



Ordinary Meeting of Council

Minutes

27 September 2016

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.

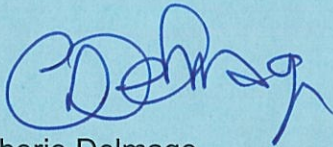
The "Confirmed" Minutes are then signed off by the Presiding Person.

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 September 2016.



Cherie Delmage
ACTING CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 25 October 2016.

Signed: 

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

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ATTACHMENT *with separate index follows Item 16.*

Shire of Toodyay

ORDINARY MEETING – 27 SEPTEMBER 2016

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

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

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

Staff

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

Visitors

A McCann
H Appleby
G Appleby
M Leggett
M Sinclair-Jones

2.1 APOLOGIES

Nil

2.2 APPROVED LEAVE OF ABSENCE

Nil

2.3 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Greenway requested that he be granted Approved Leave of Absence from 24 October 2016 to 29 October 2016 inclusive.

MOTION/COUNCIL RESOLUTION NO 148/09/16

MOVED Cr Rayner

That the Application for Leave of Absence by Cr Greenway from 24 October 2016 to 29 October 2016 inclusive be granted.

MOTION CARRIED 9/0

3. DISCLOSURE OF INTERESTS

The Chief Executive Officer advised that Cr Greenway and Cr Wood had submitted disclosures of interest in the form of a written notice prior to the commencement of the meeting.

Cr Greenway declared a Financial Interest in Agenda Item 9.1.2 Tourism – Tourism Works Promotion and Avon Tourism Strategy Financial pursuant to Section 5.60A of the Local Government Act 1995 as she is a tourist operator in the Shire of Toodyay.

Cr Wood declared an Impartiality Interest in Agenda Item 9.1.2 Tourism – Tourism Works Promotion and Avon Tourism Strategy pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007 as she is a board member of Avon Valley Tourism Inc.

Cr Wood declared a Closely Associated Persons Interest pursuant to Section 5.62 of the Local Government Act 1995 in Agenda Item 9.3.1 Appointment of Bush Fire Control Officers as one of the candidates is a closely related person, being her father-in-law.

4. PUBLIC QUESTIONS

4.1 RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

At the Ordinary Meeting of Council held on 23 August 2016 no questions were taken on notice.

4.2 PUBLIC QUESTION TIME

Nil

5. CONFIRMATION OF MINUTES

5.1 Ordinary Meeting of Council held on 23 August 2016

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO
149/09/16**

MOVED Cr Craddock

That the Unconfirmed Minutes of the Ordinary Meeting of Council held on 23 August 2016 be confirmed subject to an amendment being made to page 55 of the minutes where it says "Cr Craddock moved an amendment to the motion" it should read "Cr Craddock moved an alternate motion"

MOTION CARRIED 9/0

5.2 Council Forum held on 13 September 2016

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO
150/09/16**

MOVED Cr Chitty

That the notes of the Council Forum held on 13 September 2016 be received.

MOTION CARRIED 9/0

5.3 Confidential Items

5.3.1 Ordinary Meeting of Council held on 26 July 2016

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO
151/09/16**

MOVED Cr Rayner

That the Unconfirmed Confidential Minuted Items listed as follows:

- 14.1 117 (Lot 33) Julimar Road, West Toodyay – Shed Refusal Reconsideration; and
- 14.2 Legal Action – Warragenny Recovery

from the Ordinary Meeting of Council held on 26 July 2016 be confirmed.

MOTION CARRIED 9/0

5.3.2 Council Forum held on 13 September 2016

**OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO
152/09/16**

MOVED Cr Chitty

That the Unconfirmed Confidential Noted Program Item titled
"9 Chief Executive Officer's Update" from the Council Forum held on
13 September 2016 be received.

MOTION CARRIED 9/0

6. PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS

6.1 PETITIONS

Nil

6.2 DEPUTATIONS

Nil

6.3 PRESENTATIONS

Nil

6.4 SUBMISSIONS

Nil

7. BUSINESS FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

8. ANNOUNCEMENTS BY THE PRESIDING MEMBER (without discussion)

8.1 PRESIDENT'S REPORT

Nil

9. REPORTS OF COMMITTEES AND EMPLOYEE REPORTS

9.1 COMMUNITY DEVELOPMENT

9.1.1 Tidy Town Mural – Duke Street – Ablution Building

Date of Report:	19 September 2016
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	COM 25
Author:	A Bell – Manager Community Development
Responsible Officer:	A Bell – Manager Community Development
Previously Before Council:	13 September 2016 - Council Forum
Author's Disclosure of Interest:	Shire Staff Representative on Committee
Nature of Council's Role in the matter:	Executive
Attachments:	<ol style="list-style-type: none"> 1. Presentation on Murals from Council Forum held on 13 September 2016; and 2. Letter of Support from Arts Toodyay.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To receive approval for the commencement of the Tidy Town Mural Project on the Charcoal Lane “Ablution building.”

BACKGROUND

A discussion paper was presented to Council Forum on 13 September 2016.

Mr Greg Warburton, Chairperson, Toodyay Tidy Town Committee and the Shire of Toodyay’s Reserves Management Officer shared with Council a visual presentation showcasing a number of outstanding murals from around Australia, as well as from overseas.

The Shire of Toodyay has shown great support to the Toodyay Tidy Town Committee over the past few years, with this Committee winning the National Tidy Town Award in 2015.

Building on the strength of this partnership, this new project will add to the vibrancy of Toodyay as well as the possibility of linking in with other groups to keep the spirit of community actively working together on projects within the Shire.

CONSULTATION IMPLICATIONS

The Manager Community Development attended a Tidy Town Committee meeting in August 2016 where discussions commenced on the idea of a mural.

Mr Greg Warburton volunteered his time to speak with Toodyay Arts to see how the Project could incorporate input and possible assistance from this group in the design stages.

A report and presentation was provided to the Council September 2016 Forum.

In the coming months, further details on concept designs for the mural will be worked on by the Toodyay Tidy Town Committee. These designs will need to adhere to the guidelines of the Shire of Toodyay Local Planning Policy No. 20-Central Heritage Precinct (LPP20) and be brought back to Council for consideration.

Consultation would occur in keeping with Council Policy No. M.2 - Public Consultation – Formal Matters (M2) on the design/s for consideration with these results being reported back to Council.

STRATEGIC IMPLICATIONS

Shire of Toodyay Strategic Community Plan 2013-2023

Vision

“We are a vibrant rural community that celebrates our past and embraces a sustainable future”

Council’s Strategic Priorities

Community Services:

- *Building trust, partnerships and support for community action*

Shire of Toodyay Corporate Business Plan

SP1.7a & SP1.7b – Activities to support the preservation and development of Toodyay’s heritage, culture and art in order to enrich community identity, develop community cohesion and improve the visitor experience to the Shire.

POLICY IMPLICATIONS

Toodyay’s abundant heritage is an integral part of our town. It is of considerable social and economic value to our community. Because of this, the planning framework has strict controls built in to guide development and in doing so, protect the heritage feel. The most prominent tools being used are the Central Toodyay Heritage Area Precinct and the application of LPP20.

M2 applies as this matter has a potential impact on the community. In this case we would deem it:

- e) Level E – Locality: *development, use or activities that are likely to affect the amenity, character or function of an area greater than neighbouring properties.*

The level of notification required as specified in M2 is outlined below:

“an advert in a local or state newspaper, notice to be displayed on Council’s website, sign/s on site in a prominent location and written notice detailing the proposed development, works or activity, outlining a minimum twenty-eight (28) day submission/ comment period or other greater time period as appropriate or statutorily required. Furthermore, written notification to all owners occupiers within 100 metres of the land subject to the proposal within the Toodyay,

Bejoording or West Toodyay town sites and 500 metres for land outside of town sites and to owners or occupants along key impact routes is to be undertaken by the responsible officer.

Notwithstanding this specified area, the Senior Management Group may determine that a lesser distance may be appropriate where no impacts are envisaged within portions of the area identified above.”

FINANCIAL IMPLICATIONS

Currently the efforts of the Committee over the past few years has resulted in the Committee being awarded funds in the form of prize money.

The current remaining balance in the 2016/2017 Annual Budget is \$2,500 (GL: 102202).

The Committee was also successful in being granted Council sponsorship of \$1,500 (GL: 104201).

The Committee is aware that additional funds may be required and will look at sourcing other funding where available.

LEGAL AND STATUTORY IMPLICATIONS

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

The Shire of Toodyay Local Planning Scheme No. 4 (LPS4) provides the mechanism for protecting and enhancing the environment of the district and its historical associations, controlling land and building development, setting aside land for future use as reserves and other matters authorised by the *Planning and Development Act 2005*.

RISK IMPLICATIONS (including DAIP)

This does need to be an inclusive project via the various processes that the Shire already have in place via our Consultation Policy. By working through the various stages with the Tidy Town Committee there will be less risk of any social, community and reputational issues.

SOCIAL IMPLICATIONS

As written in our Mission Statement – Local Government and community working together to obtain the best possible social, economic and environmental outcomes for the Toodyay Shire.

OFFICER COMMENT / DETAILS

Murals within Toodyay have been on the ‘discussion table’ for some time. With the Tidy Town Committee working with the Shire and other community groups, it will be another step towards sustaining the Shire as a vibrant and inclusive place to visit.

Administration is supportive of this Project and will assist wherever possible to make this Project happen.

Further details and reports will be brought to Council as they become available.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 153/09/16

MOVED Cr Craddock

SECONDED Cr Welburn

That:

1. Council authorises the Acting CEO to provide a letter of support to the Tidy Town Committee in respect to the Committee being responsible for organising a concept design for the proposed mural wall on the "Ablution building" located at Duke Street;
2. A concept design be brought back to Council for consideration at a future Council Meeting, with approval to then seek input from the Community as per Level E of the Shire of Toodyay Members Policy M.2 – Public Consultation Formal Matters; and
3. An update be provided to Council at a future Council Forum containing further details in relation to the mural including but not limited to:
 - (a) A project plan;
 - (b) Who the project will involve; and
 - (c) Approximate costings to complete the mural.

MOTION CARRIED 9/0

9.1.2 Tourism – Tourism Works Promotion & Avon Tourism Strategy

Cr Greenway declared a Financial Interest in Agenda Item 9.1.2 Tourism – Tourism Works Promotion and Avon Tourism Strategy Financial pursuant to Section 5.60A of the Local Government Act 1995 as she is a tourist operator in the Shire of Toodyay.

Cr Wood declared an Impartiality Interest in Agenda Item 9.1.2 Tourism – Tourism Works Promotion and Avon Tourism Strategy pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007 as she is a board member of Avon Valley Tourism Inc. Cr Wood stated “that as a consequence there may be a perception that my impartiality on the matter may be affected. I will therefore declare that I will consider this matter on its merits and vote accordingly.”

Cr Greenway sought leave to participate in and be present during any discussion or decision-making procedure relating to the matter in accordance with Section 5.68 of the *Local Government Act 1995*.

Cr Greenway departed Council Chambers at 4.22pm.

The Shire President, for the benefit of the public gallery, stated as follows:

“That a person who has disclosed an interest must not preside at the part of the meeting relating to the matter, or participate in, be present during any discussion or decision-making procedure relating to the matter unless allowed to do so under Section 5.68 of the Local Government Act 1995.”

MOTION/COUNCIL RESOLUTION NO 154/09/16

MOVED Cr Rayner

That Cr Greenway be permitted to participate in and be present in Council Chambers during any discussion or decision-making procedure relating to the matter in accordance with Section 5.68 of the *Local Government Act 1995*.

MOTION CARRIED 8/0

Cr Greenway returned to Council Chambers at 4.23pm.

Date of Report:	19 September 2016
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	TOU 1
Author:	A Bell – Manager Community Development
Responsible Officer:	A Bell – Manager Community Development
Previously Before Council:	Council Forum - 13 September 2016
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive

Attachments:	1. Information on new promotion from Tourism Council WA – Tourism Works; and 2. Avon Tourism Strategic Plan.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

1. To seek approval for the Toodyay Visitors Centre to participate in working with Tourism Council WA's - Tourism Works Promotion; and
2. To undertake further discussions with Avon Tourism on the Strategy and potential funding opportunities.

BACKGROUND

A discussion paper was presented to Council at its Forum held 13 September 2016.

Tourism is one of many aspects that assist in making Toodyay "A Place of Plenty".

With the resources boom on the decline, tourism is once again being brought to the forefront to assist in economic development and sustainability for WA.

Tourism Works

Tourism Works is an opportunity to be a part of a state-wide promotion on tourism.

Avon Tourism

Leading on from discussions at the September 2016 Forum as well as with Avon Tourism – Chairperson, our Board member – Cr Kate Wood and Acting CEO – Cherie Delmage, it is thought that prior to any further Council consideration of the Avon Tourism Strategy that further discussions be held with Avon Tourism.

Once this proposed meeting with Avon Tourism occurs, additional information can then be brought back to Council for consideration.

CONSULTATION IMPLICATIONS

Council Forum 13 September 2016.

General discussions have also occurred with Cr Wood, Ms Karen Dore (Chairperson of Avon Tourism) and Ms Cherie Delmage (Acting CEO).

STRATEGIC IMPLICATIONS

Shire of Toodyay Strategic Community Plan 2013-2023

Vision

We are a vibrant rural community that celebrates our past and embraces a sustainable future.

Community Outcomes

Prosperous and diverse local economy.

Mission

Local Government and community working together to obtain the best possible social, economic and environmental outcomes for the Toodyay Shire.

Council's Strategic Priorities:

Economic Services – Marketing and visitor information services. (Tourism).

Shire of Toodyay Corporate Business Plan

S21 Visitor Centre – Service for international, interstate and intrastate tourists with information assistance with attractions, accommodation, and dining and travel options (Tourism).

Shire of Toodyay Economic Development Plan

3.5 Tourism and related initiative numbers in Action Plan.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged from this report.

FINANCIAL IMPLICATIONS

Council has allocated \$5,000 to Avon Tourism membership (GL: 132230) in the Adopted 2016/2017 Annual Budget.

LEGAL AND STATUTORY IMPLICATIONS

It is expected that all decisions will comply with regulatory requirements as they stand at any point in time.

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

Tourism/visitors to an area including its town is in many ways the first step in a chain of economic transactions. Visits, return visits, shopping locally, consideration of relocation due to the 'feel of a place'; a great place to live, purchase land and/or home which can lead to those who come for day becoming long term contributing members of our community.

OFFICER COMMENT / DETAILS

Officers will continue to work on matters relating to tourism within the Shire of Toodyay and a report will be brought back to Council once further information is received.

OFFICER'S RECOMMENDATION

That Council:

1. Approve the Toodyay Visitors Centre participation and sharing in the Tourism WA – Tourism Works promotion, with local businesses;
2. Receive the Avon Tourism Strategy; and
3. Note that a further report will be brought back to Council once additional details from Avon Tourism are provided in relation to how the Strategy links, or will link, with those of Tourism WA and the Western Australian Local Government Association (WALGA).

Cr Welburn moved the Officer's Recommendation.

Cr Wood seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 155/09/16

MOVED Cr Welburn

SECONDED Cr Wood

That Council:

1. Approve the Toodyay Visitors Centre participation and sharing in the Tourism WA – Tourism Works promotion, with local businesses;
2. Receive the Avon Tourism Strategy; and
3. Note that a further report will be brought back to Council once additional details from Avon Tourism are provided in relation to how the Strategy links, or will link, with those of Tourism WA and the Western Australian Local Government Association (WALGA).

MOTION CARRIED 9/0

9.2 PLANNING AND DEVELOPMENT

9.2.1 1010 (Lot 1) Morangup Road, Morangup – Proposed planning approval to supersede existing Extractive Industry planning approval – Austral Bricks

Date of Report:	15 September 2016
Name of Applicant / Proponent/s:	Land Insights (representing Austral Bricks Pty Ltd)
File Reference:	A1331/1MORG/EXT1
Author:	H de Vos – Planning Officer
Responsible Officer:	G Bissett - Manager Planning & Development
Previously Before Council:	24 May 2016 Ordinary Council Meeting
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Quasi-judicial
Attachments:	<ol style="list-style-type: none"> 1. Extractive Industries Application; 2. Map – Lot 1 Morangup Road, Morangup; and 3. Schedule of Submissions.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider a new expanded planning application in relation to the extraction of Clay at 1010 (Lot 1) Morangup Road, Morangup.

BACKGROUND

The applicant has requested that a new expanded planning application be considered for the above location (**Attachment 2**). The standard process is to apply for an additional Extractive Industry Licence for the increased area. The reasons for this request are set out in the application (**Attachment 1**).

It is proposed that future Extractive Industry Licences will be applied for as the additional resource is needed. As outlined in their application the main reason for this request is to obtain certainty in relation to clearing offsets.

This matter has been considered previously at an Ordinary Council meeting held 24 May 2016 where Council resolved as follows:

'That:

1. *Council advise the Applicant that it will contemplate a single planning approval for the life of the Extractive Industry at Lot 1 Morangup Road; and*
2. *Council further advise that such an approval, if granted, will not excuse the Applicant from obtaining Extractive Industry Licenses as required.'*

CONSULTATION IMPLICATIONS

Consultation for the application for planning approval and extractive industry licence was undertaken in accordance with Level E of Council Policy No. M.2 – Public Consultation Formal Matters (M2).

An advertisement was placed in the June 2016 edition of the Toodyay Herald. The proposal was also placed on the Shire of Toodyay's website. All landowners within 500m of the property were advised of the proposal in writing and provided with an opportunity to make comment. The application was also referred directly to the following stakeholders:

- Department of Environmental Regulation (DER);
- Department of Water (DoW); and
- Main Roads WA (MRWA).

The advertising period concluded on 3 August 2016. Two submissions were received. These can be examined in **Attachment 3** – Schedule of submissions.

STRATEGIC IMPLICATIONS

1010 (Lot 1) Morangup Road, Morangup, is identified in the Western Australian Planning Commission's Statement of Planning Policy 2.4 – Basic Raw Materials as an area of Priority Resource location.

The Policy promotes the principle that basic raw materials should be taken before they become sterilised by development. The proposed extraction will be in keeping with this Policy. Further the land is identified as such in the Shire of Toodyay Local Planning Strategy (the Strategy).

POLICY IMPLICATIONS

M2 applies to the proposal and requires consultation in accordance with Level E – Locality. The consultation procedures undertaken are consistent with this Policy.

Local Planning Policy No. 7 – Extractive Industries, Road Maintenance Contribution (LPP7) are applicable to Extractive Industry Applications. This Policy provides a framework for contributions by Extractive Industries to help the Shire to recover the additional costs incurred from road use that will result from that land use.

The contributions consist of two components:

- Construction and Rehabilitation: Under the authority of State Planning Policy 3.6 Appendix 1 - the Shire of Toodyay may charge for the cost of upgrading any road or roads to be used by the Extractive Industry to ensure it is fit for purpose. The Shire will also charge a rehabilitation cost calculated on the rate of consumption of that road asset.
- Repairs and Maintenance: Under the authority of the *Road Traffic Act 1974*, the Shire of Toodyay will recover the cost of repairs and maintenance of any road or roads used by the Extractive Industry. The contribution will be based on a formula adopted by the Shire of Toodyay as part of its annual adoption of fees and charges.

FINANCIAL IMPLICATIONS

The proposed development does have financial implications for the Council in terms of any bonds or road maintenance contributions that may be sought. All bonds will be held in trust and will be refunded to the applicant as outlined in the conditions of planning approval and the Extractive Industry Licence.

The details of the financials are based on the amounts as per the approved Extractive Industry Licence which is for Stage 1 and is due to expire on the 19 November 2023.

The Shire of Toodyay's Schedule of Fees and Charges specifies that any Extractive Industry that extracts more than 2,000 tonnes per annum will need to make a road maintenance contribution. As the applicant is proposing to extract an average of 180,000 tonnes per annum road maintenance fees based on the fee schedule would be paid at \$0.20 per tonne, equating to a total contribution of \$36,000 per annum, depending upon ultimate tonnage.

Additionally, the applicant is also required to pay a rehabilitation bond which is held in trust until the rehabilitation process of the site is completed to the satisfaction of the Shire of Toodyay. The Schedule of Fees and Charges stipulates that the following bonds are to be collected:

Secured sum – Rehabilitation for gravel, clay or stone more than 3m deep per hectare (Clause 5.1) - \$12,000

Given the extractive area is predicting an average extraction depth of 13m to 14m the following rehabilitation bond will be collected:

Stage 1	\$12,000 x 11.54 hectares	\$ 138,480.00
Stage 2	\$12,000 x 10 hectares	\$ 120,000.00
Stage 3	\$12,000 x 7.5 hectares	\$ 90,000.00
Stage 4	\$12,000 x 7.5 hectares	\$ 90,000.00
Total		\$ 438,480.00

In addition to this the Applicant will be required to pay fees based on the Shire of Toodyay Schedule of Fees and Charges*. The predicted financials for the project are as follows:

Rehabilitation bond:	\$438,480	over four stages
Road Maintenance Contribution:	\$ 36,000	per annum for life of project
Annual Licence Fee	\$ 770	per annum for life of project
Approximate Total*	\$475,250	

**Fees may be subject to change.*

LEGAL AND STATUTORY IMPLICATIONS

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

The Shire of Toodyay Local Planning Scheme No. 4 (LPS4) provides the mechanism for protecting and enhancing the environment of the district,

controlling land and building and development, setting aside land for future reserves and other matters authorised by the *Planning and Development Act 2005*.

The application is considered to comply with the provisions of the Scheme.

The Shire of Toodyay Extractive Industry Local Law applies to this application and establishes guidelines to assess applications for extractive industry and to issue extractive industry licences. The application is considered to comply with the provisions of the Local Law.

The Extractive Industry Licence Local Law provides mechanisms to obtain money from a licensee who fails to undertake rehabilitation works. Clause 5.1 and 5.2 states:

5.1 (1) *For the purpose of ensuring that an excavation site is properly restored or reinstated, the local government may require that -*

- (a) As a condition of a licence; or*
- (b) Before the issue of a licence,*

The licensee must give to the local government a bond, bank guarantee or other security, of a kind and in a form acceptable to the local government, in or for a sum determined by the local government from time to time.

(2) A bond required under subclause (1) is to be paid into a fund established by the local government for the purposes of this clause.

5.2 (1) *If a licensee fails to carry out or complete the restoration and reinstatement works required by the licence conditions either -*

- (a) Within the time specified in those conditions; or*
- (b) Where no such time has been specified, within 60 days of the completion of the excavation or portion of the excavation specified in the licence conditions, then -*
- (c) the local government may carry out the required restoration and reinstatement work or so much of that work as remains undone; and*
- (d) The licensee must pay to the local government on demand all costs incurred by the local government or which the local government may be required to pay under this clause.*

(2) The local government may apply the proceeds of any bond, bank guarantee or other security provided by the licensee under clause 5.1 towards its costs under this clause.

(3) The liability of a licensee to pay the local government's costs under this clause is not limited to the amount, if any, secured under clause 5.1.

RISK IMPLICATIONS (including DAIP)

There are no adverse risk implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

The matter was referred to the Shire's Environmental Officer who was satisfied that there were no environmental concerns which were not being addressed and managed in the existing Extractive Industry Licence.

SOCIAL IMPLICATIONS

The social implications of this Extractive Industry will have minimal adverse impacts on the immediate locality.

Noise emissions from the heavy haulage vehicle traffic may affect certain landowners and their residences.

OFFICER COMMENT / DETAILS

Members are now being formally requested to consider a new expanded planning application for the extraction of clay from this site based on a staged extraction licence process. The reason given is that this will enable the operators to lock in current clearing legislation which cannot happen without a planning approval for the whole area that is planned to be used for clay extraction. This application will supersede the current planning approval in place but not the license under the Extractive Industry Local Law.

If planning approval for this application is granted and substantially commenced it will remain in force until all the clay is removed and the site is wholly rehabilitated. On this basis, extraction industry licences will be applied for as required over the life of the site. This will not negate the need to comply with any future changes to our Extractive Industry Local Laws but will give certainty in relation to current clearing provisions.

Applying for an Extractive Industry Licence for the whole of the area given time limitations of licences now applied and the increased costs associated with bonds is not possible for this scope of application. If Council approves this application it does not lock Council into approving any future Extractive Industry Licence Application lodged if after the assessment process it decides to refuse it for any reason in relation to the Extractive Industry Local law.

OFFICER'S RECOMMENDATION

That Council approve the application for an amended planning approval for an Extractive Industry Licence dated 15 June 2016, for Austral Bricks to conduct clay extraction operations out of 1010 (Lot 1) Morangup Road, Morangup with the following conditions:

1. Development is to be in accordance with the approved Extractive Industry Licence and Clay Extraction Management Plan 1010 (Lot 1) Morangup Road, Morangup dated 15 June 2016, including any amendments placed thereon by Council and except as may be modified by the following conditions:
 - (a) Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
 - (b) Any temporary or permanent structures to be situated on the site will require the issue of Planning Approval and a Building Permit.

- (c) The applicant is required to provide the local government a surveyors certificate every two years, prior to the annual renewal fee being payable, to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report.
- (d) The applicant must maintain a current public liability insurance policy in which the interests of the Shire of Toodyay are formally noted by the insurer, indemnifying the applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations.
- (e) Working hours for excavation shall be limited to 6:00am until 5:00pm Monday to Saturday. However, operating hours for cartage shall be limited as follows:
 - i. 6:00am until 5:00pm Monday to Saturday between the months of October and May (inclusive);
 - ii. 6:00am until 5:00pm Monday to Friday between the months of June and September (inclusive);
 - iii. 6:00am until 5:00pm Monday to Saturday between the months of June and September (inclusive) on no more than five days annually, subject to a maximum number of truck movements on those days being no greater than 40. Should any of the five days fall on one of the Shire of Toodyay's identified "event days", that number would be limited to 30.
 - iv. During the Saturday of the Toodyay Agricultural Show (usually in October), the maximum number of truck movements on that day would be limited to 30.
- (f) Heavy haulage vehicles associated with the development travelling to and from Perth in the Shire of Toodyay are to use Toodyay Road and Morangup Road south of the site only.
- (g) All truck loads leaving the site with materials are to be covered.
- (h) The applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the clay extractive industry operations at 1010 (Lot 1) Morangup Road, Morangup, to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including:
 - (i) A Road Maintenance Contribution of \$0.20 per tonne shall be made annually for the term of this planning approval, the conclusion of which will be marked by the completion of all extraction works;
 - (ii) Payment shall be made within 30 days of the 30 June each year based on actual tonnages as supplied by the weighbridge docket;
 - (iii) Shall be lodged with the Shire for approval and the Road Maintenance Plan shall be implemented throughout the duration of the operation of the Facility.

- (iv) All trucks entering the Shire of Toodyay shall comply with the Shire of Toodyay's Policy A.8 - Oversize Vehicles and shall seek the approval of Main Roads Western Australia as appropriate.
- (v) The excavation site is to be rehabilitated in accordance with the approved Extractive Industry Licence and Clay Extraction Management Plan 1010 (Lot 1) Morangup Road, Morangup dated 15 June 2016 for 1010 (Lot 1) Morangup Road, Morangup and the Shire of Toodyay's Extractive Industry Local Law. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter.
- (vi) A Dieback and Disease Management Plan is prepared and implemented to the satisfaction of the Manager of Planning and Development. The proposal is to comply with the Department of Environment and Conservation (2011) publication "A guideline for managing the impacts of dust and associated contaminants from land development sites, contaminated sites remediation and other related activities".
- (vii) Should circumstances change and vehicle numbers increase as a result of any future redevelopment of the site, MRWA will require the property owner to provide a Traffic Impact Statement (TIS) to define necessary improvements that may be required to accommodate the increased vehicle movements. The design and construction will need to be approved by MRWA/Shire of Toodyay.
- (i) This planning approval will not excuse the Applicant from obtaining Extractive Industry Licenses as required.

Cr Wood moved the Officer's Recommendation.

Cr J Dow seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 156/09/16

MOVED Cr Wood

SECONDED Cr J Dow

That Council approve the application for an amended planning approval for an Extractive Industry Licence dated 15 June 2016, for Austral Bricks to conduct clay extraction operations out of 1010 (Lot 1) Morangup Road, Morangup with the following conditions:

1. Development is to be in accordance with the approved Extractive Industry Licence and Clay Extraction Management Plan 1010 (Lot 1) Morangup Road, Morangup dated 15 June 2016, including any amendments placed thereon by Council and except as may be modified by the following conditions:

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- (a) Nothing in the approval or these conditions shall excuse compliance with all relevant written laws in the commencement and carrying out of the development.
- (b) Any temporary or permanent structures to be situated on the site will require the issue of Planning Approval and a Building Permit.
- (c) The applicant is required to provide the local government a surveyors certificate every two years, prior to the annual renewal fee being payable, to certify the quantity of material extracted and that material has not been excavated below the final contour levels outlined within the approved Extractive Industry Report.
- (d) The applicant must maintain a current public liability insurance policy in which the interests of the Shire of Toodyay are formally noted by the insurer, indemnifying the applicant and the Shire of Toodyay for a sum of not less than \$20,000,000 in respect of any one claim relating to any of the excavation and transport operations.
- (e) Working hours for excavation shall be limited to 6:00am until 5:00pm Monday to Saturday. However, operating hours for cartage shall be limited as follows:
 - i. 6:00am until 5:00pm Monday to Saturday between the months of October and May (inclusive);
 - ii. 6:00am until 5:00pm Monday to Friday between the months of June and September (inclusive);
 - iii. 6:00am until 5:00pm Monday to Saturday between the months of June and September (inclusive) on no more than five days annually, subject to a maximum number of truck movements on those days being no greater than 40. Should any of the five days fall on one of the Shire of Toodyay's identified "event days", that number would be limited to 30.
 - iv. During the Saturday of the Toodyay Agricultural Show (usually in October), the maximum number of truck movements on that day would be limited to 30.
- (f) Heavy haulage vehicles associated with the development travelling to and from Perth in the Shire of Toodyay are to use Toodyay Road and Morangup Road south of the site only.
- (g) All truck loads leaving the site with materials are to be covered.
- (h) The applicant shall be responsible for the cost of maintaining and repairing damage to the roads controlled by the Shire which are used by heavy haulage traffic associated with the clay extractive industry operations at 1010 (Lot 1) Morangup Road, Morangup, to the extent that such traffic contributes to the need for such maintenance and repair. Prior to the commencement of operation of the Facility, a Road Maintenance Plan based on this principle and including:
 - (i) A Road Maintenance Contribution of \$0.20 per tonne shall be made annually for the term of this planning approval, the conclusion of which will be marked by the completion of all extraction works;

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- (ii) Payment shall be made within 30 days of the 30 June each year based on actual tonnages as supplied by the weighbridge docket;
- (iii) Shall be lodged with the Shire for approval and the Road Maintenance Plan shall be implemented throughout the duration of the operation of the Facility.
- (iv) All trucks entering the Shire of Toodyay shall comply with the Shire of Toodyay's Policy A.8 - Oversize Vehicles and shall seek the approval of Main Roads Western Australia as appropriate.
- (v) The excavation site is to be rehabilitated in accordance with the approved Extractive Industry Licence and Clay Extraction Management Plan 1010 (Lot 1) Morangup Road, Morangup dated 15 June 2016 for 1010 (Lot 1) Morangup Road, Morangup and the Shire of Toodyay's Extractive Industry Local Law. The rehabilitation works must be completed within the first winter months following the re-establishment of the final contour ground levels and maintained for a period of three years thereafter.
- (vi) A Dieback and Disease Management Plan is prepared and implemented to the satisfaction of the Manager of Planning and Development. The proposal is to comply with the Department of Environment and Conservation (2011) publication "A guideline for managing the impacts of dust and associated contaminants from land development sites, contaminated sites remediation and other related activities".
- (vii) Should circumstances change and vehicle numbers increase as a result of any future redevelopment of the site, MRWA will require the property owner to provide a Traffic Impact Statement (TIS) to define necessary improvements that may be required to accommodate the increased vehicle movements. The design and construction will need to be approved by MRWA/Shire of Toodyay.
- (i) This planning approval will not excuse the Applicant from obtaining Extractive Industry Licenses as required.

MOTION CARRIED 9/0

**9.2.2 70 (Lot Pt Sub 65) Clarkson Street, West Toodyay Townsite -
Setback variation - Single Dwelling**

Date of Report:	16 September 2016
Name of Applicant / Proponent/s:	Redink Homes / C & R MCCLELLAN
File Reference:	PTSUB65CLAS/A1472
Author:	H. de Vos – Planning Officer
Responsible Officer:	G. Bissett - Manager Planning & Development
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Quasi-judicial
Attachments:	1. Map - Lot Pt Sub 65 Clarkson Street; and 2. Plans submitted – Lot 65 Clarkson Street.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider a setback variation of 19.97m in lieu of 50m on the rear (northern) boundary for a single dwelling at 70 (Lot Pt Sub 65) Clarkson Street, West Toodyay Townsite (Lot 65).

BACKGROUND

Lot 65 Clarkson Street, West Toodyay is a 38,450m² cleared block located adjacent to the railway line and Avon River. It is situated approximately 4km from the Toodyay Townsite. Under the Shire of Toodyay Local Planning Scheme No. 4 (the Scheme) the property is zoned Rural (**Attachment 1**).

An application for Development Approval was received on 26 August 2016 for a single dwelling. The application is within the statutory timeframe for determination.

Development Approval is required in this instance as the proposal seeks two variations. Firstly, there is a variation on fill which is being determined under delegated authority. The other involves a boundary setback variation. There is no delegated authority to determine the setback variation in this case. It does not involve topography or lot configuration.

The applicant has provided the following justification for a reduced setback:

- The primary justification for this variation is to locate the house as far away as possible from the railway line which runs along the south west boundary for noise and safety reasons.

Further details regarding this are included in plans submitted (**Attachment 2**).

CONSULTATION IMPLICATIONS

A Level 'C' consultation is required in accordance with Council Policy No. M2 - Public Consultation Formal Matters (M2). This stipulates that written notification be given to affected adjoining neighbours and a 14 day response period is required.

The adjoining landowner of the northern property was notified in writing and supplied plans of the proposal. The consultation period closes on 21 September 2016 and no submissions or objections were received at the time of writing this report. A further update will be provided by Officers at the meeting.

STRATEGIC IMPLICATIONS

This land has been identified in the Shire of Toodyay Local Planning Strategy 2007 as being suitable for future re-zoning to Rural Residential. It is intended that this identification will be carried over to the new Local Planning Strategy which is currently being drafted.

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

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

The matter of setback distances is covered under section 5.16.4 of the Scheme which states:

5.16.4 In the Rural, Rural Residential and Rural-Living zones:

- (a) *No building shall be located closer to the boundary than 30 metres, except-*
 - (i) *in the rural zone, where the setback distance shall be a minimum of 50 metres; or*
 - (ii) *the building fronts a state/regional or district road, as designated under the scheme, where the building setback to the boundary of the road shall be a minimum of 100 metres; or*
 - (iii) *where the building is located within a building envelope identified on an approved structure plan.*
- (b) *No person shall use the land between the building setback line and the road for any purpose other than a means of access, landscaping or a rural activity permitted in the zone;*
- (c) *Notwithstanding anything contained in the sub-clauses above, the local government may permit a building to be located within the setback area when:*

- (i) *in the opinion of the local government, a physical obstruction precludes compliance with this clause;*
- (ii) *the location of the building within the setback area will not adversely affect the amenity of an adjoining owner or the area generally;*
- (iii) *for the reason of topography or lot configuration, the prescribed setback cannot be adhered to or would be unnecessarily disadvantageous.*

In this instance it is considered that clause 5.16.4(c)(ii) can be applied to determine this matter.

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

There are three options available to Council as follows:

Option One

Council can determine the variation sought by the applicant of 19.97m in lieu of 50m. This distance will provide the landowners with the greatest separation distance between them and the anticipated noise from the railway line. This is the primary justification given for the reduced setback at this distance.

Option Two

Council can determine a modified variation proposed by the Officer to the boundary setback of 30m in lieu of 50m. It is considered this represents a reasonable compromise to the landowner in terms of providing increased boundary separation from the rear neighbour and also reducing the noise levels from the railway line. The 30m boundary setback has been discussed with Redink Homes and they have confirmed the proposed cut and fill will remain the same as at the 19.97m distance. Given that this land has been identified as being suitable for rezoning in the future, a 30m boundary setback will effectively "future proof" the development by making it consistent with the scheme provisions of 30m for Rural Residential zoning. This is the recommended option.

Option Three

Council could refuse the variation and determine that the 50m boundary separation be maintained citing the Scheme provision should be applied without variation.

There are already a number of existing instances where the surrounding setbacks are not consistent with the 50m current Scheme requirement. Allowing a 30m setback will not create a precedent.

OFFICER'S RECOMMENDATION

That Council determine the application of the provisions of clause 5.16.4(c)(ii) of the Shire of Toodyay Local Planning Scheme No. 4 (LPS4) is permitted to allow a variation of 30m in lieu of 50m for a proposed dwelling on the northern boundary of 70 (Lot Pt Sub 65) Clarkson Street, West Toodyay Townsite as outlined in the application dated 22 August 2016.

Cr Welburn moved the Officer's Recommendation.

Cr Wood seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 157/09/16

MOVED Cr Welburn

SECONDED Cr Wood

That Council determine the application of the provisions of clause 5.16.4(c)(ii) of the Shire of Toodyay Local Planning Scheme No. 4 (LPS4) is permitted to allow a variation of 30m in lieu of 50m for a proposed dwelling on the northern boundary of 70 (Lot Pt Sub 65) Clarkson Street, West Toodyay Townsite as outlined in the application dated 22 August 2016.

MOTION CARRIED 9/0

9.2.3 117 (Lot 148) Stirling Terrace, Toodyay Townsite - Request to Accept Management Order over Memorial Hall

Date of Report:	19 September 2016
Name of Applicant / Proponent/s:	Department of Finance – Building Management and Works.
File Reference:	A2087/148STIT
Author:	G Bissett – Manager Planning & Development
Responsible Officer:	G Bissett – Manager Planning & Development
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Email request; 2. Site Plan; and 3. Title Documents.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider acceptance of a Management Order (MO) over the above property as described in the attached correspondence.

BACKGROUND

Correspondence been received from the proponent requesting Council advise if it is willing to accept an Management Order over the above land. Currently the Minister for Works is designated on the current Management Order. The Department of Finance - Building Management & Works (Department) has been reviewing its land holdings and has identified instances where it would be more appropriate that the local authority be the holder of the Management Order.

It would appear the original Vesting/Management Order permitted the Shire to construct and maintain the Memorial Hall whilst keeping overall control of the land. The Department is working on behalf of the Department of Lands (DOL) who require a Council Resolution to be provided, indicating a willingness from the Shire to accept the MO and whether the Shire requires the ability to lease/licence, etc.

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

This process involves the *Land Administration Act 1997* as amended and the *Transfer Land Act 1893* as amended.

The Department of Regional Development and Lands administers the aforementioned Acts and is the Government instrument that will issue any new order.

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

This matter is seen as very straightforward. If Council resolves to accept the Management Order little will change. It is considered appropriate that the Shire obtain full control over this site as this was already assumed to be the case.

It is proposed the designated purpose be "Community Purposes" and to seek the power to lease or sub-lease whole or part of this property for up to 21 years should the need ever arise.

It should be noted that this only involves the land the Memorial Hall is located on (Lot 148). Federation Square is owned freehold by the Shire and this has not been amalgamated into Lot 148.

