Ordinary Meeting of Council

Minutes

27 March 2018

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 28 March 2018.

Stan Scott
CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 24 April 2018.

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 MEETING – 23 JANUARY 2018

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr B Rayner, 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.

2. RECORDS OF ATTENDANCE

Members

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

Staff

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

Visitors

B Keens	R Bell	M Sinclair-Jones
D Walker	L Rooney	K Carrall
F Panizza	H Appleby	M McKeown
J Clarke	H de Vos	G Appleby
B Foley	D Smith	L Tan
D Dow	H Evans	M Leggett
J Prater	D Cornforth	L Graham
L Panizza	B Manning	

2.1 APOLOGIES

Nil

2.2 APPROVED LEAVE OF ABSENCE

Nil

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Dow requested that she be granted Approved Leave of Absence from 4 April 2018 to 30 April 2018 inclusive.

MOTION/COUNCIL RESOLUTION NO. 39/03/18

MOVED Cr Dow

That the Application for Leave of Absence by Cr Dow from 4 April 2018 to 30 April 2018 inclusive be granted.

MOTION CARRIED 7/0

3. DISCLOSURE OF INTERESTS

The Chief Executive Officer advised that there were no disclosures of interest in the form of a written notice that 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 27 February 2018, the following questions were taken on notice.

L Graham, on behalf of the Toodyay Progress Association

Summary of Question Eight

What was the total legal cost to the Shire of Toodyay of the action between itself and Warragenny that was settled by Council Resolution 87/06/17 and accepting the offer of $5,500?

The total legal cost was $79,555.37.

Summary of Question Twelve

We believe the answer in February 2017 Agenda is incorrect. It does not tell us who made the decision.

All decisions in relation to legal action were made by Council based on confidential legal advice.

4.2 PUBLIC QUESTION TIME

L Graham, on behalf of the Toodyay Progress Association

Summary of Question One

As of close of business on the 27 March 2018, has the CEO appointed anyone to conduct the audit of what was referred to last month as the "Merrick matter"? If so, who? What are the terms of reference? When is the report date? If not, why not?

The CEO has appointed the Shire's Auditors Moore Stephens to undertake this task. It will be done at the same time as the Shire's Interim Audit which would save mobilisation costs.

Specifically the audit will cover the following scope:

(a) Reconciling this expenditure;

(b) Council satisfying itself that the appropriate approvals were granted for this expenditure; and

(c) Council satisfying itself that no incorrect payments were made.

Summary of Question Two

In the *Local Government Act 1995*, section 5.43 Limits on delegations to CEO [29] sets limits on delegations to the CEO. It says that a local government cannot delegate to a CEO any of the following powers or duties —

(a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;

(b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;

(c) appointing an auditor;

How does the response provided comply with those restrictive provisions?

The Shire President took the question on notice.

Mr Graham rephrased his question as follows:

When Council made the decision to authorise the CEO to appoint an Auditor to audit the Civic Legal Accounts did Council not consider section 5.43 of the Local Government Act?

The Shire President asked the CEO to respond. The CEO advised as follows:

Moore Stephens are the Auditors appointed by Council. All that has been done is that we have given Moore Stephens an "extended scope" to cover the extra body of work requested by Council.

M McKeown

Summary of Question One

We understand that an application for subdivision has been lodged for the properties in Toodyay generally known as the Roman Catholic Church Group. We have lodged a list of questions in respect to the proposed subdivision and we ask that the subdivision be refused on the grounds we provided in our written submission. When will the Shire respond to the questions we have put into our submission?

The Shire President asked the CEO to respond. The CEO advised as follows:

We only received your submission today. Our response will take another few days. I do know that the WAPC have requested a heritage assessment be done.

A summary of the questions contained in your submission will be included in the minutes, at the end of Public Question Time and be marked as "taken on notice" by the Shire President.

Summary of Question Two

Does that mean that the Shire of Toodyay has not approved the subdivision?

The Shire President asked the CEO to respond. The CEO advised as follows:

The WAPC are the responsible approval authority for the subdivision. Under delegated authority the Shire provided comment on the subdivision application to the WAPC.

Summary of Question Three

Does the Shire intend to provide the ability for public comment on this application?

The Shire President asked the CEO to respond. The CEO advised as follows:

Our Manager Planning and Development can check with the WAPC to determine whether the Shire can provide further comment.

Summary of Question Four

Are you sure you cannot provide public comment?

Through the Shire President, the Manager Planning and Development asked for the question to be taken on notice.

The Shire President asked the CEO to respond. The CEO advised as follows:

I was not aware until I had a conversation with Mr Panizza the other day about the lack of consultation that the Archdiocese had in fact done and am surprised that they did not consult extensively with the local community.

If possible, we will undertake collecting input from the community.

F Panizza

Summary of Question One

Can Council reconsider the Policy (and delegation) to lower from 20 down to 5 or 6 to allow the public to have some input into subdivisions?

The Shire President asked the CEO to respond. The CEO advised as follows:

We are in the process of revising the policies (and reviewing the Delegations) and will make sure that one is included in the list to be reviewed.

M Sinclair-Jones

Summary of Question One

The organisational structure published by the Shire of Toodyay website states that the Chief Executive Officer's responsibilities include marketing and communication. Policies listed on another page of the website do not contain any information in respect to marketing and communication.

What is the Shire's Marketing and Communications Policy?

The Shire President took the question on notice.

Summary of Question Two

Will marketing and communication be included in the review of all Council Policies?

The Shire President took the question on notice.

Summary of Question Three

Since marketing and communication is a vital component of all government agencies including local government agencies, will the Council obtain *professional advice* and report back publicly before adopting such a policy?

The Shire President took the question on notice.

D Dow

Summary of Question One

The published minutes of a Special Council Meeting held on 7 November 2013 show that the meeting was called for the purpose of "considering legal advice, and setting the dates and times for Ordinary Council Meetings and Council Forums."

My question relates to the legal advice that was considered by Council at that meeting as a confidential item under Section 5.23(2) (b) (d) and (f) of the *Local Government Act 1995.*

My understanding is that Council can resolve to release confidential minutes under Section 5.94(n) (p) and 5.95(7) (b) of the *Local Government Act 1995.*

Will the CEO brief Council at the April 2018 Council Forum on the procedure and ramifications of releasing the confidential minutes of the special meeting of Council dated 7 November 2013 and will the CEO include an item in the Agenda of the April 2018 Ordinary Council Meeting aimed at Council releasing those confidential minutes?

The Shire President took the question on notice.

L Graham

Summary of Question Three

I wish to refer to Question Eleven and Eighteen, both of which exist in the minutes of the February 2018 Council Meeting Minutes.

Both questions sought a response to why the matter that was settled in June 2017, was described in October 2017, January 2018, and February 2018 as "an ongoing legal dispute.

The Shire President asked the CEO to respond. The CEO advised as follows:

It took some time following Council's decision to settle, for the actual legal dispute to "settle.

Summary of Question Four

I am not talking weeks. I am wondering why it took months. Why was it described as an ongoing legal dispute if it was supposed to be described as an outstanding Administrative matter?

The Shire President advised that as far as he is aware, at the time you first asked the question, Council was still waiting for paperwork. The Shire President asked the CEO to respond. The CEO advised as follows:

The legal case wasn't deemed to be settled at the time because for the matter to be settled the paperwork would have had to have been fully executed. This was what took time.

Summary of Question Five

Who made the decision to commence legal action?

The Shire President took the question on notice.

Summary of Question Four

When was the decision to commence legal action made?

The Shire President took the question on notice.

Summary of Question Four

Where is the decision to commence legal action minuted?

The Shire President took the question on notice.

Michael McKeown, Margaret McKeown, Jenny Clarke and John Clarke

Background for Questions to be raised

We understand that an application for subdivision has been lodged for the properties in Toodyay generally known as the Roman Catholic Church Group.

The application is for subdivision of part of Toodyay that has very important cultural heritage significance but, despite its location within the town of Toodyay, very poor infrastructure. The Roman Catholic Church Group is the largest group of heritage buildings in Toodyay with a single private owner.

It is our contention that the subdivision must be refused because of:

- the heritage significance of the Catholic Church Group as a group cannot be maintained if the site is subdivided;
- the impossibility of creating a subdivision without damaging at least part of a very significant heritage site;
- the necessity to damage a rare and unique building on a very significant heritage site to achieve the subdivision;
- the damage to a very significant heritage site if a subdivision is approved with legally necessary statutory Conditions of Approval that will be inappropriate on this site.

So far, we are unaware of any provision for public comment regarding the application. Nevertheless, we consider it our duty to bring certain matters to your attention to help to ensure that the application is properly assessed.

We do not know how the Shire assesses such applications but we have relied principally on information from the websites of the Western Australian Planning Commission and the Shire of Toodyay.

The letter which follows lists some facts associated with the properties which are the subject of the application – these are in plain text.

The facts are followed by extracts, where appropriate, from the WAPC “Form 1A Application for Approval of Freehold or Survey Strata Subdivision” (WAPC Form 1A); and “Guide to Subdivision Applications and Fees Application for Approval of Freehold or Survey Strata Subdivision” (WAPC Guide) which we have consulted as to the “Accompanying Information” required by the WAPC or other sources as referenced – these extracts are in bold text.

The facts and extracts are followed, where appropriate, by our comments in bold italic text.

1. The Roman Catholic Church Group, Toodyay is comprised of seven main buildings:
    - the former St Aloysius Convent of Mercy;
    - the former Boys’ Classrooms, Boys Boarding House and Hall;
    - the former Girls’ Classrooms and Girls Boarding House;

- "The Ship", formerly used for classrooms and boarding but originally built as a house for Dr Growse;
- the St John the Baptist Church;
- a covered Walkway between the Convent and the Church; and
- the Old Catholic Presbytery.

2. The Roman Catholic Church Group occupies the street addresses of 32 to 36 Stirling Terrace, Toodyay.
3. The Roman Catholic Church Group occupies lots 44, 45 and 46 in the town of Toodyay.
4. The first four buildings listed in Paragraph 1 are sometimes known as the Avondown Centre.
5. An Application has been lodged with the Western Australia Planning Commission for the subdivision of the lots occupied by the first six buildings listed in Paragraph 1. These will be referred to as the Subdivision Buildings from here on.
6. The Application has been forwarded to the Shire of Toodyay for their assessment.

Summary of Question One

Lots 44, 45 and 46 all have frontage onto Stirling Terrace (which is part of Toodyay Road) with rear boundaries in the Avon River. The buildings occupy the front (Stirling Terrace) halves of the lots. The proposed subdivision is clearly in the immediate catchment of the Avon River.

WAPC Guide: Applications should include information and plans of "environmental features that may affect the proposal including native vegetation, rivers and watercourses, wetlands and catchments (information about these features can be obtained from the DER and/or the local government in which the subject land is located)"; and "information concerning how any conditions resulting from formal environmental assessment of the subject land will be addressed (if applicable, this information can be obtained from the Environmental Protection Authority or DER).

Did the Application include these details?

The Shire President took the question on notice.

Summary of Question Two

Did the Applicant contact the DER?

The Shire President took the question on notice.

Summary of Question Three

Did the Application include information about how any conditions resulting from formal environmental assessment of the subject land will be addressed?

The Shire President took the question on notice.

Summary of Question Four

Will the Conditions of Approval take into account how the native vegetation, river and catchment will be protected?

The Shire President took the question on notice.

Summary of Question Five

The text which follows is quoted directly from the Waters and Rivers Commission website retrieved on 9 March 2018: "Section 5 of the Aboriginal Heritage Act 1972 identifies what constitutes an Aboriginal site. A wide range of places can be identified as Aboriginal sites and these fall into two main categories: archaeological and anthropological. Potentially, rivers, estuaries, wetlands and dunes could contain all types of Aboriginal sites and may be considered places of significance." "Archaeological sites are often easiest to identify as they contain the remains of objects connected with the traditional cultural life of Aboriginal people, past and present."

"Anthropological sites are more difficult to identify as they are places of spiritual significance and importance to Aboriginal people. These include ethnographic, ceremonial, mythological and burial sites. Mythological sites, for example, may encompass a natural feature of the landscape, such as a waterway, that has significance to Aboriginal people."

"Part IV of the Aboriginal Heritage Act 1972 protects all Aboriginal sites whether they have been identified or not. The onus is on the proponent of an activity to take all reasonable efforts to identify sites of significance. Under Section 17 of the Aboriginal Heritage Act 1972 it is an offence to conceal, or knowingly damage or alter an Aboriginal site, unless authorisation is received from the Registrar of Aboriginal Sites under Section 16, or consent obtained from the Minister for Indigenous Affairs under Section 18."

Have the provisions of the Aboriginal Heritage Act been complied with in the Application?

The Shire President took the question on notice.

Summary of Question Six

What efforts did the Applicant make to identify sites of significance?

The Shire President took the question on notice.

Summary of Question Seven

Has the Applicant made all reasonable efforts to identify sites of significance?

The Shire President took the question on notice.

Summary of Question Eight

The proposed subdivision is in a designated Bushfire Prone Area. Toodyay has experienced many serious bushfires in recent years, including a bush fire on 29 December 2009 which destroyed

41 homes and cottages and burnt 2900 hectares of farming land and bush and came within 500m of the proposed subdivision.

The land proposed for subdivision, being partly bushland on the banks of the Avon River, is recognised by the Shire of Toodyay as being particularly fire prone.

WAPC Form 1A: "Is the proposal within a designated bushfire prone area? If 'yes', have bushfire hazard issues been identified and addressed (e.g. by attaching a BAL assessment(s) or BAL Contour Map and a Bushfire Management Plan to the application)? If NA is selected and the proposal is in a designated bushfire prone area then a short statement justifying why SPP 3.7 does not apply to the application should be included."

Did the Application identify and address the bushfire hazard issues? If not, did the Application include a short statement justifying why SPP 3.7 did not apply?

The Shire President took the question on notice.

Summary of Question Nine

If the Shire Assessment relied on such a short statement, was the person who supplied the statement competent in the assessment of identifying and addressing bushfire hazards?

The Shire President took the question on notice.

Summary of Question Ten

The Roman Catholic Church Group is zoned "Mixed Business" in the Shire of Toodyay Local Planning Scheme No. 4 ("The Scheme") which is the current planning scheme.

Does the Application rely on re-zoning to achieve its purpose?

The Shire President took the question on notice.

Summary of Question Eleven

Will the Conditions of Approval include a requirement for re-zoning?

The Shire President took the question on notice.

Summary of Question Twelve

Three of the subdivision buildings have been vacant since January 2017: the first three buildings listed in Paragraph 1.

Does the Application take into account that three of the buildings have been vacant for over a year and, given the current zoning, these buildings will require planning approval before they can be used for most purposes?

The Shire President took the question on notice.

Summary of Question Thirteen

Will the Conditions of Approval explicitly include the need for such planning approval?

The Shire President took the question on notice.

Summary of Question Fourteen

The following uses are permitted by The Scheme providing the use complies with the relevant development standards and the requirements of the Scheme: Convenience Store, Exhibition Centre, Home Office, and Show Room.

Does the Application explicitly acknowledge that these are the only permitted uses for the land to be subdivided?

The Shire President took the question on notice.

Summary of Question Fifteen

Will the Conditions of Approval explicitly include that these are the only permitted uses?

The Shire President took the question on notice.

Summary of Question Sixteen

The following uses are permitted if the local government has exercised its discretion by granting development approval: Accommodation for Temporary Workers, Arts and Crafts Centre, Betting Agency, Carpark, Child Care Premises, Cinema/Theatre, Civic Use, Club Premises, Community Purpose, Consulting Rooms, Display Home Centre, Emergency Services, Family Day Care, Fuel Depot, Funeral Parlour, Home Business. Home Occupation, Home Store, Cottage Industry, Rural Industry, Service Industry, Lunch Bar, Medical Centre, Motor Vehicle, Machinery and/or Marine Repair, Motor Vehicle, Machinery and/or Marine Sales and Hire, Motor Vehicle Wash, Office, Place of Worship, Reception Centre, Recreation – Private, Recreation – Public, Research Centre, Residential Building, Restaurant/Café, Service Station, Shop, Single House, Storage Facility, Telecommunication Infrastructure, Trade Display, Transportable Structure, and Warehouse.

Does the Application explicitly acknowledge that these uses for the land to be subdivided will require local government discretion and approval?

The Shire President took the question on notice.

Summary of Question Seventeen

Will the Conditions of Approval explicitly note that these uses will require local government discretion and approval?

The Shire President took the question on notice.

Summary of Question Eighteen

Will the Conditions of Approval prohibit the particular uses that are clearly at odds with the heritage aspects of the site?

The Shire President took the question on notice.

Summary of Question Nineteen

The following uses are permitted if the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the deemed provisions: Aged/Dependent Person's Dwelling/s or Establishment, Amusement Parlour, Ancillary Dwelling, Caravan Park, Educational Establishment, Factory Unit, Fast Food Outlet, Grouped Dwelling, Holiday Accommodation, Hospital, Hotel, Light Industry, Market, Motel, Night Club, Nursing Home, Park Home Park, Small Bar, Tavern, Tourist Development, Transport Depot, and Veterinary Centre.

Does the Application explicitly acknowledge that these uses for the land to be subdivided will require special local government discretion and approval after giving notice in accordance with clause 64 of the deemed provisions?

The Shire President took the question on notice.

Summary of Question Twenty

Will the Conditions of Approval explicitly note that these uses will require special local government discretion and approval?

The Shire President took the question on notice.

Summary of Question Twenty-One

Will the Conditions of Approval prohibit the particular uses that are clearly at odds with the heritage aspects of the site?

The Shire President took the question on notice.

Summary of Question Twenty-Two

The Roman Catholic Church Group is in the Shire of Toodyay Central Toodyay Heritage Area. (Shire of Toodyay, Local Planning Policy LPP.20, Central Toodyay Heritage Area, 13 May 2010). WAPC Guide: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Did the Application include these details?

The Shire President took the question on notice.

Summary of Question Twenty-Three

The objectives of the Shire of Toodyay Central Toodyay Heritage area are:

- To improve quality of development within the Central Toodyay Heritage Area;
- To improve the streetscape within the Central Toodyay Heritage Area;
- To ensure that development within the Central Toodyay Heritage Area occurs in a manner that complements the existing heritage buildings within Central Toodyay;
- To retain and enhance the heritage qualities within Central Toodyay;
- To facilitate quality development within the Shire of Toodyay.

(Shire of Toodyay, Local Planning Policy LPP.20, Central Toodyay Heritage Area, 13 May 2010)

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Did the Application include these details?

The Shire President took the question on notice.

Summary of Question Twenty-Four

Will the Conditions of Approval proscribe any development at odds with the objectives of the Central Toodyay Heritage area?

The Shire President took the question on notice.

Summary of Question Twenty-Five

The Roman Catholic Church Group is included on the Shire Heritage list and lies within the Shire of Toodyay Central Toodyay Heritage Area (Shire of Toodyay, Local Planning Policy LPP.20, Central Toodyay Heritage Area, 13 May 2010).

The Shire of Toodyay Local Planning Strategy that has been lodged with the WAPC states: "Applications to develop, subdivide or change the use of places included on the Heritage List or located within a Heritage Precinct will be required to demonstrate sensitivity to ensure that the conservation values attributed to the place of heritage significance are not compromised by the proposal."

Did the Application demonstrate sensitivity to ensure that the conservation values attributed to the place of heritage significance are not compromised by the proposal? How did it do so?

The Shire President took the question on notice.

Summary of Question Twenty-Six

The Roman Catholic Church Group was classified by the National Trust in 2015. WAPC: Applications should include "details of any heritage significance associated with the subject land (information

concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Did the Application include these details?

The Shire President took the question on notice.

Summary of Question Twenty-Seven

Did the Shire or Applicant contact the National Trust for their assessment and opinion?

The Shire President took the question on notice.

Summary of Question Twenty-Eight

Did the Shire make allowance for the National Trust assessment and opinion?

The Shire President took the question on notice.

Summary of Question Twenty-Nine

Inter alia, the National Trust has declared that:

"The Roman Catholic Church Group, Toodyay, has cultural significance for the following reasons:

- The place is an excellent representative example of a group of buildings designed for religious and educational purposes;
- The place has a landmark value as an imposing group of buildings within the townscape of Toodyay"

(National Trust of Australia (WA) List of Classified Places: Heritage Assessment, Roman Catholic Church Group, Toodyay, November 2014)

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Did the Application include the references to the importance of the buildings as a group?

The Shire President took the question on notice.

Summary of Question Thirty

Will the Conditions of Approval include the need to maintain the integrity of the buildings as a group?

The Shire President took the question on notice.

Summary of Question Thirty-One

Inter alia, the National Trust has declared that: "There are a number of convent buildings throughout Western Australia in city centres and metropolitan areas, and country towns. The covered walkway connecting Mercy House (St Aloysius Convent) to a private chapel for the nuns in the newly constructed St John the Baptist Church (1963) was considered innovative and unique." *(National Trust of Australia (WA) List of*

Classified Places: Heritage Assessment, Roman Catholic Church Group, Toodyay, November 2014). WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Was the National Trust consulted regarding the proposed subdivision?

The Shire President took the question on notice.

Summary of Question Thirty-Two

Did the Application include the references to the importance of the covered Walkway?

The Shire President took the question on notice.

Summary of Question Thirty-Three

Did the Application include a proposal to deal with the intimately connected Church, Walkway and Convent by Survey Strata Subdivision?

The Shire President took the question on notice.

Summary of Question Thirty-Four

Will the Conditions of Approval include the need to preserve the integrity of this Walkway which will be cut by a new boundary proposed between the Church and the Convent in the Application?

The Shire President took the question on notice.

Summary of Question Thirty-Five

The individual buildings of the Roman Catholic Church Group are included in the Shire of Toodyay Municipal Inventory and Heritage List. WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Did the Application include these details?

The Shire President took the question on notice.

Summary of Question Thirty-Six

In addition, the Roman Catholic Precinct is included specifically in the Shire of Toodyay Municipal Inventory with the comment: "A place of considerable cultural heritage significance; provide an appropriate level of recognition and protection. Recommend that maximum encouragement is provided to the owner to conserve the significance of the place. Nomination to the National Trust Classified List is recommended, to afford protection by means of moral persuasion. (Town Planning Scheme also relevant)." (Inherit, Heritage Council, State Heritage Office of Western Australia website, recovered 8 March 2018) WAPC: Applications should include "details of any heritage significance associated with the subject land (information

concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Did the Shire of Toodyay acknowledge the "considerable heritage significance" of the precinct?

The Shire President took the question on notice.

Summary of Question Thirty-Seven

Given that the Shire proposed the successful classification by the National Trust, did the Shire consult the National Trust regarding the proposed subdivision?

The Shire President took the question on notice.

Summary of Question Thirty-Eight

The six Subdivision Buildings (see Paragraph 5 above) have no existing drainage systems. WAPC: Applications should include information and plans of any alterations to an existing drainage system and/or methods of dealing with stormwater drainage.

Did the Application include this information and plans?

The Shire President took the question on notice.

Summary of Question Thirty-Nine

Will the Conditions of Approval include the requirement for the provision of independent drainage systems for each new subdivided site prior to issue of new titles?

The Shire President took the question on notice.

Summary of Question Forty

The six Subdivision Buildings (see Paragraph 5 above) have a common water supply that is there is only one connection point and one water meter. WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Did the Application include this information and plans?

The Shire President took the question on notice.

Summary of Question Forty-One

Will the Conditions of Approval include the requirement for the provision of independent water supply to each building prior to issue of new titles?

The Shire President took the question on notice.

Summary of Question Forty-Two

One Subdivision Building, the Church, has no toilet. WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Did the Application include this information and plans?

The Shire President took the question on notice.

Summary of Question Forty-Three

Will the Conditions of Approval include the requirement for the provision of toilets at, and a sewer to the Church, prior to issue of new titles?

The Shire President took the question on notice.

Summary of Question Forty-Four

Four subdivision buildings have a common sewerage connection. WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Did the Application include this information and plans?

The Shire President took the question on notice.

Summary of Question Forty-Five

Will the Conditions of Approval include the requirement for the provision of separate sewers to each of these blocks prior to issue of new titles?

The Shire President took the question on notice.

Summary of Question Forty-Six

The five Subdivision Buildings have a common electricity supply that is there is only one electricity connection point and one meter. WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Did the Application include this information and plans?

The Shire President took the question on notice.

Summary of Question Forty-Seven

Will the Conditions of Approval include the requirement for the provision of separate electricity supplies to each of these blocks prior to issue of new titles?

The Shire President took the question on notice.

Summary of Question Forty-Eight

The five Subdivision Buildings have a single common entrance off Stirling Terrace. WAPC: Applications should include information and plans regarding the relevant provisions of any operative and/or proposed local planning scheme, guided development scheme, region scheme or amendment affecting the subject land (information about these issues can be obtained from the local government in which the subject land is located, and in the case of region schemes and/or amendments the Department of Planning).

The Shire of Toodyay and the Department of Main Roads have particular and specific requirements for property access and cross-overs. Did the Application include the necessary information and plans?

The Shire President took the question on notice.

Summary of Question Forty-Nine

Will the Conditions of Approval include the requirement for the provision of independent access with approved cross-overs to each of these blocks prior to issue of new titles?

The Shire President took the question on notice.

Summary of Question Fifty

Two of the Subdivision Buildings (the Church and the Convent) are connected by an enclosed Walkway constructed of brick. WAPC: Applications should include information and plans regarding the relevant provisions of any operative and/or proposed local planning scheme, guided development scheme, region scheme or amendment affecting the subject land (information about these issues can be obtained from the local government in which the subject land is located, and in the case of region schemes and/or amendments the Department of Planning).

The Shire of Toodyay local Planning Scheme includes specific requirements regarding building envelopes and set-backs. How are these requirements being met for a brick structure that crosses a property boundary?

The Shire President took the question on notice.

Summary of Question Fifty-One

Two of the Subdivision Buildings (the Church and the Convent) are connected by an enclosed Walkway constructed of brick. WAPC: Applications should include information and plans regarding the

relevant provisions of any operative and/or proposed local planning scheme, guided development scheme, region scheme or amendment affecting the subject land (information about these issues can be obtained from the local government in which the subject land is located, and in the case of region schemes and/or amendments the Department of Planning).

The Shire of Toodyay local Planning Scheme includes specific requirements regarding building set-backs. Did the Application include the information and plans relevant to building envelopes and set-backs? Do the proposed subdivision boundaries meet the building envelope and building set-back requirements?

The Shire President took the question on notice.

Summary of Question Fifty-Two

Following subdivision, a change of use of any of the buildings or a change of Building Code of Australia (BCA) class of any of the buildings will require the issue of a certificate of building compliance in accordance with the BCA, an occupancy permit, and a building approval certificate. Building Commission, Western Australia information retrieved from their website 10 March 2018: A certificate of building compliance (CBC) is required in order to obtain:

i. an occupancy permit, other than an occupancy permit required for a completed building or an incomplete building for which a CCC would be required:

ii. a building approval certificate;

iii. an occupancy permit strata; or

iv. a building approval certificate strata.

The applications that must be accompanied by a CBC include change of use, change of classification, registering a strata title, approval of unauthorised work, or replacing an existing occupancy permit or building approval certificate.

To avoid any potential confusion or litigation in the future, will the Conditions of Approval include the specification of the current use and the current BCA Class for each building on each new title?

The Shire President took the question on notice.

Summary of Question Fifty-Three

Lots 44, 45 and 46 are within the Annual Exceedance Probability Floodplain Development Control Area or within 300 metres of the floodplain and may be affected by flooding during a 1 in 100 AEP flood. Generally, any development in the floodplain is not acceptable. (Landgate Property Interest Report).

Landgate Property Interest Report: The Floodplain Development Strategy for the area recommends that proposed development that is located:

- outside of the floodway is considered acceptable with respect to major flooding, however, a minimum habitable floor level of 0.50 metre above the adjacent 1 in 100 AEP flood level is generally recommended;
- Within the floodway and is considered obstructive to major river flooding is not acceptable.

Did the Shire advise of the location of the 1 in 100 year AEP flood level?

The Shire President took the question on notice.

Summary of Question Fifty-Four

Did the Shire confirm that some of the flood risk to the properties could be mitigated? If not, the Application for any development should be rejected for the relevant parts of lots 44, 45 and 46.

The Shire President took the question on notice.

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council held on 27 February 2018

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 40/03/18

MOVED Cr Twine

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 27 February 2018 be confirmed.

MOTION CARRIED 7/0

5.2 Special Meeting of Council held on 13 March 2018

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 41/03/18

MOVED Cr Dow

That the Unconfirmed Minutes of the Special Meeting of Council held on 13 March 2018 be confirmed.

MOTION CARRIED 6/1

5.3 Council Forum held on 13 March 2018

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 42/03/18

MOVED Cr Chitty

That the Notes of the Council Forum held on 13 March 2018 be received.

MOTION CARRIED 6/1

5.4 Confidential Items

5.4.1 Council Forum held on 13 March 2018

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 43/03/18

MOVED Cr Welburn

That the Unconfirmed Confidential Notes for Program Items (CNPI) listed as follows:

- 8. Concept Forum Matters:
- 8.1 Development of a Public Question Time Policy;
- 9. Chief Executive Officer's Update;
- 10. Confidential Matters; and
- 10.1 Shire of Toodyay Wards and Council

from the Council Forum held on 13 March 2018 be received.

MOTION CARRIED 6/1

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil

6.2 DEPUTATIONS

Nil

6.3 PRESENTATIONS

Nil

6.4 SUBMISSIONS

Mr Tan addressed Council regarding requests he wished to make to Council as follows:

1. That Council endorse reduced rates on businesses and houses for three years, the first year by 10%;
2. That Council review, reduce and simplify the costs of building development (reviewing guidelines and getting rid of fees) plus minimise the reliance on Consultants in respect to the Building and Development Rules and Regulations; and
3. That Council have complete openness in top levels of management.

Mr Graham addressed Council regarding the proposed policy for Management of Public Question Time.

Mr Panizza addressed Council regarding the proposed policy for Management of Public Question Time.

7. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER (without discussion)

8.1 PRESIDENT'S REPORT

The Shire President did not 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

Nil

9.2 PLANNING AND DEVELOPMENT

9.2.1 Sale of Syred's Cottage – Update to Council

Date of Report:	11 December 2017
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	203SEC
Author:	G.Bissett – Manager of Planning and Development
Responsible Officer:	G.Bissett – Manager of Planning and Development
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Valuation; and 2. Expression of Interest Document
Voting Requirements:	Simple Majority.

PURPOSE OF THE REPORT

To update Council on the Syred's Cottage and seek endorsement on the proposed Sale Process.

BACKGROUND

As part of its Asset Rationalisation Plan Council decided to sell this property. This item is to update Council on the proposed process to carry this out. If Council endorses this it is proposed to start the process as soon as practicable after the Meeting.

CONSULTATION IMPLICATIONS

Correspondence is being sent to the former owner Mr Peter Syred informing him of Council's intention. The process proposed will start with seeking Expressions of Interest which will be promoted widely to obtain the best opportunity of finding suitable new owners. A closed tender will then be held.

STRATEGIC IMPLICATIONS

A key point of the *Shire's Strategic Community Plan* and the *Shire's Corporate Business Plan* is to carry out asset rationalisation and consolidation. The sale of Syred's Cottage has been identified part of this process.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged from this report.

FINANCIAL IMPLICATIONS

It is unknown how much the sale of Syred's Cottage will raise. Part of the proposed sale process is to obtain the best outcome for preserving this property. A valuation has however been obtained (**Attachment 1**) which will give indicative pricing for those submitting EOI's.

LEGAL AND STATUTORY IMPLICATIONS

The proposed sale/tender process will be done in accordance with the provisions Section 3.58 of the *Local Government Act 1995* which states as follows:

3.58. Disposing of property

(1) In this section —

***dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;*

***property** includes the whole or any part of the interest of a local government in property, but does not include money.*

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or
(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and
(ii) giving details of the proposed disposition; and
(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

(4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —

(a) the names of all other parties concerned; and

(b) the consideration to be received by the local government for the disposition; and

(c) the market value of the disposition —

(i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or

(ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.

(5) This section does not apply to —

(a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or

(b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or

(c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or

(d) any other disposition that is excluded by regulations from the application of this section.

[Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]

RISK IMPLICATIONS (including DAIP)

Managing this process is seen as important. Ensuring the process is transparent is seen as important to ensure the community is aware of what is happening.

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

It is proposed to carry out an initial Expression of Interest (EOI) process where invitations will be sought from interested parties who will be required to outline their intentions if they were to obtain ownership. The information required to be provided with the EOI will include detail on the capacity to protect and restore the property and what use it would be put to. Interested parties will be provided with an information package and be invited to inspect the property.

We have been working with our Heritage Advisor, the National Trust of WA and Museum /Cultural Heritage Officer in the preparation of the documentation surrounding this. It is planned to widely circulate and promote this matter to ensure a good chance of finding the right new owner/s.

From the EOI's submitted the Shire will then invite formal tenders from those that are considered to be in the best interest of the property. If there is any concerns that the submissions are less that what were hoped for the process will be reviewed before continuing. If a formal closed tender is however held the primary factor will not be price but rather the merits of each proposal. This

means if a proposal with a reduced offer that has more merit may be chosen over on of a higher offer but with less merit.

If no proposal is found to meet the criterial seeking to ensure the future of the property the process will be stopped and brought back to members for review.

A draft of the EOI document is attached for member's information (**Attachment 2**). It should be noted the final look of this may be slightly changed but the content has been finalised.

OFFICER'S RECOMMENDATION

That Council, in relation to the proposed disposal of Syred's Cottage endorses the following process:

1. That Expressions of Interest be sought from interested parties and that this be promoted widely with the help of the National Trust;
2. That the administration select suitable submissions from the EOI process to invite into a closed tender process;
3. That this matter be brought back to Council for a final decision based on the suitability and merit of the tenders submitted;
4. If no suitable EOI's or Tenders are submitted that the process be reviewed and brought back to Council for further consideration; and
5. That the price is not the primary selection parameter. The proposed capacity to protect and restore the property and the proposed use are to have equal importance.

Cr Greenway moved the Officer's Recommendation as follows:

That Council, in relation to the proposed disposal of Syred's Cottage endorses the following process:

1. **That Expressions of Interest be sought from interested parties and that this be promoted widely with the help of the National Trust;**
2. **That the administration select suitable submissions from the EOI process to invite into a closed tender process;**
3. **That this matter be brought back to Council for a final decision based on the suitability and merit of the tenders submitted;**
4. **If no suitable EOI's or Tenders are submitted that the process be reviewed and brought back to Council for further consideration; and**
5. **That the price is not the primary selection parameter. The proposed capacity to protect and restore the property and the proposed use are to have equal importance. Cr Dow seconded the motion.**

Cr Dow seconded the motion.

Clarification was sought.

Cr Greenway moved an amendment to the motion as follows:

That a new Point 3 (and the rest to be numbered accordingly) be added to read as follows:

3. That the Shire take all reasonable steps to keep the Syred Family informed during the process.

The Manager Planning and Development provided advice to the CEO in respect to the actual former owners.

Cr Greenway moved that the new point 3 be reworded to read as follows:

3. That the Shire take all reasonable steps to keep the former owners informed during the process.

Cr Chitty seconded the amendment.

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO. 44/03/18

MOVED Cr Greenway **SECONDED** Cr Chitty

That a new Point 3 (and the rest to be numbered accordingly) be added to read as follows:

3. That the Shire take all reasonable steps to keep the former owners informed during the process.

AMENDMENT CARRIED 7/0

Further clarification was sought.

The substantive motion was put.

OFFICER'S RECOMMENDATION/MOTION/COUNCIL RESOLUTION NO. 45/03/18

MOVED Cr Greenway **SECONDED** Cr Dow

That Council, in relation to the proposed disposal of Syred's Cottage endorses the following process:

1. That Expressions of Interest be sought from interested parties and that this be promoted widely with the help of the National Trust;
2. That the administration select suitable submissions from the EOI process to invite into a closed tender process;
3. That the Shire take all reasonable steps to keep the former owners informed during the process.
4. That this matter be brought back to Council for a final decision based on the suitability and merit of the tenders submitted;
5. If no suitable EOI's or Tenders are submitted that the process be reviewed and brought back to Council for further consideration; and
6. That the price is not the primary selection parameter. The proposed capacity to protect and restore the property and the proposed use are to have equal importance

MOTION CARRIED 7/0

9.3 WORKS AND TECHNICAL SERVICES

Nil

9.4 CORPORATE SERVICES

9.4.1 List of Payments – February 2018

Date of Report:	1 March 2018
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 2018.

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.

Trust Cheque 1660 was cancelled and re-issued.

OFFICER'S RECOMMENDATION

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

1. Trust Fund Cheques numbered 1678 to 1683 amounting to $7,484.13;
2. Electronic Fund Transfers (EFT) payments numbered EFT23483 to EFT 23642 and Municipal Fund Cheques numbered 12458 to 12469 amounting to $322,295.37;
3. Direct Debits numbered IPV602 to IPV604 and BPV3343 to BPV3377 amounting to $213,404.34; and
4. Super Direct Debits totalling $39,232.82 and Loan Direct Debits totalling $0.00.

as being paid

Cr Welburn moved the Officer's Recommendation.

Cr Chitty seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/MOTION/COUNCIL RESOLUTION NO. 46/03/18

MOVED Cr Welburn **SECONDED** Cr Chitty

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

1. Trust Fund Cheques numbered 1678 to 1683 amounting to $7,484.13;
2. Electronic Fund Transfers (EFT) payments numbered EFT23483 to EFT 23642 and Municipal Fund Cheques numbered 12458 to 12469 amounting to $322,295.37;
3. Direct Debits numbered IPV602 to IPV604 and BPV3343 to BPV3377 amounting to $213,404.34; and
4. Super Direct Debits totalling $39,232.82 and Loan Direct Debits totalling $0.00.

as being paid

MOTION CARRIED 7/0

9.4.2 Monthly Financial Statements – February 2018

Date of Report:	15 March 2018
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. Monthly Financial Statements including Outstanding Rates Debtors and Outstanding Sundry Debtors for month ending 28 February 2018; 2. Bank Reconciliations for month ending 28 February 2018.
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 2018.

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 2018.

OFFICER'S RECOMMENDATION

That Council accept the monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 28 February 2018.

Cr Welburn moved the motion.

Cr Twine seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 47/03/18

MOVED Cr Welburn **SECONDED** Cr Twine

That Council accept the monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 28 February 2018

MOTION CARRIED 7/0

9.4.3 Budget Review for Period Ending 28 February 2018

Date of Report:	19 March 2018
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 2017/2018 Adopted Annual Budget.

BACKGROUND

The 2017/2018 Annual Budget was adopted by Council at its Ordinary Meeting held 22 August 2017.

At the time of budget adoption, the surplus was $118,019. Information was received from the Department of Local Government and Communities advising that the Financial Assistance Grant allocation would be reduced by $98,122.

Amendments were presented to Council at its ordinary meeting held on the 11 November 2017 which changed the anticipated surplus to $167,084.

As per the Regulation 33A of the *Local Government Act (Financial Management) Regulations 1996,* a review has been conducted utilising the 28 February 2018 figures and amendments to the 2017/2018 Annual Budget will produce a surplus of $123,364.

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

There is no specific section of the *Local Government Act 1995* that deals with the reallocation of funds however Section 6.2(1) of the *Local Government (Financial Management) Regulations 1996* governs budget requirements for Local Governments.

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.

Due to cost savings within the Transport Construction budget, additional projects have been included in the budget which have a nil cost effect. These changes are as follows:

GL: 121212 –Roads to Recovery – Grant Works

B0136 – Echidna Road, Morangup – Seal from SLK 0.00 – SLK 1.51

B135 – Charcoal Road, Morangup – Seal from SLK 0.00 – SLK 1.22

GL: 121213 –Road Construction – Own Resources

D0194 – Bindoon Dewars Pool Road – Shoulder works were included in the budget. Project has changed to include a reseal.

D0004 – Julimar Road – Reseal of defects.

Significant Variations to the 2017/2018 Annual Budget to be considered are contained in Note 5: Budget Amendments of the Notes to the Budget Review Report for the period ended 28 February 2018**.**

OFFICER'S RECOMMENDATION

That Council:

1. Accept the Review of the 2017/2018 Annual Budget determined using actuals as at 28 February 2018;
2. Endorse the proposed amendments to the adopted 2017/2018 Annual Budget; and
3. Note the change of an anticipated surplus of $167,084 to an estimated anticipated surplus of $123,364 for the 2017/2018 Financial Year.

Cr Welburn moved the Officer's Recommendation.

Cr Chitty seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 48/03/18

MOVED Cr Welburn **SECONDED** Cr Chitty

That Council:

1. Accept the Review of the 2017/2018 Annual Budget determined using actuals as at 28 February 2018;
2. Endorse the proposed amendments to the adopted 2017/2018 Annual Budget; and
3. Note the change of an anticipated surplus of $167,084 to an estimated anticipated surplus of $123,364 for the 2017/2018 Financial Year.

MOTION CARRIED 7/0

9.5 EXECUTIVE SERVICES

9.5.1 Venue Change – Council and Committee Meetings

Date of Report:	14 March 2018
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	MTG7, FIR3, FIR27, COC4.
Author:	S Scott – CEO
Responsible Officer:	S Scott – CEO
Previously Before Council:	23 October 2017
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	Nil
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To consider a venue change for some Council and Committee Meetings.

BACKGROUND

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

Between 26 April 2018 and 4 June 2018 the administration building will be undergoing refurbishments. During that period the Council chambers will be used to accommodate several work stations and the Shire reception, and will not be available for meetings.

As a result the venue for the following meetings will need to be amended and details published in a Local Public Notice.

Name	Date
Council Forum	8 May 2018
Local Emergency Management Committee	9 May 2018
Audit Committee (Not open to the public)	10 May 2018
Bush Fire Advisory Committee	15 May 2018
Museum Advisory Committee	17 May 2018
Ordinary Council Meeting	22 May 2018
Environmental Advisory Committee (Not open to public)	24 May 2018
Toodyay Junction (Community Depot) Advisory Committee	26 April 2018

CONSULTATION IMPLICATIONS

At the Council Forum held on 13 March 2018, the CEO updated Council as part of Agenda Forum Matters on the Refurbishment of the Administration Office. He advised that this report would be coming to Council.

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

The public notice of meetings is in accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996* which states as follows:

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

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

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

RISK IMPLICATIONS (including DAIP)

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

Research has been undertaken by Administration with respect to venue availability, and alternative venues are identified in the table below:

Venue	Meeting Type	Date	Time
Community Centre	Council Forum	8 May 2018	4.00pm
	Audit Committee	10 May 2018	4.00pm

Venue	Meeting Type	Date	Time
	Ordinary Council Meeting	22 May 2018	4.00pm
	Environmental Advisory Committee	24 May 2018	5.30pm
Toodyay Colocation Centre, 67 Stirling Terrace Toodyay	Local Emergency Management Committee	9 May 2018	5.00pm
	Bush Fire Advisory Committee	15 May 2018	6.00pm
Museum Workshop, 13 Clinton Street, opposite the Gaol next to the Police Stables, Toodyay	Museum Advisory Committee	17 May 2018	4.00pm
Toodyay Junction (Meeting Room), 335 Railway Road, Toodyay	Toodyay Junction (Community Depot) Advisory Committee	26 April 2018	5.30pm

Please note that the dates and commencement times have not been amended from those set by Council resolution at their Special Meeting held on 23 October 2017. While it is only the meeting venues that will change, the Officer Recommendation includes the time and date of each affected meeting so that the resolution will stand alone.

OFFICER'S RECOMMENDATION

That Council, in accordance with r.12(1) of the *Local Government (Administration) Regulations 1996, resolves that the:*

1. Council Forum scheduled for 8 May 2018 commencing at 4.00pm, will be held in the Community Centre, 79 Stirling Terrace, Toodyay;
2. Ordinary Council Meeting scheduled for 22 May 2018, commencing at 4.00pm, will be held in the Community Centre, 79 Stirling Terrace, Toodyay;
3. Local Emergency Management Committee scheduled for 9 May 2018, commencing at 5.00pm, will be held at the Toodyay colocation centre, 67 Stirling Terrace, Toodyay;
4. Bush Fire Advisory Committee scheduled for 15 May 2018, commencing at 6.00pm, will be held at the Toodyay Colocation Centre, 67 Stirling Terrace, Toodyay;
5. Museum Advisory Committee scheduled for 17 May 2018, commencing at 4.00pm, will be held at the Museum Workshop, 13 Clinton Street, opposite the Gaol next to the Police Stables, Toodyay;
6. Environmental Advisory Committee scheduled for 24 May 2018,

commencing at 5.30pm, will be held at the Community Centre, 79 Stirling Terrace, Toodyay;

7. Audit Committee scheduled for 10 May 2018, commencing at 4.00pm will be held at the Community Centre, 79 Stirling Terrace, Toodyay;

8. Toodyay Junction (Community Depot) Advisory Committee scheduled for 26 April 2018, commencing at 5.30pm, will be held at the Toodyay Junction Meeting Room, 335 Railway Road, Toodyay

The Shire President provided an overview for the benefit of the public gallery as to why this report has been brought to Council.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 49/03/18

MOVED Cr Greenway

That Council, in accordance with r.12(1) of the *Local Government (Administration) Regulations 1996, resolves that the:*

1. Council Forum scheduled for 8 May 2018 commencing at 4.00pm, will be held in the Community Centre, 79 Stirling Terrace, Toodyay;

2. Ordinary Council Meeting scheduled for 22 May 2018, commencing at 4.00pm, will be held in the Community Centre, 79 Stirling Terrace, Toodyay;

3. Local Emergency Management Committee scheduled for 9 May 2018, commencing at 5.00pm, will be held at the Toodyay colocation centre, 67 Stirling Terrace, Toodyay;

4. Bush Fire Advisory Committee scheduled for 15 May 2018, commencing at 6.00pm, will be held at the Toodyay Colocation Centre, 67 Stirling Terrace, Toodyay;

5. Museum Advisory Committee scheduled for 17 May 2018, commencing at 4.00pm, will be held at the Museum Workshop, 13 Clinton Street, opposite the Gaol next to the Police Stables, Toodyay;

6. Environmental Advisory Committee scheduled for 24 May 2018, commencing at 5.30pm, will be held at the Community Centre, 79 Stirling Terrace, Toodyay;

7. Audit Committee scheduled for 10 May 2018, commencing at 4.00pm will be held at the Community Centre, 79 Stirling Terrace, Toodyay;

8. Toodyay Junction (Community Depot) Advisory Committee scheduled for 26 April 2018, commencing at 5.30pm, will be held at the Toodyay Junction Meeting Room, 335 Railway Road, Toodyay

MOTION CARRIED 7/0

9.5.2 Proposed Policy M7 – Managing Public Question Time

Date of Report:	21 March 2018
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	PCY2
Author:	S Scott - CEO
Responsible Officer:	S Scott - CEO
Previously Before Council:	Council Concept Forum March 2018
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Legislative
Attachments:	1. Public Question Time Draft Policy; 2. DGLSCI Operational Guideline – Managing Public Question Time; and 3. Comparison Matrix – Other Councils
Voting Requirements:	Simple Majority.

PURPOSE OF THE REPORT

To consider adoption of a new Policy M7 – Managing Public Question Time.

BACKGROUND

In the past Pubic Question Time has been managed only with reference to the Shire of Toodyay Standing Orders Local law read in conjunction with the Act and Regulations. Over the last 12 months Public Question Time has become more and more difficult to manage.

While the Regulations allow the presiding member to determine the procedures to be applied to Public Question Time, some policy guidance from Council might help make it easier, and provide solid ground for dealing with situations where members of the public may become argumentative or disruptive.

There are a significant number of local government policies and procedures that have been developed for this purpose, as well as a Departmental Operational Guideline. There are probably lessons to be learned from these various policy options. These examples were considered by Council at its March 2018 Concept Forum.

CONSULTATION IMPLICATIONS

It is proposed that the Draft Policy '*Members Policy M7 – Managing Public Question Time'* be advertised for public comment in accordance with Council Policy M2 Public Consultation - Level F.

The purpose of the consultation will be to obtain community views and suggestions in relation to the draft policy. It is proposed that the policy be advertised in the Toodyay Herald, Shire Community Newsletter, shire Website and Social Media. The policy will return to council for further consideration after the public consultation.

STRATEGIC IMPLICATIONS

The Shire in its Strategic Community Plan seeks to achieve excellence in governance. This includes identifying best practice examples to emulate when appropriate.

POLICY IMPLICATIONS

The report proposes adoption of a new policy.

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged from this report.

LEGAL AND STATUTORY IMPLICATIONS

The *Local Government Act 1995* states as follows:

5.24. Question time for public

(1) Time is to be allocated for questions to be raised by members of the public and responded to at —

(a) every ordinary meeting of a council; and

(b) such other meetings of councils or committees as may be prescribed.

(2) Procedures and the minimum time to be allocated for the asking of and responding to questions raised by members of the public at council or committee meetings are to be in accordance with regulations.

The Local Government (Administration) Regulations states as follows:

5. Question time for public, meetings that require prescribed (Act s. 5.24)

For the purposes of section 5.24(1)(b), the meetings at which time is to be allocated for questions to be raised by members of the public and responded to are —

(a) every special meeting of a council;

(b) every meeting of a committee to which the local government has delegated a power or duty.

6. Question time for public, minimum time for (Act s. 5.24(2))

(1) The minimum time to be allocated for the asking of and responding to questions raised by members of the public at ordinary meetings of councils and meetings referred to in regulation 5 is 15 minutes.

(2) Once all the questions raised by members of the public have been asked and responded to at a meeting referred to in subregulation (1), nothing in these regulations prevents the unused

part of the minimum question time period from being used for other matters.

7. Question time for public, procedure for (Act s. 5.24(2))

(1) Procedures for the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) are to be determined —

(a) by the person presiding at the meeting; or

(b) in the case where the majority of members of the council or committee present at the meeting disagree with the person presiding, by the majority of those members,

having regard to the requirements of sub regulations (2), (3) and (5).

(2) The time allocated to the asking of and responding to questions raised by members of the public at a meeting referred to in regulation 6(1) is to precede the discussion of any matter that requires a decision to be made by the council or the committee, as the case may be.

(3) Each member of the public who wishes to ask a question at a meeting referred to in regulation 6(1) is to be given an equal and fair opportunity to ask the question and receive a response.

(4) Nothing in subregulation (3) requires —

(a) a council to answer a question that does not relate to a matter affecting the local government; or

(b) a council at a special meeting to answer a question that does not relate to the purpose of the meeting; or

(c) a committee to answer a question that does not relate to a function of the committee.

(5) If, during the time allocated for questions to be raised by members of the public and responded to, a question relating to a matter in which a relevant person has an interest, as referred to in section 5.60, is directed to the relevant person, the relevant person is to —

(a) declare that he or she has an interest in the matter; and

(b) allow another person to respond to the question.

[Regulation 7 amended in Gazette 28 Jun 2002 p. 3079.]

<u>The Shire of Toodyay Standing Order Local Law states as follows:</u>

5.7 Other procedures for question time for the public

(1) A member of the public who wishes to ask a question during question time is to:

(a) first state his or her name and whether or not he or she is an elector, ratepayer or resident of the Shire;

(b) direct the question to the Presiding Member;

(c) ask the question as briefly and concisely;

(d) limit any preamble to matters directly relevant to the question; and

(e) ensure that the question is not accompanied by any expression of opinion, statement of fact or other comment, except so far as may be necessary to explain the question.

(2) Each member of the public with a question is entitled to ask up to 2 questions before other members of the public will be invited to ask their questions.

(3) A member of the public is to have up to 2 minutes to ask a question.

(4) A member of the public may give prior written notice to the CEO of the text or substance of a question that he or she wishes to ask at a meeting.

(5) Unless the Presiding Member determines otherwise, a question of which prior written notice has been given to the CEO is to be given priority in question time.

(6) Where a member of the public gives written notice of a question, the Presiding Member may determine that the question is to be responded to as normal business correspondence.

(7) A question may be taken on notice by the Council or committee for later response.

(8) When a question is taken on notice, the CEO is to ensure that:

(a) a written response is given to the person who asked the question; and

(b) a summary of the response is included in the agenda for the next meeting of the Council or committee.

(9) Where a question relating to a matter in which a person has an interest is directed to that person, that person is to:

(a) declare that he or she has an interest in the matter; and

(b) allow another person to respond to the question.

(10) A response to a question:

(a) is to be brief and concise; and

(b) is not to be the subject of any discussion, except that if in the opinion of a Member, false information or any adverse reflection is contained in any question asked or comments made by a member of the public, then (through the Presiding Member) the Member may correct or clarify the matter.

(11) Where a response to a question is given at a meeting, a summary of the question and the response is to be included in the minutes.

(12) The Presiding Member may decide that a question is not to be responded to where:

(a) the same or similar question was asked at a previous meeting, a response was provided and the person who asked the question is directed to the minutes of the meeting at which the response was provided;

(b) it is in the form of a statement, provided that the Presiding Member has taken reasonable steps to assist the person to phrase the statement as a question; or

(c) the question is offensive or defamatory in nature, or is one which, if asked by a Member, would be in breach of these Standing Orders or any other law.

(13) Where the Presiding Member decides, under subclause (12), that a question is not to be responded to, the minutes are to record the substance of the question and the reasons for the Presiding Member's decision.

