natural Environment	Built Environment
Community Goals	Help protect rural lifestyles and local jobs	Restricted revenue base and increasing customer demands impacts on rates	Sense of community and community engagement	Protect our unique environment	Our buildings, roads and transport
Community Themes	<ul style="list-style-type: none"> Support local businesses Support local employment Improve Avon Link Remove red tape Seek tourism potential 	<ul style="list-style-type: none"> Transparency and openness Community cohesion Compliance Elected member leadership 	<ul style="list-style-type: none"> Build recreation Build swimming pool facilities Support local events Engage youth and aging Create inclusion plan 	<ul style="list-style-type: none"> Improve building designs Protect Shire environment Create sense of peace Ensure safe roads Protect town heritage Improve waste management 	<ul style="list-style-type: none"> Upgrade footpaths Encourage ‘Avon Link’ Develop public transport for youth/aged access Build recreational facility Improve access to river Advocate for internet coverage

Section 7 – Strategic Community Plan at a glance – Shire of Toodyay

Vision: We are a vibrant rural community that respects our environment, celebrates our past and embraces a sustainable future.				
Social Our community wellbeing and connection	Economic Business and jobs in the community	Natural environment Protecting where we live	Built environment Our buildings, roads and transport	Governance The way the Shire leads and operates
Strategic outcomes				
<i>Toodyay is a safe, cohesive and healthy community.</i>	<i>We will attract, develop and maintain business in Toodyay.</i>	<i>Toodyay is a proud, rural lifestyle community with many natural assets including ecosystems that are maintained and protected for future generations.</i>	<i>Our community can live, work and play through planned development and maintenance.</i>	<i>A Council that engages with the community and provides good governance on behalf of the community.</i>
Objectives				
<p>O 1: Maintain and develop services that meet the requirements of our diverse community.</p> <p>O 2: Facilitate community safety and wellbeing.</p> <p>O 3: Support the development of places and spaces for recreation, learning, art and culture.</p>	<p>O 1: Encourage and support investment into new and existing businesses in Toodyay.</p> <p>O 2: Promote Toodyay as a tourism destination.</p> <p>O 3: Encourage economic diversification.</p>	<p>O 1: Preserve and protect our natural assets for future generations.</p> <p>O 2: Ensure sustainable operating practices.</p>	<p>O 1: Ensure safe and sustainable transport options.</p> <p>O 2: Ensure our built environment meets community needs.</p> <p>O 3: Improve processes to support the built environment.</p>	<p>O 1: Provide accountable and transparent leadership for the community.</p> <p>O 2: Consistently improve our governance practices.</p> <p>O 3: Ensure rigorous organisational systems.</p>
Measures to be assessed and reported to Council and the community				
<ul style="list-style-type: none"> – Level of community satisfaction with services offered, through repeat surveys of established baselines. 	<ul style="list-style-type: none"> – Satisfaction with business support services offered by the Shire. – Growth in local employment. – Growth in tourism visits. 	<ul style="list-style-type: none"> – Annual reporting on the quality of Shire controlled nature reserves. – Annual reporting on the implementation of the Environmental Management Strategy. 	<ul style="list-style-type: none"> – Condition of Shire assets. – Community satisfaction with public spaces. – Condition of Shire controlled heritage assets. 	<ul style="list-style-type: none"> – Community satisfaction with the Shire's responsiveness. – Improving Net Promoter Scores for the Shire. – DLGSCI financial health indicator.

Section 8 – Key Performance Indicators

To ensure progress against the Community Strategic Plan, adopted by Council, we have developed this Corporate Business Plan to drive and align the Administration of the Shire towards achievement of the community and Council's needs, wants and aspirations. It also focusses us on the parameters that will trend our improvement efforts and results.

To further assist administration measure our achievements, a suite of qualitative and quantitative key performance indicators have been developed to track and trend our progress over time. The purpose of metrics and key performance indicators (KPIs) is to measure the performance of the solutions, 'Strategies,' we have identified to meet the expressed needs and wishes outlined by the Community in the Community Strategic Plan.

We use key metrics to measure different aspects of business activity at a specific point in time. KPIs embody strategic objectives and measure performance against a specific target. These targets are defined in strategic planning or budget sessions and have a range of performance indicators. KPIs are the detailed specifications that are used to track business objectives.

We have set 'Leading' indicators that may help us predict the outcome of our process and our eventual achievement of our vision:

"We are a vibrant rural community that celebrates our past and embraces a sustainable future".

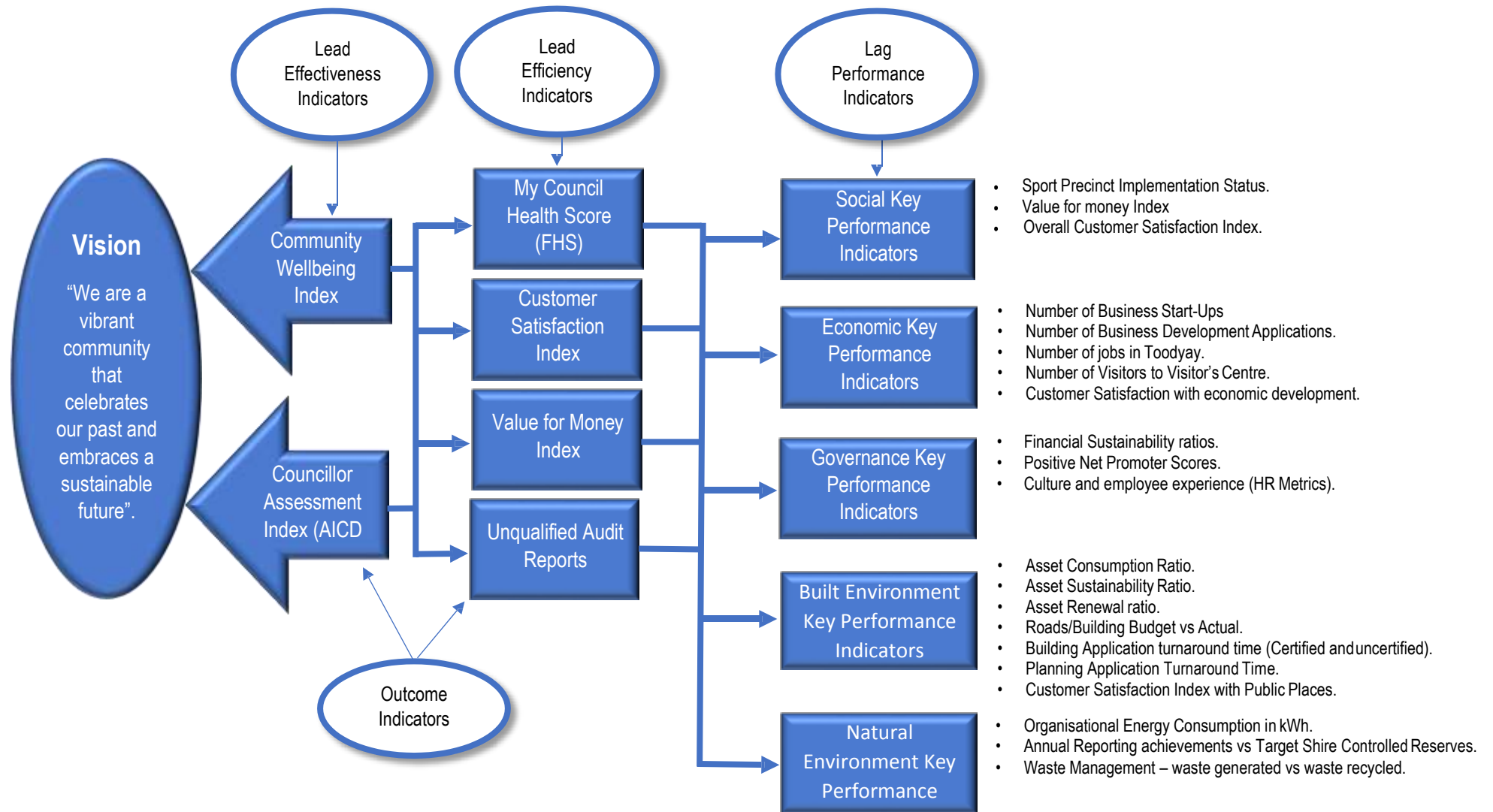
We also have cascaded our metrics with 'Lagging' indicators that present our success, or outline our opportunities for improvement.