OFFICER'S RECOMMENDATION

That Council resolve, in relation to 117 (Lot 148) Stirling Terrace, that it will accept the offered Management Order over this land on the following basis:

1. That the designated purpose be for Community Purposes; and
2. That the power to lease or sub lease all or part of this property for up to 21 years be included.

Cr Chitty moved the Officer's Recommendation.

Cr Twine seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 158/09/16

MOVED Cr Chitty

SECONDED Cr Twine

That Council resolve, in relation to 117 (Lot 148) Stirling Terrace, that it will accept the offered Management Order over this land on the following basis:

1. That the designated purpose be for Community Purposes; and
2. That the power to lease or sub lease all or part of this property for up to 21 years be included.

MOTION CARRIED 9/0

9.2.4 Toodyay Sport & Recreation Precinct - Scheme Amendment No 11

Date of Report:	13 September 2016
Name of Applicant / Proponent/s:	Shire of Toodyay
File Reference:	A4475/AMT11/9508MUR
Author:	J Jurmann – Consultant Planner
Responsible Officer:	G Bissett - Manager Planning & Development
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Quasi-judicial
Attachments:	1. Scheme Amendment Report; and 2. Structure Plan Amendment Report.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To consider an amendment to:

1. the Foggarthorpe Residential Estate Structure Plan; and
2. the Toodyay Local Planning Scheme No. 4 (the Scheme) to rezone Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space.

BACKGROUND

The Shire of Toodyay purchased the subject land in 2013 from Ironbridge Pty Ltd, the developer of Foggarthorpe Residential Estate for the purposes of development of a Sport and Recreation Precinct (the Precinct) for the Toodyay community.

Development of the Precinct has been guided by two strategic Shire documents; the Toodyay Recreation Strategy and the Toodyay Sport and Recreation Precinct Master Plan that were the subject of extensive community consultation.

The Precinct will be developed in Stages and will contain sporting fields, an aquatic centre, multi-purpose function centre and indoor courts.

Amending the Structure Plan and rezoning the site will facilitate the future development of the site and ensure that the planning documents are consistent with the intended use and Shire Strategic documents.

CONSULTATION IMPLICATIONS

It is proposed to amend the Structure Plan using the 'minor' amendment process as outlined in the WAPC's Structure Plan Framework (2015). It is considered that the amendment is a 'minor' amendment as the change will not materially alter the purpose and intent of the structure plan and that the proposed precinct is

recognised in the current approved Structure Plan and the previous Version (2001).

Once the amendment to the Structure Plan has been approved, then the amendment to the Scheme can be considered as a 'basic' amendment in accordance with clause 32(g) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Advertising of both amendments is not required in this case due to the extensive consultation that has already occurred throughout the development of the Toodyay Recreation Strategy and Toodyay Sport and Recreation Precinct Master Plan.

Initial consultation with Officers from the WA Department of Planning indicate that this approach is appropriate to expedite these processes.

STRATEGIC IMPLICATIONS

The proposed rezoning is consistent with the aims, objectives and actions of the Toodyay Recreation Strategy, Sport and Recreation Precinct Master Plan, Local Planning Strategy and Strategic Community Plan.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged from this report.

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged from this report, other than the costs associated with statutory processes.

LEGAL AND STATUTORY IMPLICATIONS

The gazettal of the *Planning and Development (Local Planning Schemes) Regulations 2015* introduced a track based approach to local planning scheme amendments that enables amendments to be classified as either a basic, standard or complex amendment.

The amendment types are defined in Regulation 34, and can be summarised as follows:

Basic: an amendment of an administrative nature including:

- correction of an administrative error;
- incorporating model provisions;
- compliance with the deemed provisions;
- compliance with an Act or State Planning Policy; and
- zoning of land that is consistent with an approved structure plan, where the zones exist within the Schemes.

Standard: an amendment that is:

- consistent with a zone or reserve;
- consistent with a local planning strategy;
- consistent with a structure plan but the zones do not exist within the Scheme;
- considered to have minimal impact on surrounding land; and
- not basic or complex.

Complex: an amendment that is:

- not consistent with a local planning strategy;
- not addressed in a local planning strategy;
- to be made at the direction of the Minister;
- for a development contribution area or development contribution plan; and
- of a scale that is significant relative to development in the locality.

The classification of an amendment determines the consultation requirements and timeframes in which the amendment must be dealt with. The public consultation requirements have been amended, in addition to timeframes now being imposed on both the local government and WAPC for processing of the amendment, as outlined in the table below:

Scheme Amendment type	Advertising	Local government consideration period (post advertising)	WAPC timeframe to make recommendation to Minister
Basic	No advertising required. Amendment to be provided to WAPC within 21 days of Council resolution to prepare or adopt	N/A	42 days
Standard	42 days	60 days post end date of submission period	60 days
Complex	60 days - *WAPC approval required prior to advertising	90 days post end date of submission period	90 days

A Council resolution is required to prepare or adopt a Scheme amendment and the resolution needs to specify the classification of the amendment and an explanation as to why the amendment type is considered appropriate.

RISK IMPLICATIONS (including DAIP)

The proposed amendments will reduce the risk associated with approvals for the proposed Precinct.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged from this report.

SOCIAL IMPLICATIONS

This proposal itself does not contain any notable social implications. However, the development of the Precinct itself will have significant positive social implications for the community.

OFFICER COMMENT / DETAILS

The documents for the amendment of the Structure Plan and Scheme provide more detailed information and the background associated with this proposal.

Advice from the WA Department of Planning indicates that the amendments can be initiated and adopted concurrently however, the Scheme amendment cannot be approved until such time as the amendment to the Structure Plan is approved to be able to utilise the provisions relating to 'basic' amendments.

Notwithstanding the waiving of the advertising requirements, the Scheme amendment is still required to be referred to the Environmental Protection Authority as part of the process.

Following approval of the amendments the Shire will be able to utilise the provisions of the *Public Works Act 1902* to proceed with site works. This gives an exemption from obtaining approval for public works carried out by a public authority, including local government, under the provisions of the *Planning and Development Act 2005* (providing the development is consistent with the provisions of the relevant planning instruments, including local planning schemes).

OFFICER'S RECOMMENDATION

That Council:

1. Pursuant to clause 29(1), Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* request the Western Australian Planning Commission to approve a minor amendment to the Foggarthorpe Residential Estate Structure Plan, including the maps to identify Lot 9508 on Plan 77718 for the purposes of the Toodyay Sport and Recreation Precinct (Reserve – Public Open Space).
2. Pursuant to Section 75 of the *Planning and Development Act 2005*, amend Shire of Toodyay Local Planning Scheme No. 4 by:
 - (a) Rezoning Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space; and
 - (b) Amending the Scheme maps accordingly.
3. Resolves, pursuant to the clause 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), that Amendment 11 is a basic amendment in accordance with clause 34(g) of the Regulations as it proposes to amend the mapping of the Toodyay Local Planning Scheme No. 4 so that it is consistent with the approved (amended) Foggarthorpe Residential Area Structure Plan.
4. Authorise the affixing of the common seal to and endorse the signing of the documentation relating to the amendment of the Structure Plan and the Scheme.
5. Pursuant to Section 81 of the *Planning and Development Act 2005*, refer Amendment 11 to the Environmental Protection Authority.
6. Pursuant to clause 58 of the Regulations, provide Amendment 11 to the Western Australian Planning Commission.

The Shire President reminded members that the original report placed into the Ordinary Meeting of Council Agenda had been amended.

At 4.45pm the Shire President gave time for Members to read the Officer's Recommendation in the amended report for Agenda Item 9.2.4 which had been provided separately. In the attachment it was specified that the reason for the amendment being necessary was as follows:

"Agenda Item 9.2.4 has been amended to include a request from the Department of Planning to rezone two small portions of Lot 9011 from being reserved for Recreation to Residential Development in accordance with their advice on the most recent subdivision approval for Foggarthorpe Residential Estate. These amendments are generally minor changes to words to incorporate a reference to Lot 9011 and changes to the proposed mapping. They do not affect the essence, context or process relating to the rezoning of the Recreation Precinct land or of the original Agenda Item."

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 159/09/16

MOVED Cr J Dow

SECONDED Cr Greenway

That Council:

1. Pursuant to clause 29(1), Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* request the Western Australian Planning Commission to approve a minor amendment to the Foggarthorpe Residential Estate Structure Plan, including the maps to identify Lot 9508 on Plan 77718 for the purposes of the Toodyay Sport and Recreation Precinct (Reserve – Public Open Space).
2. Pursuant to Section 75 of the *Planning and Development Act 2005*, amend Shire of Toodyay Local Planning Scheme No. 4 by:
 - (a) Rezoning Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space; and
 - (b) Amending the Scheme maps accordingly.
3. Resolves, pursuant to the clause 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), that Amendment 11 is a basic amendment in accordance with clause 34(g) of the Regulations as it proposes to amend the mapping of the Toodyay Local Planning Scheme No. 4 so that it is consistent with the approved (amended) Foggarthorpe Residential Area Structure Plan.
4. Authorise the affixing of the common seal to and endorse the signing of the documentation relating to the amendment of the Structure Plan and the Scheme.
5. Pursuant to Section 81 of the *Planning and Development Act 2005*, refer Amendment 11 to the Environmental Protection Authority.
6. Pursuant to clause 58 of the Regulations, provide Amendment 11 to the Western Australian Planning Commission.

MOTION CARRIED 9/0

9.3 WORKS AND TECHNICAL SERVICES

Cr Wood declared a Closely Associated Persons Interest pursuant to Section 5.62 of the Local Government Act 1995 in Agenda Item 9.3.1 Appointment of Bush Fire Control Officers as one of the candidates is a closely related person, being her father-in-law. Cr Wood stated “that as a consequence there may be a perception that my impartiality on the matter may be affected. I will therefore declare that I will consider this matter on its merits and vote accordingly.”

9.3.1 Appointment of Bush Fire Control Officers

Date of Report:	09 August 2016
Name of Applicant / Proponent/s:	Community Emergency Services Manager/Bush Fire Advisory Committee
File Reference:	COC3
Author:	R Koch – Community Emergency Services Manager (CESM)
Responsible Officer:	C Delmage – Acting Chief Executive Officer
Previously Before Council:	Resolution 300/10/14 Resolution 168/08/15
Author's Disclosure of Interest:	Nil.
Nature of Council's Role in the matter:	Executive.
Attachments:	1. Table summarising BFCO Training Qualifications
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To receive the nominations and recommendations made by the Bush Fire Advisory Committee (BFAC) at their meeting held on 2 August 2016 and consider the appointment of Bush Fire Control Officers (BFCOs) and the designation of Chief and Deputy Chief Bush Fire Control Officer roles.

BACKGROUND

Under Sections 38 and 38A of the *Bush Fires Act 1954* local governments are required to appoint two (or more) Bush Fire Control Officers. Bush Fire Control Officers are provided special powers in relation to the control and containment of fires under Section 39 of the *Bush Fires Act 1954*.

In addition, the Shire sets desired criteria and standards for BFCOs in the Volunteer Bush Fire Brigade – Bush Fire Operating Procedures Administration Manual; an extract of which is contained in this report.

CONSULTATION IMPLICATIONS

The recommendations in this report have been compiled in line with the recommendations made by the BFAC at their meeting held on 2 August 2016.

STRATEGIC IMPLICATIONS

Bushfire Management is an outcome that the Council has identified to meet the aspirations for Toodyay as a liveable and thriving Shire in the Toodyay 2023 Strategic Community Plan. The focus of the outcome is to increase the number of registered volunteers for the Bush Fire Brigades.

POLICY IMPLICATIONS

The extract below is from 10.3 of the Volunteer Bush Fire Brigade – Bush Fire Operating Procedures Administration Manual which denotes the criteria of a Bush Fire Control Officer as follows:

- *Knowledge of managing a volunteer organisation;*
- *Knowledge of all Fire Response Plans in the Shire of Toodyay;*
- *Knowledge of the Bush Fires Act 1954;*
- *Ability to attend further fire and emergency management training;*
- *Effective Interpersonal Skills;*
- *Good Written and Verbal Communication Skills;*
- *Leadership Skills;*
- *Management Skills;*
- *Experience in managing operations; and the*
- *Ability to perform under stressful conditions.*

Qualifications of Bush Fire Control Officer –

- *Firefighting experience of 8 years;*
- *Following courses completed:*
 - *Introduction to Fire Fighting;*
 - *Bush Fire Fighting;*
 - *Crew Leader;*
 - *Advanced Bush Fire Fighting;*
 - *Structural Fire Fighting;*
 - *Sector Commander;*
 - *Fire Control Officer;*
 - *Incident Controller Level 1;*
 - *AllIMS awareness; and*
 - *Ground Controller.*

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged from this report.

LEGAL AND STATUTORY IMPLICATIONS

Local Governments appoint Bushfire Control Officers under Sections 38 and 38A of the *Bushfires Act 1954* and the duties of Bush Fire Control Officers are set out in the legislation.

RISK IMPLICATIONS (including DAIP)

BFCOs are provided powers under Section 39 of the *Bush Fires Act 1954*. While the appointment of BFCOs aim to reduce risk to the community by providing leadership in control of bush fire incidents, having an untrained or under-skilled BFCOs increases the potential exposure to the following risks:

- *Reputational Risk – There is a potential reputational risk to the Shire should review of a major incident expose unacceptable levels of training/skill or oversight in the appointment of BFCOs.*
- *Social/Economic/Environmental Risk – There is the potential for social, economic and environmental impact of incidents, where life or property or other significant asset is lost due to unacceptable levels of training/skill or oversight in the appointment of BFCOs.*

In response to this risk, Council moved to adopt the Volunteer Bush Fire Brigade – Bush Fire Operating Procedures as Council's Interim Policy on 24 June 2014 which sets out the qualities and qualifications of a BFCO. In addition, the 21 October 2014 Special Meeting of Council resolved to limit the number of BFCOs to improve the capacity for a BFCO to maintain and/or increase their skills.

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

Resignations

Following the 2015/2016 fire season there have been three resignations from the Shire's existing BFCO pool, being:

- Mr M McBride
- Mrs H Wearmouth
- Mr M Rogers

Training

During the past twelve months there has been substantial changes within the training environment. Most notably, the introduction of the online eAcademy by the Department of Fire and Emergency Services (DFES). While the introduction of this system is designed to provide better training outcomes, the Officer cites the following issues experienced with the eAcademy implementation which has effected training outcomes:

1. eAcademy was introduced midway through the 'training season';
2. eAcademy was introduced without pre-release training of members;
3. eAcademy has enforced course prerequisites which have previously not been enforced or consistently enforced; and
4. The Training calendar was not complete upon roll out of eAcademy, thus leading to situations of where the advertising of available courses was not always timely.

In addition to the above it has been identified that the AIIMS 4 Course is a prerequisite for the Incident Controller Level 1 Course. This is not currently reflected in the list of qualifications for a BFCO within the Shire's Volunteer Bush Fire Brigade – Bush Fire Administration Procedure.

The Officer acknowledges that the below recommendation (Recommendation 1), put forward by the BFAC does not fully align with aspects of Council Resolution 168/08/15 which contained training provisos, most notably the requirement to have completed the following 'senior' courses:

- Sector Commander
- Ground Controller
- Incident Controller Level 1
- Fire Control Officer

Due to this, the Officer notes the above unforeseen challenges within the training environment during the last twelve months, and as such recommend that Council factor this into their deliberations.

Summary of Training Progress

Of the eleven appointed Volunteer BFCOs still active:

- Eight have obtained or updated one or more skills. This list includes attendance of the AIIMS 4 Course. The number of courses attended is shown in brackets.
 - o Mr R Hunter (4)
 - o Mr K Maddrell (2)
 - o Mr C Wroth (2)
 - o Mr L Hayward (1)
 - o Mr C Stewart (1)
 - o Mr G Forsyth (2)
 - o Mr D Bartels (1)
 - o Mr G Bowman (1)
- Six have now achieved the 'four senior courses' as per Council Resolution 168/08/15
 - o Mr R Hunter
 - o Mr D Bartels
 - o Mr L Hayward
 - o Mr C Stewart
 - o Mr C Wroth
 - o Mr G Forsyth
- Three did not complete any formal training during the last twelve months.
 - o Mr B Wood
 - o Mr G Ludemann
 - o Mr J Wakka
- Further Notes:
 - o Mr G Ludemann attended the BFCO Refresher course, however did not complete in its entirety.

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- Mr K Maddrell was unable to attend the only Sector Commander course due to a clash with SES training. This impacted his ability to get on the Incident Controller Level 1 Course due to prerequisite requirements.
- Mr J Wakka was unable to attend the Ground Controller Course due to work commitments.

A full training report is provided in the attachment to the agenda.

Summary of BFCO Activity

The CESM has recorded the following turnout statistics by BFCOs during the 2015/2016 fire season.

Of the eleven appointed Volunteer BFCOs still active:

- Nine turned out to one incident
- Seven turned out to more than one incident
- Two BFCOs did not turn out to incidents
 - M G Bowman (Townsite) – No notable incidents in respect to BFCO duties.
 - M G Ludemann – Present at two incidents but not in BFCO capacity.

Please note turnout counts include when a BFCO has been stood down en route.

The Officer acknowledges that the 2015/2016 fire season had a relatively low number of incidents on which to base the above statistics and that turnouts do not constitute the sole function of Fire Control Officers.

Candidacy (Volunteers)

The followings individuals have indicated their candidacy for consideration for appointment for BFCO duties:

Existing BFCOs

Name	Area of Residence	Current Position
Mr C Stewart	Central	Chief
Mr R Hunter	Central	Deputy 1
Mr B Wood	Central	BFCO
Mr G Forsyth	Coondle	BFCO
Mr J Wakka	Coondle	BFCO
Mr C Wroth	Julimar	BFCO
Mr D Bartels	Morangup	BFCO
Mr K Maddrell	Morangup	BFCO
Mr L Hayward	Bejoording	BFCO
Mr G Ludemann	Bejoording	BFCO
Mr G Bowman	Townsite	BFCO

New Nominations

Mr A Knapp	Julimar	Fire Fighter
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A response was not received from Mr G Ludemann indicating his desire for continued appointment; however his candidacy was assessed by the BFAC in making their recommendation to Council.

BFAC did not recommend Mr G Ludemann nor Mr A Knapp for appointment.

BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION 1/COUNCIL RESOLUTION NO 160/09/16

MOVED Cr Chitty

That Council:

- 1 Authorise the reappointment of the following volunteer candidates as Bush Fire Control Officers under the *Bush Fires Act 1954*:
 - (i) Mr Craig Stewart;
 - (ii) Mr Rowan Hunter;
 - (iii) Mr Brian Wood;
 - (iv) Mr Garry Forsyth;
 - (v) Mr Jay Wakka;
 - (vi) Mr Charles Wroth;
 - (vii) Mr Dieter Bartels;
 - (viii) Mr Kim Maddrell;
 - (ix) Mr Lawrence Hayward; and
 - (x) Mr Gordon Bowman (Toodyay Townsite).

- 2 Appointment of Mr Ian McGregor (Captain Toodyay Volunteer Fire and Rescue) as a Bush Fire Control Officer, should Mr Gordon Bowman be unable to continue in the role.

MOTION CARRIED 9/0

BUSH FIRE ADVISORY COMMITTEE RECOMMENDATION 2/COUNCIL RESOLUTION NO 161/09/16

MOVED Cr Twine

That Council make the following appointments under the *Bush Fires Act 1954*:

1. Mr Craig Stewart be appointed to the position of Chief Bush Fire Control Officer; and
2. Mr Rowan Hunter be appointed to the position of Deputy Chief Bush Fire Control Officer No 1; and
3. Mr Robert Koch be appointed to the position of Deputy Chief Bush Fire Control Officer No 2.

MOTION CARRIED 9/0

9.4 CORPORATE SERVICES

9.4.1 List of Payments – August 2016

Date of Report:	1 September 2016
Name of Applicant/Proponent/s:	Shire of Toodyay
File Reference:	FIN6
Author:	K Wandless – Accounts Officer
Responsible Officer:	C Delmage – Acting Chief Executive Officer
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Review
Attachments:	1. List of Payments – August 2016
Voting Requirements:	Simple majority

PURPOSE OF THE REPORT

To present all cheques and electronic payments raised during the month of August 2016.

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.

The balance of creditors after the final cheque run for the month of August 2016 was \$(2087.81).

OFFICER'S RECOMMENDATION/ COUNCIL RESOLUTION NO 162/09/16

MOVED Cr Welburn

That Council note the following payments listed and presented for the month of August 2016:

1. Trust Fund Cheques numbered 1550 to 1558 amounting to \$4,357.47;
2. Electronic Fund Transfers (EFT) payments numbered EFT20478 to EFT 20659 and Municipal Fund Cheques numbered 12258 to 12269 amounting to \$821,439.87;
3. Direct Debits numbered IPV556 to IPV557 and BPV2679 to BPV2714 amounting to \$217,530.41; and
4. Super Direct Debits totalling \$38,660.04 and Loan payments totalling \$0.00.

as being paid.

MOTION CARRIED 9/0

9.4.2 Financial Statements – August 2016

Date of Report:	9 August 2016
Name of Applicant/Proponent/s:	Shire of Toodyay
File Reference:	FIN3
Author:	N Rodger – Senior Finance Officer
Responsible Officer:	R Jones - Accountant
Previously Before Council:	N/A
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Review
Attachments:	<ol style="list-style-type: none"> 1. Monthly Financial Statements including Outstanding Rates Debtors and Outstanding Sundry Debtors for month ending 31 August 2016; and 2. Bank Reconciliations for month ending 31 August 2016.
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 31 August 2016.

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 31 August 2016.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 163/09/16

MOVED Cr Greenway

SECONDED Cr Chitty

That Council accept the monthly Financial Statements, Outstanding Rates and Outstanding Sundry Debtors Information and Bank Reconciliations for the period ending 31 August 2016.

MOTION CARRIED 9/0

9.5 EXECUTIVE SERVICES

9.5.1 Sport & Recreation Precinct – Proposed Amendment to Works Schedule

Date of Report:	20 September 2016
Name of Applicant/Proponent/s:	Shire of Toodyay
File Reference:	PRO10
Author:	C Delmage – Acting Chief Executive Officer
Responsible Officer:	C Delmage – Acting Chief Executive Officer
Previously Before Council:	Council Forum – 5 July 2016 Council Forum – 9 August 2016 Ordinary Council Meeting – 23 August 2016 Council Forum – 13 September 2016
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Confidential Attachments under separate cover
Voting Requirements:	Simply majority

PURPOSE OF THE REPORT

To seek a resolution supporting changes to the proposed schedule of works for the Multi-Purpose Sport and Recreation Precinct (the Project).

BACKGROUND

In early September 2016, administration made the decision to not submit an application for the 2017/2018 round of Community Sporting and Recreation Facilities Fund (CSRFF) funding.

At the September 2016 Council Forum, discussion occurred that provided advice to Council in regard to the ACEO's preference for progressing the Project in stages with the understanding that additional information will be presented to the Council at its Ordinary Meeting due to be held on 27 September 2016.

As Council will be aware, the original proposal for Option A was based on the expectation of applying for the full \$2 million grant which is the maximum available from this CSRFF round and covered facilities that are presently not up to scratch or missing within the Shire of Toodyay and included:

Option A

- Aquatic facility;
- Hockey field;
- Shelter for watching hockey;
- Combined basketball / netball courts; and
- Associated earthworks.

Consultation with the Department of Sport and Recreation (DSR) and others suggested that alternative options should be considered on the expectation that if not all grant funds were received, would Council be able to fund the proposed Project?. As a result of these discussions. A revised Option A was considered as follows:

Option A1 (revised)

- Hockey field;
- Shelter for watching hockey;
- Combined basketball / netball / tennis courts (x six); and
- Associated earthworks.

This revised option was considered with the intent of applying for a \$1.5m CSRFF grant from DSR who again wanted reassurance within the grant application that the Shire would be able to fund any shortfall if the full grant applied for was not received (or indeed no funds were granted).

When the ACEO reviewed this latest option, it was felt that this option would still require significant loan funds whilst not achieving the aquatic facilities which are still a primary objective of the Community and the Council.

Subsequently, the ACEO then considered possible alternatives to staging the Project using a combination of in-house expertise to reduce external costs and working with community members who have made commitments to support the Project in achieving progress on site works with the intent being that such significant progress on the site would provide the following benefits:

1. Community and the Council collaborating and working together for the broader benefit of the entire Shire;
2. Significant progress of site-works at the precinct in preparation of built works;
3. Demonstrated evidence to funding bodies of a town working together and achieving goals; and finally
4. Significant cost savings by doing what we can get done using in-house expertise and community pledges first before we seek outside professional assistance.

CONSULTATION IMPLICATIONS

Extensive consultation regarding these proposed changes have involved the ACEO, all members of the Senior Management Team, the Department of Sport and Recreation and the Shire's Auditors – Moore Stephens.

The ACEO also sought additional external advice from local government professionals.

Discussion also occurred at the September 2016 Forum.

STRATEGIC IMPLICATIONS

The Shire of Toodyay Strategic Community Plan lists as a particular focus in its strategic priorities as being:

- *Community Services – Investing in a recreation solution.*

The Shire of Toodyay's Corporate Business Plan lists as part of its Four Year Strategic Priorities:

- *SP1 – Outcome Area: Community;*
- *SP1.2 – Recreation Development;*
- *SP1.2a – Implement the adopted Recreation Strategy and Sport and Recreation Precinct Master Plan; and*
- *SP1.2b – Establish a new recreation precinct to accommodate the long term needs of the community which includes a multi-purpose recreation facility with an aquatic facility.*

It is believed that the proposed staged approach contained within the Officer's Recommendation supports these priorities.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged as a result of this report.

FINANCIAL IMPLICATIONS

In the adopted 2016/2017 Annual Budget, Council allocated its own funds of \$500,000 along with pledged community contributions of \$1m (GL: 113263).

With the revised costings for the first stage of the road works, it is considered that the own funds of \$500,000 be utilised to the road works with any additional funds required made up of appropriate pledged community contributions.

Taking into consideration the possibility that appropriate pledged community contributions may either not be forthcoming or suitable for this portion of the works, the maximum shortfall in funds of \$128,087 may be utilised from the Shire's own fund contribution of \$100,000 which was dependent on the successful 2016/2017 grant application for the Water Park Play Ground with the remaining \$28,087 coming from the Toodyay Recreation Development Reserve (currently \$1.7m) or by reducing the Shire of Toodyay's anticipated surplus by \$28,807. A report will need to come to Council to enable formal budget reallocations to occur.

Council has determined that the entire project is affordable. The proposed arrangements would allow us to commence significant road and site works during the 2016/2017 year whilst placing the Shire in a better position to achieve the following:

- Time for anticipated funding sources to become confirmed;
- On ground progress which will assist in obtaining traction and credibility; and
- Further evidence to funding bodies that the Shire of Toodyay and its community are committed to this Project.

LEGAL & STATUTORY IMPLICATIONS

At all times, all decisions will comply with regulatory requirements as they stand at any point in time.

RISK IMPLICATIONS (including DAIP)

The biggest risk with this Project is losing community and Council support along with external funding sources if any 'concrete' outcomes take too long to deliver.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged as a result of this report.

SOCIAL IMPLICATIONS

The social implications of this approach are significant in the following ways:

1. Increased community involvement and participation;
2. Clear evidence of the community and the Council collaborating and working together for the broader benefit of the entire Shire;
3. Significant progress of site-works at the precinct in preparation of built works to assist in motivation and credibility;
4. Demonstrated evidence to funding bodies of a town working together and achieving goals; and finally
5. A united front to all and sundry that this Project is important to the Shire of Toodyay community and Council and will remain a primary focus until we achieve our goal.

OFFICER'S COMMENT

After discussion with DSR representatives and the matter being brought to two Council Forums, it is considered that a staged approach that first utilises in house expertise along with community pledges to commence Stage 1: Site-works and road construction to better prepare for future grant funding is a more appropriate option.

Council and administration have also taken into consideration community feedback and it is the opinion of administration that by undertaking these proposed works, we are in a much better position to make Stage 2 consist of the sporting fields, ball courts and the aquatic facilities.

You will note that all options involve significant land assembly costs (power, water, sewerage) but there are several funding opportunities coming up that we are hoping to avail ourselves of which will provide additional financial support whilst in the meantime, we will show that we are proactive and determined to see this Project through.

In the future, roads bisecting the complex will be public gazetted roads which will make them eligible for other avenues of road specific funding.

It is noted that to date, the majority (if not all) of the costings, preliminary drawings and other information relating to the project have been done by Consultants. Whilst their work has been of a high standard, the reduction of the impost of professional fees is seen as a way to significantly reduce costs.

We are still working with the Consultants to achieve the detailed and high quality plans that we do not have the in-house facilities to prepare but are choosing to do as much of the costing in-house as possible.

OFFICER'S RECOMMENDATION

That Council authorise the ACEO to:

1. Commence advertising for the panel tender for the hire of plant and equipment for the construction of the first stage of internal roads at the Sport and Recreation Precinct as identified on concept and other plans;
2. Prepare a staged approach to enable site works to commence as per the attached plans;
3. Begin liaising with members of the community who made pledges of support with the purpose of engaging these pledges to assist with the site works as per the attached plans;
4. Prepare a budget review item for consideration of the financial impacts as detailed in the report; and
5. Bring the findings of the above four points to the Ordinary Council Meeting to be held 25 October 2016 for consideration.

Cr Welburn moved the Officer's Recommendation.

Cr Greenway seconded the motion.

Clarification was sought.

MOTION/COUNCIL RESOLUTION NO 164/09/16

MOVED Cr Dow

SECONDED Cr Rayner

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

MOTION CARRIED 9/0

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

All members of the public departed the Council Chambers at 5.03pm.

Further clarification was sought.

Discussion ensued.

MOTION/COUNCIL RESOLUTION NO 165/09/16

MOVED Cr Rayner

That Council move from behind closed doors.

MOTION CARRIED 9/0

The Council Chambers were re-opened at 5.48pm to invite the public gallery back into the Council Chambers.

The motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 166/09/16

MOVED Cr Welburn

SECONDED Cr Greenway

That Council authorise the ACEO to:

1. Commence advertising for the panel tender for the hire of plant and equipment for the construction of the first stage of internal roads at the Sport and Recreation Precinct as identified on concept and other plans;
2. Prepare a staged approach to enable site works to commence as per the attached plans;
3. Begin liaising with members of the community who made pledges of support with the purpose of engaging these pledges to assist with the site works as per the attached plans;
4. Prepare a budget review item for consideration of the financial impacts as detailed in the report; and
5. Bring the findings of the above four points to the Ordinary Council Meeting to be held 25 October 2016 for consideration.

MOTION CARRIED 9/0

9.5.2 Information Bay – Accessibility & Traffic

Date of Report:	19 September 2016
Name of Applicant/Proponent/s:	Shire of Toodyay
File Reference:	TOU7
Author:	C Delmage – Acting Chief Executive Officer
Responsible Officer:	C Delmage – Acting Chief Executive Officer
Previously Before Council:	Nil
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	Nil
Voting Requirements:	Simply majority

PURPOSE OF THE REPORT

To consider alternative parking/trading options for current users of the Shire of Toodyay Information Bay.

BACKGROUND

The Shire of Toodyay Information Bay has been a project in the making for over ten years. The Information Bay is now in place and the artwork and design in relation to signage and what will be on show has now been approved.

The approved maps and other general information will be going up within the next two to three weeks.

After all the time and resources spent in realising this Project, it makes sense to ensure that it is available for its purpose which is to provide information to tourists and visitors. Whilst it can be argued that current activities only limits access for short periods of time, it is the Officer's opinion that as a tourist or visitor coming to town, the expectation that the Information Bay be always accessible is justified.

CONSULTATION IMPLICATIONS

If Council endorses this recommendation, the Shire of Toodyay will need to liaise with the Public Transport Authority (PTA) for approval and agreement on an alternative and appropriate site for school buses.

It is also recommended that the Shire of Toodyay consult with parents of children who utilise the school buses along with the drivers of the buses to ensure that all those who may be affected are fully informed.

We will also be required to correspond with Direct Seafoods NT to determine an appropriate alternative site for their fortnightly trading.

STRATEGIC IMPLICATIONS

Under Community Outcomes of the Shire of Toodyay Strategic Community Plan listed under Economic Services is the following relevant items: *Marketing & Visitor*, and *Information Services*.

The finalisation of this Project assists in meeting this objective.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged although the restriction of the use of the Shire of Toodyay Information Bay for any other purpose may form part of a policy in future to ensure that it is retained for its initial and sole purpose.

FINANCIAL IMPLICATIONS

There are no adverse financial implications envisaged although some minimal cost may be involved in communication and consultation.

LEGAL & STATUTORY IMPLICATIONS

It is expected that all decisions will comply with regulatory requirements as they stand at any point in time.

RISK IMPLICATIONS (including DAIP)

If Council do not endorse this recommendation, there is a risk that on Mondays through to Fridays for half an hour each morning and afternoon that the Information Bay will be inaccessible to visitors.

Since the Shire has spent significant time and money on the Information Bay, it could create angst for travellers and visitors who come to town for the first time and cannot immediately access the information.

If the Council do endorse this recommendation, there may be some public resistance to the change in the school bus pick-up / drop-off areas, although this can be mitigated through good communication and consultation processes.

The proprietor of the 'Fish Van' may also be unhappy with having to move and may no longer be willing to trade within the Shire of Toodyay.

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications envisaged.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged although there may be some initial resistance and/or upset from affected users particularly if any recommended suitable site does not meet with their expectations.

OFFICER'S COMMENT

In respect to school bus routes which includes the location of pick-up and drop-off areas, this is not a decision that can be made by Council. There is a requirement to correspond with the Public Transport Authority to seek both their agreement and authorisation.

In respect to the 'Fish Van', this is simply a matter of liaising with the company direct to determine an alternative compliant trading site.

OFFICER'S RECOMMENDATION

That Council authorise the ACEO to:

1. Liaise with the Public Transport Authority to determine a suitable alternative drop-off/ pick-up location for the twice a day week day school buses;
2. Liaise with Direct Seafoods NT (Fish Trader) in regards to possible alternative sites; and
3. To report these findings back to Council at the earliest possible date.

Cr Chitty moved the Officer's Recommendation as follows:

That Council authorise the ACEO to:

1. **Liaise with the Public Transport Authority to determine a suitable alternative drop-off/ pick-up location for the twice a day week day school buses;**
2. **Liaise with Direct Seafoods NT (Fish Trader) in regards to possible alternative sites; and**
3. **To report these findings back to Council at the earliest possible date.**

Cr Greenway seconded the motion.

Clarification was sought.

Cr Dow moved an amendment to the motion as follows:

That at Point 1 the words "and private bus operators" be inserted following the words "Public Transport Authority"

Cr Wood seconded the amendment.

Clarification was sought.

The amendment was put.

AMENDMENT/COUNCIL RESOLUTION NO 167/09/16

MOVED Cr D Dow

SECONDED Cr Wood

That at Point 1 the words "and private bus operators" be inserted following the words "Public Transport Authority"

MOTION CARRIED 8/1

The substantive motion was put.

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO 168/09/16

MOVED Cr Chitty

SECONDED Cr Greenway

That Council authorise the ACEO to:

1. Liaise with the Public Transport Authority and private bus operators to determine a suitable alternative drop-off/ pick-up location for the twice a day week day school buses;

MINUTES OF ORDINARY MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS ON 27 SEPTEMBER 2016

2. Liaise with Direct Seafoods NT (Fish Trader) in regards to possible alternative sites; and
3. To report these findings back to Council at the earliest possible date.

MOTION CARRIED 8/1

The Shire President adjourned the meeting at 6.08pm.

The Shire President resumed the meeting at 6.45pm.

9.6 COMMITTEE REPORTS

9.6.1 Environmental Advisory Committee Recommendations

Date of Report:	20 September 2016
Name of Applicant / Proponent/s:	Environmental Advisory Committee
File Reference:	COC14
Author:	S Acharya – Environmental Officer
Responsible Officer:	G Bissett - Manager Planning & Development
Previously Before Council:	Council Resolution No. 205/10/15 (Committee Meeting Dates).
Author's Disclosure of Interest:	Nil
Nature of Council's Role in the matter:	Executive
Attachments:	1. Excerpt of minutes of Environmental Advisory Committee held 1 September 2016.
Voting Requirements:	Simple Majority

PURPOSE OF THE REPORT

To receive recommendations made by the Environmental Advisory Committee (EAC) at their meeting held 1 September 2016.

BACKGROUND

Council Policy No. A.17 – Council Consideration of Committee Recommendations (A17) notes “Recommendation from Council Committees will be considered by Council at the earliest opportunity.”

At the EAC meeting held 1 September 2016 recommendations were made to Council as follows:

Recommendation 1: Recognised Biosecurity Groups (RBGS)

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

That the Environmental Advisory Committee consider the proposal to form a local Recognised Biosecurity Groups with the Shires of Chittering and Gingin and recommend to Council:

1. *That community interest be sought in relation to this proposal; and*
2. *If there is enough community interest, the matter be considered fully at a Forum.*

Recommendation 2: Local Planning Strategy Review – Environmental Management

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

That the Environmental Advisory Committee review the Shire's current Local Planning Strategy once available to consider its alignment with the EMS to allow the EAC to provide feedback.

Recommendation 3: Invitation of CESM to EAC Meeting

That the CESM be invited to attend the next EAC to provide information on firebreaks and associated impacts on land.

Recommendation 4: Frequency of EAC Meetings

The EAC request permission from Council to increase/amend the frequency of the EAC meetings to once every two months for a maximum period of two years.

CONSULTATION IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

The RBG's function is consistent with the strategic direction outlined in the Environmental Management Strategy (EMS). One of the objectives of the EMS is to actively manage threats to the Shire's biodiversity values and recognise the importance of private land conservation. The following action has been identified as a specific step to implement and achieve the above mentioned objectives:

- Identifying incentives for the protection of biodiversity on private property which may include engagement with the community.

POLICY IMPLICATIONS

There are no adverse policy implications envisaged from this report.

FINANCIAL IMPLICATIONS

There are no financial costs involved with the proposals at the initial stage of consideration. Currently the proposed RBG group is very much in its infancy with no government funding support yet received or likely in the near future. If the Council supports the decision to form a RBG, it could raise a rate to assist with such a group's activity (if they were to join) but it is too early for this yet. This could however be reviewed in the 2017/2018 Annual Budget deliberations.

LEGAL AND STATUTORY IMPLICATIONS

Subdivision 3 — Matters affecting council and committee meetings of the *Local Government Act 1995* makes provisions for how Committee Meetings are to be held.

The EAC is a Standing Committee of Council constituted under Section 5.8 of the *Local Government Act 1995*.

The purpose of the EAC is to:

- i. *Provide advice to Council on the implementation of the environmental strategy;*
- ii. *Develop relevant documents including policies, strategies, leaflets, pamphlets or booklets consistent with the environmental strategy for consideration by Council; and*
- iii. *Provide advice on relevant matters referred to it by Council.*

The EAC is not a committee to which a local government power or duty has been delegated. Therefore, there are no implications in relation to the Committee choosing to hold a meeting, outside of what has been decided upon by Council, unless Council deems otherwise.

Section 5.11. Committee membership, tenure of from the *Local Government Act 1995* outlines the tenure of committee membership.

RISK IMPLICATIONS (including DAIP)

There are no adverse risk implications envisaged from this report.

ENVIRONMENTAL IMPLICATIONS

The recommendations made by the EAC will assist the Council to achieve positive environmental outcomes for the Shire.

SOCIAL IMPLICATIONS

There are no adverse social implications envisaged from this report.