(14) The Council or committee, by resolution, may agree to extend public question time.

A Public Question Time policy can complement but not directly contradict any provision of the Act, Regulations or Local Law.

There are further provisions in standing orders that impact on public behaviour.

5.17 Recording of proceedings

Unless authorised by the Council or the relevant committee, a person (including a Member) is not to use any electronic, visual or audio recording device or instrument to record the proceedings of the Council or committee without the permission of the Presiding Member or the CEO.

If the Presiding Member or the CEO gives permission under sub clause (1), he or she is to advise the meeting, immediately before the recording is commenced, that permission has been given and the nature and extent of that permission.

5.18 Prevention of disturbance

(1) A reference in this clause to a person is to a person other than a Member.

A person addressing the Council or committee must extend due courtesy and respect to the Council or committee and the processes under which it operates and must comply with any direction by the Presiding Member.

A person present at a meeting must not create a disturbance, by interrupting or interfering with the orderly conduct of the proceedings, whether by expressing approval or dissent, by conversing or by any other means.

Without the consent of the Presiding Member or the Council, a person must ensure that his or her mobile telephone or audible pager is not switched on or used during any meeting of the Council or a committee.

Note: A person shall not behave in a manner that is contrary to section 75 of the Criminal Code.

> Any person who by violence, or by threats or intimidation of any kind, hinders or interferes with the free exercise of any political right by another person, is guilty of a crime, and is liable to imprisonment for 3 years.
>
> [Section 75 of the Criminal Code]

19.1 Penalty for breach

A person who breaches a provision of these Standing Orders, other than clause 11.1, commits an offence.

Penalty: $5,000, and a daily penalty of $500

RISK IMPLICATIONS (including DAIP)

The policy seeks to draw together the requirements of the various legislative and guidance instruments into a single document to reduce the risk of non-compliance.

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

Reviewing the matrix of provisions from other Local Government Procedures and our own local law provides some interesting comparisons.

Consolidated Policy

Presently public question time is subject to the provisions of the *Local Government Act 1995* Section 5.25, *The Local Government (Administration) Regulations 1996*, Regulations 5, 6 and 7, the *Shire of Toodyay Standing Orders Local Law 2008* Clauses 5.7, 5.17, 5.19 and 19.1. There is also a Departmental guideline to help Local Governments to better manage Question Time.

Notwithstanding these multiple references there is still a gap. Many Local Governments have a Public Question Time policy. The policy will allow:

- All the statutory information and requirements to be consolidated and summarised into a single document;
- Allow for further policy advice on the areas where the existing instruments are silent or unclear;
- Make the procedures more accessible and more easily explained to the public.

Time Limit

A common feature of all but one of the policy examples is a 15 minute limit on public question time. The regulations stipulate a 15 minute minimum public question time.

Even the Standing orders state: *The Council or committee, by resolution, may agree to extend public question time.* If there was no time limit there would be no need to make provision for an extension.

Time Limit for Individual questions

The Standing Orders provide that each question shall take no more than 2 minutes, and each person will have a maximum of 2 questions. There is provision for someone to ask further questions when everyone else has had an opportunity.

The City of South Perth makes it clear in its policy that questions with multiple pints, each point will be treated as a separate question, the time limit and number of questions be applied accordingly.

Some local governments also place a maximum limit for any individual for any Question time. So while the present arrangements allow one person to ask 2 questions, and return when others have had their opportunity to ask further questions. A maximum limit of, say 4 questions could apply, in conjunction with the time allocation for Public Question time.

Public Question time will only be extended if all people who have registered to ask questions have not had the opportunity to ask one or two questions.

Decisions by Presiding Member

The Standing Orders allow the presiding member to reject questions which are:

- The same or similar question was asked at a previous meeting;
- In the form of a statement, provided that the Presiding Member has taken reasonable steps to assist the person to phrase the statement as a question; or
- The question is offensive or defamatory in nature, or is one which, if asked by a Member, would be in breach of these Standing Orders or any other law.

Rather than requiring the presiding member to make the distinctions that are required to be made in the third point, these could be enumerated in the policy. The majority of policy examples include a list of types of questions that may be excluded, as does the Departmental guideline.

The regulations provide considerable latitude for the presiding member in determining procedures for Public Question Time.

That the draft policy makes it clear the types of questions will not be answered through public question time:

Maintaining Order

It is reasonable to expect Councillors to be aware of the provisions of Standing Orders. It is not reasonable to expect the same level of awareness from the

public. It would therefore be worthwhile to include some of the key provisions in the policy so that it is more easily accessible.

This will include things like:

- Standing orders Clause 5.17 about disruptions and disturbance. Answers are not for debate, and members of the gallery should not be expressing disapproval or dissent, or holding conversations. Treating the institution of Local Government with respect should not be optional;
- Switching off mobile phones and recording devices. Recording of Council meetings without permission is an offense.
- While it is not set out in Standing Orders it would be reasonable to set minimum dress standards.

Opening Statement

While a written policy can be made available, not everyone will read or understand the contents. If the presiding member reads out a standard form of works at the commencement of public question time that might help things to run more smoothly.

That when the policy has been finalised, the CEO in consultation with the President prepare a standard opening statement to be delivered by the President (or the CEO if the President so decides) before the commencement of Public Question Time. The contents of the opening statement should not form part of the policy, but should reflect its contents.

OFFICER'S RECOMMENDATION

1. That Council advertises Draft Policy M7 – Managing Public Question Time in accordance with Consultation Level F.
2. That Council considers the policy for adoption with or without amendment after consideration of any public submissions received.

Cr Greenway moved the Officer's Recommendation.

Cr Twine seconded the motion.

Debate ensued.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 50/03/18

MOVED Cr Greenway **SECONDED** Cr Twine

1. That Council advertises Draft Policy M7 – Managing Public Question Time in accordance with Consultation Level F.
2. That Council considers the policy for adoption with or without amendment after consideration of any public submissions received.

MOTION CARRIED 6/1

9.6 COMMITTEE REPORTS

9.6.1 Museum 5 Year Strategy 2018- 2022

Date of Report:	15 March 2018
Name of Applicant / Proponent/s:	Shire of Toodyay - Museum
File Reference:	COC4/HER5
Author:	A Bell – Manager Community Development
Responsible Officer:	A Bell – Manager Community Development
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Museum Strategy
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

For Council to adopt the new Museum 5 Year Strategy 2018 – 2022.

BACKGROUND

In 2017 the Museum Advisory Committee commenced working on a strategy for the Museum.

A new Vision was agreed to and passed by Council Resolution No. 14/01/2017 – The Museum is a welcoming place where the community conserves and shares Toodyay's unique heritage.

A new Mission Statement was agreed to and passed by Council Resolution No. 14/01/2017 – The Museum conserves, interprets and promotes Toodyay's unique cultural and environmental heritage by using a range of technologies and active public programs to attract and engage visitors of all ages.

Both current polices of Council which relate to the Museum – 0.3 Museum Interpretation and Exhibition and 0.4 Museum Collection and Conservation Management have been reviewed and updated. These have been approved by Council and will be included in the overall updates of all Council policies in 2018.

Following on from the various workshops/brainstorming sessions, the Museum/Cultural Heritage Officer and Manger of Community Development have worked through listing all items which relate to site, buildings, programs, heritage projects and smaller events.

These site and building items will be worked through the Senior Management Team at the Shire and through the normal project/budget process.

From the larger listing a more condensed/focused listing for the next 3 years was completed as a strategy for the Museum Curator to undertake and complete. In further workings and discussions between the Manager of Community Development and the Museum/Cultural Heritage Officer, the document has now expanded into 5 years.

Further workings of the Museum which will be included/reviewed during the course of undertakings of this strategy will include:

- Service Delivery – The Museum is currently open 7 days a week.
- Facilities – Some matters relating to accessible access, hearing and sight impaired can be included over time as budget allows.
- Workforce including Volunteers – Fulltime Museum/Cultural Heritage Officer is employed. The Museum currently has a full quota of volunteers who assist as Front of House – Information Guide and those Volunteers who work more on the research and back of house operations. The Shire as a whole will be reviewing policies and its overall Volunteer Program in the near future which include input from the Museum.
- Collections – Documenting the collection onto database. This is currently happening.
- Technology – Website, Facebook, Screen – narrated slide show for exhibits, other Social Media – will be researched and implemented if suitable. Analytics of the platforms used will be reviewed and reported on.
- Programs – Community Events – 2 per financial year. These may include – schools, holiday program, exhibits. These will vary each year and will include both visitors and community of Toodyay.
- How can revenue/finances be increased – Entry fees have been raised for 2017/2018. New fee has been listed for rental of venues – i.e. Wicklow Shearing Shed, Museum – i.e. Wedding Photographs. Shire Administration is also in discussion with National Trust for a Heritage Appeal.
- How will this strategy be measured? How will success be measured? Visitor Numbers. Income. Grants. Completion of projects. These will be reported on at each MAC meeting into the future.

CONSULTATION IMPLICATIONS

Two strategic planning workshops were held in 2017. Those who attended, included the Museum Curator, Members from the Museum Advisory Committee, Museum Volunteers and the Manager of Community Development. Ms Joanne Hyland was the appointed Facilitator. Joanne has a wealth of knowledge on Museums and has worked at the WA Museum.

The various stages of Vision, Mission, Policies and final strategy were all presented to the Museum Advisory Committee with these reports then progressing through to Council via the agendas (Reports from Committees).

The next step of consultation would be the advertising of the DRAFT Museum 5 Year Strategy 2018-2022. This consultation would be in line with Council Policy M.2 – Level E. A report following this consultation period would be brought back to Council at the June Forum.

STRATEGIC IMPLICATIONS

The Community Development Services outlined in the Corporate Business Plan.

S3 – Museums – The Shire's rich cultural history is preserved and insight is provided into the region's past via two museums – Old Goal Museum and Connors Mill.

POLICY IMPLICATIONS

Updates relate to Policies 0.3 Museum Interpretation, and Exhibition and 0.4 Museum Collection and Conservation Management. These are to be updated via overall Council Policy review.

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged from this report, however Council will need to consider future budget items to complete the various projects. Budget items will be submitted via yearly budget process.

LEGAL AND STATUTORY IMPLICATIONS

There are no adverse legal nor statutory implications envisaged from this report.

RISK IMPLICATIONS (including DAIP)

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

A great outcome for all involved. There will be a need to work in with other Shire Managers and staff to complete some of the projects. Funds will also be required and sought via yearly budget process or via grants.

The Museum and all who are involved are great assets to the Shire. With this strategy in place it will assist in guiding the Museum into the future.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 51/03/18

MOVED Cr Welburn

That Council:

1. Receive the DRAFT Museum 5 Year Strategy 2018 – 2022;
2. Seek input from the community as per Policy M.2 – Public Consultation Formal Matters Level E; and
3. That a following report be brought back to Council for final consideration following public consultations/submissions.

MOTION CARRIED 7/0

9.6.2 Local Emergency Management Committee - Membership

Date of Report:	13 February 2018
Name of Applicant / Proponent/s:	Local Emergency Management Committee
File Reference:	LEG009
Author:	R Koch – CESM
Responsible Officer:	S Scott – Chief Executive Officer
Previously Before Council:	Not applicable
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	Nil
Voting Requirements:	Absolute Majority

PURPOSE OF THE REPORT

Approval is sought for the 'St John Community Paramedic' to become a member of the Local Emergency Management Committee (LEMC).

BACKGROUND

The CESM asked that this item be brought to Council. The 'St John Community Paramedic' role is similar to the Community Emergency Service Manager role but for ambulance, so it's important that the position is on the LEMC.

Please note that the St John Ambulance representative would be retained on LEMC.

CONSULTATION IMPLICATIONS

Nil

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

Section 5.8 of the *Local Government Act 1995* provides for the establishment of committees of 3 or more persons. Sections 5.9 and 5.10 provide for the types of committees and Appointment of Committee Members.

Part 3 (Division 1) Section 38 of the *Emergency Management Act 2005* provides for the establishment of a Local Emergency Management Committee. Section 38(3) of the *Emergency Management Act 2005* provides for the membership of a LEMC subject to Section 38(4) of the *Emergency Management Act 2005* whereby the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC.

Sections 16 to 20 of State Emergency Management Policy No. 2.5 – Emergency Management in Local Government Districts provides guidelines to local government in relation to the membership of a Local Emergency Management Committee.

RISK IMPLICATIONS (including DAIP)

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

After considering the content of this report, it is recommended that Council will make the following appointment.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 52/03/18

MOVED Cr Dow

That Council appoint the 'St John Community Paramedic' to the Local Emergency Management Committee:

MOTION CARRIED 7/0

9.6.3 Audit Committee Recommendation - Compliance Audit Return

Date of Report:	22 March 2018
Name of Applicant / Proponent/s:	Audit Committee / Shire of Toodyay
File Reference:	COC2
Author:	S Scott – Chief Executive Officer
Responsible Officer:	S Scott – Chief Executive Officer
Previously Before Council:	Annually
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Compliance Audit Return 2017
Voting Requirements:	Absolute Majority

PURPOSE OF THE REPORT

To consider a recommendation made by the Audit Committee at their meeting held on 15 March 2018 in respect to the adoption of the attached Annual Compliance Audit Return for the period 1 January 2017 to 31 December 2017.

BACKGROUND

Local governments were reminded on 24 January 2018 that Compliance Audit Returns for the period 1 January to 31 December 2017 should be lodged in the Smart Hub by **31 March 2018.**

The 2017 Compliance Audit Return continues in a reduced format with questions focused on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the *Local Government (Audit) Regulations 1996*.

Some additional questions seeking input into Integrated Planning and Reporting have also been added for the first time.

The Department of Local Government, Sport and Cultural Industries stated in their reminder that “any indications of non-compliance reporting should be a reminder to engage with elected members via the audit committee to provide council with a plan and timeframe within which to address non-compliance.”

CONSULTATION IMPLICATIONS

At the Audit Committee Meeting held on 15 March 2018, the Compliance Audit Return was considered and a recommendation was made as follows:

The Audit Committee recommends to Council the following:

That Council adopt the attached Annual Compliance Audit Return for the period 1 January 2017 to 31 December 2017.

STRATEGIC IMPLICATIONS

A key point of the Shire's Strategic Community Plan Toodyay 2023 is the achievement of various Community Outcomes. Governance Services is an activity that contributes to the outcomes of Council.

A key point of the Shire's Corporate Business Plan 2013-2017 is to Governance, as a Community Outcome to achieve responsible and responsive civic leadership.

POLICY IMPLICATIONS

A key point of Council Policy No. F16 Financial Governance states that the Shire of Toodyay makes decisions in relation to financial matters in a prudent manner considering transparency, accountability and equality to result in good governance.

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged from this report.

LEGAL AND STATUTORY IMPLICATIONS

Lodgement of the Return is in accordance with Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* which state 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) recorded in the minutes of the meeting at which it is adopted.

[Regulation 14 inserted in Gazette 23 Apr 1999 p. 1724-5; amended in Gazette 30 Dec 2011 p. 5580-1.]

15. Compliance audit return, certified copy of etc. to be given to Executive Director

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —

(a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and

(b) any additional information explaining or qualifying the compliance audit,

is to be submitted to the Executive Director by 31 March next following the period to which the return relates.

(2) In this regulation —

certified in relation to a compliance audit return means signed by —
(a) the mayor or president; and
(b) the CEO.
[Regulation 15 inserted in Gazette 23 Apr 1999 p. 1725.]

RISK IMPLICATIONS (including DAIP)

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

In 2017, access to the Department of Local Government and Communities website in respect to local governments being able to lodge their Compliance Audit Returns, is through a 'smart hub' that is to be accessed by the person who is logging in to the hub. The completed Compliance Audit Return is attached for consideration. Once Council adopts the Compliance Audit Return, it will be recorded in the minutes and a copy will be submitted to the Executive Director of the Department via the Smart Hub before 31 March 2018 in accordance with Regulation 13 of the *Local Government (Audit) Regulations 1996*.

AUDIT COMMITTEE RECOMMENDATION/ OFFICER'S RECOMMENDATION

That Council adopt the attached Annual Compliance Audit Return for the period 1 January 2017 to 31 December 2017.

Cr Dow moved the Officer's Recommendation.

Cr Greenway seconded the motion.

Clarification was sought.

The motion was put.

AUDIT COMMITTEE RECOMMENDATION/OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. 53/03/18

MOVED Cr Dow **SECONDED** Cr Greenway

That Council adopt the attached Annual Compliance Audit Return for the period 1 January 2017 to 31 December 2017.

MOTION CARRIED 7/0

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 Councillor Bell – Notice of Motion – Review of Councillor Fees

Date of Report:	20 March 2018
Name of Applicant / Proponent/s:	Councillor Bell
File Reference:	M5.2/NAM13313
Author:	S Scott – Chief Executive Officer
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
Attachments:	Nil
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To consider a notice of motion provided by Councillor Bell.

BACKGROUND

On 7 March 2018 Councillor Bell provided the Chief Executive Officer notification of a notice of motion for the March 2018 Ordinary Meeting of Council as follows:

> *That the CEO, within 3 months, provide a report to Council that benchmarks the fees paid to Councillors of the Shire of Toodyay against that paid to Councillors in similar Shire's across Western Australia.*

Clause 4.4(4)(c) of the Shire of Toodyay Standing Orders Local Law states that the Chief Executive Officer *"may provide to the Council relevant and material facts and circumstances pertaining to the notice of motion on matters such as policy, budget and law*". This report is provided in accordance with such.

CONSULTATION IMPLICATIONS

The report will require information from other Councils, most of which is publicly available.

STRATEGIC IMPLICATIONS

Benchmarking is a valid tool, but Council must also consider its own circumstances, including whether the amount of Council fees has an impact on attracting people to stand for Council, and whether it is adequate recompense for the time and work that is expected of elected members.

POLICY IMPLICATIONS

Council in 2007 adopted Policy M3 - Member Sitting Fees & Reimbursable Expenses. This policy set the benchmark for Meeting Fees, Presidents Allowance and Deputy President's Allowance at 80% of the amount available. The intent of the policy was to depoliticise the process of setting member allowances.

FINANCIAL IMPLICATIONS

Presently the costs associated with meeting fees, the President's Allowance and Deputy President's Allowance total $160,376.

Council sets the fees and allowances for the coming year in the annual budget. Since 2007 Council has adhered to the 80% rule.

LEGAL AND STATUTORY IMPLICATIONS

Prior 1 July 2013 the fees payable were set by regulation. On 1 July 2013 the Salaries and Allowances Tribunal made its first determination of Fees and Allowances for Elected Members. The determination process included extensive benchmarking with elected members in other jurisdictions. The SAT applied the same banding that had been applied to CEO salaries and allowances to Elected Member fees and allowances.

According to the SAT determination:

> *The Tribunal continues to utilise the four band classification model adopted in its 2012 determination. The model provides for a range of factors to be taken into account including:*
>
> - *major growth and development;*
> - *strategic planning, including risk management;*
> - *infrastructure development and asset management;*
> - *significant social/economic/environmental issues;*
> - *significant demand to service and support non-resident needs;*
> - *diversity of services;*
> - *community involvement and advocacy;*
> - *state or national negotiations;*
> - *operational and managerial requirements;*
> - *capacity to pay;*
> - *total expenditure;*
> - *population; and*
> - *FTEs.*

The Shire of Toodyay Standing Orders Local Law prescribes the manner in which motions of notice are to be given. The provision of notice by Councillor Bell is in accordance with said requirements.

Clause 4.4(6) of the Shire of Toodyay Standing Orders Local Law states,

'A motion of which notice has been given is to lapse unless:

(a) the Member who gave notice of it, or some other Member authorised by the originating Member in writing, moves the motion when called on; or

(b) the Council on a motion agrees to defer consideration of the motion to a later stage or date.

RISK IMPLICATIONS (including DAIP)

The risk with any analysis is that it may be superficial and not considered in the context of the needs of the Local Government, or not comparing like with like. The timeframe indicated should allow for a thorough assessment.

Changes in Council's approach to fees and allowances will need to be considered in the context of the expectations placed on elected members, the workload involved and the potential impact of any change, either up or down, on the Shire's capacity to attract quality candidates.

SOCIAL IMPLICATIONS

There are no notable social implications.

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 proposed notice of motion provided sufficient time and flexibility for the CEO to provide a comprehensive report to Council on rates levied and the timing should allow the report to inform the 2018-19 budget deliberations.

It is worth considering the Salaries and Allowances Tribunal's initial report into elected member remuneration, and in particular the consideration of work value and what occurs in other jurisdictions.

COUNCILLOR BELL – NOTICE OF MOTION – REVIEW OF COUNCILLOR FEES/COUNCIL RESOLUTION NO. 54/03/18

MOVED Cr Bell

That the CEO, within 3 months, provide a report to Council that benchmarks the fees paid to Councillors of the Shire of Toodyay against that paid to Councillors in similar Shire's across Western Australia.

MOTION CARRIED 7/0

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 – Curb side Recycling - Where do the contents of the yellow curb side recycling bins presently go?

Attached to the Minutes is a document circulated to Councillors in August 2017 which sets out the recycling outcomes for our kerbside recycling. Kerbside Recycling from Toodyay is processed by the South Metropolitan Regional Council (SMRC).

12.2 Cr Bell – Curb side Recycling - Does the recent proposed ban by China regarding accepting recycling material from Australia have any implications for the Toodyay Shire?

As you will be aware in 2017 the People's Republic of China announced their National Sword campaign. The focus of this Policy was to reduce imports of waste materials from other countries and increase the quality of recyclable material being imported. This has a direct impact on Western Australian recycling, as much of our recycling is going to markets in China – or markets which will now be flooded by recyclables from other countries which were previously selling recyclable materials to China.

The cost implications for Western Australian Local Governments is potentially very significant, doubling or even tripling the cost to recycle material through the kerbside recycling system.

China will still accept recyclables, but the acceptable contamination level has reduced from 5% to 0.5%. The Waste Authority is aware of the issue, and may be looking to fund value adding projects to reduce contamination levels through belter educating consumers and higher levels of processing in WA.

12.3 Cr Bell – Truck Movements along both Morangup and Toodyay Roads - Does Boral Australia's Toodyay Quarry Licence Renewal includes the provision for Boral to increase its truck movements from around 10 movement per hour to 37 truck movement per hour under peak conditions?

The Boral Extractive Industry License has expired and we are yet to receive a new application, so I have no information in relation to this matter. Assuming Boral lodges a new application, Council will be able to consider these issues in the context of its quasi –judicial role dealing with any planning applications and Extractive Industry License application.

12.4 Cr Bell – Truck Movements along - Does Boral Australia's Toodyay Quarry Licence Renewal includes the provision for Boral to utilise larger capacity vehicles with a carrying capacity of 59 tonnes (up from the initial 27 tonne carrying capacity);

See Question 3.

12.5 Cr Bell – Truck Movements along - Does Boral Australia's Toodyay Quarry Licence Renewal includes the provision for Boral to operate from 6:00am to 5:00pm with no requirement to limit truck movements during school bus periods?

See Question 3.

12.6 Cr Bell – Truck Movements along - Does Boral Australia's Toodyay Quarry Licence Renewal includes the provision for Boral to operate from 6:00am to 5:00pm with no requirement to limit truck movements on Saturdays?

See Question 3.

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

13.1 MEMBERS

Nil

13.2 EMPLOYEES

Nil

14. CONFIDENTIAL BUSINESS

Nil

15. NEXT MEETINGS

Community and Public Transport Advisory Committee	3 April 2018
AROC	9 April 2018
Council Forum	10 April 2018
Works Advisory Committee	19 April 2018
Council Meeting	24 April 2018
Toodyay Junction (Community Depot) Advisory Committee	26 April 2018

16. CLOSURE OF MEETING

The Shire President declared the meeting closed at 5.32pm.

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Attachments to Minutes

Ordinary Meeting of Council — Tuesday 27 March 2018

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QUESTIONS FROM MEMBERS

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ATTACHMENTS that formed part of the Meeting Agenda

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Note: These attachments contain their own numbering

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TOODYAY WA 6566

T: 9574 9300
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E: records@toodyay.wa.gov.au

PO Box 1150,
Toodyay,
WA 6566

27 March 2018

The Chief Executive Officer,
Shire of Toodyay,
Toodyay, WA 6566

Dear Sir,

PROPOSED SUBDIVISION CATHOLIC CHURCH PROPERTIES, TOODYAY

We understand that an application for subdivision has been lodged for the properties in Toodyay generally known as the Roman Catholic Church Group.

The application is for subdivision of part of Toodyay that has very important cultural heritage significance but, despite its location within the town of Toodyay, very poor infrastructure. The Roman Catholic Church Group is the largest group of heritage buildings in Toodyay with a single private owner.

It is our contention that the subdivision must be refused because of:

- the heritage significance of the Catholic Church Group **as a group** cannot be maintained if the site is subdivided;
- the impossibility of creating a subdivision without damaging at least part of a very significant heritage site;
- the necessity to damage a rare and unique building on a very significant heritage site to achieve the subdivision;
- the damage to a very significant heritage site if a subdivision is approved with legally necessary statutory Conditions of Approval that will be inappropriate on this site.

So far, we are unaware of any provision for public comment regarding the application. Nevertheless, we consider it our duty to bring certain matters to your attention to help to ensure that the application is properly assessed.

We do not know how the Shire assesses such applications but we have relied principally on information from the websites of the Western Australian Planning Commission and the Shire of Toodyay.

The letter which follows lists some facts associated with the properties which are the subject of the application – these are in plain text.

The facts are followed by extracts, where appropriate, from the WAPC "Form 1A Application for Approval of Freehold or Survey Strata Subdivision" (WAPC Form 1A); and "Guide to Subdivision Applications and Fees Application for Approval of Freehold or Survey Strata Subdivision" (WAPC Guide) which we have consulted as to the "Accompanying Information" required by the WAPC or other sources as referenced – these extracts are in **bold text**.

The facts and extracts are followed, where appropriate, by our comments in ***bold italic text***.

1. The Roman Catholic Church Group, Toodyay is comprised of seven main buildings:
    - the former St Aloysius Convent of Mercy,
    - the former Boys' Classrooms, Boys Boarding House and Hall,
    - the former Girls' Classrooms and Girls Boarding House,
    - "The Ship", formerly used for classrooms and boarding but originally built as a house for Dr Growse,
    - the St John the Baptist Church,
    - a covered Walkway between the Convent and the Church,
    - the Old Catholic Presbytery.

2. The Roman Catholic Church Group occupies the street addresses of 32 to 36 Stirling Terrace Toodyay.

3. The Roman Catholic Church Group occupies lots 44, 45 and 46 in the town of Toodyay.

4. The first four buildings listed in Paragraph 1 are sometimes known as the Avondown Centre.

5. An Application has been lodged with the Western Australia Planning Commission for the subdivision of the lots occupied by the first six buildings listed in Paragraph 1. These will be referred to as the Subdivision Buildings from here on.

6. The Application has been forwarded to the Shire of Toodyay for their assessment.

7. Lots 44, 45 and 46 all have frontage onto Stirling Terrace (which is part of Toodyay Road) with rear boundaries in the Avon River. The buildings occupy the front (Stirling Terrace) halves of the lots. The proposed subdivision is clearly in the immediate catchment of the Avon River.

WAPC Guide: Applications should include information and plans of "environmental features that may affect the proposal including native vegetation, rivers and watercourses, wetlands and catchments (information about these features can be obtained from the DER and/or the local government in which the subject land is located)"; and "information concerning how any conditions resulting from

formal environmental assessment of the subject land will be addressed (if applicable, this information can be obtained from the Environmental Protection Authority or DER).

Comment: Did the Application include these details? Did the Applicant contact the DER? Did the Application include information about how any conditions resulting from formal environmental assessment of the subject land will be addressed? Will the Conditions of Approval take into account how the native vegetation, river and catchment will be protected?

Waters and Rivers Commission: The text which follows is quoted directly from the Waters and Rivers Commission website retrieved on 9 March 2018:

"Section 5 of the Aboriginal Heritage Act 1972 identifies what constitutes an Aboriginal site. A wide range of places can be identified as Aboriginal sites and these fall into two main categories: archaeological and anthropological. Potentially, rivers, estuaries, wetlands and dunes could contain all types of Aboriginal sites and may be considered places of significance."

"Archaeological sites are often easiest to identify as they contain the remains of objects connected with the traditional cultural life of Aboriginal people, past and present."

"Anthropological sites are more difficult to identify as they are places of spiritual significance and importance to Aboriginal people. These include ethnographic, ceremonial, mythological and burial sites. Mythological sites, for example, may encompass a natural feature of the landscape, such as a waterway, that has significance to Aboriginal people."

"Part IV of the Aboriginal Heritage Act 1972 protects all Aboriginal sites whether they have been identified or not. The onus is on the proponent of an activity to take all reasonable efforts to identify sites of significance. Under Section 17 of the Aboriginal Heritage Act 1972 it is an offence to conceal, or knowingly damage or alter an Aboriginal site, unless authorisation is received from the Registrar of Aboriginal Sites under Section 16, or consent obtained from the Minister for Indigenous Affairs under Section 18."

Comment: Have the provisions of the Aboriginal Heritage Act been complied with in the Application? What efforts did the Applicant make to identify sites of significance? Has the Applicant made all reasonable efforts to identify sites of significance?

8. The proposed subdivision is in a designated Bushfire Prone Area. Toodyay has experienced many serious bushfires in recent years, including a bush fire on 29 December 2009 which destroyed 41 homes and cottages and burnt 2900 hectares of farming land and bush and came within 500m of the proposed subdivision. The land proposed for subdivision, being partly bushland on the banks of the Avon River, is recognised by the Shire of Toodyay as being particularly fire prone.

WAPC Form 1A: "Is the proposal within a designated bushfire prone area? If 'yes', have bushfire hazard issues been identified and addressed (e.g. by attaching a BAL assessment(s) or BAL Contour Map and a Bushfire Management Plan to the application)? If NA is selected and the proposal is in a designated bushfire prone area then a short statement justifying why SPP 3.7 does not apply to the application should be included."

Comment. Did the Application identify and address the bushfire hazard issues? If not, did the Application include a short statement justifying why SPP 3.7 did not apply? If the Shire Assessment relied on such a short statement, was the person who supplied the statement competent in the assessment of identifying and addressing bushfire hazards?

9. The Roman Catholic Church Group is zoned "Mixed Business" in the Shire of Toodyay Local Planning Scheme No. 4 ("The Scheme") which is the current planning scheme.

Comment: Does the Application rely on re-zoning to achieve its purpose. Will the Conditions of Approval include a requirement for re-zoning?

10. Three of the subdivision buildings have been vacant since January 2017: the first three buildings listed in Paragraph 1.

Comment: Does the Application take into account that three of the buildings have been vacant for over a year and, given the current zoning, these buildings will require planning approval before they can be used for most purposes? Will the Conditions of Approval explicitly include the need for such planning approval?

11. The following uses are permitted by The Scheme providing the use complies with the relevant development standards and the requirements of the Scheme: Convenience Store, Exhibition Centre, Home Office, Show Room.

Comment: Does the Application explicitly acknowledge that these are the only permitted uses for the land to be subdivided? Will the Conditions of Approval explicitly include that these are the only permitted uses?

12. The following uses are permitted if the local government has exercised its discretion by granting development approval: Accommodation for Temporary Workers, Arts and Crafts Centre, Betting Agency, Carpark, Child Care Premises, Cinema/Theatre, Civic Use, Club Premises, Community Purpose, Consulting Rooms, Display Home Centre, Emergency Services, Family Day Care, Fuel Depot, Funeral Parlour, Home Business. Home Occupation, Home Store, Cottage Industry, Rural Industry, Service Industry, Lunch Bar, Medical Centre, Motor Vehicle, Machinery and/or Marine Repair, Motor Vehicle, Machinery and/or Marine Sales and Hire, Motor Vehicle Wash, Office, Place of Worship, Reception Centre, Recreation – Private, Recreation – Public, Research Centre, Residential Building, Restaurant/Café, Service Station, Shop, Single House, Storage Facility, Telecommunication Infrastructure, Trade Display, Transportable Structure, and Warehouse.

Comment: Does the Application explicitly acknowledge that these uses for the land to be subdivided will require local government discretion and approval? Will the Conditions of Approval explicitly note that these uses will require local government discretion and approval? Will the Conditions of Approval prohibit the particular uses that are clearly at odds with the heritage aspects of the site?

13. The following uses are permitted if the local government has exercised its discretion by granting development approval after giving special notice in accordance with clause 64 of the deemed provisions: Aged/Dependent Person's Dwelling/s or Establishment, Amusement Parlour, Ancillary Dwelling, Caravan Park, Educational Establishment, Factory Unit, Fast Food Outlet, Grouped Dwelling, Holiday Accommodation, Hospital, Hotel, Light Industry, Market, Motel, Night Club, Nursing Home, Park Home Park, Small Bar, Tavern, Tourist Development, Transport Depot, and Veterinary Centre.

Comment: Does the Application explicitly acknowledge that these uses for the land to be subdivided will require special local government discretion and approval after giving notice in accordance with clause 64 of the deemed provisions? Will the Conditions of Approval explicitly note that these uses will require special local government discretion and approval? Will the Conditions of Approval prohibit the particular uses that are clearly at odds with the heritage aspects of the site?

14. The Roman Catholic Church Group is in the Shire of Toodyay Central Toodyay Heritage Area. (Shire of Toodyay, Local Planning Policy LPP.20, Central Toodyay Heritage Area, 13 May 2010)

WAPC Guide: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Comment: Did the Application include these details?

15. The objectives of the Shire of Toodyay Central Toodyay Heritage area are:

- To improve quality of development within the Central Toodyay Heritage Area;
- To improve the streetscape within the Central Toodyay Heritage Area;
- To ensure that development within the Central Toodyay Heritage Area occurs in a manner that complements the existing heritage buildings within Central Toodyay;
- To retain and enhance the heritage qualities within Central Toodyay;
- To facilitate quality development within the Shire of Toodyay.

(Shire of Toodyay, Local Planning Policy LPP.20, Central Toodyay Heritage Area, 13 May 2010)

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Comment: Did the Application include these details? Will the Conditions of Approval proscribe any development at odds with the objectives of the Central Toodyay Heritage area?

16. The Roman Catholic Church Group is included on the Shire Heritage list and lies within the Shire of Toodyay Central Toodyay Heritage Area (Shire of Toodyay, Local Planning Policy LPP.20, Central Toodyay Heritage Area, 13 May 2010).

The Shire of Toodyay Local Planning Strategy that has been lodged with the WAPC states: "Applications to develop, subdivide or change the use of places included on the Heritage List or located within a Heritage Precinct will be required to demonstrate sensitivity to ensure that the conservation values attributed to the place of heritage significance are not compromised by the proposal."

Comment: Did the Application demonstrate sensitivity to ensure that the conservation values attributed to the place of heritage significance are not compromised by the proposal? How did it do so?

17. The Roman Catholic Church Group was classified by the National Trust in 2015.

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Comment: Did the Application include these details? Did the Shire or Applicant contact the National Trust for their assessment and opinion? Did the Shire make allowance for the National Trust assessment and opinion?

18. Inter alia, the National Trust has declared that:

"The Roman Catholic Church Group, Toodyay, has cultural significance for the following reasons:

- The place is an excellent representative example of a group of buildings designed for religious and educational purposes;
- The place has a landmark value as an imposing group of buildings within the townscape of Toodyay"

(National Trust of Australia (WA) List of Classified Places: Heritage Assessment, Roman Catholic Church Group, Toodyay, November 2014)

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Comment: Did the Application include the references to the importance of the buildings as a group? Will the Conditions of Approval include the need to maintain the integrity of the buildings as a group?

19. Inter alia, the National Trust has declared that:

"There are a number of convent buildings throughout Western Australia in city centres and metropolitan areas, and country towns. The covered walkway connecting Mercy House (St Aloysius Convent) to a private chapel for the nuns in the newly constructed St John the Baptist Church (1963) was considered innovative and unique."

(National Trust of Australia (WA) List of Classified Places: Heritage Assessment, Roman Catholic Church Group, Toodyay, November 2014)

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Comment: Was the National Trust consulted regarding the proposed subdivision? Did the Application include the references to the importance of the covered Walkway? Did the Application include a proposal to deal with the intimately connected Church, Walkway and Convent by Survey Strata Subdivision? Will the Conditions of Approval include the need to preserve the integrity of this Walkway which will be cut by a new boundary proposed between the Church and the Convent in the Application?

20. The individual buildings of the Roman Catholic Church Group are included in the Shire of Toodyay Municipal Inventory and Heritage List.

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Comment: Did the Application include these details?

21. In addition, the Roman Catholic Precinct is included specifically in the Shire of Toodyay Municipal Inventory with the comment:

"A place of considerable cultural heritage significance; provide an appropriate level of recognition and protection. Recommend that maximum encouragement is provided to the owner to conserve the significance of the place. Nomination to the National Trust Classified List is recommended, to afford protection by means of moral persuasion. (Town Planning Scheme also relevant)."
(inHerit, Heritage Council, State Heritage Office of Western Australia website, recovered 8 March 2018)

WAPC: Applications should include "details of any heritage significance associated with the subject land (information concerning heritage significance can be obtained from the Heritage Council of WA and/or the local government in which the subject land is located).

Comment: Did the Shire of Toodyay acknowledge the "considerable heritage significance" of the precinct? Given that the Shire proposed the successful classification by the National Trust, did the Shire consult the National Trust regarding the proposed subdivision?

22. The six Subdivision Buildings (see Paragraph 5 above) have no existing drainage systems.

WAPC: Applications should include information and plans of any alterations to an existing drainage system and/or methods of dealing with stormwater drainage.

Comment: Did the Application include this information and plans? Will the Conditions of Approval include the requirement for the provision of independent drainage systems for each new subdivided site prior to issue of new titles?

23. The six Subdivision Buildings (see Paragraph 5 above) have a common water supply, that is there is only one connection point and one water meter.

WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Comment: Did the Application include this information and plans. Will the Conditions of Approval include the requirement for the provision of independent water supply to each building prior to issue of new titles?

24. One Subdivision Building, the Church, has no toilet.

WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Comment: Did the Application include this information and plans? Will the Conditions of Approval include the requirement for the provision of toilets at, and a sewer to the Church, prior to issue of new titles?

25. Four subdivision buildings have a common sewerage connection.

WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Comment: Did the Application include this information and plans? Will the Conditions of Approval include the requirement for the provision of separate sewers to each of these blocks prior to issue of new titles?

26. The five Subdivision Buildings have a common electricity supply, that is there is only one electricity connection point and one meter.

WAPC: Applications should include information and plans of the availability of services such as water, sewer, electricity, gas; applicants wishing to nominate a service provider are encouraged to provide this information in a covering letter to the WAPC (information about these services can be obtained from the relevant service provider).

Comment: Did the Application include this information and plans? Will the Conditions of Approval include the requirement for the provision of separate electricity supplies to each of these blocks prior to issue of new titles?

27. The five Subdivision Buildings have a single common entrance off Stirling Terrace.

WAPC: Applications should include information and plans regarding the relevant provisions of any operative and/or proposed local planning scheme, guided development scheme, region scheme or amendment affecting the subject land (information about these issues can be obtained from the local

government in which the subject land is located, and in the case of region schemes and/or amendments the Department of Planning).

Comment: The Shire of Toodyay and the Department of Main Roads have particular and specific requirements for property access and cross-overs. Did the Application include the necessary information and plans? Will the Conditions of Approval include the requirement for the provision of independent access with approved cross-overs to each of these blocks prior to issue of new titles?

28. Two of the Subdivision Buildings (the Church and the Convent) are connected by an enclosed Walkway constructed of brick.

WAPC: Applications should include information and plans regarding the relevant provisions of any operative and/or proposed local planning scheme, guided development scheme, region scheme or amendment affecting the subject land (information about these issues can be obtained from the local government in which the subject land is located, and in the case of region schemes and/or amendments the Department of Planning).

Comment: The Shire of Toodyay local Planning Scheme includes specific requirements regarding building envelopes and set-backs. How are these requirements be met for a brick structure that crosses a property boundary?

29. Two of the Subdivision Buildings (the Church and the Convent) are connected by an enclosed Walkway constructed of brick.

WAPC: Applications should include information and plans regarding the relevant provisions of any operative and/or proposed local planning scheme, guided development scheme, region scheme or amendment affecting the subject land (information about these issues can be obtained from the local government in which the subject land is located, and in the case of region schemes and/or amendments the Department of Planning).

Comment: The Shire of Toodyay local Planning Scheme includes specific requirements regarding building set-backs. Did the Application include the information and plans relevant to building envelopes and set-backs? Do the proposed subdivision boundaries meet the building envelope and building set-back requirements?

30. Following subdivision, a change of use of any of the buildings or a change of Building Code of Australia (BCA) class of any of the buildings will require the issue of a certificate of building compliance in accordance with the BCA, an occupancy permit, and a building approval certificate.

Building Commission, Western Australia information retrieved from their website 10 March 2018: A certificate of building compliance (CBC) is required in order to obtain:
i. an occupancy permit, other than an occupancy permit required for a completed building or an incomplete building for which a CCC would be required:

ii. a building approval certificate;

iii. an occupancy permit strata; or

iv. a building approval certificate strata.

The applications that must be accompanied by a CBC include change of use, change of classification, registering a strata title, approval of unauthorised work, or replacing an existing occupancy permit or building approval certificate.

Comment: To avoid any potential confusion or litigation in the future, will the Conditions of Approval include the specification of the current use and the current BCA Class for each building on each new title?

31. Lots 44, 45 and 46 are within the Annual Exceedance Probability Floodplain Development Control Area or within 300 metres of the floodplain and may be affected by flooding during a 1 in 100 AEP flood. Generally, any development in the floodplain is not acceptable. (Landgate Property Interest Report).

Landgate Property Interest Report: The Floodplain Development Strategy for the area recommends that proposed development that is located:

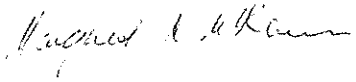
- **outside of the floodway is considered acceptable with respect to major flooding, however, a minimum habitable floor level of 0.50 metre above the adjacent 1 in 100 AEP flood level is generally recommended;**
- **within the floodway and is considered obstructive to major river flooding is not acceptable.**

Comment: Did the Shire advise of the location of the 1 in 100 year AEP flood level? Did the Shire confirm that some of the flood risk to the properties could be mitigated? If not, the Application for any development should be rejected for the relevant parts of lots 44, 45 and 46.

Yours sincerely,

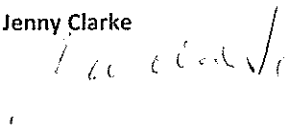
Michael McKeown

Margaret McKeown



John Clarke

Jenny Clarke



12

SHIRE OF TOODYAY
Record Number: ICR50994
28 MAR 2018
Officer / Dept: EXECSEC
File Number: CRN1

I respectfully present 3 requests- regarding the running of the Council.

The Shire needs a change of Direction by you, from the high-overspending, wasteful spending, tormenting red tape and not good performance- funded by untenable, appalling rate increases. People are very fed up. You are very wrong to spend so much time on drawing up strategic plans when the Top Priority should be on the festering Here and Now.

My 3 requests, sensible and realistic, if met by you people, will spark great benefits very quickly , for the whole Shire:

More people will live, do business and visit this lovely Shire.

Tremendous positive focus and interest on Toodyay.

Much quicker and more building developments.

Lower development costs for ratepayers.

Less reliance on consultants, saving huge costs.

School will have more students.

Train times will probably increase over time.

REQUEST 1: I want an endorsement by you councillors to reduce the high, choking business and house Council Rates for 3 years, the 1st year , a must reduction of a definite 10%, and then ?5% and ?5%. By embracing this forward thinking 3 years rates reduction plan, not just for the first year, you are telling, ahead in time, the whole Shire and beyond, WE care for you, We want to make it affordable to live and do business here, So urgent lower spending is called for. Every stone must be turned over to look for savings.

REQUEST 2: **Reviewing, reducing, simplifying the strangulating, costly and lengthy building development rules, guidelines and getting rid of some crazy fees, with a minimal reliance on consultants**.....nothing has been done to rid of the frustrating, anger provoking chronic red tape, wall, wall, and more walls, facing many applicants. Many just gave up and walked away. Take for example the Fencing Guidelines: My fence application of 3 months ago, took the Office 19 pages of documentation, hundreds of dollars in consultation fees, time in face-to-face contacts- all costing at least $1,000 to the Shire.

There would be many other cases involving building a house, shed or swimming pool etc where vicious red tape and costs have terribly delayed or cancelled them out. Appeals would have cost the Shire a lot of money.

You know these things go on, why do you let them go on ??????

REQUEST 3: I want Full Openness at the top levels of management.

All councillors and CEO must, without delay, be open with each other on all info, good or bad, as a matter of routine, without compunction at all, without wasting time, effort and money in the effective running of the Shire.

In the formal structure of the Shire, You, the Board of Councillors sits at the top of the hierarchy, the CEO just below. You, the Councillors have line authority over the CEO who reports to you. As I see it, right now, there is a lack of essentials within yourselves which are dysfunctioning management. A change of attitude and ways is what is needed quickly.

If wide changes are not in progress within 4 weeks, or not implemented in 8 weeks, my view is that the CEO and President should resign, for the sake of the Shire

Lawrence Tan

28.3.18

MR Rayner,
All councillors are in THE position to make big positive changes quickly in face of walls of resistance from within.
I may contact you in 4 weeks to find out the progress.

Re item 9.5.2 - Proposed Policy M7 – Managing Public Question Time

Councillors should not to pass this rather silly proposal, not because it will stop us asking questions; because it won't; but you should not pass this terrible piece of public policy because it is behaviour that fully matches the Crime and Corruption Commission's warnings of Councils' *"ignorance of robust procedures, a lack of adherence to local government policy and inadequate oversight".*

The Local Government which requires *"better decision-making by local governments; greater community participation in their decisions and affairs, greater accountability to their communities and a more efficient and effective local government.*"

Any person who can match this proposal with those important directions to local government simply does not understand public office.

Any action council takes has to conform to the statutes and this proposal does not and neither the Law, the regulations, nor your own standing orders set a maximum time and the reason they do not is simple – it is in the public interest that the public be given every opportunity to question their council.

There is already provision for the Presiding Officer to control vexatious questioning and unruly behaviour; checking with the authorities shows that power to end question time is rarely used – one recent example came in another wheat belt town after 110 questions in an hour and a half.

Ending such a debacle is justifiable and it should have happened a lot earlier, but that is not what has been happening in Toodyay

Councillors should recall the many occasions Presiding Officers have asked me to allow others to ask their questions after I have asked two and on every occasion I have properly complied.

Councillors will also recall the outburst from the citizen with issues regarding his fence when the President issued a warning to those asking questions; because the warning happened as I got to the podium, I asked if that was aimed at the TPA and I was assured by the Presiding officer that it was not.

Councillors will also recall a mere two meetings ago when the gallery was full with people present for another matter that I proposed that our questions be taken as read so as to not delay those folks.

Those are not the actions of an organisation hell bent on disruption.

The premature emasculation of last month's public question time was triggered by a poorly executed but obviously pre-planned stunt. Everyone in the room heard the Presiding Officer's timer go off; we all heard him rule question time had ended because the maximum time of 15 minutes had elapsed.

Because he had already committed to provide another citizen with an answer during question time, the Presiding Officer had to reinstate question time; I then sought to ask

our outstanding questions and was again informed that because the maximum 15 minutes had elapsed; question time had ended.

There was an exchange between the CEO and myself that time does not permit me to deal with, but that is largely irrelevant to the matter at hand AND we were both out of order. In an email to the Shire President I said that I did not want to make a big deal of this matter; it could have, and should have, been fixed with a simple – "a mistake was made" statement and we would have supported that. But that offer was refused and this massive overreaction is the result.

The Council website and instructions to those wishing to ask questions remains factually incorrect – I reiterate that there is no maximum for question time and when the CEO attempted to curtail our questions I exchanged emails on precisely this issue in June, but as the matter was not pursued, we let it lie.

Councillors, there is a simple way to reduce the number of questions from the TPA – answer them.

In the last year we have asked 97 questions, many of those were multiple questions, and fewer than 20% of our legitimate questions were competently answered at the meeting they are asked at; and we try to give the maximum notice.

Councillors what you have is not a question problem; it is an answer problem.

This petty heavy-handed proposal will not work and if we were able to have an informed debate almost every point proposed would be demolished – how do I know that? Simple; it really is an amateur hour stunt that has been tried and failed before – it even has a name – it is called an administrative guillotine.

But seriously - invoking dress standards and the criminal code??? What century are you living in? Are you going to call the cops coz someone pops in after work in work clothes? Call the cops to end question time? What nonsense.

Appropriately I finish with a question – at a time when the regulator is monitoring and assessing the Council's policies, processes, procedures and compliance are you really sure that this is the smartest thing you can be doing?

SOUTHERN METROPOLITAN REGIONAL COUNCIL

SMRC RESPONSE TO FOUR CORNERS INVESTIGATION INTO WASTE MANAGEMENT

In light of the allegations presented in a recent ABC Four Corners programme into waste management practices in NSW and QLD, the Southern Metropolitan Regional Council (SMRC) would like to reemphasize that recyclables collected in the yellow-topped bins processed by the SMRC are recovered to the fullest extent possible with 85% of recyclables recovered and made into new products.

This includes glass which is recovered, ground and used in road base, as well as plastics, paper, cardboard, steel and aluminum which command a high value when sold to domestic and international markets.

The organic fraction of the green-topped general waste bins processed by the SMRC is recovered and processed into compost which is used in agriculture.

The SMRC is a transparent, local government organisation, committed to working with its member councils and the community to ensure environmentally sustainable outcomes.

The SMRC plays an important role in working towards increased recycling rates and encourages the community to assist our efforts by ensuring they continue to put the right thing in the right bin.

Residents of member Councils and members of the public can attend free tours of the Regional Resource Recovery Centre (RRRC) in Canning Vale to see firsthand what happens to their waste and virtual tours are also available on the Recycle Right website www.recycleright.wa.gov.au.

FACTS AND FAQ's

About the Southern Metropolitan Regional Council

The Southern Metropolitan Regional Council (SMRC) is one of five regional councils in the Perth metropolitan area and is a local government entity. The SMRC region currently spans 340km^2, servicing 110,000 households with a combined population of over 290,000 people. The SMRC was established in 1991.

Member councils include the City of Cockburn, City of Fremantle, City of Melville, City of Kwinana and Town of East Fremantle. These member councils are committed to diverting waste from landfill.

About the Regional Resource Recovery Centre (RRRC)

The SMRC operates the Regional Resource Recovery Centre (RRRC) in Canning Vale, processing recyclables, general waste and green waste collected from household bins and verge collections. Overall the RRRC has achieved more than a 65% waste diversion from landfill for each of the past five years, achieving State Waste Strategy targets of 65% diversion from landfill by 2020.

Materials Recovery Facility

The SMRC operates a Materials Recovery Facility (MRF) at the RRRC in Canning Vale. This facility processes the contents of the Recycling bins from the following local councils and shires:

City of Fremantle
City of Melville
City of Kwinana
Town of Cottesloe
Town of East Fremantle
Shire of Beverley
Shire of Boddington
Shire of Bruce Rock
Shire of Chittering
Shire of Coorow
Shire of Corrigin
Shire of Cunderdin
Shire of Dalwallinu
Shire of Dandaragan
Shire of Dowerin
Shire of Kellerberrin
Shire of Kondinin
Shire of Koorda
Shire of Kulin
Shire of Merredin
Shire of Mt Marshall
Shire of Mukinbudin
Shire of Narembeen
Shire of Northam
Shire of Nungarin
Shire of Quairading
Shire of Tammin
Shire of Toodyay
Shire of Trayning
Shire of Victoria Plains
Shire of Wandering
Shire of Westonia
Shire of Williams
Shire of Wongan-Ballidu
Shire of Wyalkatchem
Shire of Yilgarn
Shire of York

The MRF utilizes state of the art technology to separate and sort the following materials:

- **Glass** – sorted, crushed and transported to a local contractor where it is processed for use in road base
- **Paper and cardboard** – sorted into different categories, baled and sent to international markets to be processed into new products
- **Plastics** - sorted into different categories, baled and sent to domestic and international markets to be processed into new products
- **Steel and aluminum cans** – sorted into different categories, baled and sent to domestic and international markets to be processed into new products.

The **Materials Recovery Facility** processes 140 tonnes per day or 24,000 tonnes per annum of recyclable materials from the yellow-topped bin. It currently recovers 85% of materials.

Waste Composting Facility

The SMRC operates a Waste Composting Facility (WCF) at the RRRC in Canning Vale. The WCF processes the contents of household general waste bins from the following local councils:

City of Cockburn
City of Fremantle
City of Melville
Town of East Fremantle

Located at the RRRC, the **Waste Composting Facility (WCF)** turns residents' green-topped general waste bins into compost. The WCF currently processes 80,000 tonnes per year. The WCF produces more than 20,000 tonnes of compost and diverts 40,000 tonnes of waste from landfill each year, which represents a 50% diversion rate. The WCF prevents 32,000 tonnes of carbon dioxide from entering the atmosphere each year. This is the equivalent of taking 7,000 cars off the road.

The WCF composts organic materials that may otherwise be sent to landfill, helping to prevent the creation of harmful greenhouse gases and producing a valuable product which can help to enrich otherwise poor soils.