Key Efficiency and Effectiveness Indicators for Toodyay have also been identified through this process being:

- Social – the Community Wellbeing Index, Employment
- Economic – The Employment Self Sufficiency Index.
- Natural Environment – Environmental Management Strategy (achievement of Environmental Management Strategy).
- Built Environment – Asset Rankings.
- Governance – the Financial Health Score.

A *Cause and Effect* chart of performance indicators is graphically shown in the next slide. The chart shows that there is a direct link between the lagging indicator with the lead outcome indicator – poor performance at one level will lead to potentially not achieving the outcome (lead Indicator) at another level. Causation therefore, or *cause and effect* is simply an action with a reaction. When an event or result occurs, its effect impacts the course of the organisational performance, often changing the character or later performance dramatically.

Section 8.1 – Key Performance Indicator Cause and Effect Chart



Section 9 – How we will respond

9.1 Goal – Social “Our Community Wellbeing and Connection”

Strategic Outcome – “Toodyay is a safe, cohesive and healthy Community”.

Objective 1 – “Maintain and develop services that meet the requirements of our diverse community”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S1.1: Develop the sport and recreation Precinct, including aquatic facilities.	CEO	<ul style="list-style-type: none"> Continue advocacy for grant funding; develop project implementation plan and implement as part of the Stage 1 Sport and Recreation Precinct Plan. 	●	●		
S1.2: Support development of community groups and sponsorships.	MCD	<ul style="list-style-type: none"> Continue annual community sponsorship process. Develop, through engagement, a Reconciliation Action Plan. 	●	●	●	●
S1.3: Build partnerships that strengthen our community wellbeing.	MCD	<ul style="list-style-type: none"> Develop ‘Wellbeing Survey’ process to identify wellbeing metrics which can be benchmarked with other local Governments, identify gaps with a view to close identified gaps in community wellbeing. 		●	●	
	MPD	<ul style="list-style-type: none"> Develop and implement Public Health Plan. 		●	●	
S1.4: Continue services and facilities to support senior residents.	MCD	<ul style="list-style-type: none"> Review, update and implement ‘Age Friendly’ Plan. Assist with the Development of walk trail plan. 	●	●	●	●
S1.5: Build services and facilities to support our younger residents.	MCD	<ul style="list-style-type: none"> Implement Youth Plan. Assist with development of walk and mountain bike trails. 	●	●	●	●
				●	●	
Objective 2 – “Facilitate Community safety and wellbeing”						
S2.1: Implement, or lobby, for safety initiatives in the community.	MCD	<ul style="list-style-type: none"> Adopt and implement ‘Safe Toodyay Plan’. Implement ‘Choose Respect Campaign’. 	●	●	●	●
S2.2: Partner with health, medical and aged care service provided by others.	MCD	<ul style="list-style-type: none"> Develop and implement Dementia Friendly Plan. 	●	●	●	●
S2.3: Collaborate with fire and emergency services, law and order programs and other volunteer services.	MWS	<ul style="list-style-type: none"> Develop and implement ‘Bushfire Risk Management Plan’. 	●	●		
	MWS	<ul style="list-style-type: none"> Complete the Coondle-Nunile Volunteer Bushfire Brigade fire shed relocation and upgrade. 	●	●		
	MWS	<ul style="list-style-type: none"> Complete the Morangup co-located Incident Control Centre. 	●	●		
	MCS	<ul style="list-style-type: none"> Continue budgetary funding supporting emergency volunteer services 	●	●	●	●
	MCS	<ul style="list-style-type: none"> Upgrade Shire CCTV. 	●	●		
	MPD	<ul style="list-style-type: none"> Maintain Shire CCTV. 	●	●	●	●

9.1 Goal – Social “Our Community Wellbeing and Connection”

Strategic Outcome – “Toodyay is a safe, cohesive and healthy Community”.

Objective 3 – “Support the development of places and spaces for recreation, learning, art and culture”.

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S3.1: Continue to support community focused facilities and services.	MPD	• Expand Morangup Community Centre.		●		
	CEO	• Continue construction of Sport and Recreation Precinct Project into Stage 2.	●	●	●	●
S3.2: Support and encourage growth in events that utilise the talents of the community.	MCD	• Continue with Shires ‘Events Calendar’.	●	●	●	●
S3.3: Utilise the river spaces more effectively as a natural recreation facility.	MWS	• Develop, fund and implement the ‘Riverwalk Way Plan’.			●	●
	MWS	• Develop walk and mountain bike trails and integrate with the Riverwalk Way Plan.		●	●	●
S3.4: Maintain open space for recreation and connection.	MWS	• Create a Parks and Reserves Master Plan for Key Shire spaces.			●	
	MWS	• Complete Management Plans for every Shire controlled reserve and implement.	●	●	●	●
	MCD	• Develop a Public Art Policy for the Shire.		●		

9.1.1 Goal – Social Key Performance Indicators (KPIs)

The following KPIs have been identified to monitor progress against the Goals

Goal Area - Efficiency and Effectiveness Indicator

- Community Satisfaction and Wellbeing Index (as measured by regular survey).

Goal Area monitoring and accountability KPIs

- Overall Customer Satisfaction Index.
- Value for money Index.
- Sport and Recreation Precinct Project Status.

9.2 Goal – Economic “Protect rural lifestyles and local jobs”

Strategic Outcome – “We attract, develop and maintain business in Toodyay”.

Objective 1 – “Encourage and support Investment into new and existing businesses in Toodyay”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S1.1: Promote environmentally sustainable development that is consistent with our rural setting.	MPD	• Complete the Shire’s Local Planning Scheme No 5 and ensure relevant Policies support that.		●		
S1.2: Work collaboratively with business stakeholders to minimise impediments.	CEO	• Review Local Law on extractive industries.		●		
S1.3: Encourage new businesses and new business sectors to come to Toodyay.	CEO	• Review and update the Toodyay Economic Development Plan			●	
S1.4: Seek to maximise local purchasing and local content into shire works and projects.	CEO CEO	• Create and maintain Local Suppliers Register. • Support and promote #Toodyay First – Buy Local Campaign.	● ●	● ●	● ●	● ●

Objective 2 – “Promote Toodyay as a Tourism destination”

S2.1: Develop successful and collaborative partnerships that support the Tourism Strategy.	MCD	• Implement Tourism Strategy.	●	●	●	●
S2.2: Support focus on boosting overnight experiential tourism.	CPD MCD	• Improve overflow camping facilities at the sportsground. • Develop a Tourism Stakeholder Reference Group Plan.	● ●			
S2.3: Advocate for infrastructure to support tourism.	CEO	• Lobby for investment in tourism infrastructure	●	●	●	●
S2.4: Support development of arts, culture, heritage and environmental tourism.	MPD MPD MPD MCD MCD	• Review the Heritage Strategy and implement findings. • Review and update the Clinton Street Heritage Precinct Plan. • Replace the Newcastle Gaol Museum Roof. • Support the involvement of arts in Tourism. • Develop the Convict Depot Walk.			● ●	● ●

9.2 Goal – Economic “Protect rural lifestyles and local jobs”

Strategic Outcome – “We attract, develop and maintain business in Toodyay”.