OFFICER COMMENT / DETAILS

Recommendation 1: Recognised Biosecurity Groups (RBGS)

In circumstances where the Shire's EMS has recognised declared pests and weeds as one of the major threats to Shire's biodiversity values, forming a biodiversity group should meet the Shire's environmental objective. The Shire is also responsible under the *Biosecurity and Agriculture Management Act 2007* (BAM Act) to control declared pests and weeds within its boundaries. There are instances where the Shire has been approached by the community to manage particular species but are short of resources. Sometimes these species are not declared within the Shire. In this case the Shire is not obliged to manage them but the land managers would want the Shire to do something with these species. In such cases RBGs could come in handy.

There is a school of thought that the community-led approach of RBGs could be more effective than the government's enforcement-driven approach. Specifically this could achieve a sustainable management of established pests and weeds in the area. If such regional group is formed there certainly are potential benefits from being involved in with expertise from the community members could also prove to be effective.

Alternatively there is another point of view; that this is about State Government again shifting responsibility by encouraging the creation of such groups and only partly resourcing them after they have been firmly established.

For such a group to be successful in Toodyay community involvement is essential. With the existing community participation in environmental groups already stretched this may be difficult to obtain.

OFFICER'S RECOMMENDATION 1

That Council in relation to the proposal to form a local Recognised Biosecurity Group with the Shires of Chittering and Gingin direct:

1. That community interest be sought in relation to this proposal; and
2. If there is enough community interest, the matter be considered fully at a Forum.

Cr Welburn moved the Officer's Recommendation.

Cr J Dow seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION 1/COUNCIL RESOLUTION NO 169/09/16

MOVED Cr Welburn

SECONDED Cr J Dow

That Council in relation to the proposal to form a local Recognised Biosecurity Group with the Shires of Chittering and Gingin direct:

1. That community interest be sought in relation to this proposal; and
2. If there is enough community interest, the matter be considered fully at a Forum.

MOTION CARRIED 9/0

Recommendation 2: Local Planning Strategy Review – Environmental Management

Since the new Local Planning Strategy would be the guiding document for the Shire, the emphasis on the potential environmental issues in the next decade should form a part of the review. The new Strategy should provide a better basis for decision-making on issues related with biodiversity, sustainability, land care, natural resources management and bushfire and reflect the Shire's commitment to improving environmental performance, governance and communication and leading by example. It should be noted that the review of the environmental consideration within such a high level strategic document should engage in a wide array of environmental stakeholders and representatives from the community. The purpose of this paper was therefore to engage in the EAC in the review of the Shire's Local Planning Strategy 2007 and seek guidance and advice on how the Shire's long term environmental objectives could be brought in line with the Shire's new Strategic direction.

OFFICER'S RECOMMENDATION 2

That the Council note and endorse the recommendation made by the Environmental Advisory Committee.

Cr Wood moved the Officer's Recommendation.

Cr Twine seconded the motion.

Clarification was sought.

The motion was put.

OFFICER'S RECOMMENDATION 2/COUNCIL RESOLUTION NO 170/09/16

MOVED Cr Wood

SECONDED Cr Twine

That the Council note and endorse the recommendation made by the Environmental Advisory Committee.

MOTION CARRIED 9/0

Recommendation 3: Invitation of CESM to EAC Meeting

OFFICER'S RECOMMENDATION 3/COUNCIL RESOLUTION NO 171/09/16

MOVED Cr J Dow

That the Council note and endorse the recommendation made by the Environmental Advisory Committee.

MOTION CARRIED 9/0

Recommendation 4: Frequency of EAC Meetings

In accordance with Section 5.11 of the *Local Government Act 1995* Council last ratified membership (including frequency of meetings of the EAC) at its Special Meeting held on 20 October 2015.

Further, when the EAC was initially established by Council (Council Resolution No. 141/06/14) the words "*That the Environmental Advisory Committee meet every two months or such other times as may be determined by the committee with the first meeting to be held after selection by Council of the community representatives*" formed part of the resolution.

EAC meetings are currently scheduled to occur once every three months. Given the Committee Brief, scheduling additional meeting dates would substantially increase Officer work-load resulting from further dates being included in the current scheduling as well as impinging upon the already busy schedule of Elected Members attending Council or Committee Meetings held.

Increasing meeting efficiency through a more systematic Meeting Procedure assisted process carried out by Administration may be a better way forward. As the timetable for Council and Committee Meetings are considered by Council on an annual basis, at the December Ordinary Council Meeting, it is recommended that the current scheduling of the EAC remain as is.

OFFICER'S RECOMMENDATION 4/COUNCIL RESOLUTION NO 172/09/16

MOVED Cr Greenway

That Council defer consideration of the frequency of Environmental Advisory Committee meetings until the 20 December 2016 Ordinary Meeting of Council.

MOTION CARRIED 9/0

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

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

Nil

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

13.1 MEMBERS

13.1.1 CR GREENWAY – AMNESTY ON TEMPORARY DIRECTIONAL SIGNS FOR LOCAL BUSINESSES

Cr Greenway advised of new business of an urgent nature, regarding an Amnesty on Temporary Directional Signs for local businesses until the completion of the new information bay that she wished to introduce by decision of the meeting.

At 6.59pm the Acting CEO tabled a Notice of Motion together with a statement relating to the notice in accordance with Standing Order 4.5 New Business of an Urgent Nature. The tabled information is outlined below:

In respect to signage, at the Ordinary Meeting of Council held on 28 June 2016 Council resolved (Resolution No 80/06/16) as follows:

That Council:

- 1. Endorse the Signage Audit prepared by Wayfound and reviewed by the Reserve Management Officer, as attached;*
- 2. Consider allocating \$10,000 in the Shire of Toodyay 2016/2017 Annual Budget to repair and replace Shire of Toodyay signage as identified and recommended in the report;*
- 3. Authorise the CEO to write to Main Roads WA, Department of Parks and Wildlife or any other government agency requesting that they upgrade their signage as listed in the document; and*
- 4. Authorise the CEO to advise effected businesses where signage requires maintenance or replacement, that the costs of directional signs to a non-Shire facility is the responsibility of the original sign applicant, their nominated representative or subsequent facility owner where ownership has changed in accordance with the Shire of Toodyay Local Planning Policy No.LPP24.*

Greg Warburton, Reserves Management Officer provided the following statement:

“As far as I am aware there is no requirement for a business to upgrade their directional signage therefore an “amnesty” should not apply.

I guess the businesses need to make their own decision as to how far they will let their signage degrade before they feel the cost of replacing it is justified by the negative impact on their trade. I am sure Council, the Visitor’s Centre, Chambers of Commerce, etc. would love to see clear, new signs for the sake of the overall image.

In some cases the signs are the wrong type and do not comply especially with the blue (for a tourist facility) and brown (for tourist attraction).

As in the extreme case of the big brown and very faded “Ipswich View” signs on the Toodyay Road where Main Roads should have the responsibility to remove / replace them.

Another common wrong colour sign in the shire is green which should only be used for destinations whereas some point to attractions and facilities. I have not contacted any of these businesses either as a Shire Officer or through Community Groups regarding this particular type of signage.”

Cr Greenway moved a motion as follows:

That Council considers Item 13.1.1 Amnesty on Temporary Directional Signs for local businesses as new business of an urgent nature.

Cr Welburn seconded the motion.

Clarification was sought.

The procedural motion was put.

PROCEDURAL MOTION/COUNCIL RESOLUTION NO 173/09/16

MOVED Cr Greenway

SECONDED Cr Welburn

That Council considers Item 13.1.1 Amnesty on Temporary Directional Signs for local businesses as new business of an urgent nature.

MOTION CARRIED 7/2

Cr Greenway moved a motion as follows:

That Council declare an Amnesty on Temporary Directional Signs for local businesses until the completion of the new information bay.

Cr Welburn seconded the motion.

Clarification was sought.

Cr Chitty objected to the motion.

Debate commenced.

Cr Welburn foreshadowed an amendment to the motion.

The Shire President adjourned the meeting at 7.18pm to allow Cr Welburn to put his amendment in writing.

The Shire President resumed the meeting at 7.21pm.

Cr Welburn moved an amendment to the motion as follows:

That the words “outside the town centre zone” be inserted following the words “local businesses” and the words “until the Visitor Information Bay signage is in place or 31 December 2016, whichever is sooner” replace the words “until the completion of the new information bay.”

Cr D Dow objected to the amendment.

Cr Wood seconded the amendment.

Debate commenced on the amendment.

Cr D Dow ruled that the amendment was Out of Order as it is in effect a new motion.

Cr Welburn foreshadowed an alternate motion as follows:

That Council declare an amnesty on Temporary Directional Signs for local businesses outside the town centre zone until the Visitor Information Bay signage is in place or 31 December 2016, whichever is sooner.

Cr Greenway moved an amendment to the motion as follows:

That a full stop be inserted after the word “businesses” and that the words “The size and placement of these signs be subject to CEO Approval” replace the words “until the completion of the new information bay.”

Cr Wood seconded the motion.

Debate continued.

Clarification was sought.

The substantive motion was put.

MOTION/COUNCIL RESOLUTION NO 174/09/16

MOVED Cr Greenway

SECONDED Cr Wood

That Council declare an Amnesty on Temporary Directional Signs for local businesses. The size and placement of these signs be subject to CEO Approval.

MOTION CARRIED 8/1

13.2 EMPLOYEES

Nil

14. CONFIDENTIAL BUSINESS

Nil

15. NEXT MEETINGS

Council Forum	11 October 2016
Works Advisory Committee Meeting	20 October 2016
Community Depot Management Advisory Committee	27 October 2016
Council Meeting	25 October 2016

16. CLOSURE OF MEETING

The Shire President declared the meeting closed at 7.45pm.



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to Minutes of the

ORDINARY MEETING OF COUNCIL

27 September 2016

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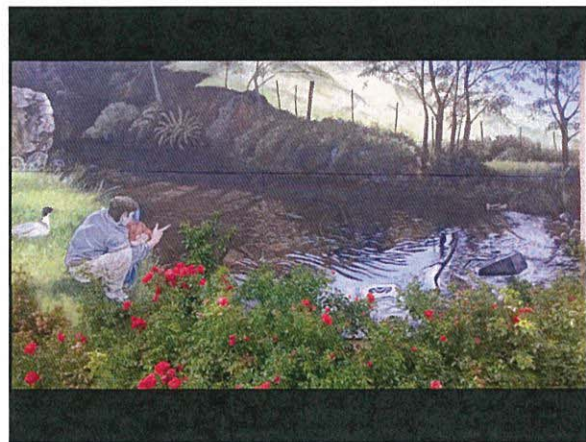
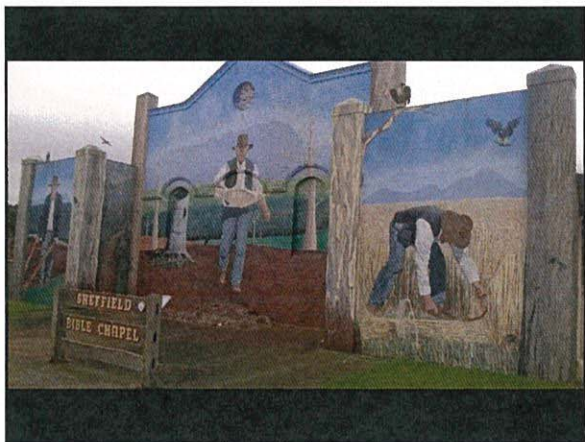
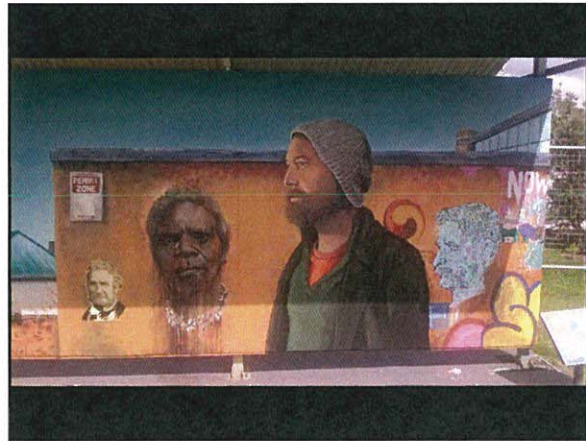
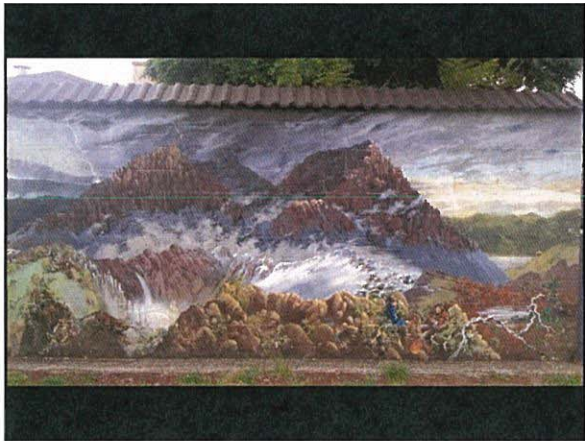
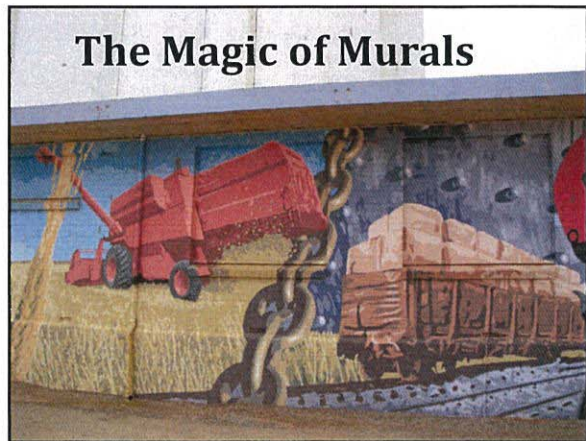
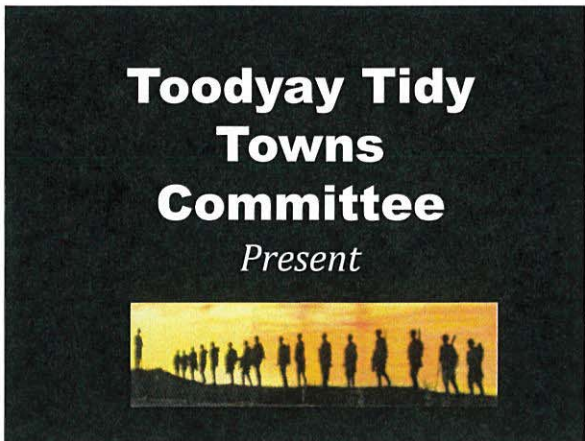
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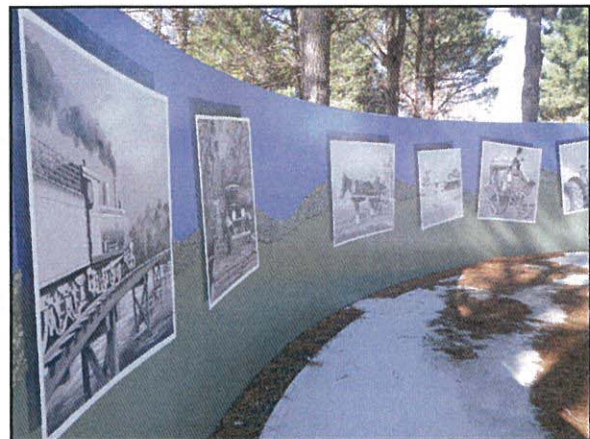
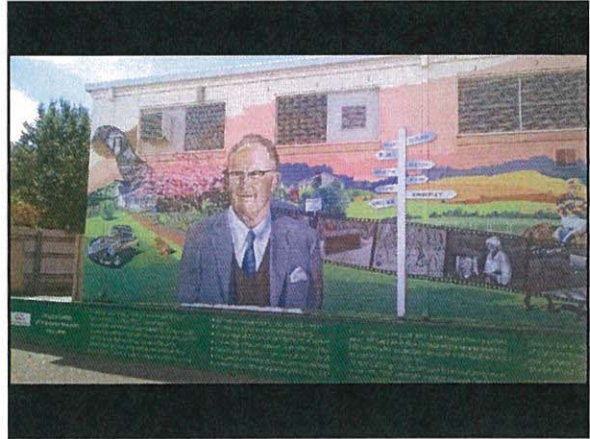
EXECUTIVE SERVICES

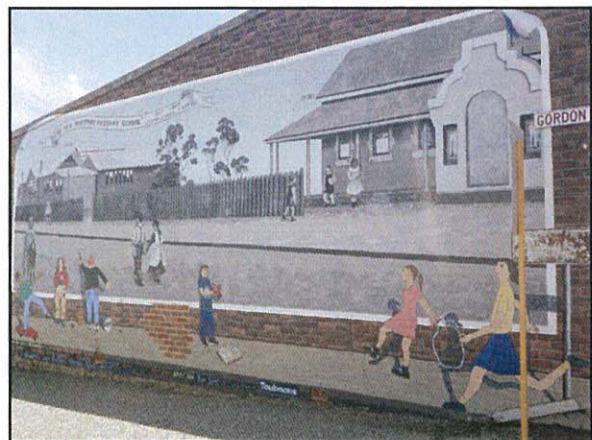
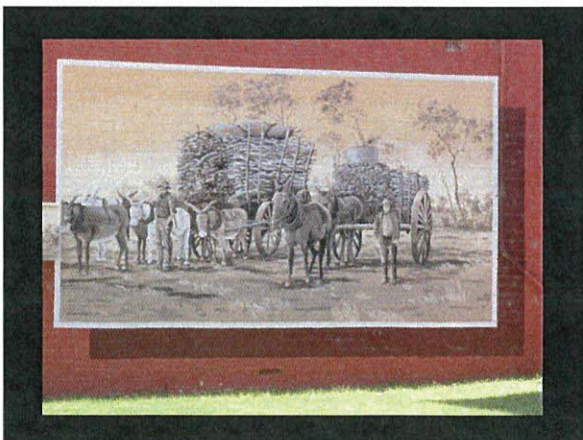
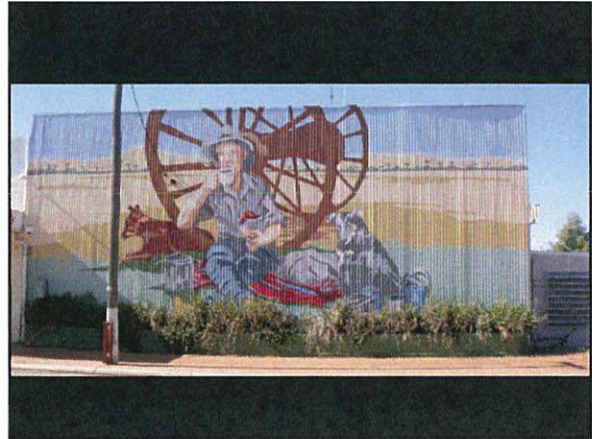
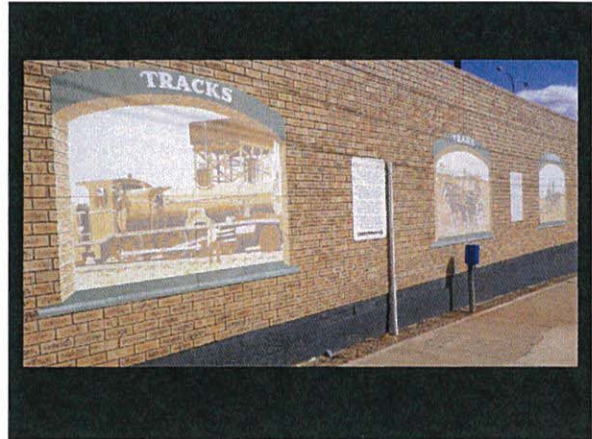
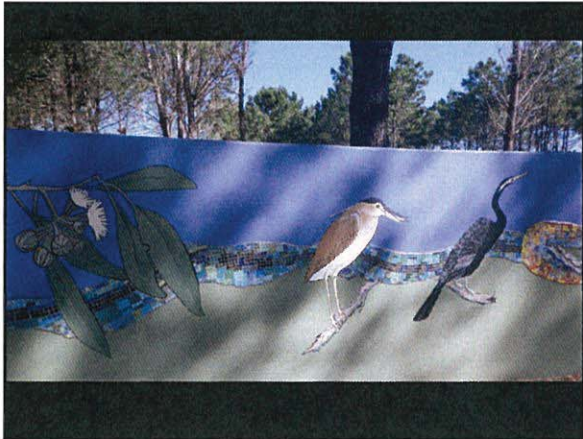
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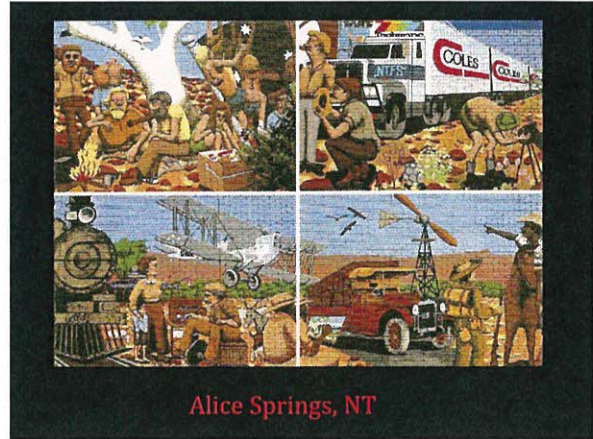
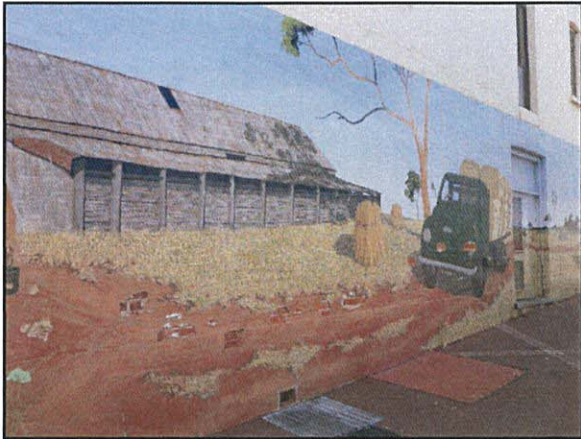
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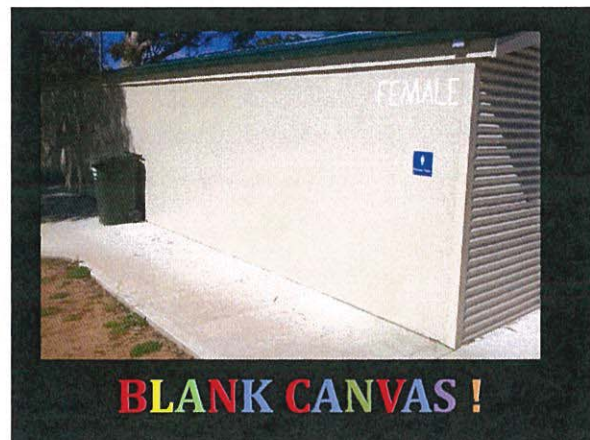
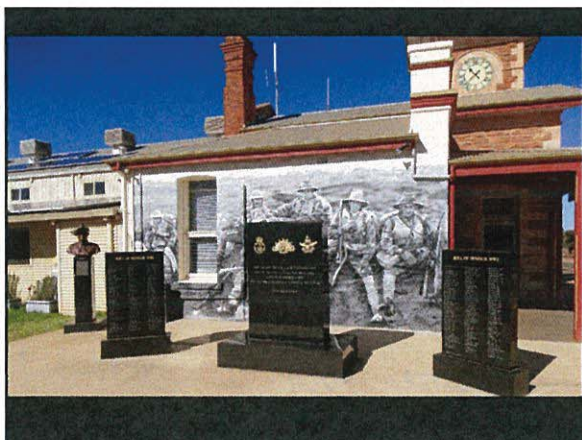
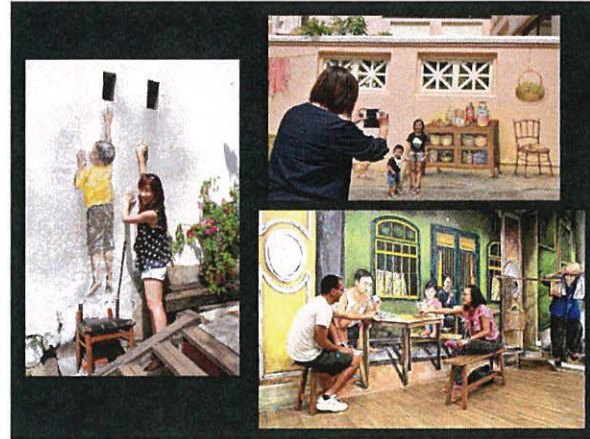
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SHIRE OF TOODYAY	
Record Number:	TCR40206
9 - SEP 2016	
Officer / Dept:	CDPA
File Number:	COM25

9/9.
MCD/EVENT

PO Box 801
Toodyay, WA, 6566

Toodyay Tidy Towns Committee
C/- Shire of Toodyay
PO Box 96. TOODYAY WA 6566

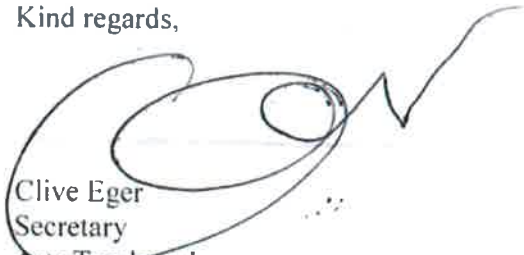
Dear Toodyay Tidy Towns Committee,

Thank you very much for your letter of August 2nd inviting Arts Toodyay Inc to participate in the project to create a mural for the town.

Your proposal was presented at our recent meeting by Linda Rooney and the subsequent discussion was most supportive of the concept and the members of Arts Toodyay Inc were most interested in participating.

Please be aware that the members of Arts Toodyay Inc are currently very busy with preparations for VINO and the Art Trail in the next few weeks. Arts Toodyay has also just received a notice to quit our current clubrooms within the next 60 days so these matters will preoccupy us in the short term. Nevertheless we are happy to give our support and energy to the mural project and look forward to collaborating with your committee to achieve the outcome that you have envisaged.

Kind regards,



Clive Eger
Secretary
Arts Toodyay Inc

Location:
The Old Police Station
6 Duke St Toodyay WA 6566

Contacts:
Margaret Sommerville President
0419 941 823
Clive Eger Secretary
0401 966 153

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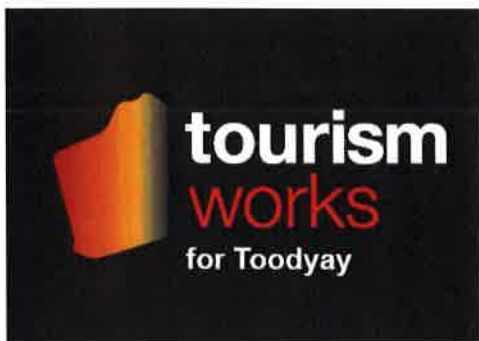
Audrey Bell

From: Jessica Foote <jfoote@tourismcouncilwa.com.au>
Sent: Tuesday, 9 August 2016 3:01 PM
To: Audrey Bell
Subject: Your Toodyay Tourism Works logos
Attachments: TW Toodyay.jpg; TW EP.jpg

Dear Audrey,

Today Tourism Council WA launched our Tourism Works campaign to promote the value of tourism in WA. A large component of the campaign is helping Visitor Centres demonstrate the value of tourism to your local town and make the case for adequate funding. The advertisements will be on nightly news in regional WA and metro Perth starting on Thursday.

To help promote the value of tourism for your town we have created your own version of the Tourism Works logo.



Please feel free to use this logo however you like to promote tourism in your town off the back of these ads. You can use the logo in your:

- Email signature
- Social media
- Website
- Letters
- Newsletter to members

You can also access our campaign website for more information and to see the campaign ads that will screen across the state; www.tourismworks.com.au

Thanks for getting involved in the Tourism Works campaign! If you have any questions please feel free to send me an email.

Kind Regards,

Jessica Foote

Industry Advisor (Margaret River Region)

Tourism Council WA

M: 0418 372 486 Ph: (08) 9416 0700 Fax: (08) 9472 0111

PO Box 91 BURSWOOD WA 6100

www.tourismcouncilwa.com.au

www.trustthetick.com.au



Tourism Council WA (TCWA) invites you to get involved in the Tourism Works campaign and show how tourism works for you!

Each year, visitor spending in WA creates:

- 97,000 jobs
- \$9 billion in economic value and
- \$1 billion in taxation revenue

We can create even more jobs for Western Australians if Government policy supports tourism growth.

The Tourism Works campaign was launched to industry on August 9 at the 2016 WA Tourism Conference. The campaign aims to raise public awareness of the value of tourism for WA in the lead up to the next state election in March 2017. The campaign, managed by TCWA on behalf of the tourism industry, will:

- Show how tourism works for the WA economy
- Showcase the range of jobs the industry creates
- Show how tourism creates jobs in local areas
- Show how government policy can create more jobs

How to be a part of the campaign: Post a Tourism Selfie

TCWA is inviting the tourism industry to show off the great service you provide to our visitors and guests. Take a photo of yourself and/or your team at work sporting a "Tourism Works" wrist-band, badge, flag or sticker (enclosed). Post your selfie on social media using **#tourismworks**.

Not only will you be contributing to the campaign and showing how tourism works for your business, local area and the WA economy, but you will go in the draw to win a range of prizes including:

- 1 x Apple Watch
- 2 x tickets to the WA Tourism Awards Gala Dinner

For further information about the Tourism Works campaign visit

www.tourismworks.com.au

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Promoting the Avon Valley region

The Avon River and Avon Valley National Park connect the seven Shires of the region. Avon Valley Western Australia boasts open vistas, hilltop views, beautifully preserved colonial architecture, spectacular wildflowers, biodiversity, amazing granite outcrops, crystal clear night skies, aerial and white water adventures, festivals, events and true country hospitality.

Document History		
Version	Audience	Date
Discussion Drafts V0.1 – V0.5	Board (various)	2014 to 2015
Discussion Draft V0.6	Board (workshop)	09/11/15
Discussion Draft V0.7	Board (for comment)	10/01/16
Discussion Draft V0.8	Board (for finalisation)	19/01/16
Presentation Draft V1.0	Board (for review)	01/02/16
Presentation Draft V1.1	LGAs/AROC (for discussion)	Mar/Apr 2016
Final Document V2.0	Board (for endorsement)	April 2016
	LGAs (partner endorsement)	May/June 2016
	WDC & Members (stakeholders)	July 2016
Annual Document Review	Board (for review)	March 2017

Glossary of Terms / Acronyms	
Compound Product	Products consisting of multiple elements, typically these will not be under the control of a single operator, and ideally will encompass more than one day.
GFC	Global Financial Crisis (the financial crisis of 2007-2008).
KPI	Key Performance Indicator . KPI's are metrics used to help define and measure progress towards achieving objectives or critical success factors.
LGA	Local Government Authority .
SEO	Search Engine Optimisation – techniques for increasing the likelihood that an on-line search will result in a particular website being located at, or near the top of, the search results.
SWOT	Strengths, Weaknesses, Opportunities, Threats – an analysis tool utilised for planning purposes.

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Background

Avon Tourism's role, as a regionally based organisation, has not necessarily in the past been clear to all stakeholders. This public document reaffirms Avon Tourism's objectives whilst reassessing its operating model, taking into consideration the impact of a number of changes:

- the need for a stable financial model to ensure Avon Tourism's ongoing longevity and to increase its service base;
- the increasing role of online marketing and the decreasing role of print media;
- the State and Federal governments' grant / project funding preference shift from local to regional based funding; and
- the potential to harness the emerging tourism market from increasingly affluent overseas regions, such as China.

This Plan will pave the way in ensuring that all levels of the industry (from operator to local body to regional organisation) are working together for the betterment of the industry in general.

It is proposed the duration of this Plan will be three years. This ensures sufficient time to achieve significant transformational change, whilst not being over-ambitious in the time allocated to achieve outcomes. -At the end of the Plan's life cycle, the options are to issue an updated plan with up to 2 x 1 year extensions; or to issue a new Strategic Plan.

Benefits of Regional Tourism

To Local Governments

- enhancement of the regional profile, and in turn the profiles of partner Shires;
- a common approach to data collection and analysis, including visitor numbers, to better measure return for investment; and
- whole of industry focussed development and promotion.

To Visitors

- the delights of an entire region are offered '*on one plate*'; and
- compound packages are available to simplify the planning experience.

To Visitor Centres

- become part of a strong regional network of visitor centres; and
- have access to an enhanced high quality product through the linking of the region.

To Tourism Wholesalers

- one point of contact and an easier product to sell through the offering of compound packages.

To Tourism Operators

- wholesaler, regional and national marketing undertaken from a regional perspective (including social media exposure, inclusion in a regional event calendar and a dedicated webpage on a search engine optimised website);
- access to an online booking engine through which to sell rooms, event tickets and packages (10% commission / instant availability);
- brochure racking through cooperative Visitor Information Centres and at trade shows;
- economy of scale for advertising rates when packages can be negotiated; and
- regional networking opportunities.

Executive Summary

Avon Tourism (Inc) is a sub-regional tourism organisation which encompasses the Local Government areas of Beverley, Chittering, Goomalling, Northam, Toodyay, Victoria Plains (including New Norcia) and York. The Shire of Brookton is currently considering re-inclusion. These areas align based on their distance from Perth and their proximity to the Avon River / Avon Valley National Park. Together the areas form the **Avon Valley region**.

A sub-regional tourism organisation can independently promote and develop a whole region, for the benefit of visitors, operators and LGAs. A West Australian example of this is the Central Wheatbelt Visitor Centre (see Reference One), whilst an international example is Orange County, California USA (see Reference Two).

“By combining their collective strengths, the entire [Orange County] region becomes more attractive to visitors”. Frank Kero

Whilst tourism in the Avon Valley region cannot be considered as an ‘emerging industry’ (see Reference Three, Wheatbelt Blueprint) it should be recognised that the Avon Valley has been surpassed by other WA destination regions to the extent that it could be considered as ‘new and emerging’. Tourism is currently a ‘Tier 2’ industry in the Avon Valley region; through the linking and packaging of regional offerings the opportunity exists to develop this industry into a “Tier 1” economic contributor.

At present, primarily a marketing body, Avon Tourism develops and distributes the well-received Avon Valley Holiday Planner; hosts a search engine optimised website (www.avonvalleywa.com.au); offers online booking facilities for accommodation and event tickets; and maintains an active social media presence.

Key stakeholders in regional tourism include LGAs, their communities, tourism operators, Visitor Information Centres, not-for-profit groups and regional development bodies along with other regional and state tourism entities. This Plan will provide the opportunity for a partnership approach to regional economic development.

Avon Tourism has established, in line with the Objectives in its Constitution (see page 6), that its role is to:

- promote the Avon Valley region as a tourism destination in its own right, including establishing a strong brand for the region;
- provide a regional network for operators, to encourage the building of a strong regional industry;
- undertake industry advocacy on identified key regional issues;
- research, develop and market regional compound products, including negotiating with relevant distribution channels (ie coach tour companies and wholesalers);
- facilitate the preparation of a regional Asset Register in order for those assets to be monitored, maintained and where relevant including in the development of compound products; and
- align with the objectives of the Wheatbelt Development Commission Blueprint and other relevant regional plans;

This Strategic Plan will deliver a framework to enhance visitor experiences, designed to increase visitor numbers, their length of stay and expenditure. This boost to the Avon Valley region’s economy supports member Local Governments and their communities, whilst improving business for tourism industry operators within the region.

“Tourism activity can provide economic benefits to a local community by leveraging existing infrastructure and amenity and subsidising a higher quality of retail, accommodation and public infrastructure that would not otherwise be supported by local residential expenditure alone.” Avon Sub-Regional Economic Strategy

Designed to take a holistic approach to tourism for the area, this Strategic Plan will see the delivery of the following actions during its proposed three-year life cycle:

- establish a three-year industry development partnership with LGAs in order to enable Avon Tourism (Inc) to facilitate industry operators and Local Governments, to strategically develop the Avon Valley region;
- deliver more consistent branding and measurable marketing strategies across the region, with a focus on increasing online marketing and decreasing reliance on print media, to better utilise funding and available technologies;
- partner with LGAs to seek funding in order to develop a regional tourism Asset Register for the purpose of identifying and maintaining assets (natural, built and experiential); and
- create compound tourism products designed to encourage extended stay visitors, and to offer as a product of interest for tourism wholesalers.

A number of categories of assets and experiences have been identified, which (once regionally mapped) can be linked and leveraged upon:

- Accommodation – a wide range of unique and unusual accommodation is available
- Aero – options include gliding, hot air balloons and skydiving
- Cultural, History and Heritage – including Museums and Indigenous Experiences
- Destination Events (weddings, conferences, bus tours...)
- Dining – from restaurants and cafes to pubs and picnics
- Farm based experiences, including paddock to plate and dinners under the stars
- Festivals, fairs and other events
- Landscape – built and natural
- Trails – drive, ride, hike or walk

To ascertain the success of this Plan four (4) goals have been set;

1. A sustainable funding model is in place.
2. An endorsed program of works is in place.
3. A mechanism for “measuring” visitor numbers to the Avon Valley region; and once a benchmark has been set, increase regional visitor numbers by an agreed percentage over a designated period.
4. The Avon Valley is recognised by Tourism WA, and listed on their website, as a tourism destination in its own right as part of “Perth and surrounds”.

In the words of Henry Ford “coming together is a beginning, keeping together is progress, working together is success”.

This Plan is the beginning of progress for the region.

Avon Tourism

1. Objectives

The following objectives have been extracted from Avon Tourism (Inc)'s Constitution:

- a) To encourage, support and promote the Avon Valley as a Tourism destination in its own right.
- b) To encourage and promote professionalism in the Tourism industry and to support operators to deliver a product that exceeds customer expectation.
- c) To represent operators on key issues that are influencing the whole industry and become a hub for the community, ideas and networking of industry participants.
- d) To initiate and implement strategic marketing opportunities which deliver whole of valley benefits.
- e) To initiate research on key areas of need to develop and grow industry.
- f) To develop an overall strategic view of the Avon Valley's tourism product, and facilitate development of said product across community boundaries.
- g) To develop and maintain a sustainable funding base and management systems of Avon Tourism.
- h) Cooperate with key Associations where the objective may reasonably be expected to benefit tourism within the region.

It is against these objectives that the content of this Strategic Plan will be framed.

It is noted that the Constitution will need to be amended to align with the Strategic Plan when finalised.

2. Vision

“To build a viable and competitive tourism industry in the Avon Valley [region]”

3. Mission

The purpose of this Plan is to provide the basis for:

- agreement on the Avon Valley region's development objectives over a three-year horizon; and
- securing the resources (labour and financial) to undertake the necessary actions to achieve these objectives.

It should be noted that in order to achieve this the two main actions that will need to be agreed upon are the revision of the current membership / funding model and the formalisation of a paid role within the organisation.

4. Key Stakeholders

Listed alphabetically

- Avon Tourism (Inc)
- Local Businesses
- Local Community
- Local Government Authorities
- Local Tourism Entities (Visitor Information Centres)
- Not-for-Profit Groups

- Regional Development Bodies (Wheatbelt Development Comm. / RDA Wheatbelt)
- Regional Tourism Entities (Experience Perth)
- State Tourism Entities (Tourism WA / WA Tourism Council)
- Tourism Operators
- Visitors

There are also a number of businesses / groups in the Avon Valley region, which, whilst not primarily tourism based, do provide the basis for attracting visitors to the region. It would be beneficial for Avon Tourism to identify these organisations and foster relationships which are mutually beneficial (see Appendix One “Portfolios”).