SOUTHERN METROPOLITAN REGIONAL COUNCIL

The SMRC is currently working with the City of Melville, City of Fremantle and Town of East Fremantle to investigate the implementation of a Food Organic Garden Organic collection system. The system will be trialed to around 7000 households in the City of Melville, from October 2017, with the aim to of producing a cleaner, higher quality compost than is currently created through the WCF process.

Green Waste Facility

The Green Waste Facility processes green waste delivered to the RRRC from verge collections and private businesses and contractors. The materials are processed on site and turned into mulch, before being distributed to a local contractor for further processing and distribution to local markets.

The **Green Waste Facility** creates mulch from green waste and processes 13,000 tonnes per annum. It recovers 100% of these materials.

Media contact
Patrick Hay
phay@smrc.com.au
9329 2700 | 0407080691

Attachments to Agenda

Ordinary Meeting of Council **Tuesday 27 March 2018**

COMMUNITY DEVELOPMENT

Nil

PLANNING AND DEVELOPMENT

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1. List of Payments – February 2018 34

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9.5.1 Venue Change – Council and Committee Meetings

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1. Museum Strategy 145

9.6.2 Local Emergency Management Committee - Membership

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MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

10.1 Councillor Bell- Notice of Motion – Review of Councillor Fees

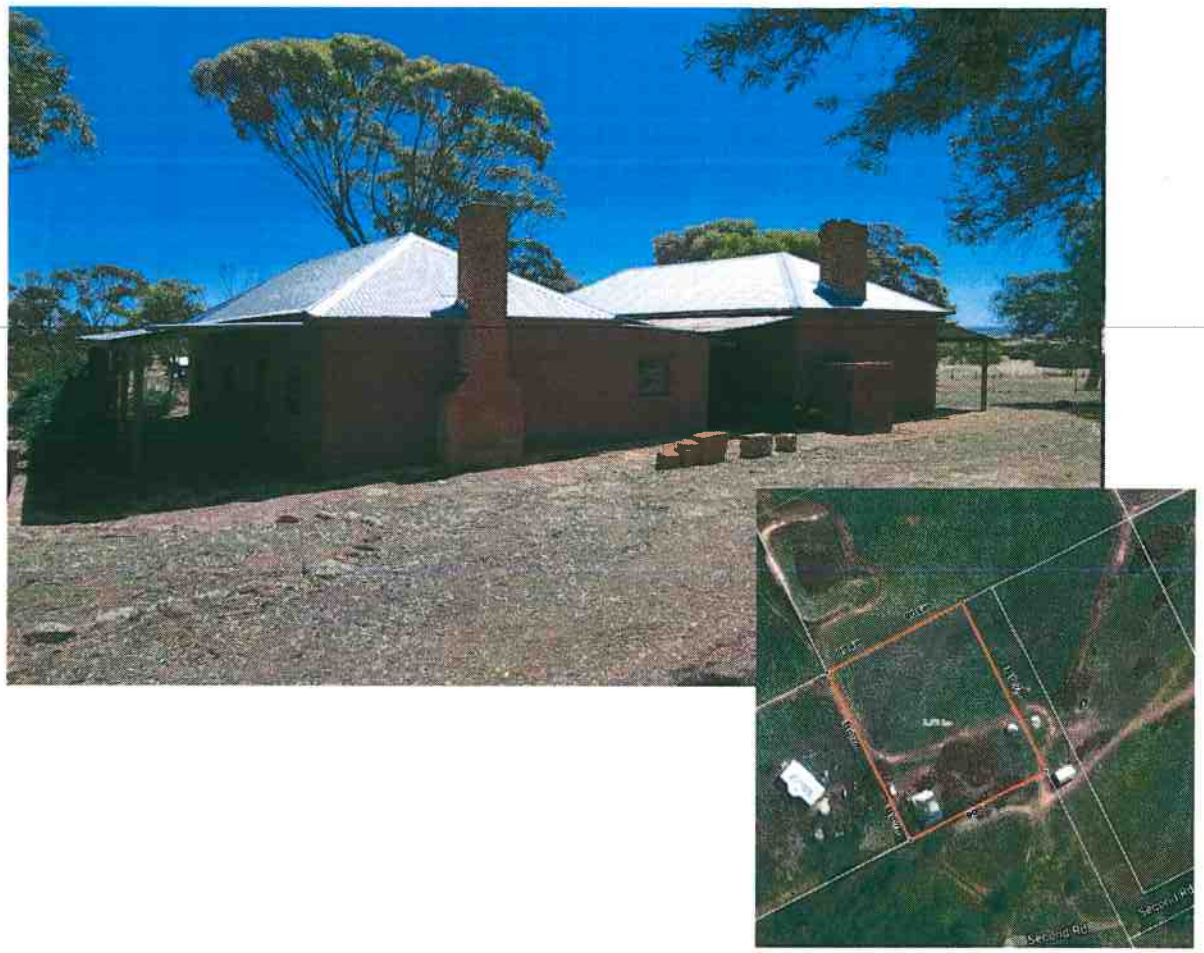
No attachments

GRUNDMANN AND ASSOC.
LICENSED PROPERTY VALUERS

. Court Purposes . Property Settlement . Taxation . Resumption . Pre-purchase

REPORT AND VALUATION

OF
34 (LOT 203) SECOND ROAD, BEJOORDING
WESTERN AUSTRALIA



FOR
SHIRE OF TOODYAY

GRUNDMANN & ASSOCIATES IS A TRADING NAME OF DARLING PLAINS PTY LTD. ACN 101 170 423
44 Kings Park Road, West Perth, Western Australia 6005 P.O. Box 1645, West Perth, Western Australia 6872
Phone: (08) 9321 4444 Fax: (08) 9321 9044 Email: grundmann@iinet.net.au www.propertyvaluers.com.au

MEMBER OF THE AUSTRALIAN PROPERTY INSTITUTE

CERTIFICATE OF VALUATION

VALUATION FOR: SHIRE OF TOODYAY

PROPERTY ADDRESS: LOT 203 SECOND ROAD, BEJOORDING

LEGAL DESCRIPTION:

Lot: 203 **Dep Plan:** 72472 **Volume:** 2848 **Folio:** 278

REGISTERED PROPRIETOR: SHIRE OF TOODYAY

ENCUMBRANCES: REGESTERED MEMORIAL AND RESTICTIVE COVENANT

DATE OF INSPECTION: 25 JANUARY 2018; Internal inspection 7 July 2017
DATE OF VALUATION: 25 JANUARY 2018

This valuation is arrived at on the basis of:
- *An orderly marketing campaign in the open market rather than a forced sale.*
- *A willing buyer, a willing seller.*
- *Values will remain constant throughout the marketing period.*
- *Consideration has not been given to an additional bid/offer by a special purchaser.*

In arriving at my valuation, I have considered:
- *The location of the property.*
- *Sales evidence.*
- *The highest and best use of the land.*
- *The replacement cost of the land and buildings (if applicable).*
- *The Offer and Acceptance document (if applicable).*
- *Likely sub divisional and development costs (if applicable).*

The valuation is made on the basis of "Market Value" as adopted by the Australian Property Institute from the International Valuation Standards 2011 definition. That is "the estimated amount for which an asset should exchange on the date of valuation between a willing buyer and a willing seller in an arms' length transaction after proper marketing wherein the parties had each acted knowledgeable, prudently, and without compulsion."

The under mentioned assessment represents the market value excluding chattels of the fee simple of the property free of encumbrances:

VALUATION:	**"As Is" with the existing restrictive covenant in place.**	**$ 140,000**
	Assuming permission for electricity to be connected to the house for lighting and appliances, and also approval for a freestanding bathroom, has already been granted (but not constructed)	**$ 240,000**

Neither the Valuer, nor this valuation business, has any pecuniary interest in this property. In conclusion, this valuation is for the use of the party to whom it is addressed and for the specified purposes to which it refers. No responsibility is accepted to any third party who may use or rely on the whole or part of the contents of this valuation. The report may not be published in any document, statement or circular, nor in any communication with third parties, without prior written approval from the writer.
This valuation is current at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period of time (including as a result of general market movements or factors specific to the particular property). Liability for losses arising from such subsequent changes in value is excluded as is liability where the valuation is relied upon after the date of the valuation.

SCOTT GRUNDMANN (M.Proj. Mgt., B.Bus (Val))
CERTIFIED PRACTISING VALUER, LICENSED VALUER NO. 579

DATE: 30 January 2018 **OUR REF:** 20998

Please note: This report and valuation are subject to and should be read in conjunction with the Background Information appended to this report, as well as any assumptions, disclaimers and conditions detailed in the body of the report below.

LAND DETAILS:

Land Area:	10,042 sqm or 1.0042 ha
Site Drainage:	Adequate
Topography:	Flat then declines to the rear.

ZONING:

Local Authority:	Shire of Toodyay
Zoning:	Rural residential
Highest and best use:	Theoretically: Single residential / lifestyle Practically: Retain the existing historic homestead and construct a new house.

ROAD:

Surface:	Unsealed / natural earth. The access road reserve is a natural surface currently leading from a dirt road. The closest sealed road in Toodyay Bindi Bindi Road.
Road Widening:	We are verbally advised by the relevant authority that the property is not subject to road widening requirements

SERVICES AVAILABLE: Electricity is not connected but is nearby. The valuation assumes electricity is connected to the site at the sellers expense.
Water would be via roof run off and stored in water tanks or a possible future bore.

DESCRIPTION OF MAIN DWELLING:

Type:	Historical homestead
Age:	c.1859
Style:	Conventional

CONSTRUCTION:

Footings:	Timber and concrete / brick / stone to the walls.	External Walls:	Local solid clay bricks Fully rendered external walls
Roof:	Iron	Internal Walls:	Plastered
Ceiling:	Mainly timber	Floor:	Timber
Window Frames:	Timber		

ACCOMMODATION PROVIDED: First building: 2 bedrooms, loungeroom; storage room; spare room
Second building: large kitchen, separate large dining room

FIXTURES:

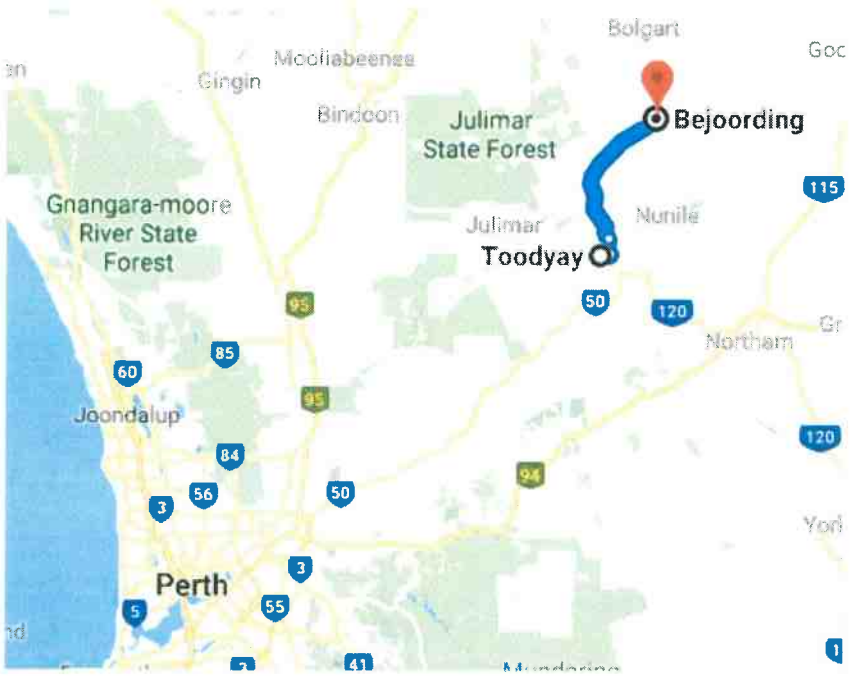
Kitchen:	Wonky timber ceiling; large room; combustion oven; void for main oven
Bathroom:	Nil. There is no toilet or bathroom
Laundry:	Nil
Bedrooms:	Both bedrooms are good size rooms and one have an attractive timber ceiling.

APPEARANCE & PRESENTATION:

Street Appeal:	Good for the age.
Internal:	Near original standard. Chattels are of a reasonable presentation
External Painting:	Average. Some render needs repair
Internal Painting:	Average

ANCILLARY IMPROVEMENTS AND CONDITION:

Fencing: Paving:	The property is not fully boundary fenced. The rear and one side fence are non-existent. A land survey maybe required to determine the boundary line for a future fence to be erected.
Yards:	There is some old non-native bushed and vegetation. These are situated close to the house. Outside of the specified heritage area the site is cleared.
Verandahs:	The two main buildings have a covered area with is known as a breezeway. Also, the buildings have verandahs with local Toodyay or local stone flooring.
Outbuildings:	Timber and corrugated iron stables. The structure was relocated from another property to the subject property in 1977. There are three adjoining sections likely to be one bare earth floor section for chickens; and two other stables for horses or even a milking cow. There is an ex-blacksmith shop in fair general condition. It dated back to the late 1800's Another timber structure with a fenced run area. It is noted there is old metal farming equipment and memorabilia that is excluded from this property valuation. There are two old metal gates that belong with the property and should be protected. There is a round part concrete smokehouse around 100 metres from the house.



SPECIAL FEATURES / COMMENTS:

The subject property comprises of a historic homestead known as 'Syred's farm" The property is situated in the community of Bejoording which is around 25 km north east of Toodyay.

The property is of great historic value and there is both a memorial and restrictive covenant on the Certificate of Title protecting and limiting the use of a specific section of the property.

In the location, there are considerable number of 10 acres lots. There has been a good number of sales within Bejoording in recent years. Some of the nearby property sales have homes constructed whilst other are vacant land. The land values are noticeable declining.

Referring to page 7 and 8 of this report, the subdivision is geometric, and the subject property is situated opposite what was the Town Square. Since this subdivision the subject property has changed it boundary lines in 2014 as per the current Certificate of Title as attached.

The subject homestead in known as Syred's cottage or farm and the buildings date back to 1859. Refer to the attached Register of Heritage Places for the historical description.

The subject property's land area is only 1.0042 ha which is around a quarter the size of most surrounding lots.

Option A: To make the Syreds cottage fully habitable
This is an unlikely option. It is noted there is no power connected and a septic system and water tanks would be required. It is unlikely permission would be granted to construct a freestanding bathroom or even connect electricity to the existing home.

Note the restrictive covenant stipulates "no act or thing shall to done to alter or change in any way the buildings erections walls fences or other improvements ..." This is a massive restriction and hold the valuation down. If permission for electricity to the house and also approval for a freestanding bathroom was granted prior to the purchase of the property, then in the opinion of the valuer the market value would be $240,000

Option B: Retain and carry out some slight minor repairs to Syreds cottage; but construct a free-standing house outside the heritage specified area.
The likely position for a new house is to the rear of the existing cottage. As the site is sloping a retaining wall would be required. The rear view is reasonable, however there is not enough land area for keeping of horses etc.

Regardless of the buyers intension, the property owner needs to 'not allow the buildings to deteriorate or fall into disrepair" as per the Restrictive covenant M741023

It is noted there is side vehicle access to the right of the smokehouse that leads to the rear of the subject property. This rear land is slightly declining, and any new house would require some retaining walls and fill. That is not a major issue. The general rear outlook is quite good being long distant outlook.

There is no side or rear boundary fences and power is not connected.

Due to the history of the Syred pioneering family and the exceptional quality the structures are in; another government body may be another purchaser group. Like a historical society or some description.

The neighbouring property owner may also be willing to purchase the property.

The property is situated in a bushfire prone area. There may be building insurance issues with gaining

insurance or the premiums could be higher than normal.

Many property buyers would consider the historical homes as a waste of land or onerous to the property owner. There would however be others who would consider the buildings and history of great value and be willing to pay a premium. As mentioned, the total land area is quite small being only just slightly over 1 hectare or slightly under 2.5 acres. Many surrounding properties are 10 acres.

The neighbouring vacant lot has been for sale at $90,000 for over 12 months. That property is slightly larger than the subject property having 1.82 hectares but has no structures.

Currently demand for such country lifestyle properties has waned over the recent 3 years, with property values in most areas declining over the past 18 months. The property may suit fly in fly out buyer, or a retired buyer who enjoys owning part of the State's history. The buildings are in excellent condition for their age.

The mining industry has been in a slowdown over the last 3 years and there has been less migration and population growth in WA. Iron ore prices have been in recent decline over the past 3 years and mining companies have been retrenching workers.

The Reserve Bank in August 2016 reduced the official cash rate to what were described as 'all time lowest interest rates', by a further 0.25% to 1.5%. Interest rates have since been held steady however some banks have raised mortgage lending rates. Whilst low interest rates may be thought to increase the general property values (or at least prevent a further decline), there is mixed opinions by real estate commentators that the property values will be negative over the next year regardless.

National unemployment rate has increased over recent months to around 5.9%, whilst the WA unemployment rate is around 6%. There has be a change in State government after the 11 March 2017 election.

The valuer has examined recent sales of nearby homes and drawn comparisons with the subject property to derive his opinion of the market value of the subject property.

The Valuer has examined property sales and properties currently for sale.

The valuation reflects the current situation however assumes there is a willing buyer acting knowledgeable, prudently and without compulsion.

Due to the low number of prospective purchasers for the subject property a wider than normal valuation range exists. A realistic range would be $120,000 - $220,000. The valuer has adopted a single market value figure to reflect the low number of prospective purchasers particularly given they must maintain and not alter the property.

This valuation is made on the basis that all additions and/or renovations (if any) to the home since built have been granted all of the necessary approvals from the relevant authorities.

This Valuation is an expression of opinion and is current at the date of the report only. The Client accepts the risks associated with market movement after the date of the valuation, including without limitation, any fall in market value of the subject property.

This valuation is current as at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the

expiration of 3 months from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

MINOR NECESSARY REPAIRS:
In an excellent state of repair for its age of 1850 – 60's

MAJOR DEFECTS OBSERVED/STRUCTURAL SURVEY:
I must emphasise that I have not, nor have I been asked to undertake a structural survey and consequently, I am unable to certify the improvements free from rot, defect or infestation of any kind. However, from my inspection, I was not aware of any major structural faults. There is no stove or electricity etc. and no toilet or bathroom.

SOIL OR ASBESTOS CONTAMINATION, ABORIGINAL SITE CLAIMS, HERITAGE OR CULTURAL LISTINGS:
To the best of my knowledge it is unlikely the subject site would be affected by any of the above. For the purpose of this valuation I have assumed the property is unaffected. I must emphasise I have not, nor have I been requested to undertake a survey or make enquires in relation to these matters and, as a consequent, I am unable to guarantee or certify that the value of the subject property would be affected by the above factors. Should subsequent advice indicate that the subject property is affected by any of the above I reserve the right to reassess my valuation.

HIGH RISK FLOOD AREA:
The property does not appear to be situated in a high-risk flood area.

MARKETABILITY AND CLASS OF SECURITY (Based on a 3 month selling period):
"As is" - Below average. The land area is particularly small and there would be limited buyers.

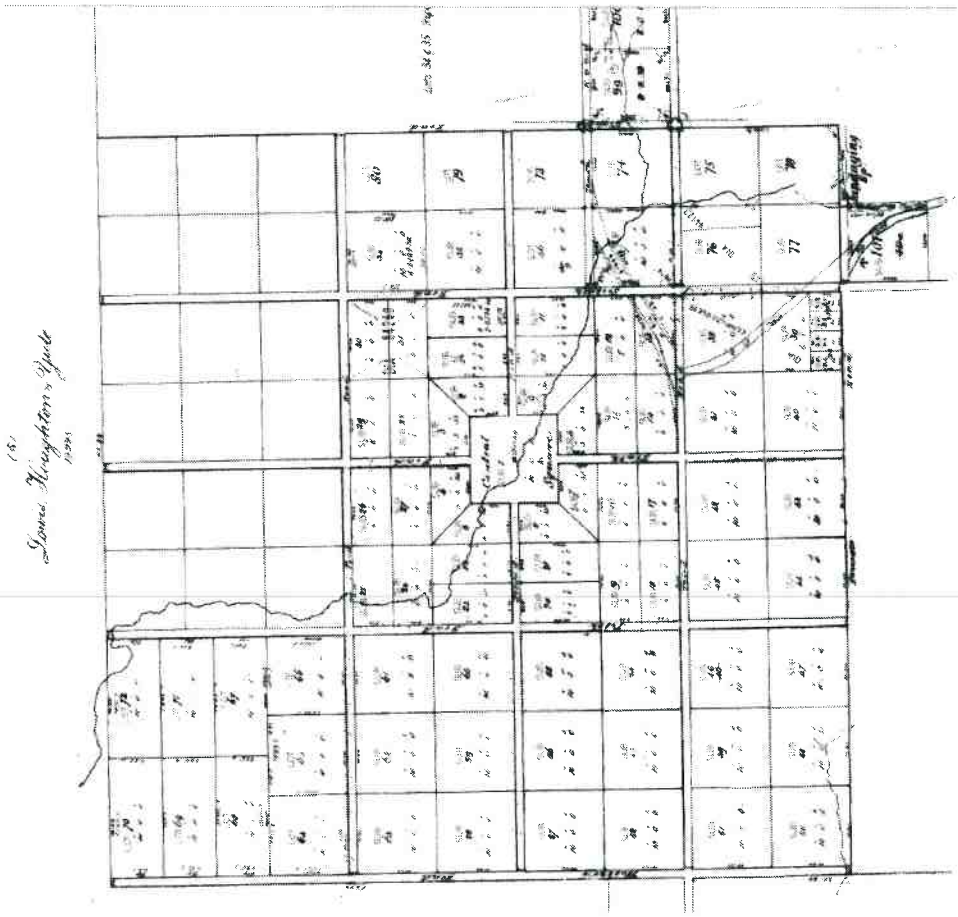
If approvals were in place for electricity to be used within the house and a freestanding bathroom; then buyer demand would be quite high.

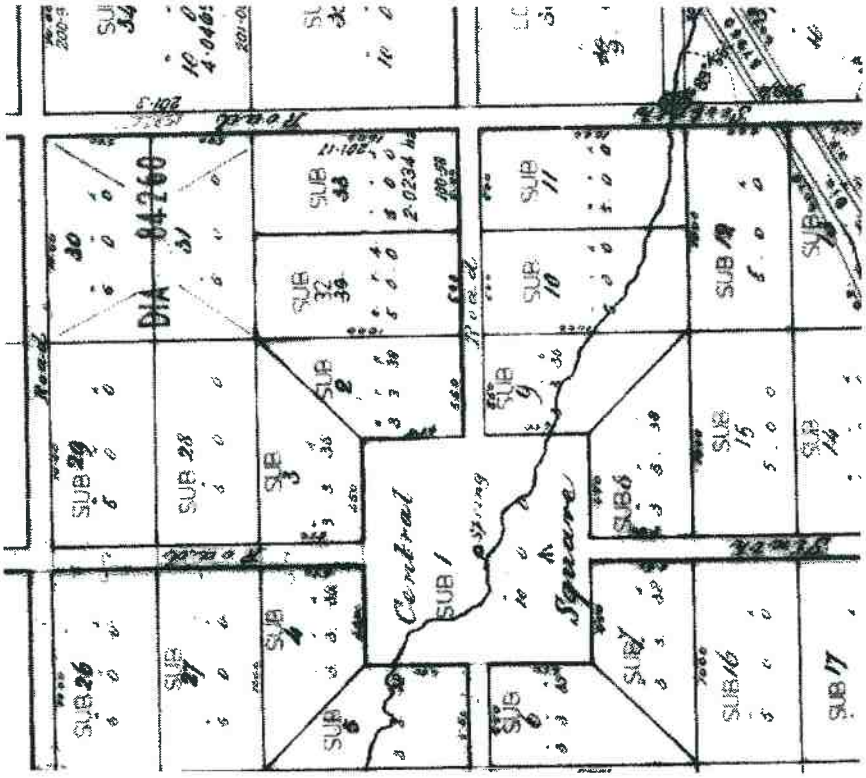
VALUATION APPROACHES UTILISED:
Comparable sales method

PURPOSE OF VALUATION:
Possible sale.

This report is not to be relied upon by third parties (those to whom this report is not addressed) or for any other purpose. We accept no liability to third parties nor do we contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our written consent to them relying on this report. We reserve our right to withhold consent or to review the contents of this report in the event that our consent is sought.

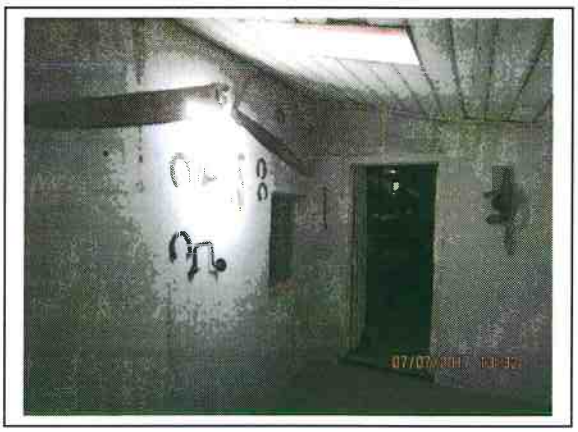
Geometric subdivision:

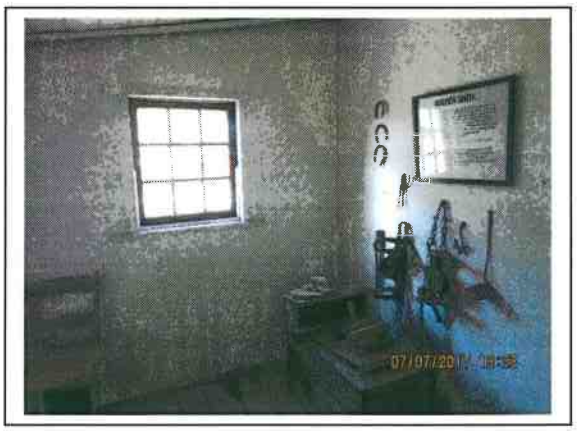


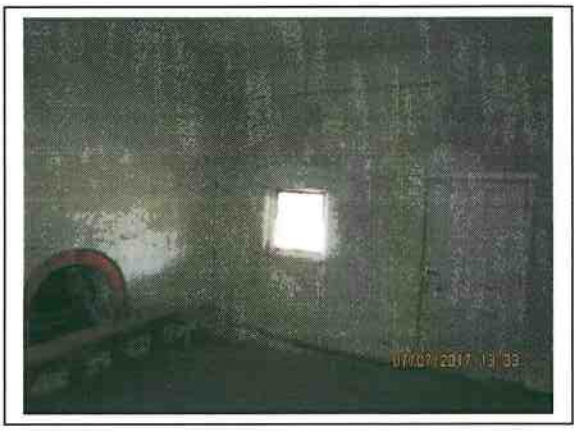

DIA 04260
SUB 1
Central
Square
Road
SUB 29
SUB 28
SUB 26
SUB 17

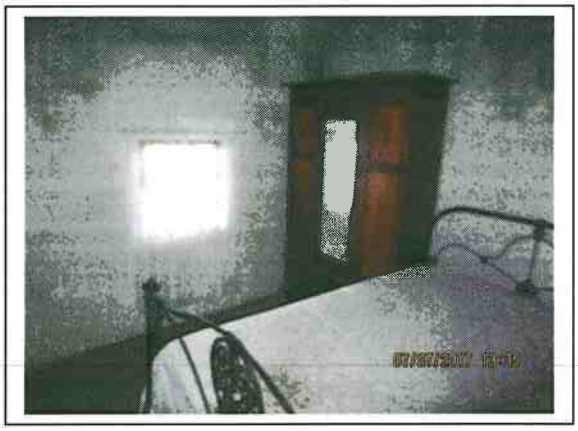
LOT 152
LOT 151
Seventh Rd
Second Rd
LOT 11
LOT 150
LOT 151
Sixth

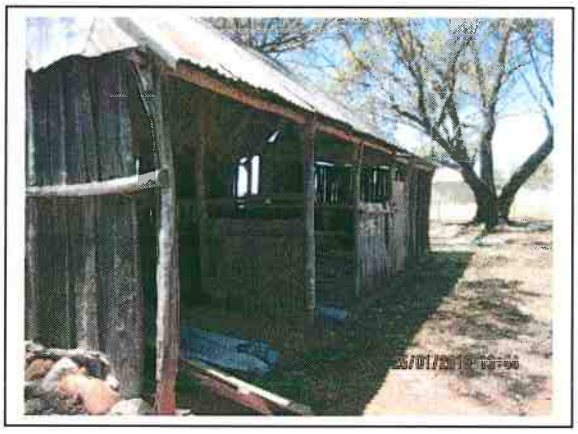
Breeze-through





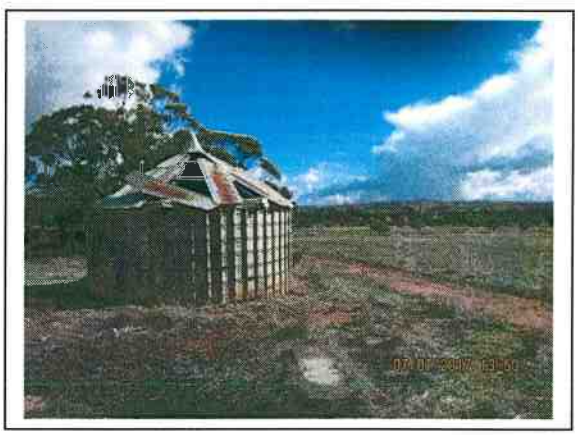




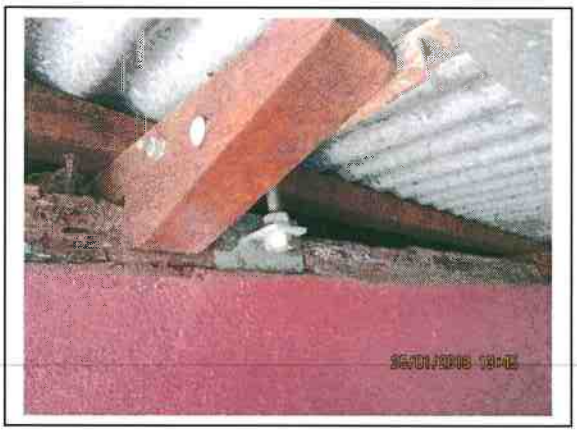


Animal stables / chicken pen

Blacksmiths shop



Smokehouse



Modern bolts securing the roof

Syred family grave in nearby Anglican Church cemetery

SALES EVIDENCE

(Unless specified, sales inspected externally and are not measured)

ADDRESS:	2278 (Lot 37) Bindi – Toodyay Rd., Bejoording
SOLD: (Price)	$250,000 **SOLD:** August 2017
LAND AREA: (approx)	3.81 ha - much larger
IMPROVEMENTS:	3 bedroom 1 bathroom house. 86 sqm
COMMENTS:	Shed 18 m X 9 M; bore; windmill; vegetable garden; reasonable kitchen Better to most buyers, however of no historical significance.

ADDRESS:	1 Hussey Court, Bejoording
SOLD: (Price)	$170,000 **SOLD:** June 2017
LAND AREA: (approx)	4.04 ha - much larger
IMPROVEMENTS:	Cottage and small shed
COMMENTS:	Situated at the corner of One Man Road. Better to most buyers

ADDRESS:	3 (Lot 82) Ludemann Glade, Bejoording
SOLD: (Price)	$145,000 **SOLD:** May 2016
LAND AREA: (approx)	4.44 ha - much larger
IMPROVEMENTS:	Vacant land
COMMENTS:	Reasonable outlook. Old sale, values have since declined.

ADDRESS:	39 Blackstone Retreat, Bejoording
SOLD: (Price)	$295,000 **SOLD:** July 2017
LAND AREA: (approx)	10 acres or 4.05 ha - much larger
IMPROVEMENTS:	2 bedroom 1 bathroom steel frames & hardiplank and iron home. c.2000 Workshop with a concrete floor two modern PVC rainwater tanks
COMMENTS:	Bore, chicken pen; 3 paddocks; home has a combustion heater and air conditioning units. No additional repairs etc needed. This property took over two years to sell.

ADDRESS:	31 Thrackray Rd., Bejoording
SOLD: (Price)	$115,000 **SOLD:** March 2017
LAND AREA: (approx)	2.02 ha rectangular shaped block
IMPROVEMENTS:	21 X 9 metre workshop with toilet and shower. Bore and septic tank included.
COMMENTS:	As new fencing. Gentle sloping block. Overall inferior

ADDRESS:	89 One Man Rd., Bejoording
	Also known as 20 Blackstone Rtt
SOLD: (Price)	$530,000 **SOLD: (Date)** Jan 2017
LAND AREA: (approx)	4.45 ha - much larger
IMPROVEMENTS:	Brick and Colorbond excellent quality house, water tank; sheds; paddocks. Elevated, established gardens. Large home
COMMENTS:	Corner property. Nothing to spend. Superior

ADDRESS:	32 Second Rd., Bejoording
FOR SALE: (Price)	Asking $90,000 **FOR SALE** Since Jan 2017
LAND AREA: (approx)	4.5 acres or 1.8229 ha
IMPROVEMENTS:	Vacant land. No buildings.
COMMENTS:	Neighbouring property. Almost fully cleared. Similar elevation. Asking price only. Inferior

ADDRESS:	31 Seventh Rd., Bejoording
SOLD: (Price)	$115,000 **SOLD: (Date)** March 2017
LAND AREA: (approx)	2.02 ha
IMPROVEMENTS:	Vacant land

ADDRESS:	28 Ninth Rd., Bejoording
SOLD: (Price)	$470,000 **SOLD: (Date)** Dec 2016
LAND AREA: (approx)	4.26 ha - much larger
IMPROVEMENTS:	Includes a house

ADDRESS:	35 Fifth Rd., Bejoording
SOLD: (Price)	$370,000 **SOLD: (Date)** Sept 2016
LAND AREA: (approx)	4.05 ha 200 m square lot
IMPROVEMENTS:	4 bedroom 2 bathroom home c.1993
	Sheds and a water tank.
COMMENTS:	Corner of fifth & Sixth Roads.

ADDRESS:	160 (Lot 96 or 97) Seventh Rd., Bejoording
SOLD: (Price)	$135,000 **SOLD: (Date)** Sept 2016
LAND AREA: (approx)	4.03 ha - much larger. 200 m square lot.
IMPROVEMENTS:	Vacant land. Power is connected or available.
COMMENTS:	95% cleared.

ADDRESS:	Lot 82 Seventh Rd., Bejoording		
SOLD: (Price)	$145,000	**SOLD: (Date)**	May 2016
LAND AREA: (approx)	4.45ha - much larger.		
IMPROVEMENTS:	201 m squared lot. Vacant land		
COMMENTS:	95% cleared.		

ADDRESS:	79 Eighth Rd., Bejoording		
SOLD: (Price)	$265,000	**SOLD: (Date)**	April 2016
LAND AREA: (approx)	4.05 ha 200 m squared lot		
IMPROVEMENTS:	2 bedroom 1 bathroom cottage with verandah. Small basic kitchen Sheds with concrete floor for 3 vehicles.		
COMMENTS:	General outlook		

ADDRESS:	40 Eighth Rd., Bejoording		
SOLD: (Price)	$160,000	**SOLD: (Date)**	March 2016
LAND AREA: (approx)	4.05 ha - much larger		
IMPROVEMENTS:	Vacant land		
COMMENTS:	Any home may have been constructed since this sale.		

ADDRESS:	37 Fifth Rd., Bejoording		
SOLD: (Price)	$200,000	**SOLD: (Date)**	Feb 2016
LAND AREA: (approx)	4.66 ha		
IMPROVEMENTS:	Includes a simple house; trees close to the home		
COMMENTS:	The balance of the property is cleared.		

ADDRESS:	Lot 14 Sixth Rd., Bejoording		
SOLD: (Price)	$110,000	**SOLD: (Date)**	Jan 2016
LAND AREA: (approx)	1.88 ha		
IMPROVEMENTS:	One boundary fronts the main road through the township being Bindi-Bindi Toodyay road		
COMMENTS:	Inferior location. Land only. Not as good.		

ADDRESS:	63 Third Rd., Bejoording		
SOLD: (Price)	$380,000	**SOLD: (Date)**	Dec 2015
LAND AREA: (approx)	2.43 ha		
IMPROVEMENTS:	5 bedroom 2 bathroom home of hardiplank & iron construction		
COMMENTS:	Rainwater tank; modern kitchen with a kitchen island.		

ADDRESS:	31 Second Rd., Bejoording		
SOLD: (Price)	$270,000	**SOLD: (Date)**	Dec 2015
LAND AREA: (approx)	1.61 ha		
IMPROVEMENTS:	Modern 2 bedroom 1 bathroom steel frames and metal clad home. Verandah. Fully tiled floor.		
COMMENTS:	Nearby property. Small seasonal creek running through the property.		

ASSUMPTIONS, DISCLAIMERS, CONDITIONS & LIMITATIONS:

Our Investigations:
This valuation is conducted on the basis that we are not engaged to carry out all possible investigations in relation to the property. We have identified certain limitations to our investigations to enable you to instruct further investigations if you consider this appropriate. The Valuer, Grundmann & Associates or Darling Plains Pty Ltd are not liable for any loss occasioned by a decision not to instruct further investigations.

Assumptions:
Assumptions are a necessary part of this valuation. Grundmann & Associates adopts assumptions because some matters are not capable of accurate calculation, or fall outside the scope of our expertise, or our instructions. The risk that any of the assumptions adopted in this document may be incorrect should be taken into account. Grundmann & Associates does not warrant or represent that the assumptions on which this valuation is based, are accurate or correct.

Information Supplied by Others:
This document contains a significant volume of information which is directly derived from other sources, without verification by us including, but not limited to planning documents, building surveys and environmental or other expert reports. We confirm that we are not instructed to verify that information. Further the information is not adopted by Grundmann & Associates as our own, even where it is used in our calculations. Where the content of this document has been derived, in whole or in part, from sources other than Grundmann & Associates, Grundmann & Associates does not warrant or represent that such information is accurate or correct.

Major Defects Observed/Structural Survey
We must emphasise that we have not, nor have we been asked to undertake a structural survey and as a consequence we are unable to certify the improvements free from rot, defect or infestation of any kind. The Valuer is not a building construction and/or structural expert and this report is not a building construction or structural survey report. It is recommended that advice be sought from other experts in respect of building construction/structural issues related to the improvements located on the property. However, from our inspection, we were not aware of any major structural faults. Comments are made if termites ("white ants") or evidence of their activity are observed. However we recommend that a current pest inspection and certificate be obtained to ensure the property is free of termites, vermin, etc.

Improvements
This valuation assumes the improvements comply with the requirements of the relevant authorities and have received the necessary approvals, unless otherwise stated. It is recommended that the party/s requesting this report do their own due diligence to ascertain whether or not the necessary approvals have been obtained. Should the improvements be found to be in breach the Valuer should be consulted and the right is reserved to alter the value accordingly.

Soil Or Asbestos Contamination, Aboriginal Site Claims, Heritage Or Cultural Listings
To the best of our knowledge it is unlikely the subject site would be affected by any of the above. For the purpose of this valuation, we have assumed the property is unaffected. We must emphasise we have not, nor have we been requested to undertake a survey or make enquiries in relation to these matters and, as a consequence, we are unable to guarantee or certify that the value of the subject property would be affected by the above factors. Should subsequent advice indicate the subject property is affected by any of the above, we reserve the right to reassess our valuation.

Market Movement Clause
This valuation is current as at the date of valuation only. The value assessed herein may change significantly and unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of 3 months from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

Lending Disclaimer
This valuation is prepared on the assumption that the Lender who relies on this valuation report (and no other) has complied with its own prudential lending guidelines, as well as prudent finance industry lending practices. The guidelines must include the following and the lender must have considered all Prudent aspects of credit risk for any potential borrower, including the borrower's ability to service and repay any mortgage loan. Further, the valuation is prepared on the assumption that the lender is providing mortgage financing using a conservative and prudent loan-to-valuation ratio (LVR). The Valuer accepts no liability whatsoever if prudent lending practices fail to be strictly observed and/or if the lender relies solely on this valuation to advance lo-an funds.

Strata Titled Properties
Where the subject property is a Strata Title the property is valued together with a share in any common property as set out on the Strata Plan. Also, where the subject property is a Strata or Community Title the market value of the unit is assessed without knowledge of any order against the Body Corporate and without the benefit of a search of the Body Corporate records or sighting of the corporation By-Laws and on the assumption that there are no such matters which may have an adverse effect on the value and marketability of the subject strata title unit. Any matter or matters having adverse effect on the value or the marketability of the property which is or are revealed by a search of the body corporate records should be referred to the Valuer for comment and possible amendment of the valuation.

Legal Details, Lot Details, Ownership And Sales Data
This valuation relies on information supplied to Grundmann & Associates / Darling Plains Pty Ltd by the Government's Department of Land Administration through a private supplier and we reserve the right to amend our report should this information prove incorrect. Further, in relation to sales evidence, we have not made a physical internal inspection of these properties and have had to rely on the information provided by the selling agent and/or the Valuer Generals summary of sales data supplied via RP Data, REIWA and/or other electronic databases.

Town Planning
This information is obtained from informal enquiries. If written definition is required it is suggested that you contact the Local Authority. It should be noted that Local Authorities will not confirm the redevelopment potential of a property without a Development Application being lodged. It is incumbent on the client(s) to ensure that such an application is lodged as a condition of, or prior to making an offer to purchase or undertake any financial transaction purely upon the basis of the property's zoning, in the hope that their Development Application is approved at a later time. If the property is reserved for a public purpose under the Metropolitan Regional Planning Scheme it may be necessary to apply for a Clause 42 Certificate from the Ministry of Planning and Infrastructure.

Services
Enquiries have been made to the various authorities to ascertain availability and connection of services. Plans of sewerage or drainage systems have not been sought and it may be considered necessary to apply to the Water Authority for location of service lines that may affect future extension or the siting of a swimming pool.

Survey
The Valuer has endeavoured to visually identify the land boundaries and verify dimensions; however, he is not a surveyor. So where there is a doubt about the precise position of the structures it is recommended that you contact a Licensed Surveyor.

Due Diligence
Our report is not a recommendation and does not contain all of the information required for a proper evaluation of the proposed transaction. It is incumbent upon our client(s) to do their own due diligence, seek professional advice and rely solely on their own assessment before entering into a transaction. Grundmann & Associates role as an adviser is limited to certain specific areas of expertise.

Fixtures and Fittings
Appurtenances affixed to structures or land, usually in such manner that they cannot be independently moved without damage to themselves or the property housing, supporting or pertinent to them. These would include items such as stoves, installed dishwashers, hot water heaters etc.

Chattels
A chattel is a moveable item eg laid carpets, curtains/drapes, television aerials, light fittings, screens etc. The standard of chattels which would transfer with the property in a sale situation was noted at our inspection. Their fair added value is included in the valuation figure. Specific items of sale, however, should be clarified with the vendor or vendor's agent.

Sketch Plan/Photographs
Where a sketched plan is attached to this report, it does not purport to represent accurate architectural plans. Sketch plans and photographs are provided as general illustrations only.

Building Size
Building sizes provided are external measurements only. If the property is strata titled, we adopt areas as recorded on the Strata Plan.

Sales Evidence
Details relating to the sales considered most comparable from the available evidence are included in the report. Unless otherwise stated, this valuation is based on the sales evidence. Details in relation to size of improvements for sales quoted are generally based on visual estimates, or information provided from external sources. As is the standard practice, these improvements have not been physically measured by the Valuer.

Recommendations
The valuation is based on experience and an interpretation of facts as outlined in this report. It is emphasised that fair market levels are established by prudent vendors and purchasers who are willing but not over anxious parties. The advice, which is based on established evidence, is offered to assist you in your careful examination of value.

Encumbrances
Where the Valuer has examined a copy of the Certificate of Title, encumbrances thereon are noted. Where necessary the relevant authority has been contacted to ascertain restrictions or current proposals that may affect this property. Unless otherwise stated, this valuation is on the basis of an encumbrance free Certificate of Title.

Financial Information
Any financial information is based on unaudited or management accounts and may differ from what is subsequently shown when audited accounts are available.

Extent of Liability
Our report is prepared for the confidential use of the party to whom it is addressed for the specific purposes to which it refers. No responsibility is accepted to any third party and neither the whole of the report nor any part or reference thereto may be published in any document, statement or circular nor in any communication with third parties without prior written approval from the writer.

Interpretation
Unless otherwise stated within the body of the report the following definitions apply:

- **"as if complete"** valuation means a valuation that assumes the proposed development to be in a completed state as at the date of valuation and reflects current market conditions at the date of valuation;
- **"as is"** valuation means a valuation that provides the current market value of the property as it currently exists rather than the value of the proposed development;
- **"professional practice"** means the publication as amended from time to time of the Australian Property Institute that contains, among other items, Practice Standards and Guidance Notes relating to the valuation of the property;
- **"proposed development"** means any planned development or redevelopment of a property, including building improvements or modifications, which are proposed, approved or under construction on the property (but does not include a planned development or redevelopment of a single dwelling residential property for residential use) where the value of the proposed or planned development will be $50,000 or less when complete.

Other
Nil

WESTERN AUSTRALIA

REGISTER NUMBER	
203/DP72472	
DUPLICATE EDITION	DATE DUPLICATE ISSUED
1	5/9/2014

VOLUME 2848 FOLIO 278

RECORD OF CERTIFICATE OF TITLE

UNDER THE TRANSFER OF LAND ACT 1893

The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications shown in the second schedule.

REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 203 ON DEPOSITED PLAN 72472

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

SHIRE OF TOODYAY OF POST OFFICE BOX 96, TOODYAY

(T M741025) REGISTERED 19/8/2014

LIMITATIONS, INTERESTS, ENCUMBRANCES AND NOTIFICATIONS:
(SECOND SCHEDULE)

1. M741023 RESTRICTIVE COVENANT TO NATIONAL TRUST OF AUSTRALIA WA SEE SKETCH ON DEPOSITED PLAN 72472 REGISTERED 19/8/2014.
2. *M741024 MEMORIAL. HERITAGE OF WESTERN AUSTRALIA ACT 1990. SEE SKETCH ON DEPOSITED PLAN 72472 LODGED 19/8/2014.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.
Lot as described in the land description may be a lot or location.

----------END OF CERTIFICATE OF TITLE----------

STATEMENTS:

The statements set out below are not intended to be nor should they be relied on as substitutes for inspection of the land and the relevant documents or for local government, legal, surveying or other professional advice.

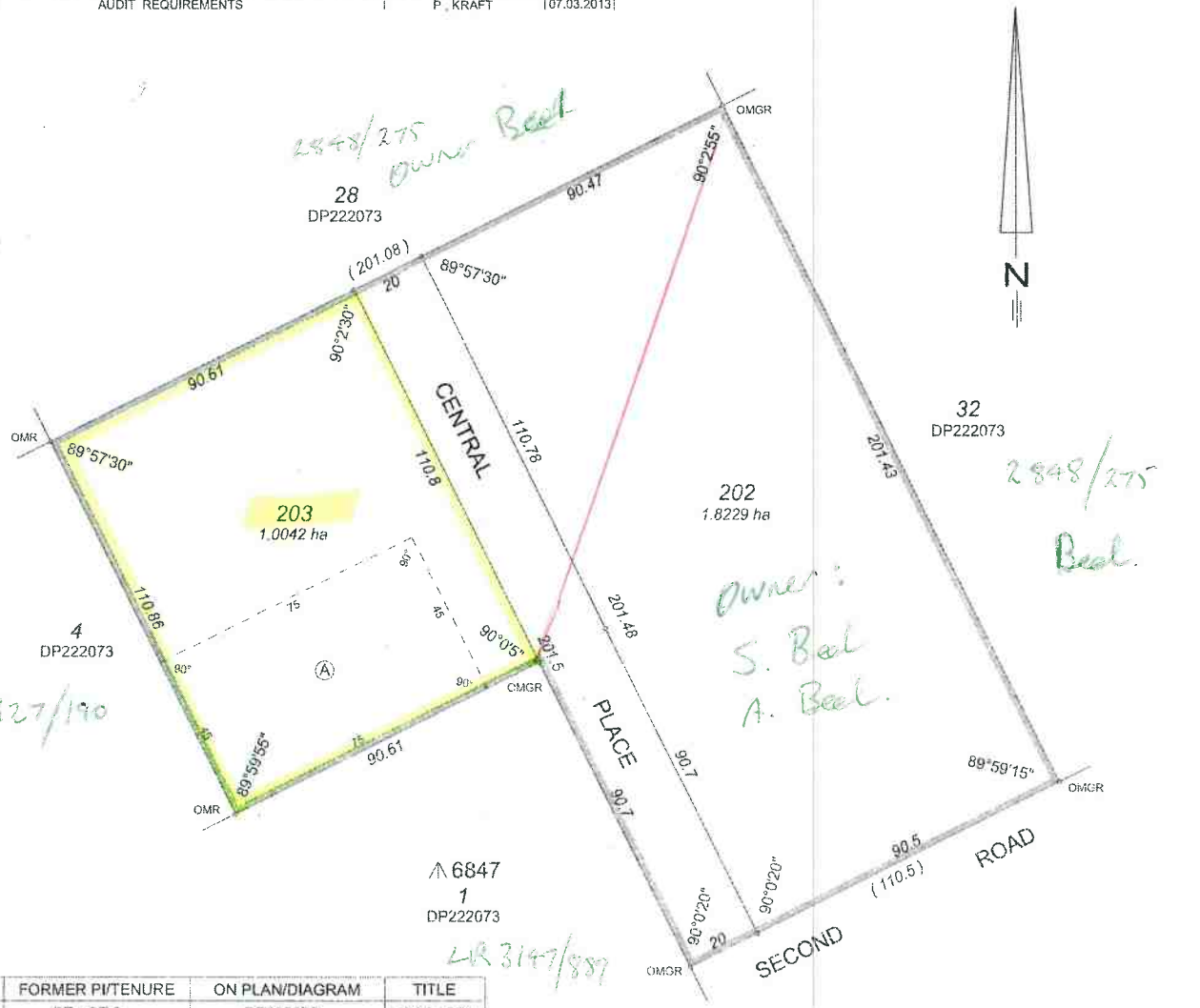
SKETCH OF LAND:	DP72472
PREVIOUS TITLE:	2848-276
PROPERTY STREET ADDRESS:	34 SECOND RD, BEJOORDING.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF TOODYAY

LANDGATE COPY OF ORIGINAL NOT TO SCALE Sat Jul 8 15:22:51 2017 JOB 54327301

Landgate

LANDGATE COPY OF ORIGINAL NOT TO SCALE Sat Jun 23 15:25:24 2017 JOB 54327305

VERSION	AMENDMENT	AUTHORISED BY	DATE
2	AUDIT REQUIREMENTS	P . KRAFT	07.03.2013



LOT	FORMER PI/TENURE	ON PLAN/DIAGRAM	TITLE
202	PT LOT 2 PT LOT 3	DP222073 DP222073	2224 - 374 2224 - 374
203	PT LOT 3	DP222073	2224 - 374

INTERESTS AND NOTIFICATIONS

SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS
Ⓐ	RESTRICTIVE COVENANT	SEC 21A OF THE NATIONAL TRUST OF AUSTRALIA (WA) ACT 1964 - 1970	DOC M741023	LOT 203	THE NATIONAL TRUST OF AUSTRALIA (WA)	
Ⓐ	MEMORIAL	SEC 56(1) OF THE HERITAGE OF WESTERN AUSTRALIA ACT 1990	DOC M741024	LOT 203	HERITAGE COUNCIL OF WA	

PAUL KRAFT & ASSOC
LICENSED SURVEYOR
P . O . BOX 428
NORTHAM W.A. 6401
PH - (08) 95742690
FAX - (08) 95742991

TYPE FREEHOLD

PURPOSE SUBDIVISION

PLAN OF

LOTS 202 , 203 AND ROAD

HELD BY LANDGATE IN DIGITAL FORM ONLY.

SSA YES / NO

DISTRICT BEJOORDING SUBURBAN AREA (AVON) FILE

TOWNSITE BEJOORDING

LOCAL AUTHORITY SHIRE OF TOODYAY

LOCALITY BEJOORDING

FORMER TENURE	ON	FIELD BOOK
SEE TABLE	JENNACUBBINE (25) S.W. INDEX	118336

SCALE: 1 : 1250 at A3
ALL DISTANCE ARE IN METRES
0 10 20 30 40 50

SURVEYOR'S CERTIFICATE - Reg 54

I P . KRAFT

hereby certify that this plan is accurate and is a correct representation of the -

(a) * survey; and / or
(b) * calculations from measurements ,
(* delete if inapplicable)

undertaken for the purposes of this plan and that it complies with the relevant written law(s) in relation to which it is lodged.

Digitally signed by Paul Kraft 2014
Date: 2014.03.07

Licensed Surveyor Date

SURVEYOR'S CERTIFICATE - Compiled

I

hereby certify this compiled plan
(a) is a correct and accurate representation of the survey(s) of the subject land ; and
(b) is in accordance with the relevant law in relation to which it is lodged.

Licensed Surveyor Date

LODGED

DATE 28-Feb-13

FEE PAID $374.00

ASSESS No. 12269250

TYPE OF VALIDATION

FIELD AUDIT

LEGAL COMPONENT M. Schofield

DOCKET TRIM

CERTIFIED CORRECT M. Schofield 7-3-13

T.S.C.

F.B.C.