Objective 3 – “Encourage economic diversification”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S3.1: Advocate for increased opportunities for premium food production.	CEO	• Support the Chamber of Commerce and Industry (TCCI) ‘Food Trail Strategy’.	●	●	●	●
S3.2: Engage with local manufacturing, building and construction sectors.	CEO	• Facilitate engagement with key stakeholders.	●	●	●	●
S3.3: Facilitate participation in digital Economy and knowledge intensive enterprises.	CEO	• Develop Social Media Policy and Guidelines which includes continued use of social media and digital platforms.	●	●	●	●

9.2.1 Goal – Economic Key Performance Indicators (KPIs)

The following KPIs have been identified to monitor progress against the Goals

Goal Area - Efficiency and Effectiveness Indicator

- Percentage of local jobs filled by local people.

Goal Area monitoring and accountability KPIs

- Number of Visitors to the Visitor’s Centre.
- Number of jobs in Toodyay
- Number of Business Start-ups.
- Number of Business Development Applications.
- Customer Satisfaction with Economic Development (as determined by survey).

9.3 Goal – Natural Environment “Protecting where we live”

Strategic Outcome – “Toodyay is a proud, rural lifestyle community with many natural assets including ecosystems that are maintained and protected for future generations”.

Objective 1 – “Preserve and protect our natural assets for future generations”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S1.1: Help protect and enhance the river ecosystem including the riparian vegetation.	MPD CEO	<ul style="list-style-type: none"> Review and Implement the Environmental Management Strategy. Continue to lobby relevant government agencies. 	●	●	●	●
S1.2: Support the mitigation of adverse environmental impact to biodiversity and natural ecosystems throughout the Shire.	MPD	<ul style="list-style-type: none"> Continue with Planning Controls and Policy development. 	●	●	●	●
S1.3: Enhance and protect biodiversity and natural ecosystems in Shire controlled reserves.	MWS MPD	<ul style="list-style-type: none"> Implement Reserve Management Plans. Develop a Biodiversity Strategy to protect flora and fauna within the district. 	●	●	●	●
S1.4: Reduce the extreme weather impacts through emergency management planning.	CEO CEO	<ul style="list-style-type: none"> Continue support for the Local Emergency Management Committee and Bush Fire Advisory Committee and continue funding for the Community Emergency Services Manager. Implement Local Emergency Management Arrangements. 	●	●	●	●
S1.5: Develop strategies to interpret and utilise the natural environment for recreation, eco-tourism and land conservation.	MWS MWS	<ul style="list-style-type: none"> Initiate improvements to Pelham Reserve. Construct the River-walk way. 	●	●	●	●

Objective 2 – “Ensure sustainable operating practices”

S2.1: Embed environmental awareness into operational decisions to better understand and minimise impacts on natural ecosystems, erosion and sediment inflows to waterways.	MWS	<ul style="list-style-type: none"> Mitigate environmental impacts through design and infrastructure projects. 	●	●	●	●
S2.2: Continue to implement Environmental Management Strategy.	MPD	<ul style="list-style-type: none"> Continue as planned. 	●	●	●	●
S2.3: Support resources and opportunities that minimise waste and improve recycling.	CEO	<ul style="list-style-type: none"> Continue implementation of Regional Waste Minimisation Plan. 	●	●	●	●
S2.4: Introduce targeted initiatives to reduce our carbon footprint.	MPD	<ul style="list-style-type: none"> Continue to investigate options to reduce the Shire’s carbon footprint. 			●	
S2.5: Support conservation protection covenants and Policies.	MPD	<ul style="list-style-type: none"> Continue review of Policies to ensure they remain relevant to invite natural environment outcomes. 	●	●	●	●

9.3.1 Goal – Natural Environment Key Performance Indicators (KPIs)

The following KPIs have been identified to monitor progress against the Goals

Goal Area - Efficiency and Effectiveness Indicator

- Achievements in line with Environmental Management Strategy and other guiding documents.

Goal Area monitoring and accountability KPIs

- Waste Management – Waste Generated vs Waste Recycled.
- Organisation Energy Consumption in kWh.
- Annual Reporting on achievement vs targeted activities on Shire controlled reserves.

9.4 Goal – Built Environment “Protecting where we live”

Strategic Outcome – “Our community can live, work and play through planned development and maintenance”.

Objective 1 – “Ensure safe and sustainable transport options”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S1.1: Apply metrics to local road upgrades and maintenance to ensure best practice value expenditure.	MWS	<ul style="list-style-type: none"> Integrate metrics and service standards to capital and maintenance planning. 	●	●	●	●
S1.2: Continue to invest in local road infrastructure	MWS	<ul style="list-style-type: none"> Continue implement Capital and Maintenance Plans as per LTFP. 	●	●	●	●
	MCS	<ul style="list-style-type: none"> Monitor the financial sustainability ratios (Health Score Asset Metrics). 	●	●	●	●
	MWS	<ul style="list-style-type: none"> Update Road Preservation Plan 	●	●	●	●
S1.3: Continue advocacy for investment in State road systems.	CEO	<ul style="list-style-type: none"> Advocate and lobby as required. 	●	●	●	●
S1.4: Improve footpaths and streetscapes.	MWS	<ul style="list-style-type: none"> Develop Streetscape Plan. 			●	
	MWS	<ul style="list-style-type: none"> Update Shared Path Plan. 	●			
	MWS	<ul style="list-style-type: none"> Develop walk and mountain bike trails. 		●	●	●
S1.5: Advocate for improved public transport options for residents.	CEO	<ul style="list-style-type: none"> Continue advocacy as required 	●	●	●	●

Objective 2 – “Ensure our built environment meets community needs”

S2.1: Encourage diverse housing and development options.	MPD	<ul style="list-style-type: none"> Complete the Shire Local Planning Scheme No 5 and relevant Policies. 		●		
S2.1: Upgrade local infrastructure to cater for seniors.	CEO	<ul style="list-style-type: none"> Advocate for improvements to Pedestrian Railway crossings in Toodyay. 	●	●	●	●
	MWS	<ul style="list-style-type: none"> Implement infrastructure requirements in the ‘Age Friendly’ Plan. 	●	●	●	●
S2.3: Ensure appropriate facilities to engage and retain young people.	MCD	<ul style="list-style-type: none"> Collaborate with the Community Resource Centre in respect to youth engagement. 	●	●	●	●
	MCD	<ul style="list-style-type: none"> Continue to advocate for age appropriate facilities for young people. 	●	●	●	●
S2.4 Reinforce our heritage vision in local planning scheme review.	MPD	<ul style="list-style-type: none"> Implement the Heritage Strategy and integrate with the review of the Shire Local Planning Scheme No 5 and relevant Policies. 			●	●
S2.5: Enhance and maintain our parks, gardens and public greens.	MWS	<ul style="list-style-type: none"> Create and implement Maintenance Plans for specific spaces. 		●	●	●

9.4 Goal – Built Environment “Protecting where we live”

Strategic Outcome – “Our community can live, work and play through planned development and maintenance”.