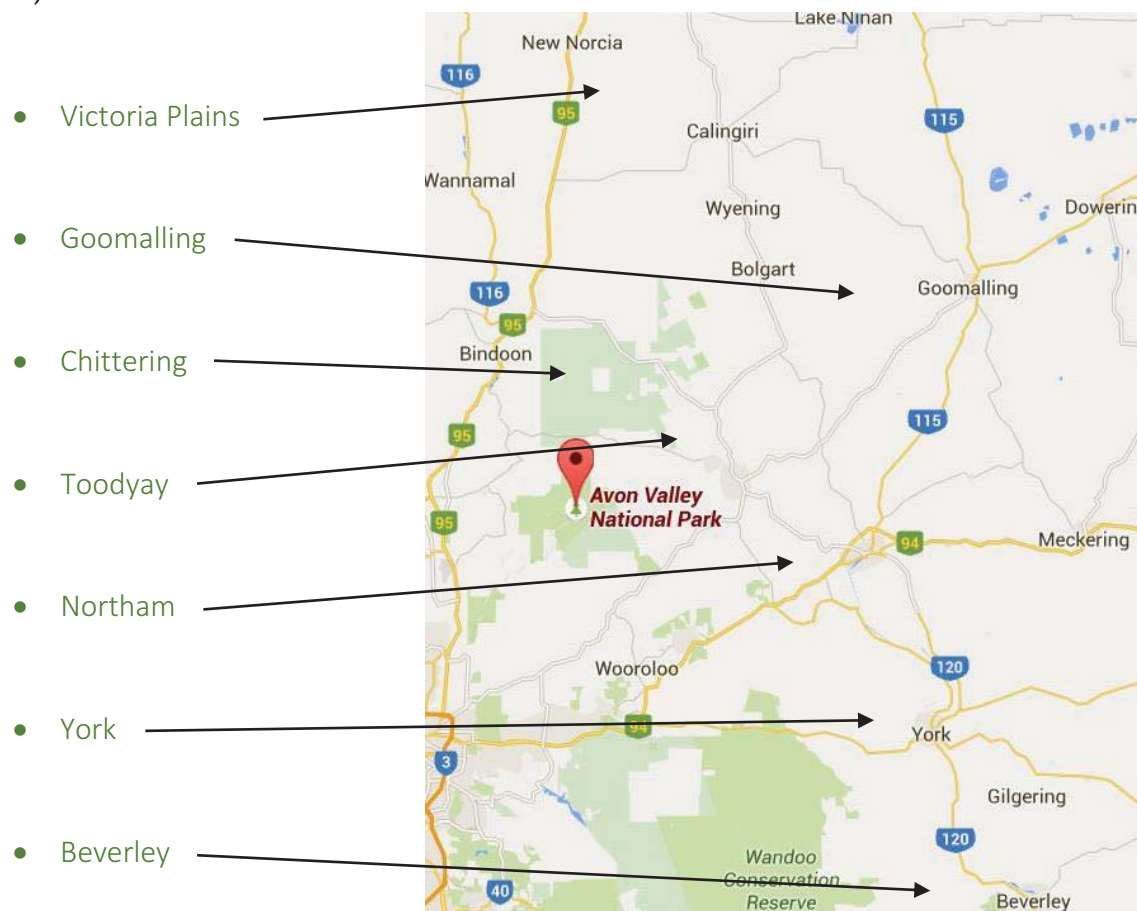
Avon Valley Region

5. Characteristics

The Avon Valley region is characterised by open vistas, hilltop views, beautifully preserved colonial architecture, spectacular wildflowers, biodiversity, amazing granite outcrops, crystal clear night skies, aerial and white water adventures, festivals, events and true country hospitality.

6. Geographical Scope

The physical scope of the Avon Valley region, based on proximity to the Avon River / Avon Valley National Park and distance from Perth, currently encompasses the following LGAs;



Each Shire has its own unique identity which is part of its charm and attraction. These points of difference will be preserved during the enhancement of the common goals of Avon Tourism.

In order to establish a strong link between the towns, whilst nurturing their point of difference, it is suggested that a key theme be identified for the Valley as a whole, complemented by an individual identity for each town. Future events can build on the themes / identities with compound products developed to further link the towns.

7. Physical Infrastructure

The Avon Valley is rich in tourism related infrastructure; both built (heritage and modern) and natural. In addition to this physical infrastructure are the regional attractions and experiences.

In order to ensure these regional assets are utilised to their full potential and to provide the opportunity to link them where possible, there is a need for a register of these items to be prepared.

8. Visitor Servicing

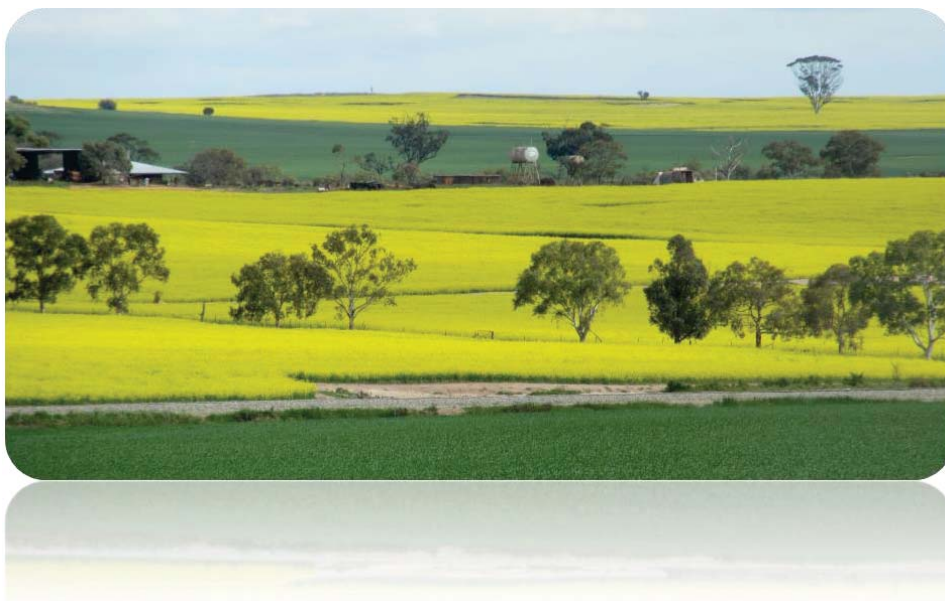
Currently the initial contact points for visitor servicing in the Avon Valley region are:

- Visitor Information Centres via shopfront, telephone, websites and social media;
- Local Government via telephone, websites and social media;
- Avon Tourism via search engine optimised website, booking engine and social media; and
- Various business websites and online booking engines.

Of these four initial contact points the Visitor Information Centres should be considered as the main, and most obvious, local point of contact.

“A sustainable future for visitor centres in Western Australia” recognised that “Visitor Centres continue to play an important role in providing information about local areas and tourism products”. The study also identified that “tourists who use Visitor Centres tend to stay longer and spend more in a region”. Haeberlin Consulting’s September 2014 study.

It is acknowledged that each local Visitor Information Centre is run on a different service delivery model. From a local tourism operator point of view the Visitor Centres are their day-to-day shopfront, their initial local point of contact, and as such if a LGA prefers to implement a membership model for their local Centre then membership should be at this level (rather than at the regional organisation level).



Avon Tourism

9. SWOT Analysis

A summary of Avon Tourism's strengths, weaknesses, opportunities and threats.

	Helpful to achieving the objectives	Harmful to achieving the objectives
Internal Origin (attributes of the organisation)	Strengths Longevity and reputation Well-developed industry network contacts Established marketing tools - Avon Valley Holiday Planner - www.avonvalleywa.com.au - Social media presence Good base for brand strengthening	Weaknesses Narrow product base Planner is passive and the end purchase is disconnected / immeasurable Lack of control over third party product quality / consistency Limited resources
External Origin (attributes of the environment)	Support for regionally based funding New, more cost effective digital marketing technologies Growing number of tourism businesses, large and small Increasing Asian market Popularity of compound / experiential tourism products Opportunities	Limited local funding opportunities Unpredictable funding commitments Problematic funding model Parochial perspective Emergence of alternative organisations and structures (reducing influence, growth and effectiveness) Threats

10. Background

Avon Tourism (Inc) has been operating since 2003. Achievements of the organisation in this time include:

- **Annual Holiday Planner** – widely distributed (physical and electronic versions) and well-received;
- **Branding** – an established regional brand, built on a strong reputation;
- **Events** – online calendar available for all events physically taking place within the region;
- **Regional Projects** – Avon Valley Motorcycle Friendly Region (underway), which will create a template that can be applied to other interest groups;
- **Social Media** – a popular, growing online presence;
- **Training** – facilitation of digital training, including social media and online booking;
- **Web Development** – to make the website mobile friendly, interactive and more content rich with a broader base (underway); and
- **Website** – a successful search engine optimised website, with a booking (accommodation, tickets, compound packages) engine.

In addition, a significant achievement has been recognition by Experience Perth of Avon Tourism as a key strategic sub-regional tourism body.

This acknowledgement has been achieved in a period of great challenge for the Tourism Industry, evidenced by reduced tourism spend (due to the GFC), compounded by a high Australian Dollar (encouraging overseas rather than local travel). Additionally, National and State wide tourism funding cuts and individual Avon Valley town issues (natural disasters, differing tourism information models, extended periods of low rainfall) have posed additional challenges. Avon Tourism has weathered the storms and grown stronger during this period, a testament to the consistency and singularity of its purpose.

Currently there is no formal measure of the success of the campaigns undertaken by Avon Tourism. The enactment of this Plan will see that all future strategies include a “KPI”, along with (where possible) a conversion measure.

11. Industry Structure

The framework for tourism in which Avon Tourism operates is:

1. Local Tourism Operators – Private Enterprise
2. Local Visitor Centres – LGA and / or NFP
3. Sub-regional Peak Body – Avon Tourism
4. Regional Tourism Peak Body – Experience Perth
5. State Tourism Peak Body – WA Tourism Council & Tourism WA
6. Federal Peak Tourism Body – Tourism Australia



12. Organisational Structure

Avon Tourism (Inc) is currently managed by a volunteer Board of up to thirteen members. As there are no paid staff, Board members currently undertake all duties, excepting bookkeeping and audit services which are contracted out. As Avon Tourism continues to grow the totally volunteer scenario becomes an increasingly problematic operational model.

The original intent of the organisation was to be industry driven and as such LGA representation (either a Councillor or Staff member) is currently limited to a maximum of four (4) members. It is understood that LGA representatives need to represent all Local Government interests impartially.

It should be noted that with a volunteer Board, the members of which are responsible for all tasks, it is unlikely that any significant scope of work will be achieved due to time constraints along their other work commitments and responsibilities.

13. Current Financial Model

Currently Avon Tourism derives its income from Membership, funding from Local Government, accommodation booking commission and advertising sales.

At present, both members and non-members [of Avon Tourism] benefit from the broad regional marketing activities undertaken by Avon Tourism. This is not a sustainable funding model, particularly for the achievement of significant outcomes. The number of non-members seriously impacts Avon Tourism’s ability to significantly expand its outcomes and sphere of influence. As previously stated the proposed model (which could be considered transitional), with membership at Visitor Centre level, will provide better outcomes for the region, industry and LGAs.

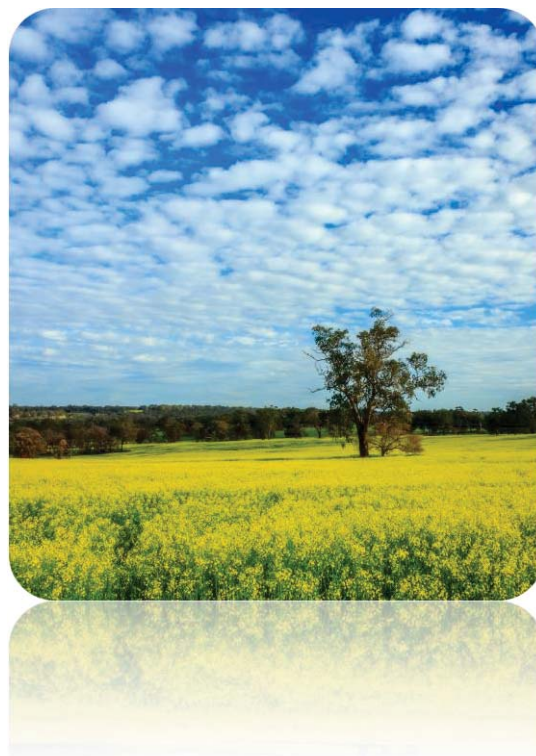
<i>2015-2016 Financial Year</i>	
<i>Income</i>	
Membership	\$11,500
LGA Funding.....	\$40,000
Commissions.....	\$3,200
Advertising Sales	\$13,000
Total.....	\$67,700
<i>Expenditure</i>	
Cost of Sales.....	- \$55,550
Expenses	- \$11,850
Total.....	- \$67,400
<u>Grand Total</u>	<u>\$300</u>

14. Proposed Financial Model

In order for Avon Tourism to develop the Avon Valley region as a whole successfully, it is recommended that each LGA partner with Avon Tourism, making an annual contribution which essentially gives their local Shire access to all Avon Tourism benefits.

Local tourism operators would be encouraged to become members of their local Visitor Information Centre. It is noted that currently each Centre is run under a different membership model (paid and unpaid) and each LGA will be responsible for setting their own internal funding model, for example, there could be a rates levy on all tourism related businesses.

This membership model will ensure a comprehensive regional listing (events and attractions), the delivery of identified regional projects (for example the preparation of an Asset Register and the creation of a series of Compound Products), strengthening of the regional tourism network and lifting the profile of the region as a place to visit.



15. Portfolios

Currently, to ensure that Avon Tourism's workload can be adequately managed by the volunteer Board members, portfolios of responsibility (see Appendix One) have been created as outlined below:

1. Digital Marketing
 - a. Calendar of Events
 - b. Newsletter
 - c. Social Media
 - d. Website
2. Events (*regional collaboration*)
3. Funding (*liaison with partners and supporters*)
4. Planner Production & Distribution (*including Trade Shows*)
5. Print Advertising Sales
6. Product Development (*composite experiences / tours*)
7. Sundowners (*operator networking*)
8. Volunteer Recruitment & Management (*to be established*)

The Board, as a whole, continues to undertake the following:

- Advocacy
- Alliances
- Branding
- Governance

With Avon Tourism's expanding scope the workload is increasing, and this is proving problematic with the current seven (7) member volunteer Board.

Avon Tourism Strategic Plan

16. Objective of this Plan

The objective of this Plan is to develop a framework to bolster the visitor economy of the Avon Valley region for the overall benefit of the supporting LGAs, their residents and businesses, including tourism industry operators. This will be achieved through:

1. [continuing the] **promotion** of the Avon Valley region (subregion of 'Experience Perth');
2. **advocating** the significance of the Avon Valley region to influential organisations and key stakeholders; and
3. **enhancing** the Avon Valley region visitor experience for the purpose of increasing visitor numbers, length of stay and spend (it is to be assumed that an increase in numbers will facilitate increased spend as this figure cannot be tracked across all regional businesses).

17. Deliverables

To ensure that Avon Tourism meets its objectives and supplies the identified deliverables, it is necessary to have a 'program of works', a plan of actions to be undertaken.

Three Year Program of Works

Promotion

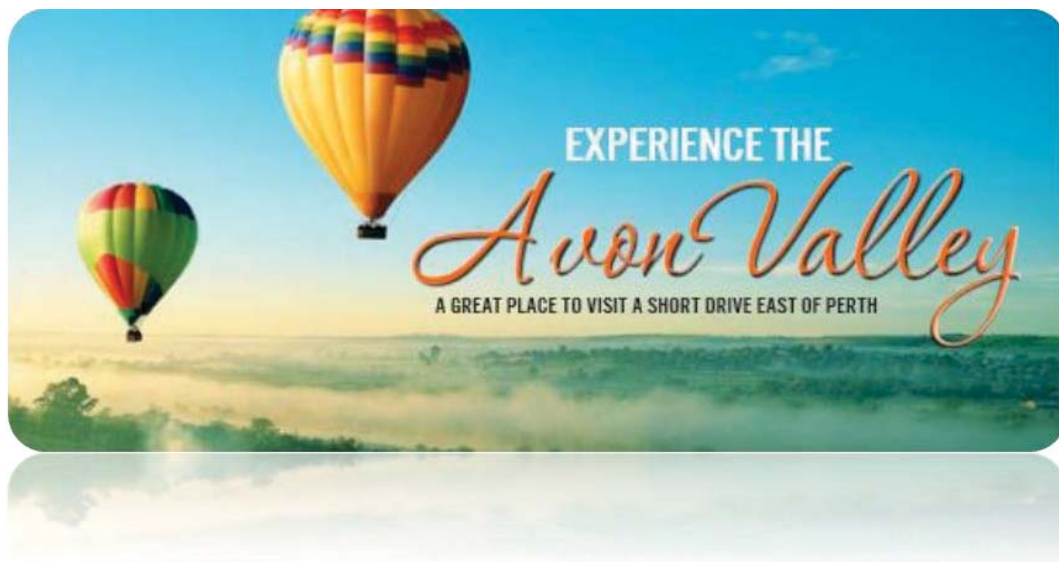
1. Avon Valley Holiday Planner: annual compilation, production, distribution.
2. Calendar of Events / Newsletter: monthly / bi-monthly dissemination.
3. Social Media: regular updates and increased engagement.
4. Website: continued high rating and increased engagement.
5. Regional Branding: embracement of the regional brand by LGA's, Visitor Information Centres and regional tourism operators.

Advocacy

6. (continued) Recognition by Experience Perth, of the Avon Valley as a significant subregion.
7. Recognition by Tourism WA, of the Avon Valley region as a tourism destination in its own right.
8. Recognition by LGAs and regional tourism operators of Avon Tourism (Inc) as the key sub-regional tourism body.

Enhancement

9. Events: an increase in the number of events held in the region and an increase in the number of events which are listed within the Avon Tourism Calendar of Events.
10. Regional Asset Register: development of a regional tourism asset register, to be utilised for the identification of regional investment opportunities, maintenance requirements and availability for inclusion in compound products.
11. Compound Product Development & Wholesaler Relationship Development: research, package and market at least three regional compound products; identify and establish relationships with relevant tourism wholesalers.
12. Visitor Numbers: establish a method of monitoring, establish a benchmark, commence a regular reporting process to measure an increase in visitor numbers across the region.

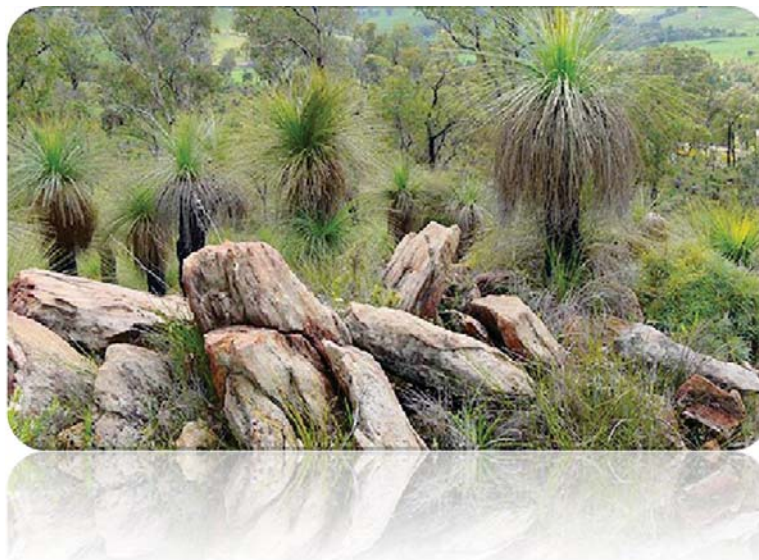


18. Stakeholder Responsibility for Deliverables

Key to Area of Responsibility <ul style="list-style-type: none"> • D = Drive & Deliver • I = Input • E = Endorse • S = Support 	Tourism WA	Avon Tourism	LGAs / ROCs	Visitor Centres	Operators
Avon Valley Holiday Planner	S	D	E	I/E	E
Calendar of Events / Newsletter	S	D	I/E	I	I/E
Social Media	S	D	I	I/E	I
Website	S	D	I/E	I	I/E
Regional Branding	S	D	I	E	I
Advocacy	I	D	E	D	E
Regional Events	S	I	D	I	D
Regional Asset Register	S	D	D	II	I
Compound Product Development	I	D	E	D	I
Visitor Numbers	I	D	I	I	D

In order for Avon Tourism (Inc) to properly drive and deliver the identified Success Criteria, it is envisaged that there would be a requirement for the appointment of a Regional Tourism Coordinator. This invaluable resource would, of course, come with associated costs (wage and travel allowance) and overheads (workers compensation /relevant insurances, workspace and technology).

An option could be that rather than the position becoming an employee of Avon Tourism (Inc) that it could be a jointly funded position amongst the LGA's, thereby reducing some of the costs.



19. Actions to Achieve Success

Enabling Actions		
Establishment of LGA support		
Agreement on three-year funding model		
Availability of resources (human and financial)		
Three-Year Program of Work		
Deliverable	Proposed Action/s	Outcome/s
Avon Valley Holiday Planner	Continue annual production and distribution – noting that numbers will be decreased	New visitors
Calendar of Events / Newsletter	Build mailing list and increase frequency / content	New visitors
Social Media	Build followers and increase engagement	New visitors
Website	Continue to build traffic and increase usage by operators	Income (commission)
Regional Branding	Establish “Key Theme” & “Town Identities” through stakeholder consultation Research Directional Signage / Promotional Signage / Promotional Screens / Brochure Racking for use throughout Region Seek funding for costed Project	Strengthened and more attractive regional profile
Recognition by Experience Perth	Continued membership and ongoing liaison	Support and endorsement
Recognition by Tourism WA	Continued liaison	Support and endorsement
Recognition by LGAs	Consult relevant stakeholders and continue liaison	Investment
Recognition by regional tourism operators	Consult relevant stakeholders and continue liaison	Support and endorsement
Regional Events	Consult relevant stakeholders and increase engagement	Increased attraction
Regional Asset Register	Seek funding for a Consultant to undertake this three-month research Project	Increased capital
Compound Product Development	Identify possible compound products, create marketable packages Establish relationships with wholesalers and tour operators	Increased capital
Visitor Numbers	Establish a method of monitoring, establish a benchmark, commence a regular reporting process	Improved reporting

Appendices

One – Portfolios

Two – 2015-2016 Membership Prospectus

Three – Summary Chart

References

One – Regional Tourism in the Wheatbelt

www.wheatbelttourism.com/

The Central Wheatbelt Visitor Centre is operated by the Shire of Merredin with the support of the Shires in the North East Regional Organisation of Councils (NEWROC), the Wheatbelt East Regional Organisation of Councils (WE-ROC), Roe Regional Organisation of Councils (RoeROC) and their tourism groups NewTravel, Roe Tourism and Pioneers' Pathway.

It is the major Accredited Visitor Centre for the Eastern Wheatbelt which covers 19 regional shires from Yilgarn (Southern Cross) in the east, Tammin in the west, Lake Grace in the south and Mt Marshall (Beacon and Bencubbin) in the north. There is a staff of one full time manager and one full-time tourism officer. As a promoter of the region as a whole there is no membership requirement from individual operators.

Two – Regional Marketing Case Study: Orange County, Franz Kero

<http://business-books-free.com/3319>

www.visittheoc.com

Orange County Visitors Association “OCVA”

A Dynamic Advocate for a Vital Industry: Tourism plays an essential role in Orange County's diverse and vibrant economy. As the county's leading advocate for tourism for nearly 20 years, the OCVA is the only visitor organization that promotes all of The OC. They are the leading organization for Orange County tourism. They speak with one voice and act with the collective strength of our partners. There's no question that the OCVA is the champion of Orange County's visitor Industry.

The OCVA Promise: The association leads their partners in Orange County visitor advocacy communications and brand marketing support.

The OCVA Mission Statement: The Orange County Visitors Association represents The OC as one of the world's premier travel destinations by providing brand marketing stewardship and information dissemination, collective industry advocacy, and educational opportunities.

Advocacy: The OCVA is the unified voice for the Orange County visitor industry's tourism-related legislative initiatives. They promote policies that benefit the travel industry and ensure that the priorities and needs of Orange County tourism are heard.

Marketing: By combining their collective strengths, the entire region becomes more attractive to prospective visitors and stronger economically. And in the process, each individual tourism-related business benefits from The OC's prominence and appeal as a destination.

Education: The OCVA serves as an information resource for government officials and travel industry professionals.

Three – Wheatbelt Blueprint, Wheatbelt Development Commission

This Plan supports all identified areas in the Wheatbelt Blueprint

- Vibrant Economy
- Clever People
- Liveable Communities
- Valued Natural Amenity
- Marketing Wheatbelt Opportunities
- Effective Communities

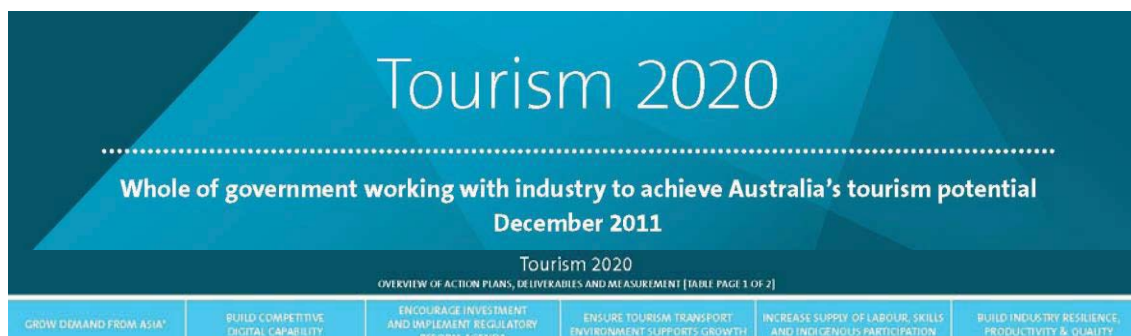


Further linkages occur within the relevant sub-regional growth plans – the Avon Sub-Regional Economic Strategy (refer Tourism – Page 32) and the Central Midlands Sub-Regional Economic Strategy (refer Tourism – Page 33).

Four – Tourism 2020, Tourism Australia / Tourism WA

This Plan embodies the concept “whole of Government working with industry” and will achieve four (4) of the six (6) objectives of this Strategy;

- Grown demand from Asia
- Build competitive digital capability
- Encourage investment
- Build industry resilience, productivity and quality



Avon Tourism Strategic Summary

Why are we here?	What do we do?	How do we do it?	How do we fund it?	What do we want to achieve?	What are our measures?
To build a viable and competitive tourism industry in the Avon Valley [region].	Advocate	Identify topical matters in order to create an appropriate program.	Voluntary time.	Creation of a positive influence in order to facilitate progressive outcomes.	Recognition by key stakeholders.
	Branding	Building on the current recognition.	Voluntary time.	A strong and consistent brand throughout the region.	Raised regional profile.
	Digital Marketing	<ul style="list-style-type: none"> • Event Calendar • Newsletter • Social Media • Website 	Currently membership / sponsorship.	Growth of interaction with potential visitors, to assist with their travel decision making.	Increased online interaction. Increased visitor numbers – captured through a benchmarked monitoring system.
	Governance	Uphold the Constitution and continue to develop Position Descriptions.	Voluntary time.	A sustainable sub-regional tourism organisation.	Annual reporting.
	Planner (annual)	<ul style="list-style-type: none"> • Production • Distribution • Trade Shows 	Currently membership / sponsorship.	Continued provision of a quality publication to travel planners.	Continued production / distribution.
	Print Advertising	Offering economy of scale to operators.	Cost of sales.	Continued opportunities for smaller operators.	Continued service.
	Product Development	Compound products – packages and itineraries.	Voluntary time.	Linked attractions for tourism wholesalers / tour operators / visitor centres.	Availability of marketable packages.
	Regional Collaboration	<ul style="list-style-type: none"> • Events • Projects 	Voluntary time.	Better regional synchronisation.	Increase in complementary events / regional projects.
	Sundowners	Facilitation of regular networking events.	Donations and support.	A forum for local operators to network.	Continued facilitation of well-attended sundowners.
	Volunteers	<ul style="list-style-type: none"> • Recruitment • Management • Assessment • Recognition 	Voluntary time.	The human resources required to achieve our goals.	Volunteer register and associated documentation.

A great place to visit a short drive east of Perth

Planning Application

Lot 1 Morangup Road, Morangup

prepared for
Austral Bricks WA Pty Ltd

Prepared by:

Land Insights
PO Box 289
Mount Lawley WA 6936

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landinsights
PLANNING DESIGN ENVIRONMENT

Document details:

File: 935

Revision 1a

Date: June 2016

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June-16	935 – Ver1b	SR	Final for submission to the Shire	15 June 2016

Important Note:

"The information contained in this report has been prepared with care by the author(s), or it has been supplied to the author(s) by apparently reliable sources. In either case, the author(s) have no reason to doubt its completeness or accuracy. However, neither the author(s) company nor its employees guarantee the information, nor does it or is it intended to form part of any contract. Accordingly, all interested parties should make their own inquiries to verify the information, as well as any additional or supporting information supplied, and it is the responsibility of interested parties to satisfy themselves in all respects.

This report is for the use only of the party to whom it is addressed. Land Insights disclaims responsibility to any third party acting upon or using the whole or part of its contents."

PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

Executive Summary

Land Insights act for Austral Bricks WA Pty Ltd and lodge this application on their behalf.

An Extractive Industry Licence (EIL) and Planning Approval was previously granted for Lot 1 Morangup Road, Morangup dated 5th August 2014 and is valid until 19th November 2023. This granted Austral Bricks approval to extract clay from the site within the extent shown as Stage 1 on the application plans. Conditions e) and f) on the existing Planning Approval provides controls relating to the area of excavation and the duration of the approval. They state the following:

Condition e) *The location and total area of the extraction is to be limited to 11.54ha as depicted on the application, being stage 1, and no additional clearing or excavation is to be carried out without the written permission of the Shire of Toodyay.*

Condition f) *The approval lapses on the 19 November 2023.*

It is requested that a new Planning Approval is issued which does not include the above conditions (i.e. conditions relating to the size/area of excavation or the duration of the approval) as these matters can be addressed through the conditions on the EIL. The existing EIL will remain in place and will be valid for a maximum period of 10 years in accordance with the Shire of Toodyay's Local Laws. A new EIL will be applied for before the expiry date every 10 years and this will provide the Council with the opportunity to review operations and to implement conditions relating to the day-to-day operations of the quarry as appropriate.

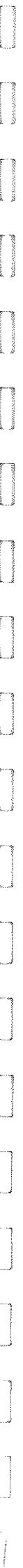
In addition to the Planning Approval and EIL from the Shire, Austral Bricks has also received environmental approvals by the Department of Environment Regulation (DER) and the Commonwealth Department of the Environment (DotE). A clearing permit was granted for Stage 1 of the extraction by the DER under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. An approval was issued by the DotE under the *Environmental Protection and Biodiversity Conservation Act (EPBC) 1999* for all 4 stages of the proposed excavation. A potential difficulty arises whereby the Commonwealth approval relates to the entire extraction area (4 stages), irrespective of other approvals, whereas the State Clearing Permit takes into account approvals issued by Local Government. In this situation, the Commonwealth approval relates to 4 stages, whereas the State and Local Government approvals only relate to Stage 1.

As a result of potential clearing, an offset area has been identified to offset Stage 1-4 of the project and is required as part of the EPBC Act approval. At this point it appears that the offset calculator is consistent between the Commonwealth and the State government, with the State government requiring an offset for a proportionally smaller area for Stage 1 of the extraction. However, there remains significant uncertainty whether the offset area will need to be modified in the future as a result of subsequent State Clearing Permit applications for Stages 2-4. Given that the offset area will be covenanted and managed in association with a covenanting agency, any further changes to the offset area may be difficult to implement.



PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

Owing to the various approvals required for the project, it is considered prudent that the Planning Approval is not restricted to Stage 1 of the excavation only to allow for some consistency with the various approvals. This will also make it possible for the DER to consider the Clearing Permit for all 4 stages of the proposal to consider the long term impacts of clearing and thus allow for the calculation of an offset area for the entire area.



PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

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PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

1 Introduction

1.1 Background

Land Insights act for Austral Bricks WA Pty Ltd and lodge this application on their behalf.

An Extractive Industry Licence (EIL) and Planning Approval was previously granted for Lot 1 Morangup Road, Morangup dated 5th August 2014 and is valid until 19th November 2023. This granted Austral Bricks approval to extract clay from the site within the extent shown as Stage 1 on the application plans. Conditions e) and f) on the existing Planning Approval provides controls relating to the area of excavation and the duration of the approval. They state the following:

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In addition to the Planning Approval and EIL from the Shire, Austral Bricks has also received environmental approvals by the Department of Environment Regulation (DER) and the Commonwealth Department of the Environment (DotE). A clearing permit was granted for Stage 1 of the extraction by the DER under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004*. An approval was issued by the DotE under the *Environmental Protection and Biodiversity Conservation Act (EPBC) 1999* for all 4 stages of the proposed excavation. A potential difficulty arises whereby the Commonwealth approval relates to the entire extraction area (4 stages), irrespective of other approvals, whereas the State Clearing Permit takes into account approvals issued by Local Government. In this situation, the Commonwealth approval relates to 4 stages, whereas the State and Local Government approvals only relate to Stage 1.

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PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

Owing to the various approvals required for the project, it is considered prudent that the Planning Approval is not restricted to Stage 1 of the excavation only to allow for some consistency with the various approvals. This will also make it possible for the DER to consider the Clearing Permit for all 4 stages of the proposal to consider the long term impacts of clearing and thus allow for the calculation of an offset area for the entire area.

Operations on the site will continue in the same manner that has occurred over the past 50 years. Excavation of this resource is expected to continue into the future as extensive resources are available.

1.2 Purpose of report

The purpose of this report is to provide supporting information for an extension to the existing Planning Approval. The prescribed application forms have been completed and are provided in Appendix A.

1.3 Report Format

This application contains information to address the requirements of a Development Application and Planning Approval under the Shire of Toodyay Local Planning Scheme No. 4 and attached is the application form, plans and certificate of title. Copies of current approvals and management plans can be provided to the Shire if requested.

1.4 Importance of clay and rationale

The extraction of clay is an important process in the supply of bricks and other construction materials for the community. The continued demand for housing results in a continued demand for basic raw materials, including clay. The availability of clay resources in close proximity to the Perth Metropolitan Area is also important as it reduces transportation and construction costs to the community. It should be noted that clay deposits near the Perth Metropolitan Area are scattered and under pressure from other land uses which threatens to sterilise the resource.

The importance of clay to the community is documented in the following government reports:

- WAPC, (2000), *Statement of Planning Policy 2.4 Basic Raw Materials*
- Chamber of Commerce and Industry (1995 and 1996), *Managing the Basic Raw Materials of Perth and the Outer Metropolitan Region, Parts 1 and 2.*

The existing pit on Lot 1 Morangup Road, Morangup will continue to provide valuable clay resources to the community and the construction industry for many years to come.

1.5 Site description

The site is located along Morangup Road, approximately 11km to the west of the Toodyay town site. The total area of Lot 1 is approximately 685.39ha and the existing pit is located in the centre of the site and currently occupies an area of approximately 25ha. A site location plan is provided in Appendix B. Certificate of Title details are as follows (and a copy is at Appendix C):

- Owner: Bristile Holdings Pty Ltd
- Volume 82
- Folio 1A
- Diagram 34893.

PLANNING APPLICATION – Lot 1 Morangup Road, Morangup



PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

2 Site Description

2.1 Topography and Landform

The site is gently undulating and on average ranges in elevation between 240 and 260 metres AHD. Topography throughout the property varies and a number of minor watercourses cut through the landscape. The highest points on the property are the southern end and along the eastern edge at approximately 280m AHD to 300m AHD. The land slopes away from the edges of the pit to the east, north and west.

2.2 Geology

A geological assessment of the site was undertaken by Pitt Partnership Pty Ltd for Austral Bricks to investigate the geology of the proposed Offset Area. The assessment identified the geology of the Toodyay region as being dominated by Archaean rocks of the Jimperding Metamorphic Belt (JMB). The Belt is described by Wilde and Low (1978) as containing a wide range of lithologies including gneiss, schist, amphibolite, quartzite, BIF, mafic granulite and intrusive ultramafics.

The GSWA 1:500,000 generalised geological map of the Toodyay region shows quartzite, granite and basalt as the only dominant rock types on the site.

2.3 Soils

The soils across the southern end of Lot 1 and the southern section of the application area belong to the Yallanbee soil-landform unit of the Darling Plateau. This unit is associated with very gentle to gentle inclined crests and upper slopes with gravelly, yellowish brown soils that vary from loamy sands to clays. The northern part of the site and the eastern side of the application area are associated with the Leaver soil-landscape unit which is described as gravelly yellow and red duplexes, gravelly deep clayey sands and sandy loams over laterite and clay.

2.4 Vegetation

The site has been cleared in the past to facilitate agricultural land use and for timber. The existing vegetation is regrowth over the past 50 years or so. A majority of the site is now covered in vegetation, except for the existing pit and tracks.

A Level 2 spring flora survey was conducted across Stages 1-4 in accordance with *EPA Guidance Statement No. 51* in 2012. The purpose of the survey was to identify existing vegetation types and condition. No Threatened and Priority Flora and Threatened Ecological Communities were identified during the survey.

The site lies within the Northern Jarrah Forest subregion of the Jarrah Forest Bioregion of the IBRA classification system. This subregion lies to the east of the Darling Scarp which is characterized by Jarrah-Marri forests in the west, grading to Wandoo woodlands in the east. The vegetation is identified by Hedde *et al.* (1980) as belonging to the Michibin Vegetation Complex which is described as mixed Marri-Wandoo woodland.

The flora survey identified three Hedde vegetation types across the site:

PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

- Pn Pindalup – Open forest of *Eucalyptus marginata subsp. thalassica* – *Corymbia calophylla* on slopes and open woodland of *Eucalyptus wandoo* with some *Eucalyptus patens* on the lower slopes in semiarid and arid zones
- D3 – Dwellingup – Open forest of *Eucalyptus marginata subsp. thalassica* – *Corymbia calophylla* on lateritic uplands in semiarid and arid zones
- My2 – Murray 2 – Open forest of *Eucalyptus marginata subsp. thalassica* – *Corymbia calophylla* and woodland of *Eucalyptus wandoo* with some *Eucalyptus accedens* on valley slopes to woodland of *Eucalyptus rudis* – *Melalauca raphiophylla* on the valley floors in semiarid and arid zones.

2.5 Fauna and Habitat

A Level 1 Fauna Survey and Targeted Black-Cockatoo and Chuditch Survey was conducted across stages 1-4 in August 2012 in accordance with *EPA Guidance Statement No. 56*. The purpose of the survey was to identify native fauna species in the area, fauna habitats, habitat trees for black cockatoos and to undertake targeted trapping for Chuditch.

The survey identified 3 main habitats; Wandoo woodland, Jarrah-Marri woodland and revegetation areas. The study area was found to have potential to support a wide range of vertebrate fauna species including up to 12 amphibian, 49 reptile, 9 bird and 27 mammal species. During the August 2012 site visit, two reptile, 42 bird and three mammal species were identified opportunistically.

While the vegetation within the application area includes habitat for native fauna, it should be noted that the remainder of Lot 1 (which is 685ha in size) is mostly vegetated and includes the same habitat types for native fauna to utilise. This has resulted in the identification of an offset area on the property which will be protected in perpetuity through the implementation of a conservation covenant. The fauna survey report also notes that the proposed clearing will not create any isolated vegetation patches and does not significantly reduce the width of the area available for fauna to move through.