SURVEY FIRM

APPROVED BY
WESTERN AUSTRALIAN PLANNING COMMISSION

FILE 145563

11-Mar-2013

DELEGATED UNDER SEC 16 OF THE P & D ACT 2005

DATE

IN ORDER FOR DEALINGS

SUBJECT TO Remove Restrictive Covenant C312393
Lodge Restrictive Covenant
Withdraw Memorial 1706743
Lodge Memorial
Section 168(1)(2) of the P & D Act.

12 MARCH 2013
FOR INSPECTOR OF PLANS & SURVEYS DATE
AUTHORIZED LAND OFFICER

APPROVED

19/8/2014
INSPECTOR OF PLANS & SURVEYS DATE
AUTHORIZED LAND OFFICER

Landgate
Western Australian Land Information Authority

DEPOSITED PLAN

72472

SHEET 1 OF 1

VERSION 2

Landgate

INSTRUCTIONS

1. This form may be used only when a "Box Type" form is not provided or is unsuitable. It may be completed in narrative style.
2. If insufficient space hereon Additional Sheet Form B1 should be used.
3. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
4. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES

1. Insert document type.
2. A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The address and occupation of the witness must be stated.

M741023 RC

19 Aug 2014 11:05:57 Perth

REG $ 160.00

Lodged By	~~Susan Dickson~~ Conveyancing
Address	PO Box 6288 EAST PERTH WA 6892
Phone No.	Ph: 9218 9144
Fax No	Fax: 9218 9008
E-Mail	LTO Box 395V
Reference No.	
Issuing Box No.	

Prepared By	MAYBERRY HAMMOND & CO
Address	85 Fitzgerald Street NORTHAM WA 6401
Phone No.	9622 5755
Fax No.	9622 5633
E-Mail	mayham@wn.com.au
Reference No.	MBH:
Issuing Box No.	

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY.

6/8

TITLES, LEASES, DECLARATIONS ETC. LODGED HEREWITH

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Received Items

Nos.

Receiving Clerk

Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1893 as amended on the day and time shown above and particulars entered in the Register.

EXAMINED

REGISTRAR OF TITLES WESTERN AUSTRALIA

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LANDGATE COPY OF ORIGINAL NOT TO SCALE Sat Jul 29 17:04:28 2017 JOB 54327410

Landgate

FORM B2

FORM APPROVED
NO. B4682

WESTERN AUSTRALIA
TRANSFER OF LAND ACT 1893 AS AMENDED

BLANK INSTRUMENT FORM

DEED OF COVENANT (Note 1)

THIS DEED OF COVENANT is made this 19th day of August 2014

BETWEEN:

PETER SYRED of 25 Green Valley Court, Stoneville in the State of Western Australia and formerly of Bolgart in the said State (hereinafter called "the Covenantor") of the one part;

and

THE NATIONAL TRUST OF AUSTRALIA (WA) of 4 Havelock Street, West Perth in the said State formerly of 17 Emerald Terrace, West Perth in the said State (hereinafter called "the National Trust") of the other part.

WHEREAS:

1. The Covenantor is the owner of an estate in fee simple in possession in ALL THAT piece of land being Lot 203 on Deposited Plan 72472 (formerly part of Lot 3 on Deposited Plan 222073 as contained in Certificate of Title Volume 2224 Folio 374) which land includes the area shown as A on the said Deposited Plan 72472 and which land is hereinafter referred to as "the restricted land".

2. The National Trust is by section 21A of the *National Trust of Australia (WA) Act* 1964 – 1970 empowered to accept a restrictive covenant by the owner of land binding such land without itself being the owner of adjacent land.

3. The Covenantor has agreed with the National Trust that the restricted land shall be made permanently subject to the restrictive conditions hereinafter shall apply so far as applicable.

NOW THIS DEED made under and by virtue of the said *National Trust of Australia (WA) Act* 1964 – 1970 WITNESSETH that in pursuance of the said agreement the Covenantor with intent and so as to bind so far as practicable the restricted lands into whosesoever lands the same may come (but not so as to render the Covenantor personally liable in damages for any breach of covenant committed after he shall have parted with all interest in the property in respect of which such breach shall occur) HEREBY COVENANTS with the National Trust that the restricted land and every part thereof shall at all times hereafter be subject to the stipulations and restrictions contained in the Schedule hereto PROVIDED ALWAYS that if any dispute or difference shall arise between the Covenantor or any of his successors in title and the National Trust as to the construction or effect of the said stipulations and restrictions or any of them the same shall in default of agreement be referred to a single arbitrator to be appointed at the option of the National Trust as to the construction or effect of the said stipulations and restrictions or any of them the same shall in default of agreement be referred to a single arbitrator to be appointed at the option of the National Trust either by the Directors of the Western Australian Museum or the Chairman of the *Environmental Protection Act* 1986 and this shall be deemed to be a submission to arbitration within the *Commercial Arbitration Act* 2012 the provisions whereof shall apply so far as applicable.

IN WITNESS whereof the Covenantor has hereunto set his hand the day and year first before written.

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Landgate

THE SCHEDULE ABOVE REFERRED TO THE STIPULATIONS AND RESTRICTIONS IMPOSED ON THE RESTRICTED LAND

1. No act or thing shall be done to alter or change in any way the buildings erections walls fences or other improvements now standing or being on the said land without the written approval of the National Trust or its delegate.

2. Not allow any of the said buildings erections walls wells fences or other improvements to deteriorate or fall into disrepair provided however that all repairs must first be approved by the National Trust or its delegate.

3. The said land shall not be subdivided nor shall the area thereof be reduced without the written approval of the National Trust or its delegate.

4. The said land shall not be used for any commercial use without the written approval of the National Trust or its delegate.

PROVIDED ALWAYS that nothing in the foregoing stipulations shall:-

(a) Confer upon the public generally any right or interest in the land,

(b) Prevent or hinder the exercise and enjoyment by the Convenantor or his successors in title of all rights and privileges in over or in respect of the land except so far as necessary to give effect to the stipulations aforesaid.

Signed Sealed and Delivered by **PETER SYRED** as his Deed in the presence of:) P Syred

Witness Sign: J Donegan

Witness Full Name: Jennifer Leanne Donegan

Address: 344 Toodyay West Rd
Toodyay WA 6566

Occupation: Legal Secretary

The Common Seal of **THE NATIONAL TRUST OF AUSTRALIA (WA)** was duly affixed in the presence of:)

THE NATIONAL TRUST OF AUSTRALIA (W.A.) COMMON SEAL

President
Max Kay

Secretary
Helen Cogan

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Landgate

INSTRUCTIONS

1. If insufficient space in any section, Additional Sheet, Form B1 should be used with appropriate headings. The boxed sections should only contain the words "see page..."

2. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.

3. No alteration should be made by erasure. Erasure by correction fluid or tape is not acceptable.
The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES

DESCRIPTION OF LAND

1. Lot and Diagram/Plan/Strata/Survey-Strata Plan number or Location name and number to be stated.
Extent – Whole, part or balance of the land comprised in the Certificate of title to be stated.

REGISTERED PROPRIETOR

2. State full name and address of the Registered Proprietor as shown on the Certificate of Title or Crown Lease.

EXAMINED

M741024 MH

19 Aug 2014 11:05:57 Perth

REG $ 168.00

MEMORIAL

HERITAGE OF WESTERN AUSTRALIA ACT 1990

LODGED BY	Heritage Council of WA
ADDRESS	491 Wellington Street PERTH WA 6000
PHONE No.	(08) 6552 4000
FAX No.	(08) 6552 4001
REFERENCE	
ISSUING BOX No.	888V

Susan Dickson
Conveyancing
PO Box 6288
EAST PERTH WA 6892
Ph: 9218 9144
Fax: 9218 9008
LTO Box 395V

PREPARED BY	Heritage Council of WA
ADDRESS	491 Wellington Street PERTH WA 6000
PHONE No.	(08) 6552 4000
FAX No.	(08) 6552 4001

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

7/8

TITLES, LEASES, DECLARATIONS ETC LODGED HEREWITH

1. Register Entry_____ Received Items
2. HCWA Drawing 2585 _____ Nos. 3
3. Deposited Plan 72472_____
4. _____
5. _____ Receiving Clerk
6. _____

Registered pursuant to the provisions of the *TRANSFER OF LAND ACT 1893* as amended on the day and time shown above and particulars entered in the Register.

REGISTRAR OF TITLES WESTERN AUSTRALIA

Landgate

TO REGISTRAR OF TITLES
REGISTRAR OF DEEDS AND TRANSFERS
CHIEF EXECUTIVE OFFICER, LANDGATE

Form Approval No. B1106

MEMORIAL

HERITAGE COUNCIL
Ref. No.: 2585

HERITAGE OF WESTERN AUSTRALIA ACT 1990
REGISTER OF HERITAGE PLACES
NOTIFICATION OF ENTRY
SECTION 56 (1)

DESCRIPTION OF LAND (Note 1)	EXTENT	VOLUME	FOLIO
BEJOORDING HOMESTEAD COMPLEX AND CENTRAL SQUARE SECOND ROAD BEJOORDING LOT 203 ON DEPOSITED PLAN 72472 AS TO THAT PORTION LABELLED "A" ON SAID DEPOSITED PLAN	PART	2248	278

REGISTERED PROPRIETOR OF LAND (Note 2)

PETER SYRED
OF 25 GREEN VALLEY COURT, STONEVILLE

On the 24TH day of SEPTEMBER 2004

AN ENTRY IN RESPECT TO THE ABOVE DESCRIBED LAND WAS MADE IN THE REGISTER OF HERITAGE PLACES, PURSUANT TO DIVISION 2 OF PART 5 OF THE HERITAGE OF WESTERN AUSTRALIA ACT 1990, AND THE PARTICULARS REGISTERED IN RESPECT OF THAT ENTRY ARE INCLUDED HEREWITH.

Dated this 11TH day of JULY 2014

Penelope Thomas
.....
PENELOPE O'CONNOR
MANAGER FOR ASSESSMENT AND REGISTRATION, STATE HERITAGE OFFICE, A DELEGATE OF THE HERITAGE COUNCIL OF WESTERN AUSTRALIA (GOVERNMENT GAZETTE 30 MARCH 2012, PAGE 1556)

.....
WITNESS BERNHARD KLINGSEISEN,
AN OFFICER OF THE
STATE HERITAGE OFFICE

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Landgate

HERITAGE COUNCIL OF WESTERN AUSTRALIA

REGISTER OF HERITAGE PLACES

Permanent Entry

1. **DATA BASE No.** 2585

2. **NAME** *Bejoording Homestead Complex and Central Square* (1856, 1859, c.1867)
   OTHER NAMES: Syred Cottage

3. **LOCATION** Seventh Rd, Bejoording

4. **DESCRIPTION OF PLACE INCLUDED IN THIS ENTRY**
   1. Portion of Bejoording Suburban Lot 3 on Deposited Plan 222073 being part of the land contained in Certificate of Title Volume: 2224 Folio: 374

   2. Reserve 6847 comprising the whole of Bejoording Suburban Lot 1

   together as defined in Hertitage Council of Western Australia Survey Drawing No. 2585 prepared by Steffanoni Ewing & Cruickshank Pty Ltd

5. **LOCAL GOVERNMENT AREA** Shire of Toodyay

6. **OWNER** 1. Peter Syred

   2. State of Western Australia

7. **HERITAGE LISTINGS**

• Register of Heritage Places:	Interim Entry	17/10/2003
	Permanent Entry	24/09/2004
• National Trust Classification:	Classified	07/06/1977
• Town Planning Scheme:		----------
• Municipal Inventory:	Adopted	27/08/1998
• Register of the National Estate:	Registered	21/10/1980

8. **CONSERVATION ORDER**

   ---

9. **HERITAGE AGREEMENT**

   ---

10. **STATEMENT OF SIGNIFICANCE**

Bejoording Homestead Complex and Central Square, comprising of Bejoording Homestead Complex, a group of single storey buildings, comprising original dwelling (c.1859) (south wing), north wing (c.1867), blacksmith shop (c.1860) and shed, smokehouse (c.1870), and stables

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(c.1880, 1977), that are mostly mud brick and corrugated iron, with the original dwelling showing influences of the Victorian Georgian style and the remaining structures in the rural vernacular surrounded by mature plantings, together with Bejoording Central Square, designed in 1856 as a town square comprising a 10-acre (4.0469 ha) lot of bushland within a farming landscape, has cultural heritage significance for the following reasons:

the place is rare as a remnant of the only known example in Western Australia of a nineteenth century agricultural workers' village ('Bejoording') designed around a central square or common following the English model, and contains the only remaining buildings of this planned settlement, together with the central square;

the place is a good representative example of rural settlement in the Avon Valley, demonstrating the characteristic development and expansion of a family farm in a remote rural townsite settlement from the late 1850s to the 1870s;

the individual elements of the Bejoording Homestead Complex, being the original dwelling (south wing), north wing, blacksmith shop and shed, and smokehouse, and stables, together form a visually cohesive farm group in an attractive treed setting;

in the 1870s, the Homestead was the site of the Bejoording School, which local residents operated privately after the government refused to grant them a school, and in keeping with contemporary employment trends in the Colony in the 1860s, Ticket of Leave men were employed at the place as both school teachers and farm labourers;

the place has a long association with the Syred family who were the first settlers in Bejoording and continue to own the property in 2004; and,

the archaeological record associated with the place has the potential to yield information regarding rural residential and farming practices, and blacksmithing, in the nineteenth century.

The verandahs and breezeway roof to the north wing, and external cement render to the residence and smokehouse are intrusive.

The Stables were relocated to the site in 1977 from the Water's family property in Coondle and, while visually contributing to the group, are of little significance to the history of the place.

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Landgate

Expressions of Interest

Syred's Cottage

An historic Victorian Georgian cottage c1859 and outbuildings on a generously sized 1.0042ha rural residential zoned lot in the Bejoording area of the Shire of Toodyay .

Tender submissions close at 4.00pm on [date]

Toodyay

WESTERN AUSTRALIA

STATEMENT OF SIGNIFICANCE

Syred's Cottage has historic value for its association with the early settlement in Bejoording and the Syred family who were early settlers and continue to farm the wider landholding. The homestead complex has aesthetic value as the built elements form a visually cohesive farm group in a treed setting.

The Cottage is a good representative example of rural settlement in the Avon Valley, demonstrating the characteristic development and expansion of a family farm in a remote rural townsite settlement from the late 1850s to the 1870s.

The site has research value as it has potential to contain subsurface archaeological remains. It has social value as the site of the Bejoording school in the 1870s, and as a visible reminder of the early history on the Toodyay area. The contribution of Syreds Cottage to the community's sense of place was demonstrated by community efforts to restore the place in the 1970s and maintain access in 2000.

The place has aesthetic value as demonstrations of early construction methods, materials and form.

The authenticity of the buildings on the site is high because of the high proportion of original remaining fabric.

EXPRESSIONS OF INTEREST ARE INVITED

The Shire of Toodyay is seeking expressions of interest (EOI) from interested parties on the opportunity of obtaining this unique historical property and surrounding land under the terms of section 3.58(3) of the Local Government Act 1995.

The main objective of this EOI is to obtain the best outcome in relation to retaining, conserving and improving the historical character and heritage of this property.

It is requested that as part of any EOI's submitted, details be supplied in relation to:

- The intended use/s of the property;
- A broad outline of repairs and conservation proposed;
- The capacity and ability to conserve and improve the property;
- Any further development of the property proposed both Short and long term; and
- The price offered for the purchase of this property.

Submissions from the local community are encouraged.
Council will consider the capacity to protect, conserve and improve this property and any future plans proposed. An independent assessment will be provided by the National Trust of Western Australia and the Shire's heritage consultant. It should be noted the Shire reserves the right not to proceed with any proposals as a result of this process and if it is determined that no suitable submissions have been received. Council encourages interested parties to speak to the Shire's officers prior to making a submission.

EOI Deadline: [DATE at 4:00pm (AWST)]

EOI details are available from the Shire of Toodyay website.

Submissions can only be lodged in hard copy received by the Shire Administration and placed in the Tenderbox prior to the deadline and will NOT be accepted in any other form.

Enquiries: Graeme Bissett (08) 9574 9300

About the Place.....

Bejoording was declared a town site in 1836. Settlers' stock was watered there but no land was taken up until 1856 when notice was given of town lots for sale. Most of the first purchasers of the land were related by marriage. William Syred was the first Bejoording settler in 1859. William built a substantial mud bat house and blacksmith shop and worked at his smithy for most of the year shoeing horses, making the nails and mending wagon wheels and farm machinery.

A school was established at the homestead complex in the 1860s and the Syred family employed ticket of leave men as teachers and farm labourers.

In 1974 the Shire of Toodyay and the local community took over the management and restoration of Syred's Cottage as an historic site. The cottage is currently owned by the Shire of Toodyay and used as a meeting place for community groups.

The stables were relocated to the site in 1977 from the Water's family property in Coondle. In 2000, the reserve was amended to enable public access to the site.

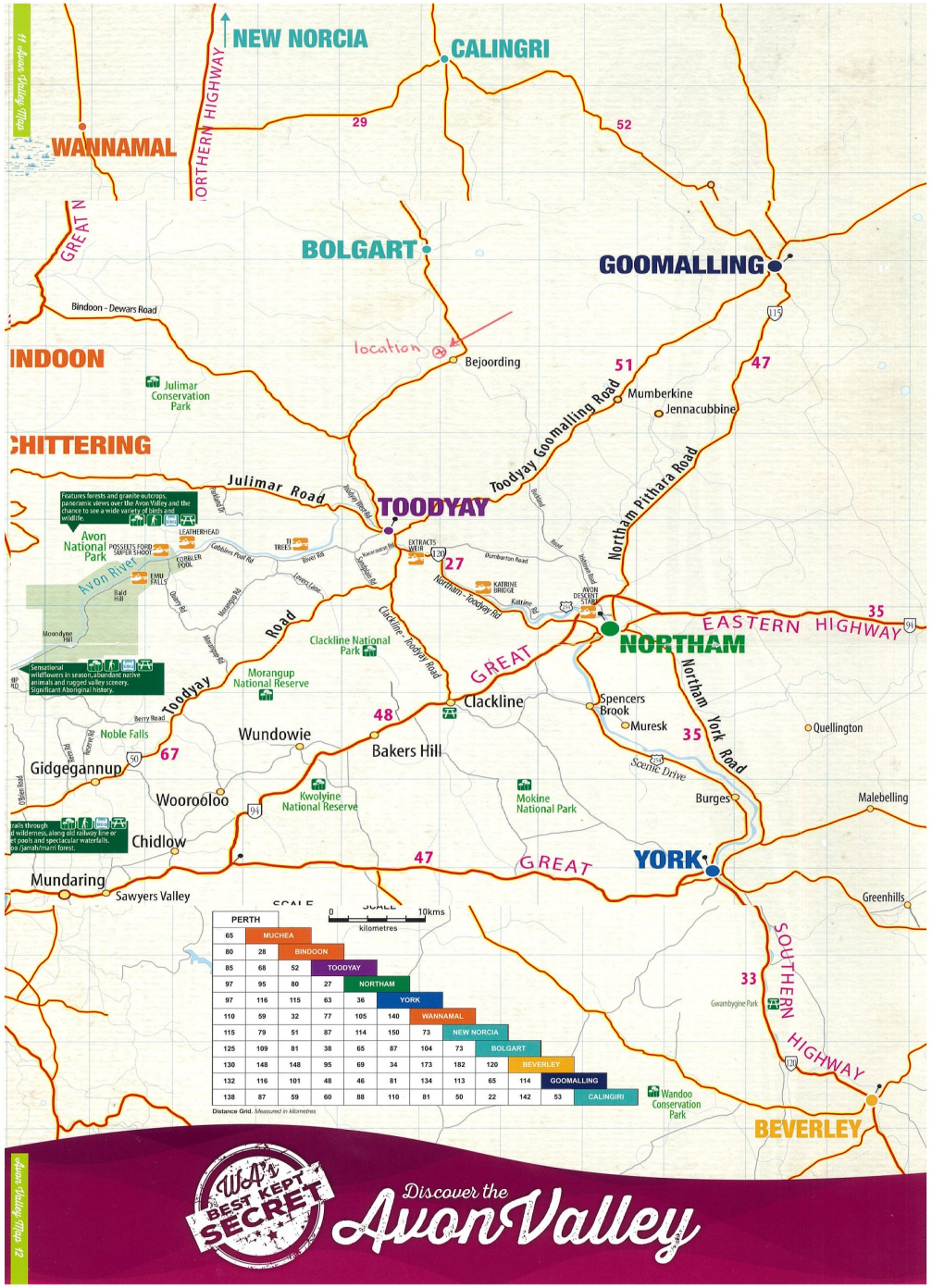
Two single storey dwellings joined by a covered breezeway. Painted and rendered brick construction with hipped iron roofs. Timber framed sash windows and panelled and timber plank doors. Simple open verandah with diamond shaped timber fringe. Tall red brick chimneys.

Remains of a bush timber smokeshed, part of the roof frame remains but very little of the iron covering. Part of the mudbrick remains in situ.

Address: 34 (Lot 203)
Second Road
BEJOORDING WA
Lot No.: Bejoording SUB lot 3
Plan Diagram: P22073
Vol / Folio: 2224 / 274
GPS: 0455024 / 6527825

Heritage Listings
HCWA Permanent entry: 24/09/2004
State Register of Heritage Places:
Permanent entry 24/09/2004 (Place ID. 2585)'
Shire of Toodyay Municipal Heritage Inventory:
1998 Category No. 4

Original Use: Dwelling
Date of Construction: c1859
Architectural Style: Victorian Georgian



This property contains a heritage listed Victorian Georgian cottage c1859 and outbuildings on a generously sized 1.0042ha rural residential zoned lot in the Bejoording area of the Shire of Toodyay. It has an attractive outlook in an area that has a number of developed Rural Residential lots and farmland round it. It is located 24km from Toodyay in the Avon Valley and 111km Northeast of Perth, Western Australia.

This lot can be serviced by power however, there is no reticulated water/sewer supply available to the site due to its location. Both would need to be supplied within the lot.

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount	
IPV602	07/02/2018	Bendigo Bank	Payroll PPE 06/02/2018		103815.34
IPV603	21/02/2018	Bendigo Bank	Payroll PPE 20/02/2018		101263.47
IPV604	21/02/2018	Bendigo Bank	Payroll PPE 20/02/2018		518.10
1678	15/02/2018	Construction Training Fund	BCITF Levies - Jan 18		2636.26
1679	15/02/2018	Department Mines, Industry Regulation & Safety	Building Levies - Jan 18		1617.87
1680	15/02/2018	Jeanette Murray	Refund of Chair Hire Bond		100.00
1681	15/02/2018	M & M McKeown	Refund of Crossover Bond		2800.00
1682	15/02/2018	Andrew Walker	Refund of Candidate Nomination- 2017 Elections Re-Issued - Cheque cancelled and reissued - Lost Original Cheque		80.00
1683	28/02/2018	RCR Water (WA) Pty Ltd	Refund of Standpipe Bond		250.00
BPV3343	01/02/2018	Bendigo Bank	Transfer Fees		10.00
BPV3344	01/02/2018	Bendigo Bank	Monthly Service Fee		10.00
BPV3345	01/02/2018	Bendigo Bank	Transaction Fees Charged		15.60
BPV3346	01/02/2018	Commonwealth Bank	Settlement Fee		8.25
BPV3347	01/02/2018	Westnet	Morangup Library Internet Charges		139.85
BPV3348	01/02/2018	Bendigo Bank	Bpay Monthly Biller Fee		252.45
BPV3349	02/02/2018	Commonwealth Bank	Merchant Fees		42.90
BPV3350	05/02/2018	Commonwealth Bank	Merchant Fee		49.84
BPV3351	05/02/2018	Commonwealth Bank	Merchant Fee		383.82
BPV3352	05/02/2018	Commonwealth Bank	Merchant Fee		79.56
BPV3353	06/02/2018	Bendigo Bank	Dishonoured Cheque Fee		10.00
BPV3354	07/02/2018	Commonwealth Bank	Settlement Fee		7.15
BPV3355	07/02/2018	Commonwealth Bank	Settlement Fee		0.11
BPV3356	08/02/2018	Fuji Xerox	Photocopier Lease - Depot, Library & Visitor Centre		470.34
BPV3357	14/02/2018	Bendigo Bank	***R Koch - Credit Card Jan 18***		4.00
			Card Fee	4.00	
BPV3358	14/02/2018	Bendigo Bank	***S Scott - Credit Card Jan 18***		299.02
			BP Mt Barker - Fuel P446	65.01	
			Mt Barker Telstra - Ipad Cover	65.00	
			Better Choice Stratton - Fuel P446	73.00	
			Northam Car Wash - Vehicle Wash	20.00	
			53 Mile Roadhouse Pinjarra - Fuel P446	72.01	
			Card Fee	4.00	
BPV3359	14/02/2018	Bendigo Bank	***A Bell - Credit Card Jan 18***		137.50
			Child Protection & Family Services - Working with Children Check - MCD	84.00	
			Wanneroo Trophy Shop - Engraving of Aust Day Medals	49.50	

Shire of Toodyay
List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount	
			Card Fee	4.00	
BPV3360	14/02/2018	Bendigo Bank	***C Luangala - Credit Card Jan 18***		
			Dept of Transport Toodyay - Plate Changes - Morangup 1.4, Coondle 1.4 & Central 1.4 Fire Vehicles	77.10	757.03
			Dept of Transport Toodyay - Plate Changes - Central 4.4, SES GRT & Toodyay 12.2 Fire Vehicles	77.10	
			Dept of Transport Toodyay - Plate Change - Julimar 1.4	25.70	
			Dept of Transport Toodyay - Plate Changes - SES Ute, SES Gator & SES Gator Trailer	77.10	
			Chartered Institute of Management Accountants - MCS - Membership Renewal	481.58	
			International Transaction Fee	14.45	
			Card Fee	4.00	
BPV3361	14/02/2018	Bendigo Bank	***G Bissett - Credit Card Jan 18***		118.36
			Woolworths Midland - Iphone Charging Cable - MPD	18.00	
			BP Bellevue - Fuel P449	80.01	
			Mr Magic Car Wash Mundaring - P449	16.35	
			Card Fee	4.00	
BPV3362	14/02/2018	Bendigo Bank	***S Patterson - Credit Card Jan 18***		654.65
			Shell Gidgegannup - Fuel P428	84.56	
			7-Eleven Malvern Springs - Fuel P428	99.60	
			Spot Messenger - GPS Tracker - RMO	301.74	
			International Transaction Fee	9.05	
			Toolmart Australia - Tin Snips - SES	155.70	
			Card Fee	4.00	
BPV3363	15/02/2018	Commonwealth Bank	Bpoint Transaction Fees		38.07
BPV3364	15/02/2018	Commonwealth Bank	Settlement Fee		9.90
BPV3365	15/02/2018	Fuji Xerox	Photocopier Lease - Building & Planning Dept		155.10
BPV3366	15/02/2018	Fuji Xerox	Photocopier Lease - Admin		370.70
BPV3367	19/02/2018	Commonwealth Bank	Settlement Fee		0.33
BPV3368	21/02/2018	Commonwealth Bank	Settlement Fee		7.04
BPV3369	21/02/2018	Commonwealth Bank	Settlement Fee		0.11
BPV3370	22/02/2018	Commonwealth Bank	Settlement Fee		0.11
BPV3371	22/02/2018	Commonwealth Bank	It Hardware & Software Lease - Stdyay001		1578.55
BPV3372	23/02/2018	Commonwealth Bank	Settlement Fee		0.11
BPV3373	23/02/2018	Commonwealth Bank	It Harware & Software Lease - Stdyay006		1133.64

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount
BPV3374	27/02/2018	Commonwealth Bank	It Harware & Software Lease - Stdyay003	1052.29
BPV3375	28/02/2018	Commonwealth Bank	Settlement Fee	0.22
BPV3376	28/02/2018	Commonwealth Bank	Account Process Fee	4.01
BPV3377	28/02/2018	Commonwealth Bank	Settlement Fee	6.82
12458	15/02/2018	Department of Transport	Registration - P379	75.30
12459	15/02/2018	Jackson McDonald	Rates Refund - A357	341.25
12460	15/02/2018	Old Gaol Museum	Old Gaol Volunteer Reimbursements - Mar 18	450.00
12461	15/02/2018	Optus	CRS Wireless Broadband	28.94
12462	15/02/2018	Telstra Corporation Limited	Telephone Charges	4431.57
12463	15/02/2018	Water Corporation	Raising Sewer Manhole for Footpath Installation - Drummond St East	4553.15
12464	15/02/2018	Synergy	Electricity Charges	16442.65
12465	22/02/2018	Mark Bowden	1st Prize Winner - 17/18 Rates Incentive Draw	1000.00
12466	28/02/2018	Shire of Toodyay - Depot Petty Cash	Plant & Equipment Parts	78.35
12467	28/02/2018	Telstra Corporation Limited	Telephone Charges	595.54
12468	28/02/2018	Water Corporation	Water Rates & Usage	8275.03
12469	28/02/2018	Synergy	Electricity Charges	588.30
EFT23483	07/02/2018	Shire of Toodyay Salaries & Wages	Payroll Deductions	1508.00
EFT23484	15/02/2018	Australia Post	Postage - Jan 18	754.65
EFT23485	15/02/2018	Avon Skip Bins	Skip Bin Hire & Empty - Memorial Hall & Depot - Jan 18	200.00
EFT23486	15/02/2018	Debra Andrijich	Reimb of Aust Day Items	129.50
EFT23487	15/02/2018	Autopro Northam	Plant & Vehicle Repair Parts	364.29
EFT23488	15/02/2018	Advanced National Services	Contract Cleaning - Jan 18	12988.86
EFT23489	15/02/2018	Avon Waste	Waste Collection	13559.64
EFT23490	15/02/2018	Advanced Autologic	Cleaning Products for Depot	352.00
EFT23491	15/02/2018	Australian Wildflower Seeds P/L	V/C Stock	357.60
EFT23492	15/02/2018	Andrew Carr Welding & Carpentry	Reserve Management Cleanup - Heritage Trail, Majestic Heights, Pelham Lookout & Millards Pool	330.00
EFT23493	15/02/2018	Ampac Debt Recovery	Rates Debt Recovery Costs - Jan 18	385.00
EFT23494	15/02/2018	Broderick Waste Solutions Pty Ltd	WTS Management F/E 13/2/18 & E Waste Transfer	4840.00
EFT23495	15/02/2018	Boekeman Machinery (WA) Pty Ltd	Filters - P311	127.06
EFT23496	15/02/2018	John Butler	V/C Consignment Stock	38.65
EFT23497	15/02/2018	Bev Royal	V/C Consignment Stock	40.60
EFT23498	15/02/2018	Tutt Bryant	Cutting Edge & Bolts - P426	638.00
EFT23499	15/02/2018	Courier Australia	Freight	119.69
EFT23500	15/02/2018	Winc Australia P/L	Stationery	45.86
EFT23501	15/02/2018	Alison Cromb	V/C Consignment Stock	44.54

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount
EFT23502	15/02/2018	Christmas 360	Supply & Install V/C, Admin, Library & Town Christmas Trees & Stirling Tce Decorations	8800.00
EFT23503	15/02/2018	Colour Splash Media	Photography Services - Aust Day	240.00
EFT23504	15/02/2018	Dunnings Investments Pty Ltd	Bottled Water - Library & Ice for Australia Day	81.20
EFT23505	15/02/2018	Landgate	GRV Valuations & Title Searches	116.10
EFT23506	15/02/2018	Daves Property Improvements	Vandalism Repairs to Footbridge	71.50
EFT23507	15/02/2018	Douglas Partners Pty Ltd	Geotechical Works - Rec Precinct - 1st Payment	6083.00
EFT23508	15/02/2018	Shaun Davies	Partial Refund of Dog Registration Fees Due to Sterilisation	150.00
EFT23509	15/02/2018	De Vita Legal Pty Ltd	Legal Costs - Dog Attack	3150.40
EFT23510	15/02/2018	Freemasons Hotel	Refreshements - Fire Incident 381366	285.00
EFT23511	15/02/2018	Frontline Fire & Rescue Equipment	BFB PPE & Hose Adaptor	3339.93
EFT23512	15/02/2018	Flat Out Freight	Freight - Aust Day Medals	24.85
EFT23513	15/02/2018	Forch Australia	Cable	42.97
EFT23514	15/02/2018	Fuji Xerox Australia Pty Ltd	Admin & Building Photcopier Readings - Jan 18	618.77
EFT23515	15/02/2018	Grundman & Associates	Valuation - Syreds Cottage	660.00
EFT23516	15/02/2018	Great Southern Fuel Supplies	Diesel & ULP	20455.83
EFT23517	15/02/2018	Grove Wesley Design Art	Library Signage	418.00
EFT23518	15/02/2018	Hills Fire Equipment Service	Servicing of Shire Fire Equipment	3036.00
EFT23519	15/02/2018	JR & A Hersey	PPE, Tool Replacement & Safety Equipment	1159.63
EFT23520	15/02/2018	Toodyay Hardware & Farm	Misc Hardware Supplies	916.27
EFT23521	15/02/2018	Diane Hamlyn	Rates Refund A2955	118.75
EFT23522	15/02/2018	Hills Concrete Products	2 X 47000 Ltr Water Tanks - Bejoording & Morangup	23540.00
EFT23523	15/02/2018	Hitachi Construction Machinery	Filters - P409	517.29
EFT23524	15/02/2018	Hempfield Small Engines Services	Honda 3' 6.5Hp Transfer Pump	850.00
EFT23525	15/02/2018	HW & Associates	Surveyor Consultancy - Re-Roof Old Gaol	1100.00
EFT23526	15/02/2018	Glenwarra Development Services	Planning Contractor Services - Jan 18	4262.50
EFT23527	15/02/2018	Chantelle Jones	V/C Consignment Stock	41.15
EFT23528	15/02/2018	Jonesy's Backhoe Hire	Sand - Duidgee Park, Showground, Depot & Anzac Park Memorial	2640.00
EFT23529	15/02/2018	Koori Kids Pty Ltd	Naidoc Week School Initiatives	450.00
EFT23530	15/02/2018	Air Liquide WA Pty Ltd	Monthly Gas Cylinder Rental	100.67
EFT23531	15/02/2018	Sandys Outback Pottery	V/C Consignment Stock	40.00
EFT23532	15/02/2018	Lloyds Earthmoving	Soil Conditioner - Charcoal Lane, Duidgee Park & Anzac Memorial	810.00
EFT23533	15/02/2018	Merger Contracting Pty Ltd	Asphalt - Oddfellow St & Bishop Court	37335.08
EFT23534	15/02/2018	Toodyay Miniature Railway	Entertainment - Aust Day	300.00
EFT23535	15/02/2018	Marketforce	Advertising - General Meeting of Electors & Telecommunications Facility	826.80

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount
EFT23536	15/02/2018	Major Motors P/L	Filter Kit - P458	275.22
EFT23537	15/02/2018	Main Peak Pty Ltd	SES Tube Tape & Rolls	455.10
EFT23538	15/02/2018	Moore Stephens	Audit Fees - Changing Places, Duke St Toilet & Anzac Park Redevelopment	3135.00
EFT23539	15/02/2018	Mayday Earthmoving	Water Truck Hire - Telegraph Rd	1650.00
EFT23540	15/02/2018	Mountain Park on Avon	V/C Consignment Stock	54.50
EFT23541	15/02/2018	MJB Industries Pty Ltd	Concrete Liners, Pipes, Headwalls, Base & Lids - Road Maintenance	10530.30
EFT23542	15/02/2018	Applied Industrial Technologies Pty Ltd	Stud - P421	35.17
EFT23543	15/02/2018	Northam & District Glass Service	Supply & Fit Glass - Coondle Fire Shed	150.00
EFT23544	15/02/2018	Northam Auto Electrics	Trailer Socket - P430	128.00
EFT23545	15/02/2018	Professional Lockservice	New Keys for contract cleaners	136.40
EFT23546	15/02/2018	JL Hickey & JW Plummer	Construct Stock Exclusion Fence - Pelham Reserve	1850.00
EFT23547	15/02/2018	Public Transport Authority	Transwa Ticket Sales - Jan 18	258.55
EFT23548	15/02/2018	Quilts by Robyn	V/C Consignment Stock	50.00
EFT23549	15/02/2018	Southern Cross Austereo Pty Ltd	Around the Towns Advertising - Jan 18	77.00
EFT23550	15/02/2018	E & MJ Rosher P/L	Blades & Filters - P436	389.20
EFT23551	15/02/2018	Colas WA	Emulsion	1078.00
EFT23552	15/02/2018	Maria Rebane	Reimb of Items Purchased for Aust Day	75.60
EFT23553	15/02/2018	Raeco	Spine Labels - Library	136.31
EFT23554	15/02/2018	Stewart & Heaton Clothing Co P/L	BFB PPE	302.66
EFT23555	15/02/2018	Peggy Sapwell	Rates Refund A1053	787.50
EFT23556	15/02/2018	Toodyay Herald	Advertising - Strategic Community Plan, Health Local Laws & Tempory Rd Closure	461.60
EFT23557	15/02/2018	Toodyay Chamber of Commerce & Industry Inc	Membership Fees 2018	180.00
EFT23558	15/02/2018	Toodyay IGA	Aust Day Items - Jan 18	1546.97
EFT23559	15/02/2018	Toodyay Pumps	Repairs to Bore Pump - Julimar Rd Emergency Water Tank	705.00
EFT23560	15/02/2018	Telstra Damage Cost Recovery & Management	Damage to Telstra Property - 330 Salt Valley Rd - to be reimbursed - Insurance Claim	1792.63
EFT23561	15/02/2018	Total Eden - Midland	Retic Supplies	103.95
EFT23562	15/02/2018	RSA Signs Pty Ltd	Road Safety Cones & Signage	1316.70
EFT23563	15/02/2018	Deborah Termann	V/C Consignment Stock	16.00
EFT23564	15/02/2018	Toodyay Tyre & Exhaust	Repair & Replacement Tyres, Wheel Alignments & Batteries	3107.80
EFT23565	15/02/2018	Charles Thomas Tyler	Rates Refund A2928	788.01
EFT23566	15/02/2018	Velvet Crystal	V/C Consignment Stock - Jan 18	15.00
EFT23567	15/02/2018	WA Hino Sales & Service	Height Control Value Kit - P415	390.83
EFT23568	15/02/2018	The West Australian	Advertising - Authentic Country Towns	2200.00
EFT23569	15/02/2018	Wurth Australia P/L	Pump Bottle	90.29

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount
EFT23570	15/02/2018	Wright Express Aust Pty Ltd	SES Fuel Card Admin Fee - P424, 453 & 455	16.50
EFT23571	15/02/2018	Wheatbelt Office & Business Machines	Depot, Library & V/C Photocopier Readings	1609.84
EFT23572	15/02/2018	West Coast Turf	Supply Grass - Anzac Memorial	1006.50
EFT23573	15/02/2018	Western Australia Police	Museum Volunteer Clearance	14.90
EFT23574	19/02/2018	Australian Taxation Office	BAS Return - Jan 18	16013.00
EFT23575	19/02/2018	Broderick Waste Solutions Pty Ltd	Transfer Waste - Jan 18	3627.63
EFT23576	19/02/2018	Make Tracks WA Pty Ltd	SES Recovery Equipment	2041.00
EFT23577	21/02/2018	Shire of Toodyay Salaries & Wages	Payroll Deductions	1608.00
EFT23578	22/02/2018	Easifleet	Payroll Deductions	1702.16
EFT23579	28/02/2018	H & H Architects	Aged Care Architectural Services - Goomalling, Toodyay & Victoria Plains	6664.14
EFT23580	28/02/2018	Project Directors Australia	Aged Care Project Management Services	4400.00
EFT23581	28/02/2018	Autopro Northam	Plant & Vehicle Repair Parts	199.00
EFT23582	28/02/2018	Avon Waste	Waste Collection	13502.40
EFT23583	28/02/2018	Absolute Edge Media Trust	Facebook Audit, Creation & Training	1100.00
EFT23584	28/02/2018	Andrew Carr Welding & Carpentry	Reserve Management - Washout Repairs	450.00
EFT23585	28/02/2018	Ampac Debt Recovery	Rates Debt Recovery Costs	1386.00
EFT23586	28/02/2018	Broderick Waste Solutions Pty Ltd	WTS Management F/E 27/2/18	4290.00
EFT23587	28/02/2018	Wendy Binks	V/C Stock	123.35
EFT23588	28/02/2018	Benjamin Bell	Monthly Members Attendance Allowance - Feb 18	1080.33
EFT23589	28/02/2018	Tutt Bryant	Door Parts - P426	1721.51
EFT23590	28/02/2018	Courier Australia	Freight	219.27
EFT23591	28/02/2018	Child Support Agency	Payroll Deductions	743.76
EFT23592	28/02/2018	Sally Craddock	Partial Monthly Members Attendance Allowance - Feb 18	578.70
EFT23593	28/02/2018	Therese Chitty	Monthly Members Attendance Allowance - Feb 18	1690.16
EFT23594	28/02/2018	The Cola Cafe	Refreshments - BFB Training, Council Forum & Meeting, Fire Incident, Extractive Industry Bus Trip, Main Roads CRC	1951.50
EFT23595	28/02/2018	Complete Building Supplies WA	Cleaning Products - Depot	392.70
EFT23596	28/02/2018	CB Maintenance Pty Ltd	Firebreak Infringement Works - A4503, A4502, A4517 & A4522 - to be recouped on Rates Notices	1380.00
EFT23597	28/02/2018	Countrywide Power Equipment	Husqvana Lc195P Self Propelled Mower, Locknut & Pt55 Drive	798.90
EFT23598	28/02/2018	Judy Dow	Monthly Members Attendance Allowance - Feb 18	1080.33
EFT23599	28/02/2018	Department of Biodiversity, Conservation & Attractions	Swan ESD Map Books 2017 - BFB	4305.37
EFT23600	28/02/2018	Douglas Partners Pty Ltd	Geotechnical Investigation - Rec Precinct - Final Payment	5753.00
EFT23601	28/02/2018	De Vita Legal Pty Ltd	Legal Costs - Dog Attack	2297.90
EFT23602	28/02/2018	Freemasons Hotel	Refreshments - Council Chambers	91.99
EFT23603	28/02/2018	Fremantle Press	V/C Stock	117.39

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount
EFT23604	28/02/2018	Frontline Fire & Rescue Equipment	BFB PPE	1936.53
EFT23605	28/02/2018	Forch Australia	Plant & Vehicle Repair Parts	196.80
EFT23606	28/02/2018	Front Door Building Design	Design & Drawings- Duidgee Park, Mens Shed & Morangup Community Centre	6492.00
EFT23607	28/02/2018	SF Fitzgerald Plumbing & Gas	Rpzd Backflow Prevention at Water Meter - Mens Shed	522.50
EFT23608	28/02/2018	Paula Greenway	Monthly Members Attendance Allowance - Feb 18	1080.33
EFT23609	28/02/2018	Di Granger	Monthly Members Attendance Allowance - Feb 18	1080.33
EFT23610	28/02/2018	Health Insurance Fund	Payroll Deductions	335.50
EFT23611	28/02/2018	Vodafone Hutchinson Australia P/L	Pager Charges - Feb 18	396.00
EFT23612	28/02/2018	Hesperian Press P/L	V/C Stock	434.80
EFT23613	28/02/2018	G Horsfield	Window Cleaning	450.00
EFT23614	28/02/2018	Jaybro	Hose & Fittings - P116	426.80
EFT23615	28/02/2018	Lizard Landscape	Construct Spillway & Footpaths - Drummond St East	17347.00
EFT23616	28/02/2018	Lone Wolf Trading Company	V/C Stock	39.50
EFT23617	28/02/2018	Mitre 10 Northam	Wheelbarrow	160.55
EFT23618	28/02/2018	Myob Australia	MYOB Membership 18/3/18 - 18/3/19	846.00
EFT23619	28/02/2018	Applied Industrial Technologies Pty Ltd	Plant & Vehicle Repair Parts	118.89
EFT23620	28/02/2018	The Workwear Group	Admin Staff Uniforms	314.25
EFT23621	28/02/2018	Pacific Safety Wear	Depot Staff - PPE	199.71
EFT23622	28/02/2018	Primaries	Chemical Pump	441.84
EFT23623	28/02/2018	JL Hickey & JW Plummer	Removal of Old Fence - Dudley Chitty Reserve	500.00
EFT23624	28/02/2018	Perenjori Community Resource Centre	V/C Stock	121.60
EFT23625	28/02/2018	PND Automotvie Electrical Service	Repair Air Con - P426	407.33
EFT23626	28/02/2018	Misty Rogers	V/C Consignment Stock	52.34
EFT23627	28/02/2018	Brian Rayner	Monthly Members Attendance Allowance - Feb 18	4112.17
EFT23628	28/02/2018	Stewart & Heaton Clothing Co P/L	BFB PPE	627.58
EFT23629	28/02/2018	Sagacious	V/C Stock	85.00
EFT23630	28/02/2018	Toodyay Express	Freight	110.00
EFT23631	28/02/2018	T-Quip	Tines - P359	841.90
EFT23632	28/02/2018	Toodyay Newsagency	Newspapers - Feb 18	97.60
EFT23633	28/02/2018	Eric Twine	Monthly Members Attendance Allowance - Feb 18	1080.33
EFT23634	28/02/2018	RSA Signs Pty Ltd	Info Board Numbers	8.91
EFT23635	28/02/2018	Vernice P/L	Loader Hire - Fire Incident 382677	1309.00
EFT23636	28/02/2018	Vanessa Australia	V/C Floor Stock	264.00
EFT23637	28/02/2018	Wurth Australia P/L	Discs, Curtain Track Lube, Drill, Safety Glasses & Injector Cleans	479.58

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount
EFT23638	28/02/2018	Wilmot Harvey Pty Ltd	V/C Stock	43.45
EFT23639	28/02/2018	Rob Welburn	Monthly Members Attendance Allowance - Feb 18	1080.33
EFT23640	28/02/2018	Westate Hose Supplies	Tube - P439	184.27
EFT23641	28/02/2018	Wheatbelt Safetywear	PPE - Depot	180.00
EFT23642	28/02/2018	Wren Oil	Exchange Filter Drums	258.50
DD22793.1	06/02/2018	WA Super	Payroll Deductions	14308.48
DD22793.2	06/02/2018	Ioof Pursuit Select Personal Superannuation	Superannuation Contributions	239.40
DD22793.3	06/02/2018	MLC Superfund	Superannuation Contributions	198.42
DD22793.4	06/02/2018	Hesta	Superannuation Contributions	234.64
DD22793.5	06/02/2018	Local Government Superannuation Scheme - Pool A	Superannuation Contributions	397.10
DD22793.6	06/02/2018	Australian Super	Superannuation Contributions	2396.24
DD22793.7	06/02/2018	Hostplus Super	Superannuation Contributions	728.60
DD22793.8	06/02/2018	BT Lifetime Super	Superannuation Contributions	94.34
DD22793.9	06/02/2018	Bendigo Superannuation Plan	Superannuation Contributions	94.98
DD22812.1	20/02/2018	WA Super	Payroll Deductions	13465.89
DD22812.2	20/02/2018	Ioof Pursuit Select Personal Superannuation	Superannuation Contributions	218.88
DD22812.3	20/02/2018	MLC Superfund	Superannuation Contributions	198.42
DD22812.4	20/02/2018	Hesta	Superannuation Contributions	234.64
DD22812.5	20/02/2018	Local Government Superannuation Scheme - Pool A	Superannuation Contributions	397.10
DD22812.6	20/02/2018	Australian Super	Superannuation Contributions	2792.67
DD22812.7	20/02/2018	Hostplus Super	Superannuation Contributions	944.74
DD22812.8	20/02/2018	BT Lifetime Super	Superannuation Contributions	57.37
DD22812.9	20/02/2018	Bendigo Superannuation Plan	Superannuation Contributions	101.99
DD22816.1	06/02/2018	WA Super	Superannuation Contributions	63.37
DD22793.10	06/02/2018	Colonial First Choice Employer Super	Superannuation Contributions	233.47
DD22793.11	06/02/2018	BT Business Super	Superannuation Contributions	177.53
DD22793.12	06/02/2018	National Mutual Retirement Fund	Superannuation Contributions	335.48
DD22793.13	06/02/2018	AMP Financial	Superannuation Contributions	279.77
DD22812.10	20/02/2018	Colonial First Choice Employer Super	Superannuation Contributions	233.47
DD22812.11	20/02/2018	BT Business Super	Superannuation Contributions	190.58
DD22812.12	20/02/2018	National Mutual Retirement Fund	Superannuation Contributions	335.48
DD22812.13	20/02/2018	AMP Financial	Superannuation Contributions	279.77
			Total Payments	619276.74

IPV/BPV 213,404.34

Shire of Toodyay

List of Payments Presented to Council for Period 1 February 2018 to 28 February 2018

Pay/Type	Date	Name	Description	Amount
Trust	7,484.13			
EFT	322,295.37			
DD Super	39,232.82			
DD Loans				
Muni Chqs	36,860.08			
TOTAL	**619,276.74**			

SHIRE OF TOODYAY

MONTHLY FINANCIAL REPORT

For the Period Ended 28 February 2018

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

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Statement of Detailed Activity

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2018

	Note	2017/2018 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		$	$	$	$	%	
Operating Revenues							
Governance		49,500	43,828	53,649	9,821	22.41%	▲
General Purpose Funding - Rates	9	6,243,886	6,244,986	6,113,920	(131,066)	(2.10%)	
General Purpose Funding - Other		1,005,302	741,663	693,588	(48,075)	(6.48%)	
Law, Order and Public Safety		344,520	229,664	501,574	271,910	118.39%	▲
Health		71,500	61,320	54,025	(7,295)	(11.90%)	▼
Education and Welfare		15,240	10,160	0	(10,160)	0.00%	
Housing		0	0	3,045	3,045		
Community Amenities		717,650	696,372	693,189	(3,183)	(0.46%)	
Recreation and Culture		140,500	122,304	102,737	(19,567)	(16.00%)	▼
Transport		125,128	124,628	170,480	45,852	36.79%	▲
Economic Services		289,119	197,252	135,104	(62,148)	(31.51%)	▼
Other Property and Services		3,017,639	128,032	1,022,340	894,308	698.50%	▲
Total Operating Revenue		**12,019,984**	**8,600,209**	**9,543,650**	**943,441**		
Operating Expense							
Governance		(829,494)	(608,622)	(553,640)	54,982	9.03%	
General Purpose Funding		(422,135)	(308,998)	(279,091)	29,907	9.68%	
Law, Order and Public Safety		(993,697)	(707,592)	(641,105)	66,487	9.40%	
Health		(296,840)	(212,279)	(206,143)	6,136	2.89%	
Education and Welfare		(56,969)	(38,231)	(42,396)	(4,165)	(10.89%)	
Housing		(136,489)	(90,936)	(21,939)	68,997	75.87%	▲
Community Amenities		(1,216,947)	(836,319)	(804,246)	32,073	3.83%	
Recreation and Culture		(1,851,901)	(1,265,245)	(967,473)	297,772	23.53%	▲
Transport		(5,259,485)	(3,519,230)	(2,699,689)	819,541	23.29%	▲
Economic Services		(1,273,869)	(857,448)	(712,883)	144,565	16.86%	▲
Other Property and Services		(4,127,383)	(3,159,803)	(1,505,329)	1,654,474	52.36%	▲
Total Operating Expenditure		**(16,465,209)**	**(11,604,703)**	**(8,433,935)**	**3,170,768**		
Funding Balance Adjustments							
Add back Depreciation		5,077,500	3,384,952	2,456,616	(928,336)	(27.43%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	43,787	(55,145)	4,823	59,968	(108.75%)	
Adjust Provisions and Accruals		0	0	3,321	3,321		
Net Cash from Operations		**676,062**	**325,313**	**3,574,475**	**3,249,162**		
Capital Revenues							
Grants, Subsidies and Contributions	11	1,992,177	1,513,231	630,939	(882,292)	(58.31%)	▼
Proceeds from Disposal of Assets	8	831,100	569,992	31,818	(538,174)	(94.42%)	▼
Total Capital Revenues		**2,823,277**	**2,083,223**	**662,757**	**(1,420,466)**		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(385,400)	(278,178)	(33,293)	244,885	88.03%	▲
Infrastructure - Roads	13	(1,789,350)	(1,264,224)	(880,310)	383,914	30.37%	▲
Infrastructure - Parks & Recreation	13	(1,499,166)	(1,118,665)	(138,465)	980,200	87.62%	▲
Infrastructure - Footpaths	13	(105,270)	(70,176)	(93,919)	(23,743)	(33.83%)	▼

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 28 February 2018

	Note	2017/2018 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Infrastructure - Bridges	13	0	0	0	0		
Infrastructure - Other	13	(261,351)	(148,254)	(96,082)	52,172	35.19%	▲
Heritage Assets	13				0		
Plant and Equipment	13	(356,000)	(237,328)	(370,350)	(133,022)	(56.05%)	▼
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		**(4,396,537)**	**(3,116,825)**	**(1,612,419)**	**1,504,406**		
Net Cash from Capital Activities		**(1,573,260)**	**(1,033,602)**	**(949,661)**	**83,941**		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	209,488	131,746	144,812	13,066	(9.92%)	
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(228,744)	(157,371)	(120,369)	37,002	23.51%	▲
Transfer to Reserves	7	(979,250)	(117,948)	(107,762)	10,186	8.64%	
Net Cash from Financing Activities		**(998,506)**	**(143,573)**	**(83,319)**	**60,254**		
Net Operations, Capital and Financing		**(1,895,704)**	**(851,862)**	**2,541,495**	**3,393,357**		
Opening Funding Surplus/(Deficit)	3	**2,062,788**	**2,062,788**	**2,062,829**		0.00%	
Closing Funding Surplus/(Deficit)	3	**167,084**	**1,210,926**	**4,604,324**	**3,393,357**	280.23%	