Objective 3 – “Improve processes to support the built environment”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S3.1: Adjust regulatory processes to be more enabling and accessible.	MPD	<ul style="list-style-type: none"> Upgrade and build disability access to identified public toilets and public buildings as specified in the Disability Access and Inclusion Plan (DAIP). 		●	●	●
S3.2: Implement asset rationalisation and consolidation.	CEO	<ul style="list-style-type: none"> Continue with the rationalisation of Council built assets. 	●	●		

9.4.1 Goal – Built Environment Key Performance Indicators (KPIs)

The following KPIs have been identified to monitor progress against the Goals

Goal Area - Efficiency and Effectiveness Indicator

As per Asset Management Plan:

- Infrastructure Asset Rating.
- Building Asset Rating.
- Plant and Equipment Asset Rating.

Goal Area monitoring and accountability KPIs

- Asset Consumption Ratio.
- Asset Sustainability Ratio
- Asset Renewal Funding Ratio.
- Roads Budget vs Actual.
- Buildings Budget vs Actual.
- Building Applications turnaround time (Certified and uncertified).
- Planning Applications turnaround time.
- Customer Satisfaction Index with Public Places.

9.5 Goal – Governance “Responsible and responsive civic leadership”

Strategic Outcome – “A Council that engages with the community and provides good governance on behalf of the community”

Objective 1 – “Provide accountable and transparent leadership for the community”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S1.1: Use Strategic Community Plan as a blueprint for Council policy development and decisions.	CEO	<ul style="list-style-type: none"> Adopt and implement the Corporate Business Plan. Implement and review informing strategies. 	●	●	●	●
S1.2: Complete the development of a new Local Planning Scheme No. 5 and related Policies.	MPD	<ul style="list-style-type: none"> Complete the Shire Local Planning Scheme No 5 and relevant Policies. 		●		
S1.3: Provide clear and engaged leadership on behalf of the community.	CEO CEO	<ul style="list-style-type: none"> Finalise the Community Engagement Strategy. Ongoing monitoring and update of the Risk Register. 	●	●	●	●
S1.4 Increase communication on advocacy undertaken for services and initiatives that benefit.	CEO	<ul style="list-style-type: none"> Continue to lobby Government agencies to support the Shire. 	●	●	●	●

Objective 2 – “Consistently improve our governance practices”

S2.1: Build a positive culture of engagement between the Shire and its community.	CEO	<ul style="list-style-type: none"> Implement the Community Engagement Strategy. 		●	●	●
S2.2: Improve internal and external communication to maximise transparency.	CEO CEO	<ul style="list-style-type: none"> Continue organisational team briefings for staff. Complete Communication Plan. 	●	●	●	●
S2.3: Ensure appropriate induction and skills for all elected members.	CEO CEO CEO	<ul style="list-style-type: none"> Review and improve Councillor induction program with facilitation and legal practitioners input. Review Councillor Information Bulletin for adequacy and appropriate content. Participate in the Australian Institute of Company Directors Best Practice Review. 	●	●	●	●

9.5 Goal – Governance “Responsible and responsive civic leadership”

Strategic Outcome – “A Council that engages with the community and provides good governance on behalf of the community”

Objective 3 – “Ensure rigorous organisational system”

Council Adopted Strategies to achieve Objective	RO	Shires response to make it happen	2019	2020	2021	2022
S3.1: Maintain long term financial (LTFP) and resourcing plans.	MCS	<ul style="list-style-type: none"> Continue to test assumptions and update the current LTFP. Continue to review and update Asset Management Plans and other informing strategies. 	●	●	●	●
S3.2: Operate to best practice management in all areas.	CEO	<ul style="list-style-type: none"> Implement and monitor the HR Operational Plan to ensure a well resourced, skilled and effective workforce. 	●			
	CEO	<ul style="list-style-type: none"> Continue routine Policy and procedures review. 	●	●	●	●
	CEO	<ul style="list-style-type: none"> Continue to review and update governance practices via the shire’s compliance calendar. 	●	●	●	●
S3.3: Ongoing review of customer service and satisfaction.	CEO	<ul style="list-style-type: none"> Undertake a regular Customer Satisfaction and Wellbeing survey against Shire products and service offerings on a periodic basis to set targets and actions. 	●	●	●	●
S3.4: Embed innovation in information and communication technologies.	CEO	<ul style="list-style-type: none"> Continue implementation of ICT upgrades and review document Information management. 	●	●	●	●
	CEO	<ul style="list-style-type: none"> Review dedicated Councillor Extranet system. 		●		
	MCS	<ul style="list-style-type: none"> Develop and Implement the ICT Strategy. 	●	●	●	●

9.5.1 Goal – Governance Key Performance Indicators (KPIs)

The following KPIs have been identified to monitor progress against the Goals

Goal Area - Efficiency and Effectiveness Indicator

- MyCouncil Financial Health Score (FHS).
- Results of Compliance Audit Return/s.
- Unqualified Financial Audit Reports.
- Councillor self-assessment through AICD Index.

Goal Area monitoring and accountability KPIs

- Financial Sustainability Ratios
- Positive Net Promoter Scores
- Culture and Employee experience (HR Metrics)

Section 10 – Revenue by Program

	2018/19	2019/20	2020/21	2021/22	2022/23
	Budget	Budget	Budget	Budget	Budget
	\$	\$	\$	\$	\$
Revenue					
Governance	59,500	60,809	62,147	63,514	64,911
General purpose funding	7,437,013	8,231,795	8,430,841	8,634,894	8,843,939
Law, order, public safety	373,358	381,044	389,427	397,994	406,750
Health	64,500	65,919	67,369	68,851	70,366
Housing	10,500	10,731	10,967	11,208	11,455
Community amenities	720,900	736,760	752,969	769,534	786,464
Recreation and culture	125,000	127,024	129,093	231,207	133,367
Transport	175,128	175,128	178,981	182,918	186,943
Economic services	197,000	201,334	205,763	210,290	214,917
Other property and services	115,500	118,041	120,638	123,292	126,004
Total	9,278,399	10,108,584	10,348,194	10,693,703	10,845,115