2.6 Surrounding land uses

Surrounding land uses include other extraction sites (Boral Bricks) to the east and south, rural activities and conservation reserves. The Avon Valley National Park, Moondyne Nature Reserve and a timber reserve is located to the west, the Julimar State Forest is located to the north and the Morangup Nature Reserve is located to the south. The pit is located in the centre of a vegetated property which itself is set in a landscape of rural land with areas of remnant vegetation.

.....



PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

3 Planning Framework and Approvals

3.1 Shire of Toodyay Local Planning Scheme No. 4

The Local Planning Scheme defines the proposed land use as *Industry – Extractive*, with a definition as follows:

Industry – Extractive: means an industry which involves the extraction, quarrying or removal of sand, gravel, clay, hard rock, stone or similar material from the land and also includes the treatment and storage of these materials or the manufacture of products from any of these materials on, or adjacent to, the land on which the materials are extracted but does not include industry – mining.

The site is zoned *Rural* in the Local Planning Scheme. The objectives of the *Rural* zone are as follows:

- Protect broad-scale agriculture from unplanned breakdown of rural land
- Subject to the above, provide for tourist related activities, including farm-stay, bed and breakfast and holiday accommodation
- Subject to the above, provide for a range of rural related uses such as intensive agriculture, aquaculture, rural pursuits.

The northern section of the site is shown on the Scheme map as a *LP1 - Landscape Protection Area* as well as the *WRC – Wetlands/River Channel Special Control Area*. As described in Section 5.4 of the Scheme, the purpose of the Wetlands/River Channel Special Control Area is to manage development within the flood fringe or floodway of the Avon River as identified on the Scheme Maps as wetlands/river channel. The extraction site and future expansion areas are outside of both the LP1 and WRC areas.

Extractive industries is an 'D' use in the Rural zone which means that the use is not permitted unless the local government has exercised its discretion by granting planning approval.



Source: DoP

PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

3.2 Shire of Toodyay Extractive Industry Local Law

The Shire of Toodyay issued an Extractive Industry Licence (EIL) in accordance with the Shire of Toodyay Extractive Industry Local Law on 5th August 2014 and is valid until November 2023. The EIL applies to Stage 1 of the proposal and a new EIL application will be made with the Shire for the extraction of future stages.

3.3 Clearing Permit

A Clearing Permit has been granted under the *Environmental Protection (Clearing of Native Vegetation) Regulations 2004* by the DER for Stage 1 of the extraction area (in accordance with the current Planning Approval from the Shire).

3.4 Commonwealth Environmental Approval

An approval was granted by the Commonwealth DotE under the *Environmental Protection and Biodiversity Conservation (EPBC) Act 1999* for Stages 1-4 of the extraction area. During the assessment period, the DotE preferred to consider the long-term stages of the proposal in order to have a holistic approach to the environmental impacts. This is generally considered good practice for a number of reasons:

- It provides an opportunity for the proponent to be upfront about the scale of the project
- It allows for the government to consider the long-term scale of impact of the proposal
- Mitigation actions, management strategies and offsets can be considered with the long-term scale of the project in mind, rather than a piece-meal approach
- It provides the community with an opportunity to see the long-term plans and to comment on these during the public advertising period.

After a detailed assessment process, the DotE issued an approval subject to conditions. Condition 4 was to prepare an Environmental Management and Offset Strategy (EMOS) which was approved by the DotE in February 2015. Condition 3 requires the creation of an offset area protected through the implementation of a conservation covenant. The offset area is three times the size the area of stages 1-4 (130.3 hectares) and will be protected in perpetuity from clearing. It provides a guarantee that this vegetation will not be cleared for future extraction. This means that habitat for Black Cockatoos will be protected while extraction takes place and during post-extraction rehabilitation.

PLANNING APPLICATION – Lot 1 Morangup Road, Morangup**4 Works and Excavation Program****4.1 Controls**

Excavation activities on site will be conducted in accordance with the *Mines Safety and Inspection Act (1994) and Regulations (1995)*. Operations are managed by a licenced Quarry Manager and inspections are regularly carried out by the District Inspector of the Resources Safety Division of the Department of Mines and Petroleum. Operations will also be undertaken in accordance with the conditions of the EIL already issued by the Shire of Toodyay.

4.2 Stages and estimated duration

The application is for the continued extraction of clay on the site. Excavations have taken place on site for the last 50 years.

Good quality clay resources are found on site and are expected to provide a clay supply to Austral Bricks for many years into the future. This time period might vary depending on the demand for clay, the rate of excavation and other external factors. The future extraction areas have been roughly divided into 4 stages, each of which equate to approximately 10 years of supply. It should be noted that the timeframes may vary depending on demand for clay. Each stage has been mapped out using the best available geological information, however the exact shape and size may vary depending on the outcomes of more detailed resource investigations. Future stages have been identified to provide transparency to the Shire, government agencies and the public and so the environmental assessments process can consider the cumulative impacts of the proposal.

4.3 Excavation plan

The details of the excavation program were contained within the Extractive Industry Licence application and the existing EIL contains conditions to address day-to-day operations including access, traffic, stages, depth of excavation, drainage management, environmental management, noise and dust control, operation times and public safety. These will not change as a result of this current application.

PLANNING APPLICATION – Lot 1 Morangup Road, Morangup

5 Conclusion

Having regard to all of the matters discussed above, the proposed Planning Approval is consistent with the orderly and proper planning of the Shire and addresses the requirements of the Shire of Toodyay Local Planning Scheme No. 4. Planning Approval will allow for the continued extraction of clay on the site as has been undertaken for the last 50 years.

Land Insights respectfully requests that the Shire of Toodyay favourably consider the Planning Approval for the continued use of the site for clay extraction.

APPENDIX A

Application Form

Application for Planning Approval

Assessment #

PROPERTY DETAILS

House/Street Number	N/A	Lot Number	1
Street Name	Morangup Road		
Title Encumbrances (e.g. easements, restrictive covenants)			

OWNER DETAILS

Name (Title, Initials & Surname/Company Name)	Bristle Holdings Ltd (trade as Austral Bricks)		
Postal Address	Locked Bag 100		
Suburb	Midland	Postcode	6936
Contact Phone Number	9250 0544		
Fax Number			
Email Address	craig.oconnor@australbricks.com.au		

Owner's Signature: _____

Date: 30.5.16

Owner's Signature: _____

Date: _____

APPLICANT DETAILS (to be completed only if different from the owner)

Name (Title, Initials & Surname/Company Name)	Land Insights		
Postal Address	PO Box 289		
Suburb	Mt Lawley	Postcode	6929
Contact Phone Number	9271 8506		
Fax Number			
Email Address	sharee@landinsights.com.au		

APPLICATION

Existing Buildings on the Land	No permanent buildings, a few temporary structures only
Current Use of Land	Extractive Industry
Description of Proposed Development and/or Use	Continued extractive industries
Approx. Cost of Development	



Administration Centre T: 9574 2258
 15 Fiennes St, (PO Box 96) F: 9574 2158
 TOODYAY WA 6566 E: records@toodyay.wa.gov.au

APPLICATION FOR PLANNING APPROVAL (CONTINUED)

The provisions of Local Planning Scheme No 4 details when planning approval is required, please refer to the Shire of Toodyay's Information Sheet on Planning Applications for further information. If planning approval is required it must be obtained prior to the commencement of development.

Information Required

An Application for Planning Approval should be accompanied by the following information:

- (a) A site plan to a scale of not less than 1:200 and a floor plan not less than 1:100 showing:
 - (i) the location of the site including street names, lot numbers, north point and the dimensions of the site;
 - (ii) the existing and proposed ground levels over the whole of the land the subject of the application and the location, height and type of all existing structures, and structures and vegetation proposed to be removed;
 - (iii) the existing and proposed use of the site, including proposed hours of operation, and buildings and structures to be erected on the site;
 - (iv) the existing and proposed means of access for pedestrians and vehicles to and from the site;
 - (v) the location, number, dimensions and layout of all car parking spaces intended to be provided;
 - (vi) the location and dimensions of any area proposed to be provided for the loading and unloading of vehicles carrying goods or commodities to and from the site and the means of access to and from those areas;
 - (vii) the location, dimensions and design of any open storage or trade display area and particulars of the manner in which it is proposed to develop the same; and
 - (viii) the nature and extent of any open space and landscaping proposed for the site;
- (b) Plans, elevations and sections of any building proposed to be erected or altered and of any building it is intended to retain;
- (c) Any specialist studies that local government may require the applicant to undertake in support of the application such as traffic, heritage, environmental, engineering or urban design studies; and
- (d) Any other plan or information that the local government may require to enable the application to be determined.

The Council reserves the right to seek any further information that it may require to make a complete assessment of the development application.

Additional Information for Heritage Matters

Where an application relates to a place entered on the State Register of Heritage Places, the Shire's Municipal Inventory or located within an identified heritage area, the Council may require an applicant to provide one or more of the following to assist in its determination of the application:

- (a) Street elevations drawn to a scale not smaller than 1:100 showing the proposed development and the whole of the existing development on each lot immediately adjoining the land the subject of the application, and drawn as one continuous elevation;
- (b) A detailed schedule of all finishes, including materials and colours of the proposed development and, unless the local government exempts the applicant from the requirement or any part of it, the finishes of the existing developments on the subject lot and on each lot immediately adjoining the subject lot.

Planning Fees

Development application fees are to be paid at the time of lodging the Application for Planning Approval. Please refer to the Shire of Toodyay's Schedule of Fees and Charges for further information. Alternatively, you may contact the Shire of Toodyay's Development Services on 9574 2258.

Advice

You are encouraged to contact the Shire of Toodyay's Development Services on 9574 2258 to discuss your application or to obtain any further information.

NOTE:

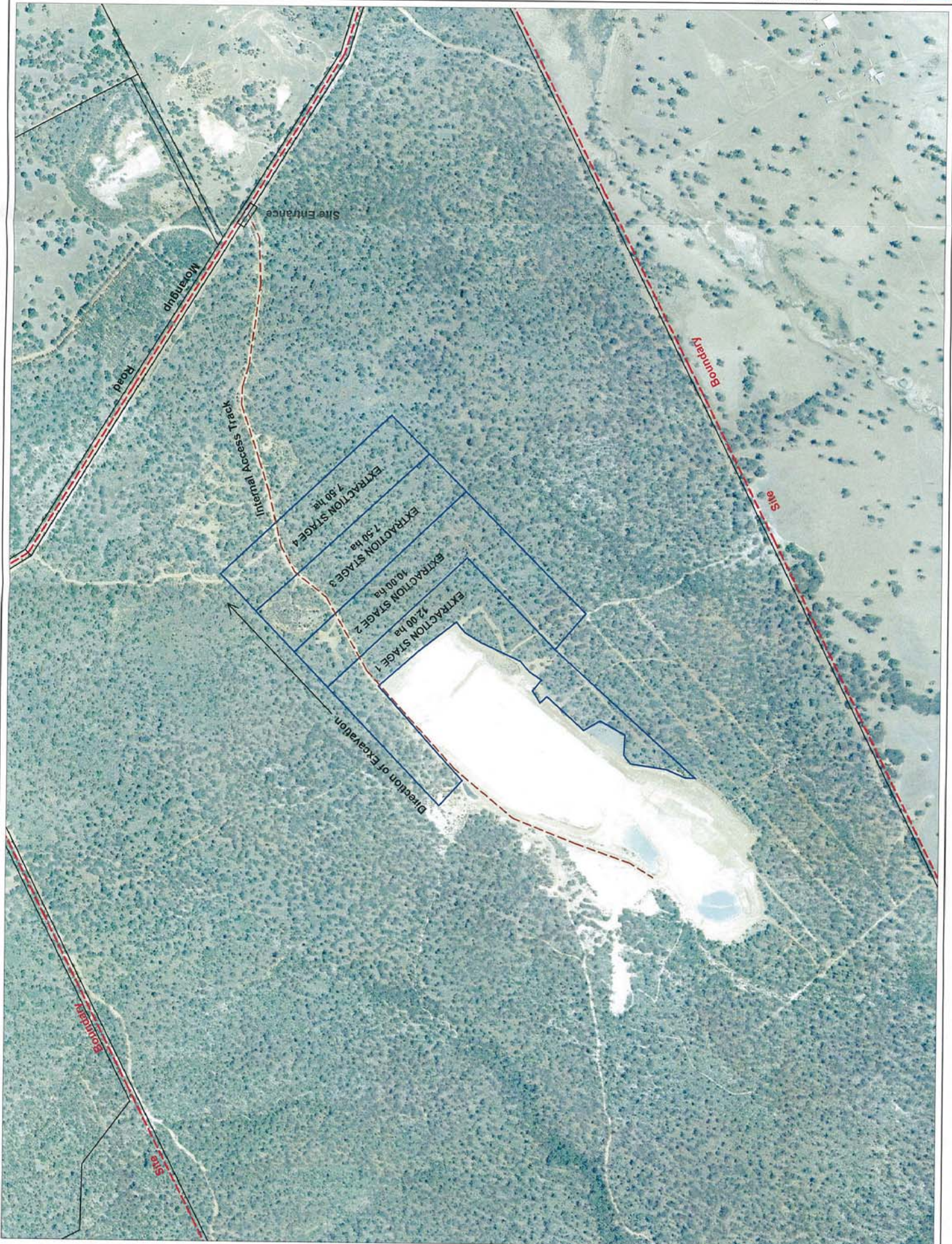
1. *This application can only be signed by the owner, or purchaser under option, of the land on which the development is proposed.*
2. *This is not an application for a building licence. Separate application forms and plans are to be submitted for such, after Planning Consent has been obtained*
3. *A Development Application Fee will apply.*

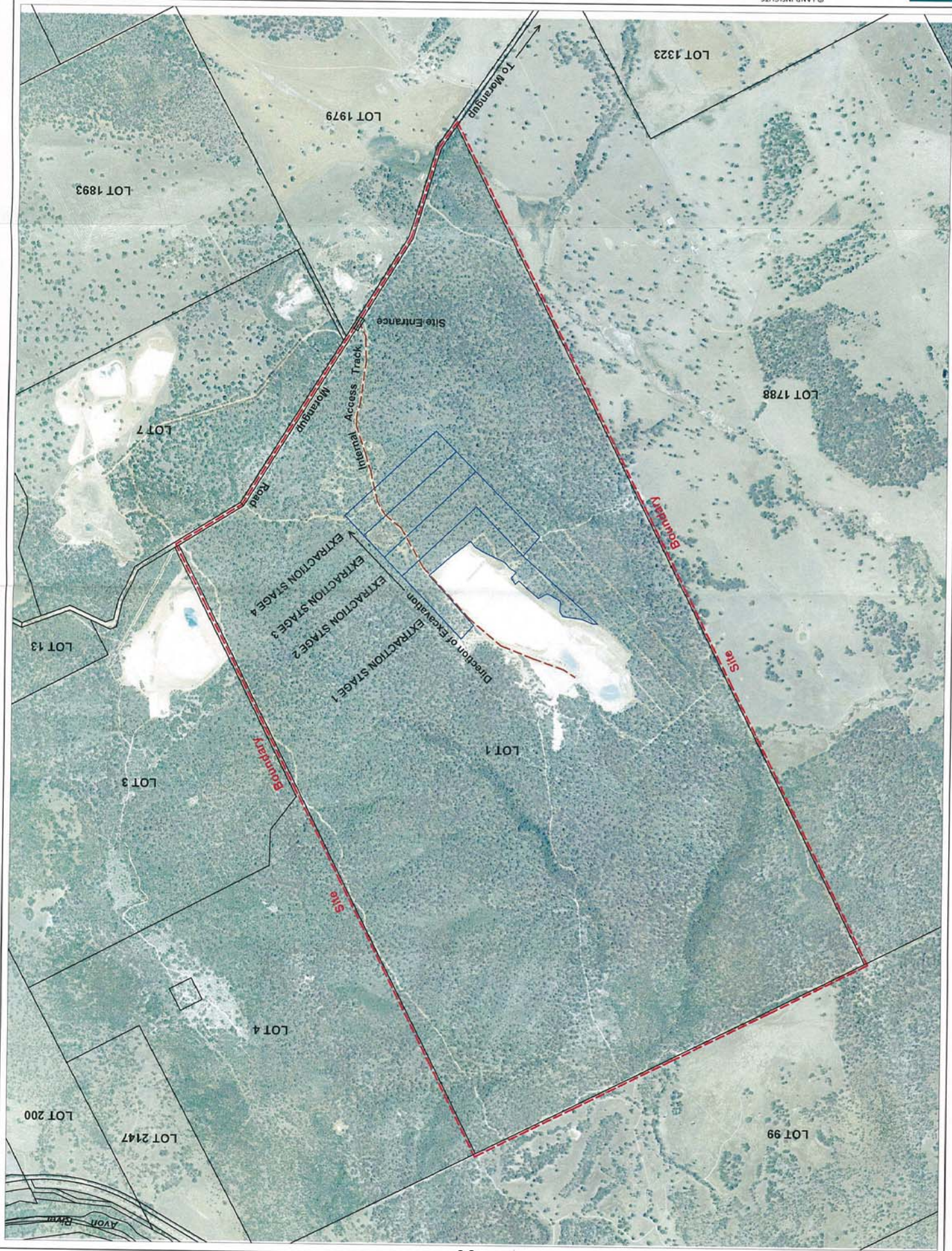
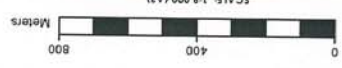


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 TOODYAY WA 6566 E: records@toodyay.wa.gov.au

APPENDIX B

Plans





APPENDIX C

Certificate of Title

WESTERN AUSTRALIA



REGISTER NUMBER 1/D34893	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF CERTIFICATE OF TITLE
UNDER THE TRANSFER OF LAND ACT 1893

VOLUME **82** FOLIO **1A**

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 1 ON DIAGRAM 34893

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

BRISTLE HOLDINGS LTD OF HARPER STREET, CAVERSHAM
(A A028875) REGISTERED 8 APRIL 1968

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

1. EXCEPT AND RESERVING METALS, MINERALS, GEMS AND MINERAL OIL SPECIFIED IN TRANSFER 7633/1945.
2. *E421846 CAVEAT BY TERRACE GUARDIANS LTD LODGED 9.8.1990.
3. *F695447 CAVEAT BY COMMONWEALTH BANK OF AUSTRALIA LODGED 7.10.1994.

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: 82-1A (1/D34893).
PREVIOUS TITLE: 1089-324.
PROPERTY STREET ADDRESS: NO STREET ADDRESS INFORMATION AVAILABLE.
LOCAL GOVERNMENT AREA: SHIRE OF TOODYAY.

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SCHEDULE OF SUBMISSIONS

LOT 1 MORANGUP ROAD, MORANGUP

PROPOSED PLANNING APPROVAL TO SUPERSEDE EXISTING EXTRACTIVE INDUSTRY PLANNING APPROVAL – AUSTRAL BRICKS

No.	Submitter	Nature of submission	Applicant response	Administration response
1.	Main Roads WA	<ul style="list-style-type: none"> Supports the proposal; Requested that the following condition be added: <i>Should circumstances change and vehicle numbers increase as a result of any future redevelopment of the site, MRWA will require the property owner to provide a Traffic Impact Statement (TIS) to define necessary improvements that may be required to accommodate the increased vehicle movements. The design and construction will need to be approved by MRWA/Shire of Toodyay.</i> 	<ul style="list-style-type: none"> Not requested. 	<ul style="list-style-type: none"> Agree to include as a planning condition.
2.	Department of Water (1)	<ul style="list-style-type: none"> The DoW has previously received a Water Management Plan associated with the proposed mining activities and found it to be insufficient as it did not adequately address the issues associated with Mortigup Brook (refer to attached). The plan should therefore be updated to sufficiently address these issues and submitted to the DoW for review. 	<ul style="list-style-type: none"> Thanks for sending the letter from DoW through. They mention that the Water Management Plan is insufficient, however the Management Plan was updated based on this same advice from DoW in 2015. The revised Water Management Plan was considered by DoW and they responded with no further comments (in an email from Bree Lyons on 5th March 2015). I have attached a copy of the letter from the Shire and email from DoW should you need it. 	<ul style="list-style-type: none"> Noted
3.	Department of Water (2)	<ul style="list-style-type: none"> Notes the revised Water Management Plan; Supports the expansion 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> Noted



Enquiries: Vel Khokulan on 08 9622 4713
 Our Ref: 01/591-06
 Your Ref:

SHIRE OF TOODYAY	
Record Number:	ICR 39332
1 - AUG 2016	
Officer / Dept:	D50
File Number:	A1331 / 1MORC

EXT1

26 July 2016

Chief Executive Officer
 Shire of Toodyay
 PO Box 96
 TOODYAY WA 6566

ATTENTION: Hugo De Vos

Dear Sir/Madam

**CLAY EXTRACTIVE INDUSTRY-LOT 1 MORANGUP ROAD, MORANGUP
 SHIRE OF TOODYAY**

Further to your correspondence of 1 July 2016, Main Roads WA (MRWA) supports the proposal subject to the following condition being included on the approval;

- Should circumstances change and vehicle numbers increase as a result of any future redevelopment of the site, MRWA will require the property owner to provide a Traffic Impact Statement (TIS) to define the necessary improvements that may be required to accommodate the increased vehicle movements. The design and construction will need to be approved by MRWA/Shire of Toodyay.

If you require any further information please contact Vel Khokulan on (08) 9622 4713.

Yours faithfully

Janet Hartley West
 NETWORK MANAGER



Government of Western Australia
Department of Water



looking after all our water needs

Your ref: A1331
File ref: RF7765-02
PA ref: 8805
Enquiries: Bree Lyons
Tel: 6250 8035

Shire of Toodyay
PO Box 96
TOODYAY WA 6566

Attention: Hugo de Vos

Dear Sir/Madam,

Re: Proposed Extractive Industry – Gravel – Lot 1 Morangup Road, Morangup

Thank you for the above referral dated 1 July 2016. The Department of Water (DoW) has assessed the referral and would like to provide the following advice:

The DoW has previously received a Water Management Plan associated with the proposed mining activities and found it to be insufficient as it did not adequately address the issues associated with Morangup Brook (refer to attached). The plan should therefore be updated to sufficiently address these issues and submitted to the DoW for review.

If you would like more information regarding this matter, please contact Bree Lyons on 6250 8035 or briony.lyons@water.wa.gov.au.

Yours sincerely,

Carlie Slodecki
A/Program Manager
Land Use Planning
Swan Avon Region

1 August 2016

Save time with Water Online

You can now lodge referrals electronically via the Water Online customer portal at www.water.wa.gov.au. **Water Online** provides the fastest and most efficient process for submitting referrals or requests for planning advice.

Hugo de Vos

From: Sharee Rasmussen <sharee@landinsights.com.au>
Sent: Monday, 1 August 2016 6:26 PM
To: Hugo de Vos
Cc: Jessica French (Jessica.French@brickworks.com.au); Michael Taylforth
Subject: RE: Proposed extractive industry - Lot 1 Mornagup Rd, Morangup
Attachments: Letter from Shire - clearance of condition - 25 March 2015.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Hugo,

Thanks for sending the letter from DoW through. They mention that the Water Management Plan is insufficient, however the Management Plan was updated based on this same advice from DoW in 2015. The revised Water Management Plan was considered by DoW and they responded with no further comments (in an email from Bree Lyons on 5th March 2015). I have attached a copy of the letter from the Shire and email from DoW should you need it.

Please don't hesitate to contact me should you have any queries or wish to discuss the above.

Kind regards,
 Sharee

From: Hugo de Vos [<mailto:planner@toodyay.wa.gov.au>]
Sent: Monday, 1 August 2016 3:49 PM
To: Sharee Rasmussen
Subject: FW: Proposed extractive industry - Lot 1 Mornagup Rd, Morangup

Hi Sharee

FYI

Cheers

Hugo

From: LYONS Bree [<mailto:Briony.Lyons@water.wa.gov.au>]
Sent: Monday, 1 August 2016 3:47 PM
To: Hugo de Vos
Subject: Proposed extractive industry - Lot 1 Mornagup Rd, Morangup

To whom it may concern,

Please find attached the Department of Water's response to the above referral.

Kind regards,

Bree Lyons
 Natural Resource Management Officer
 Department of Water - Swan Avon Region
 7 Ellam St Victoria Park WA 6100
 Phone: 08 6250 8035 , Fax :08 62508050

Email: briony.lyons@water.wa.gov.au



Government of Western Australia
Department of Water

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Disclaimer:

This e-mail is confidential to the addressee and is the view of the writer, not necessarily that of the Department of Water, which accepts no responsibility for the contents. If you are not the addressee, please notify the Department by return e-mail and delete the message from your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.

No virus found in this message.

Checked by AVG - www.avg.com

Version: 2016.0.7688 / Virus Database: 4627/12646 - Release Date: 07/19/16

Internal Virus Database is out of date.

Hugo de Vos

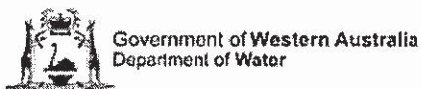
From: LYONS Bree <Briony.Lyons@water.wa.gov.au>
Sent: Tuesday, 16 August 2016 1:32 PM
To: Hugo de Vos
Subject: RE: Proposed extractive industry - Lot 1 Mornagup Rd, Morangup

Hi Hugo,

The Department of Water notes the water management plan for the site has previously been approved. As such the DoW support the proposed mining expansion.

Kind regards,

Bree Lyons
 Natural Resource Management Officer
 Department of Water - Swan Avon Region
 7 Ellam St Victoria Park WA 6100
 Phone: 08 6250 8035 , Fax :08 62508050
 Email: briony.lyons@water.wa.gov.au



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From: Hugo de Vos [<mailto:planner@toodyay.wa.gov.au>]
Sent: Tuesday, 16 August 2016 1:12 PM
To: LYONS Bree <Briony.Lyons@water.wa.gov.au>
Subject: RE: Proposed extractive industry - Lot 1 Mornagup Rd, Morangup

Hi Bree

Sorry to bother you. I am just doing the agenda settlement today so was wondering if I could have those comments ASAP to close the Schedule of submissions?

Kind regards

Hugo

From: LYONS Bree [mailto:Briony.Lyons@water.wa.gov.au]
Sent: Monday, 1 August 2016 3:47 PM
To: Hugo de Vos
Subject: Proposed extractive industry - Lot 1 Mornagup Rd, Morangup

To whom it may concern,

Please find attached the Department of Water's response to the above referral.

Kind regards,

Bree Lyons
 Natural Resource Management Officer
 Department of Water - Swan Avon Region
 7 Ellam St Victoria Park WA 6100
 Phone: 08 6250 8035 , Fax :08 62508050
 Email: briony.lyons@water.wa.gov.au



Government of Western Australia
 Department of Water

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your system; you must not disclose or use the information contained in this email in any way. No warranty is made that this material is free from computer viruses.



Proposed Dwelling Located 19.97m from boundary

Lot Pt Sub 65 Clarkson Street, West Toodyay

RIVER RD

Railway line 166m way from dwelling at nearest

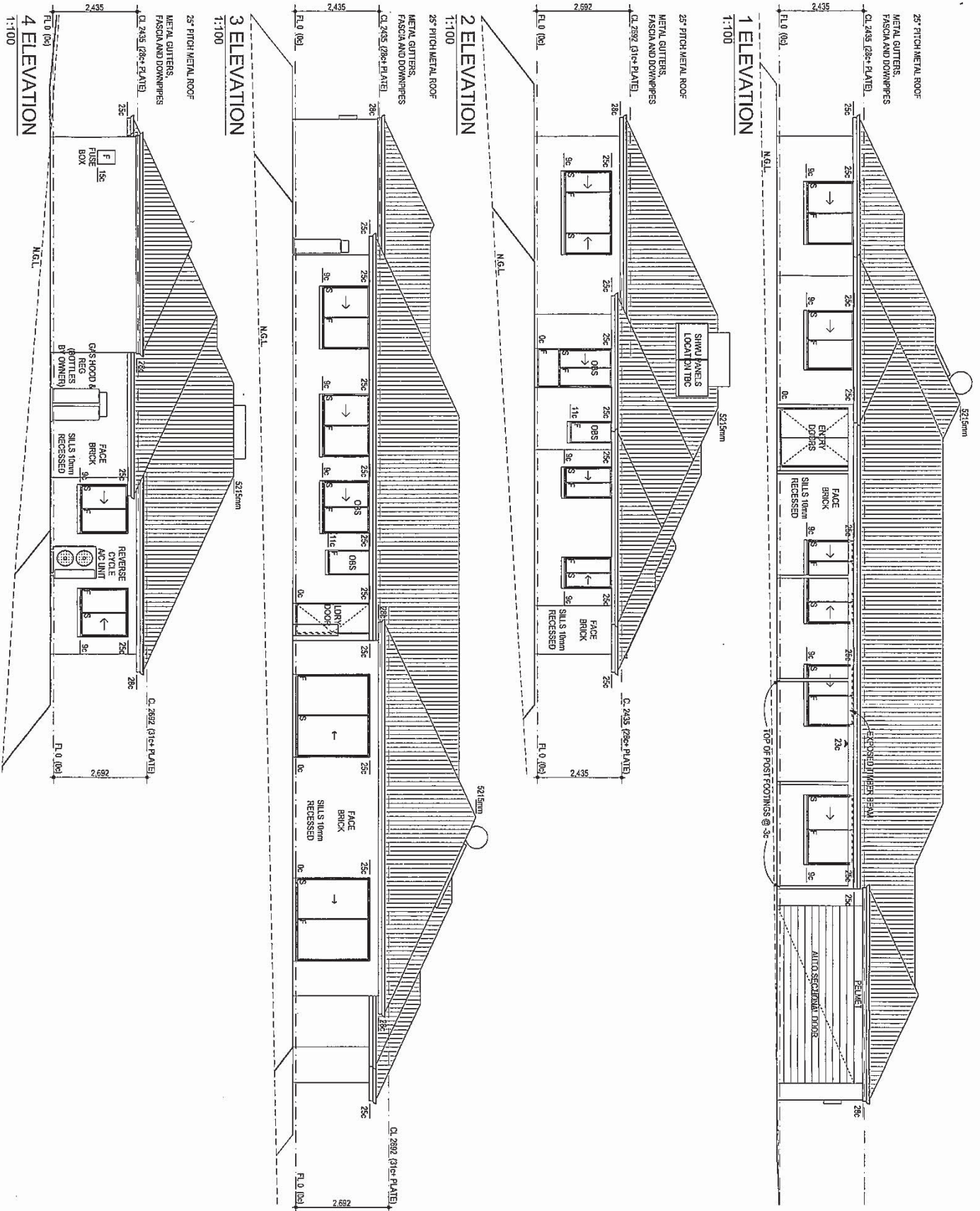
30m boundary setback (Rural Residential)
Flagged in current Local Planning Strategy as an area suitable for re-zoning.

50m boundary setback

LOT PT SUB 65 CLARKSON STREET, WEST TOODYAY

PROPOSED SETBACK VARIATION FOR SINGLE DWELLING

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redink
 H O M E S
 BUILDERS REGISTRATION N° 12049
 16 PROBISHER STREET,
 OSBORNE PARK WA 6017
 Phone (08) 9208 1111 Fax (08) 9208 1122
 © Copyright 2006

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

OWNER DATE.....
 OWNER DATE.....
 BUILDER DATE.....

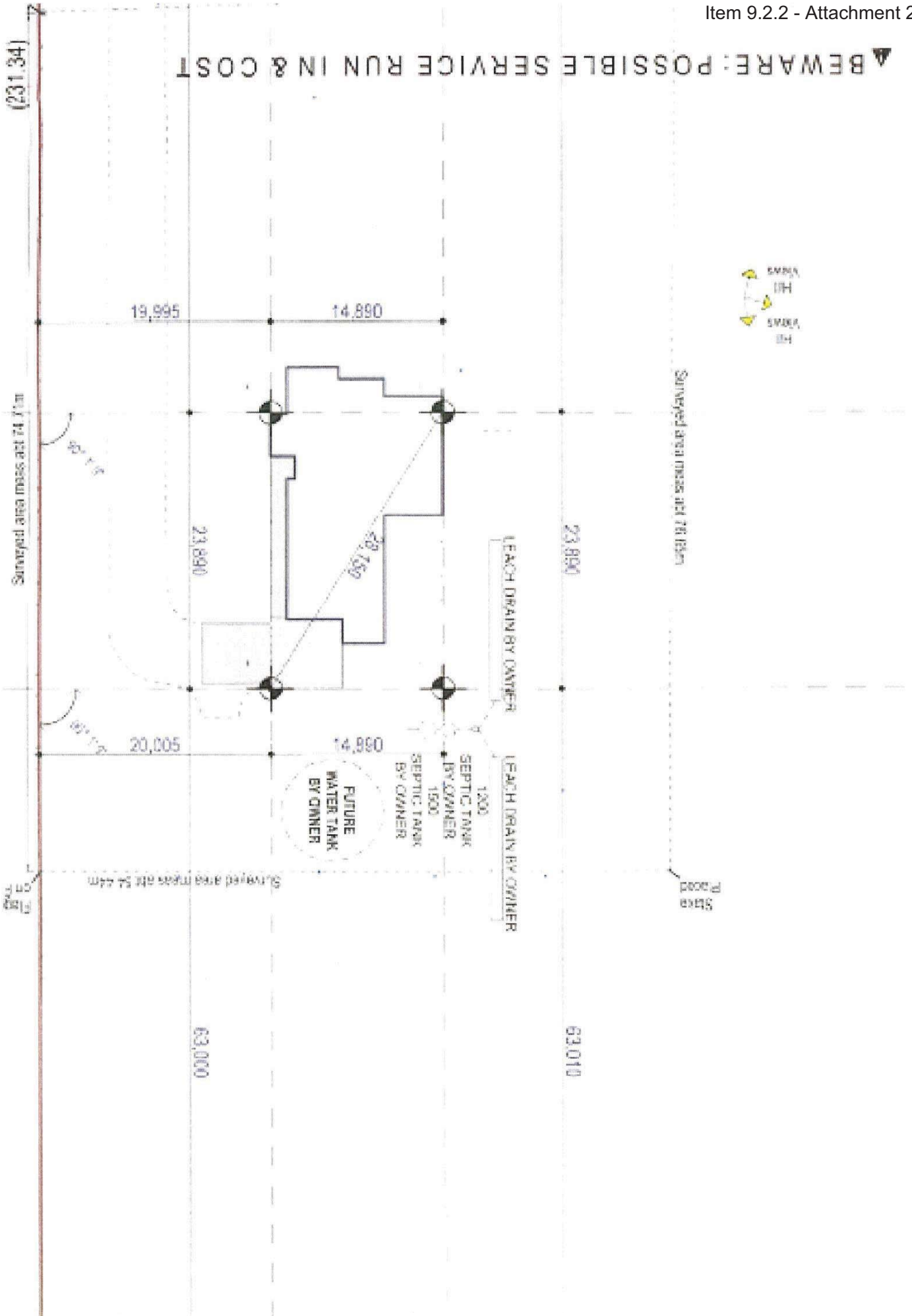
VARIATIONS:
 REV: DESCRIPTION:
 1. CONTRACT & SITE SURVEY
 VO.34957 (ITEMS 1-3)

INT: DATE:
 RC 27.06.16
 KB 18.07.16

CLIENT:
McCLELLAN
 SITE ADDRESS:
**LOT 65 (70) CLARKSON STREET
 WEST TOODYAY WA 6566**

SALES: AD DRAWN: RC CHECKED: NW




FLINDERS 2015 - CHOICE
ELEVATIONS
 DATE: 18/07/2016 SHEET N°:
 SCALE: 1:100 07 of 12
 REVISION N°: 2 JOB N°: 1605021M

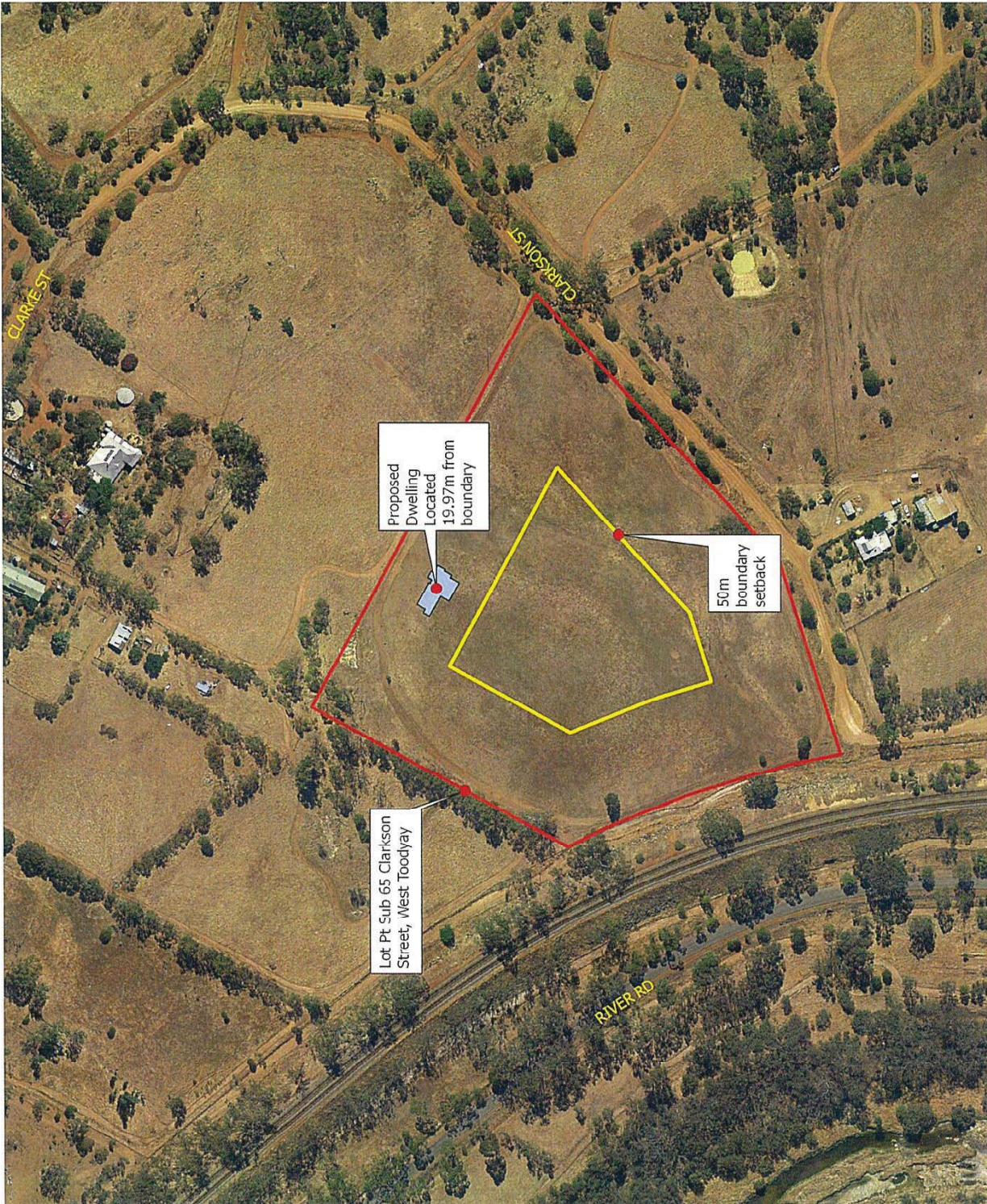


LOT PT SUB 65
CLARKSON ROAD
WEST TOODYAY

PROPOSED SINGLE
DWELLING

SEPTEMBER 2016

- Legend**
-  50m Boundary Setback
 -  Lot PT SUB 65 Clarkson Street
 -  Proposed Dwelling



22nd August 2016

Shire of Toodyay
PO Box 96
Toodyay WA 6566

To Whom It May Concern:

**RE: LOT 65 [70] CLARKSON STREET WEST TOODYAY
PROPOSED SINGLE STOREY DWELLING**

Please find attached an application for Planning approval, 3 copies of the plans and the relevant fee for the above mentioned property.