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 2018

	Note	2017/2018 Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Operating Revenues		$	$	$	$	%	
Rates	9	6,244,986	6,244,986	6,113,920	(131,066)	(2.10%)	
Operating Grants, Subsidies and Contributions	11	4,220,129	1,036,547	2,221,195	1,184,648 0	114.29%	
Fees and Charges		1,229,910	1,087,044	1,065,671	(21,373)	(1.97%)	
Service Charges			0	0	0		
Interest Earnings		215,000	151,664	123,604	(28,060)	(18.50%)	▼
Other Revenue		20,000	20,000	19,260	(740)	(3.70%)	
Profit on Disposal of Assets	8	89,959	59,968	0	(59,968)		
Total Operating Revenue		12,019,984	8,600,209	9,543,650	943,441		
Operating Expense							
Employee Costs		(4,296,691)	(2,925,974)	(2,724,051)	201,923	6.90%	
Materials and Contracts		(6,211,847)	(4,623,956)	(2,722,292)	1,901,664	41.13%	▲
Utility Charges		(223,328)	(149,441)	(129,496)	19,945	13.35%	▲
Depreciation on Non-Current Assets		(5,077,500)	(3,384,952)	(2,456,616)	928,336	27.43%	▲
Interest Expenses		(125,584)	(73,664)	(66,292)	7,372	10.01%	▲
Insurance Expenses		(280,013)	(260,072)	(254,298)	5,774	2.22%	
Other Expenditure		(116,500)	(97,484)	(76,069)	21,416	21.97%	▲
Loss on Disposal of Assets	8	(133,746)	(89,160)	(4,823)	84,337		
Total Operating Expenditure		(16,465,209)	(11,604,703)	(8,433,935)	3,170,768		
		(4,445,225)	(3,004,494)	1,109,715			
Funding Balance Adjustments							
Add back Depreciation		5,077,500	3,384,952	2,456,616	(928,336)	(27.43%)	▼
Adjust (Profit)/Loss on Asset Disposal		43,787	(55,145)	4,823	59,968	(108.75%)	
Adjust Provisions and Accruals		0	0	3,321	3,321		
Net Cash from Operations		676,062	325,313	3,574,475	3,249,162		
Capital Revenues							
Grants, Subsidies and Contributions	11	1,992,177	1,513,231	630,939	(882,292)	(58.31%)	▼
Proceeds from Disposal of Assets		831,100	569,992	31,818	(538,174)	(94.42%)	▼
Total Capital Revenues		2,823,277	2,083,223	662,757	(1,420,466)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(385,400)	(278,178)	(33,293)	244,885	88.03%	▲
Infrastructure - Roads	13	(1,789,350)	(1,264,224)	(880,310)	383,914	30.37%	▲
Infrastructure - Parks & Recreation	13	(1,499,166)	(1,118,665)	(138,465)	980,200	87.62%	▲
Infrastructure - Footpaths	13	(105,270)	(70,176)	(93,919)	(23,743)	(33.83%)	▼
Infrastructure - Other	13	(261,351)	(148,254)	(96,082)	52,172	35.19%	▲
Plant and Equipment	13	(356,000)	(237,328)	(370,350)	(133,022)	(56.05%)	▼
Furniture and Equipment	13	0	0	0	0		
Total Capital Expenditure		(4,396,537)	(3,116,825)	(1,612,419)	1,504,406		
Net Cash from Capital Activities		(1,573,260)	(1,033,602)	(949,661)	83,941		
Financing							
Proceeds from New Debentures		0	0	0	0		
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		0	0	0	0		
Transfer from Reserves	7	209,488	131,746	144,812	13,066	9.92%	
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(228,744)	(157,371)	(120,369)	37,002	23.51%	▲
Transfer to Reserves	7	(979,250)	(117,948)	(107,762)	10,186	8.64%	
Net Cash from Financing Activities		(998,506)	(143,573)	(83,319)	60,254		
Net Operations, Capital and Financing		(1,895,704)	(851,862)	2,541,495	3,393,357		
Opening Funding Surplus(Deficit)	3	2,062,788	2,062,788	2,062,829		0.00%	
							▲
Closing Funding Surplus(Deficit)	3	167,084	1,210,926	4,604,324	3,393,357		

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 2018

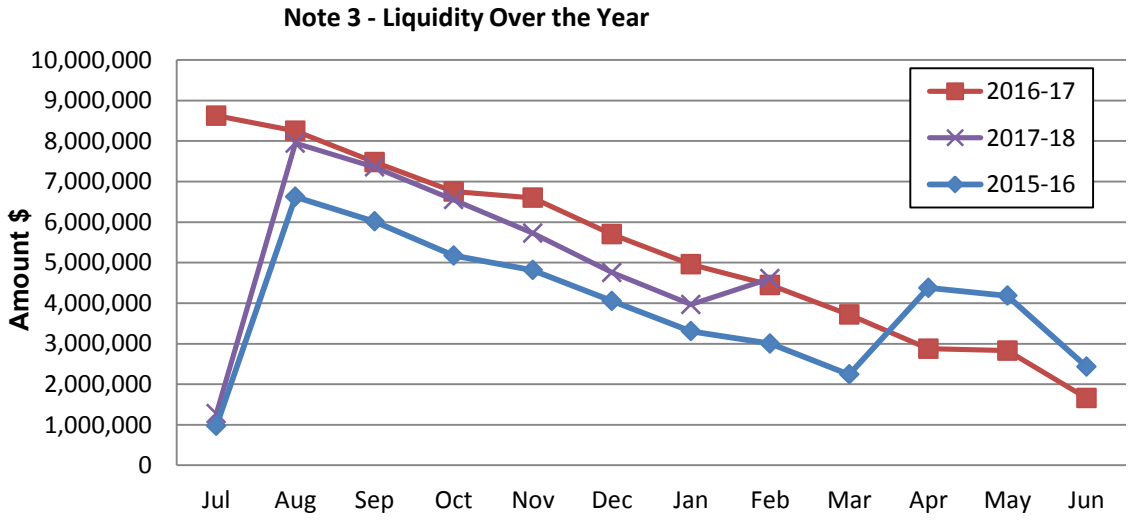
Note 2: EXPLANATION OF MATERIAL VARIANCES

Reporting Program	Var. $	Var. %	Var.	Timing/ Permanent	Explanation of Variance
	$	%			
Operating Revenues					
Governance	9,821	22.41%	▲	Timing	Administration Income higher than budgeted. Governance income higher than budgeted due to reimbursement of training sessions from other LG
General Purpose Funding - Rates	(131,066)	(2.10%)			
General Purpose Funding - Other	(48,075)	(6.48%)			
Law, Order and Public Safety	271,910	118.39%	▲	Timing	Receipt of Fire Vehicles (Cost and Revenue - offset between 051331 and 051250)
Health	(7,295)	(11.90%)	▼	Timing	Fines, Penalties and Licence Fees less than budgeted to date.
Education & Welfare	(10,160)	0.00%			
Housing	3,045	0.00%			
Community Amenities	(3,183)	(0.46%)			
Recreation and Culture	(19,567)	(16.00%)	▼	Timing	Grant income still pending
Transport	45,852	36.79%	▲	Timing	Road Maintenance Contributions received - higher than budgeted
Economic Services	(62,148)	(31.51%)	▼	Timing	Profit on sale of Assets still pending
Other Property and Services	894,308	698.50%	▲	Timing	Avon Aged Care Income yet to be received
Operating Expense					
Governance	54,982	9.03%			
General Purpose Funding	29,907	9.68%			
Law, Order and Public Safety	66,487	9.40%			
Health	6,136	2.89%			
Education & Welfare	(4,165)	(10.89%)			
Housing	68,997	75.87%	▲	Timing	Depreciation of Housing assets less than budgeted due to revaluation
Community Amenities	32,073	3.83%			
Recreation and Culture	297,772	23.53%	▲	Timing	Depreciation of Assets less than budgeted due to revaluation
Transport	819,541	23.29%	▲	Timing	Depreciation of Assets less than budgeted due to revaluation
Economic Services	144,565	16.86%	▲	Timing	Loss on Sale of Assets ($45K), Standpipe Expense ($20K), Sale Costs ($18K) and Depreciation due to Revaluation ($29K) less than budgeted to date
Other Property and Services	1,654,474	52.36%	▲	Timing	Works still pending on Avon Aged Care project
Capital Revenues					
Grants, Subsidies and Contributions	(882,292)	(58.31%)	▼	Timing	Grant Income yet to be received
Proceeds from Disposal of Assets	(538,174)	(94.42%)	▼	Timing	Assets not yet sold/traded
Capital Expenses					
Land and Buildings	244,885	88.03%	▲	Timing	Works yet to commence/still pending
Infrastructure - Roads	383,914	30.37%	▲	Timing	Works yet to commence/still pending
Infrastructure - Parks & Recreation	980,200	87.62%	▲	Timing	Works yet to commence/still pending
Infrastructure - Footpaths	(23,743)	(33.83%)	▼	Timing	Works yet to commence/still pending
Infrastructure - Other	52,172	35.19%	▲	Timing	Works yet to commence/still pending
Plant and Equipment	(133,022)	(56.05%)	▼	Timing	Works yet to commence/still pending
Furniture and Equipment	0				
Financing					
Loan Principal	37,002	23.51%	▲	Timing	Loan Payments still pending

Shire of Toodyay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 3: NET CURRENT FUNDING POSITION

	Note	YTD 28 Feb 2018	30th June 2018	YTD 28 Feb 2017
		Positive=Surplus (Negative=Deficit)		
		$	$	$
Current Assets				
Cash Unrestricted	4	3,630,775	2,030,171	3,539,191
Cash Restricted	4	3,115,248	3,152,298	3,233,903
Receivables - Rates	6	1,430,346	673,286	1,426,341
Receivables -Other	6	30,451	55,547	58,803
Interest / ATO Receivable/Trust				
Inventories		43,014	48,220	27,808
		8,249,833	**5,959,522**	**8,286,045**
Less: Current Liabilities				
Payables		(214,652)	(549,136)	(241,076)
Provisions		(646,543)	(643,240)	(677,168)
		(861,195)	**(1,192,376)**	**(918,244)**
Less: Cash Reserves	7	(3,115,248)	(3,152,298)	(3,233,903)
Adjustment for Current Borrowings		108,376	228,744	129,580
Adjustment for Cash Backed Liabilities		222,559	219,237	217,218
Net Current Funding Position		**4,604,324**	**2,062,829**	**4,480,696**



Comments - Net Current Funding Position

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted $	Restricted $	Trust $	Investments $	Total Amount $	Institution	Maturity Date
(a) **Cash Deposits**								
Municipal		1,933,605				1,933,605	Bendigo Bank	At Call
Trust				167,787		167,787	Bendigo Bank	At Call
(b) **Term Deposits**								
Municipal NCD: 2527138	1.77%	604,226				604,226	Bendigo Bank	13.03.18
Municipal NCD: 2413972	2.22%	500,000				500,000	Bendigo Bank	13.03.18
Municipal NCD: 2413973	2.31%	600,000				600,000	Bendigo Bank	09.04.18
Reserve NCD: 2295409	2.25%		3,115,248			3,115,248	Bendigo Bank	12.06.18
Municipal NCD: 2493615	2.00%			515,093		515,093	Bendigo Bank	06.03.18
Municipal NCD: 2288593	2.00%			515,093		515,093	Bendigo Bank	06.03.18
Trust - T83	2.20%			133,254		133,254	Bendigo Bank	19.06.18
Trust - T84	2.20%			207,876		207,876	Bendigo Bank	19.06.18
Trust - T794	2.20%			104,033		104,033	Bendigo Bank	27.08.18
Trust - T100	2.28%			133,139		133,139	Bendigo Bank	27.03.18
Trust - T4	2.20%			117,591		117,591	Bendigo Bank	26.03.18
Trust - T114	2.20%			195,919		195,919	Bendigo Bank	26.03.18
Trust - T214	2.20%			46,508		46,508	Bendigo Bank	26.03.18
Trust -T458	2.20%			424,770		424,770	Bendigo Bank	26.03.18
Trust - T793	2.20%			22,526		22,526	Bendigo Bank	26.03.18
Trust - T797	2.20%			30,914		30,914	Bendigo Bank	26.03.18
Trust - T807	2.15%			117,807		117,807	Bendigo Bank	19.06.18
Trust - T805	2.25%			23,022		23,022	Bendigo Bank	14.05.18
Total		**3,637,831**	**3,115,248**	**2,755,331**		**9,508,411**		

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 unpresented 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 2018

Note 5: BUDGET AMENDMENTS

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

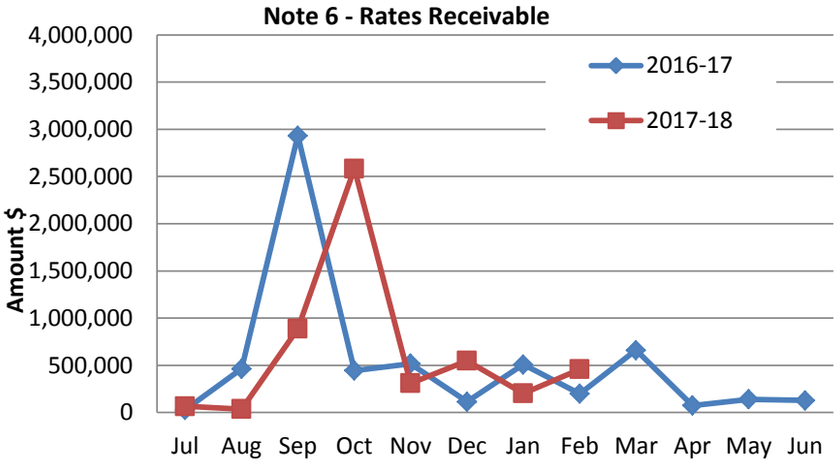
GL Account Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				$	$	$	$
	Budget Adoption		Opening Surplus(Deficit)				**118,019**
	Surplus brought forward						**118,019**
032330	General Purpose Grant	212/11/17	Operating Revenue			(52,557)	**65,462**
032331	Road Improvement Grant	212/11/17	Operating Revenue			(45,565)	**19,897**
051200	Strategic Access & Egress	212/11/17	Operating Expenses		25,000		**44,897**
051254	LOPS - Other Infrastructure	212/11/17	Capital Expenses		26,800		**71,697**
081100	Aged & Disabled - Other	212/11/17	Operating Expenses		10,000		**81,697**
082200	Grant, Subsidies & Contributions	212/11/17	Operating Revenue			(5,000)	**76,697**
121213	Road Construction - Own Resources	212/11/17	Capital Expenses		61,172		**137,869**
121348	Transfer from Road Contribution Reserve	212/11/17	Capital Revenue		36,070		**173,939**
132216	Accomodation Expense	212/11/17	Operating Expenses		33,395		**207,334**
132217	Accomodation Commission Expense	212/11/17	Operating Expenses		1,490		**208,824**
132335	Accomodation Income	212/11/17	Operating Revenue			(38,345)	**170,479**
132336	Accomodation Commission	212/11/17	Operating Revenue			(3,395)	**167,084**
				0	**193,927**	**(144,862)**	**167,084**

Classifications Pick List
Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

Note 6: RECEIVABLES

Receivables - Rates Receivable

	YTD 28 Feb 2018	30 June 2017
	$	$
Opening Arrears Previous Years	567,647	747,266
Levied this year	6,236,513	6,025,920
Less Collections to date	(5,087,970)	(6,205,539)
Equals Current Outstanding	**1,716,190**	**567,647**
Net Rates Collectable	**1,716,190**	**567,647**
% Collected	74.78%	91.62%



Comments/Notes - Receivables Rates

Comments/Notes - Receivables Rates and Rubbish

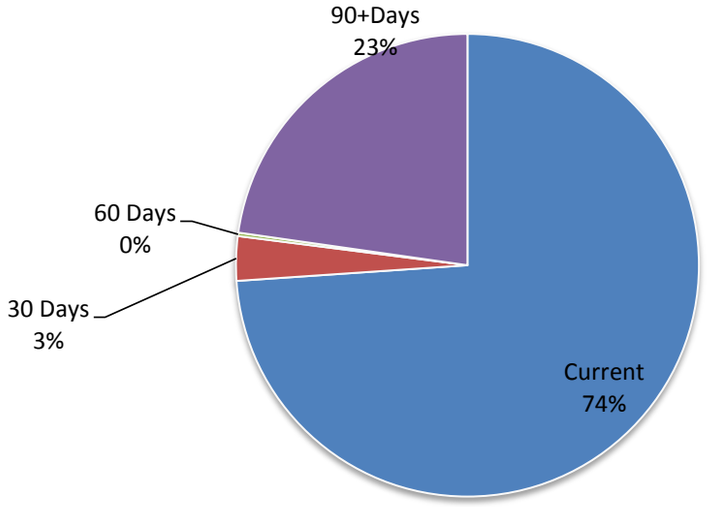
Current	
Legal Action	30,880
Pensioners	190,962
Rates to be Waived	1,323
Payment Arrangement	315,247
Employee Direct Debit	2,380
Instalment Option	812,436
No Action Required	1,720
Properties in Recivership	64,340
Intent to Summons	74,671
Sale of Land LG Act S6.64	70,337
Interim Notices Issued	4,430
Overdue	0
Properties in Credit	(44,968)
Total Current	**1,523,758**
Non- Current	
Deferred Pensioners	192,432
(not collectable till Pensioner property is sold)	
Total	**1,716,190**

Receivables - General	Current	30 Days	60 Days	90+Days
	$	$	$	$
Receivables - General	25,389	1,064	82	7,812

Total Receivables General Outstanding **34,347**

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

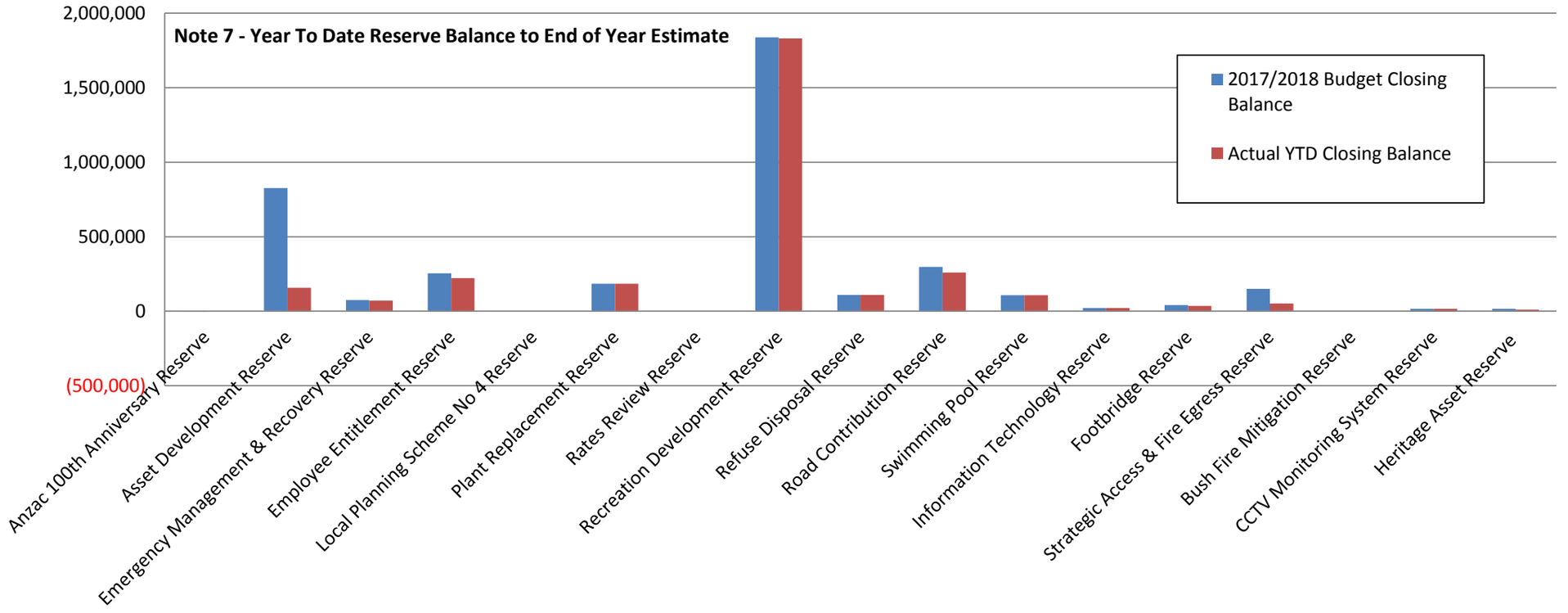
This note reflects Sundry Debors only. It does not include other debtors such as GST due from the ATO & Pensioner Rebates due from the State.

Final Letters	0
Seven Day Letters	0
Debt Collection	0
No Action Required	34,347
Payment Arrangement	0
Payroll Deductions	0
To be Written Off	0
Total Outstanding	**34,347**

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 7: Cash Backed Reserve

2017-18 Name	Opening Balance	2017/2018 Budget Interest Earned	Actual Interest Earned	2017/2018 Budget Transfers In (+)	Actual Transfers In (+)	2017/2018 Budget Transfers Out (-)	Actual Transfers Out (-)	2017/2018 Budget Closing Balance	Actual YTD Closing Balance
	$	$	$	$	$	$	$	$	$
Anzac 100th Anniversary Reserve	87,418	1,000	1,325	0		(88,418)	(88,742)	(0)	0
Asset Development Reserve	175,752	5,000	2,663	665,000		(20,000)	(20,000)	825,752	158,415
Emergency Management & Recovery Reserve	70,521	5,000	1,069	0				75,521	71,589
Employee Entitlement Reserve	219,237	5,000	3,322	80,000		(50,000)		254,237	222,559
Local Planning Scheme No 4 Reserve	0			0				0	0
Plant Replacement Reserve	181,355	4,000	2,748	0		0		185,355	184,102
Rates Review Reserve	0	0		0		0		0	0
Recreation Development Reserve	1,803,099	35,000	27,320	0		0		1,838,099	1,830,419
Refuse Disposal Reserve	107,984	2,000	1,636	0				109,984	109,620
Road Contribution Reserve	262,413	4,500	3,976	30,000	30,000		(36,070)	296,913	260,319
Swimming Pool Reserve	105,486	2,000	1,598	0				107,486	107,084
Information Technology Reserve	21,131	500	320	0				21,631	21,451
Footbridge Reserve	26,176	5,000	397	10,000	10,000			41,176	36,573
Strategic Access & Fire Egress Reserve	50,465	5,000	765	95,000				150,465	51,230
Bush Fire Mitigation Reserve	0	0		0				0	0
CCTV Monitoring System Reserve	15,812	250	240	0				16,062	16,052
Heritage Asset Reserve	10,450	5,000	158	0		0		15,450	10,608
Morangup Community Centre Reserve	15,000	0	227	0		(15,000)		0	15,227
Community Bus Reserve	0	0		20,000	20,000	0		20,000	20,000
	3,152,298	**79,250**	**47,762**	**900,000**	**60,000**	**(173,418)**	**(144,812)**	**3,958,130**	**3,115,248**


Note 7 - Year To Date Reserve Balance to End of Year Estimate
2,000,000
1,500,000
1,000,000
500,000
0
(500,000)
2017/2018 Budget Closing Balance
Actual YTD Closing Balance
Anzac 100th Anniversary Reserve
Asset Development Reserve
Emergency Management & Recovery Reserve
Employee Entitlement Reserve
Local Planning Scheme No 4 Reserve
Plant Replacement Reserve
Rates Review Reserve
Recreation Development Reserve
Refuse Disposal Reserve
Road Contribution Reserve
Swimming Pool Reserve
Information Technology Reserve
Footbridge Reserve
Strategic Access & Fire Egress Reserve
Bush Fire Mitigation Reserve
CCTV Monitoring System Reserve
Heritage Asset Reserve

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 8 CAPITAL DISPOSALS

Actual YTD Profit/(Loss) of Asset Disposal				Disposals		Amended Current Budget YTD 28 02 2018			Comments
Cost	Accum Depr	Proceeds	Profit (Loss)			2017/2018 Annual Budget Profit/(Loss)	Actual Profit/(Loss)	Variance	
$	$	$	$			$	$	$	
					Plant and Equipment				
				PL038	John Deere 670D Grader	(40,632)	0	40,632	
				TR010	Mitsubishi Canter	(10,996)	0	10,996	
				PL037	Bobcat Trailer	(810)	0	810	
				MV140	Mitsubishi Triton Utility	(5,832)	0	5,832	
26,627	(9,470)	15,909	(1,248)	MV147	Mitsubishi Triton Utility	(432)	(1,248)	(816)	
				MV141	Mitsubishi Triton Utility	(5,832)	0	5,832	
27,913	(8,429)	15,909	(3,575)	MV144	Suburu Forester XT	(749)	(3,575)	(2,826)	
				MV139	Mitsubishi Triton	(1,330)	0	1,330	
5,000		5,000	0	BF043	Salloy Flat Top Trailer	0	0	0	
11,000		11,000	0	BF044	John Deere 825i Gator SVUTI	0	0	0	
40,000		40,000	0	BF045	Ford Ranger Tray Top	0	0	0	
231,891		231,891	0	BF046	ISUZU NPS300 Fire Truck - Julimar	0	0	0	
					Land and Buildings				
				812	Telegraph Road Land	(30,000)	0	30,000	
				BLG030	Telegraph Road - House & Land	69,959	0	(69,959)	
				709	Syreds Cottage - Cottage & Land	(37,133)	0	37,133	
				808	Duke Street - Land	20,000	0	(20,000)	
				L002	Toodyay Street - Land	0	0	0	
342,431	**(17,899)**	**319,709**	**(4,823)**			**(43,787)**	**(4,823)**	**38,964**	

Comments - Capital Disposal/Replacements

Note 9: RATING INFORMATION

RATE TYPE	Rate in $	Number of Properties	Rateable Value $	Rate Revenue $	Interim Rates $	Back Rates $	Total Revenue $	2017/2018 Budget Rate Revenue $	2017/2018 Budget Interim Rate $	2017/2018 Budget Back Rate $	2017/2018 Budget Total Revenue $
Differential General Rate											
GRV Residential	12.0700	510	7,334,164	885,238	(214)		885,024	884,810			884,810
GRV - Commercial	15.2700	31	1,211,846	185,049	(2,894)		182,155	179,260			179,260
GRV - Industrial	12.0700	19	403,036	48,646	0		48,646	48,646			48,646
GRV - Rural	11.1500	98	1,433,640	159,851	105		159,956	160,060			160,060
GR V - Rural Residential	11.1500	881	12,421,500	1,384,997	(2,448)		1,382,549	1,380,102			1,380,102
UV - General	11.0000	452	99,204,000	1,058,507	(1,579)	(853)	1,056,075	1,053,643			1,053,643
UV Rural	0.8871	180	149,741,000	1,328,353	(594)		1,327,758	1,327,164			1,327,164
Sub-Totals		2,171	271,749,186	5,050,641	(7,625)	(853)	5,042,163	5,033,685	0	0	5,033,685
	Minimum										
Minimum Payment	**$**										
GRV Residential	1,290.00	221	1,307,820	285,090	0	0	285,090	285,090	0	0	285,090
GRV - Commercial	1,290.00	4	22,655	5,160	0	0	5,160	5,160	0	0	5,160
GRV - Industrial	1,290.00	11	55,350	14,190	0	0	14,190	14,190	0	0	14,190
GRV - Rural	1,290.00	45	411,058	58,050	0	0	58,050	58,050	0	0	58,050
GRV - Rural Residential	1,290.00	529	3,695,017	682,410	0	0	682,410	682,410			682,410
UV - General	1,290.00	115	7,286,571	148,350	0	0	148,350	148,350	0	0	148,350
UV Rural	1,290.00	0	0	0		0	0	0	0	0	0
Sub-Totals		925	12,778,471	1,193,250	0	0	1,193,250	1,193,250	0	0	1,193,250
				6,243,891			6,235,413				6,226,935
UV Pastoral Concession											0
Concession											0
Amount from General Rates							**6,235,413**				**6,226,935**
Ex-Gratia Rates							1,100				1,100
Less movement in rates in advance											
Totals							**6,236,513**				**6,228,035**

Comments - Rating Information

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-17	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual $	2017/2018 Budget $	Actual $	2017/2018 Budget $	Actual $	2017/2018 Budget $
Recreation & Culture								
Loan 65 - Community Centre	47,151		5,217	10,614	41,934	36,537	1,774	3,349
Loan 67 - Library Upgrade	293,412		16,826	34,208	276,586	259,204	10,717	20,811
Loan 69 - Library Upgrade	99,071		15,266	31,010	83,805	68,061	3,468	6,407
Loan 72 - Land - Rec Precinct	863,622		18,798	38,014	844,824	825,608	22,111	43,700
Loan 73 - Refurbish Courts	49,372		9,565	19,283	39,807	30,089	943	1,702
Transport			0					
Loan 68 - Stirling Terrace	0		0	0	0	0	0	0
Loan 70 - Footbridge	58,534		6,618	13,424	51,916	45,110	1,817	3,421
Loan 71 - Depot Stage 2	689,320		15,589	31,531	673,731	657,789	17,900	35,363
Economic Services								
Loan 64 - Visitor Centre	72,525		8,064	16,395	64,461	56,130	2,618	4,940
Other Property & Services								
Loan 63 - Bank Building	64,842		14,739	14,739	50,103	50,103	3,990	4,168
Loan 74 - Refurbish Bank Building	49,997		9,686	19,526	40,311	30,471	954	1,723
	2,287,846	**0**	**120,369**	**228,744**	**2,167,477**	**2,059,102**	**66,292**	**125,584**

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 2018

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2017-18 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
		(Y/N)	$	$	$	$	$	$
GENERAL PURPOSE FUNDING								
GENERAL PURPOSE GRANT	Federal Government	Yes	491,561	(52,557)			329,254	109,750
ROAD IMPROVEMENT GRANT	Federal Government	Yes	292,763	(45,565)			185,398	61,800
Rates - Legal Expenses Recovered	Local Government	Yes	50,000				17,735	32,265
GOVERNANCE								
Recoups - Contributions, Donations & Reimburs			7,500				13,458	(5,958)
LEGAL EXPENSES RECOVERED			1,000				0	1,000
Grants - Governance			1,000				0	1,000
Administration - Income			20,000				27,574	(7,574)
Administration - Income - GST Free			20,000				11,816	8,184
LAW, ORDER, PUBLIC SAFETY								
Fire Prevention - Grants	DFES	No	64,058				297,891	(233,833)
ESL Levy Recoup	DFES	Yes	150,000				86,826	63,174
NDRP Program - DFES Grant	DFES		0				0	0
CCTV	DFES		0				0	0
Misc Income	DFES		0				0	0
CESM Recoups	DFES & Shire of Goomalling	Yes	100,000				49,176	50,824
Toodyay Districts SES	DFES		21,420				10,710	10,710
Roadwise Income			1,000				0	1,000
Reserve Management			0				0	0
DFES Recoup	DFES		0				0	0
HEALTH								
Health Inspections Recoup			500				0	500
AGED & DISABLED SERVICES								
Grants - Changing Places	WALGA		20,240	(5,000)			0	15,240

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2017-18 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
HOUSING								
Recoups/Reimbursements - Aged Housing	Local Government	Yes	0				0	0
Recoups - Staff Housing	Local Government		0				60	(60)
COMMUNITY AMENITIES								
Liquid Waste Facility Dividend	Shire of Northam		10,000				0	10,000
Tidy Towns	Local Government		0				1,364	(1,364)
Community Sponsorship	Local Government		5,000				0	5,000
RECREATION AND CULTURE								
Community Centre Recoups		No	500				261	239
DSR Kids Sport Grant Income	Dept Sport & Rec	Yes	9,000				3,206	5,794
Club Insurance		Yes	5,000				3,450	1,550
Toodyay Race Club Reimbursements		Yes	4,000				3,153	847
Heritage	Heritage Council	Yes	10,000				0	10,000
Sport & Rec Grants		Yes	1,000				1,805	(805)
Youth Advisory Council	YFC - DLGC	Yes	0				0	0
Grant Income - Writers Festival		Yes	1,000				0	1,000
EMRC - AVON/IFF Festival	East Metropolitan Reg Council	Yes	30,000				30,673	(673)
Grants Income	East Metropolitan Reg Council	Yes	3,000				0	3,000
Sport & Rec Grants	Dept Sport & Rec		3,000				0	3,000
Events Misc			1,500				150	1,350
Grant Income	Wheatbelt Development Commission		50,000				50,000	0
Recreation Precinct Contributions			1,000,000				0	1,000,000
Grant - Heritage	Lotterywest		108,000				0	108,000
TRANSPORT								
Operating Grants - Roads	MRWA	Yes	73,628				73,628	0
MRWA Street Light Subsidy	MRWA	Yes	1,500				0	1,500
Road Construction (Private) Contributions	Private	Yes	0				0	0
Road Maintenance Contributions	Private	Yes	50,000				96,852	(46,852)
Footpaths	Dept of Transport & Infrastructure	Yes	52,635				21,054	31,581
Road Program Grant	Main Roads	Yes	209,899				164,412	45,487
Roads to Recovery Grant	Dept of Infrastructure	Yes	507,585				385,473	122,112

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2017-18 Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status Received	Recoup Status Not Received
ECONOMIC SERVICES								
Community Depot - Sheds & Access	Wheatbelt NRM	Yes	0				0	0
Community Directory	Avon Valley Advocate		3,000				0	3,000
Tourism & Area Promotion			5,000				82	4,918
Grant Income			0				11,641	(11,641)
OTHER PROPERTY & SERVICES								
Public Works Overheads			1,000				410	590
Workers Compensation	LGIS		0				217	(217)
Works Misc Income			0				2,500	(2,500)
Fuel Tax Credits	ATO		25,000				16,457	8,543
Bank Building Recoups	Bendigo Bank		2,000				1,230	770
Vehicle Registration Recoups	Dept Transport		40,000				25,694	14,307
Avon Aged Care Initiative Project	Royalties for Region		2,825,557				915,582	1,909,975
Avon Aged Care Management			36,582				4,573	32,009
Insurance Reimbursement			0				8,372	(8,372)
TOTALS			**6,315,428**	**(103,122)**	**0**	**0**	**2,852,134**	**3,360,172**
	Operating		4,323,251				2,221,195	
	Non-operating		1,992,177				630,939	
			6,315,428				2,852,134	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 12: TRUST FUND

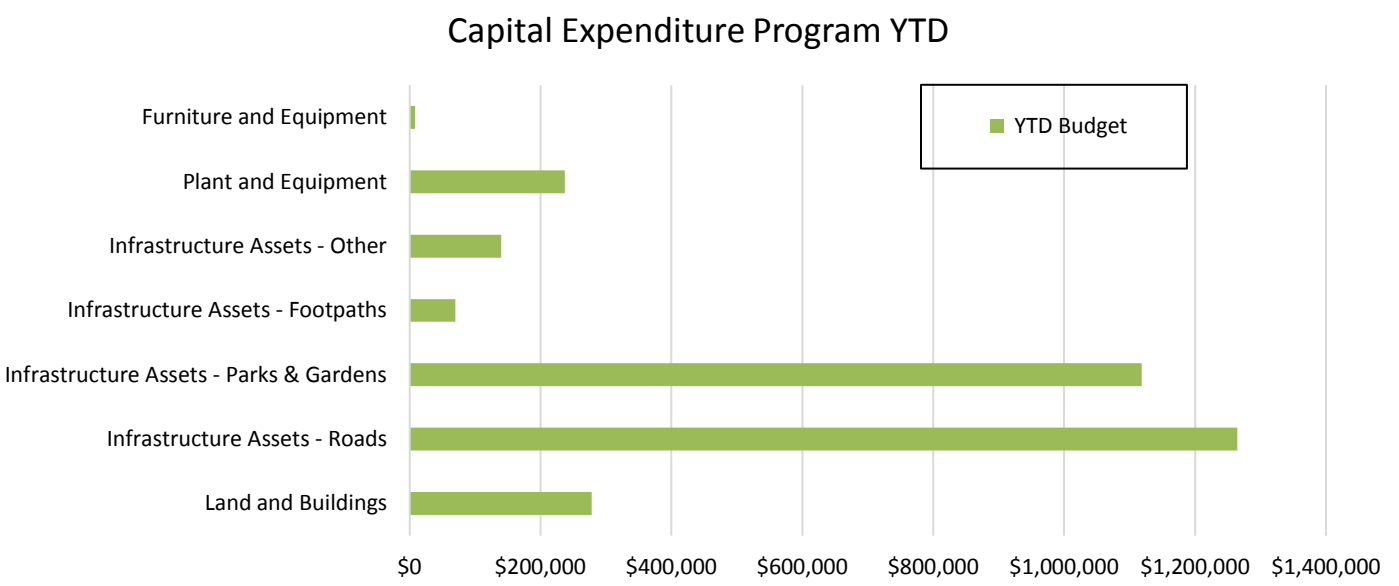
Funds held at balance date over which the Shire has no control and which are not included in this statement are as follows:

Description	Opening Balance 1 Jul 17	Amount Received	Amount Paid	Closing Balance 28-Feb-18
	$	$	$	$
Qarry rehabilitation Bonds	1,433,304	16,956		**1,450,260**
Housing bonds	37,525		(24,000)	**13,525**
Kerb Bonds	8,600	50		**8,650**
Key bonds	5,961	50	(50)	**5,961**
Venue Hire Bonds	8,250	4,205	(4,355)	**8,100**
Crossover Bonds	59,140	(2,800)		**56,340**
BCITF	5,333	10,405	(12,616)	**3,122**
Building Services	13,840	16,917	(19,540)	**11,217**
Library Bonds	175			**175**
Standpipe bonds	16,360	1,250	(1,500)	**16,110**
Road Construction Bonds	27,998			**27,998**
Other Bonds	6,244	1,600	(880)	**6,964**
Planning Bonds	537			**537**
Aged Housing Grant Funds	1,921,287	23,157	(914,260)	**1,030,185**
Swimming Pool Funds	0	117,807		**117,807**
	3,544,554	**189,598**	(977,201)	**2,756,951**

SHIRE OF TOODYAY
STATEMENT OF CAPITAL ACQUSITIONS AND CAPITAL FUNDING
For the Period Ended 28 February 2018

Capital Acquisitions	Note	YTD Actual New /Upgrade (a)	YTD Budget (d)	YTD 28 02 2018 2017/2018 Annual Budget	Variance (d) - (c)
		$	$	$	$
Land and Buildings	13	33,293	278,178	385,400	(244,885)
Infrastructure Assets - Roads	13	880,310	1,264,224	1,789,350	(383,914)
Infrastructure Assets - Parks & Gardens	13	138,465	1,118,665	1,499,166	(980,200)
Infrastructure Assets - Footpaths	13	93,919	70,176	105,270	23,743
Infrastructure Assets - Other	13	84,313	139,754	252,851	(55,441)
Plant and Equipment	13	370,350	237,328	356,000	133,022
Furniture and Equipment	13	11,769	8,500	8,500	3,269
Capital Expenditure Totals		**1,612,418**	**3,116,825**	**4,396,537**	**(1,504,407)**

Comments and graphs



Level of Completion Indicators

0% ○
20% ○
40% ◉
60% ◉
80% ◉
100% ●

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Annual Budget 2017/18	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	LAND							
	Recreation & Culture							
	Recreation & Culture Total		**0**	**0**	**0**	**0**	**0**	
	Total Land		0	0	0	0	0	
	BUILDINGS							
	Governance			0				
○	Refurbishment - Administration	Q174	90,000	60,000	366	(59,634)		
○	Generator - Administration	Q175	12,500	8,336	0	(8,336)		
	Governance Total		**102,500**	**68,336**	**366**	**(67,970)**	**0**	
	Education & Welfare							
○	Butterly House - Substructure & Drainage Repairs	Q179	10,000	6,664	327	**(6,337)**		
	Education & Welfare Total		**10,000**	**6,664**	**327**	**(6,337)**	**0**	
	Economic Services							
○	Visitors Centre Floor Seal & Repaint	Q142	11,900	7,928	5,780	(2,148)		
	Recreation And Culture Total		**11,900**	**7,928**	**5,780**	**(2,148)**	**0**	
	Recreation And Culture							
○	Morangup Community Hall - Storage	Q165	35,000	23,328	6,250	(17,078)		
○	Memorial Hall - Generator & Enclosure	Q176	7,500	5,000	0	(5,000)		
○	Old Goal Restoration	Q156	200,000	154,594	3,500	(151,094)		
◉	Wicklow Shearing Shed	Q152	13,500	9,000	7,740	(1,260)		
●	Library Renovations	J067	5,000	3,328	9,330	6,002		
	Recreation And Culture Total		**261,000**	**195,250**	**26,819**	**(168,431)**	**0**	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Annual Budget 2017/18	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Buildings Total		385,400	278,178	33,293	(242,738)	0	
	Computer Equipment							
	Law Order & Public Safety							
●	CCTV - Closed Circuit Television Camera - Security	053401	8,500	8,500	11,769	3,269		
	Law Order & Public Safety Total		**8,500**	**8,500**	**11,769**	**3,269**	**0**	
	Computer Equipment - Total		8,500	8,500	11,769	3,269	0	
	Plant , Equip. & Vehicles							
	Transport	122202		237,328				
○	T0009 Truck		90,000					
○	P&G Truck		40,000					
○	1TUI352 Bobcat Trailer		20,000					
○	T0014 P&G Utility		35,000					
◉	T0026 WC Utility		35,000		32,309			
○	T0016 P&G Utility		41,000					
◉	T00 MCD Vehilce		42,000		31,215			
○	T1184 SBS Vehicle		33,000					
○	3 Point Flail Mower		2,000					
●	Air Compressor & Attachments		18,000		18,935			
●	Salloy Flat Top Trailer				5,000			
●	John Deere 825i Gator SVUTI				11,000			
●	Ford Ranger Tray Top				40,000			
●	Isuzu NP300 Fire Truck - Julimar				231,891			
	Transport Total		**356,000**	**237,328**	**370,350**	**0**	**0**	
	Plant , Equip. & Vehicles Total		356,000	237,328	370,350	0	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Annual Budget 2017/18	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Roads							
	Transport							
●	River Road Construct & Seal	A0010	69,420	46,248	118,303	72,055		
◉	Salt Valley Road Construct & Seal	A0014	238,851	231,016	190,709	(40,307)		
●	Morangup Road	A0021	10,455	6,968	13,380	6,412		
◉	Telegraph Road Construct & Seal	B0005	129,402	86,256	95,587	9,331		
◉	Woodlands Road Resheet	B0033	139,490	92,968	94,755	1,787		
◉	Wattle Way	B0137	118,084	78,704	86,935	8,231		
◉	Wandoo Circle	B0153	120,609	80,384	100,246	19,862		
○	Bejoording Road	D0001	17,386	11,560	0	(11,560)		
○	Juluimar Road	D0004	24,395	16,248	0	(16,248)		
○	Coondle West Road	D0025	12,197	8,112	0	(8,112)		
○	Bulligan Road	D0027	196,172	130,760	5,675	(125,085)		
○	Syred Road	D0030	102,788	68,512	0	(68,512)		
○	Bull Road	D0031	127,904	85,256	0	(85,256)		
◉	Cobbler Pool Road	D0052	82,962	55,288	46,216	(9,072)		
◉	Racecourse Road	D0056	50,405	33,584	23,523	(10,061)		
○	Howard Road	D0085	0	0	0	0		
◉	Clarkson Road (Adam)	D0096	20,873	13,896	13,568	(328)		
◉	Stirlinga Drive	D0111	54,967	36,624	38,317	1,693		
○	Ferguson Road	D0132	52,560	35,016	1,818	(33,198)		
◉	Fawell Road	D0161	15,759	10,488	7,828	(2,660)		
◉	Oddfellow Street	D0165	30,852	20,552	24,851	4,299		
◉	Lloyd Place	D0178	10,495	6,976	5,063	(1,913)		
○	Dewars Pool Road	D0194	23,485	15,640	0	(15,640)		
○	Toodyay Bindi Bindi Road	D0197	24,395	16,248	0	(16,248)		
●	Bishop Court	D0240	9,000	6,000	9,090	3,090		
○	Leeder Street	D0249	44,703	29,784	4,445	(25,339)		
○	Visitors Centre - Carpark	J069	16,635	11,080	0	(11,080)		
○	Old Goal - Carpark	J070	35,106	23,392	0	(23,392)		
○	Clinton Street - Guard Rail	J071	10,000	6,664	0	(6,664)		
	Transport Total		**1,789,350**	**1,264,224**	**880,310**	**(383,914)**	**0**	
	Roads Total		1,789,350	1,264,224	880,310	(383,914)	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 28 February 2018

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets		Annual Budget 2017/18	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Infrastructure - Other							
	Law, Order & Public Safety							
○	Emergency Fire Water - Bejoording & Morangup	Q180	92,851	46,896	22,869	(24,027)	0	
○	Coondle Nunile Fire Shed	Q181	60,000	30,000	3,722	(26,278)	0	
◉	Strategic Access & Egress Tracks	Q183	60,000	34,530	35,855	1,325	0	
	Law, Order & Public Safety Total		**212,851**	**111,426**	**62,446**	**(48,980)**	**0**	
	Community Amenities							
○	Toodyay Cemetery - Niche Wall	Q013	20,000	13,328	0	(13,328)		
	Community Amenities Total		**20,000**	**13,328**	**0**	**(13,328)**	**0**	
	Transport							
●	Remediation	122207	20,000	15,000	21,867	6,867		
	Transport Total		**20,000**	**15,000**	**21,867**	**6,867**	**0**	
	Infrastructure Other - Total		252,851	139,754	84,313	(55,441)	0	
	Transport							
◉	Drummond Street East - Construct Pathway	Y0078	105,270	70,176	93,919	**23,743**		
	Transport Total		**105,270**	**70,176**	**93,919**	**23,743**		
	Infrastructure Footpaths - Total		105,270	70,176	93,919	23,743	0	
	Infrastructure - Parks & Recreation							
	Recreation & Culture							
○	Recreation Precinct - Site Works	Q159	1,300,000	985,897	12,460	(973,437)		
●	Anzac Park - 100th Anniversary Upgrade	Q162	118,666	79,104	122,708	43,604		
○	Storage Shed - Cricket Club	Q178	12,000	8,000	0	(8,000)		
○	Duidgee Park Toilet Upgrade	113256	68,500	45,664	3,297	(42,367)		
	Recreation & Culture Total		**1,499,166**	**1,118,665**	**138,465**	**(980,200)**	**0**	
	Infrastructure Parks & Recreation - Total		1,499,166	1,118,665	138,465	(980,200)	0	
	Capital Expenditure Total		4,396,537	3,116,825	1,612,418	(1,635,281)	0	

Shire of Toodyay - Bank Reconciliation As At 28 February 2018

Municipal

Balance as per	
- Financial Statement - Muni - Unrestricted - 10060010	2,681,612.88
- Financial Statement - Muni - Unrestricted - 10060050	947,711.65
Total	3,629,324.53
Balance as per	
- Bendigo - 110482809	1,933,604.68
Bendigo Bank NCD: 2413964	604,226.47
Bendigo Bank NCD: 2413972	500,000.00
Bendigo Bank NCD: 2413973	600,000.00
Roundings	
Difference	(0.00)
Subtotal	3,637,831.15
Adjustments (See Below)	(1,370.12)
Plus Outstanding Deposits - Current Month	3,400.72
Plus Outstanding Cheques - Current Month	(10,537.22)
Plus Outstanding Deposits - Previous Periods	0.00
Plus Outstanding Cheques - Previous Periods	0.00
Total	3,629,324.53
Adjustment Breakdown	
Transfer to Trust	(1,370.12)
	(1,370.12)

C Muscatt — 1.3.18

Signed: Finance Officer — Date

15/3/18

Signed: Finance Coordinator — Date

Shire of Toodyay - Bank Reconciliation As At 28 February 2018

Trust

Balance as per		
- Financial Statement - Trust - Unrestricted - 100617100		2,756,951.27
Total		2,756,951.27
Balance as per		
- Bendigo - 110482783		167,787.17
- Bendigo - Term Deposit No: 140619784 - T84		207,875.82
- Bendigo - Term Deposit No: 145326583 - T794		104,032.91
- Bendigo - Term Deposit No: 137945127 - T100		133,139.28
- Bendigo - Term Deposit No: 140619834 - T83		133,253.73
- Bendigo - Term Deposit No: 152237145 - T214		46,508.12
- Bendigo - Term Deposit No: 152238135 - T4		117,590.91
- Bendigo - Term Deposit No: 152238176 - T114		195,919.20
- Bendigo - Term Deposit No: 152238218 - T458		424,769.88
- Bendigo - Term Deposit No: 152240818 - T793		22,525.83
- Bendigo - Term Deposit No: 152240834 - T797		30,913.92
- Bendigo - NCD Deposit No: 2493615- T803		515,092.58
- Bendigo - NCD Deposit No: 2493616 - T804		515,092.58
- Bendigo - Term Deposit No: 158622798 - T805		23,022.35
- Bendigo - Term Deposit No: - T807		117,806.90
Roundings		(0.03)
	Difference	0.00
Subtotal		2,755,331.15
Adjustments (See Below)		0.00
Plus Outstanding Deposits - Current Month		1,870.12
Plus Outstanding Cheques - Current Month		(250.00)
Plus Outstanding Deposits - Previous Periods		0.00
Plus Outstanding Cheques - Previous Periods		0.00
Total		2,756,951.27

Adjustment Breakdown

0.00

C Mumcatt — 1.3.18

Signed: Finance Officer — Date

15/3/18

Signed: Finance Coordinator — Date

Shire of Toodyay - Bank Reconciliation As At 28 February 2018

	Reserve
Balance as per	
- Financial Statement - Reserve - 10075510	3,115,248.37
Total	3,115,248.37
Balance as per	
- Bendigo - NCD: 2384517	3,115,248.37
Roundings	0.00
Difference	0.00
Subtotal	3,115,248.37
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	3,115,248.37

Adjustment Breakdown

0.00

C Murcott — 1.3.18.