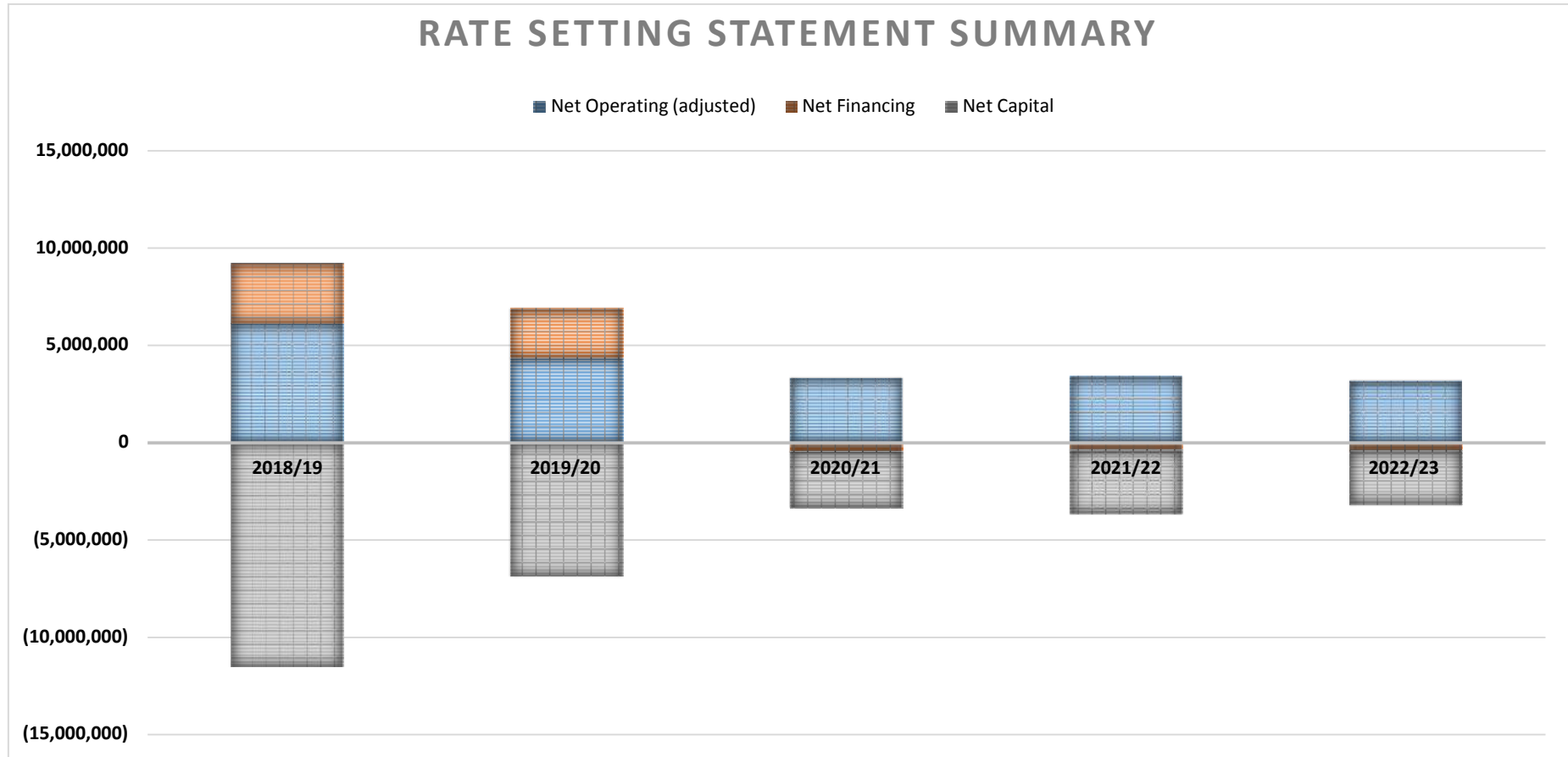
Section 11 – Expenditure by Program

	2018/19	2019/20	2020/21	2021/22	2022/23
	Budget	Budget	Budget	Budget	Budget
Expenses excluding finance costs	\$	\$	\$	\$	\$
Governance	(813,077)	(863,131)	(856,339)	(868,500)	(863,048)
General purpose funding	(440,623)	(333,675)	(339,916)	(329,342)	(336,128)
Law, order, public safety	(1,239,420)	(1,144,678)	(1,165,077)	(1,175,435)	(1,196,774)
Health	(295,939)	(289,340)	(294,650)	(296,533)	(302,135)
Education and welfare	(64,034)	(63,876)	(65,210)	(64,674)	(66,097)
Housing	(39,307)	(46,160)	(46,470)	(46,787)	(47,112)
Community amenities	(1,300,252)	(1,296,849)	(1,324,800)	(1,341,850)	(1,370,819)
Recreation and culture	(1,465,415)	(1,667,573)	(1,784,885)	(1,883,897)	(1,916,456)
Transport	(4,481,610)	(4,174,562)	(4,355,522)	(4,373,891)	(4,462,256)
Economic services	(1,183,766)	(1,156,906)	(1,180,782)	(1,187,393)	(1,211,906)
Other property and services	(323,411)	(378,094)	(386,145)	(385,213)	(393,785)
Total	(11,646,854)	(11,414,844)	(11,799,795)	(11,953,514)	(12,166,516)
Finance costs					
Recreation and culture	(136,422)	(175,855)	(221,059)	(208,937)	(196,989)
Transport	(34,040)	(31,701)	(29,040)	(26,509)	(24,654)
Economic services	(3,603)	(2,362)	(1,043)	0	0
Other property and services	(3,973)	(1,054)	(876)	0	0
Total	(178,038)	(210,972)	(252,018)	(235,446)	(221,642)

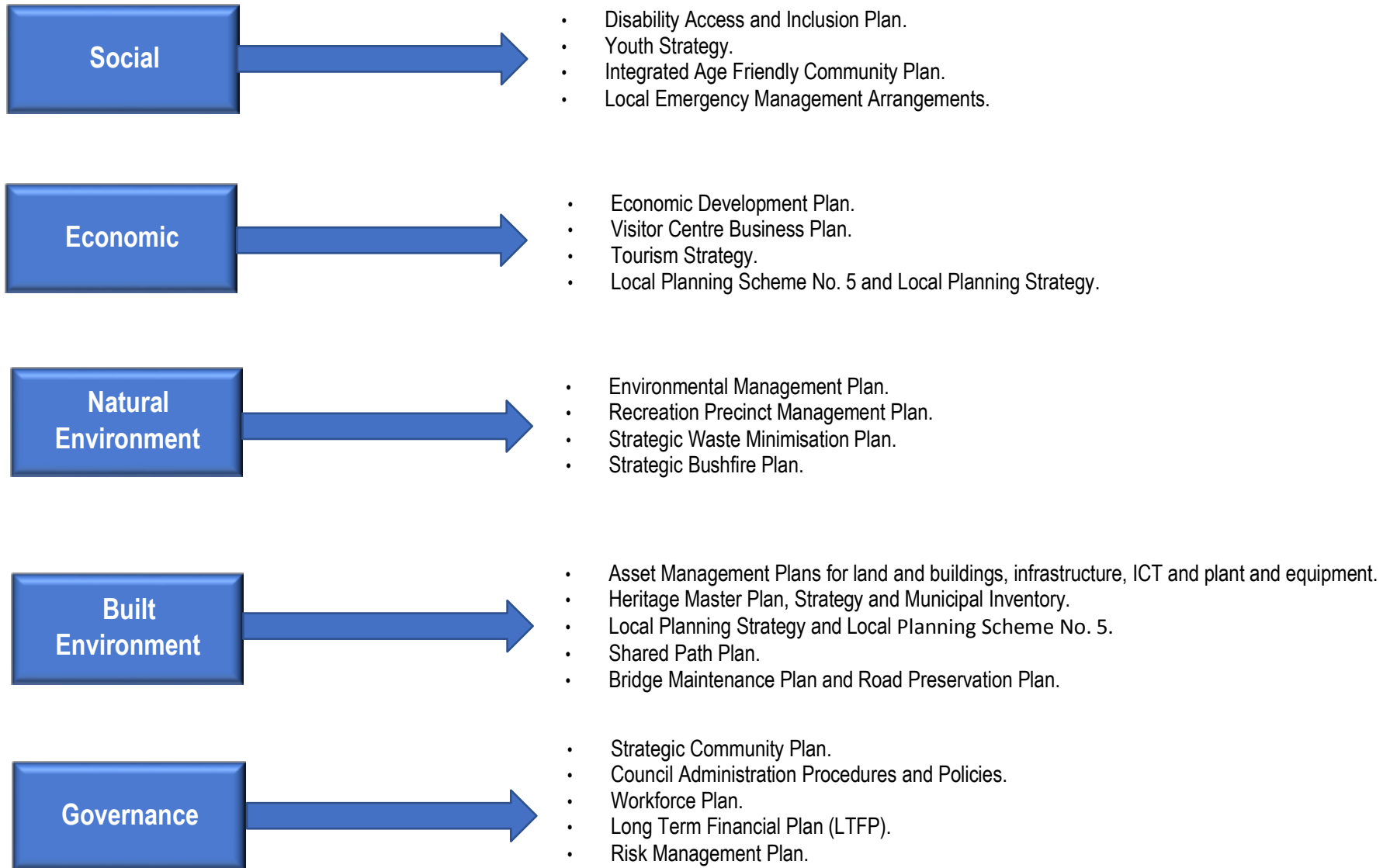
Section 12 – Capital, Asset Improvement and Major Projects