Your approval is sought for the following variations.

LOT BOUNDARY SETBACK

- *Reduced setback to northeast boundary of 19.97m in lieu of 50m*

The primary justification for this variation is that the clients want to locate the house as far away as possible from the railway line which runs along the south west boundary. Given that the Eastern Railway is used for freight there will be times when trains are passing by that it will become quite noisy. Therefore, our clients would prefer the dwelling be relocated away from the railway line for noise and safety reasons.



The proposed wall which infringes on the setback requirements contains a number of elements including articulations and varying windows types and sizes. From a bulk perspective these elements assist in ameliorating any impacts. It should be noted that the dwelling has been orientated for the living areas to take advantage of the hill views.

Based on aerial photography the building will be located well away from the adjoining residences at 9 Clarkson Street & 15 Clarkson Street. From aerial photography the adjoining house at 9 Clarkson street is setback approx. 135m from the common boundary. Given that the proposed dwelling is setback 19.97m from the common boundary, that creates a separation of 154.97m. The proposed location enables the clients to have surveillance of street while ensuring that there is no adverse effect on the privacy and amenity of the adjoining properties.

SITE WORKS

- Fill to property of 1.303m in lieu of 0.5m

The existing variations in topography of the street and surrounding area, namely the gradient of the 5.18m fall from the southern (front) to the northern (rear) boundaries of the surveyed area, have influenced the proposed levels of the dwelling. The proposed finished floor level has been determined by the need to provide a suitable gradient to the driveway as well as the Site Classification Report requiring a minimum 600mm sand pad above the cut base. A screen shot of the report has been provided below:

CLIENT	REDINK HOMES
JOB ADDRESS	LOT 65 470 CLARKSON ST WEST TOODYAY
CLIENT JOB NO.	1606021M
OWNER	MCCLELLAN
STATEMENT NO.	6800537
DATE OF ASSESSMENT	14/6/16

SITE RECORD



SITE CLASSIFICATION	S	(in accordance with A2270)
FOOTING DETAIL	08	
SAND PAD	Minimum 600mm above reactive material	
BUSHFIRE PRONE AREA	Yes	(see NOTE 2.)
CORROSION CLASSIFICATION	R1	(Durability Class in accordance with A2270)
WIND CLASSIFICATION	N2	(in accordance with A24199)
-TERRAIN CATEGORY	2	
-TOPOGRAPHIC	T0	
-SHIELDING	No Shielding	

It is the owners endeavour to reduce the impact of the building on the adjoining neighbours with the development still ensuring that privacy is retained, with major openings being setback a minimum 20m from the common boundary.

The proposed development and fill ameliorates the impact of building bulk and is not believed to have any adverse effect on sunlight to the adjoining properties, particularly as the adjoining properties will also require a 600mm sand pad due to clay soil in the area. The proposed fill is believed to preserve the sense of the natural topography of the site while enabling reasonable development to occur, and ultimately ensuring that the streetscape is preserved and the amenity of the adjoining properties retained.

In light of the above, we respectfully request that you consider the application under delegated authority and when considering the merits of the design principle use your discretion to support the proposal favourably. The proposal is believed to meet the R-Code objectives by ensuring an adequate provision of direct sun light and ventilation to all buildings and ameliorating the impacts of building bulk, privacy and overshadowing to the subject and adjoining properties.

Should your Local Planning Policy require neighbour consultation or you feel the consultation should take place, it would be appreciated if your office can commence the neighbour consultation at your earliest convenience. We have not sought comments for this proposal as we do not believe it is required as per the R-Codes 'A proposal that applies a design principle but would not, in the opinion of the decision-maker, cause potential impact upon the amenity of adjoining owners and occupiers, would not require neighbour consultation'.

Should you require any further information please do not hesitate to phone me on 9208 1111 or email at shires@redinkhomes.com.au

Kind Regards,



Caitlin Baile
Approvals Officer

Maria Rebane

From: Jeffrey, Scott <Scott.Jeffrey@finance.wa.gov.au>
Sent: Monday, 12 September 2016 11:13 AM
To: Rachel Byrne
Subject: ICR40248 - Attn: Graeme Bissett - Toodyay Memorial Hall

Hi Graeme

If you recall, we had a discussion the other week regarding the Management Order for the Toodyay Memorial Hall. It is currently with the Minister for Works and we are looking to remove the Minister's interest in this property.

I have asked DoL to progress this matter, and am meeting with the Manager of the Land Asset Management Unit tomorrow and I will bring this up with him.

I believe DoL will require a Council resolution to be provided, indicating a willingness to accept the Management Order and whether you require the ability to lease/licence etc.

I will get back to you once I have more information from DoL.

Thanks

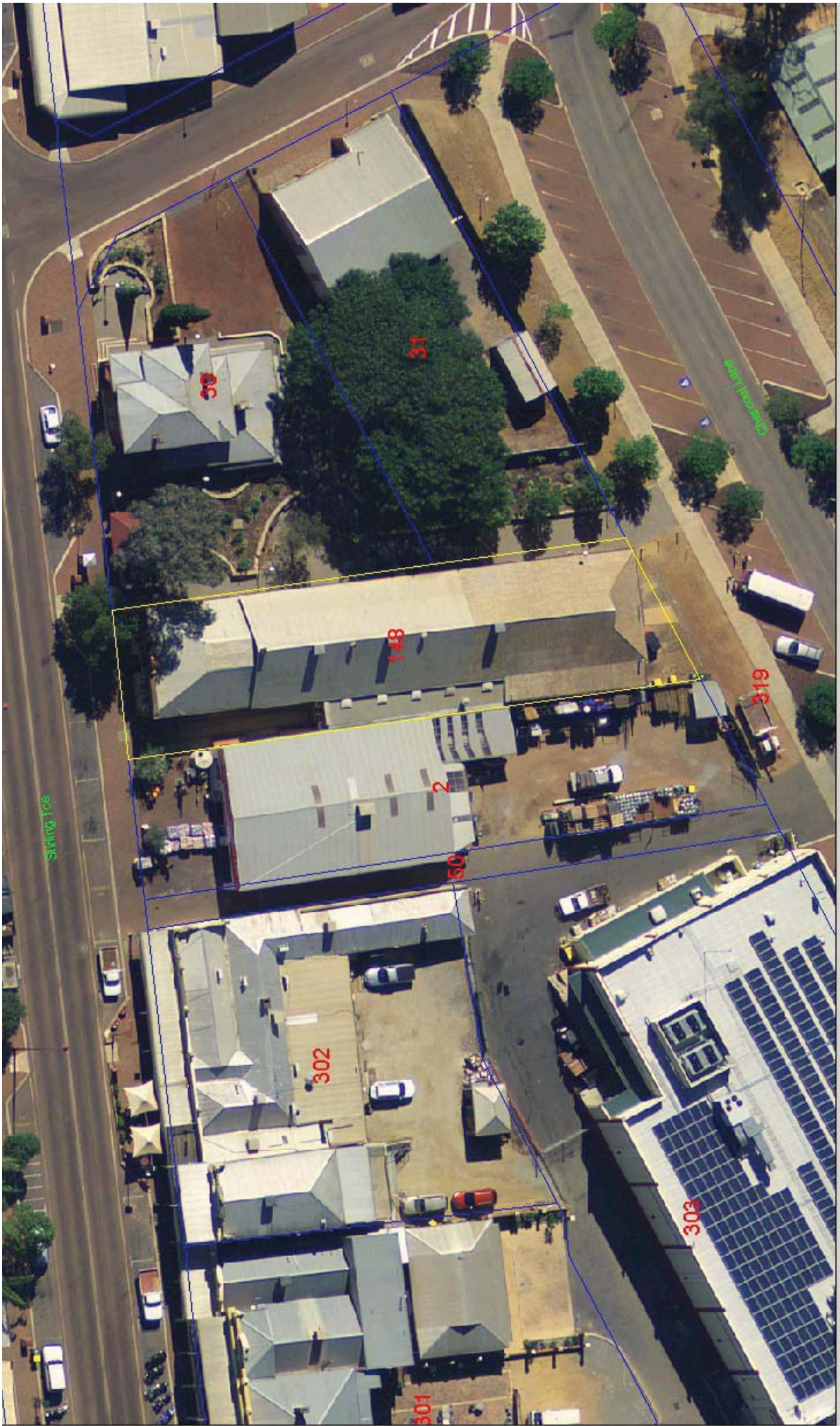
Scott Jeffrey
Acting Project Director
Land Services
Department of Finance - Building Management & Works
Optima Centre, 16 Parkland Road, Osborne Park Perth WA 6017
scott.jeffrey@finance.wa.gov.au | 08 6551 2340 | www.finance.wa.gov.au

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WESTERN



AUSTRALIA

REGISTER NUMBER 148/DP158970	
DUPLICATE EDITION N/A	DATE DUPLICATE ISSUED N/A

RECORD OF QUALIFIED CERTIFICATE
OF
CROWN LAND TITLE

VOLUME
LR3151 FOLIO
902

UNDER THE TRANSFER OF LAND ACT 1893
AND THE LAND ADMINISTRATION ACT 1997

NO DUPLICATE CREATED

The undermentioned land is Crown land in the name of the STATE of WESTERN AUSTRALIA, subject to the interests and Status Orders shown in the first schedule which are in turn subject to the limitations, interests, encumbrances and notifications shown in the second schedule.



REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 148 ON DEPOSITED PLAN 158970

STATUS ORDER AND PRIMARY INTEREST HOLDER:
(FIRST SCHEDULE)

STATUS ORDER/INTEREST: RESERVE UNDER MANAGEMENT ORDER**PRIMARY INTEREST HOLDER:** MINISTER FOR WORKS

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

1. RESERVE 6339 FOR THE PURPOSE OF LOCAL GOVERNMENT
MANAGEMENT ORDER. CONTAINS CONDITIONS TO BE OBSERVED.

- Warning: (1) A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.
Lot as described in the land description may be a lot or location.
(2) The land and interests etc. shown hereon may be affected by interests etc. that can be, but are not, shown on the register.
(3) The interests etc. shown hereon may have a different priority than shown.

-----END OF CERTIFICATE OF CROWN LAND 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: DP158970.
PREVIOUS TITLE: THIS TITLE.
PROPERTY STREET ADDRESS: 117 STIRLING TCE, TOODYAY.
LOCAL GOVERNMENT AREA: SHIRE OF TOODYAY.
RESPONSIBLE AGENCY: MINISTER FOR WORKS.

NOTE 1: K484440 CORRESPONDENCE FILE 04612-1897-01RO

9/20/2016

Reserve Enquiry Detail

Reserve Enquiry Detail [5100L][Screen Friendly](#) [Print Page](#)

Reserve	6339	Legal Area (ha)	0.1856
Name		Status	Current
Type		Current Purpose	LOCAL GOVERNMENT
Notes			
File Number	4612-1897		

Class	Responsible Agency	Date of Last Change
C	MINISTER FOR WORKS	10/09/2009

Management Orders	Document	Land Use	Local Government Authority
MINISTER FOR WORKS		MUNICIPAL DEPOT SITE	TOODYAY, SHIRE OF

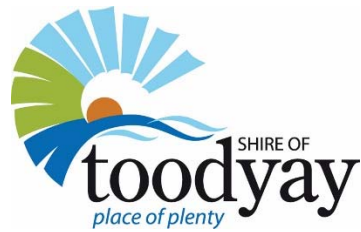
Add Item	CLT Number	Parcel Identifier	Street Address	Suburb	File Number	PIN	Area (sqm)	Map Viewer
<input type="checkbox"/>	LR3151-902	Lot 148 On Plan 158970	117 STIRLING TCE	TOODYAY	04612-1897-01RO	461519	845.0	↗

Reserve Number	6339
----------------	------

Previous Certificates of Title	Historic Crown Allotments
	TOODYAY Town lot/Lot 148

Gaz Page/Document	Date	Type	Text
K484440	23/01/2008	Historical Responsible Agency	MINISTER FOR WORKS & SERVICES
704	23/05/1941	Current Area	0.1.33.4
4408	08/11/1912	Current Purpose	LOCAL GOVERNMENT
	08/11/1912	Current Vesting	VEST: MINISTER FOR WORKS
	08/11/1912	Historical Vesting	VETS: SHIRE OF TOODYAY
3086	16/12/1898	Class	C
3086	16/12/1898	Historical Purposes	MUNICIPAL
3086	16/12/1898	Original Gazettal and page	ORIGINAL GAZETTE
	16/12/1898	Correspondence File Number	4612-1897
	16/12/1898	Lot/Town Lot	TOODYAY,148
	16/12/1898	Original Area	0.1.8
	16/12/1898	Public Plan	TOODYAY 02 09.30
	16/12/1898	Street Name	STIRLING TERRACE
	16/12/1898	Survey Number	CS: DIA 58970
	01/01/0001	Metric Conversion	0.0845,P72

This product is for information purposes only. A search of the original documentation is required for all legal purposes
Western Australian Land Information Authority (Landgate)



AMENDMENT NO. 1

TO THE

FOGGARTHORPE RESIDENTIAL ESTATE

STRUCTURE PLAN

This Amendment to the Structure Plan has been prepared under the provisions of the Shire of Toodyay Local Planning Scheme No. 4 and the *Planning and Development (Local Planning Schemes) Regulations 2015*.

RECORD OF AMENDMENTS MADE TO THE
FOGGARTHORPE RESIDENTIAL ESTATE STRUCTURE PLAN

Amendment No.	Summary of the Amendment	Date approved by WAPC
1	Amendment to the Structure Plan map (Figure 5) to identify land for the Toodyay Recreation Precinct and to correct a zoning anomaly relating to portions of Lot 9011.	

**AMENDMENT NO. 1 TO THE
FOGGARTHORPE RESIDENTIAL ESTATE
STRUCTURE PLAN**

The Shire of Toodyay, pursuant to its Local Planning Scheme No. 4 and the *Planning and Development (Local Planning Schemes) Regulations 2015*, hereby amends the above Structure Plan by:

1. Amending the Structure Plan Map (Figure 5) by identifying the land in the ownership of the Shire of Toodyay for the purposes of the Toodyay Sport and Recreation Precinct.
2. Amending the Structure Plan Map (Figure 5) by identifying all of Lot 9011 for Residential Development.

Mapping

The amended Structure Plan map depicts the proposed rezoning and future use of Lot 9508 in the ownership of the Shire of Toodyay as the site of the future Toodyay Sport and Recreation Precinct as a Reserve for Public Open Space purposes. As a result, the portions currently reserved on Lot 9011 will be rezoned for Residential Development.

No other parts of the Structure Plan or mapping are affected by the amendment. The proposed mapping should be read in conjunction with the original Structure Plan and mapping.



Foggarthorpe Residential Estate Structure Plan - Amendment No. 1
To be read in conjunction with the original Structure Plan map (Figure 5).

This Structure Plan Amendment is prepared under the provisions of the Shire of Toodyay Local Planning Scheme No. 4 and the *Planning and Development (Local Planning Schemes) Regulations 2015*

IT IS CERTIFIED THAT THIS STRUCTURE PLAN AMENDMENT NO. 1 TO THE FOGGARTHORPE RESIDENTIAL ESTATE STRUCTURE PLAN

WAS APPROVED BY

RESOLUTION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION ON

.....

Signed for and on behalf of the Western Australian Planning Commission

.....

an officer of the Commission duly authorised by the Commission pursuant to section 24 of the *Planning and Development Act 2005* for that purpose, in the presence of:

..... Witness

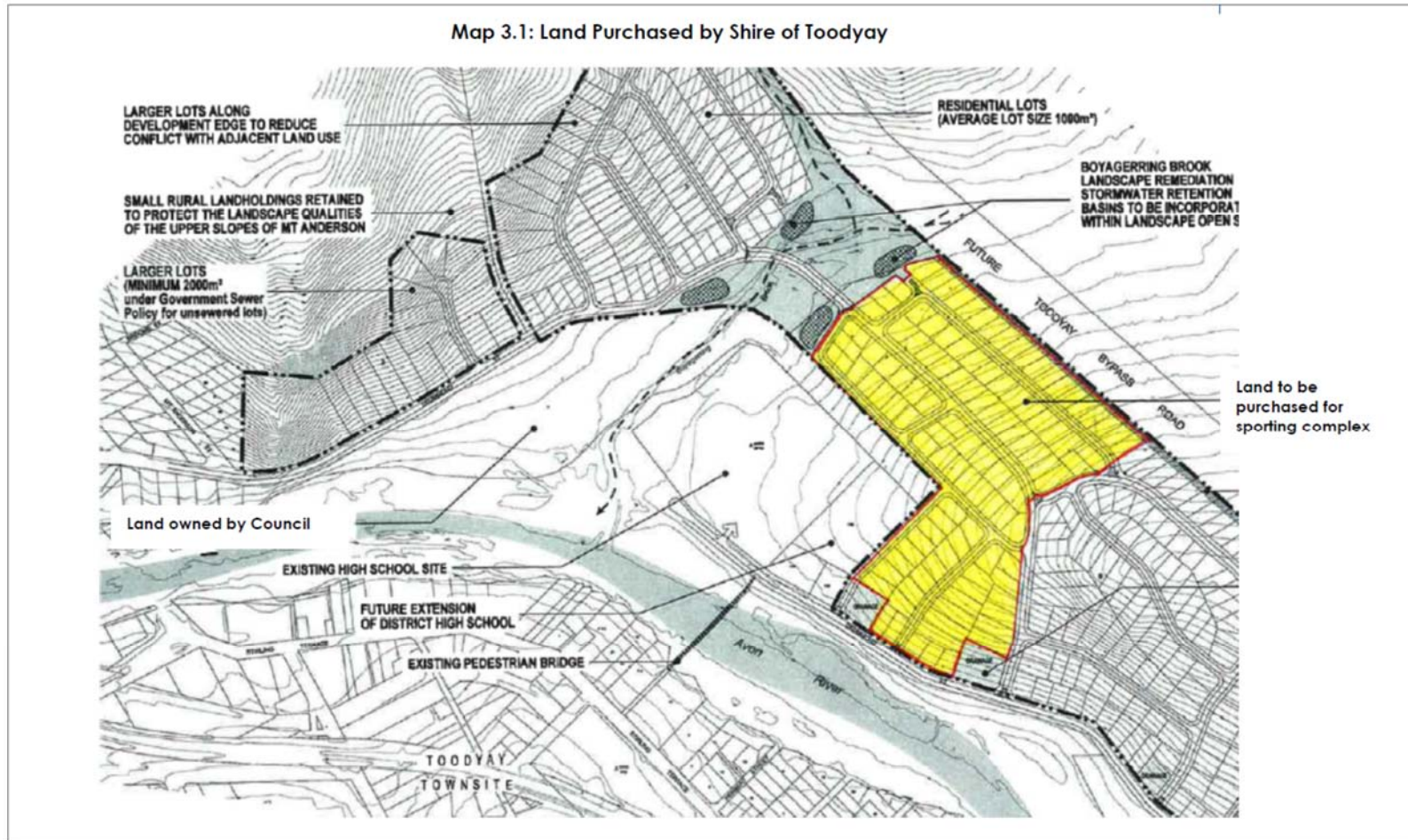
..... Date

..... Date of Expiry

PART 2
EXPLANATORY REPORT

AMENDMENT NO. 1 TO THE
FOGGARTHORPE RESIDENTIAL ESTATE STRUCTURE PLAN

Location Plan¹



¹ Figure 1 – Map obtained from Toodyay Recreation Strategy (2014)

REPORT

1. Planning objective

The purpose of the Amendment is to:

- a. Identify the land in the ownership of the Shire of Toodyay for the purposes of the Toodyay Recreation Precinct.
- b. Identify the whole of Lot 9011 for the purposes of Residential Development.

2. Background

Foggarthorpe Residential Estate

The Foggarthorpe Estate was identified for the expansion of Toodyay's townsite when the Minister for Planning and Infrastructure approved amendment No 20 to Town Planning Scheme No 1 which was gazetted in 1991.

A subdivision application for the creation of 150 residential lots was approved by the Department of Planning and Urban Development (now the Western Australian Planning Commission) in January 1992. The subdivision was never acted upon and lapsed.

Prior to the year 2000, Main Roads WA acquired portion of the site for the proposed Toodyay bypass.

A subdivision application was lodged and approved by the Western Australian Planning Commission in 2000 to create five large, super-lots ranging in size from 9.61ha to 37.42ha. This subdivision application created one lot which was ceded to the Crown vested in the Shire of Toodyay as a Recreation Reserve. At this point in time it was identified by the Shire that this would be the site of the new recreation centre.

This subdivision also resulted in approximately a 1.4 ha site being ceded to the Crown for the expansion of the Toodyay District High School.

In late 2000, a scheme amendment was initiated to change the zoning of the property. The scheme amendment was to rationalise the zoning to reflect the changes to the lot boundaries as a result of the approved subdivision, the bypass and the ceding of the District Sporting Complex land. The Minister for Planning and Infrastructure granted final approval for this Scheme Amendment 15 June 2003.

Two subdivisions applications to subdivide the property known as "Foggarthorpe" into 375 residential lots, which were subsequently refused due to the absence of an approved Structure Plan. Following the appeal to the State Administrative Tribunal, the Structure Plan the subject of this amendment was submitted and approved in 2007.

Foggarthorpe Residential Structure Plan (2001)

The Foggarthorpe Structure Plan was prepared in 2001, to accompany Amendment No. 56 to TPS1 and form the basis for further subdivision. The plan dealt with the entirety of Pt Avon Location U3, and allocated land for expansion of the high school, public open space, and a district sporting site.

Other elements of the 2001 Structure Plan included:

- Generally 1000m² minimum residential lots (although above the R10 minimum);
- Landscape remediation at Boyagerring Brook (stormwater/flow containment);
- Possible local shop sites (this was later reconsidered);
- 10m wide vegetated buffer along Bypass Road to provide screening / rural vista
- Road connection across Boyagerring Brook.

Foggarthorpe Residential Estate Structure Plan (2007)

The Structure Plan covers former Lots 3 and 6 Drummond Street, Nunile, which were part of the former property known as “Foggarthorpe” and was originally approved in 2007.

The site is situated directly adjacent to the existing Toodyay townsite, although it is physically separated from the town centre by the Avon River, and has Mount Anderson and the proposed Toodyay By-pass Road to its immediate north.

In relation to this amendment and the proposal for a District Sporting Complex, the Structure Plan states:

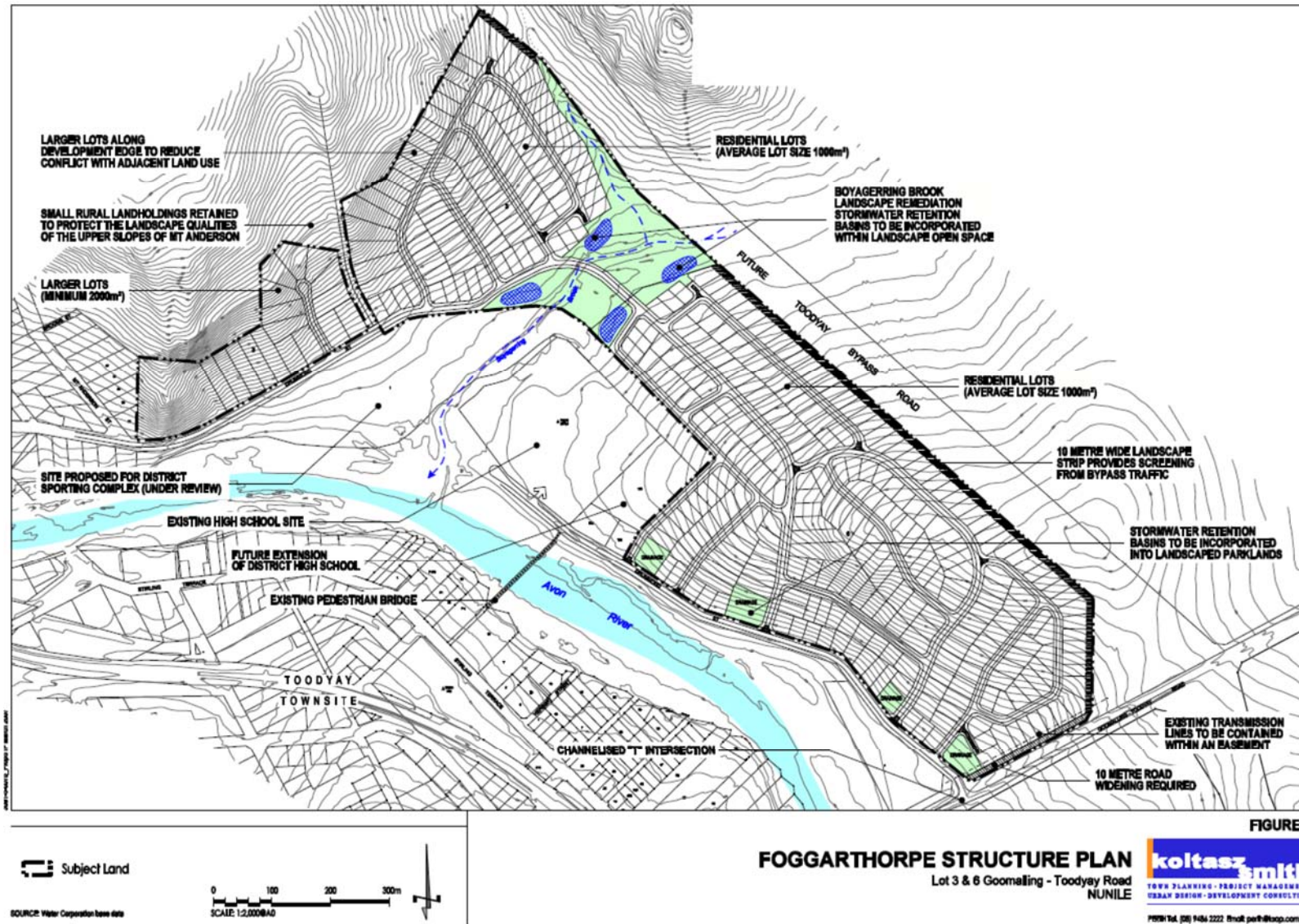
“In 2003, the requirement for this site had been identified by the Shire of Toodyay and was the primary factor behind the subdivision application. The site had been the subject of discussion and negotiation between the Shire and the landowners for some time, during which time Council had also been seeking state government funding to assist the development. At the time, the Council had concluded that the site is well positioned for the use, and features the following locational attributes:

- It is situated at the periphery of the Shire’s main population centre (i.e., Toodyay townsite);
- It is located adjacent to other complementary community amenities – principally the District High School and the Toodyay River Foreshore;
- It features direct accessibility to the main arterial road system, via Drummond Street, with minimal disruption to existing residential areas;
- It is close to the existing pedestrian footbridge crossing over the Avon River, Adjacent to the District High School, which provides a direct pedestrian link to the Town Centre
- It is situated within one of the main areas of intended future growth, which will improve its centrality to the main population base.

Notwithstanding that the above points all remain accurate and valid, the sporting complex has never been developed and discussion with Council staff suggests there is no certainty regarding its development or timing. Issues of site works and construction cost appear to have prevented progression of the project.”

Accordingly, the final location of the District Sporting Complex was not included in the Structure Plan mapping. The notion of a District Sporting Complex in the Estate was however identified on the Structure Plan in an alternative location as depicted in Figure 2.

Figure 2 – Structure Plan Map



Toodyay Recreation Strategy

In January 2014, the Final Report of the Toodyay Recreation Strategy was produced. The aim of the Strategy was to:

- Review the land parcels currently designated for public open space and determine their best future use and development;
- Consider the rationalisation of existing land parcels where they are not fulfilling a recreational need;
- Review the existing sporting facilities available in Toodyay, including supporting services such as change rooms, clubrooms etc. and the identification of any duplication of facilities. The trends away from traditional sports such as football and cricket and towards different sports (i.e. soccer) or individual activities, such as walking, will be considered;
- Review of existing sport and recreational programs and services in the Shire;
- Consider the options available for the multi-use of sports grounds and facilities. This will also include the possibility of creating multi-function facilities that may cater for community, education, aged care and civic functions;
- Review of current and future recreational needs within Toodyay, taking into consideration National and Regional trends and the recreational developments within the Shire;
- Identify funding opportunities and financial commitments required to fulfil identified needs. This will include timing and budgetary considerations; and
- Identify appropriate land for the future development of recreational facilities.

The Plan was the subject of extensive community consultation, including community surveys and workshops.

Implementation of the Plan is ongoing, including the Toodyay Sport and Recreation Precinct that was envisaged to provide a mix of facilities on a single site through the development of a Master Plan.

Toodyay Sport and Recreation Precinct Master Plan

The Master Plan for the Toodyay Sport and Recreation Precinct was adopted by the Shire of Toodyay on 26 August 2014, which will guide the development of the subject site. It contains sketches and costs estimates for the establishment of the Precinct.

Extensive consultation with stakeholders, sporting groups and the community was undertaken as part of the master planning process building on the previous consultation that was carried out as part of the development of the Toodyay Recreation Strategy.

Figure 3 depicts the final development of the Precinct as adopted in the Master Plan.

Figure 3 – Toodyay Sport and Recreation Precinct (All Stages)



3. Rationale for Amendment

Lot 9508 is currently zoned Residential Development in accordance with the Structure Plan and it is proposed to reserve the land for Recreation purposes. As a result, the portions of Lot 9011 reserved are no longer required for Recreation purposes and it is therefore proposed to rezone the lot to Residential Development consistent with the zoning of the residential lots in the Estate.

To facilitate the rezoning, it is necessary to amend the Structure Plan for the Estate to ensure consistency.

It is proposed to amend the Structure Plan using the 'minor' amendment process as outlined in the WAPC's Structure Plan Framework (2015). It is argued that the amendment is a 'minor' amendment as the change will not materially alter the purpose and intent of the structure plan; that the proposed precinct is recognised in the current approved Structure Plan and the previous version (2001).

Advertising of the amendment is not required in this case due to the extensive consultation that has occurred throughout the development of the Toodyay Recreation Strategy and Toodyay Sport and Recreation Precinct Master Plan.



SHIRE OF TOODYAY

LOCAL PLANNING SCHEME NO. 4

AMENDMENT NO. 11

SCHEME AMENDMENT REPORT

PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION DECIDING TO AMEND A PLANNING SCHEME

**SHIRE OF TOODYAY
LOCAL PLANNING SCHEME NO. 4
AMENDMENT NO. 11**

Resolved that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the Planning Scheme by:

1. Rezoning Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space.
2. Rezoning Lot 9011 on Plan 77718 from Reserve – Recreation and Conservation: Parks and Recreation to Residential Development.
3. Amending the Scheme maps accordingly.

Dated this day of 20.....

.....
CHIEF EXECUTIVE OFFICER

**Minister for Planning
Proposal to Amend a Planning Scheme**

Local Authority:	Shire of Toodyay
Description of Planning Scheme:	Local Planning Scheme No. 4
Type of Scheme:	Local Zoning Scheme
No. of Amendment:	11

Proposal:

1. Rezoning Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space.
2. Rezoning Lot 9011 on Plan 77718 from Reserve – Recreation and Conservation: Parks and Recreation to Residential Development.
3. Amending the Scheme maps accordingly.

**SHIRE OF TOODYAY
LOCAL PLANNING SCHEME NO. 4
AMENDMENT NO. 11**

1. Introduction

The purpose of this scheme amendment is to rezone Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space and the portions of Lot 9011 on Plan 62847 reserved for Recreation and Conservation: Parks and Recreation to Residential Development.

This amendment document should be read in conjunction with Amendment 1 to the Foggarthorpe Residential Estate Structure Plan.

2. Background

The Shire of Toodyay purchased the subject land from Ironbridge Pty Ltd, the developer of Foggarthorpe Residential Estate for the purposes of development of a Sport and Recreation Precinct for the community of Toodyay. As a result the portions of Lot 9011 reserved are no longer required for recreation purposes.

Development of the Precinct has been guided by two strategic Shire documents, the Toodyay Recreation Strategy and the Toodyay Sport and Recreation Precinct Master Plan that were the subject of extensive community consultation.

The Precinct will be developed in Stages and will contain sporting fields, an aquatic centre, multi-purpose function centre and indoor courts.

Amending the Structure Plan and rezoning the site will facilitate the future development of the site and ensure that the planning documents are consistent with the intended use and Shire Strategic documents.

3. Amendment Type

Following approval of Amendment No. 1 to the Foggarthorpe Residential Estate Structure Plan, it is contended that this proposal is a basic amendment in accordance with part (g) of the basic amendment definition contained in Regulation 34, which states:

"(g) an amendment to the scheme map that is consistent with a structure plan, activity centre plan or local development plan that has been approved under the scheme for the land to which the amendment relates if the scheme currently includes zones of all the types that are outlined in the plan."

4. State & Regional Planning Context

State Planning Strategy 2050

The provision of land for recreation is identified in the SPS as a key objective for the State to achieve greater liveability and sufficient good quality social infrastructure.

The Strategy identifies the need for coordinated investment into 'soft' infrastructure to help build a sense of place. Community meeting places in the form of community gardens, public open spaces, physical recreation facilities, civic squares and designated outdoor recreational areas foster a sense of belonging and identity.

This proposal is consistent with the visions and objectives of the State Planning Strategy.

Wheatbelt Land Use & Infrastructure Framework

The Framework acknowledges that sport and recreation activities play a critical role in the lifestyles of people living in regional Western Australia. The coordinated delivery of sport and recreation Infrastructure is important in ensuring that opportunities for these activities meet the needs of local and regional communities. Beyond formal sports facilities, there is a need to encourage active living more generally, linked to townsite design and layout.

Additionally, there is a need for the continued development of recreation facilities to meet the needs of an aging population in the Region.

A key objective to achieve liveable communities is to encourage the location of major recreational and cultural facilities, employment and community services in well-planned and accessible settlements.

This proposal will facilitate the development of a Sport and Recreation Precinct to cater for the future needs of the community of Toodyay and surrounding towns and is therefore consistent with the aims and objectives of the Framework.

4. Local Planning Context

Toodyay Local Planning Strategy

When the LPS was adopted in 2007, the following points were noted:

1. Toodyay's recreational facilities are currently scattered throughout the townsite, with major activities accommodated at the Toodyay Showgrounds. The Shire also has a number of public open space parcels serving a range of purposes, though many remain as undeveloped land.

2. Considering the expected growth of Toodyay, an assessment of the Shire's public open space and recreational facilities is required to determine whether it is meeting current needs and are sufficient to cater for the growing population.

Section 3.2.4 of the LPS addresses recreational facilities and again raises the issue of Toodyay's recreational facilities being scattered throughout the townsite and the need for consolidation and expansion to provide a greater role in the provision of recreational facilities within the Shire.

The Strategy considers the expected growth of Toodyay and recommends an assessment of the Shire's public open space and recreational facilities is required to determine whether it is meeting current needs and is sufficient to cater for the growing population.

The development of the Toodyay Recreation Strategy and the Toodyay Sport and Recreation Master Plan in 2014 address the above inadequacies identified in the LPS and the new Precinct and actions from both documents will be incorporated into the new Local Planning Strategy currently under development.

Toodyay Local Planning Scheme No. 4

The proposed site of the Toodyay Sport and Recreation Precinct, Lot 9508 is currently zoned Residential Development with portions of Lot 9011 being reserved for Recreation and Conservation: Parks and Recreation and are within the Foggarthorpe Residential Estate Structure Plan area.

Although, public recreation facilities are an 'A' (advertised/discretionary) use in the zone, rezoning of the land is required to ensure that the provisions of the local planning strategy and scheme are consistent with the intended future development of the land.

Additionally, it is considered that the proposed development is not strictly consistent with the majority of the objectives of the Residential Development zone, which are to:

- i. Designate land for future urban development;
- ii. Provide for orderly planning and development of larger areas of land for residential and associated purposes through the preparation of a structure plan; and
- iii. Ensure the adequate provision of physical and community infrastructure.

Reserving the land for purpose of Public Open Space will also facilitate the use of the provisions of the Public Works Act that enables local government to carry out works for public purposes where the works are consistent with the provisions of the relevant local planning documents.

The objectives of a Public Open Space Reserve (under the provisions of Schedule 1 – Model Provisions for Local Planning Schemes the *Planning and Development (Local Planning Schemes) Regulations 2015*) are:

- To set aside areas for public open space, particularly those established under the *Planning and Development Act 2005* s. 152.
- To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.

Clause 15 of Schedule 1 (Model Scheme Text) of the Regulations enables the inclusion of specified additional uses for reserves. There are no additional uses for this reserve proposed at this time.

Local Planning Policies

There are no local planning policies applicable to this proposal.

3. Proposal

Description of the amendment

It is proposed to rezone Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space and portions of Lot 9011 on Plan 62847 from Reserve – Recreation and Conservation: Parks and Recreation to Residential Development. An amendment to the Foggarthorpe Residential Estate Structure Plan has been originated in conjunction with this scheme amendment.

Planning Justification

As indicated earlier in this Report, amending the Structure Plan and rezoning the sites will facilitate the future development of the Estate and Precinct, and ensure that the planning documents are consistent with the intended use and Shire Strategic documents.

Although, public recreation facilities are an 'A' (advertised/discretionary) use in the zone, rezoning of the land is required to ensure that the provisions of the local planning strategy and scheme are consistent with the intended future development of the land.