Signed: Finance Officer — Date

15/3/18

Signed: Finance Coordinator — Date

Shire of Toodyay
BUDGET REVIEW REPORT
For the Period Ended 30 June 2018

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 30 June 2018

	Note	Budget v Actual		Predicted			
		Adopted Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)	Material Variance
		$	$	$	$	$	
Net current assets at start of financial year surplus/(deficit)		2,062,788	2,062,829			**2,062,788**	
Revenue from operating activities (excluding rates)							
Governance		49,500	53,649	(10,500)		**39,000**	q
General Purpose Funding - Rates						**0**	
General Purpose Funding - Other		1,102,324	693,588	(98,122)		**1,004,202**	
Law, Order and Public Safety		344,520	501,574	294,891		**639,411**	p
Health		71,500	54,025	(6,500)		**65,000**	q
Education and Welfare		20,240	0	2,000		**22,240**	p
Housing		0	3,045	5,000		**5,000**	p
Community Amenities		717,650	693,189	2,926		**720,576**	p
Recreation and Culture		140,500	102,737	(1,008,344)		**(867,844)**	q
Transport		125,128	170,480	50,000		**175,128**	p
Economic Services		330,859	135,104	(25,707)		**305,152**	q
Other Property and Services		3,017,639	1,022,340	12,694		**3,030,333**	p
		5,919,860	**3,429,730**	**(781,662)**	**0**	5,138,198	
Expenditure from operating activities							
Governance		(829,494)	(553,640)	(40,365)		**(869,859)**	p
General Purpose Funding		(422,135)	(279,091)			**(422,135)**	
Law, Order and Public Safety		(1,018,697)	(641,105)	(8,000)		**(1,026,697)**	p
Health		(296,840)	(206,143)	(6,850)		**(303,690)**	p
Education and Welfare		(66,969)	(42,396)	3,000		**(63,969)**	q
Housing		(136,489)	(21,939)	93,000		**(43,489)**	q
Community Amenities		(1,216,947)	(804,246)	(31,758)		**(1,248,705)**	p
Recreation and Culture		(1,851,901)	(967,473)	286,622		**(1,565,279)**	q
Transport		(5,259,485)	(2,699,689)	1,029,894		**(4,229,591)**	q
Economic Services		(1,308,754)	(712,883)	77,885		**(1,230,869)**	q
Other Property and Services		(4,127,383)	(1,505,329)	(65,601)		**(4,192,984)**	p
		(16,535,094)	**(8,433,935)**	**1,337,827**	**0**	(15,197,267)	
Operating activities excluded from budget							
Add Back Depreciation		5,077,500	2,456,616	(1,331,500)		**3,746,000**	q
Adjust (Profit)/Loss on Asset Disposal		43,787	4,823	0		**43,787**	
Adjust Provisions and Accruals		0	3,321	0		**0**	
Amount attributable to operating activities		**(3,431,159)**	**(476,616)**	**(775,335)**	**0**	(4,206,494)	
INVESTING ACTIVITIES							
Non-operating grants, subsidies and contributions		1,992,177	630,939	0		**1,992,177**	
Land and Buildings		(385,400)	(33,293)	(24,330)		**(409,730)**	p
Plant and Equipment		(356,000)	(370,350)	(287,891)		**(643,891)**	p
Furniture and Equipment		0	0	0		**0**	
Infrastructure Assets - Roads		(1,850,522)	(880,310)	61,172		**(1,789,350)**	q
Infrastructure Assets - Other		(288,151)	(96,082)	11,659		**(276,492)**	q
Infrastructure Assets - Parks & Recreation		(1,499,166)	(138,465)	1,050,000		**(449,166)**	
Infrastructure Assets - Footpaths		(105,270)	(93,919)			**(105,270)**	
Infrastructure Assets - Bridges		0	0	0		**0**	
Proceeds from Disposal of Assets		831,100	31,818	0		**831,100**	
Amount attributable to investing activities		(1,661,232)	**(949,661)**	**810,610**	**0**	(850,622)	
FINANCING ACTIVITIES							
Repayment of Debentures		(228,744)	(120,369)	0		**(228,744)**	
Proceeds from New Debentures		0	0	0		**0**	
Advances to Community Groups		0	0	0		**0**	
Self-Supporting Loan Principal		0	0	0		**0**	
Transfer from Reserves		173,418	144,812	36,070		**209,488**	q
Transfer to Reserves		(979,250)	(107,762)	(66,000)		**(1,045,250)**	q
Amount attributable to financing activities		**(1,034,576)**	**(83,319)**	**(29,930)**	**0**	(1,064,506)	
Budget deficiency before general rates		(6,126,967)	(1,509,596)	**5,345**	**0**	(6,121,622)	
Estimated amount to be raised from general rates		6,244,986	6,113,920			**6,244,986**	
Closing Funding Surplus(Deficit)		**118,019**	**4,604,324**	**5,345**	**0**	**123,364**	p

Shire of Toodyay
STATEMENT OF BUDGET REVIEW
(Nature or Type)
For the Period Ended 30 June 2018

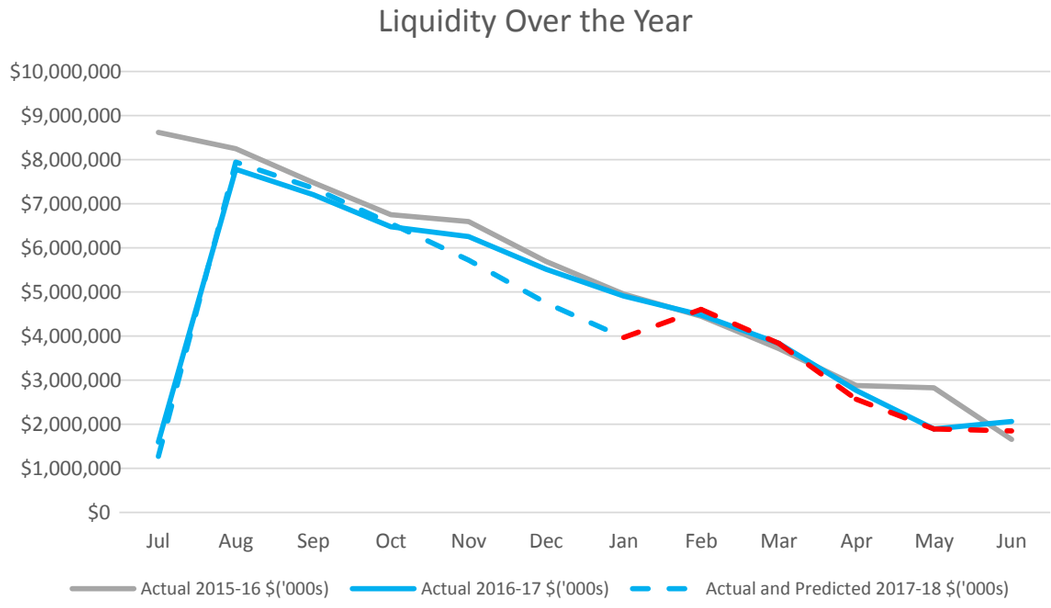
	Budget v Actual		Predicted			
	Annual Budget (a)	YTD Actual (b)	Variance Permanent (c)	Variance Timing (Carryover) (d)	Year End (a)+(c)+(d)	
	$	$	$	$	$	
Net current assets at start of financial year surplus/(deficit)	**2,062,788**	2,062,830			2,062,788	
Revenue from operating activities (excluding rates)						
Grants, Subsidies and Contributions	**4,323,251**	2,221,195	(730,376)		3,592,875	q
Profit on Asset Disposal	**0**	0			0	
Fees and Charges	**1,271,650**	1,065,671	(21,286)		1,250,364	q
Service Charges	**0**	0			0	
Interest Earnings	**215,000**	123,604	(30,000)		185,000	q
Other Revenue	**20,000**	19,260			20,000	
	5,829,901	**3,429,730**	**(781,662)**	**0**	**5,048,239**	
Expenditure from operating activities						
Employee Costs	**(4,296,690)**	(2,724,078)			(4,296,690)	
Materials and Contracts	**(6,281,733)**	(2,722,292)	(47,982)		(6,329,715)	p
Utilities Charges	**(223,328)**	(129,496)			(223,328)	
Depreciation (Non-Current Assets)	**(5,077,500)**	(2,456,616)	1,331,500		(3,746,000)	q
Interest Expenses	**(125,584)**	(66,292)			(125,584)	
Insurance Expenses	**(280,013)**	(254,271)	58,054		(221,959)	q
Loss on Asset Disposal	**0**	(4,823)			0	
Other Expenditure	**(116,500)**	(76,069)	(13,745)		(130,245)	p
	(16,401,348)	**(8,433,936)**	**1,327,827**	**0**	**(15,073,521)**	
Funding Balance Adjustment						
Add Back Depreciation	**5,077,500**	2,456,616	(1,331,500)		3,746,000	q
Adjust (Profit)/Loss on Asset Disposal	**0**	4,823			0	
Adjust Provisions and Accruals	**0**	3,321			0	
Amount attributable to operating activities	**(3,431,159)**	**(476,616)**	**(785,335)**	**0**	**(4,216,494)**	
INVESTING ACTIVITIES						
Grants, Subsidies and Contributions	**1,992,177**	630,939			1,992,177	
Land Held for Resale	**0**	0			0	
Land and Buildings	**(385,400)**	(33,293)	(24,330)		(409,730)	p
Plant and Equipment	**(356,000)**	(370,350)	(287,891)		(643,891)	p
Furniture and Equipment	**0**	0			0	
Infrastructure Assets - Roads	**(1,850,522)**	(880,310)	61,172		(1,789,350)	q
Infrastructure Assets - Other	**(288,151)**	(96,082)	21,659		(266,492)	q
Infrastructure Assets - Park & Recreation	**(1,499,166)**	(138,465)	1,050,000		(449,166)	
Infrastructure Assets - Footpaths	**(105,270)**	(93,919)			(105,270)	
Purchase of Investments	**0**	0			0	
Proceeds from Disposal of Assets	**831,100**	31,818			831,100	
Proceeds from Sale of Investments	**0**	0			0	
Amount attributable to investing activities	**(1,661,232)**	**(949,661)**	**820,610**	**0**	**(840,622)**	
FINANCING ACTIVITIES						
Proceeds from New Debentures	**0**	0			0	
Proceeds from Advances	**0**	0			0	
Self-Supporting Loan Principal	**0**	0			0	
Transfer from Reserves	**173,418**	144,812	36,070		209,488	p
Repayment of Debentures	**(228,744)**	(120,369)			(228,744)	
Advances to Community Groups	**0**	0			0	
Transfer to Reserves	**(979,250)**	(107,762)	(66,000)		(1,045,250)	p
Amount attributable to financing activities	**(1,034,576)**	**(83,319)**	**(29,930)**	**0**	**(1,064,506)**	
Budget deficiency before general rates	**(6,126,967)**	**(1,509,596)**	**5,345**	**0**	**(6,121,622)**	
Estimated amount to be raised from general rates	**6,244,986**	6,113,920			6,244,986	
Closing Funding Surplus(Deficit)	**118,019**	**4,604,325**	**5,345**	**0**	**123,364**	p

Shire of Toodyay
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 30 June 2018

Note 3: NET CURRENT FUNDING POSTION

	Note	This Period 28 February 2018	2017-18 30 June 2017	YTD 28 February 2017
		$	$	$
Current Assets				
Cash Unrestricted		3,630,775	2,030,171	3,539,191
Cash Restricted		3,115,248	3,152,298	3,233,903
Receivables - Rates and Rubbish		1,430,346	673,286	1,426,341
Receivables -Other		30,451	55,547	58,803
Inventories		43,014	48,220	27,808
		8,249,833	**5,959,522**	**8,286,045**
Less: Current Liabilities				
Payables		(215,452)	(549,136)	(241,076)
Provisions		(646,543)	(643,240)	(677,168)
		(861,995)	**(1,192,377)**	**(918,244)**
Less: Cash Restricted		(3,115,248)	(3,152,298)	(3,233,903)
Adjustment for Current Borrowings		108,376	228,744	129,580
Adjustment for Cash Backed Liabilities		222,559	219,237	217,218
Net Current Funding Position		**4,603,525**	**2,062,829**	**4,480,696**

Positive=Surplus (Negative=Deficit)



Comments/Notes - Net Current Funding Position

Shire of Toodyay
NOTES TO THE BUDGET REVIEW REPORT
For the Period Ended 30 June 2018

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)				**118,019**	
032330	General Purpose Grant	212/11/17	Operating Revenue			(52,557)	65,462	FAGS Grant funding has been reduced
032331	Road Improvement Grant	212/11/17	Operating Revenue			(45,565)	19,897	FAGS Grant funding has been reduced
051200	Strategic Access & Egress	212/11/17	Operating Expenses		25,000		44,897	Works conducted by the Depot Works crew less than budget
051254	Lops - Other Infrustructure	212/11/17	Capital Expenses		26,800		71,697	Works conducted by the Depot Works crew less than budget
081100	Aged & Diabled - Other	212/11/17	Capital Expenses		10,000		81,697	Aged Friendly Inovation grant not received
082200	Grants, Subsidies & Contributions	212/11/17	Operating Revenue			(5,000)	76,697	Aged Friendly Inovation grant not received
121213	Road Construction - Own Resources	212/11/17	Capital Expenses		61,172		137,869	Howard Road Reseal to be deferred to 2018/2019 financial year
121348	Transfer from Road Contribution Reserve	212/11/17	Capital Revenue		36,070		173,939	Funds transfer for works carried out on roads utilised by extractive industry
132216	Accomodation Expense	212/11/17	Operating Expenses		33,395		207,334	Book Easy no longer used by the Visitors Centre - expense and income no longer applicable
132217	Accomodation Commission Expence	212/11/17	Operating Expenses		1,490		208,824	Book Easy no longer used by the Visitors Centre - expense and income no longer applicable
132335	Accomodation Income	212/11/17	Operating Revenue			(38,345)	170,479	Book Easy no longer used by the Visitors Centre - expense and income no longer applicable
132336	Accomodation Commission	212/11/17	Operating Revenue			(3,395)	**167,084**	Book Easy no longer used by the Visitors Centre - expense and income no longer applicable
032334	Interest on Investments		Operating Revenue			(30,000)	137,084	Interest ratesfor investments lower than anticipated
041204	Election Expense		Operating Expenses			(12,000)	125,084	Extraodinary Election due to the resignation of Cr Craddock and Cr Grainger
041210	Members Insurace		Operating Expenses		1,500		126,584	Insurance expense less than budgeted
041212	Governance Other Expense		Operating Expenses			(5,000)	121,584	WALGA member training - partially reimbursed by other Shires - Offset by 041320
041219	Audit Fees		Operating Expenses			(16,000)	105,584	Audit Fees for Financial Management Review, Rate Comparision Report and Payment Audit
041222	Legal Fees		Operating Expenses			(15,000)	90,584	Increase in legal expense - dog attacks and non compliance issues
041228	Intergrated Strategic Plan/s		Operating Expenses			(20,000)	70,584	Fair Value - Infrastructure requiring revaluation - required to be done by a contractor
041320	Recoups - Contributions, Donations & Reimbursements		Operating Revenue		7,500		78,084	WALGA member training - partially reimbursed by other Shires - Offset by 041212
042205	Administration Insurance		Operating Expenses		18,635		96,719	Insurance expense less than budgeted
042210	Administration Office - Maintenance & Surrounds		Operating Expenses		5,000		101,719	Reallocation of Expense from Parks and Gardens to Building
042210	Administration Office - Maintenance & Surrounds		Operating Expenses			(5,000)	96,719	Reallocation of Expense from Parks and Gardens to Building
042216	Administration - Computer - Hardware & Software		Operating Expenses			(15,000)	81,719	Increase in budget for purchase of Computers
042217	Administration - Vehicle Expense		Operating Expenses			(2,000)	79,719	Expense for Administration Vehicles higher than anticipated
042334	Administration - Income		Operating Revenue		12,000		91,719	Reimbursement of expense for Solar Panels installed at Depot (123209) & Library (115206)
042401	Admin Building - Old Court House, Fiennes Street		Capital Expenses			(20,000)	71,719	Q174 - Increase in cost for office refurbishment
051331	Grants, Contributions - Fire		Operating Revenue		287,891		359,610	New fire and SES vehciles from DFES - Offset by 051250
051250	LOPS - Purchase of Plant & Equipment		Capital Expenses			(287,891)	71,719	New fire and SES vehciles from DFES - Offset by 051331
052205	Other Costs - Animal Control		Operating Expenses			(1,500)	70,219	Increase in expense for Ranger Services
052209	Other Animal Control		Operating Expenses			(2,500)	67,719	New Mircochip scanner required and increase in sustanance expense for impounded animals
052321	Fines & Penalties		Operating Revenue		2,000		69,719	Increase in animal infringements
052322	Impound Fees		Operating Revenue		3,500		73,219	Increase in stock impound fees
053204	CCTV Operational Expense		Operating Expenses			(5,000)	68,219	Increase in expense due to damage of Duidgee Park cameras - Insurance claim income - GL 144331
053321	Fines & Penalties		Operating Revenue		1,500		69,719	Increase in vehicle/parking infringements
053401	CCTV - Clased Circuit Television Camera - Security		Capital Expenses			(3,500)	66,219	Expense was higher than budget for Plate recognition cameras
074208	Health Control Expense		Operating Expenses			(3,500)	62,719	Increase due to gazettal of Health Local Law
074209	Legal Expense		Operating Expenses			(2,000)	60,719	Increase in legal expense due to prosecution costs
074333	Fines & Penalties EHO		Operating Revenue			(6,500)	54,219	Recoup for EHO services not utilised
076201	Analytical Expense		Operating Expenses			(1,350)	52,869	Increase in water sampling requirements due to unforseen lead testing - watering stations
081100	Aged & Diabled - Other Operating Expenditure		Operating Expenses			(7,000)	45,869	Grant & Expense for Senior Volunteer Training to reduce isolation
082200	Grant, Subsidies & Contributions - Aged & Disabled Other		Operating Revenue		7,000		52,869	Grant & Expense for Senior Volunteer Training to reduce isolation
091330	Shire Owned Housing - Rental Income		Operating Revenue		5,000		57,869	Increase in income due to rental of 19 Clinton Street - Shire Unit
092203	Butterly House		Operating Expenses		3,500		61,369	Insurance cost less than previous years
101330	Domestic Rubbish Collection Mandatory		Operating Revenue		15,730		77,099	Amendment to Rubbish Collection Service
101331	Commercial Rubbish Collection		Operating Revenue			(16,821)	60,278	Amendment to Rubbish Collection Service

101334	Domestic Rubbish Collection Additional	Operating Revenue	2,653		62,931	Amendment to Rubbish Collection Service
102333	Grants, Contributions & Reimbursements - Tidy Towns	Operating Revenue	1,364		64,295	Funds received for Tidy Towns
106206	T.Plng Vehicle Expense	Operating Expenses		(3,758)	60,537	Expense for Planning Vehicles higher than anticipated
106208	T/plng - Other Expense	Operating Expenses		(5,000)	55,537	Increase in Local Planning Strategy Fees, Subscriptions and Advertising
106210	T/plng - Legal Expense	Operating Expenses		(15,000)	40,537	Increase in Legal fees for planning and development matters
106216	Contractor Expense	Operating Expenses		(10,000)	30,537	Work required for the Town Planning Scheme and Policy revision
111332	Community Centre Rentals	Operating Revenue	8,000		38,537	Increase in income due to rental from Cancer Council & Silver Chain
113201	Toodyay Showgrounds	Operating Expenses	14,680		53,217	Reallocation of Expense from Parks and Gardens to Building
113201	Toodyay Showgrounds	Operating Expenses		(14,680)	38,537	Reallocation of Expense from Parks and Gardens to Building
113225	Kid Sport Programe - Grant Expenditure	Operating Expenses	7,013		45,550	Kid Sport will now be handled by the Department of Sport and Recreation
113334	Kid Sport Programe - Grant Income	Operating Revenue		(5,794)	39,756	Kid Sport will now be handled by the Department of Sport and Recreation
113335	Club Insurance	Operating Revenue		(1,550)	38,206	Insurance recoup less than budgeted
113362	Recreation Precinct Contributions	Operating Revenue		(1,000,000)	(961,794)	Major works not planned to be carried out this financial year - Contributions not required at this time
113263	Infrastructure - Parks and Recreation	Capital Expenses	1,050,000		88,206	Reduction in Rec Precinct Expense and addition of building works to the Showground Pavilion/Grandstand
115211	Library - Events	Operating Expenses	1,500		89,706	Decrease in expense due to reduction in Author Talk Events
115334	Library Income/Revenue	Operating Revenue	1,000		90,706	Increase in photocopying and book sales
115250	Buildings - Library	Capital Expenses		(4,330)	86,376	Increase in expense for construction of storage area and Library toilet
116217	Heritage Advisory Services	Operating Expenses	5,000		91,376	Reduction in expense due to service not requiring utilisation
116335	Recoup - Heritage Council	Operating Revenue		(10,000)	81,376	Hertiage Council not providing funds for Heritage Advisory Services 17/18 financial year
117207	Toodyay International Food Festival	Operating Expenses	1,984		83,360	Expenditure less than budgeted
117208	Targa West	Operating Expenses	1,013		84,373	Expenditure less than budgeted
117210	Toodyay Agricultural Show	Operating Expenses	1,612		85,985	Expenditure less than budgeted
121205	Plant - Leasing Expense	Operating Expenses	40,600		126,585	Lease of Grader for 4 months and lease of Truck included for 3 months
121214	Survey, Audits and Designs	Operating Expenses		(19,000)	107,585	For road design, survey and GEO Tech designs to alleviate road failures
122205	Transfer to Road Contribution Reserve	Capital Expenses		(66,000)	41,585	Transfer due to higher than budgeted Road Maintenance Contributions
123202	Bridge Maintenance	Operating Expenses	3,000		44,585	Bridge Maintenance program less than budgeted plus addition of Newcastle Bridge repairs - Offset by 144331
123209	Depot Maintenance	Operating Expenses		(14,706)	29,879	Correction to Expense - $70,000 for 16/17 financial year
123333	Road Maitenance Contributions	Operating Revenue	50,000		79,879	Increase in income due to monies received for Road Maintenance Contributions
132334	Membership Fees	Operating Revenue	2,392		82,271	Increase in Membership fees for Visitors Centre
136301	Community Depot - Income/Revenue	Operating Revenue	2,000		84,271	Rental of parking space at Community Depot
137338	Grant Income	Operating Revenue	11,641		95,912	Grant Income - Electric Vehicle Charging Station
137255	Other Infrastructure - Other Economic Services	Capital Expenses		(11,641)	84,271	Expense for Electric Vehicle Charging Station
143219	Insurance on Works	Operating Expenses	14,419		98,690	Insurance expense was less than budgeted
143226	Small Plant Operating Cost	Operating Expenses		(15,000)	83,690	Increase required in budget for plant costs
143334	Other Income	Operating Revenue	2,500		86,190	Recoup of Apprentice Expense
144202	Fuel - Unleaded	Operating Expenses		(15,000)	71,190	Fuel expense for Unleaded higher than budgeted
144203	Fuel - Diesel/Distillate	Operating Expenses	35,000		106,190	Fuel expense for Diesel less than budgeted
144208	Ins & Licences	Operating Expenses	20,000		126,190	Insurance and Vehicle registrations less than budgeted
144331	Reimbursement - Insurance Claims	Operating Revenue	24,500		150,690	Reimbursements of Insurance claims not previously budgeted
144332	Reimbursement - Vehicle Registration	Operating Revenue		(14,306)	136,384	Reimbursement of vehicle registration less than budgeted as details not available until after budget adoption
147202	Connors Cottage - 5 (Lot 3) Piesse Street	Operating Expenses		(4,000)	132,384	Expenditure higher than budgeted due to increase in building repairs for rental
147207	O'Reilly's - Lot 1A & 1B Stirling Terrace	Operating Expenses		(9,020)	123,364	Expenditure higher than budgeted due to increase in building repairs for rental
000772	Administration - Depreciation	Non Cash Item	(24,500)		123,364	Adjustment to Depreciation due to revaluation of assets
001742	Depreciation of Assets - Fire	Non Cash Item	22,500		123,364	Adjustment to Depreciation due to revaluation of assets
002602	Depreciation of Assets - Staff Housing	Non Cash Item	(4,500)		123,364	Adjustment to Depreciation due to revaluation of assets
002662	Depreciation of Assets - Housing	Non Cash Item	(85,000)		123,364	Adjustment to Depreciation due to revaluation of assets
002752	Depreciation of Assets - Rubbish	Non Cash Item	(4,000)		123,364	Adjustment to Depreciation due to revaluation of assets
003502	Depreciation of Assets - Amenities	Non Cash Item	2,000		123,364	Adjustment to Depreciation due to revaluation of assets
003522	Depreciation of Assets - Halls	Non Cash Item	(60,000)		123,364	Adjustment to Depreciation due to revaluation of assets
003792	Depreciation of Assets - Sport	Non Cash Item	(115,000)		123,364	Adjustment to Depreciation due to revaluation of assets
004072	Depreciation of Assets - Library	Non Cash Item	(18,500)		123,364	Adjustment to Depreciation due to revaluation of assets
004222	Depreciation of Assets - Culture	Non Cash Item	(75,000)		123,364	Adjustment to Depreciation due to revaluation of assets
004670	Depreciation of Assets - Transport	Non Cash Item	(1,035,000)		123,364	Adjustment to Depreciation due to revaluation of assets
004870	Depreciation of Assets - Maintenance	Non Cash Item	15,000		123,364	Adjustment to Depreciation due to revaluation of assets
005502	Depreciation of Assets - Tourism	Non Cash Item	(42,000)		123,364	Adjustment to Depreciation due to revaluation of assets
008412	Depreciation of Assets - Plant	Non Cash Item	115,000		123,364	Adjustment to Depreciation due to revaluation of assets
008682	Depreciation of Assets - Unclassified Buildings	Non Cash Item	(23,000)		123,364	Adjustment to Depreciation due to revaluation of assets
053208	Depreciation of Assets - LOPS - Other	Non Cash Item	1,500		123,364	Adjustment to Depreciation due to revaluation of assets
133211	Depreciation of Assets - Building	Non Cash Item	2,000		123,364	Adjustment to Depreciation due to revaluation of assets
137208	Depreciation of Assets - Economic Development	Non Cash Item	(3,000)		123,364	Adjustment to Depreciation due to revaluation of assets

Amended Budget Cash Position as per Council Resolution	**(1,331,500)**	1,866,554	(1,861,209)	**123,364**

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
GENERAL PURPOSE FUNDING - RATES										
OPERATING EXPENDITURE										
031208	Rates Written Off		(850)		(850)		(438)		(850)	0
031209	Administration Allocation - Rates		(107,928)		(107,928)		(66,686)		(107,928)	0
031210	Rates - Employee Costs		(41,337)		(41,337)		(27,683)		(41,337)	0
031212	Rates - Professional Development		(1,000)		(1,000)		0		(1,000)	0
031215	Postage		(5,500)		(5,500)		(4,702)		(5,500)	0
	- Rates Notices - 3,000									
	- Instalments Notices x 3 - 2,500									
031216	Rating Valuations		(20,000)		(20,000)		(10,735)		(20,000)	0
	- GRV Valuations - 2,500									
	- UV Valuations - 15,000									
	- Interim Valuations - 2,500									
031217	Title Searches		(850)		(850)		(101)		(850)	0
031218	Rates Legal Expenses		(45,000)		(45,000)		(14,274)		(45,000)	0
	- Debt Collection Costs - partially recouped									
031219	Rates Review		(101,000)		(101,000)		(93,344)		(101,000)	0
	- VGO Valuations - 101,000									
			(323,465)		(323,465)		(217,965)		(323,465)	0
OPERATING REVENUE										
031301	Rates Levied - All Areas	6,243,886		6,243,886		6,236,266		6,243,886		0
031302	Ex Gratia Rates	1,100		1,100		1,163		1,100		0
031303	Interest On Outstanding/Overdue Rates	60,000		60,000		33,798		60,000		0
031304	Back Rates - Levied	0		0		(853)		0		0
031305	Instalment Charges	25,000		25,000		26,925		25,000		0
031306	Rates - Administration Fee	20,000		20,000		19,260		20,000		0
031307	Rates - Property Account Enquiries	25,000		25,000		14,037		25,000		0
031308	Rates - Payment Plan Administration Fee	3,500		3,500		4,200		3,500		0
031309	Rates Paid In Advance	0		0		(122,656)		0		0
031330	Sale Of Electoral Rolls & Maps	100		100		100		100		0
031331	Rates - Legal Expenses Recovered	50,000		50,000		17,735		50,000		0
031332	ESL - Administration Fee	4,400		4,400		0		4,400		0
		6,432,986		6,432,986		6,229,975		6,432,986		0
TOTAL RATES - Operating		6,432,986	(323,465)	6,432,986	(323,465)	6,229,975	(217,965)	6,432,986	(323,465)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
CAPITAL EXPENDITURE										
031220	Transfer To Rates Review Reserve - Interest		0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
031333	Transfer From Rates Review Reserve	0		0		0		0		0
		0		0		0		0		0
TOTAL RATES - Capital		0	0	0	0	0	0	0	0	0
TOTAL RATES		6,432,986	(323,465)	6,432,986	(323,465)	6,229,975	(217,965)	6,432,986	(323,465)	0
GENERAL PURPOSE FUNDING - GENERAL PURPOSE GRANTS										
OPERATING EXPENDITURE										
032201	Administration Allocation - General Purpose Funding		(98,670)		(98,670)		(61,126)		(98,670)	0
			(98,670)		(98,670)		(61,126)		(98,670)	0
OPERATING REVENUE										
032330	General Purpose Grant	491,561		439,004		329,254		439,004		0
032331	Road Improvement Grant	292,763		247,198		185,398		247,198		0
		784,324		686,202		514,652		686,202		0
TOTAL GENERAL PURPOSE GRANTS - Operating		784,324	(98,670)	686,202	(98,670)	514,652	(61,126)	686,202	(98,670)	0
TOTAL GENERAL PURPOSE GRANTS - Capital		0	0	0	0	0	0	0	0	0
TOTAL GENERAL PURPOSE GRANTS		784,324	(98,670)	686,202	(98,670)	514,652	(61,126)	686,202	(98,670)	0
GENERAL FINANCE										
OPERATING REVENUE										
032334	Interest On Investment	60,000		60,000		15,119		30,000		(30,000)
032335	Interest On Reserve Accounts	70,000		70,000		47,762		70,000		0
		130,000		130,000		62,882		100,000		

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
TOTAL GENERAL FINANCE - Operating		130,000	0	130,000	0	62,882	0	100,000	0	(30,000)
TOTAL GENERAL FINANCE - Capital		0	0	0	0	0	0	0	0	0
TOTAL GENERAL FINANCE		130,000	0	130,000	0	62,882	0	100,000	0	(30,000)
TOTAL GENERAL PURPOSE FUNDING		7,347,310	(422,135)	7,249,188	(422,135)	6,807,508	(279,091)	7,219,188	(422,135)	(30,000)
GOVERNANCE & ADMINISTRATION										
GOVERNANCE										
OPERATING EXPENDITURE										
041220	Bad Debts Written Off		(500)		(500)		0		(500)	0
041201	AROC Secretariat		(5,500)		(5,500)		(5,026)		(5,500)	0
041202	Memb. Attendance & Allowance		(150,785)		(150,785)		(88,239)		(150,785)	0
	Attendance Fees									
	Councillors x 8 - 103,712									
	Shire President x 1 - 20,073									
	ICT Allowance									
	Councillors x 9 - 9,000									
	IT Monthly & Annual Fees - 9,000									
	Travel Expenses									
	Councillors x 9 - 9,000									
041203	Members Conf & Travel Exp		(30,000)		(30,000)		(23,780)		(30,000)	0
041204	Election Expenses		(25,000)		(25,000)		(20,775)		(37,000)	(12,000)
	Postal Election with WAEC									
041205	Shire Presidents/Deputy Allowance		(36,591)		(36,591)		(24,473)		(36,591)	0
	- President's Allowance - 29,273									
	- D/Pres Allowance - 7,318									
041207	Refreshments & Functions - Councillors		(10,000)		(10,000)		(6,126)		(10,000)	0
041208	Refreshments & Functions - Staff		(12,000)		(12,000)		(6,400)		(12,000)	0
041210	Members Insurance		(5,500)		(5,500)		(3,995)		(4,000)	1,500
041211	Subscriptons		(25,000)		(25,000)		(23,195)		(25,000)	0
	- Avon Midland WALGA Zone - 2,000									
	- WALGA Assoc M/Ship - 10,000									
	- WALGA Procurement - 2,500									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- WALGA Local Laws Service - 1,120									
	- LG Professionals - 2,000									
	- Other - 7,380									
041212	Governance Other Expenses		(5,000)		(5,000)		(7,759)		(10,000)	(5,000)
	Chambers Conference Facility - 2,000									
	Governance Expense - 3,000									
041213	Printing & Stationery		(3,000)		(3,000)		(1,408)		(3,000)	0
041214	Advertising		(12,000)		(12,000)		(6,043)		(12,000)	0
041218	Administration Allocation - Governance		(327,618)		(327,618)		(202,971)		(327,618)	0
041219	Audit Fees		(35,000)		(35,000)		(25,600)		(51,000)	(16,000)
041222	Legal Fees		(25,000)		(25,000)		(36,289)		(40,000)	(15,000)
000312	Deprec Of Assets-Members		(10,000)		(10,000)		(6,536)		(10,000)	0
041223	Local Laws		(2,000)		(2,000)		0		(2,000)	0
041228	Integrated Strategic Plan/s		(68,000)		(68,000)		(24,836)		(88,000)	(20,000)
	- Review SCP & CBP - 35,000									
	- Review Asset Mgmt, WMP & LTFP - 0									
	- Fair Value Infrastructure & Other - 20,000									
	- Profile iD Annual Subscription - 4,000									
	- Tourism Stratergy - 29,000									
			(788,494)		(788,494)		(513,449)		(854,994)	(66,500)
	OPERATING REVENUE									
041320	Recoups - Contributions, Donations & Reimbursements	7,500		7,500		13,458		15,000		7,500
041321	Grants - Governance	1,000		1,000		0		1,000		0
		8,500		8,500		13,458		16,000		7,500
TOTAL GOVERNANCE (Operating)		8,500	(788,494)	8,500	(788,494)	13,458	(513,449)	16,000	(854,994)	(59,000)
	CAPITAL EXPENDITURE									
041252	Transfer To Anzac 100Th Reserve - Interest		(1,000)		(1,000)		(1,325)		(1,000)	0
			(1,000)		(1,000)		(1,325)		(1,000)	0
	CAPITAL REVENUE									
041324	Transfer From Anzac 100Th Anniversary Reserve - Anzac Park Upgrade & Interest	88,418		88,418		88,742		88,418		0
		88,418		88,418		88,742		88,418		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
TOTAL GOVERNANCE (Capital)		88,418	(1,000)	88,418	(1,000)	88,742	(1,325)	88,418	(1,000)	0
TOTAL GOVERNANCE		96,918	(789,494)	96,918	(789,494)	102,200	(514,774)	104,418	(855,994)	(59,000)
GOVERNANCE & ADMINISTRATION										
ADMINISTRATION										
OPERATING EXPENDITURE										
042201	Administration - Employee Costs		(1,075,053)		(1,075,053)		(687,385)		(1,075,053)	0
042202	Administration - Lsl Provision		0		0		0		0	0
042204	Superannuation - Administration & Governance		0		0		0		0	0
042205	Administration - Insurance		(73,635)		(73,635)		(54,302)		(55,000)	18,635
	- Workers Compensation									
	- Income Protection									
042206	Administration Staff - Fbt		(12,000)		(12,000)		(6,227)		(12,000)	0
042207	Administration - Professional Development		(18,875)		(18,875)		(11,865)		(18,875)	0
042208	Advertising		(3,000)		(3,000)		(784)		(3,000)	0
042209	Administration - Uniforms		0		0		0		0	0
042210	Administration Office - Maintenance & Surrounds		(78,534)		(78,534)		(46,783)		(78,534)	0
	Parks & Gardens									
	Building									
	Utilities									
042211	Administration - Printing & Stationery		(25,000)		(25,000)		(20,354)		(25,000)	0
042212	Administration - Telephone & Internet		(35,000)		(35,000)		(15,492)		(35,000)	0
042213	Office Equipment - Maintenance & Minor Purchase		(15,000)		(15,000)		(4,614)		(15,000)	0
	Plan Cabinet 5 Draq A0 - 2,625									
042214	Bank Fees & Charges		(18,000)		(18,000)		(13,751)		(18,000)	0
042215	Administration - Postage & Freight		(5,000)		(5,000)		(4,076)		(5,000)	0
042216	Administration - Computer - Hardware & Software		(111,082)		(111,082)		(76,164)		(126,082)	(15,000)
	- Annual Synergy Licence - 43,687									
	- IT Support: Hardware & Software - 41,806									
	- Other - 25,589									
042217	Administration - Vehicle Expenses		(10,000)		(10,000)		(9,596)		(12,000)	(2,000)
042218	Administration - Legal Expenditure		(1,000)		(1,000)		(267)		(1,000)	0
042219	Consultants/Special Projects		0		0		0		0	0
042220	Administration - Other Expenditure		(24,350)		(24,350)		(11,769)		(24,350)	0
	- Risk Management 13,000									
	- WALGA Tax Service - 1,415									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Other - 9,935									
042222	Occupation Health & Safety Outcomes		(10,000)		(10,000)		(3,136)		(10,000)	0
000772	Administration - Depreciation		(92,500)		(92,500)		(44,312)		(68,000)	24,500
00B402	Less Administration Allocation		1,567,029		1,567,029		970,687		1,567,029	0
			(41,000)		(41,000)		(40,191)		(14,865)	26,135
OPERATING REVENUE										
042331	Legal Expenses Recovered	1,000		1,000		0		1,000		0
042333	Photocopying	0		0		0		0		0
042334	Administration - Income	20,000		20,000		28,375		32,000		12,000
042342	Administration - Income - Gst Free	20,000		20,000		11,816		20,000		0
		41,000		41,000		40,191		53,000		12,000
TOTAL ADMINISTRATION (Operating)		41,000	(41,000)	41,000	(41,000)	40,191	(40,191)	53,000	(14,865)	38,135
CAPITAL EXPENDITURE										
042254	Transfer To Employee Entitlement Reserve - Administration		(50,000)		(50,000)		0		(50,000)	0
042255	Transfer To Information Technology Reserve - Interest		(500)		(500)		(320)		(500)	0
042401	Admin Building - Old Court House, Feinnes St Q174 Administration Refurbishment - 90,000 Q175 - Generator Administration - 12,500		(102,500)		(102,500)		(366)		(122,500)	(20,000)
042403	Administration Office/Centre - Buildings		0		0		0		0	0
			(153,000)		(153,000)		(686)		(173,000)	(20,000)
CAPITAL REVENUE										
042330	Transfer From Employee Entitlement Reserve	20,000		20,000		0		20,000		0
		20,000		20,000		0		20,000		0
TOTAL ADMINISTRATION (Capital)		20,000	(153,000)	20,000	(153,000)	0	(686)	20,000	(173,000)	(20,000)
TOTAL ADMINISTRATION		61,000	(194,000)	61,000	(194,000)	40,191	(40,878)	73,000	(187,865)	18,135
TOTAL GOVERNANCE & ADMINISTRATION		157,918	(983,494)	157,918	(983,494)	142,391	(555,651)	177,418	(1,043,859)	(40,865)
LAW, ORDER & PUBLIC SAFETY - FIRE PREVENTION										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
OPERATING EXPENDITURE										
051200	Strategic Access & Egress		(65,000)		(40,000)		(3,655)		(40,000)	0
	- Land Tenure - 25,000									
	- Annual Maintenance - 15,000									
051201	Mitigation Works - Fire		(20,000)		(20,000)		(125)		(20,000)	0
051202	Firefighting - Water Tanks		(10,000)		(10,000)		(2,148)		(10,000)	0
	- Tank Maintenance - 8,000									
	- Grounds Maintenance - 2,000									
051203	Administration Allocation - Fire Prevention		(30,015)		(30,015)		(18,637)		(30,015)	0
051205	Lops - Other Expenditure		(2,000)		(2,000)		(1,178)		(2,000)	0
051206	Fire Prevention - Employee Costs		(40,191)		(40,191)		(26,935)		(40,191)	0
051207	Shire Fire-Fighting Vehicle Expenses		(5,000)		(5,000)		(3,978)		(5,000)	0
051209	Firebreak Inspections		(7,700)		(7,700)		(1,380)		(7,700)	0
	- Inspections - 5,000									
	- Drone - 2,700									
051210	Fire Prevention - Advertising & Signs		(6,000)		(6,000)		(4,252)		(6,000)	0
	- Fire Season Awareness Signs - 5,640									
051215	Firefighting - Shire Resources		(37,390)		(37,390)		(12,401)		(37,390)	0
	- Electronic Permit Process - 4,390									
	- SMS Message Alert Service - 10,000									
	- Fire Fighting - 23,000									
051220	Brigade Plant & Equip (Less $1,000)		(4,000)		(4,000)		(1,841)		(4,000)	0
051221	Brigade Plant & Equip Maint		(3,000)		(3,000)		(674)		(3,000)	0
051222	Brigade Vehicles,Trailers Maint		(68,000)		(68,000)		(59,991)		(68,000)	0
051223	Dfes Brigade Buildings - Maint		(6,000)		(6,000)		(4,709)		(6,000)	0
051224	Brigade Clothing & Access		(24,000)		(24,000)		(24,770)		(24,000)	0
051225	Brigade Utilities,Rates & Taxes		(15,000)		(15,000)		(9,686)		(15,000)	0
051226	Brigade Other Goods & Services		(13,000)		(13,000)		(13,699)		(13,000)	0
051227	Brigade Insurances		(17,000)		(17,000)		(14,716)		(17,000)	0
051232	Vehicle Expenses - Fire Control		0		0		0		0	0
001742	Deprec Of Assets - Fire		(97,500)		(97,500)		(79,395)		(120,000)	(22,500)
			(470,796)		(445,796)		(284,171)		(468,296)	(22,500)
OPERATING REVENUE										
051331	Grant/Contributions - Fire	64,058		64,058		297,891		351,949		287,891
	- Watering WA Towns - 64,058									
051335	Fines & Penalties	15,000		15,000		7,310		15,000		0
051336	ESL Levy Recoup	150,000		150,000		86,826		150,000		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
051342	NDRP Program - DFES Grant - Strategic Access & Egress	0		0		0		0		0
051352	LOPS - Sale Of Plant & Equipment	0		0		0		0		0
		229,058		229,058		392,027		516,949		287,891
TOTAL FIRE PREVENTION - Operating		229,058	(470,796)	229,058	(445,796)	392,027	(284,171)	516,949	(468,296)	265,391
CAPITAL EXPENDITURE										
051250	LOPS - Purchase Plant & Equipment		0		0		(287,891)		(287,891)	(287,891)
051254	LOPS - Infrastructure Other		(239,651)		(212,851)		(62,446)		(212,851)	0
	Q180 Emergency Water Tank Morangup & Bejoording - 92,851									
	Q181 Coondle Nunile Fire Station - 60,000									
	Q183 Access & Egress Tracks - 60,000									
051401	Transfer To Reserve - Strategic Fire Acess & Egress		(100,000)		(100,000)		(765)		(100,000)	0
			(339,651)		(312,851)		(351,102)		(600,742)	(287,891)
CAPITAL REVENUE										
051350	Transfer From Reserve - Strategic Access & Egress	0		0		0		0		0
051355	Transfer From Reserve - Bush Fire Mitigation	0		0		0		0		0
		0		0		0		0		0
TOTAL FIRE PREVENTION - Capital		0	(339,651)	0	(312,851)	0	(351,102)	0	(600,742)	(287,891)
TOTAL FIRE PREVENTION		229,058	(810,447)	229,058	(758,647)	392,027	(635,273)	516,949	(1,069,038)	(22,500)
LAW, ORDER & PUBLIC SAFETY - ANIMAL CONTROL										
OPERATING EXPENDITURE										
052201	Animal Control - Employee Costs		(40,191)		(40,191)		(26,788)		(40,191)	0
052203	Cat Control Expenses		(1,000)		(1,000)		(384)		(1,000)	0
052205	Other Costs - Animal Control		(2,000)		(2,000)		(1,700)		(3,500)	(1,500)
	Personal Protection - Body Cameras x 2 - 900									
	Other - 1,100									
052207	Dog Control Expenses		(2,000)		(2,000)		(1,205)		(2,000)	0
052208	Maintenance - Dog & Cat Pounds		(2,990)		(2,990)		(1,286)		(2,990)	0
052209	Other Animal Control		(1,000)		(1,000)		(1,825)		(3,500)	(2,500)
052213	Depreciation - Animal Control		(10,000)		(10,000)		(5,868)		(10,000)	0
052214	Administration Allocation - Animal Control		(25,076)		(25,076)		(15,531)		(25,076)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
052215	Vehicle Expenses - Animal Control		(5,000)		(5,000)		(3,105)		(5,000)	0
			(89,257)		(89,257)		(57,693)		(93,257)	(4,000)
OPERATING REVENUE										
052321	Fines & Penalties	1,000		1,000		2,660		3,000		2,000
	- Dogs, Cats, Parking, Waste & Other									
052322	Impound Fees	2,000		2,000		4,573		5,500		3,500
	- Dogs, Cats, Parking, Waste & Other									
052323	Dog Registration Fees	25,000		25,000		25,713		25,000		0
052324	Kennel Licences	100		100		0		100		0
052325	Other Income - Fees, Charges & Reimbursements	1,000		1,000		1,365		1,000		0
052326	Fees & Charges - Other Councils	500		500		0		500		0
	- Dogs, Cats, Parking, Waste & Other									
052328	Cat Registration Fees	5,000		5,000		3,241		5,000		0
		34,600		34,600		37,553		40,100		5,500
TOTAL ANIMAL CONTROL - Operating		34,600	(89,257)	34,600	(89,257)	37,553	(57,693)	40,100	(93,257)	1,500
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL ANIMAL CONTROL - Capital		0	0	0	0	0	0	0	0	0
TOTAL ANIMAL CONTROL		34,600	(89,257)	34,600	(89,257)	37,553	(57,693)	40,100	(93,257)	1,500
OTHER										
OPERATING EXPENDITURE										
053201	Employee Costs - Other Lops		(78,715)		(78,715)		(54,070)		(78,715)	0
053203	Telephone Expense		(1,500)		(1,500)		(1,014)		(1,500)	0
053204	Cctv Operational Expenses		(2,000)		(2,000)		(5,639)		(7,000)	(5,000)

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Maintenance - In House									
053206	Vehicle Expenses - Rangers		(7,000)		(7,000)		(6,183)		(7,000)	0
	Vehicle Dash Cams x 2 - 500									
	Other - 6,500									
053207	Administration Allocation - Lops Other		(26,562)		(26,562)		(16,502)		(26,562)	0
053208	Depreciation - Lops - Other		(3,500)		(3,500)		(3,209)		(5,000)	(1,500)
053209	Semc Aware Grant Expenditure		0		0		0		0	0
053210	Roadwise Expenditure		(1,000)		(1,000)		(400)		(1,000)	0
			(120,277)		(120,277)		(87,018)		(126,777)	(6,500)
OPERATING REVENUE										
053321	Fines & Penalties	1,000		1,000		2,147		2,500		1,500
053322	Other Income	1,500		1,500		0		1,500		0
053324	Roadwise Income	1,000		1,000		0		1,000		0
		3,500		3,500		2,147		5,000		1,500
TOTAL (LOPS) OTHER - Operating		3,500	(120,277)	3,500	(120,277)	2,147	(87,018)	5,000	(126,777)	(5,000)
CAPITAL EXPENDITURE										
053401	CCTV - Closed Circuit Television Camera - Security		(8,500)		(8,500)		(11,769)		(12,000)	(3,500)
053402	Transfer To Cctv Reserve		(250)		(250)		(240)		(250)	0
	Interest									
			(8,750)		(8,750)		(12,009)		(12,250)	(3,500)
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL (LOPS) OTHER - Capital		0	(8,750)	0	(8,750)	0	(12,009)	0	(12,250)	(3,500)
TOTAL (LOPS) OTHER		3,500	(129,027)	3,500	(129,027)	2,147	(99,026)	5,000	(139,027)	(8,500)
EMERGENCY MANAGEMENT										
OPERATING EXPENDITURE										
054202	Recovery Expenses		(2,000)		(2,000)		(53)		(2,000)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
054203	Administration Allocation - Emergency Management		(30,785)		(30,785)		(19,025)		(30,785)	0
054204	CESM - Employee Costs		(116,187)		(116,187)		(75,614)		(116,187)	0
054208	CESM Vehicle Expenses		(7,000)		(7,000)		(5,568)		(7,000)	0
054209	SES Plant & Equipment (less $1000)		(10,420)		(10,420)		(4,445)		(10,420)	0
054210	SES Plant & Equipment Maintenance		(1,000)		(1,000)		(120)		(1,000)	0
054211	SES Vehicles, Trailers Maintenance		(4,000)		(4,000)		(4,952)		(4,000)	0
054212	SES Building - Maintenance		(1,000)		(1,000)		(725)		(1,000)	0
054213	SES Clothing PPE & Access		0		0		0		0	0
054214	SES Utilities, rates & taxes		(2,000)		(2,000)		(1,640)		(2,000)	0
054215	SES Other Goods & Services		(1,000)		(1,000)		(580)		(1,000)	0
054216	SES Insurance		(2,000)		(2,000)		0		(2,000)	0
			(177,392)		(177,392)		(112,722)		(177,392)	0
OPERATING REVENUE										
054332	Reimbursements - WANDRRA	0		0		0		0		0
054335	CESM - Recoup	100,000		100,000		49,176		100,000		0
054337	Toodyay District Ses Grant	21,420		21,420		10,710		21,420		0
		121,420		121,420		59,886		121,420		0
TOTAL EMERGENCY MANAGEMENT - Operating		121,420	(177,392)	121,420	(177,392)	59,886	(112,722)	121,420	(177,392)	0
CAPITAL EXPENDITURE										
054205	Transfer To Emergency Management & Recovery Reserve		(5,000)		(5,000)		(1,069)		(5,000)	0
			(5,000)		(5,000)		(1,069)		(5,000)	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL EMERGENCY MANAGEMENT - Capital		0	(5,000)	0	(5,000)	0	(1,069)	0	(5,000)	0
TOTAL EMERGENCY MANAGEMENT		121,420	(182,392)	121,420	(182,392)	59,886	(113,790)	121,420	(182,392)	0
FIRE & LAND MANAGEMENT										
OPERATING EXPENDITURE										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
055401	Reserves Management		(50,680)		(50,680)		(28,793)		(50,680)	0
	Mitigation Works - 23,680									
	Reserve Track Maintenance - 10,000									
	Reserve Works - 15,000									
	Trailer with Cage - 2,000									
055406	Reserves Management - Employee Costs		(80,176)		(80,176)		(52,548)		(80,176)	0
055407	RMO - Vehicle Expenses		(5,000)		(5,000)		(3,212)		(5,000)	0
055412	RMO - Professional Development		(1,000)		(1,000)		0		(1,000)	0
055413	Administration Allocation - Reserve Managment		(24,119)		(24,119)		(14,949)		(24,119)	0
			(160,975)		(160,975)		(99,501)		(160,975)	0
OPERATING REVENUE										
055501	Reserves Management - Grants, Contributions & Reimburseme	0		0		0		0		0
055502	Reserves Management - Telecommunications Leases	20,000		20,000		19,962		20,000		0
		20,000		20,000		19,962		20,000		0
TOTAL LAND & FIRE MANAGEMENT - Operating		20,000	(160,975)	20,000	(160,975)	19,962	(99,501)	20,000	(160,975)	0
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		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	(160,975)	20,000	(160,975)	19,962	(99,501)	20,000	(160,975)	0
TOTAL LAW ORDER & PUBLIC SAFETY		408,578	(1,372,098)	408,578	(1,320,298)	511,574	(1,005,284)	703,469	(1,644,689)	(29,500)
HEALTH										
PUBLIC HEALTH										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
OPERATING EXPENDITURE										
074201	Public Health - Employee Costs		(130,600)		(130,600)		(88,079)		(130,600)	0
074206	Health - Professional Development		(2,250)		(2,250)		(2,058)		(2,250)	0
074208	Health Control Expenses		(2,500)		(2,500)		(5,064)		(6,000)	(3,500)
	Mosquito Monitoring Equipment									
074209	Legal Expenses		(2,000)		(2,000)		(2,339)		(4,000)	(2,000)
076201	Analytical Expenses		(1,500)		(1,500)		(1,926)		(2,850)	(1,350)
074210	Administration Allocation - Public Health		(22,871)		(22,871)		(14,172)		(22,871)	0
002502	Deprec Of Assets - Health		(40,000)		(40,000)		(23,565)		(40,000)	0
			(201,721)		(201,721)		(137,202)		(208,571)	(6,850)
OPERATING REVENUE										
074331	Legal Expenses Recoup	500		500		0		500		0
074332	Health Act Fees,Licences	20,000		20,000		11,566		20,000		0
074333	Fines And Penalties	10,000		10,000		2,909		3,500		(6,500)
	- Reimbursement EHO									
		30,500		30,500		14,475		24,000		(6,500)
TOTAL PUBLIC HEALTH - Operating		30,500	(201,721)	30,500	(201,721)	14,475	(137,202)	24,000	(208,571)	(13,350)
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL PUBLIC HEALTH - Capital		0	0	0	0	0	0	0	0	0
TOTAL PUBLIC HEALTH		30,500	(201,721)	30,500	(201,721)	14,475	(137,202)	24,000	(208,571)	(13,350)
OTHER HEALTH										
OPERATING EXPENDITURE										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
077201	Alma Beard Centre		(34,610)		(34,610)		(18,118)		(34,610)	0
	- Building Maintenance - 9,093									
	- Garden Maintenance - 10,307									
	- Operational Expenditure - 15,210									
077202	Alma Beard Medical Centre - Rental		(35,000)		(35,000)		(35,000)		(35,000)	0
	- Offset by GL: 077330									
077203	Administration Allocation - Other Health		(25,509)		(25,509)		(15,822)		(25,509)	0
			(95,119)		(95,119)		(68,940)		(95,119)	0
OPERATING REVENUE										
077330	Alma Beard Medical Centre - Rental	41,000		41,000		39,550		41,000		0
	Offset by GL: 077202									
	Physiotherapy Room Rental									
		41,000		41,000		39,550		41,000		0
TOTAL OTHER HEALTH - Operating		41,000	(95,119)	41,000	(95,119)	39,550	(68,940)	41,000	(95,119)	0
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL OTHER HEALTH - Capital		0	0	0	0	0	0	0	0	0
TOTAL OTHER HEALTH		41,000	(95,119)	41,000	(95,119)	39,550	(68,940)	41,000	(95,119)	0
TOTAL HEALTH		71,500	(296,840)	71,500	(296,840)	54,025	(206,143)	65,000	(303,690)	(13,350)
EDUCATION AND WELFARE										
OPERATING EXPENDITURE										
081100	Aged & Disabled - Other - Operating Expenditure		(10,000)		0		0		(7,000)	(7,000)