	2018/19	2019/20	2020/21	2021/22	2022/23
	Budget	Budget	Budget	Budget	Budget
	\$	\$	\$	\$	\$
Governance	58,000	75,500	25,500	251,500	20,500
Law, Order, Public Safety	773,308	48,180	385,911	409,841	32,880
Health	0	21,000	6,000	8,000	30,000
Education & Welfare Services	20,000	0	0	0	0
Housing	0	19,000	39,000	14,000	44,000
Community Amenities	48,000	0	0	0	112,000
Recreation And Culture	9,133,021	4,401,987	176,000	290,500	178,500
Transport	2,803,026	2,601,599	2,582,983	2,637,989	2,795,654
Economic Services	22,900	8,000	10,000	0	10,000
Other Property And Services	700,000	73,500	70,000	80,000	80,000
Finance & Borrowing	301,176	336,609	342,730	288,328	301,576
Total	13,859,431	7,585,375	3,638,124	3,980,158	3,605,110

Section 13 – Rates Setting Statement Summary



Section 14 – Resourcing and Informing Plans



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6. REPORTS OF OFFICERS

6.1 Correspondence from Chairperson

Date of Report:	28 Feb 2019
File Reference:	COC14
Responsible Officer:	S Scott - CEO
Attachments:	Correspondence from Chairperson

PURPOSE

To receive the correspondence from the Chairperson.

BACKGROUND

The Committee had a workshop in October 2018. The Chairperson wrote to the Shire on Monday 25 Feb 2019 as follows:

“At the last EAC meeting an attachment was distributed which contained five biodiversity strategies of surrounding Shires. Could you please remind committee members to review these documents prior to attendance at the next scheduled meeting when you distribute the agenda?”

If you could also remind committee members to bring along the copy handed to them, as each one is in excess of five hundred pages.

Could you please include a section in the agenda to enable the committee to deliberate on the following?

- (a) Does EAC recommend that the Shire of Toodyay develop a biodiversity strategy, and if so, why is one required?*
- (b) If so, how does EAC suggest this be achieved? Timetable and what Shire's can we look to for guidance?*

I'm not sure how we can do this as there will need to be an Officers Report to cover this.

This is an issue that has been raised many times and I'm determined to see that this matter is resolved, by either putting our ideas to Council to let them decide, which is my preferred option, or to let the matter rest and deal with the aims/goals of a "biodiversity strategy" in the upcoming review of the EMS due this year.”

OFFICER COMMENT

The email from the Chairperson has been included within this report.

OFFICER'S RECOMMENDATION

The Environmental Advisory Committee note the correspondence from the Chairperson.

Clarification was sought in regard to the following:

1. Does EAC recommend that the Shire of Toodyay develop a biodiversity strategy, and if so, why is one required?

Discussion ensued in relation to the first two dot points of Serpentine-Jarrahdale Biodiversity Strategy as follows:

- Protect and repair natural resources and processes throughout the Shire; and
- Strive for sustainable use and management of natural resources.

Cr Twine moved a motion as follows:

The Environmental Advisory Committee recommend to the Council:

That Council:

- 1. Develop a Biodiversity Strategy to identify biodiversity assets within the Shire of Toodyay and to protect and repair them sustainably for the future.**

Clarification was sought.

Cr Bell moved amendments to the motion as follows:

That a new Point 2 and 3 be added to read as follows:

- 2. Note that a Biodiversity Strategy will complement the broader Environmental Management Strategy (EMS).**
- 3. Note that surrounding local governments have developed biodiversity strategies to address the lack of detail in the EMS for identifying assets and procedures to protect them.**

Cr Twine accepted the amendments to the motion.

Clarification was sought in relation to the following:

(b) If so, how does EAC suggest this be achieved? Timetable and what Shire's can we look to for guidance?

Discussion ensued.

F Panizza moved an amendment to the motion as follows:

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

- 4. That Council considers utilising the existing environmental budget allocation towards the funding of a Consultant to develop the Biodiversity Strategy and commence the review of the EMS before the end of the 2018/2019 financial year.**

Cr Twine accepted the amendment to the motion.

W Clarke entered Council Chambers at 6.32pm.

Cr Manning moved an amendment to the motion to read as follows:

That a new Point 5 be added to read as follows:

- 5. That the development of the Biodiversity Strategy and review of the EMS be completed by June 2020.**

Cr Twine accepted the amendment to the motion.

B Foley moved an amendment to the motion to read as follows:

That a new Point 6 be added to read as follows:

- 6. Keep the Environmental Advisory Committee Members updated in respect to progress made in relation to the above.**

Cr Twine accepted the amendment to the motion.

Clarification was sought.

MOTION/EAC RES NO. 02/03/19

MOVED Cr Twine

The Environmental Advisory Committee recommend to the Council:

That Council:

1. Develop a Biodiversity Strategy to identify biodiversity assets within the Shire of Toodyay and to protect and repair them sustainably for the future.
2. Note that a Biodiversity Strategy will complement the broader Environmental Management Strategy (EMS).
3. Note that surrounding local governments have developed biodiversity strategies to address the lack of detail in the EMS for identifying assets and procedures to protect them.
4. That Council considers utilising the existing environmental budget allocation towards the funding of a Consultant to develop the Biodiversity Strategy and commence the review of the EMS before the end of the 2018/2019 financial year.
5. That the development of the Biodiversity Strategy and review of the EMS be completed by June 2020.
6. Keep the Environmental Advisory Committee Members updated in respect to progress made in relation to the above.

MOTION CARRIED

Extract from the Shire of Toodyay Local Planning Strategy

Endorsed by the Western Australian Planning Commission on 22nd June 2018

7.11 Biodiversity

Strategic Directions & Strategies

- a. Identify significant biodiversity assets within the Shire including threatened ecological communities, declared rare flora/fauna and important ecological linkages, with the aim to achieve protection of these assets to maintain ecological values.
- b. Promote the sustainable management of water resources, including public water supply catchments, surface water supply systems and groundwater aquifers, through the application of appropriate land use management and development controls consistent with State policy.
- c. Encourage the preservation of remnant vegetation and promote revegetation of existing cleared areas where there are opportunities to enhance landscape amenities, promote biodiversity and/or reduce the degradation of soil and water.
- d. Identify mechanisms, such as rate relief, grants and subdivision incentives, to encourage and support biodiversity conservation and high conservation value bushland on privately owned land to cater for possible future development into State nature reserves.
- e. Incorporate natural resource management and environmental conservation into the Shire's planning processes.
- f. Protect areas of biodiversity significance from inappropriate development.
- g. Avoid development that would negatively impact upon the ecological values and landscape qualities of the area.
- h. As opportunities arise through subdivision and development, increase the foreshore reserve along the Avon River.