6.0 Conclusion

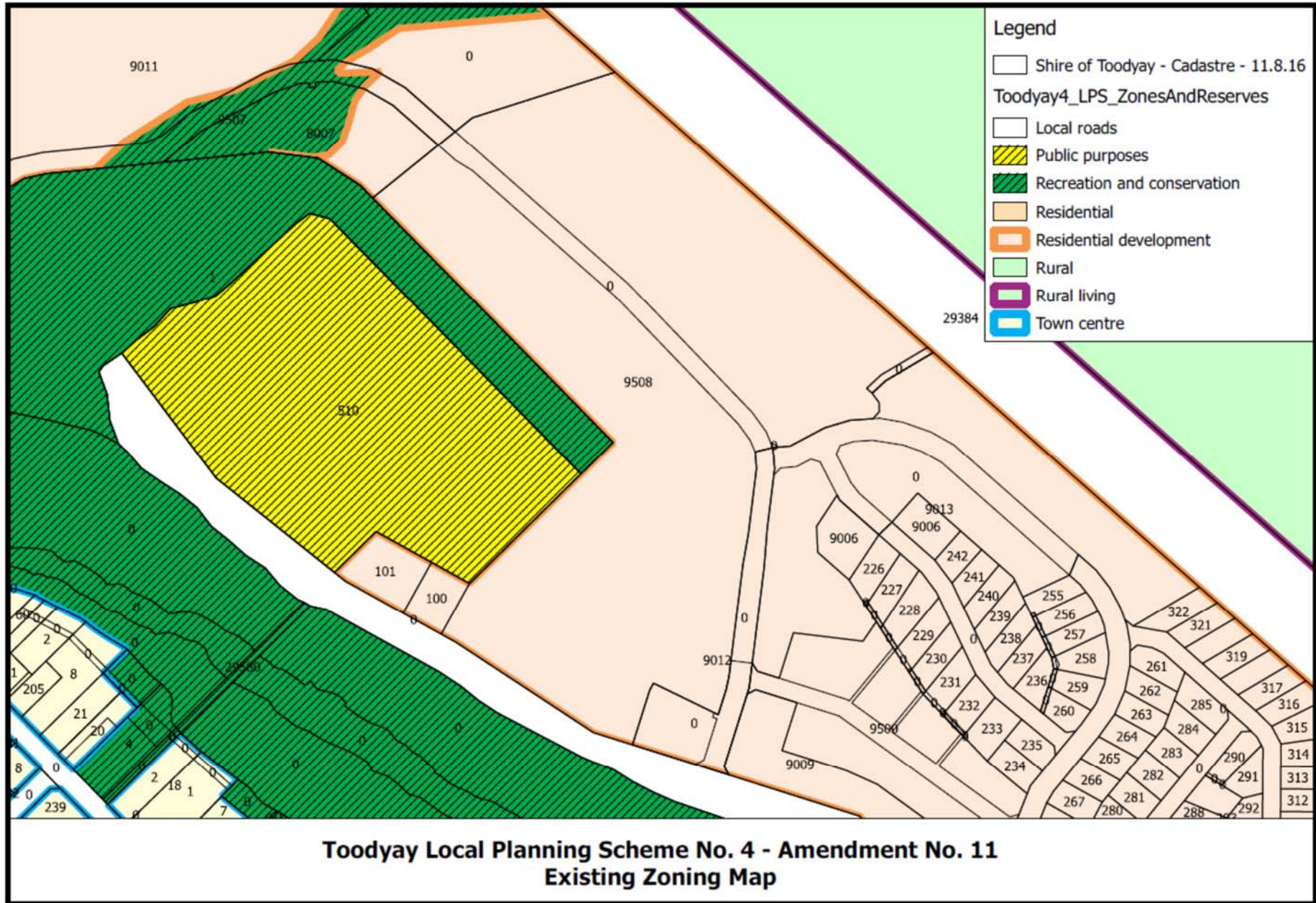
As indicated earlier in this Report, the amendments are considered minor amendments that should be read in conjunction with the Structure Plan amendment document that will facilitate the development of the site as a Recreation Precinct for the Toodyay community.

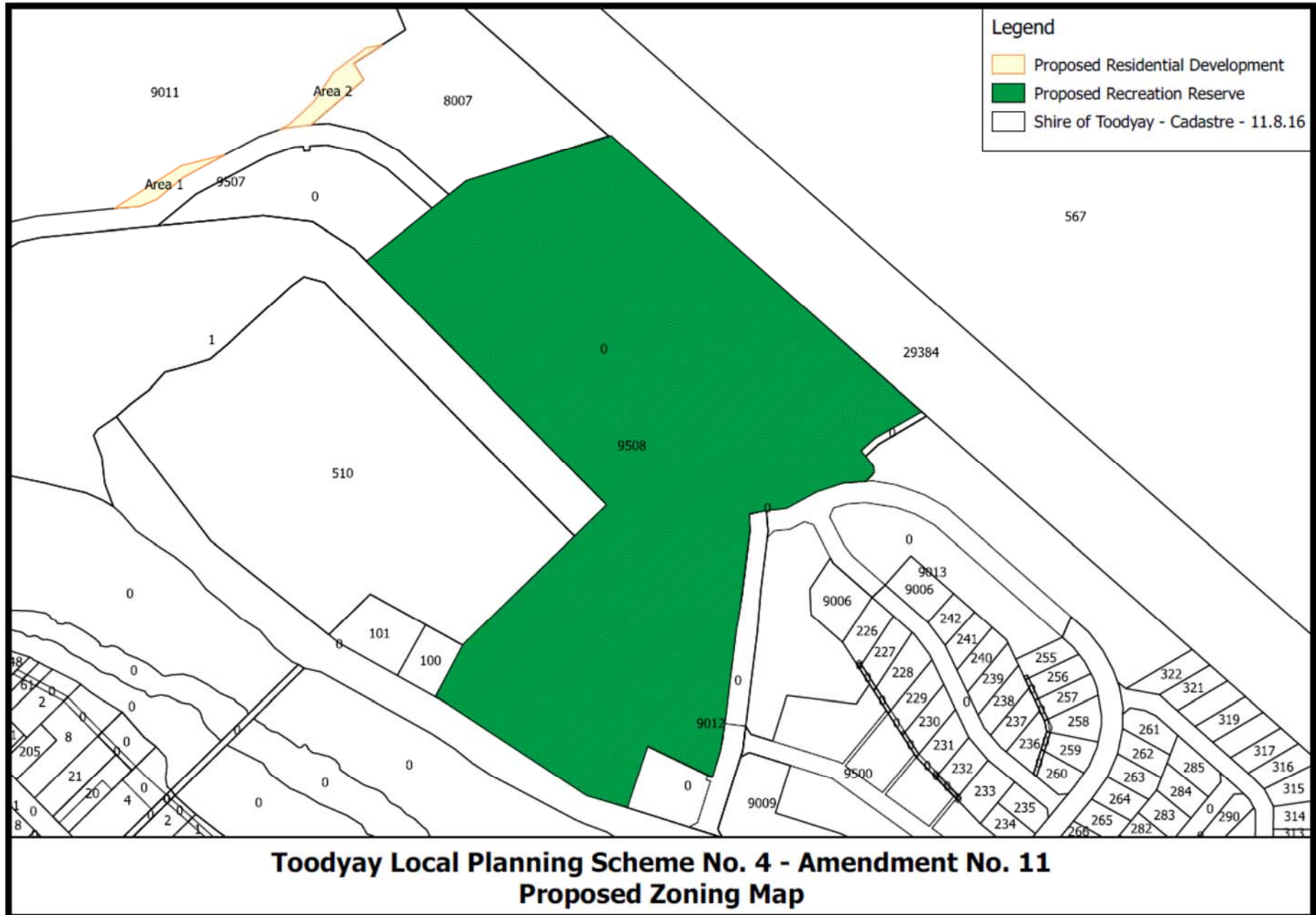
**PLANNING AND DEVELOPMENT ACT 2005
SHIRE OF TOODYAY
PLANNING SCHEME NO. 4
AMENDMENT NO. 11**

The Shire of Toodyay pursuant to Section 75 of the *Planning and Development Act 2005*, hereby amends the above local planning scheme by:

1. Rezoning Lot 9508 on Plan 77718 from Residential Development to Reserve – Public Open Space.
2. Rezoning Lot 9011 on Plan 62847 from Reserve – Recreation and Conservation: Parks and Recreation to Residential Development.
3. Amending the Scheme maps accordingly.

MAPPING





COUNCIL ADOPTION

This Basic Amendment was adopted by resolution of the Council of the Shire of Toodyay at the Ordinary Meeting of the Council held on the _____, 2016.

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

COUNCIL RECOMMENDATION

This Amendment is recommended for approval, with or without modification, by resolution of the Shire of Toodyay at the Ordinary Meeting of Council held on the _____, 2016 and the Common Seal of the Shire of Toodyay was hereto affixed by the authority of a resolution of the Council in the presence of:

.....
SHIRE PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

WAPC RECOMMENDATION FOR APPROVAL

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

APPROVAL GRANTED

.....
MINISTER FOR PLANNING
DATE:.....

9.3.1 - FCO Course Completion (Current FCOs)

Candidate	Bejoording	Central	Central	Central	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	Introduction to Fire Fighting	Bush Fire Fighting	AIIMS Awareness	Structural Fire Fighting	Crew Leader	Advanced Bush Fire Fighting	Sector Commander	Ground Controller	AIIMS 4 (IC LV1 Pre-Req)	Incident Controller Level 1	Fire Control Officer/Refresher
Mr G Ludemann	Bejoording	Central	Central	Central	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	2000	2000	2015 ¹	2007	2012	2012	2012	2015	2015	2013 ^E	2011
Mr L Hayward	Bejoording	Central	Central	Central	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	2006	2013	2010	2008	2016	2015	2015	2013	2016	2013 ^E	2015
Mr R Hunter	Central	Central	Central	Central	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	2006	2013	2010	2008	2016	2015	2015	2013	2016	2013 ^E	2014
Mr C Stewart	Central	Central	Central	Central	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	2006	2013	2015 ¹	2015 ¹	2015 ¹	2012	2013	2013	2016	2013 ^E	2015
Mr B Wood	Central	Central	Central	Central	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	2015 ¹	2015 ¹	2015 ¹	2015 ¹	2015 ¹	2008	2012	2013	2016	2011	2011
Mr G Forsyth	Coondle	Coondle	Coondle	Coondle	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	2012	2012	2015 ¹	2016	2015 ¹	2012	2012	2012	2016	2013 ^E	2015
Mr J Wakka	Coondle	Coondle	Coondle	Coondle	Coondle	Coondle	Morangup	Morangup	Julimar	Townsite	2006	2012	2015 ¹	2012	2015 ¹	2011	2011	2012	2016	2013 ^E	2012
Mr D Bartels	Morangup	Morangup	Morangup	Morangup	Morangup	Morangup	Morangup	Morangup	Julimar	Townsite	2008	2010	2010	2010	2010	2010	2010	2012	2016	2014	2012
Mr K Maddrell	Morangup	Morangup	Morangup	Morangup	Morangup	Morangup	Morangup	Morangup	Julimar	Townsite	2010	2010	2010	2010	2016	2015	2015	2015	2015	2013 ^E	2011
Mr C Wroth	Julimar	Julimar	Julimar	Julimar	Julimar	Julimar	Julimar	Julimar	Julimar	Townsite	2014	2014	2014	2010	2015 ¹	2015 ¹	2015 ¹	2015	2015	2013 ^E	2015
+Mr G Bowman	Townsite	Townsite	Townsite	Townsite	Townsite	Townsite	Townsite	Townsite	Townsite	Townsite	2008	2006	2006	2007	2007	2007	2005	2015	2015	2015	2015

^E Competency endorsed (skills recognition) – course not actually attended.

¹ System date - not reflective of actual completion of competency.

+ Record from superseded reporting system (record may be incomplete).

Red = Competencies obtained or updated in last 12 months.

New Candidates

Mr A Knapp	Julimar	2002	2002	2007	2001	2005	2008
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Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
IPV556	10/08/2016	Bendigo Bank	Payroll PPE 09/08/2016	104,268.90
IPV557	24/08/2016	Bendigo Bank	Payroll PPE 23/08/2016	104,308.00
1550	15/08/2016	Toodyay Autumn Club	Refund of Pavilion Trestle Hire Bond	60.00
1551	15/08/2016	Construction Training Fund	BCITF Levies - Jul 16	1,531.97
1552	15/08/2016	Building Commission Division	BS Levies - Jul 16	565.50
1553	15/08/2016	Jodie Lucas	Refund of Pavilion Bond - Hockey Club - 30/7/16	100.00
1554	15/08/2016	Shirley Martin	Refund of Partial Bond (balance kept for cleaning fees) - Pavilion 11/7/16.	400.00
1555	15/08/2016	Lisa Murray	Refund of Memorial Hall Bond - 31/7/16	500.00
1556	15/08/2016	Shire of Toodyay	Partial Bond from Shirley Martin (cleaning fee)	100.00
1557	16/08/2016	Bruce & Maree Renton	Refund of Memorial Hall & Audio Visual Hire 12 & 13 Aug 16	1,000.00
1558	31/08/2016	Toodyay Football Club	Refund of Pavilion Bond - 20/8/16	100.00
BPV2679	01/08/2016	Bendigo Bank	Transfer Fees	10.00
BPV2680	01/08/2016	Bendigo Bank	Interest	30.84
BPV2681	01/08/2016	Bendigo Bank	Monthly Service Fee	10.00
BPV2682	01/08/2016	Bendigo Bank	Transaction Fee	8.20
BPV2683	01/08/2016	Commonwealth Bank	Settlement Fee	0.11
BPV2684	01/08/2016	Westnet	Depot Internet Charges	154.84
BPV2685	01/08/2016	Bendigo Bank	Bpay Monthly Biller Fee	69.52
BPV2686	02/08/2016	Commonwealth Bank	Merchant Fee	130.15
BPV2687	02/08/2016	Commonwealth Bank	Merchant Fee	22.00
BPV2688	02/08/2016	Commonwealth Bank	Merchant Fee	59.21
BPV2689	02/08/2016	Commonwealth Bank	Merchant Fee	133.98
BPV2690	03/08/2016	Commonwealth Bank	Eftpos Fee	2.88
BPV2691	03/08/2016	Commonwealth Bank	Eftpos Fee	6.29
BPV2692	10/08/2016	Commonwealth Bank	Settlement Fee	0.11
BPV2693	10/08/2016	Commonwealth Bank	Settlement Fee	7.04
BPV2694	14/08/2016	Bendigo Bank	R Koch - Credit Card July 16 Card Fee	4.00
BPV2695	14/08/2016	Bendigo Bank	S Scott - Credit Card July 16 WA News - Death Notice - Steve Vallance City of Perth Parking - Meeting Card Fee	196.40 12.42 4.00
BPV2696	14/08/2016	Bendigo Bank	L Vidovich - Credit Card July 16 Best Western Crystal Inn Bendigo - Engineering Conference Transmitsms - Burst SMS Credit Top Up - for SMS Notifications Transmitsms - Burst SMS Credit Top Up - for SMS Notifications Transmitsms - Burst SMS Credit Top Up - for SMS Notifications	417.39 101.90 51.00 1,528.50

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
BPV2697	14/08/2016	Bendigo Bank	Dalwallinu Motors - Fuel T020 Paypal - Sydney Rope Supplies - Rope Cutter - SES Card Fee	74.15 107.45 4.00
BPV2698	14/08/2016	Bendigo Bank	A Bell - Credit Card July 16 Dept of Racing, Gaming & Liquor - Liquor License IFF Carroll & Richardson - Aboriginal Flag - Museum Toodyay Junction - Fuel T00 Card Fee	279.60 109.00 111.10 55.50 4.00
BPV2699	14/08/2016	Bendigo Bank	C Delmage - Credit Card July 16 Bunnings - IT Training Room Equipment Card Fee	193.83 189.83 4.00
BPV2700	15/08/2016	Commonwealth Bank	G Bissett - Credit Card July 16 Seton - Safety Signs	453.23 103.18
BPV2701	15/08/2016	Commonwealth Bank	53 Mile Roadhouse Pinjarra - Fuel T0000	74.60
BPV2702	15/08/2016	Fuji Xerox	Vibe Gidgegannup - Fuel T0000	75.85
BPV2703	15/08/2016	Fuji Xerox	Vibe Gidgegannup - Fuel T0000	75.60
BPV2704	16/08/2016	Commonwealth Bank	Optus Pre Paid Data Sim Recharge - Council Portable Devices Card Fee	120.00 4.00
BPV2705	16/08/2016	Commonwealth Bank	Settlement Fee	10.56
BPV2706	22/08/2016	Commonwealth Bank	Bpoint Fee	30.59
BPV2707	23/08/2016	Commonwealth Bank	Photocopier Lease - Donga	155.10
BPV2708	23/08/2016	Commonwealth Bank	Photocopier Lease - Administration	370.70
BPV2709	24/08/2016	Commonwealth Bank	Settlement Fee	0.22
BPV2710	24/08/2016	Commonwealth Bank	Settlement Fee	0.99
BPV2711	25/08/2016	Canon Finance	IT Hardware & Software Lease	1,578.55
BPV2712	29/08/2016	Commonwealth Bank	Settlement Fee	0.11
BPV2713	31/08/2016	Commonwealth Bank	IT Hardware & Software Lease	1,133.64
BPV2714	31/08/2016	Commonwealth Bank	Settlement Fee	6.93
12258	15/08/2016	Australian Institute of Building Surveyors	Settlement Fee	0.11
12259	15/08/2016	Department of Transport	Photocopier Lease - Depot, Library & V/C	525.00
12260	15/08/2016	Old Gaol Museum	IT Hardware & Software Lease	1,052.29
12261	15/08/2016	Telstra Corporation Limited	Settlement Fee Account Fee Membership Renewal - P Edward Registration - T7168 Old Gaol Volunteer Reimbursements - Sep 16 Telephone Charges	11.88 3.80 499.00 358.40 400.00 5,596.07

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
12262	15/08/2016	Synergy	Electricity Charges	15,400.34
12263	31/08/2016	Commissioner of Police	Corporate Firearm Licence - Animal Control	122.00
12264	31/08/2016	Visitor Centre Petty Cash	Parking Fees - Indesign Training - C McGowan	179.85
			Working with Children Checks - J Maher & M Buckle	
			Inclusion Meeting - Coffees	17.90
			IFF - Flag Bunting	22.00
			IFF - Place Name Holders VIP Tent	25.80
			Morning Tea - Museum Volunteers	71.00
			Parking - Meeting with RPS Aust - A Bell	21.85
			Sprayer Part	15.30
12265	31/08/2016	Depot Petty Cash		6.00
			Sealant	6.95
			Oil Filter	20.00
			Threaded Rod	24.10
			Rotate Tractor Tyres	4.95
			Telephone Charges	30.00
12266	31/08/2016	Telstra Corporation Limited	2016 Yacivate Youth Conference - M Ross	189.66
12267	31/08/2016	Town of Mosman Park	Shire Water Rates & Usage	30.00
12268	31/08/2016	Water Corporation	Electricity Charges	3,015.63
12269	31/08/2016	Synergy	Repairs to Doors, Fences, Lights, Cleaning Gutters, Paving & Repairs to Footbridge (Insurance Claim)	1,003.40
EFT20478	01/08/2016	Allan Giles	Payroll Deductions	3,047.00
EFT20479	10/08/2016	Shire of Toodyay Salaries & Wages	Postage - Jul 16	955.00
EFT20480	15/08/2016	Australia Post	Bin Hire & Emptying - Showgrounds Lift Bin	930.26
EFT20481	15/08/2016	Avon Skip Bins	IFF - Entertainment	235.00
EFT20482	15/08/2016	Avon a Party	Alarm Monitoring - Community Centre, Admin & Connors Mill	1,160.00
EFT20483	15/08/2016	Arm Security	Contract Cleaning - Jul 16	336.90
EFT20484	15/08/2016	Advanced National Services	Legal Costs - Womens Refuge & 33 Julimar Road	12,988.86
EFT20485	15/08/2016	Altus Planning & Appeals	Erection of Sheds 2, 3 & 4 - Community Depot	1,567.50
EFT20486	15/08/2016	GM Investments WA P/L (Action Sheds Australia)	Replacement Glass & New Security Screen Doors - WTS	27,536.03
EFT20487	15/08/2016	Avon Valley Glass	Debt Recovery Costs - Jul 16	4,088.40
EFT20488	15/08/2016	Ampac Debt Recovery	1000 Ltr Pod Emulsion	10,032.83
EFT20489	15/08/2016	Boral Construction Materials Group	Kubota Repairs	990.99
EFT20490	15/08/2016	Boya Equipment P/L	Transfer of Waste & WTS Management Fees	474.35
EFT20491	15/08/2016	Broderick Waste Solutions Pty Ltd	V/C Stock	9,188.34
EFT20492	15/08/2016	Beesweet Honey & Apiaries	V/C Consignment Stock - Jul 16	282.80
EFT20493	15/08/2016	John Butler	V/C Consignment Stock - Jul 16	23.19
EFT20494	15/08/2016	Glynn Bartlett	Refreshments - Road Safety Commission & Council Meeting	50.00
EFT20495	15/08/2016	Black Wattle Catering		375.00

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
EFT20496	15/08/2016	Civic Legal	Legal Fees	12,183.60
EFT20497	15/08/2016	Construction Equipment Australia	Loader Parts	356.37
EFT20498	15/08/2016	The Cola Cafe	Refreshments - Aged Friendly Reference Group Meeting	70.00
EFT20499	15/08/2016	Chrysalis Quality Surveying Pty Ltd	Surveying Costs - Aged Care	1,925.00
EFT20500	15/08/2016	Staples Aust	Envelopes & Stationery	1,064.80
EFT20501	15/08/2016	City of Kwinana	Long Service Leave Entitlement - Evelyn Lance (Monger)	643.33
EFT20502	15/08/2016	Department of Planning	Mapping for Scheme Amendment No. 10	81.00
EFT20503	15/08/2016	Landgate	Land Enquiries & Rates Review	5,544.75
EFT20504	15/08/2016	Daves Property Improvements	Various Building Maintenance	3,181.81
EFT20505	15/08/2016	Deering Autronics	Starter Motor - Grader	668.89
EFT20506	15/08/2016	Caltex Toodyay Junction	Water Bottles	97.60
EFT20507	15/08/2016	Forum Advocating Cultural & Eco-Tourism Inc (Facet)	Corporate Membership - V/C	250.00
EFT20508	15/08/2016	Freemasons Hotel	Beverages - Avon Descent Landowners BBQ	141.93
EFT20509	15/08/2016	Eleanor Frith	IFF - Entertainment	700.00
EFT20510	15/08/2016	Fusion Broadband Pty Ltd	ADSL Bonded Service - Aug 16	99.00
EFT20511	15/08/2016	Firkin Entertainment	IFF - Entertainment	1,450.00
EFT20512	15/08/2016	Fire Mitigation Services Pty Ltd	Reserve Firebreaks	3,564.00
EFT20513	15/08/2016	Forrest Events	IFF - 6 X Pallet Bar Furniture Hire	800.00
EFT20514	15/08/2016	SF Fitzgerald Plumbing & Gas	Replace HWS & Repair Toilet - Pavilion	2,582.05
EFT20515	15/08/2016	Fuel Distributors of WA	Diesel & ULP	20,016.80
EFT20516	15/08/2016	Griffiths Architects Pty Ltd	Repair Work - Mrs O'Reilly's Cottage (Insurance Claim)	1,031.25
EFT20517	15/08/2016	Grove Wesley Design Art	IFF - 5 Event Staff Polo Shirts	444.62
EFT20518	15/08/2016	Galaxy Enterprises	V/C Stock	213.40
EFT20519	15/08/2016	Simon Holding	Rates Refund - 129 Wandoo Circle	1,200.00
EFT20520	15/08/2016	JR & A Hersey	Depot Consumables	822.62
EFT20521	15/08/2016	Toodyay Hardware & Farm	Misc Hardware	279.01
EFT20522	15/08/2016	HS Hyde & Son	Progress Claim 3 for Works - Mrs O'Reillys	48,547.75
EFT20523	15/08/2016	Ida's Hideway Association	16/17 Community Sponsorship	500.00
EFT20524	15/08/2016	Indonesian Community Dancers	IFF - Entertainment	800.00
EFT20525	15/08/2016	Cemeteries & Crematoria Assoc of WA	Ordinary Membership Renewal 16/17	115.00
EFT20526	15/08/2016	Kierans Refrigeration & Air Conditioning	Service Admin A/C	242.00
EFT20527	15/08/2016	Kwik Copy	Tip Passes, Firebreak Notices, Circulars & Incentive Brochures	3,908.45
EFT20528	15/08/2016	Air Liquide WA Pty Ltd	Monthly Gas Cylinder Rental - G & E	119.81
EFT20529	15/08/2016	Lizard Landscape	Upgrade - Wicklow Shearing Shed Flooring	21,571.00
EFT20530	15/08/2016	Laptop Plus	Dell Laptop Battery	95.00
EFT20531	15/08/2016	Local Health Authorities Analytical Committee	Analytical Services - 16/17	1,117.70
EFT20532	15/08/2016	Local Government Managers Australia	Council Corporate Memberships 16/17	2,833.00

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
EFT20533	15/08/2016	3 Monkeys Audio Visual P/L	IFF - Audio Equipment & Sound Engineer	1,927.20
EFT20534	15/08/2016	Micks Fx Electrix	Lighting - Records Archive Room	2,120.80
EFT20535	15/08/2016	Mil-Tek Waste Solutions (WA) P/L	Service Call Out -WTS Compressor for Compactor	290.62
EFT20536	15/08/2016	Claire McGowan	Reimbursement of Working with Children Check	83.00
EFT20537	15/08/2016	Marketforce	Advertising - Advertising - NBN	154.54
EFT20538	15/08/2016	M & B Sales	Timber - Newcastle Bridge Repairs - Insurance Claim	2,028.02
EFT20539	15/08/2016	Major Security Services	IFF - Security Services & Crowd Control	2,072.40
EFT20540	15/08/2016	Cleanaway Operations Pty Ltd	WTS Removal of Waste Oil	1,094.50
EFT20541	15/08/2016	Pacific Brands Workwear	Staff Uniforms - L Scott	649.99
EFT20542	15/08/2016	Oxter Services	Gift Bags - V/C	116.71
EFT20543	15/08/2016	Oliomio Olive & Lavender Farm	V/C Consignment Stock - Jul 16	21.00
EFT20544	15/08/2016	Piano Accortian Allegria	IFF - Entertainment	400.00
EFT20545	15/08/2016	Parties Kids Remember	IFF - Entertainment	1,040.00
EFT20546	15/08/2016	Public Transport Authority	Transwa Ticket Sales - Jul 16	624.84
EFT20547	15/08/2016	Regional Development Aust.Wheatbelt Inc	Cost Benefit Analysis Course - A Bell	100.00
EFT20548	15/08/2016	E & MJ Roshier P/L	Remote Control for Broom Sweeper	902.00
EFT20549	15/08/2016	Robert Rowbottom	Structural Engineering Design & Documentation - Wicklow Shearing Shed	1,450.00
EFT20550	15/08/2016	Red Robin Hospitality	IFF - Catering VIP Marquee	1,798.30
EFT20551	15/08/2016	Reids Mechweid	Repairs to Loader Bucket	1,089.00
EFT20552	15/08/2016	Sambanistas Inc	IFF - Entertainment	650.00
EFT20553	15/08/2016	Swan Marquees & Party Hire (Swan Events)	IFF - Marquees, Staging Etc	16,331.43
EFT20554	15/08/2016	St John Ambulance - Toodyay & Districts	IFF - First Aid Post	385.00
EFT20555	15/08/2016	Sunny Industrial Brushware	Tow Behind Sweeper Brushes	69.30
EFT20556	15/08/2016	Specialised Tree Service	Pruning of Roadside Vegetation - Julimar Rd	20,000.00
EFT20557	15/08/2016	Toodyay Express	Freight	374.00
EFT20558	15/08/2016	Toodyay Traders	Misc Hardware	122.00
EFT20559	15/08/2016	Toodyay Herald	Advertising - Monthly Article - Aug 16	1,583.00
EFT20560	15/08/2016	Shire of Northam	Additional Disposal of Waste - May & Jun 16	266.20
EFT20561	15/08/2016	Toodyay Agricultural Society (Inc)	Community Sponsorship - 2016 Ag Show	1,000.00
EFT20562	15/08/2016	Toodyay IGA	Staff Amenities - Jul 16	517.24
EFT20563	15/08/2016	Toodyay Newsagency	Newspapers - Jul 16	110.00
EFT20564	15/08/2016	Toodyay Historical Society	V/C Consignment Stock - Jul 16	45.00
EFT20565	15/08/2016	Toodyay Naturalists Club	V/C Consignment Stock - Jul 16	19.11
EFT20566	15/08/2016	Robert Turner	V/C Consignment Stock - Jul 16	59.50
EFT20567	15/08/2016	The Meat Hook Toodyay	Meat- Avon Descent Landowners BBQ	205.00
EFT20568	15/08/2016	Toodyay Tyre & Exhaust	Battery & Tyres for Grader and Tyres for Utility	1,440.00
EFT20569	15/08/2016	Toodyay Garden & Outdoor Centre	Gardening Supplies	396.50

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
EFT20570	15/08/2016	Toodyay Community Garden	IFF - Parking Marshall	800.00
EFT20571	15/08/2016	Vanessa Australia	V/C Stock	1,439.80
EFT20572	15/08/2016	Waterman Irrigation	6 Monthly Standpipe Testing 1/7 - 31/12/16	257.40
EFT20573	15/08/2016	Wajon Publishing Company	V/C Stock	142.00
EFT20574	15/08/2016	R & J Wilkinson	IFF - Entertainment	900.00
EFT20575	15/08/2016	Wheatbelt Safetywear	Workboots	415.00
EFT20576	16/08/2016	Amber Springs Gardens	Accommodation to 12/8/16	916.70
EFT20577	16/08/2016	Black Wattle Retreat	Accommodation to 12/8/16	520.65
EFT20578	16/08/2016	Freemasons Hotel	Accommodation to 12/8/16	836.60
EFT20579	16/08/2016	Ipswich View Homestead B & B	Accommodation to 12/8/16	658.60
EFT20580	16/08/2016	Pecan Hill B & B	Accommodation to 12/8/16	240.30
EFT20581	16/08/2016	Riverbridge B & B	Accommodation to 12/8/16	204.70
EFT20582	16/08/2016	The Limes Orchard	Accommodation to 12/8/16	467.25
EFT20583	16/08/2016	Victoria Hotel Motel	Accommodation to 12/8/16	188.98
EFT20584	16/08/2016	Whitfield House	Accommodation to 12/8/16	489.50
EFT20585	16/08/2016	Australian Taxation Office	BAS Return - Jul 16	63,743.00
EFT20586	16/08/2016	Fire Mitigation Services Pty Ltd	Verge Spraying of Shire Roads	26,180.00
EFT20587	24/08/2016	Shire of Toodyay Salaries & Wages	Payroll Deductions	970.00
EFT20588	31/08/2016	Australian Performing Rights Assoc	IFF - Casual Public Performance	99.00
EFT20589	31/08/2016	Autopro Northam	Clutch Aligning Tool	19.26
EFT20590	31/08/2016	Ag Implements Merredin P/L	Parts for Tractor Slasher Attachment	106.96
EFT20591	31/08/2016	Adina Apartment Hotels	Accommodation - LG Week	8,680.50
EFT20592	31/08/2016	Abnote Australasia P/L	500 Library Membership Cards	814.00
EFT20593	31/08/2016	Avon Waste	Waste Collection	25,594.14
EFT20594	31/08/2016	Artref	Printhead for Depot Printer	106.09
EFT20595	31/08/2016	Advanced Autoquip	Annual Vehicle Hoist Service & Inspection	1,056.00
EFT20596	31/08/2016	Abco Products	Cleaning Products - Admin	108.56
EFT20597	31/08/2016	GM Investments WA P/L (Action Sheds Australia)	Erection of Shed 1 - Community Depot	14,100.79
EFT20598	31/08/2016	Andrew Carr Welding & Carpentry	Reserves Firebreak Maintenance	315.00
EFT20599	31/08/2016	Amber Springs Gardens	Accommodation to 26/8/16	738.70
EFT20600	31/08/2016	Avon Paper Shred	Shredder Bin Pick Ups & Destruction	132.00
EFT20601	31/08/2016	Brake & Clutch Services Northam	Repairs on Community Bus - to be reimbursed	882.82
EFT20602	31/08/2016	Broderick Waste Solutions Pty Ltd	WTS Management Fees	8,580.00
EFT20603	31/08/2016	Beesweet Honey & Apiaries	V/C Consignment Stock - used in IFF Raffle	6.00
EFT20604	31/08/2016	John Butler	V/C Consignment Stock - used in IFF Raffle	7.73
EFT20605	31/08/2016	Tutt Bryant	Loader Repairs	83.66
EFT20606	31/08/2016	Black Wattle Catering	Refreshments - CLGF Training & Council Meeting	747.00

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
EFT20607	31/08/2016	Courier Australia	Freight	246.22
EFT20608	31/08/2016	Coates Hire	IFF - Hire of Toilets	2,445.87
EFT20609	31/08/2016	Sally Craddock	Monthly Members Attendance Allowance - Aug 16	1,522.59
EFT20610	31/08/2016	Therese Chitty	Monthly Members Attendance Allowance - Aug 16	1,690.16
EFT20611	31/08/2016	Community Arts Network WA Ltd	Country Arts WA Membership Renewal	110.00
EFT20612	31/08/2016	The Cola Cafe	Refreshments - Council Forum & IFF Thank You lunch for Staff	359.30
EFT20613	31/08/2016	Staples Aust	Stationery	216.06
EFT20614	31/08/2016	Countrywide Windscreens	Windscreen Replacement - T00 (Insurance Claim) & T0002	1,100.00
EFT20615	31/08/2016	Catch Music	16/17 Contributions To Music Sessions	6,600.00
EFT20616	31/08/2016	Judy Dow	Monthly Members Attendance Allowance - Aug 16	1,080.33
EFT20617	31/08/2016	Daves Property Improvements	Various Building Maintenance	1,304.97
EFT20618	31/08/2016	David Dow	Monthly Members Attendance Allowance - Aug 16	4,112.17
EFT20619	31/08/2016	Electritech Industries	IFF - On Site Electrician	940.50
EFT20620	31/08/2016	Events Industry Association	Events 101 Training - D Andrijich & M Ross	600.00
EFT20621	31/08/2016	Eastern Metropolitan Regional Council	IFF - Marketing & Promotion Agreed Fee	5,500.00
EFT20622	31/08/2016	Fortus Group	Grader Blades	1,567.50
EFT20623	31/08/2016	Ferguson Earthmoving Pty Ltd	Dozer Hire - Various Roads	16,390.00
EFT20624	31/08/2016	Fire Protection Association Australia	Building & Planning In Bushfire Prone Areas Conference - H de Vos	790.00
EFT20625	31/08/2016	Department of Fire & Emergency Services	16/17 ESL Levies - 1st Quarter	66,745.23
EFT20626	31/08/2016	SF Fitzgerald Plumbing & Gas	Supply & Install 4 Basin Taps - Duidgee Park Toilets	1,045.00
EFT20627	31/08/2016	The Farm Shop	Herbicides	1,448.57
EFT20628	31/08/2016	GCS Hire Pty Ltd	IFF - Electrical Power Supply	5,314.70
EFT20629	31/08/2016	Giftware Agencies	V/C Stock	602.75
EFT20630	31/08/2016	Paula Greenway	Monthly Members Attendance Allowance - Aug 16	1,080.33
EFT20631	31/08/2016	Giacci Recycling	209 Tyres Picked Up for Recycling	640.20
EFT20632	31/08/2016	Health Insurance Fund	Payroll Deductions	560.00
EFT20633	31/08/2016	Vodafone Hutchinson Australia P/L	Pager Charges - Aug 16	807.88
EFT20634	31/08/2016	Hesperian Press P/L	V/C Stock	310.70
EFT20635	31/08/2016	Toodyay Hardware & Farm	Fence Droppers	287.97
EFT20636	31/08/2016	HJ Plus Research	SOT Benchmark Resident Satisfaction Survey - Final Payment	4,125.00
EFT20637	31/08/2016	Alan Jesse Haycock	Rates Refund - 30 Wellington Street	979.32
EFT20638	31/08/2016	G Horsfield	Window Cleaning - Shire Buildings	450.00
EFT20639	31/08/2016	Ipswich View Homestead B & B	Accommodation to 26/8/16	525.10
EFT20640	31/08/2016	Glenwarra Development Services	Planning Contractor - Jul 16	5,060.00
EFT20641	31/08/2016	Kleenheat Gas	Annual Gas Cylinder Rental - 19B Clinton St & 33 Telegraph Rd	138.60
EFT20642	31/08/2016	Kierans Refrigeration & Air Conditioning	Check Air Con - Admin & Medical Centre	511.50
EFT20643	31/08/2016	John Lucas	School Bus Hire - Desalination Plant Tour	55.00

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
EFT20644	31/08/2016	State Library of WA	Lost & Damaged Public Library Materials 16/17	165.00
EFT20645	31/08/2016	Shiller Images	V/C Stock	489.69
EFT20646	31/08/2016	Mil-Tek Waste Solutions (WA) P/L	Service/Repairs to Compressor on Compactor - WTS	378.79
EFT20647	31/08/2016	Claire McGowan	Adjustment for Incorrect Vehicle Allowance Rate - Indesign Training	28.80
EFT20648	31/08/2016	Major Motors P/L	Clutch Kit - Coondle 2.4	889.96
EFT20649	31/08/2016	Moore Stephens	Assistance Provided to Civic Legal re: Legal Costs	4,330.76
EFT20650	31/08/2016	Northam Netball Association Inc	Kidsport for 17 Children	1,940.00
EFT20651	31/08/2016	Oxter Services	Gift Bags - V/C	50.49
EFT20652	31/08/2016	OzKidz Kartz	IFF - Entertainment	1,848.00
EFT20653	31/08/2016	Oracle Surveys Pty Ltd	Maintenance Shafts - Recreation Precinct	1,375.00
EFT20654	31/08/2016	Oliomio Olive & Lavender Farm	V/C Stock	195.80
EFT20655	31/08/2016	Pecan Hill B & B	Accommodation to 26/8/16	115.70
EFT20656	31/08/2016	Proform Civil	Design Works - Anzac Ave & Clinton St	1,534.50
EFT20657	31/08/2016	Perlec Electrical	Disconnect Old & Reconnect New HWS - Pavilion	519.75
EFT20658	31/08/2016	Book Easy Australia	Online Booking Commission - Jul 16	198.00
EFT20659	31/08/2016	Narelle Rodger	Adjustment for Incorrect Vehicle Allowance Rate - WALGA Training	33.60
EFT20660	31/08/2016	Rob's Auto Electrics	Repairs - Hino Truck	675.40
EFT20661	31/08/2016	Madelaine Ross	Vehicle Allowance Costs - YPN B/Fast & Yactivate	326.64
EFT20662	31/08/2016	Brian Rayner	Monthly Members Attendance Allowance - Aug 16	1,080.33
EFT20663	31/08/2016	Riverbridge B & B	Accommodation to 26/8/16	489.50
EFT20664	31/08/2016	Star Training & Assessing P/L	First Aid Refresher - 11 Depot Staff	1,870.00
EFT20665	31/08/2016	Specialised Tree Service	Pruning Roadside Vegetation - Bindoon Dewars Pool Rd	23,750.00
EFT20666	31/08/2016	Northams Avon Descent Association	2016 Avon Descent Sponsorship	11,000.00
EFT20667	31/08/2016	Toodyay Express	Freight	88.00
EFT20668	31/08/2016	Shire of Northam	Disposal of Waste - Jul 16	8,575.40
EFT20669	31/08/2016	Toodyay Chamber of Commerce & Industry Inc	Sponsorship Xmas Street Party	5,000.00
EFT20670	31/08/2016	Toodyay Newsagency	Newspapers - Aug 16	88.00
EFT20671	31/08/2016	Toodyay Bakery & Cafe	Refreshments - Meetings & Staff Farewell Morning Tea	426.00
EFT20672	31/08/2016	Toodyay Womens Hockey	Kidsport - V Marr	120.00
EFT20673	31/08/2016	Telstra Damage Cost Recovery & Management	Damage Cost to Telstra Equipment - 6 Duke St North (Insurance Claim)	2,129.33
EFT20674	31/08/2016	Eric Twine	Monthly Members Attendance Allowance - Aug 16	1,080.33
EFT20675	31/08/2016	Road Signs Australia	Road Signage, Post, Caps & Brackets	1,418.36
EFT20676	31/08/2016	Toodyay Tyre & Exhaust	Repair/Replace Tyres & Battery - Tipping Trailer & Prime Mover	2,743.00
EFT20677	31/08/2016	Toodyay Football Club	Kidsport - S Chitty	150.00
EFT20678	31/08/2016	Toodyay Soccer Club	Kidsport - C Polak	77.00
EFT20679	31/08/2016	Tourist Designs	V/C Stock	315.45
EFT20680	31/08/2016	Uncle Chops Smokehouse	IFF - Refund of Stallholder Fee - Site Unsuitable	250.00