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	Aged Friendly Communities									
081110	Admin Allocation - Other Aged & Disabled		(25,372)		(25,372)		(15,725)		(25,372)	0
081150	Aged & Disabled - Employee Costs		(31,597)		(31,597)		(26,671)		(31,597)	0
			(66,969)		(56,969)		(42,396)		(63,969)	(7,000)
	OPERATING REVENUE									
082200	Grants, Subsidies & Contributions - Aged & Disabled Other	20,240		15,240		0		22,240		7,000
	Changing Places Final Claim - 15,240									
	Aged Friendly Communities Inovation - 0									
		20,240		15,240		0		22,240		7,000
TOTAL EDUCATION AND WELFARE - Operating		20,240	(66,969)	15,240	(56,969)	0	(42,396)	22,240	(63,969)	0
	CAPITAL EXPENDITURE									
083300	Aged & Disabled - Other - Capital Expenditure		(10,000)		(10,000)		(327)		(10,000)	0
	Q179 Butterly House Drainage Repairs - 10,000									
			(10,000)		(10,000)		(327)		(10,000)	0
	CAPITAL REVENUE									
		0		0		0		0		0
		0		0		0		0		0
TOTAL EDUCATION AND WELFARE - Capital		0	(10,000)	0	(10,000)	0	(327)	0	(10,000)	0
TOTAL EDUCATION AND WELFARE		20,240	(76,969)	15,240	(66,969)	0	(42,723)	22,240	(73,969)	0
TOTAL EDUCATION AND WELFARE		20,240	(76,969)	15,240	(66,969)	0	(42,723)	22,240	(73,969)	0
	HOUSING									
	STAFF HOUSING									
	OPERATING EXPENDITURE									
091201	Lot 35; 19A & 19B Clinton Street - Duplex		(16,489)		(16,489)		(4,885)		(16,489)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	Building - 8,531									
	Garden Maintenance - 3,666									
	Utilities - 4,292									
002602	Deprec Of Assets - Staff Housing		(10,000)		(10,000)		(3,460)		(5,500)	4,500
			(26,489)		(26,489)		(8,345)		(21,989)	4,500
OPERATING REVENUE										
091330	Shire Owned Housing - Rental Income	0		0		2,160		5,000		5,000
091332	Recoups - Staff Housing	0		0		60		0		0
		0		0		2,220		5,000		5,000
TOTAL STAFF HOUSING - Operating		0	(26,489)	0	(26,489)	2,220	(8,345)	5,000	(21,989)	9,500
CAPITAL EXPENDITURE										
091250	Staff Housing - Capital Works		0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL STAFF HOUSING - Capital		0	0	0	0	0	0	0	0	0
TOTAL STAFF HOUSING		0	(26,489)	0	(26,489)	2,220	(8,345)	5,000	(21,989)	9,500
OTHER HOUSING										
OPERATING EXPENDITURE										
092203	Butterly House		(5,000)		(5,000)		(826)		(1,500)	3,500
002662	Deprec Of Assets-Housing		(105,000)		(105,000)		(12,769)		(20,000)	85,000
			(110,000)		(110,000)		(13,595)		(21,500)	88,500
OPERATING REVENUE										
092255	Grants & Subsidies - Aged Care	0		0		0		0		0
092331	Recoups/Reimbursements - Aged Housing	0		0		826		0		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
		0		0		826		0		0
TOTAL OTHER HOUSING - Operating		0	(110,000)	0	(110,000)	826	(13,595)	0	(21,500)	88,500
CAPITAL EXPENDITURE										
092250	Other Housing - Renewal/Upgrade/New		0		0		0		0	0
092252	Aroc Aged Care Housing Initiative		0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL OTHER HOUSING - Capital		0	0	0	0	0	0	0	0	0
TOTAL OTHER HOUSING		0	(110,000)	0	(110,000)	826	(13,595)	0	(21,500)	88,500
TOTAL HOUSING		0	(136,489)	0	(136,489)	3,045	(21,939)	5,000	(43,489)	98,000
COMMUNITY AMMENITIES										
HOUSEHOLD REFUSE										
OPERATING EXPENDITURE										
101201	Waste Transfer Station - Maintenance & Operating		(27,516)		(27,516)		(11,378)		(27,516)	0
	- Building Maintenance - 1,897									
	- Parks & Gardens - 20,707									
	- Utilities & Insurance - 4,912									
101202	Disposal Of Refuse		(40,000)		(40,000)		(23,537)		(40,000)	0
101203	Domestic Refuse Collection		(335,000)		(335,000)		(230,830)		(335,000)	0
	- Includes fortnightly recycle collection									
	- Mandatory waste collection - 80,000									
	- 1,174 waste collection - 120,000									
	- 120 commercial collection - 40,000									
	- 80 Street Bins - 35,000									
	- Monthly tonnage collection fee - 60,000									
101204	Administration Allocation - Household Refuse		(24,187)		(24,187)		(14,949)		(24,187)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
101205	Waste Initiatives		0		0		0		0	0
101207	Waste Transfer Station - Waste Management Contract		(140,000)		(140,000)		(92,685)		(140,000)	0
002752	Deprec Of Assets-Rubbish		(10,000)		(10,000)		(3,820)		(6,000)	4,000
			(576,703)		(576,703)		(377,198)		(572,703)	4,000
	OPERATING REVENUE									
101330	Domestic Rubbish Collection - Mandatory - Includes fortnightly recycle collection - 462 collections - 106,260	106,260		106,260		122,010		122,010		15,750
101331	Commercial Rubbish Collection - Includes fortnightly recycle collection - 100 collections - 27,000	27,000		27,000		10,079		10,179		(16,821)
101332	Transfer Station Entry Fees - Additional Passes - $60 per Twelve Passes - $30 per Six passes - $5 per single pass	1,500		1,500		322		1,500		0
101333	Waste Transfer Station Maintenance - Minimum Rate - 3,081 Assesments @ $80 per assesment	246,480		246,480		246,987		246,480		0
101334	Domestic Rubbish Collection - Additional - Includes fortnightly recycle collection - 1,192 collections - 274,160	274,160		274,160		276,852		276,813		2,653
		655,400		655,400		656,249		656,982		1,582
	TOTAL HOUSEHOLD REFUSE - Operating	655,400	(576,703)	655,400	(576,703)	656,249	(377,198)	656,982	(572,703)	5,582
	CAPITAL EXPENDITURE									
101252	Transfer To Refuse Reserve - Interest		(2,000)		(2,000)		(1,636)		(2,000)	0
			(2,000)		(2,000)		(1,636)		(2,000)	0
	CAPITAL REVENUE									
101350	Transfer From Refuse Reserve	0		0		0		0		0
		0		0		0		0		0
	TOTAL HOUSEHOLD REFUSE - Capital	0	(2,000)	0	(2,000)	0	(1,636)	0	(2,000)	0
	TOTAL HOUSEHOLD REFUSE	655,400	(578,703)	655,400	(578,703)	656,249	(378,834)	656,982	(574,703)	5,582

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
OTHER REFUSE										
OPERATING EXPENDITURE										
102201	Administration Allocation - Other Refuse		(34,739)		(34,739)		(21,549)		(34,739)	0
102202	Tidy Towns Expenditure		(2,000)		(2,000)		0		(2,000)	0
102206	Street Bins Collection		(10,000)		(10,000)		(6,724)		(10,000)	0
102207	Litter Control - Other		(4,919)		(4,919)		(1,733)		(4,919)	0
	Parks & Garden - 3,919									
	Community Claeanup Event - 1,000									
			(51,658)		(51,658)		(30,005)		(51,658)	0
OPERATING REVENUE										
102332	Litter Infringements	250		250		0		250		0
102333	Grants, Contributions & Reimbursements - Tidy Towns	0		0		1,364		1,364		1,364
		250		250		1,364		1,614		1,364
TOTAL OTHER REFUSE - Operating		250	(51,658)	250	(51,658)	1,364	(30,005)	1,614	(51,658)	1,364
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL OTHER REFUSE - Capital		0	0	0	0	0	0	0	0	0
TOTAL OTHER REFUSE		250	(51,658)	250	(51,658)	1,364	(30,005)	1,614	(51,658)	1,364
COMMUNITY AMMENITIES										
SEWERAGE										
OPERATING EXPENDITURE										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
			0		0		0		0	0
			0		0		0		0	0
OPERATING REVENUE										
103332	Dividend - Nth'M Liquid Waste Fac	10,000		10,000		0		10,000		0
		10,000		10,000		0		10,000		0
TOTAL SEWERAGE - Operating		10,000	0	10,000	0	0	0	10,000	0	0
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL SEWERAGE - Capital		0	0	0	0	0	0	0	0	0
TOTAL SEWERAGE		10,000	0	10,000	0	0	0	10,000	0	0
COMMUNITY SPONSORSHIP										
OPERATING EXPENDITURE										
104201	Community Grants & Sponsorships		(54,000)		(54,000)		(38,655)		(54,000)	0
	Discretionary Funds - 5,500									
	Toodyay Junior Football Club - 1,000									
	RSL Sandakan - 2,000									
	Toodyay Festivals Inc - 1,500									
	Bush Poets Weekend - 1,500									
	Toodyay Ag Sponsorship as per agreement - 1,000									
	Youthcare - 7,500									
	Toodyay District High School P&C - 5,000									
	Toodyay Cricket Club - 2,500									
	Toodyay District High Country Week - 1,000									
	Moondyne Festival - 8,000									
	Fibre Festival - 5,000									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	Toodyay Music Festival - 5,000									
	Suicide Prevention Project - 1,000									
	Christmas Street Party - 5,000									
	Tidy Towns - 1,500									
104202	Contributions, Donations, Grants & Sponsorships		0		0		0		0	0
104203	Community Contributions		(5,000)		(5,000)		0		(5,000)	0
			(59,000)		(59,000)		(38,655)		(59,000)	0
	OPERATING REVENUE									
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	(59,000)	5,000	(59,000)	0	(38,655)	5,000	(59,000)	0
	CAPITAL EXPENDITURE									
			0		0		0		0	0
			0		0		0		0	0
	CAPITAL REVENUE									
		0		0		0		0		0
		0		0		0		0		0
	TOTAL COMMUNITY SPONSORSHIP - Capital	0	0	0	0	0	0	0	0	0
	TOTAL COMMUNITY SPONSORSHIP	5,000	(59,000)	5,000	(59,000)	0	(38,655)	5,000	(59,000)	0
	PROTECTION OF THE ENVIRONMENT									
	OPERATING EXPENDITURE									
105201	Environment - Employee Costs		(71,589)		(71,589)		(46,068)		(71,589)	0
105204	Environmental Expenditure		(10,000)		(10,000)		(9,610)		(10,000)	0
105205	Admin Alloc - Environment Protection		(21,481)		(21,481)		(13,298)		(21,481)	0
			(103,070)		(103,070)		(68,976)		(103,070)	0
	OPERATING REVENUE									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
105301	Environmental - Grants	0		0		0		0		0
		0		0		0		0		0
TOTAL PROTECTION OF ENVIRONMENT - Operating		0	(103,070)	0	(103,070)	0	(68,976)	0	(103,070)	0
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL PROTECTION OF ENVIRONMENT - Capital		0	0	0	0	0	0	0	0	0
TOTAL PROTECTION OF ENVIRONMENT		0	(103,070)	0	(103,070)	0	(68,976)	0	(103,070)	0
TOWN PLANNING										
OPERATING EXPENDITURE										
106201	Town Planning - Employee Costs		(159,155)		(159,155)		(108,155)		(159,155)	0
106205	Town Planning - Professional Development		(2,750)		(2,750)		(154)		(2,750)	0
106206	T.Plng Vehicle Expenses		(12,242)		(12,242)		(12,675)		(16,000)	(3,758)
106208	Rezoning/Subdivision Expenses		(1,000)		(1,000)		(732)		(1,000)	0
106209	T.Plng Other Expenses - Advertising		(5,000)		(5,000)		(7,852)		(10,000)	(5,000)
106210	T.Plng Legal Costs		(10,000)		(10,000)		(19,437)		(25,000)	(15,000)
106212	Administration Allocation - Town Planning		(42,787)		(42,787)		(26,500)		(42,787)	0
106213	Deprec Of Assets - T/P		(15,000)		(15,000)		(8,849)		(15,000)	0
106216	Contractor Expenses		(25,000)		(25,000)		(23,938)		(35,000)	(10,000)
			(272,934)		(272,934)		(208,292)		(306,692)	(33,758)
OPERATING REVENUE										
106332	Subdivision Fees	1,500		1,500		0		1,500		0
106334	T.Plng Other Fees	35,000		35,000		28,154		35,000		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- 3-6 Dog Applications - Planning Applications - Plan Searches									
		36,500		36,500		28,154		36,500		0
TOTAL TOWN PLANNING - Operating		36,500	(272,934)	36,500	(272,934)	28,154	(208,292)	36,500	(306,692)	(33,758)
CAPITAL EXPENDITURE										
106217	Transfer To Local Planning Scheme No 4 Reserve		0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
106338	Transfer From Local Planning Scheme No 4 Reserve	0		0		0		0		0
		0		0		0		0		0
TOTAL TOWN PLANNING - Capital		0	0	0	0	0	0	0	0	0
TOTAL TOWN PLANNING		36,500	(272,934)	36,500	(272,934)	28,154	(208,292)	36,500	(306,692)	(33,758)
COMMUNITY AMMENITIES										
OTHER COMMUNITY SERVICES										
OPERATING EXPENDITURE										
107201	Cemetery Maintenance - Buildiing Maintenace - 9,583 - Parks & Gardens - 30,708 - Operational/Utilities - 2,500 - Chairs, Gazebo & Grass - 1,000 - Demolition Costs - 2,500		(46,291)		(46,291)		(16,173)		(46,291)	0
107202	Federation Square Mtce - Buildiing Maintenace - 2,210 - Parks & Gardens - 10,607 - Operational/Utilities - 248		(13,065)		(13,065)		(3,050)		(13,065)	0
107204	Toodyay Railway Station R015 Railway Lawns & Gardens - 14,480 R078 Railway Resesrve - 5,674		(20,654)		(20,654)		(8,502)		(20,654)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	Utilities - 500									
107205	Street Furniture		(1,919)		(1,919)		(174)		(1,919)	0
107206	War Memorial		(29,172)		(29,172)		(19,649)		(29,172)	0
107210	Administration Allocation - Other Community Services		(21,481)		(21,481)		(13,298)		(21,481)	0
107211	Cemetery Operations - Gravedigging Etc		(15,000)		(15,000)		(15,426)		(15,000)	0
003502	Depr Of Assets-Amenities		(6,000)		(6,000)		(4,849)		(8,000)	(2,000)
			(153,582)		(153,582)		(81,121)		(155,582)	(2,000)
OPERATING REVENUE										
107331	Cemetery Fees (Inc Gst)	10,000		10,000		7,382		10,000		0
107332	Cemetery Fees (Not Inc Gst)	500		500		40		500		0
107334	Contributions, Donations, Grants & Sponsorship	0		0		0		0		0
		10,500		10,500		7,422		10,500		0
TOTAL OTHER COMMUNITY - Operating		10,500	(153,582)	10,500	(153,582)	7,422	(81,121)	10,500	(155,582)	(2,000)
CAPITAL EXPENDITURE										
107271	Specialised Buildings - Community Amenities - Capital Works		0		0		0		0	0
107273	Toodyay Cemetery - Capital Works - Q013 Cemetery - Niche Wall		(20,000)		(20,000)		0		(20,000)	0
			(20,000)		(20,000)		0		(20,000)	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL OTHER COMMUNITY - Capital		0	(20,000)	0	(20,000)	0	0	0	(20,000)	0
TOTAL OTHER COMMUNITY SERVICES		10,500	(173,582)	10,500	(173,582)	7,422	(81,121)	10,500	(175,582)	(2,000)
TOTAL COMMUNITY AMENITIES		717,650	(1,238,947)	717,650	(1,238,947)	693,189	(805,883)	720,596	(1,270,705)	(28,812)
RECREATION & CULTURE										
PUBLIC HALLS										
OPERATING EXPENDITURE										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
111201	Memorial Hall - Operational & Maintenance Expenditure		(51,116)		(51,116)		(28,713)		(51,116)	0
	- Buildiing Maintenace - 2,161									
	- Operational/Utilities - 45,955									
	- Cuttlery & Crockery - 3,000									
111202	Morangup Comm Ctre.		(9,636)		(9,636)		(3,734)		(9,636)	0
	- Buildiing Maintenace - 4,808									
	- Parks & Gardens - 3,138									
	- Operational/Utilities - 1,690									
111203	Community Ctre		(54,513)		(54,513)		(40,090)		(54,513)	0
	- Buildiing Maintenace - 10,557									
	- Parks & Gardens - 5,851									
	- Operational/Utilities - 38,105									
111204	Administration Allocation - Public Halls		(28,587)		(28,587)		(17,667)		(28,587)	0
161205	Loan 65 - Interest And Charges		(3,349)		(3,349)		(1,774)		(3,349)	0
003522	Deprec Of Assets - Halls		(110,000)		(110,000)		(32,713)		(50,000)	60,000
			(257,201)		(257,201)		(124,690)		(197,201)	60,000
OPERATING REVENUE										
111330	Memorial Hall Rentals	5,000		5,000		1,191		5,000		0
111332	Community Centre Rentals	32,000		32,000		37,243		40,000		8,000
	- Silver Chain - 9,000									
	- Dept Child Protection - 20,000									
	- Other Rentals - 3,000									
111333	Community Centre Recoups	500		500		261		500		0
		37,500		37,500		38,695		45,500		8,000
TOTAL PUBLIC HALLS - Operating		37,500	(257,201)	37,500	(257,201)	38,695	(124,690)	45,500	(197,201)	68,000
CAPITAL EXPENDITURE										
111351	Buildings - Public Halls & Civic Centres		(42,500)		(42,500)		(6,250)		(42,500)	0
	- Q176 Memorial Hall Generator & Enclosure - 7,500									
	- Q165 Morangup Community Centre Additions - 35,000									
111354	Transfer To Morangup Community Centre Development Reserve		0		0		0		0	0
161256	Loan 65 - Principal - Community Centre, Stirling Terrace		(10,614)		(10,614)		(5,217)		(10,614)	0
			(53,114)		(53,114)		(11,466)		(53,114)	0
CAPITAL REVENUE										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
111360	Transfer From Community Development Reserve	15,000		15,000		0		15,000		0
		15,000		15,000		0		15,000		0
TOTAL PUBLIC HALLS - Capital		15,000	(53,114)	15,000	(53,114)	0	(11,466)	15,000	(53,114)	0
TOTAL PUBLIC HALLS		52,500	(310,315)	52,500	(310,315)	38,695	(136,157)	60,500	(250,315)	68,000
RECREATION & CULTURE										
RECREATION & SPORT										
OPERATING EXPENDITURE										
113201	Toodyay Showgrounds		(190,151)		(190,151)		(112,976)		(190,151)	0
	- Buildiing Maintenace - 26,890									
	- Parks & Gardens - 129,702									
	- Operational/Utilities - 33,559									
113202	Toodyay Race Course		(1,000)		(1,000)		(2,014)		(1,000)	0
113203	Newcastle Park		(25,075)		(25,075)		(9,756)		(25,075)	0
	- Buildiing Maintenace - 1,462									
	- Parks & Gardens - 23,459									
	- Operational/Utilities - 154									
113204	Charcoal Lane Public Convenience		(17,763)		(17,763)		(12,396)		(17,763)	0
	- Buildiing Maintenace - 5,659									
	- Operational/Utilities - 12,104									
113206	Parks & Gardens Depot		(6,580)		(6,580)		(2,155)		(6,580)	0
113207	Pioneer Arboreum		(10,875)		(10,875)		(2,022)		(10,875)	0
113208	Railway Wagon Reserve No. 35142 (Info Bay)		(7,723)		(7,723)		(904)		(7,723)	0
113210	Wilson Street (Parking) Reserve		(1,656)		(1,656)		(478)		(1,656)	0
113212	Pelham Reserve		(15,493)		(15,493)		(7,703)		(15,493)	0
	- Buildiing Maintenace - 1,904									
	- Parks & Gardens - 6,757									
	- Operational/Utilities - 6,832									
113213	Duidgee & Stirling Parks		(73,257)		(73,257)		(58,164)		(73,257)	0
	- Parks & Gardens - 64,864									
	- Building Maintenance - 5,867									
	- Operational/Utilities - 2,526									
113214	Misc Sports Club Facilities		(10,000)		(10,000)		(4,511)		(10,000)	0
	- Building Maintenance - 9,500									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Other - 500									
113215	Other Shire Parks & Gardens		(14,079)		(14,079)		(5,353)		(14,079)	0
113221	Admin Allocation - Recreation & Sport		(55,492)		(55,492)		(34,362)		(55,492)	0
113225	Kids Sport Program - Grant Expenditure		(9,000)		(9,000)		(1,987)		(1,987)	7,013
113227	Youth Engagement - Expenditure		(7,000)		(7,000)		(2,341)		(7,000)	0
	- Holiday Program - 5,000									
	- Other - 2,000									
113228	Community Expenditure - Sport & Rec		(1,000)		(1,000)		0		(1,000)	0
113229	Other Recreation & Sport - Employee Costs		(63,696)		(63,696)		(45,625)		(63,696)	0
161214	Loan 72 - Interest - Land -Rec Centre		(43,700)		(43,700)		(22,111)		(43,700)	0
161215	Loan 73 - Interest - Tennis & basketball Cts		(1,702)		(1,702)		(943)		(1,702)	0
003792	Deprec Of Assets - Sport		(235,000)		(235,000)		(78,811)		(120,000)	115,000
			(790,242)		(790,242)		(404,611)		(668,229)	7,013
OPERATING REVENUE										
113330	Showground Rental	10,000		10,000		3,251		10,000		0
113332	Club Leases	1,000		1,000		302		1,000		0
113334	Kids Sport - Grant Income	9,000		9,000		3,206		3,206		(5,794)
	- DSR Kids Sport Program - 9,000									
113335	Clubs Insurance	5,000		5,000		3,450		3,450		(1,550)
113351	Grants & Contributions Income	1,000		1,000		1,805		1,000		0
113353	Grant Income	50,000		50,000		50,000		50,000		0
	- Q162 Anzac Park Upgrade - Grant Funds - 50,000									
113357	Toodyay Race Club - Reimbursement/S	4,000		4,000		3,153		4,000		0
	- Insurance									
113358	Youth Advisory Council - Income	0		0		0		0		0
113362	Recreation Precinct Contributions	1,000,000		1,000,000		0		0		(1,000,000)
		1,080,000		1,080,000		65,168		72,656		(1,007,344)
TOTAL REC & SPORT - Operating		1,080,000	(790,242)	1,080,000	(790,242)	65,168	(404,611)	72,656	(668,229)	(1,000,331)
CAPITAL EXPENDITURE										
113256	Duidgee / Stirling Park Upgrade - Infrastructure		(68,500)		(68,500)		(3,297)		(68,500)	0
	- Q177 Duidgee Park Toilet Upgrade - 68,500									
113263	Infrastructure - Parks & Recreation		(1,430,666)		(1,430,666)		(135,168)		(380,666)	1,050,000
	- Q159 Recreation Precinct Siteworks - 200,000									
	- Q178 Storage Shed Cricket Club - 12,000									
	- Q162 Anzac Park Stage 1 - Memorial Wall - 10,000									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Q162 Anzac Park Upgrade Stage 2- 108,666									
	- Q186 Showground Pavillion - Building Upgrade - 50,000									
113274	Transfer To Swimming Pool Reserve		(2,000)		(2,000)		(1,598)		(2,000)	0
	- Interest									
113275	Transfer To Recreation Development Reserve		(35,000)		(35,000)		(27,320)		(35,000)	0
	- Interest									
161262	Loan 72 - Principal - Recreation Precinct		(38,014)		(38,014)		(18,798)		(38,014)	0
161263	Loan 73 - Principal Payments - Multi Purpose Courts		(19,283)		(19,283)		(9,565)		(19,283)	0
			(1,593,463)		(1,593,463)		(195,747)		(543,463)	1,050,000
CAPITAL REVENUE										
113350	Transfer From Recreation Development Reserve	0		0		0		0		0
		0		0		0		0		0
TOTAL REC & SPORT - Capital		0	(1,593,463)	0	(1,593,463)	0	(195,747)	0	(543,463)	1,050,000
TOTAL RECREATION & SPORT		1,080,000	(2,383,705)	1,080,000	(2,383,705)	65,168	(600,358)	72,656	(1,211,692)	49,669
RECREATION & CULTURE										
LIBRARIES										
OPERATING EXPENDITURE										
115201	Library - Employee Costs		(161,068)		(161,068)		(105,219)		(161,068)	0
115203	Superannuation - Library		0		0		0		0	0
115204	Library - Professional Development		(3,250)		(3,250)		(115)		(3,250)	0
	- WA Libraries Conference									
115205	Library Operating Expenses		(16,971)		(16,971)		(7,919)		(16,971)	0
	- Stationery & Staff Amenities									
	- Telephone Charges									
	- State Library of WA									
	- Upgrade to CCTV System									
	- Solar Panel Leasing									
115206	Library Bldg. Maintenance		(32,623)		(32,623)		(24,452)		(32,623)	0
	- Airconditioner - 2,849									
	- Repairs to Camera System - 2,000									
	- Parks & Gardens - 2,043									
	- Other - 8,201									
	- Utilities/Insurance - 17,350									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
115207	Library Office Equipment		(2,500)		(2,500)		(2,494)		(2,500)	0
	- A Frame Sign									
	- Furniture									
115208	Library Book Purchases		(2,500)		(2,500)		(1,025)		(2,500)	0
115210	Administration Allocation - Library		(27,339)		(27,339)		(16,890)		(27,339)	0
115211	Library - Events		(3,000)		(3,000)		0		(1,500)	1,500
	- Avon Valley Readers & Writers Festival - 2,500									
	- Author Talks x 4 Events - 500									
161209	Loan 67 - Interest And Charges		(20,811)		(20,811)		(10,717)		(20,811)	0
161211	Loan 69 - Interest And Charges		(6,407)		(6,407)		(3,468)		(6,407)	0
004072	Deprec Of Assets-Library		(38,000)		(38,000)		(12,465)		(19,500)	18,500
			(314,469)		(314,469)		(184,763)		(294,469)	20,000
OPERATING REVENUE										
115334	Library Income/Revenue	2,000		2,000		2,281		3,000		1,000
		2,000		2,000		2,281		3,000		1,000
TOTAL LIBRARIES - Operating		2,000	(314,469)	2,000	(314,469)	2,281	(184,763)	3,000	(294,469)	21,000
CAPITAL EXPENDITURE										
115250	Buildings - Library		(5,000)		(5,000)		(9,330)		(9,330)	(4,330)
	- J067 Library toilet Facilities									
161258	Loan 67 Principal - Library Upgrade 1		(34,208)		(34,208)		(16,826)		(34,208)	0
161261	Loan 69 Principal - Library Upgrade 2		(31,010)		(31,010)		(15,266)		(31,010)	0
			(70,218)		(70,218)		(41,422)		(74,548)	(4,330)
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL LIBRARIES - Capital		0	(70,218)	0	(70,218)	0	(41,422)	0	(74,548)	(4,330)
TOTAL LIBRARIES		2,000	(384,687)	2,000	(384,687)	2,281	(226,185)	3,000	(369,017)	16,670
RECREATION & CULTURE										
HERITAGE										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
OPERATING EXPENDITURE										
116201	Museum (Gaol) Maintenance		(49,926)		(49,926)		(24,055)		(49,926)	0
116202	Museum Honariums		(5,200)		(5,200)		(3,350)		(5,200)	0
116203	Museum Displays		(10,000)		(10,000)		(6,991)		(10,000)	0
	- Toodyay Convict Depot Exhibit - 6,000									
	- Gaol Displays - 4,000									
116209	Mus. - Marketing/Promotion		(2,000)		(2,000)		0		(2,000)	0
	- Brochure & Walk Trail booklet									
	- Brochure Reprint/Yearly Exhibit									
116210	Heritage - Preservation & Conservation		(1,700)		(1,700)		0		(1,700)	0
	- Restore Heritage Furniture									
116212	Heritage - Employee Costs		(74,931)		(74,931)		(47,919)		(74,931)	0
116217	Heritage Advisory Services		(20,000)		(20,000)		(2,220)		(15,000)	5,000
116218	Administration Allocation - Heritage		(34,549)		(34,549)		(21,355)		(34,549)	0
116219	Cultural Heritage Interp Works		(18,000)		(18,000)		(3,000)		(18,000)	0
	- Convict Depot Walk - 16,000 (partial Grant)									
	- Toodyaypedia Stage 4 - 2,000									
116221	Museum Operating Expenses		(3,400)		(3,400)		(413)		(3,400)	0
	Subscriptions - 400									
	Conservation Materials - 1,500									
	Office Equipment & Stationery - 1,500									
			(219,706)		(219,706)		(109,303)		(214,706)	5,000
OPERATING REVENUE										
116330	Lotterywest Grants - Museum	108,000		108,000		0		108,000		0
	- Q156 Roof Repair - New Shingles to Old Gaol - 100,000									
	- Convict Depot Walk - 8,000									
116332	Admissions To Museum	10,000		10,000		8,416		10,000		0
116333	Grant Income - Heritage	0		0		0		0		0
116335	Recoups - Heritage Council	10,000		10,000		0		0		(10,000)
116338	Heritage Income	0		0		0		0		0
		128,000		128,000		8,416		118,000		(10,000)
TOTAL HERITAGE - Operating		128,000	(219,706)	128,000	(219,706)	8,416	(109,303)	118,000	(214,706)	(5,000)
CAPITAL EXPENDITURE										
117252	Upgrade To Heritage Buildings		(213,500)		(213,500)		(11,240)		(213,500)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Q156 Roof Structure Repairs & Drainage Old Gaol - 200,0000									
	- Q152 Wicklow Shearing Shed Lighting - 5,000									
	- Q152 Wicklow Shearing Shed Gates - 8,500									
117254	Transfer To Heritage Asset Reserve		(5,000)		(5,000)		(158)		(5,000)	0
			(218,500)		(218,500)		(11,398)		(218,500)	0
CAPITAL REVENUE										
117350	Transfer From Heritage Asset Reserve	0		0		0		0		0
		0		0		0		0		0
TOTAL HERITAGE - Capital		0	(218,500)	0	(218,500)	0	(11,398)	0	(218,500)	0
TOTAL HERITAGE		128,000	(438,206)	128,000	(438,206)	8,416	(120,702)	118,000	(433,206)	(5,000)
RECREATION & CULTURE										
CULTURE										
OPERATING EXPENDITURE										
113209	Toodyay St Aboriginal Reserve		(3,367)		(3,367)		(2,274)		(3,367)	0
117201	Festivals - Other		(9,500)		(9,500)		(3,932)		(9,500)	0
	- Twilight Movies In The Park - 2,380									
	- Other Festivals - 7,120									
117202	Avon Descent		(16,926)		(16,926)		(16,011)		(16,926)	0
	- NADA sponsorship - 10,000									
	- Avon Descent - L/holders BBQ - 550									
	- Event Preparations - 5,378									
	- Other Expense - 1,000									
117203	Aust. Day Celebrations		(8,299)		(8,299)		(7,877)		(8,299)	0
	- Community Breakfast, Citizenship Ceremony									
117204	Donegan'S Cottage - Showgrounds		(9,674)		(9,674)		(807)		(9,674)	0
117205	Parkers Cottage		(5,109)		(5,109)		(1,267)		(5,109)	0
117206	Moondyne Festival		(1,289)		(1,289)		(82)		(1,289)	0
117207	Toodyay International Food Festival		(57,657)		(57,657)		(55,673)		(55,673)	1,984
	- IFF Event Expenses - 47,000									
	- EMRC Admin Fee - 5,000									
	- Event Preparations - 4,652									
	- Other Expense - 1,000									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
117208	Targa West		(2,000)		(2,000)		(987)		(987)	1,013
117210	Toodyay Ag Show		(7,200)		(7,200)		(5,588)		(5,588)	1,612
	- Waste Mgmt, Toilet & Generator Hire - 3,200									
	- Event Preparations - 4,000									
117211	Christmas Decorations		(8,000)		(8,000)		(8,400)		(8,000)	0
117212	Toodyay Races		(2,975)		(2,975)		(3,153)		(2,975)	0
	- Insurance (Reimbursed) GL; 113357									
117213	Community Grants & Sponsorships - Culture		(2,500)		(2,500)		(427)		(2,500)	0
	- Volunteer Recognition Event - 1,000									
	- Senior's Week - 400									
	- Other - 1,100									
117214	Administration Allocation - Culture		(31,787)		(31,787)		(19,705)		(31,787)	0
117215	Anzac Commemoration - Expenditure		(1,000)		(1,000)		(364)		(1,000)	0
	- Gunfire Breakfast & Anzac Day									
117216	Reconcilliation Action		(3,000)		(3,000)		(1,663)		(3,000)	0
004222	Depreciation - Assets - Culture		(100,000)		(100,000)		(15,895)		(25,000)	75,000
			(270,283)		(270,283)		(144,105)		(190,674)	4,609
OPERATING REVENUE										
117332	Grant Income	33,000		33,000		30,673		33,000		0
	- EMRC - Avon/IFF Festival - 30,000									
	- Thank a volunteer Day - 1,000									
	- Senior's Week - 1,000									
	- Other - 1,000									
117333	Sponsorship - International Food Festival	3,000		3,000		0		3,000		0
117334	International Food Festival - Stallholder Fee	10,000		10,000		7,204		10,000		0
117335	Events - Other Income	5,000		5,000		300		5,000		0
		51,000		51,000		38,177		51,000		0
TOTAL CULTURE - Operating		51,000	(270,283)	51,000	(270,283)	38,177	(144,105)	51,000	(190,674)	4,609
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
		0		0		0		0		0
TOTAL CULTURE - Capital		0	0	0	0	0	0	0	0	0
TOTAL CULTURE		51,000	(270,283)	51,000	(270,283)	38,177	(144,105)	51,000	(190,674)	4,609
TOTAL RECREATION & CULTURE		1,313,500	(3,787,196)	1,313,500	(3,787,196)	152,737	(1,227,506)	305,156	(2,454,904)	133,948
TRANSPORT										
CONSTRUCTION										
OPERATING EXPENDITURE										
121201	Crossover Contributions		(8,000)		(8,000)		(3,375)		(8,000)	0
121205	Plant - Leasing Expenses		(73,908)		(73,908)		0		(33,308)	40,600
	- Lease of Grader									
121214	Survey ,Design & Audits		(1,000)		(1,000)		0		(20,000)	(19,000)
121216	Administration Allocation - Transport Construction		(50,764)		(50,764)		(31,450)		(50,764)	0
161210	Loan 68 - Interest & Charges - Stirling Terrace		0		0		0		0	0
161212	Loan 70 - Interest & Charges - Footbridge		(3,421)		(3,421)		(1,817)		(3,421)	0
161213	Loan 71 - Interest & Charges - Depot		(35,363)		(35,363)		(17,900)		(35,363)	0
004670	Deprec - Transport Assets		(3,785,000)		(3,785,000)		(1,812,020)		(2,750,000)	1,035,000
			(3,957,456)		(3,957,456)		(1,866,561)		(2,900,856)	1,056,600
OPERATING REVENUE										
121333	Grant Income - Infrastructure	52,635		52,635		21,054		52,635		0
	Y0078 - Drummond Street East Footpath									
121334	Regional Roads Group (Project) Grants	209,899		209,899		164,412		209,899		0
	A0010 River Road Construct & Seal - 46,280									
	A0014 Salt Valley Road Construct & Seal - 159,235									
	A0021 Morangup Road - 4,384									
121337	Roads To Recovery Grants	507,585		507,585		385,473		507,585		0
	B0153 Wandoo Circle Construct & Seal -100,246									
	B0137 Wattle Way Construct & Seal - 86,935									
	B0005 Telegraph Road Construct & Seal - 95,587									
	B0033 Woodlands Road Resheet - 123,243									
	B0136 - Echidna Road - Construct & Seal - 50,000									
	B0135 - Charcoal Road - Construct & Seal - 40,000									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
121339	Road Const. (Private) Contribution	0		0		0		0		0
		770,119		770,119		570,939		770,119		0
TOTAL CONSTRUCTION - Operating		770,119	(3,957,456)	770,119	(3,957,456)	570,939	(1,866,561)	770,119	(2,900,856)	1,056,600
CAPITAL EXPENDITURE										
112122	Footpaths - Construction		(105,270)		(105,270)		(93,919)		(105,270)	0
	Y0078 - Drummond Street East Footpath									
121211	Regional Road Group Projects - Grant Funded		(318,726)		(318,726)		(322,392)		(318,726)	0
	A0010 River Road Construct & Seal - 128,017									
	A0014 Salt Valley Road Construct & Seal - 190,709									
	A0021 Morangup Road - 10,455									
121212	Roads To Recovery - Grant Works		(507,585)		(507,585)		(377,523)		(507,585)	0
	B0153 Wandoo Circle Construct & Seal -100,246									
	B0137 Wattle Way Construct & Seal - 86,935									
	B0005 Telegraph Road Construct & Seal - 95,587									
	B0033 Woodlands Road Resheet - 123,243									
	B0136 - Echidna Road - Construct & Seal - 50,000									
	B0135 - Charcoal Road - Construct & Seal - 40,000									
121213	Road Construction - Own Resources		(1,024,211)		(963,039)		(180,395)		(963,039)	0
	D0240 -Bishop Crt - Asphalt - 9,000									
	D0096 - Clarkson St - Reseal - 20,873									
	D0052 - Cobbler Pool Rd - Reseal- 82,962									
	D0161 - Fawell Rd - Reseal- 15,759									
	D0085 - Howard Rd - Reseal- 0									
	D0178 - Lloyd Pl - Reseal- 10,494									
	D0056 - Racecourse Rd - Reseal - 50,405									
	D0111 Stirlingia Dr - Reseal - 54,966									
	D0031 - Bull Rd - Resheet- 127,904									
	D0030 - Syred Rd - Resheet- 102,787									
	D0165 - Oddfellow St - Asphalt - 30,852									
	D0197 - Toodyay Bindi Bindi Rd - Shoulder Works- 24,395									
	D0194 - Dewars Pool Rd - Shoulder Works & Reseal- 88,485									
	D0001 - Bejoording Rd - Shoulder Works- 17,386									
	D0025 - Coondle West Rd - Shoulder Works- 12,197									
	D0004 - Julimar Rd - Shoulder Works & Seal- 69,395									
	D0004 - Julimar Rd - Reseal of Defects									
	D0132 - Ferguson Rd - Construct & Seal- 52,561									
	D0249 - Leeder St - Resheet- 44,704									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	D0027 - Bulligan Rd - Resheet- 196,171									
	J069 - Vistors Centre Car Park - Asphalt - 16,635									
	J070 - Old Goal Car Park - Upgrade - 35,105									
	J071 - Clinton Street - Guard Rail - 10,000									
	Preventative Maintenance Stratergy - Reserve Projects									
	Charcoal Lane, Morangup									
	Echidna Road, Morangup									
	Ferguson Road, Coondle									
	McIntosh Road, Coondle									
	Alan Twine Road, Coondle									
	Fowler Road, Coondle									
122202	Purchase Of Plant & Equipment		(356,000)		(356,000)		(82,459)		(356,000)	0
	T0009 - Truck - 90,000									
	P & G Truck - 40,000									
	1TIU352 - Bobcat Trailer - 20,000									
	T0014 P&G Ute - 35,000									
	T0026 - WC Ute - 35,000									
	T0016 - P&G Ute - 41,000									
	T00 - MCD Vehicle - 42,000									
	T1184 - SBS Vehicle - 33,000									
	3 Point Flail Mower - 2,000									
	Air compressor & Attachments - 18,000									
122203	Transfer To Plant Replacement Reserve - Interest		(4,000)		(4,000)		(2,748)		(4,000)	0
122205	Transfer To Road Contribution Reserve - Interest & 30,000		(34,500)		(34,500)		(33,976)		(100,500)	(66,000)
122207	Remediation Of Old Depot Sites		(20,000)		(20,000)		(21,867)		(20,000)	0
	- Q163 - Parks & Gardens Site - 10,000									
	- Q048 - Harper Road Site - 10,000									
122209	Toodyay Townsite - Upgrade		0		0		0		0	0
123220	Railway Works & Services Depot - Infrastructure Other		0		0		0		0	0
122211	Transfer To Newcastle Footbridge Reserve - Interest & 10,000		(15,000)		(15,000)		(10,397)		(15,000)	0
122214	Transfer To Community Bus Reserve		(20,000)		(20,000)		(20,000)		(20,000)	0
161259	Loan 68 - Principal		0		0		0		0	0
161269	Loan 70 - Principal Payment		(13,424)		(13,424)		(6,618)		(13,424)	0
161270	Loan 71 - Principal Payment - Depot		(31,531)		(31,531)		(15,589)		(31,531)	0
			(2,450,247)		(2,389,075)		(1,167,882)		(2,455,075)	(66,000)
	CAPITAL REVENUE									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
122330	Sale Of Plant & Equipment	155,000		155,000		31,818		155,000		0
	T0017 John Deere Grader - 60,000									
	T0009 Mitsubishi Canter - 20,000									
	1TIU352 Bobcat Trailer - 3,000									
	T0014 Mitsubishi Triton - 10,000									
	T0026 Mitsubishi Triton - 16,000									
	T0016 Mitsubishi Triton - 10,000									
	T00 Subaru Forester XT - 20,000									
	T1184 Mitsubishi Triton - 16,000									
122331	Transfer From Plant Replacement Reserve	0		0		0		0		0
122338	Transfer From Community Bus Reserve	0		0		0		0		0
121348	Transfer From Road Contribution Reserve	0		36,070		36,070		36,070		0
		155,000		191,070		67,888		191,070		0
TOTAL CONSTRUCTION - Capital		155,000	(2,450,247)	191,070	(2,389,075)	67,888	(1,167,882)	191,070	(2,455,075)	(66,000)
TOTAL CONSTRUCTION		925,119	(6,407,703)	961,189	(6,346,531)	638,827	(3,034,443)	961,189	(5,355,931)	990,600
TRANSPORT										
MAINTENANCE										
OPERATING EXPENDITURE										
123201	Road Maintenance		(766,076)		(766,076)		(450,005)		(766,076)	0
123202	Bridge Maintenance		(80,000)		(80,000)		(49,224)		(77,000)	3,000
	- Annual Maintenance Program - 60,000									
	- Repairs to Newcastle Footbridge - 17,000									
123204	Tree Maintenance - Own Resources		0		0		0		0	0
123205	Footpath Maintenance		(12,742)		(12,742)		(7,800)		(12,742)	0
123206	Lighting Of Streets		(40,000)		(40,000)		(23,276)		(40,000)	0
123207	Road Verge Spraying - Contract		(30,000)		(30,000)		(23,491)		(30,000)	0
123208	Admin Allocation - Transport Maintenance		(42,869)		(42,869)		(26,597)		(42,869)	0
123209	Depot Maintenance		(55,294)		(55,294)		(58,364)		(70,000)	(14,706)
	- Building Maintenance									
	- Parks & Gardens Maintenance									
	- Utilities									
	- Insurance									
123210	Roman Ii		(11,500)		(11,500)		(9,691)		(11,500)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Subscription - 6,000									
	- Pocket RAMM - 5,500									
123211	Bridge Insurance		(72,000)		(72,000)		(71,343)		(72,000)	0
123212	Signage		(5,000)		(5,000)		(1,898)		(5,000)	0
123213	Road Contribution Refund		0		0		0		0	0
123214	Verge Maintenace		(86,548)		(86,548)		(37,003)		(86,548)	0
004870	Deprec Of Assets - Maint		(100,000)		(100,000)		(74,436)		(115,000)	(15,000)
			(1,302,029)		(1,302,029)		(833,128)		(1,328,735)	(26,706)
	OPERATING REVENUE									
123330	MRWA Street Light Subsidy	1,500		1,500		0		1,500		0
123331	Operating Grants - Roads	73,628		73,628		73,628		73,628		0
123333	Road Maintenance Contributions	50,000		50,000		96,852		100,000		50,000
		125,128		125,128		170,480		175,128		50,000
	TOTAL MAINTENANCE - Operating	125,128	(1,302,029)	125,128	(1,302,029)	170,480	(833,128)	175,128	(1,328,735)	23,294
	CAPITAL EXPENDITURE									
			0		0		0		0	0
			0		0		0		0	0
	CAPITAL REVENUE									
		0		0		0		0		0
		0		0		0		0		0
	TOTAL MAINTENANCE - Capital	0	0	0	0	0	0	0	0	0
	TOTAL MAINTENANCE	125,128	(1,302,029)	125,128	(1,302,029)	170,480	(833,128)	175,128	(1,328,735)	23,294
	TOTAL TRANSPORT	1,050,247	(7,709,732)	1,086,317	(7,648,560)	809,307	(3,867,571)	1,136,317	(6,684,666)	1,013,894
	ECONOMIC SERVICES									
	RURAL SERVICES									
	OPERATING EXPENDITURE									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
131201	Weed Control - Own Resources		0		0		0		0	0
131208	Administration Allocation - Rural Services		(20,653)		(20,653)		(12,813)		(20,653)	0
131210	Rural Street Addressing		(1,000)		(1,000)		0		(1,000)	0
			(21,653)		(21,653)		(12,813)		(21,653)	0
OPERATING REVENUE										
131334	Rural Street Addressing	500		500		159		500		0
		500		500		159		500		0
TOTAL RURAL SERVICES - Operating		500	(21,653)	500	(21,653)	159	(12,813)	500	(21,653)	0
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL RURAL SERVICES - Capital		0	0	0	0	0	0	0	0	0
TOTAL RURAL SERVICES		500	(21,653)	500	(21,653)	159	(12,813)	500	(21,653)	0
ECONOMIC SERVICES										
TOURISM & AREA PROMOTION										
OPERATING EXPENDITURE										
132201	Visitor Centre - Employee Costs		(133,220)		(133,220)		(96,201)		(133,220)	0
132204	Visitor Centre - Professional Development		(2,000)		(2,000)		(105)		(2,000)	0
132207	Visitor Centre - Printing & Stationery		(1,000)		(1,000)		(175)		(1,000)	0
132208	Postage (V.C.)		(1,000)		(1,000)		5		(1,000)	0
132210	Telephone/Internet Costs (V.C.)		(5,000)		(5,000)		(757)		(5,000)	0
132212	Other V/C Office Expenses		(10,000)		(10,000)		(9,087)		(10,000)	0
	- Brochure Stand - 500									
	- Blinds - 500									

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
	- Other - 9,000									
132213	Connors Mill Bldg. Operation (V.C.)		(18,052)		(18,052)		(12,952)		(18,052)	0
	- Building Maintenance - 4,758									
	- Utilities, Insurance etc - 13,294									
132214	Visitors Ctre. Bldg. Operation		(40,254)		(40,254)		(24,100)		(40,254)	0
	- Building Maintenance - 10,944									
	- Parks & Gardens Maintenance - 9,605									
	- Utilities, Insurance etc - 19,705									
132215	Memberships Affiliated Bodies		(2,200)		(2,200)		(662)		(2,200)	0
	- Accreditation Of Visitor Centre									
132216	Accommodation Expense - Offset By Gl: 132335		(40,000)		(6,605)		(6,605)		(6,605)	0
132217	Accomodation Commission Expenses		(2,300)		(810)		(810)		(810)	0
132221	Tourist Information Bay		(3,125)		(3,125)		(975)		(3,125)	0
132222	Transwa Ticket Sales		(5,000)		(5,000)		(2,285)		(5,000)	0
132224	Floor Stock Purchases		(20,000)		(20,000)		(15,917)		(20,000)	0
132229	Administration Allocation - Tourism		(35,203)		(35,203)		(21,840)		(35,203)	0
005502	Deprec Of Assets-Tourism		(90,000)		(90,000)		(31,116)		(48,000)	42,000
161204	Loan 64 - Interest And Charges		(4,940)		(4,940)		(2,618)		(4,940)	0
			(413,294)		(378,409)		(226,202)		(336,409)	42,000
OPERATING REVENUE										
132330	Admissions Connors Mill	6,500		6,500		5,366		6,500		0
132332	Floor Stock Sales	30,000		30,000		18,989		30,000		0
132333	Other Visitor Ctre Income	500		500		57		500		0
132334	Membership Fees	1,500		1,500		3,892		3,892		2,392
132335	Accommodation Income - Offset By Gl: 132216	40,000		1,655		1,655		1,655		0
132336	Accomodation Commission	4,400		1,005		1,005		1,005		0
132338	Transwa Ticket Sales	5,500		5,500		2,991		5,500		0
132354	Grant Income - Tourism & Area Promotion	0		0		0		0		0
		88,400		46,660		33,956		49,052		2,392
TOTAL TOURISM & AREA PROMO - Operating		88,400	(413,294)	46,660	(378,409)	33,956	(226,202)	49,052	(336,409)	44,392
CAPITAL EXPENDITURE										
132339	Economic Services & Tourism - Buildings		(11,900)		(11,900)		(5,780)		(11,900)	0
	Q142 VC Sustainable Upgrades - 11,900									
161255	Loan No. 64 - Principal Payments - Visitor Centre		(16,395)		(16,395)		(8,064)		(16,395)	0
			(28,295)		(28,295)		(13,844)		(28,295)	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL TOURISM & AREA PROMO - Capital		0	(28,295)	0	(28,295)	0	(13,844)	0	(28,295)	0
TOTAL TOURISM & AREA PROMOTION		88,400	(441,589)	46,660	(406,704)	33,956	(240,046)	49,052	(364,704)	44,392
ECONOMIC SERVICES										
OTHER TOURISM & AREA PROMOTION										
OPERATING EXPENDITURE										
132230	Area Promotion Advertising Avon Valley Tourism - 8,500 Experience Perth - 3,500 Pioneer Pathway Brochure - 3,500 Promotion of Avon Link - 2,500 Swan Magazine - 800 - ($200 x 4 events) Valley for All Seasons - 8,000 Visitor Centre Website - 8,000 Other - 2,700		(37,500)		(37,500)		(19,819)		(37,500)	0
132233	Signs - Tourism, Events & Other		(3,000)		(3,000)		(1,366)		(3,000)	0
132236	Area Promotion - Employee Expenses		(95,793)		(95,793)		(66,998)		(95,793)	0
			(136,293)		(224,476)		(88,183)		(136,293)	0
OPERATING REVENUE										
132351	Community Directory	3,000		3,000		0		3,000		0
132352	Grants, Contributions & Sponsorships - Valley for All Seasons	5,000		5,000		82		5,000		0
132359	Income - Other Tourism & Area Promotion	3,500		3,500		3,114		3,500		0
		11,500		11,500		3,195		11,500		0
TOTAL OTHER TOURISM & AREA PROMO - Operating		11,500	(136,293)	11,500	(224,476)	3,195	(88,183)	11,500	(136,293)	0
CAPITAL EXPENDITURE										

Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
132250	Economic Services - Tourism - Other Infra		0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		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		11,500	(136,293)	11,500	(224,476)	3,195	(88,183)	11,500	(136,293)	0
BUILDING SERVICES										
OPERATING EXPENDITURE										
133201	Building - Employee Costs		(183,788)		(183,788)		(117,020)		(183,788)	0
133204	Building - Professional Development		(4,500)		(4,500)		(2,554)		(4,500)	0
133206	Bldg Vehicles Expenses		(10,000)		(10,000)		(9,181)		(10,000)	0
133207	Building Control Expenses Additional Tools		(3,000)		(3,000)		(237)		(3,000)	0
133208	Legal Expenses - Bldg.		(1,000)		(1,000)		0		(1,000)	0
133209	Administration Allocation - Building		(38,058)		(38,058)		(23,588)		(38,058)	0
133211	Depreciation Of Assets		(15,000)		(15,000)		(10,774)		(17,000)	(2,000)
			(255,346)		(255,346)		(163,352)		(257,346)	(2,000)
OPERATING REVENUE										
133333	Building Licences	40,000		40,000		24,791		40,000		0
133334	Building Fees - Other	2,500		2,500		642		2,500		0
		42,500		42,500		25,433		42,500		0
TOTAL BUILDING SERVICES (Operating)		42,500	(255,346)	42,500	(255,346)	25,433	(163,352)	42,500	(257,346)	(2,000)
CAPITAL EXPENDITURE										
133332	Community Depot - Capital Works		0		0		0		0	0
133338	Community Depot - Other Infrastructure Works		0		0		0		0	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL BUILDING SERVICES - Capital		0	0	0	0	0	0	0	0	0
TOTAL BUILDING SERVICES		42,500	(255,346)	42,500	(255,346)	25,433	(163,352)	42,500	(257,346)	(2,000)
ECONOMIC SERVICES										
COMMUNITY DEVELOPMENT										
OPERATING EXPENDITURE										
136201	Community Development - Salaries & Wages		(138,922)		(138,922)		(89,327)		(138,922)	0
136202	Other Employee Costs - Community Development		0		0		0		0	0
136203	Utilities - Community Development		0		0		0		0	0
136204	Community Development - Professional Development		(8,000)		(8,000)		(2,981)		(8,000)	0
136205	Administration Allocation - Community Development		(38,176)		(38,176)		(23,685)		(38,176)	0
136206	Community Depot - Maintainenance & Operations		(11,789)		(11,789)		(7,044)		(11,789)	0
	- Utilities & Operations - 3,500									
	- Parks & Gardens - 8,289									
136207	Economic Development Vehicle Expense		(6,500)		(6,500)		(4,789)		(6,500)	0
136208	Community Development - Other Expenditure		(2,000)		(2,000)		(453)		(2,000)	0
	- Furniture - 1,000									
	- Pop up Counter - 1,000									
			(205,387)		(205,387)		(128,278)		(205,387)	0
OPERATING REVENUE										
136301	Community Depot - Income/Revenue	2,000		2,000		3,871		4,000		2,000
	- Lease Agreements -Toodyay Junction			0						
136302	Community Development - Income/Revenue	0				0		0		0
		2,000		2,000		3,871		4,000		2,000
Total Community Development - Operating		2,000	(205,387)	2,000	(205,387)	3,871	(128,278)	4,000	(205,387)	2,000