Actions

- a. Introduce a new Environmental Conservation zone from the model provisions to enable appropriate subdivision and formal protection of areas of high biodiversity significance. (SHORT TERM)
- b. Objectives for the Environmental Conservation zone are as per the model provisions :
 - i. To identify land set aside for environmental conservation purposes.
 - ii. To provide for the preservation, maintenance, restoration or sustainable use of the natural environment.
- c. Rezone a portion of Lots 20 and 21 Frank Venn Road and Lot 22 Clackline-Toodyay Road, Hoddys Well from Rural to Environmental Conservation to reflect the purposes of subdivision approval. (DA16 – SHORT TERM)
- d. Request WALGA, the Wheatbelt NRM and the Department of Planning, Lands and Heritage, undertake local biodiversity planning for the Shire with a view of developing a Local Biodiversity Strategy, to identify, retain, protect and manage significant remnant vegetation on public (including Crown reserves) and private land. Local biodiversity planning should consider:

- i. methods to mitigate against threats (including unregulated public access, weeds, plant diseases, and feral animals) to maintain the biodiversity values of the Shire's reserves and open spaces;
 - ii. methods to facilitate greater public awareness of the Shire's biodiversity values through increased interpretive measures that are aimed at both residents and tourists; and
 - iii. potential assistance, including incentives, that may be provided to private landowners for biodiversity conservation. (MEDIUM TERM)
- e. Ensure clauses in LPS 5 are adequate to request information on vegetation, flora and fauna is provided to support proposals for rezoning, subdivision and development of land that have the potential to impact on biodiversity. (SHORT TERM)
- f. Introduce tree preservation provisions into the scheme to protect significant trees from development and clearing and to protect the landscape of Toodyay. (SHORT TERM)
- g. Delete the Avon River Valley Special Control Area and insert a new Avon River Special Control Area to ensure development does not impact on the role of the river during flood events. (SHORT TERM)
- h. Develop a Water Management Strategy to develop a framework for the Shire to manage and sustainably use water resources in the local government area, including rainwater, stormwater, groundwater and grey water.

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4. CONFIRMATION OF MINUTES

4.1 Audit Committee Meeting held on 17 December 2018

OFFICER'S RECOMMENDATION/AUDIT COMMITTEE RESOLUTION NO 01/03/19

MOVED Cr Dow

That the Unconfirmed Minutes of the Audit Committee Meeting held on 17 December 2018 be confirmed.

MOTION CARRIED 7/0

J Robertson entered Council Chambers at 2.05pm.

4.2 Matters arising from previous minutes

Nil

4.1 Review of the Audit Committee Status Report

Nil

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

Nil.

6. REPORTS OF OFFICERS

6.1 Compliance Audit Return

Date of Report:	1 March 2019
File Reference:	COC2
Author:	C Luangala – Manager Corporate Services
Responsible Officer:	S Scott – Chief Executive Officer
Attachments:	Compliance Audit Return 2018

PURPOSE

To consider the attached annual Compliance Audit Return for 2018.

BACKGROUND

Local governments are required under legislation to complete an annual Compliance Audit Return.

The Compliance Audit Return 2018 is a checklist of the Shire's statutory compliance with the Act and its Regulations that focuses on high risk areas of statutory reporting as prescribed in Regulation 14 of the *Local Government (Audit) Regulations 1996*.

Once completed, the Compliance Audit Return is to be:

- a) presented at a meeting of the Audit Committee;
- b) presented to Council at a meeting of the Council;
- c) adopted by the Council; and

- d) the adoption recorded in the minutes of the meeting at which it is adopted.

Regulation 14 of the Local Government (Audit) Regulations 1996 states as follows:

14 Compliance audits by local governments

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*
 - (a) *presented to the council at a meeting of the council; and*
 - (b) *adopted by the council; and*
 - (c) *in the minutes of the meeting at which it is adopted.*

OFFICER COMMENT

The Compliance Audit Return 2018 has been completed and it is attached for the Audit Committee to receive and review.

Once the Committee refers the Compliance Audit Return 2018 to Council for adoption, it will be recorded in the minutes and a copy will be lodged via the Smart Hub before 31 March 2019.

OFFICER'S RECOMMENDATION

The Audit Committee recommends to Council the following:

That Council adopt the attached Compliance Audit Return for the period 1 January 2018 to 31 December 2018 pursuant to Regulation 14(3) of the *Local Government (Audit) Regulations 1996*.

Clarification was sought.

**OFFICER'S RECOMMENDATION/AUDIT COMMITTEE RESOLUTION NO
02/03/19**

MOVED Cr Rayner

SECONDED Cr Greenway

The Audit Committee recommends to Council the following:

That Council adopt the attached Compliance Audit Return for the period 1 January 2018 to 31 December 2018 pursuant to Regulation 14(3) of the *Local Government (Audit) Regulations 1996*.

MOTION CARRIED 7/0



Toodyay - Compliance Audit Return 2018

Official Conduct						
No	Reference	Question	Response	Comments	Respondent	
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A			
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		ML MR	
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		ML MR	
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		ML MR	
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	N/A		ML MR	
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	N/A		ML MR	



Toodyay - Compliance Audit Return 2018

Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		MR
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		MR
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		MR
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		MR
5	s5.18	Has Council reviewed delegations to its committees in the 2017/2018 financial year.	N/A		MR
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		MR
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		MR
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		MR
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		MR
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		MR
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		MR
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2017/2018 financial year.	Yes		MR
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		MR



Toodyay - Compliance Audit Return 2018

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		MR
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	N/A		MR
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		MR
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		MR
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		MR
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2018.	Yes		MR
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2018.	Yes		MR
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		MR
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		MR
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		MR
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		MR
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		MR
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a	Yes		MR



		reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.		
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	N/A	MR
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	N/A	MR
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes	MR



Toodyay - Compliance Audit Return 2018

Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		ML
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		ML



Toodyay - Compliance Audit Return 2018

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2018.	N/A		ML
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2018.	N/A		ML
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2018.	N/A		ML
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2018.	N/A		ML
5	s3.59(5)	Did the Council, during 2018, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		ML



Toodyay - Compliance Audit Return 2018

Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A		ML
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		ML
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		ML
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		ML
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		ML



Toodyay - Compliance Audit Return 2018

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		CL
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		CL
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		CL
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		CL
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government within 30 days of completion of the audit.	Yes		CL
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government by 31 December 2018.	Yes		CL
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		CL
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		CL
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9(1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		CL
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		CL
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		CL



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

12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes	CL
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes	CL
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes	CL
15	Audit Reg 17	Has the CEO reviewed the appropriateness and effectiveness of the local government's systems and procedures in accordance with regulation 17 of the Local Government (Audit) Regulations 1996.	Yes	CL
16	Audit Reg 17	If the CEO has not undertaken a review in accordance with regulation 17 of the Local Government (Audit) Regulations 1996, is a review proposed and when.	N/A	CL



Toodyay - Compliance Audit Return 2018

Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		ML
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	Yes		ML
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		ML
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		ML
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		ML
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		ML
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		ML
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		ML
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		ML
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		ML
11	F&G Reg 21 & 22	Did the local governments' advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		ML
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		ML



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

13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A	ML
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A	ML
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	Yes	ML
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	Yes	ML
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	Yes	ML
18	F&G Reg 24AD(6)	If the local government to sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	Yes	ML
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A	ML
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	Yes	ML
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	Yes	ML
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A	ML
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	Yes	ML



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

24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	Yes	ML
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes	ML