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
Total Community Development - Capital		0	0	0	0	0	0	0	0	0
TOTAL COMMUNITY DEVELOPMENT		2,000	(205,387)	2,000	(205,387)	3,871	(128,278)	4,000	(205,387)	2,000
OTHER ECONOMIC SERVICES										
OPERATING EXPENDITURE										
137201	Administration Allocation - Other Economic Services		(87,648)		(87,648)		(54,261)		(87,648)	0
137202	Standpipe - Northam Toodyay Road		(75,000)		(75,000)		(29,708)		(75,000)	0
137203	Sale Costs - Shire Owned Assets		(35,000)		(35,000)		(4,624)		(35,000)	0
	Telegraph Road - 10,000 (including subdivision costs)									
	Telegraph Road - 10,000 (including subdivision costs)									
	Duke Street - 5,000									
	Syreds Cottage - 5,000									
	Toodyay Road - 5,000									
137208	Deprec Of Assets		(12,000)		(12,000)		(5,462)		(9,000)	3,000
137213	Loss On Sale Of Assets - Economic Development		(67,133)		(67,133)		0		(67,133)	0
			(276,781)		(276,781)		(94,055)		(273,781)	3,000
OPERATING REVENUE										
005853	Profit On Sale Of Assets - Other Economic Services	89,959		89,959		0		89,959		0
	Telegraph Road - 69,959									
	Duke Street - 20,000									
137330	Standpipes	85,000		85,000		45,998		85,000		0
137331	Extractive Industry Licences	11,000		11,000		10,850		11,000		0
137338	Grant Income	0		0		0		11,641		11,641

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
		185,959		174,959		56,848		197,600		0
TOTAL OTHER ECONOMIC SERVICES (Operating)		185,959	(276,781)	174,959	(276,781)	56,848	(94,055)	197,600	(273,781)	3,000
CAPITAL EXPENDITURE										
137255	Other Infrastructure - Other Economic Services Q185 - Electric Vehicle Charging Station		0		0		0		(11,641)	(11,641)
			0		0		0		(11,641)	(11,641)
CAPITAL REVENUE										
137349	Sale Of Land BLG030 Telegraph Road - 250,000 L002 Telegraph Road - 150,000 Duke Street - 100,000 Syreds Cottage - 100,000 Toodyay Street - 100,000	700,000		700,000		0		700,000		0
		700,000		700,000		0		700,000		0
TOTAL OTHER ECONOMIC SERVICES (Capital)		700,000	0	700,000	0	0	0	700,000	(11,641)	(11,641)
TOTAL OTHER ECONOMIC SERVICES		885,959	(276,781)	874,959	(276,781)	56,848	(94,055)	897,600	(285,422)	(8,641)
TOTAL ECONOMIC SERVICES		1,030,859	(1,337,049)	978,119	(1,390,347)	123,463	(726,727)	1,005,152	(1,270,805)	35,751
OTHER PROPERTY & SERVICES										
PRIVATE WORKS										
OPERATING EXPENDITURE										
141201	Private Works		(6,514)		(6,514)		(3,378)		(6,514)	0
			(6,514)		(6,514)		(3,378)		(6,514)	0
OPERATING REVENUE										
141330	Private Works Income	10,000		10,000		5,924		10,000		0
		10,000		10,000		5,924		10,000		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
TOTAL PRIVATE WORKS - Operating		10,000	(6,514)	10,000	(6,514)	5,924	(3,378)	10,000	(6,514)	0
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL PRIVATE WORKS - Capital		0	0	0	0	0	0	0	0	0
TOTAL PRIVATE WORKS		10,000	(6,514)	10,000	(6,514)	5,924	(3,378)	10,000	(6,514)	0
PUBLIC WORKS OVERHEADS										
OPERATING EXPENDITURE										
143201	Works & Services - Salaries & Wages		(307,893)		(307,893)		(215,932)		(307,893)	0
143204	Public Works Overheads - Superannuation		(44,973)		(44,973)		(28,439)		(44,973)	0
143205	Public Works Overheads - Conferences & Training		(9,000)		(9,000)		(2,822)		(9,000)	0
143206	Other Employee Costs - PWO		(46,384)		(46,384)		(23,094)		(46,384)	0
143207	Supervisors Vehicles		(17,000)		(17,000)		(19,357)		(17,000)	0
143208	Engineering Office Expenses		(22,000)		(22,000)		(12,723)		(22,000)	0
143209	Eng. - Printing & Stationery		(2,000)		(2,000)		(968)		(2,000)	0
143210	Wages Staff - Training		(17,000)		(17,000)		(12,187)		(17,000)	0
143211	Wages Staff - Meetings		(10,000)		(10,000)		(6,415)		(10,000)	0
143212	Outside Staff - Wages - Annual Leave		(104,750)		(104,750)		(87,593)		(104,750)	0
143213	Outside Staff - Wages - Public Holidays		(66,766)		(66,766)		(29,339)		(66,766)	0
143214	Outside Staff - Wages - Sick Leave		(41,358)		(41,358)		(22,742)		(41,358)	0
143216	Superannuation - Wages Staff		(117,839)		(117,839)		(70,553)		(117,839)	0
143219	Insurance On Works		(37,419)		(37,419)		(22,639)		(23,000)	14,419
143220	Salaries (O/S) - L.S.L.		(31,000)		(31,000)		(11,660)		(31,000)	0
143222	Safety Equipment & P.P.E.		(10,200)		(10,200)		(9,945)		(10,200)	0
143223	Communication Costs		(2,500)		(2,500)		(378)		(2,500)	0
143224	Administration Allocation - Pwo		(69,194)		(69,194)		(42,904)		(69,194)	0
143226	Small Plant Operating Costs		(25,000)		(25,000)		(27,256)		(40,000)	(15,000)
143228	Building Maintenance - Allowance		0		0		18		0	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
143250	Less Allocated To Works & Services (Pwoh)		983,276		983,276		524,911		983,276	0
			1,000		1,000		(122,016)		419	(581)
OPERATING REVENUE										
143331	P.W.O. Misc Income	1,000		1,000		410		1,000		0
143334	Other Income	0		0		2,500		2,500		2,500
		1,000		1,000		2,910		3,500		0
TOTAL PUBLIC WORKS OVERHEADS - Operating		1,000	1,000	1,000	1,000	2,910	(122,016)	3,500	419	(581)
CAPITAL EXPENDITURE										
143225	Transfer To Employee Entitlement Reserve - Outside Staff		(35,000)		(35,000)		(3,322)		(35,000)	0
			(35,000)		(35,000)		(3,322)		(35,000)	0
CAPITAL REVENUE										
143330	Transfer From LSL Reserve	30,000		30,000		0		30,000		0
		30,000		30,000		0		30,000		0
TOTAL PUBLIC WORKS OVERHEADS - Capital		30,000	(35,000)	30,000	(35,000)	0	(3,322)	30,000	(35,000)	0
TOTAL PUBLIC WORKS OVERHEADS		31,000	(34,000)	31,000	(34,000)	2,910	(125,338)	33,500	(34,581)	(581)
OTHER PROPERTY & SERVICES										
PLANT OPERATION COSTS										
OPERATING EXPENDITURE										
144202	Fuel - Unleaded		(25,000)		(25,000)		(23,863)		(40,000)	(15,000)
144203	Fuel - Diesel/Distillate		(165,000)		(165,000)		(89,155)		(130,000)	35,000
144205	Tyres & Tubes		(50,000)		(50,000)		(20,793)		(50,000)	0
144206	Plant - Parts & Repairs		(155,000)		(155,000)		(104,917)		(155,000)	0
144207	Plant Repair - Wages		(142,112)		(142,112)		(99,880)		(142,112)	0
144208	Ins. & Licences		(120,000)		(120,000)		(92,961)		(100,000)	20,000
	- Vehicle Registrations									
144209	Sundry Tool Purchases		(15,000)		(15,000)		(10,576)		(15,000)	0
004425	Less Plant Depreciation Allocated To Works		313,688		313,688		144,554		313,688	0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
005012	Loss On Sale Of Assets - Road Plant Purchases		(66,613)		(66,613)		(4,823)		(66,613)	0
008362	Plant Operation - Expen.Stores		0		0		(1,182)		0	0
008412	Plant Depreciation		(150,000)		(150,000)		(173,632)		(265,000)	(115,000)
144250	Less Allocated To Works & Services (Poc)		510,037		510,037		372,350		510,037	0
			(65,000)		(65,000)		(104,878)		(140,000)	(75,000)
OPERATING REVENUE										
001523	Profit On Sale Of Assets - Road Plant & Equipment	0		0		0		0		0
144330	Revenue & Fuel Tax Credits	25,000		25,000		16,457		25,000		0
144331	Reimbursement - Insurance Claims	0		0		8,372		24,500		24,500
144332	Reimbursement - Vehicle Registration	40,000		40,000		25,694		25,694		(14,306)
		65,000		65,000		50,523		75,194		10,194
TOTAL PLANT OPERATION COSTS - Operating		65,000	(65,000)	65,000	(65,000)	50,523	(104,878)	75,194	(140,000)	(64,806)
CAPITAL EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		0		0		0		0		0
TOTAL PLANT OPERATION COSTS - Capital		0	0	0	0	0	0	0	0	0
TOTAL PLANT OPERATION COSTS		65,000	(65,000)	65,000	(65,000)	50,523	(104,878)	75,194	(140,000)	(64,806)
MATERIALS IN STORE										
OPERATING EXPENDITURE										
			0		0		0		0	0
			0		0		0		0	0
OPERATING REVENUE										
145330	Sale Of Stock Direct	0		0		100		0		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
		0		0		100		0		0
TOTAL MATERIALS IN STORE - Operating		0	0	0	0	100	0	0	0	0
TOTAL MATERIALS IN STORE - Capital		0	0	0	0	0	0	0	0	
TOTAL MATERIALS IN STORE		0	0	0	0	100	0	0	0	0
SALARIES & WAGES										
OPERATING EXPENDITURE										
008570	Workers Compensation Payments		0		0		85		0	0
146201	Salaries & Wages Drawn		(3,798,391)		(3,798,391)		(2,408,299)		(3,798,391)	0
146202	Salaries & Wages Allocated		3,798,391		3,798,391		2,408,299		3,798,391	0
			0		0		85		0	0
OPERATING REVENUE										
143333	Workers Compensation Reimbursements	0		0		217		0		0
		0		0		217		0		0
TOTAL SALARIES & WAGES - Operating		0	0	0	0	217	85	0	0	0
CAPITAL EXPENDITURE										
101250	Household Hazardous Waste Project		0		0		0		0	0
			0		0		0		0	0
CAPITAL REVENUE										
		0		0		0		0		0
		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	217	85	0	0	0
OTHER PROPERTY & SERVICES										

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
UNCLASSIFIED ITEMS										
OPERATING EXPENDITURE										
147201	Administration Allocation		(117,509)		(117,509)		(72,802)		(117,509)	0
147202	Connor'S Cottage - 5 (Lot 3) Piesse Street, Toodyay		(10,785)		(10,785)		(12,291)		(14,785)	(4,000)
	- Building Maintenance									
	- Parks & Gardens									
	- Operational									
147204	6 Duke Street		(1,095)		(1,095)		(759)		(1,095)	0
147205	Bank Building - Stirling Terrace - Operational		(10,395)		(10,395)		(3,853)		(10,395)	0
147206	Syreds Cottage		(5,691)		(5,691)		(2,944)		(5,691)	0
147207	O'Reilly'S - Lots 1A & 1B Stirling Terrace, Toodyay		(7,015)		(7,015)		(14,578)		(16,035)	(9,020)
147212	Lot 46/47 Telegraph Road, Toodyay		(6,028)		(6,028)		(2,547)		(6,028)	0
	- Building Maintenance									
	- Parks & Gardens									
	- Operational									
149100	Avon Aged Housing Initiative Project - Expenditure		(3,849,460)		(3,849,460)		(1,147,761)		(3,849,460)	0
	Q158A - Toodyay 9 Units - 1,828,238									
	Q158B - Victoria Plains 4 Units - 813,842									
	Q158C - Goomalling 4 Units - 1,207,380									
161203	Loan 63 - Interest And Charges		(4,168)		(4,168)		(3,990)		(4,168)	0
161216	Loan 74 - Interest & Charges - Bank Building Stirling Terrace		(1,723)		(1,723)		(954)		(1,723)	0
008682	Depreciation - Unclassified Buildings		(43,000)		(43,000)		(12,662)		(20,000)	23,000
			(4,056,869)		(4,056,869)		(1,275,142)		(4,046,889)	9,980
OPERATING REVENUE										
147331	Bank Bldg - Recoup Outgoings	2,000		2,000		1,230		2,000		0
147332	Bank Bldg - Rent Bank	30,000		30,000		18,290		30,000		0
147333	Recoups - Lot 1 A&B Stirling Tce	0		0		0		0		0
147335	Rental - Lot 1 A&B Stirling Tce	31,876		31,876		16,646		31,876		0
147336	Rental - Connors Cottage	15,624		15,624		6,345		15,624		0
149200	Avon Aged Housing Initiative Project - Revenue	2,825,557		2,825,557		915,582		2,825,557		0
	Butterly Cottage Association									
	Shire Victoria Plains									
	Shire Goomalling									
149201	Avon Aged Housing Initiative Project - Project Management	36,582		36,582		4,573		36,582		0
		2,941,639		2,941,639		962,666		2,941,639		0

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Shire of Toodyay - Operating Statement by Function & Activity
For the Period Ended 28 February 2018

COA	Description	2017/2018 Original Budget		2017/2018 Amended Budget		Actual As At 28 February 2018		Reviewed Budget		Net Cash Amount $
		Revenue	Expense	Revenue	Expense	Revenue	Expense	Revenue	Expense	
TOTAL UNCLASSIFED ITEMS - Operating		2,941,639	(4,056,869)	2,941,639	(4,056,869)	962,666	(1,275,142)	2,941,639	(4,046,889)	9,980
CAPITAL EXPENDITURE										
147252	Transfer To Asset Development Reserve		(670,000)		(670,000)		(2,663)		(670,000)	0
	Sale of Telegraph Road - 240,000									
	Sale of Telegraph Road - 140,000									
	Sale of Duke Street - 95,000									
	Sale of Syreds Cottage - 95,000									
	Sale of Toodyay Street - 95,000									
	Interest - 5,000									
147256	Unclassified Heritage (Spec.) Buildings - Capital Works		0		0		0		0	0
161254	Loan 63 - Principal Payments		(14,739)		(14,739)		(14,739)		(14,739)	0
161264	Loan 74 - Principal - Bank Building Stirling Terrace		(19,526)		(19,526)		(9,686)		(19,526)	0
			(704,265)		(704,265)		(27,089)		(704,265)	0
CAPITAL REVENUE										
147253	Transfer From Asset Development Reserve	20,000		20,000		20,000		20,000		0
147257	Loan Income - Bank Building Stirling Terrace	0		0		0		0		0
		20,000		20,000		20,000		20,000		0
TOTAL UNCLASSIFED ITEMS - Capital		20,000	(704,265)	20,000	(704,265)	20,000	(27,089)	20,000	(704,265)	0
TOTAL UNCLASSIFIED ITEMS		2,961,639	(4,761,134)	2,961,639	(4,761,134)	982,666	(1,302,230)	2,961,639	(4,751,154)	9,980
TOTAL OTHER PROPERTY & SERVICES		3,067,639	(4,866,648)	3,067,639	(4,866,648)	1,042,340	(1,535,740)	3,080,333	(4,932,249)	(55,407)

MEMBERS POLICY

POLICY NO:	**M.7**
POLICY SUBJECT:	**Managing Public Question Time**
ADOPTION DATE:	
LAST REVIEW:	

Objective

The policy will allow:

- All the statutory information and requirements to be consolidated and summarised into a single document;
- Allow for further policy advice on the areas where the existing instruments are silent or unclear; and
- Make the procedures more accessible and more easily explained to the public.

Background

Public Question Time is a means by which members of the public can seek responses from the Council or one of its committees about issues affecting the Shire of Toodyay that are of concern to them. It assists the public to be better informed about the governing of their district and it provides the local government with a mechanism to identify issues of importance in the community.

This policy seeks to combine the requirements of:

- The *Local Government Act 1995* (Section 5.24) which provides for Public Question Time in accordance with the regulations;
- *Local Government (Administration) Regulation* 6 provides that the minimum length of time for asking of and responding to public questions for an Ordinary Council Meetings is 15 minutes;
- *Local Government (Administration) Regulation* 7 provides that the procedures for the asking of and responding to questions raised by members of the public at a meeting of Council or any committee to which a power or authority has been delegated* are to be determined by the person presiding at the meeting or by a majority of members of the council or committee present at the meeting if they disagree with the person presiding; and

  ** At the time of preparation of this policy no power or authority has been delegated to any committee of Council.*

- The *Shire of Toodyay Standing Orders Local Law* Clauses 5.3 to 5.7 provides further guidance for the management of Public Question Time. Clauses 5.17 covers recording of proceedings without permissions, and Clause 5.18 provides authorities for prevention of disturbance.

If there is any inconsistency between this policy and the Local Government Act; Local Government (Administration) Regulations; or Shire of Toodyay

Standing Orders Local Law, the Act, the Regulations and the Standing Orders take precedence in that order.

Policy

1. A period of 15 minutes will be set aside at the beginning of any Council Meeting or Council Forum for Public Question Time.
2. Public Question Time at a Special Meeting will be limited to the matters relating to the purpose of the Special Meeting.
3. Public Question Time is to be conducted in accordance with the following implementation procedures.

Implementation Procedures

1. Time Frame

Council or one of its committees may close public question time prior to the expiry of 15 minutes if there are insufficient questions to occupy that time.

The extension of question time beyond the minimum time is by Resolution of Council (Standing Orders 5.7 (14)).

Public Question Time will generally not be extended if every person who has registered to ask a question has had the opportunity to ask up to two questions.

2. Prior to the Meeting

Members of the public shall be requested to register their intention to ask a question on the form provided in the Council Chambers.

Public questions for which prior written notice has been given will be given priority.

3. during the Meeting

(a) The Presiding Member will open Public Question Time with a brief statement of the procedures including:

- the period of time set aside for question time;
- the requirement to address all questions to the Presiding Member;
- the request to provide in writing a person's name, address and details of question(s) generally in the form set out in the Public Question Time Registration Form;
- the availability of the written procedures in the Council Chambers
- people will be called to ask their question in the order they have been registered;
- it time permits any person who has not registered will be given an opportunity to ask a question after those who have registered;

- each person is initially allowed to ask no more than two questions or four minutes total time to ensure an equal and fair opportunity is provided to all persons wishing to address Council or the committee;
- the right of each person, if they have further questions, to return to the end of the queue.

(b) The Presiding Member will then request people to come forward in the order they registered. At this time a person is required to:

- state their name and address; and
- present their question.

(c) If a person has several questions, or has a question that is lengthy or complex, and has not provided such in writing on the form specified, he or she will be requested to write any question(s) down and hand them to the Chief Executive Officer or his nominee to ensure an accurate summary of the question(s) can be included in the minutes of the meeting.

(d) The Presiding Member will determine who is to respond to the question. The Presiding Member may:

- respond personally to the question asked;
- refer the question to another elected member for a response;
- refer the question to an employee (through the CEO) for a response;
- choose to take the question on notice; or
- decide not to accept the question.

(e) If a question relating to a matter in which a member or an employee has an interest, and the question is directed to that elected member or employee, he or she will:

- declare that he or she has an interest in the matter; and
- the Presiding Member allow another person to respond to the question if appropriate.

(f) If a person has used up their allowed number of questions or time the Presiding Member will ask if they have any more questions. If they do their request will be noted and placed at the end of the queue (if applicable) and they will be asked to resume their seat in the public gallery.

(g) The next person on the list is to be called.

(h) The original registration list is worked through until exhausted. The Presiding Member will call upon any other persons who did not register if they have a question (e.g. people might have arrived after the meeting started).

(i) When such people have asked their questions the Presiding Member may, if time permits, provide an opportunity for those who have already asked a question to ask further questions.

(j) The Presiding Member declares Public Question Time closed following the expiration of the allocated time period or where there

are no further questions. Council may by resolution determine that an additional 15 Minutes may be allocated if more than the minimum time for questions if required. Public Question Time will generally not be extended if every person who has registered to ask a question has had the opportunity to ask up to two questions.

4. Following the Meeting

Council is required to include a summary of the questions asked and responses given in the minutes of the meeting.

If a person asked a question that needed to be taken on notice, he or she will receive a written response to the question where the person has provided contact details. This response will be included in the minutes of the following meeting.

5. Who Can Ask Questions?

Any member of the public can ask questions, not just an elector or people who live in the district.

Elected members do not ask questions during Public Question Time as they have other opportunities to obtain information.

6. What Kind of Questions Can Be Asked?

During an Ordinary Meeting of Council, any questions affecting the operations of the Shire may be asked, including the business listed on the agenda for a particular meeting. A response will not be provided to questions that do not relate to a matter affecting the Shire.

During a special meeting of Council only questions relating to the purpose of the meeting may be asked.

7. Repetitive Questions

If a person attempts to ask a question that, in the Presiding Member's opinion, has been satisfactorily responded to at that or an earlier meeting, the person will be advised accordingly. Where necessary, the person will be referred to the minutes of the relevant meeting.

8. Making Statements

If a person attempts to use question time to make statements rather than ask questions, he or she will be asked by the Presiding Member to "state their question" or may be assisted in phrasing their question.

However, if it is necessary that a statement preface the question in order to place the question in context then that statement should be brief.

9. Questions Requiring Considerable Research

If a question is raised which in the opinion of the Presiding Members requires considerable research and would require a substantial commitment of the Shire's resources, the Presiding Member may invite the person seeking the information to reconsider their request or refer the matter to the CEO for action following the meeting.

The CEO can then arrange for the information to be provided or can determine in accordance with the *Local Government Act 1995* that provision of the information would be an unreasonable impost upon the Shire and refuse to provide it. If the information is already available in the public domain the CEO may direct the questioner to that resource or location.

10. Inappropriate Questions

If a member of the public provides a written question or attempts to ask a question which is considered to be offensive or defamatory in nature, he or she will be advised by the Presiding Member that the question will not be considered.

To do so may expose the Shire to possible legal action for republishing defamatory remarks. In such circumstances, but depending on the question, the person may be invited to rephrase their question.

Similarly, the Presiding Member will refuse to accept inappropriate questions, including a question which:

- relates to a matter outside the duties, functions and powers of Council;
- is defamatory, indecent, abusive, offensive, irrelevant or objectionable in language of substance;
- relates to repeated or previously answered questions from the same individual;
- is aimed at embarrassing a Councillor or a Shire employee;
- relates to personal matters concerning employees or Councillors;
- relates to the personal hardship of any resident or ratepayer;
- relates to industrial relations matters;
- relates to contractual matters that are commercial in confidence;
- relates to development applications that have not yet been determined by Council;
- relates to confidential matters, legal advice, legal proceedings or other legal processes;
- relates to matters that may jeopardise the security of Council property; or
- relates to any other matter which Council considers would prejudice Council or any person.

If a person does attempt to ask a question considered inappropriate or not in good faith, the Presiding Member will rule the question out of order and it will not be recorded in the minutes.

11. Questions Asked In Absentia

Where a person submits a question in writing for Public Question Time but fails to attend the meeting, the Presiding Member will not accept the question. In such cases the CEO will treat the question as an item of

correspondence, which will be answered in the normal course of business of the organisation. It will not be recorded in the minutes.

12. Questions Asked That Do Not Comply With Procedures

Questions from members of the public that do not comply with these procedures or do not abide by a ruling of the Presiding Member, or where the member of the public behaves in a manner that is disrespectful of the Presiding Member, Council or committee, or refuse to abide by any direction from the Presiding Member, will be ruled 'out of order', and the question will not be recorded in the minutes.

13. Maintaining Order

Members of the public should be aware that:

- When responses are provided, the answers are not for debate or supplementary questions.
- Members of the gallery should not be expressing disapproval or dissent, or holding conversations in relation to responses.

When attending Council meetings members of the public should note:

- Mobile phones and electronic recording devices must be switched off. Recording of Council meetings without permission is an offense.
- Members of the public should be appropriately attired including a reasonable level of personal hygiene, proper footwear (no thongs), clean shirt (no singlets) and hats should not be worn in the chambers.

References:

1. *Local Government Act 1995 (Section 5.24);*
2. *Local Government (Administration) Regulations 1996, Regulation 6 & 7;*
3. *The Shire of Toodyay Standing Orders Local Law 2008; and*
4. *DGLSCI Operational Guideline – Managing Public Question Time*

Government of **Western Australia**
Department of **Local Government and Communities**

Local Government Operational Guidelines

Number 03 – August 2002

Managing Public Question Time

1. Introduction

Public Question Time is a means by which the public can seek responses from their council about issues affecting the local government that are of concern to them. It assists the public to be better informed about the governing of their district and it provides the local government with a mechanism to identify issues of importance in their community.

Public question time can present many challenges for presiding members in trying to ensure that available time is used efficiently and effectively and members of the public are given a fair and equal opportunity to participate.

Some of the problems experienced during public question time include:

- time management;
- people wanting to make statements rather than ask questions;
- people asking repetitive questions;
- people asking inappropriate questions; and
- people asking a large number of questions.

These guidelines are intended to assist in the proper management and operation of public question time and to promote efficient and effective use of this time. However, the suggestions and comments provided here are not intended to be the only method of managing public question time. It is for each local government to determine the procedures that best meet its requirements.

It is recognised that many small local governments have few if any questions asked. These guidelines apply primarily to the larger local governments where public question time is now a major feature of each council meeting. Nevertheless, it is recommended that each local government should adopt a set of procedures that will enable them to manage public question time when a controversial issue becomes of such interest that it is well attended.

2. Legislation

Under section 5.24 of the *Local Government Act 1995* (the Act) and the *Local Government (Administration) Regulations 1996* (the Regulations) time must be made available at every council meeting (whether ordinary or special) and every meeting of a committee with delegated powers or duties, for members of the public to ask questions and have them responded to.

The intention of the legislation is for a local government to respond by providing answers. Although a local government must respond to a question, it was not intended that a local government provide an answer to every question where the question is outside the legislation or deemed unreasonable. There are many circumstances where this may occur and these are discussed in Part 5 of these guidelines.

The Regulations (5, 6, 7) require public question time to precede discussion on any matter that requires a decision of the council. They also prescribe, among other things, the minimum duration of public question time, the right of members of the public to an "equal and fair" opportunity to ask questions and the rights to regulate proceedings.

3. Determining Suitable Procedures

To assist presiding members to meet the challenges of public question time, presiding members in conjunction with their councils should consider adopting a set of standard procedures for question time in the same manner procedures are adopted to assist presiding members to manage other parts of council and committee proceedings.

The procedures should address the arrangements for asking and responding to questions and other issues that occur regularly during public question time. Many of the procedures are discussed in these guidelines. There should be sufficient flexibility for the presiding member to make determinations in situations where some degree of discretion is needed (for example, where there are an unusually large number of people who want to ask questions and time is limited).

To assist management of proceedings, copies of the procedures should be provided to members of the council and council committees. Copies of the adopted procedures, or summaries of these, should also be made available to people who wish to ask questions. This could be done by leaving copies on chairs in the public gallery of the meeting chamber and/or posting them on boards prominently placed outside and within the chamber.

Length and Frequency of Public Question Time

As part of the management procedures, the council should consider the length and frequency of public question time. The regulations prescribe a minimum of 15 minutes at the start of the meeting (prior to any discussions requiring a decision). In some circumstances, this may not be long enough or at a time convenient to members of the public (for example, where meetings begin during the day when people are at work).

Where there is a demonstrated need, councils could consider extending question time beyond the prescribed minimum. This would be in keeping with the spirit of the legislation and avoid complaints from the public about a lack of opportunity for their questions to be asked. However, councils also need to be mindful that members of the public may be at the meeting to observe discussion of an agenda item in which they have an interest. The convenience of these people should be considered when making decisions to extend question time.

Some councils provide for a second public question time later in the meeting. One problem experienced with this is that it has been used as a forum for further debating/discussing items previously considered during the meeting. It is suggested that questions of this nature not be accepted as not only has the meeting not finished (the subject could still be re-considered) but there may be inadequate time to consider the ramifications of the decision, including the steps which would need to be taken to implement the decision.

Should a second public question time be held later in a meeting, standing orders should be suspended if the normal order of business is being interrupted. The question and answer would still be recorded in the minutes of the meeting under an agenda item e.g. Additional Public Question Time.

Obviously in local governments where there is no demand for additional time, the council could reasonably set a minimum

time for public questions. Councils are reminded that under the regulations they do not have to wait 15 minutes to close public question time if there are insufficient questions to occupy question time.

4. The Structure of a Good Practice Public Question Time

In the Department's view, the following sets out an appropriate procedure for public question time.

Prior to the meeting

Council should set up a register for people who wish to ask a question and provide a form for them to write out their questions. Some councils provide an employee to assist people in registering and drafting their questions. The register should open at least 30 minutes prior to commencement of the meeting.

During the meeting

The procedure during the meeting should be as follows

a) The presiding person opens question time with a brief statement on the rules including-

   (i) the period of time set aside for public question time;

   (ii) the availability of the written rules in the chamber;

   (iii) the council policy that people will be called to ask their question in the order they have registered;

   (iv) any person who has not registered will be given an opportunity to ask a question after those who have registered;

   (v) the council policy that each person is allowed a certain number of questions or a set amount of time;

   (vi) the right of each person, if they have further questions, to return to the end of the queue;

b) persons are requested to come forward in the order they registered;

c) give their name;

d) read out their question;

e) before or during the meeting each person is requested to provide a written form of their question to a designated council employee;

f) the presiding member determines who is to respond to the question;

g) the question is responded to, taken on notice or not accepted;

h) the person having used up their allowed number of questions or time is asked by the presiding member if they have more questions; if they do then the presiding member notes the request and places them at the end of the queue; the person resumes their seat in the gallery;

i) the next person on the registration list is called;

j) the original registration list is worked through until exhausted; after that the presiding member calls upon any other persons who did not register if they have a question (people may have arrived after the meeting opened);

k) when such people have asked their questions the presiding member may, if time permits, provide an opportunity for those who have already asked a question to ask further questions;

l) public question time is declared closed following the expiration of the allocated time period or where there are no further questions.

Following the meeting

It is a requirement that the minutes of the meeting contain a summary of each question asked and the response given. Questions taken on notice should be researched and a written response provided to the questioner, assuming they have provided a name and contact details. Responses to questions taken on notice must be included in the minutes of the following meeting.

5. Explanatory Comments on the Structure of a Good Practice Public Question Time

Determining who can ask questions

The Act provides that time is to be allocated for the asking of and responding to questions raised by 'members of the public.' This means any member of the public. It should not be interpreted as applying only to members of the public who reside in the district or are electors.

It is recognised that elected members are also members of the public but elected members should be encouraged to use other opportunities to obtain information and be reminded that question time is provided for members of the public who do not have these opportunities available to them.

Breadth of questions

It was the intention of the original legislation that questions affecting the local government's operations could be asked at ordinary meetings, and committee meetings which have delegated authority. Allowing such a wide brief means that the information to adequately respond to some questions may not be readily available. In such cases questions can be taken on notice.

Some councils only permit the asking of questions which relate to an item on the agenda. It is the Department's view that such a policy is of doubtful validity, as the restriction denies peoples' rights under the legislation to ask questions on any local government matter.

Questions asked at special council meetings must relate to the purpose of the meeting.

Determining the order of questions

To establish the order for asking questions, provide a register so that people can indicate their interest prior to the opening of the meeting. People can then ask their questions in the order they registered. People who have not registered should be given the opportunity to ask their question/s when the list is exhausted.

Placing limits on the number and duration of individual questions

There are circumstances where it may be necessary to place limits on the asking of questions to ensure that people are given a fair opportunity and time is used efficiently. For example, there may be a large number of people who want to ask questions or a person with a large number of questions to ask.

There are a number of ways this could be done. For example, the established procedures should:

- limit the number of questions a person can ask (e.g. 1, 2 or 3 questions); or
- limit the time for persons to ask questions (e.g. 2 minutes).

Any limits should be applied fairly and consistently but in a manner appropriate to the circumstances. For example, placing a 2 minute limit on questions where there are only 2 questioners may not be appropriate to the circumstances or in keeping with the spirit of the legislation. Similarly, selecting random questioners from a large number of people may not be regarded as fair to people who arrived at the meeting before those that have been selected.

Reasonable efforts should be made to accommodate people who, because of the application of limits, cannot ask the questions they want. The presiding member could for example, offer to take on notice unasked questions and provide a written response. People with a large number of questions should be encouraged to write separately to the Council. Public question time should not be dominated by the questions of one person to the exclusion of others.

Identification of the person asking the question

The good practice model only refers to a person giving their name. Some councils require an address to be provided but people may object to this on privacy grounds. It is suggested that an address not be required unless the person is to be written to or otherwise contacted. In such cases the address can be sought through a confidential process.

Determining how questions may be asked

Questions in the written form

The model outlined above provides for a register and a form for people to write out their question. This procedure facilitates the management of question time and accurate keeping of records. It certainly assists in the preparation of summaries of questions for inclusion in the minutes.

Some local governments have made it mandatory that questions must be submitted in writing prior to the meeting. A person not prepared to submit a question in writing is denied the opportunity to ask a question. Regulation 7(3) states that "each member of the public… is to be given an equal and fair opportunity to ask a question and receive a response."

While the regulations do not specifically preclude the requirement that questions be submitted in writing, any procedures adopted to manage question time in this way should not prevent a person verbally asking a question. Requiring people who are incapable (because of physical or other causes) of submitting questions in writing denies their rights under the legislation.

The model outlined above provides for a register and a form for people to write out their question. Councils should not go beyond providing a form for written submission of questions.

Asking the question

The good practice model provides for an individual to personally ask the question.

Some local governments require the person to submit the question in writing and the CEO or another designated

employee then reads out the question. If it is standard procedure for the question to be read out by an employee then the opportunity for a question to be put in context is lost. Such an approach is not favoured unless the person posing the question has requested that course of action.

Managing repetitive questions and statements

Public question time is optimised by the presiding member ensuring that the time is used efficiently and for the intended purpose. If a person attempts to ask a question that in the presiding member's opinion, has been satisfactorily responded to at that or an earlier meeting, the person should be advised accordingly. If necessary, they should be referred to the minutes of the relevant meeting.

It is the Department's view that there is no obligation to respond to questions for which an answer has already been provided to the person asking the question. However, care needs to be taken to ensure a question is not rejected unless the presiding member is completely satisfied that the question is substantially the same as a previous question for which council has provided a full response.

If a person attempts to use question time to make statements rather than asking questions, they should be asked to state their question or assisted in phrasing their question. For example, 'Sir, may I ask what your question is?' or 'Madam, I understand that you wish to know … Is that correct?'

Discerning a statement from a question requires a degree of judgement by the presiding member but it should be recognised that it is not unusual for a person to preface a question with a statement or two as this can clearly establish the basis for the question. It is up to the presiding member to ensure that opening statements are brief.

Tip:
If a local government is regularly receiving lots of members of the public at meetings to ask questions on a particular issue, the local government may need to acknowledge that there is a strong interest in that issue within the community and that it needs to consider other means of addressing this e.g. holding a special meeting on that issue.

Managing questions that require considerable research

It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from council records under section 5.94 of the Act or the *Freedom of Information Act 1992*. Thus, while councils are expected to respond to questions asked during public question time with a few exceptions (see Managing questions that do not relate to a local government's affairs) a presiding member is at liberty to point out when a response to a question would require a substantial commitment of the local government's resources.

The presiding member could invite the person seeking the information to reconsider their request. If the person insists that the information is needed, the matter should be referred to the Chief Executive Officer (CEO) for action following the meeting. The CEO can then arrange for the information to be provided or can determine under section 5.95 of the Act that provision of the information would be an unreasonable impost upon the local government and refuse to provide it.

Managing inappropriate questions

While the regulations require that members of the public be given an equal and fair opportunity to ask a question and receive a response, it is a matter of judgement how this will be managed.

If a member of the public provides a written question or attempts to verbally ask a question which is considered to be offensive or defamatory in nature, that person should be advised that the question will not be considered. To do so would expose the local government to possible legal action for republishing defamatory remarks. In these circumstances, but depending on the question, the person could be invited to rephrase their question.

People should be discouraged from asking inappropriate questions, such as those containing defamatory remarks, offensive language or questioning the competency of staff or council members. Instead, people should be encouraged to concentrate their questions on issues rather than individuals. For example, asking if the project is on time rather than questioning whether a person is competent to manage the project and ensure it is completed on time.

If a person does attempt to ask a question considered inappropriate or not in good faith, the presiding member could also rule the question inappropriate.

In addition, a presiding member may refuse to accept questions that relate to the personal affairs or actions of council members or employees.

This would also apply to questions relating to confidential matters, legal advice, legal proceedings or other legal processes; or have been answered by earlier questions or questions at a previous meeting.

In this regard a council's response should be consistent with the release of information permitted under the *Local Government Act 1995,* the *Freedom of Information Act* and other legislation.

Managing questions that do not relate to the local government's affairs

Under regulation 7(4) a response does not have to be given to questions that do not relate to a matter affecting the local government; at special council meetings that do not relate to the purpose of the meeting; and at committee meetings that do not relate to the functions of the committee.

Where a council has decided that it will not entertain such questions people attending the meeting should be advised accordingly.

Questions asked in absentia

Where a person submits a question in writing for public question time but fails to attend the meeting, the presiding member may decide that the question is not to be put to the meeting. In which case, the CEO may reply in writing at a time other than at the meeting.

6. Providing Responses

Where the presiding member has determined that a question will be responded to, a decision needs to be made as to who will respond and when and how they should do so.

Determining who can respond

In the interest of public question time being conducted in an orderly manner, the public should be advised that all questions must be directed to the presiding member,

who can then decide the appropriate person to respond to the question.

Note:
Local Government (Administration) Regulation 7(5) states, "If, during the time allocated for questions to be raised by members of the public and responded to, a question relating to a matter in which a relevant person has an interest, as referred to in section 5.60, is directed to the relevant person, the relevant person is to –

(a) declare that he or she has an interest in the matter;
and
(b) allow another person to respond to the question."

While the above regulation prohibits a person responding to a question relating to a matter in which they have an interest, the Act does not require that person to leave the meeting or comply with any other requirement for disclosing interests.

Ensuring timely replies

Wherever possible, questions asked during public question time should be responded to at the meeting. People expect an immediate response. Where this is not possible, the person should be advised the question will be taken 'on notice', the question recorded and a written response provided to the questioner as soon as possible.

A summary of the response must be recorded in the minutes of the next meeting of the council or committee. It is a good idea to include a notation in the minutes to the effect that a response has been given to the questioner.

Where a question is taken on notice, the question must be included in the minutes of the meeting at which the question was asked. For reasons of clarity, the question should be repeated in the minutes of the meeting in which the response is recorded.

7. Recording Questions and Responses

There is a statutory requirement for a summary of both the question and the response given during public question time to be recorded in the minutes. The name of the person who asked the question should also be included in the summary.

8. Other Options for Public Participation

A statutory public question time is not the only way that members of the public can participate in meetings of councils and committees. In response to community demands, a growing number of local governments are introducing other opportunities for members of the public to participate in their decision-making processes. A few of these are discussed below.

Deputation session

Some local governments set aside time prior to or during the council meeting to receive small deputations from the community. These sessions can take pressure off public question time and provide another avenue for members of the public to alert council to issues of concern.

Council is not obliged to provide a formal response to the deputation, but it is important that procedures are established.

These might include:

- requiring prior written requests from those groups wishing to be heard;
- limiting the number of people that may speak;
- limiting the time they speak; and
- keeping a record of proceedings.

Some councils limit deputations to items on the agenda. Such an approach needs to be carefully assessed because often members of the public will have concerns about an issue that council is not aware of.

Public statement session

Some local governments set aside time during a meeting for people to make statements on any issue without an expectation of the local government responding and call this a 'public statement session'. These can be a great opportunity for community members to feel they have a chance to communicate with their council.

While there are no regulations governing public statements the principles of accountability and transparency would indicate local governments should give consideration to including a brief summary of the statements in the minutes. In most cases it would be difficult to provide a realistic response and so a comment of "noted" should be sufficient.

If a local government considers introducing a public statement session it is important to separate it from public question time, as public question time is for the purpose of asking questions and not for making statements. The two periods should not be confused.

As with deputation sessions, procedures should be put in place.

These guidelines are also available on the Department's website at www.dlgc.wa.gov.au

About the Guideline series

This document and others in the series are intended as a guide to good practice and should not be taken as a compliance requirement. The content is based on Department officer knowledge, understanding, observation of, and appropriate consultation on contemporary good practice in local government. Guidelines may also involve the Department's views on the intent and interpretation of relevant legislation.

All guidelines are subject to review, amendment and re-publishing as required. Therefore, comments on any aspect of the guideline are welcome. Advice of methods of improvement in the area of the guideline topic that can be reported to other local governments will be especially beneficial.

For more information about this and other guidelines, contact the Local Government Regulation and Support Branch at:

Department of Local Government and Communities
Gordon Stephenson House, 140 William Street, Perth WA 6000
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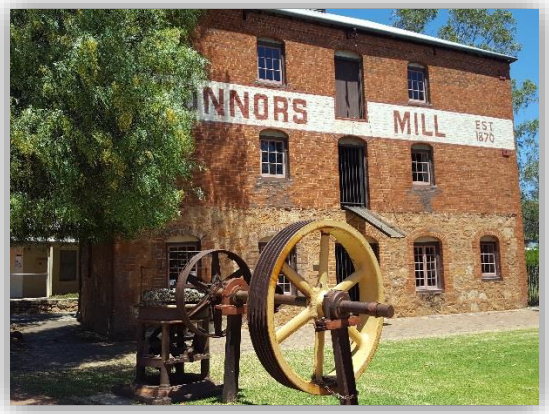
Email: info@dlgc.wa.gov.au Website: www.dlgc.wa.gov.au

Translating and Interpreting Service (TIS) – Tel: 13 14 50

Provision	SOT Standing Orders	Department Guideline	Armadale	Mundaring	Serpentine Jarrahdale	South Perth	York
Time Limit – Total Time		Yes	15 minutes	15 minutes		15 Minutes	15 Minutes
Time Limit Extension	Council	Council	Council	Presiding member		Council	Council
Time limit per question	2 mins	Yes	2 mins		3 mins	3 mins	
Limit individual number of questions	2	Yes	2		3 Total	3 Total	2
Multi-point questions – each part counts						Yes	
Not dominated by one person		Yes	Yes				
Exclusion of matters under 5.94 or FOI		Yes	Yes	Yes		Yes	
Presiding member:							
• Accepts or rejects question		Yes	Yes	Yes	Yes	Yes	
• Nominates responder		Yes	Yes	Yes	Yes	Yes	
• Determines if question taken on notice	Yes	Yes	Yes	Yes	Yes	Yes	
Reasons for rejection of Question							
• Defamatory	Yes	Yes	Yes	Yes	Yes	Yes	Yes
• Offensive	Yes	Yes		Yes	Yes	Yes	Yes
• Questions the competence of Councillors or Employees		Yes	Yes	Yes	Yes		
• personal affairs or actions of Councillors, employees or members of their families		Yes	Yes	Yes	Yes		Yes
• personal affairs of members of the public			Yes		Yes		
• confidential matters, legal advice, legal proceedings or legal processes		Yes	Yes	Yes	Yes		Yes
• previously asked and answered	Yes	Yes	Yes	Yes	Yes		Yes
• Industrial Relations matters					Yes		
• Jeopardise security of Council property					Yes		
No debate or discussion will be permitted	Yes		Yes			Yes	Yes
If Interest Declared some else to answer	Yes			Yes			
If questioner is disruptive of disrespectful question not answered or recorded				Yes			

MUSEUM 5 YEAR STRATEGY

2018 - 2022



SHIRE OF toodyay
place of plenty

Museum Vision Statement:

"The museum is a welcoming place where the community conserves and shares Toodyay's unique cultural heritage"

Museum Mission Statement:

"The museum conserves, interprets and promotes Toodyay's unique cultural and environmental heritage by using a range of technologies and active public programs to attract and engage visitors of all ages"

Museum Policies

- O.3 Museum Interpretation and Exhibition[1]
- O.4 Museum Collection Conservation Management Policy

[1] 17 August 2017 - MAC recommend that Council endorse the update of Policy O.3 Museum Interpretation and Exhibition and notes that an extensive review of policies is underway and the policy may not be considered immediately (MAC Resolution No 07/05/17)

Shire of Toodyay Museum Strategy 5 Year Plan 2018 – 2022

YEAR	PROJECT	When	What	Status Update
17/18	Community Events/engagement 2 events – 1 every 6 months (Theatre event at Connor's Mill)	Every 6 months	Community Engagement	
	Promotion – Exhibition Flyers/Facebook/Websites	February 2018	Museum Cultural Heritage Community Engagement	
	Disposal of equipment/items – seek original donors/advertise and dispose of items not or no longer part of Museum collection	February – August 2018	Museum	
	Apply for Lotterywest grant funding for Convict Depot Walk in conjunction with Museum Roof Project	February 2018	Cultural Heritage	
	Museum Roof – Lotterywest grant funding (work in with Project Team)	February 2018	Cultural Heritage Museum	
	Newcastle Gaol cell display cabinets x 2	February 2018	Museum	
	Complete Museum Strategy Document for CEO/MAC and Council approval	February 2018	Museum	
	Budget Plans/Prep for Projects 18/19	February – April 2018	Museum Cultural Heritage Community Engagement	
	Toodyaypedia Stage 4 (prep for budget input)	March 2018	Cultural Heritage	
	Pelham Reserve (prep for budget input)	March 2018	Cultural Heritage	
	Wicklow Shearing Shed (prep for budget input – interpretation, cover for items stored externally) increase community usage of site	March 2018	Museum Cultural Heritage Community Engagement	

As of 8 Feb 2018

YEAR	PROJECT	When	What	Status Update
17/18	Police Stables – carpark area/garden (prep for budget input)	March 2018	Cultural Heritage	
	Upgrade Convict Depot Exhibition – unveil new slide show on new screen	March 2018	Cultural Heritage Museum Community Engagement	
	Online Educational Resources for schools (tie in with website, school curriculum, history teachers association (HTAWA – launch to take place in March/April)	April 2018	Museum Community Engagement	
	Bill Edgar “Convict System” and educational materials; liaise with school	April/May 2018	Museum Community Engagement	
	Possibility of new Museum website (dependant on budget review) – to be completed by 18 May 2018 (International Museum Day)	May 2018	Museum Cultural Heritage Community Engagement	
	Launch Toodyaypedia Stage 3 Move boulders/some new plaques/brochure	May/June 2018	Cultural Heritage Community Engagement	

YEAR	PROJECT	When	What	Status Update
18/19	Community Events/engagement; 2 events – 1 every 6 months (See July & ?)	Every 6 months	Community Engagement	
	Commemorate Bus Accident - Unveiling of new plaque with Community	July 2018	Community Engagement Cultural Heritage	
	Prepare for 2019 Exhibitions	August – December 2018	Museum Cultural Heritage Community Engagement	
	Commence work on Toodyaypedia Stage 4	August 2018	Cultural Heritage Community Engagement	
	Commence work on Museum Roof (dependant on project plan, budget and grant funding)	December 2018	Museum	
	Exhibitions – Toodyay Convict Depot until Dec 2018 • Revitalise Exhibition at Police Stables • Interpretation Panels at Shearing Shed	Dec 2018	Museum Cultural Heritage	
	Promotion – Exhibition Flyers/Social Media	January 2019	Museum Cultural Heritage Community Engagement	
	Increase digital online presence/digital photos • Online exhibitions/database/webpage of photos	February – April 2019	Museum Cultural Heritage	
	Stage 4 Toodyaypedia – move boulders to correct sites. Produce Walk Brochure in W. Toodyay	February – April 2019	Cultural Heritage	
	Budget Plans/Prep for Projects 19/20	February – April 2019	Museum Cultural Heritage Community Engagement	

YEAR	PROJECT	When	What	Status Update
18/19	Commence work planning on Police Stables Area – Grant & Budget Funds • Lockup – compile plan for disposal/relocation of items being stored here • Duke Street Building • Access paths • Wicklow Shearing Shed • Levels & drainage • Youth Park – possible Community Garden? • Find homes for Merry-Go-Round, Toodyay Club Ice Chest, Tractor and Agricultural Sieve	February 2019	Museum Cultural Heritage Community Engagement	
	Commence work on Pelham Reserve (Work in with Project Team)	June 2019	Cultural Heritage	

YEAR	PROJECT	When	What	Status Update
19/20	Disaster Preparedness (See Museum Aust document) Review insurance for collection	July 2019	Museum	
	Prepare for 2020 Exhibitions	August – December 2019	Museum Cultural Heritage Community Engagement	
	Community Events/engagement 2 events – 1 every 6 months	Every 6 months	Museum Cultural Heritage Community Engagement	
	Promotion – Exhibition Flyers/Social Media/Websites	January 2020	Museum Cultural Heritage Community Engagement	
	150th Connors Mill Event (event/play in Mill – Theatre Group)	May 2020	Museum Cultural Heritage Community Engagement	
	Commence planning for Gaol Museum Gardens/Landscaping Plan (1962) – Interpretation / seating /2nd open storage shed (budget prep)	August 2020	Museum Cultural Heritage Community Engagement	
	Prepare for 2021 Exhibitions	August – December 2020		
	Budget Plans/Prep for 20/21	Feb – April 2020	Museum Cultural Heritage Community Engagement	

YEAR	PROJECT	When	What	Status Update
20/21	Community Events/engagement 2 events – 1 every 6 months	Every 6 months	Museum Cultural Heritage Community Engagement	
	Budget Plans/Prep for 21/22	Feb – April 2021	Museum Cultural Heritage Community Engagement	
	Commence work on the garden/landscaping Gaol Museum	June 2021	Museum Cultural Heritage Community Engagement	
21/22	Community Events/engagement 2 events – 1 every 6 months	Every 6 months	Community Engagement	
	Promotion – Exhibition Flyers/Social Media/Websites	January 2021	Museum Cultural Heritage Community Engagement	
	Budget Plans/Prep for 22/23	February – April 2021	Museum Cultural Heritage Community Engagement	
	Commence work on storage for collection • Implement relocation of 'lockup' artefacts when new storage completed	August 2021	Museum	
	Plan for New plaques for Pioneer Heritage Trail – Morangup Section – requires safe parking bays and new maps	Sept 2021	Cultural Heritage	

Department of
Local Government, Sport
and Cultural Industries
GOVERNMENT OF
WESTERN AUSTRALIA

Toodyay - Compliance Audit Return 2017

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

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 2017.	N/A		Merridith Lamb
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 2017.	N/A		Merridith Lamb
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 2017.	N/A		Merridith Lamb
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 2017.	N/A		Merridith Lamb
5	s3.59(5)	Did the Council, during 2017, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Merridith Lamb

Department of
Local Government, Sport
and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

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	There were no delegations made to any committee during the 2017.	Merridith Lamb
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Merridith Lamb
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Merridith Lamb
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Merridith Lamb
5	s5.18	Has Council reviewed delegations to its committees in the 2016/2017 financial year.	Yes		Merridith Lamb
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	Verified on consultation with Executive Assistant who manages the Delegation Register.	Merridith Lamb
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Merridith Lamb
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Merridith Lamb
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Merridith Lamb
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Merridith Lamb
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Merridith Lamb
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 2016/2017 financial year.	Yes		Merridith Lamb
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		Merridith Lamb

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		Merridith Lamb

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No	Reference	Question	Response	Comments	Respondent
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.	Yes		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2017.	Yes		Merridith Lamb
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2017.	Yes		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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 reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Merridith Lamb

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No	Reference	Question	Response	Comments	Respondent
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		Merridith Lamb
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		Merridith Lamb
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Merridith Lamb

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)).	N/A		Merridith Lamb
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.	N/A		Merridith Lamb

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Merridith Lamb

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		Merridith Lamb
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.	Yes		Merridith Lamb

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No	Reference	Question	Response	Comments	Respondent
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Merridith Lamb
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.	N/A		Merridith Lamb
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government within 30 days of completion of the audit.	Yes		Merridith Lamb
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government by 31 December 2017.	Yes		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Merridith Lamb
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Merridith Lamb
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb

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Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Adopted 17 September 2013	Merridith Lamb
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	N/A		Merridith Lamb
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Adopted 21 May 2013	Merridith Lamb
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	N/A	Strategic Community Plan is currently under review	Merridith Lamb
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Adopted 19 November 2013	Merridith Lamb
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Currently under review	Merridith Lamb
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes		Merridith Lamb

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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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A		Merridith Lamb

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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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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 occured.	Yes		Merridith Lamb
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).	Yes		Merridith Lamb

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		Merridith Lamb
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.	N/A		Merridith Lamb
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Merridith Lamb
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Merridith Lamb

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No	Reference	Question	Response	Comments	Respondent
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		Merridith Lamb
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		Merridith Lamb
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.	N/A		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A	The Shire of Toodyay did not seek Expressions of Interests during 2017	Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Merridith Lamb
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Merridith Lamb

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No	Reference	Question	Response	Comments	Respondent
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.	N/A		Merridith Lamb
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.	N/A		Merridith Lamb
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		Merridith Lamb
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.	N/A		Merridith Lamb
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.	N/A		Merridith Lamb
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		Merridith Lamb
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).	N/A		Merridith Lamb
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		Merridith Lamb
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		Merridith Lamb

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I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Toodyay

Signed CEO, Toodyay