MEMORANDUM

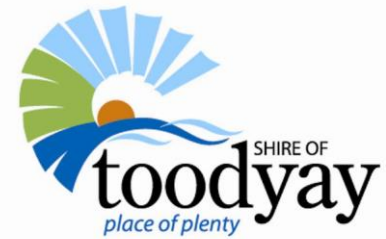
MEMO TO: Mr S Scott
Chief Executive Officer
Shire of Toodyay

FROM: Cr Benjamin Bell

DATE: 10 March 2019

FILE NO:

SUBJECT: Notice of Motion – Live streaming



Administration Centre

15 Fiennes Street
PO Box 96
TOODYAY WA 6566

T (08) 9574 2258

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E records@toodyay.wa.gov.au

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Dear Stan

This memorandum is notice, in accordance with the Section 4.4 (2) (b) of the Shire of Toodyay Standing Orders, of a motion I wish Council to consider at the March 2019 Ordinary Meeting of Council as follows:

In line with Council's commitment to engage with its community by enhancing accessibility to Council decision making, that the CEO prepare a draft *Live Streaming and Recording Policy*, using the City of Swan's *Live Streaming and Recording Policy* POL-C-166 as a starting point, for presentation to Council at its April 2019 Ordinary Council Meeting.

Yours sincerely

Benjamin Bell
COUNCILLOR

Background:

<https://www.swan.wa.gov.au/City-Council/Council/Council-Meetings>

<https://www.swan.wa.gov.au/City-Council/Council/Council-Meetings/Minute-Listing>

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MEMORANDUM

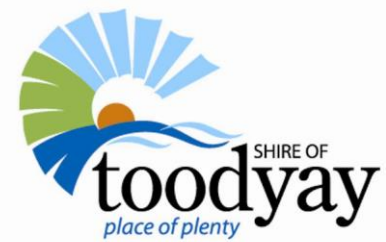
MEMO TO: Mr S Scott
Chief Executive Officer
Shire of Toodyay

FROM: Cr Benjamin Bell

DATE: 10 March 2019

FILE NO:

SUBJECT: Notice of Motion – Road completion



Administration Centre

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PO Box 96
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Dear Stan

This memorandum is notice, in accordance with the Section 4.4 (2) (b) of the Shire of Toodyay Standing Orders, of a motion I wish Council to consider at the March 2019 Ordinary Meeting of Council as follows:

That Council invites Toodyay residents and rate payers to provide feedback on its draft 2019/20 budget following the Councils' second budget workshop, which is currently scheduled for May 2019

Yours sincerely

Benjamin Bell
COUNCILLOR

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MEMORANDUM

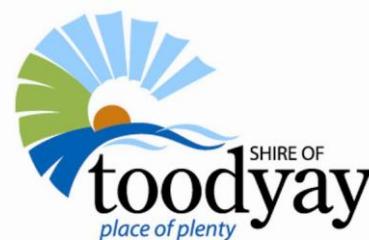
MEMO TO: Mr S Scott
Chief Executive Officer
Shire of Toodyay

FROM: Cr Benjamin Bell

DATE: 10 March 2019

FILE NO:

SUBJECT: Notice of Motion – Note 13



Administration Centre

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Dear Stan

This memorandum is notice, in accordance with the Section 4.4 (2) (b) of the Shire of Toodyay Standing Orders, of a motion I wish Council to consider at the March 2019 Ordinary Meeting of Council as follows:

That, in order for the Council to meet its obligations under the Act of overseeing the allocation of the Shire of Toodyay's finances and resources, a *level of completion* expressed as a percentage accompany the individual items listed in Note 13: Capital Acquisitions of all future Ordinary Council Meeting Agendas and Minutes.

Yours sincerely

Benjamin Bell
COUNCILLOR

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MEMORANDUM

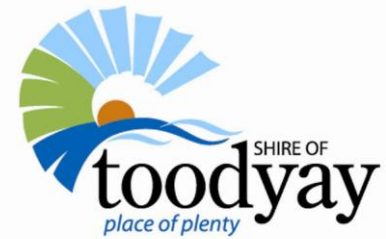
MEMO TO: Mr S Scott
Chief Executive Officer
Shire of Toodyay

FROM: Cr Benjamin Bell

DATE: 10 March 2019

FILE NO:

SUBJECT: Notice of Motion – Extractive Industry
Law Local Review



Administration Centre

15 Fiennes Street
PO Box 96
TOODYAY WA 6566

T (08) 9574 2258

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Dear Stan

This memorandum is notice, in accordance with the Section 4.4 (2) (b) of the Shire of Toodyay Standing Orders, of a motion I wish Council to consider at the March 2019 Ordinary Meeting of Council as follows:

That the:

- (i) Shire seek public submissions regarding the Shire of Toodyay's Extractive Industries Local Law ahead of a review of this Local Law, which was last updated in 1999,
- (ii) Shire advertise this request for public submissions within 4 weeks of the March Ordinary Council Meeting;
- (iii) public submission period be open for a minimum of 28 business days, and
- (iv) submissions to be presented to Council in the next Ordinary Council Meeting following the closure of the public submission period.

Yours sincerely

Benjamin Bell
COUNCILLOR

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MEMORANDUM

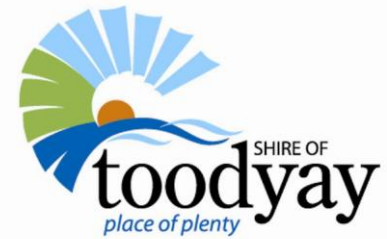
MEMO TO: Mr S Scott
Chief Executive Officer
Shire of Toodyay

FROM: Cr Benjamin Bell

DATE: 10 March 2019

FILE NO:

SUBJECT: Notice of Motion – RFT



Administration Centre

15 Fiennes Street
PO Box 96
TOODYAY WA 6566

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Dear Stan

This memorandum is notice, in accordance with the Section 4.4 (2) (b) of the Shire of Toodyay Standing Orders, of a motion I wish Council to consider at the March 2019 Ordinary Meeting of Council as follows:

That, in line with the Shire's stated strategic focus of supporting local businesses, the Shire of Toodyay prominently advertise any future Request for Tenders by the administration on the Shire's official Facebook page and via the local Toodyay community newspaper.

Yours sincerely

Benjamin Bell
COUNCILLOR

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MEMORANDUM

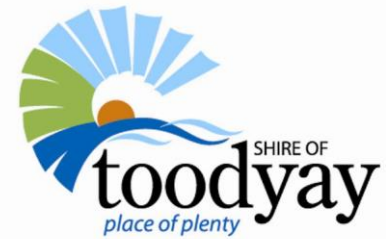
MEMO TO: Mr S Scott
Chief Executive Officer
Shire of Toodyay

FROM: Cr Benjamin Bell

DATE: 11 March 2019

FILE NO:

SUBJECT: Notice of Motion – DLGSC Inquiry



Administration Centre

15 Fiennes Street
PO Box 96
TOODYAY WA 6566

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Dear Stan

This memorandum is notice, in accordance with the Section 4.4 (2) (b) of the Shire of Toodyay Standing Orders, of a motion I wish Council to consider at the March 2019 Ordinary Meeting of Council as follows:

That the CEO seek approval from the Department of Local Government, Sport and Cultural Industries (DLGSC) for the Shire of Toodyay to make immediately public the DLGSC's correspondence dated 6 December 2018 (and the accompanying Part 8; Division 1 correspondence dated 30 November 2018), which pertains to the Authorised Inquiry into the Shire of Toodyay.

Yours sincerely

Benjamin Bell
COUNCILLOR