Shire of Toodyay				
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016				
Pay/Type	Date	Name	Description	Amount
EFT20681	31/08/2016	Vernice P/L	Construction of Emergency Access Ways - Sandspring, Malkup Brook & Julimar Rds	115,878.40
EFT20682	31/08/2016	Victoria Hotel Motel	Accommodation to 26/8/16	175.80
EFT20683	31/08/2016	It Vision Aust Ltd	Assistance with Post Virus Issues	550.00
EFT20684	31/08/2016	WW Souvenirs	V/C Stock	387.84
EFT20685	31/08/2016	Western Australian Local Government Association	LG Week Registrations	13,871.40
EFT20686	31/08/2016	WA Library Supplies	Book Displayer & Maxi Browser - Library	1,185.00
EFT20687	31/08/2016	Whitfield House	Accommodation to 26/8/16	1,059.10
EFT20688	31/08/2016	Wayfound	Facade/Signage Panels - Info Bay Design & Artwork	5,676.00
EFT20689	31/08/2016	West Australian Junior Motocross Club Inc	Kidsport - J, B & T Slater	483.78
EFT20690	31/08/2016	Kate Wood	Monthly Attendance Allowance - Aug 16; Reimburse C/Care Costs	2,243.96
EFT20691	31/08/2016	Rob Welburn	Monthly Members Attendance Allowance - Aug 16	1,080.33
EFT20692	31/08/2016	Downer Edi Works Limited	1000 Ltr Pod Emulsion	1,321.10
EFT20693	31/08/2016	Wheatbelt Safetywear	Safety Workboots	180.00
EFT20694	31/08/2016	Wizard Events	IFF - Stage Management Services	450.00
EFT20695	31/08/2016	Zinni's Place	Accommodation to 26/8/16	397.83
DD21903.1	09/08/2016	WA Super	Payroll Deductions	14,141.33
DD21903.2	09/08/2016	Cbus Superannuation	Superannuation Contributions	316.68
DD21903.3	09/08/2016	AMP Financial	Superannuation Contributions	251.02
DD21903.4	09/08/2016	IOOF Pursuit Select Personal Superannuation	Superannuation Contributions	352.69
DD21903.5	09/08/2016	Australian Super	Superannuation Contributions	2,308.93
DD21903.6	09/08/2016	Hostplus Super	Superannuation Contributions	658.10
DD21903.7	09/08/2016	BT Lifetime Super	Superannuation Contributions	113.82
DD21903.8	09/08/2016	Bendigo Superannuation Plan	Superannuation Contributions	94.09
DD21903.9	09/08/2016	Telstra Super	Superannuation Contributions	97.22
DD21921.1	23/08/2016	WA Super	Payroll Deductions	14,484.68
DD21921.2	23/08/2016	CBUS Superannuation	Superannuation Contributions	316.68
DD21921.3	23/08/2016	AMP Financial	Superannuation Contributions	276.78
DD21921.4	23/08/2016	IOOF Pursuit Select Personal Superannuation	Superannuation Contributions	376.20
DD21921.5	23/08/2016	Australian Super	Superannuation Contributions	2,402.50
DD21921.6	23/08/2016	Hostplus Super	Superannuation Contributions	648.06
DD21921.7	23/08/2016	BT Lifetime Super	Superannuation Contributions	93.40
DD21921.8	23/08/2016	Bendigo Superannuation Plan	Superannuation Contributions	113.60
DD21921.9	23/08/2016	Telstra Super	Superannuation Contributions	131.11
DD21903.10	09/08/2016	Colonial First Choice Employer Super	Superannuation Contributions	215.32
DD21903.11	09/08/2016	BT Business Super	Superannuation Contributions	220.33
DD21903.12	09/08/2016	National Mutual Retirement Fund	Superannuation Contributions	338.08

Shire of Toodyay			
List of Payments Presented to Council for Period 1 August 2016 to 31 August 2016			
Pay/Type	Date	Name	Description
DD21921.10	23/08/2016	Colonial First Choice Employer Super	Superannuation Contributions
DD21921.11	23/08/2016	BT Business Super	Superannuation Contributions
DD21921.12	23/08/2016	National Mutual Retirement Fund	Superannuation Contributions
Total Payments			1,081,987.79

IPV/BPV 217,530.41
 Trust 4,357.47
 EFT 794,559.52
 DD Super 38,660.04
 DD Loans
 Muni Chqs 26,880.35
TOTAL 1,081,987.79

SHIRE OF TOODYAY
MONTHLY FINANCIAL REPORT
For the Period Ended 31 August 2016

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

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Appendix B	Detailed Schedules

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 August 2016

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Operating Revenues							
Governance		44,000	7,328	45,022	37,694	514.39%	▲
General Purpose Funding - Rates	9	6,122,461	6,121,627	6,038,751	(82,876)	(1.35%)	
General Purpose Funding - Other		1,881,454	412,933	398,117	(14,816)	(3.59%)	
Law, Order and Public Safety		398,439	4,928	2,602	(2,326)	(47.20%)	
Health		85,500	3,414	3,357	(57)	(1.68%)	
Housing		5,000	832	4,306	3,474	417.53%	
Community Amenities		696,250	656,454	654,777	(1,677)	(0.26%)	
Recreation and Culture		143,000	23,404	24,257	853	3.64%	
Transport		157,668	7,750	6,273	(1,477)	(19.06%)	
Economic Services		606,922	54,834	33,815	(21,019)	(38.33%)	▼
Other Property and Services		981,327	119,248	149,470	30,222	25.34%	▲
Total Operating Revenue		11,167,742	7,412,752	7,360,748	(52,004)		
Operating Expense							
Governance		(1,094,964)	(200,800)	(232,734)	(31,934)	(15.90%)	▼
General Purpose Funding		(577,481)	(71,238)	(54,537)	16,701	23.44%	▲
Law, Order and Public Safety		(1,347,296)	(291,988)	(264,435)	27,553	9.44%	
Health		(279,574)	(40,744)	(37,301)	3,444	8.45%	
Education and Welfare		(49,068)	(8,172)	(1,062)	7,110	87.00%	
Housing		(126,786)	(21,122)	(23,714)	(2,592)	(12.27%)	
Community Amenities		(1,271,127)	(211,760)	(190,980)	20,780	9.81%	
Recreation and Culture		(2,006,327)	(334,094)	(320,558)	13,536	4.05%	
Transport		(5,116,730)	(852,752)	(864,296)	(11,544)	(1.35%)	
Economic Services		(1,316,851)	(219,416)	(195,741)	23,675	10.79%	▲
Other Property and Services		(2,225,683)	(79,366)	(114,059)	(34,693)	(43.71%)	▼
Total Operating Expenditure		(15,411,886)	(2,331,452)	(2,299,417)	32,035		
Funding Balance Adjustments							
Add back Depreciation		5,174,000	862,318	869,404	7,086	0.82%	
Adjust (Profit)/Loss on Asset Disposal	8	(80,206)	(418)	0	418	(100.00%)	
Adjust Provisions and Accruals		0	0	0	0		
Net Cash from Operations		849,650	5,943,200	5,930,735	(12,465)		
Capital Revenues							
Grants, Subsidies and Contributions	11	2,900,328	508,317	477,099	(31,218)	(6.14%)	
Proceeds from Disposal of Assets	8	920,000	20,000	0	(20,000)	(100.00%)	▼
Total Capital Revenues		3,820,328	528,317	477,099	(51,218)		
Capital Expenses							
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(608,413)	(101,392)	(109,724)	(8,332)	(8.22%)	
Infrastructure - Roads	13	(2,217,822)	(425,629)	(162,213)	263,416	61.89%	▲
Infrastructure - Parks & Recreation	13	(1,997,000)	0	(1,250)	(1,250)		
Infrastructure - Footpaths	13	(20,000)	0	0	0		

SHIRE OF TOODYAY
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 August 2016

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Infrastructure - Bridges	13	0	0	0	0		
Infrastructure - Other	13	(154,102)	(25,678)	(5,240)	20,438	79.59%	▲
Plant and Equipment	13	(439,386)	0	0	0		
Furniture and Equipment	13	(20,000)	0	0	0		
Total Capital Expenditure		(5,456,723)	(552,699)	(278,428)	274,271		
Net Cash from Capital Activities		(1,636,395)	(24,382)	198,671	223,053		
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	579,795	96,624	0	(96,624)	100.00%	
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(269,579)	(44,918)	(6,821)	38,097	84.82%	▲
Transfer to Reserves	7	(1,039,500)	(173,238)	0	173,238	100.00%	▲
Net Cash from Financing Activities		(729,284)	(121,532)	(6,821)	114,711		
Net Operations, Capital and Financing		(1,516,030)	5,797,286	6,122,585	325,299		
Opening Funding Surplus/(Deficit)	3	1,659,810	1,659,810	1,659,810	0	0.00%	
Closing Funding Surplus/(Deficit)	3	143,781	7,457,096	7,782,395	325,299	4.36%	

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
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 2: EXPLANATION OF MATERIAL VARIANCES

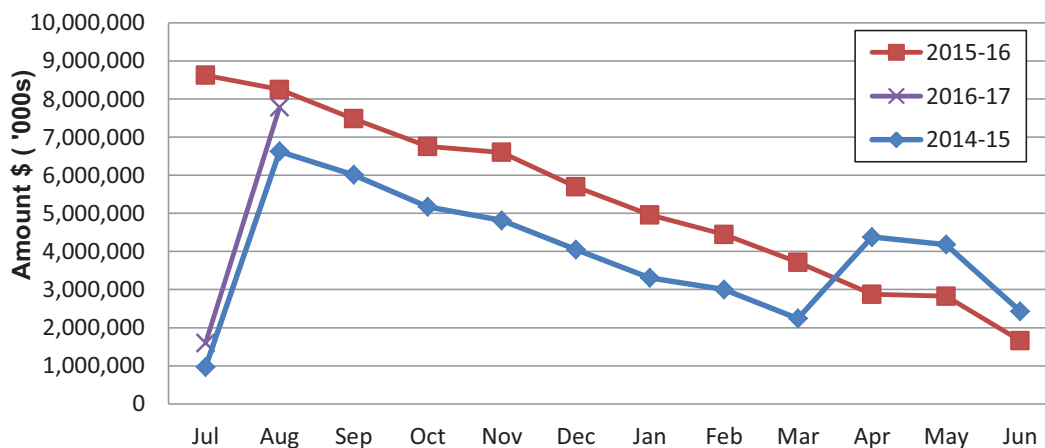
Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	37,694	514.39%	▲	Timing	Legal Expenses Recovered
General Purpose Funding - Rates	(82,876)	(1.35%)			
General Purpose Funding - Other	(14,816)	(3.59%)			
Law, Order and Public Safety	(2,326)	(47.20%)			
Health	(57)	(1.68%)			
Housing	3,474	417.53%			
Community Amenities	(1,677)	(0.26%)			
Recreation and Culture	853	3.64%			
Transport	(1,477)	(19.06%)			
Economic Services	(21,019)	(38.33%)	▼	Timing	Grant Income yet to be received
Other Property and Services	30,222	25.34%	▼	Timing	Insurance recoup received
Operating Expense					
Governance	(31,934)	(15.90%)	▼	Timing	Insurance and IT Licences paid in July
General Purpose Funding	16,701	23.44%	▲	Timing	Legal Expenses less than budgeted
Law, Order and Public Safety	27,553	9.44%			
Health	3,444	8.45%			
Education & Welfare	7,110	87.00%			
Housing	(2,592)	(12.27%)			
Community Amenities	20,780	9.81%			
Recreation and Culture	13,536	4.05%			
Transport	(11,544)	(1.35%)			
Economic Services	23,675	10.79%	▲	Timing	Area promotion and Staff allocation yet to be expended
Other Property and Services	(34,693)	(43.71%)	▼	Timing	Staff wage allocation higher than budgeted
Capital Revenues					
Grants, Subsidies and Contributions	(31,218)	(6.14%)			
Proceeds from Disposal of Assets	(20,000)	(100.00%)	▼	Timing	Sale of Plant yet to occur
Capital Expenses					
Land and Buildings	(8,332)	(8.22%)			
Infrastructure - Roads	263,416	61.89%	▲	Timing	Works yet to be completed
Infrastructure - Parks & Recreation	(1,250)				
Infrastructure - Footpaths	0				
Infrastructure - Bridges	0				
Infrastructure - Other	20,438	79.59%	▲	Timing	Expenditure yet to occur
Plant and Equipment	0				
Furniture and Equipment	0				
Financing					
Loan Principal	38,097	84.82%	▲	Timing	Payments yet to be made

Shire of Toodyay
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 3: NET CURRENT FUNDING POSITION

				Positive=Surplus (Negative=Deficit)		
				YTD 31 Aug 2016	30th June 2016	YTD 01 Sep 2015
				\$	\$	\$
Current Assets						
Cash Unrestricted	4	2,074,406	1,357,621	2,545,913		
Cash Restricted	4	3,124,481	3,124,481	2,949,648		
Receivables - Rates	6	6,049,930	787,571	5,931,120		
Receivables -Other	6	59,396	79,440	54,489		
Interest / ATO Receivable/Trust						
Inventories		40,491	46,775	62,324		
		11,348,705	5,395,888	11,543,494		
Less: Current Liabilities						
Payables		(339,006)	(516,027)	(313,303)		
Provisions		(678,166)	(677,734)	(547,109)		
		(1,017,172)	(1,193,761)	(860,412)		
Less: Cash Reserves						
Adjustment for Current Borrowings	7	262,759	269,579	230,819		
Adjustment for Cash Backed Liabilities		312,585	312,585	284,403		
Net Current Funding Position		7,782,395	1,659,810	8,248,656		

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 4: CASH AND INVESTMENTS

	Interest Rate	Unrestricted \$	Restricted \$	Trust \$	Investments \$	Total Amount \$	Institution	Maturity Date
(a) Cash Deposits								
Municipal Trust		665,734		203,804		665,734 203,804	Bendigo Bank Bendigo Bank	At Call At Call
(b) Term Deposits								
Municipal NCD: 1976948	2.60%	443,101				443,101	Bendigo Bank	28.09.16
Municipal NCD: 1928837	2.65%	356,252				356,252	Bendigo Bank	09.11.16
Reserve NCD: 1957257	2.65%		3,124,481			3,124,481	Bendigo Bank	08.09.16
Municipal NCD: 2033407	2.05%			501,770		501,770	Bendigo Bank	31.10.16
Municipal NCD: 2033428	2.05%			501,770		501,770	Bendigo Bank	31.10.16
Municipal NCD: 2033399	2.05%	501,707				501,707	Bendigo Bank	31.10.16
Trust - T83	2.80%			128,185		128,185	Bendigo Bank	19.11.16
Trust - T84	2.80%			199,968		199,968	Bendigo Bank	19.11.16
Trust - T794	2.45%			100,517		100,517	Bendigo Bank	27.02.17
Trust - T12	2.45%			44,420		44,420	Bendigo Bank	07.11.16
Trust - T100	2.60%			128,399		128,399	Bendigo Bank	27.09.16
Trust - T4	2.60%			113,397		113,397	Bendigo Bank	26.09.16
Trust - T114	2.60%			188,931		188,931	Bendigo Bank	26.09.16
Trust - T214	2.60%			44,849		44,849	Bendigo Bank	26.09.16
Trust - T458	2.60%			409,620		409,620	Bendigo Bank	26.09.16
Trust - T793	2.60%			21,772		21,772	Bendigo Bank	26.09.16
Trust - T797	2.60%			29,811		29,811	Bendigo Bank	26.09.16
Trust - T803	2.60%			443,101		443,101	Bendigo Bank	28.09.16
Trust - T804	2.60%			443,101		443,101	Bendigo Bank	28.09.16
Total		1,966,794	3,124,481	3,503,414		8,594,689		

Comments/Notes - Investments

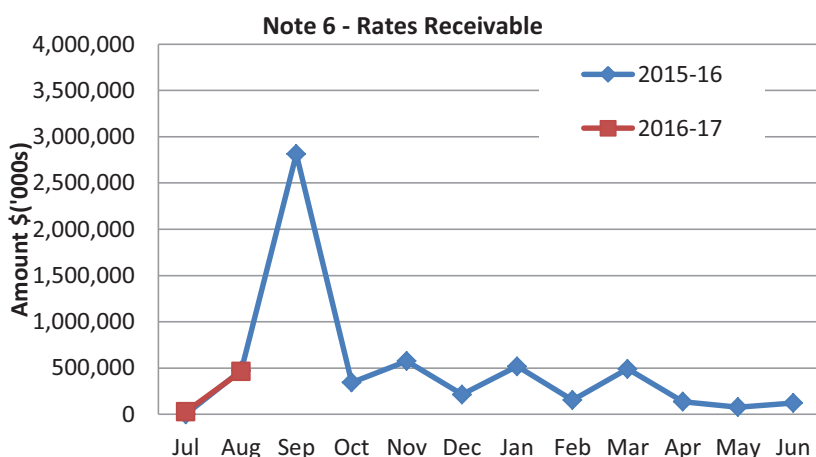
The above totals reflect the actual balance of the bank statements held at the Bank at month end. These balances will not include items such as unrepresented cheques and payments, and monies received by the Shire on the last day of the month.

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 6: RECEIVABLES

Receivables - Rates Receivable

	YTD 31 Aug 2016	30 June 2014
	\$	\$
Opening Arrears Previous Years	747,266	784,863
Levied this year	6,121,195	5,884,739
Less Collections to date	(489,648)	(5,922,336)
Equals Current Outstanding	6,378,813	747,266
Net Rates Collectable	6,378,813	747,266
% Collected	7.13%	88.80%



Comments/Notes - Receivables Rates

Comments/Notes - Receivables Rates and Rubbish

Current

Rates Notice Issued - Due 14 Sept	4103983
Legal Action	256458
Pensioners	971971
Instalment Option	725884
Payment Arrangement	0
Employee Direct Debit	13733
Properties in Receivership	59245
No Action Required	69
Sale of Land LG Act S6.64	49953
Interim Notices Issued	486
Locate Owners	0
Properties in Credit	(15,706)

Total Current **6,166,076**

Non- Current

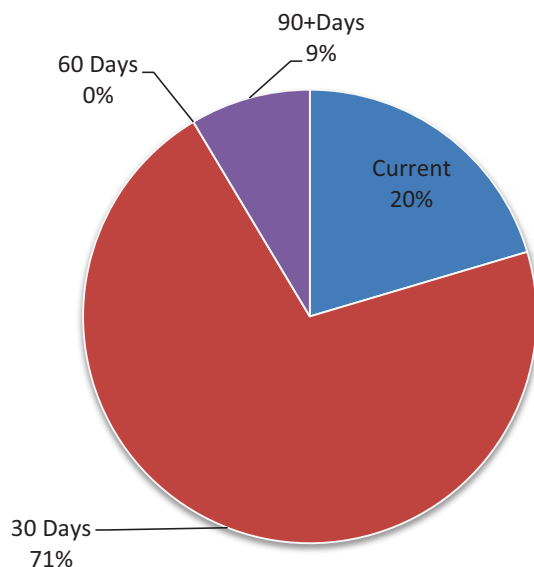
Deferred Pensioners	214,004
(not collectable till Pensioner property is sold)	
Total	6,380,080

**SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016**

Receivables - General	Current	30 Days	60 Days	90+Days
	\$	\$	\$	\$
Receivables - General	3,800	13,222	0	1,599
Total Receivables General Outstanding				18,621

Amounts shown above include GST (where applicable)

Note 6 - Accounts Receivable (non-rates)



Comments/Notes - Receivables General

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

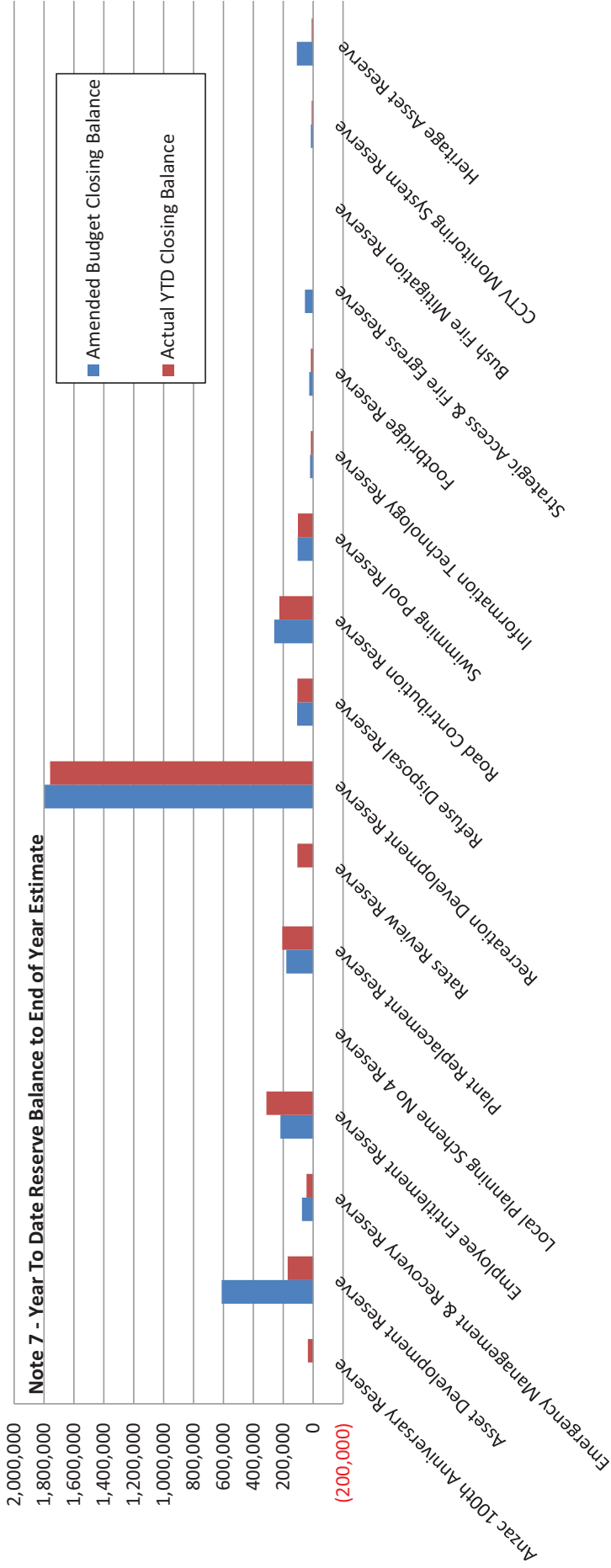
Final Letters	0
Seven Day Letters	0
Debt Collection	1,599
No Action Required	17,022
Payment Arrangement	0
Payroll Deductions	0
To be Written Off	0
Total Outstanding	18,621

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 7: Cash Backed Reserve

2016-17 Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Anzac 100th Anniversary Reserve	\$ 36,077	\$ 750	\$	\$ 50,000	\$	\$ (86,827)	\$	\$ 0	\$ 36,077
Asset Development Reserve	171,744	5,000		455,000		(20,000)		611,744	171,744
Emergency Management & Recovery Reserve	44,216	6,000		25,000				75,216	44,216
Employee Entitlement Reserve	312,585	7,000		20,000		(120,000)		219,585	312,585
Local Planning Scheme No 4 Reserve	0			0				0	0
Plant Replacement Reserve	206,621	4,000		20,000		(50,000)		180,621	206,621
Rates Review Reserve	105,968	2,000		0		(107,968)		(0)	105,968
Recreation Development Reserve	1,760,396	30,000		100,000		(95,000)		1,795,396	1,760,396
Refuse Disposal Reserve	105,426	2,000		0				107,426	105,426
Road Contribution Reserve	226,343	4,500		30,000				260,843	226,343
Swimming Pool Reserve	102,987	2,000		0				104,987	102,987
Information Technology Reserve	15,703	500		5,000				21,203	15,703
Footbridge Reserve	15,703	500		10,000				26,203	15,703
Strategic Access & Fire Egress Reserve	0	5,000		50,000				55,000	0
Bush Fire Mitigation Reserve	0	0		0				0	0
CCTV Monitoring System Reserve	10,511	250		5,000				15,761	10,511
Heritage Asset Reserve	10,202	500		199,500		(100,000)		110,202	10,202
	3,124,481	70,000	0	969,500	0	(579,795)	0	3,584,186	3,124,481

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 August 2016



SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 August 2016

Note 8 CAPITAL DISPOSALS

Cost	Actual YTD Profit/(Loss) of Asset Disposal		Disposals	Amended Current Budget			Comments
	Accum Depr	Proceeds		Profit (Loss)	Amended Annual Budget Profit/(Loss)	Actual Profit/(Loss)	
\$	\$	\$		\$	\$	\$	
			Plant and Equipment				
0	0	0	PL044 John Deere 315SJ	(12,000)	0	12,000	
0	0	0	PL036 Bomag Multi-Tyred Roller	(27,693)	0	27,693	
0	0	0	MV142 T0000 Nissan Pathfinder (MPD)	1,500	0	(1,500)	
0	0	0	MV128 T7168 Toyota Hilux Cab Chassis (BMO)	1,009	0	(1,009)	
			Land and Buildings				
0	0	0	812 Telegraph Road Land	(30,000)	0	30,000	
0	0	0	BLG030 Telegraph Road - House & Land	66,164	0	(66,164)	
0	0	0	709 Syreds Cottage - Cottage & Land	51,226	0	(51,226)	
0	0	0	808 Duke Street - Land	20,000	0	(20,000)	
0	0	0	L002 Toodyay Street - Land	10,000	0	(10,000)	
0	0	0		80,206	0	(80,206)	

Comments - Capital Disposal/Replacements

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Total Revenue \$	Amended Budget Rate Revenue \$	Amended Budget Interim Rate \$	Amended Budget Back Rate \$	Amended Budget Total Revenue \$
Note 9: RATING INFORMATION										
RATE TYPE										
Differential General Rate										
12.6200	384	5,299,808	668,836	0	0	668,836	668,836	0	0	668,836
15.0400	33	1,249,702	187,955	(2,851)	0	185,104	182,254	0	0	182,254
13.7800	10	193,636	26,683	0	0	26,683	26,683	0	0	26,683
12.6200	1	15,080	1,903	0	0	1,903	1,903	0	0	1,903
1.0167	1,051	192,264,000	1,954,748	(982)	178	1,953,944	1,953,140	0	0	1,953,140
0.9070	360	68,465,000	620,978	0	0	620,978	620,978	0	0	620,978
0.9189	230	150,612,000	1,383,974	2,162	226	1,386,361	1,388,749	0	0	1,388,749
	2,069	418,099,226	4,845,077	(1,671)	403	4,843,810	4,842,543	0	0	4,842,543
Minimum \$										
1,265.00	118	639,700	149,270	0	0	149,270	149,270	0	0	149,270
1,265.00	5	22,655	6,325	0	0	6,325	6,325	0	0	6,325
1,265.00	0	0	0	0	0	0	1,265	0	0	1,265
1,265.00	1	9,672	1,265	0	0	1,265	1,165	0	0	1,165
1,265.00	882	87,492,535	1,115,730	0	0	1,115,730	1,115,730	0	0	1,115,730
1,265.00	3	1,952,000	3,795	0	0	3,795	3,795	0	0	3,795
1,265.00	0	0	0	0	0	0	0	0	0	0
	1,009	90,116,562	1,276,385	0	0	1,276,385	1,277,550	0	0	1,277,550
Sub-Totals										
UV Pastoral Concession										
Concession										
Amount from General Rates										
Ex-Gratia Rates										
Rates in advance										
Totals										
						6,120,195				6,120,093
						1,000				1,000
						6,121,195				6,121,093

Comments - Rating Information

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

10. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans	Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual \$	Amended Budget \$	Actual \$	Amended Budget \$	Actual \$	Amended Budget \$
Recreation & Culture								
Loan 65 - Community Centre	57,067		0	9,916	57,067	47,151	0	4,108
Loan 67 - Library Upgrade	325,469		0	32,057	325,469	293,412	0	23,158
Loan 69 - Library Upgrade	128,227		0	29,156	128,227	99,071	0	8,440
Loan 72 - Land - Rec Precinct	899,999		0	36,377	899,999	863,622	0	45,558
Loan 73 - Refurbish Courts	68,056		0	18,684	68,056	49,372	0	2,414
Transport								
Loan 68 - Stirling Terrace	52,412		0	52,412	52,412	0	0	2,897
Loan 70 - Footbridge	71,224		0	12,690	71,224	58,534	0	4,233
Loan 71 - Depot Stage 2	719,473		0	30,153	719,473	689,320	0	36,924
Economic Services								
Loan 64 - Visitor Centre	87,883		0	15,358	87,883	72,525	0	6,072
Other Property & Services								
Loan 63 - Bank Building	78,698		6,821	13,856	71,877	64,842	2,432	5,140
Loan 74 - Refurbish Bank Building	68,917		0	18,920	68,917	49,997	0	2,444
	2,557,425	0	6,821	269,579	2,550,604	2,287,846	2,432	141,388

No new debentures were raised during the reporting period.

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2016-17 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
GENERAL PURPOSE FUNDING			\$	\$	\$	\$		\$
GENERAL PURPOSE GRANT	Federal Government	Yes	946,404	0	0	0	236,262	710,142
ROAD IMPROVEMENT GRANT	Federal Government	Yes	525,950	0	0	0	131,318	394,632
Rates - Legal Expenses Recovered	Local Government	Yes	140,000	0	0	0	17,154	122,846
GOVERNANCE								
Recoups - Contributions, Donations & Reimburs			1,000	0	0	0	0	1,000
LEGAL EXPENSES RECOVERED			1,000	0	0	0	40,000	(39,000)
Grants - Governance			1,000	0	0	0	0	1,000
Administration - Miscellaneous Income			15,000	0	0	0	4,689	10,311
Administration - Miscellaneous Income - GST Free			20,000	0	0	0	122	19,878
LAW, ORDER, PUBLIC SAFETY								
ESL Levy Recoup	DFES	Yes	130,000	0	0	0	0	130,000
NDRP Program - DFES Grant	DFES		55,000	0	0	0	0	55,000
Misc Income	DFES		8,839	0	0	0	0	8,839
CESM Recoups	DFES & Shire of Goomalling	Yes	100,000	0	0	0	0	100,000
Toodyay Districts SES	DFES		20,000	0	0	0	0	20,000
Roadwise Income			1,000	0	0	0	0	1,000
Reserve Management			15,000	0	0	0	0	15,000
HEALTH								
Health Inspections Recoup			500	0	0	0	0	500
AGED & DISABLED SERVICES								
Grants - Aged Care			45,721	0	0	0	0	45,721

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2016-17 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
COMMUNITY AMENITIES								
Liquid Waste Facility Dividend			0	0			0	0
Grants & Contributions - Tidy Towns			2,500	0			318	2,182
RECREATION AND CULTURE								
Community Centre Recoups		No	500	0			0	500
DSR Kids Sport Grant Income	Dept Sport & Rec	Yes	9,000	0			0	9,000
Rec Insurance		Yes	5,000	0			3,450	1,550
Toodyay Race Club Reimbursements		Yes	4,000	0			3,153	847
Heritage		Yes	10,000	0			0	10,000
Sport & Rec Grants		Yes	1,000	0			500	500
Youth Advisory Council	YFC - DLGC	Yes	1,000	0			0	1,000
Grant Income - Heritage			15,000	0			0	15,000
Grant Income - Writers Festival		Yes	1,000	0			0	1,000
EMRC - AVON/IFF Festival	East Metropolitan Reg Council	Yes	30,000	0			0	30,000
Grants Income	East Metropolitan Reg Council	Yes	3,000	0			0	3,000
Sport & Rec Grants	Dept Sport & Rec	Yes	2,000	0			2,955	(955)
Events Misc			1,500	0			454	1,046
Grant Income			303,636				0	303,636
Recreation Precinct Contributions			1,000,000				0	1,000,000
Grant - Heritage	Lotterywest		100,000				0	100,000
TRANSPORT								
Operating Grants - Roads	MRWA	Yes	126,168	0			0	126,168
MRWA Street Light Subsidy	MRWA	Yes	1,500	0			0	1,500
Road Maintenance Contributions	Private	Yes	30,000	0			6,273	23,727
Road Program Grant	Main Roads	Yes	868,758	0			471,918	396,840
Roads to Recovery Grant	Dept of Infrastructure	Yes	587,934	0			5,045	582,889

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
 For the Period Ended 31 August 2016

Note 11: GRANTS AND CONTRIBUTIONS

Program/Details GL	Grant Provider	Approval	2016-17 Amended Budget	Variations Additions (Deletions)	Operating	Capital	Recoup Status	
							Received	Not Received
ECONOMIC SERVICES								
Community Depot - Sheds & Access	Wheatbelt NRM	Yes	130,432	0			0	130,432
Community Directory			3,000	0			0	3,000
Tourism & Area Promotion			5,000	0			136	4,864
Community Depot			22,100	0			0	22,100
Community Depot Income			1,000	0			0	1,000
Tourism & Area Promotion Grant			40,000	0			0	40,000
OTHER PROPERTY & SERVICES								
Public Works Overheads			1,000	0			21	979
Fuel Tax Credits			25,000	0			3,595	21,405
Bank Building Recoups			2,000	0			0	2,000
Lot 1 A&B Stirling Terrace	LGIS Insurance		208,000	0			136,364	71,636
Avon Aged Care Initiative Project	Royalties for Region		681,818	0			0	681,818
Insurance Reimbursement			0	0			4,773	(4,773)
TOTALS			6,249,260	0	0	0	1,068,500	5,180,760
Operating	Operating		3,353,932				591,401	
Non-Operating	Non-operating		2,900,328				477,099	
			<u>6,254,260</u>				<u>1,068,500</u>	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

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 16	Amount Received	Amount Paid	Closing Balance 31-Aug-16
Qarry rehabilitation Bonds	\$ 1,374,337	\$ 2,101	\$ -	\$ 1,376,438
Housing bonds	38,525		(5,000)	33,525
Kerb Bonds	9,100			9,100
Key bonds	5,761	50		5,811
Venue Hire Bonds	8,060	2,700	(3,760)	7,000
Crossover Bonds	73,140			73,140
BCITF	811	2,646	(1,969)	1,488
Building Services	6,047	2,548	(1,899)	6,696
Library Bonds	175			175
Standpipe bonds	13,860	250	(250)	13,860
Road Construction Bonds	30,496			30,496
Other Bonds	10,544			10,544
Planning Bonds	43,964	603		44,567
Aged Housing Grant Funds	1,886,325	3,414		1,889,740
	3,501,145	14,312	(12,878)	3,502,579

Level of Completion Indicators

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

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Annual Budget 2016/17	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	LAND						
	Recreation & Culture	0	0	0	0	0	
	Recreation & Culture Total	0	0	0	0	0	
	Total Land	0	0	0	0	0	
	BUILDINGS						
	Governance						
	Administration Records Room	22,000	3,666	4,268	602		
	Administration Building Renewal	32,000	5,332	0	(5,332)		
	Governance Total	54,000	8,998	4,268	(4,730)	0	
	Community Amenities						
	Public Toilets Cnr Duke & Charcoal Lane	5,000	832	740	(92)		
	Community Amenities Total Total	5,000	832	740	(92)	0	
	Recreation And Culture						
	Memorial Hall - Building Renewal	16,000	2,666	0	(2,666)		
	Morangup Community Hall - Storage	20,000	3,332	0	(3,332)		
	Library Renovations	10,000	1,666	0	(1,666)		
	Library Toilets	40,000	6,666	0	(6,666)		
	Old Goal Restoration	200,000	33,332	0	(33,332)		
	Old Goal Technical Equipment Upgrade	30,000	5,000	0	(5,000)		
	Wicklow Shearing Shed	0	0	21,457	21,457		
	Recreation And Culture Total	316,000	52,662	21,457	(31,205)	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Annual Budget 2016/17	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Economic Services						
○	Visitors Centre - Building Renewal	48,000	8,000	0	(8,000)		
●	Community Depot	57,413	9,568	38,188	28,620		
	Economic Services Total	105,413	17,568	38,188	20,620	0	
	Other Property & Services						
○	Mrs O'Reillys (Lot 1) 98 Stirling Terrace	120,000	20,000	45,072	25,072		
○	Connors Cottage - Buildign Renewal	8,000	1,332	0	(1,332)		
	Other Property & Services Total	128,000	21,332	45,072	23,740	0	
	Buildings Total	608,413	101,392	109,724	8,332	0	
	Computer Equipment						
	Law Order & Public Safety						
○	CCTV - Closed Circuit Television Camera - Security	20,000	0	0	0		
	Law Order & Public Safety Total	20,000	0	0	0	0	
	Computer Equipment - Total	20,000	0	0	0	0	
	Plant, Equip. & Vehicles						
	Transport						
	122202			0			
○	Backhoe	155,000					
○	Multi Tyred Roller	170,000					
○	T0000 MPD Vehicle	42,000					
○	T7168 BMO Vehicle	37,000					
○	Shire Radio System Upgrade	35,386					
	Transport Total	439,386	0	0	0	0	
	Plant, Equip. & Vehicles Total	439,386	0	0	0	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 13: CAPITAL ACQUISITIONS

Level of Completion Indicator	Infrastructure Assets	Annual Budget 2016/17	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Roads						
	Transport						
○	Julimar Road - Regional Road Group Construction	212,084	35,342	1,145	(84,197)		
	Fernie Road	45,783	7,628	0	(7,628)		
○	Morangup Road - Regional Road Group Construction	10,455	1,742	0	(1,742)		
○	Clinton Street	72,700	12,116	0	(12,116)		
○	Bindoon Dewans Pool Road - Regional Road Group Construction	295,096	49,178	13,029	(36,149)		
○	Julimar Road - Slik 13.23 - 15.96	206,785	34,460	14,782	(19,678)		
○	Bindoon - Dewans Pool Road	214,522	35,750	14,753	(20,997)		
○	Julimar Road Black Spot Slik 28.93 - 30.03	142,336	23,718	5,118	(18,600)		
	River Road - Resheet	121,759	20,290	2,907	(17,383)		
○	Sandplain Road - Reseal	118,944	19,820	126	(19,694)		
○	Harders Chilly Road - Construct & Seal	114,666	19,108	126	(18,982)		
●	Wattle Way	118,676	75,857	71,205	(4,652)		
●	Wandoo Circle - Construct & Seal	116,265	19,372	10,848	(8,524)		
○	Mount Road - Buligan Road Tree Pruning	15,000	2,500	13,982	11,482		
○	Long Forrest - Construct And Seal Slik 0.15	36,215	6,030	0	(6,030)		
○	Cobbler Pool Rd- Reseal 6Km	104,495	17,412	231	(17,181)		
○	Old Harper Rd - Duidgee Park Barrier Rail	10,073	1,674	0	(1,674)		
○	Anzac Ave- Reseals & Car-Park	10,000	1,666	0	(1,666)		
○	Dawson Road - Resheet	26,658	4,440	0	(4,440)		
○	Hemandra Place - Construct & Seal	23,344	3,886	0	(3,886)		
○	Kane Road -Own Resources	17,396	2,896	0	(2,896)		
○	Wandoo Circle	6,212	1,032	0	(1,032)		
○	Everett Street - Own Resources	33,956	5,656	0	(5,656)		
○	Stirling Terrace - Own Funds Construction	7,432	1,236	0	(1,236)		
○	Western Road - Resheet	75,496	12,580	13,043	463		
○	Anzac Ave - Tree Removal	12,500	2,082	919	(1,163)		
○	Bowling Club - Seal Car Park	40,000	6,666	0	(6,666)		
○	Charcoal Lane - Street Bins	8,974	1,492	0	(1,492)		
○	Transport Total	2,217,822	425,629	162,213	(263,416)	0	
	Roads Total	2,217,822	425,629	162,213	(263,416)	0	

SHIRE OF TOODYAY
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 August 2016

Note 13: CAPITAL ACQUISITIONS

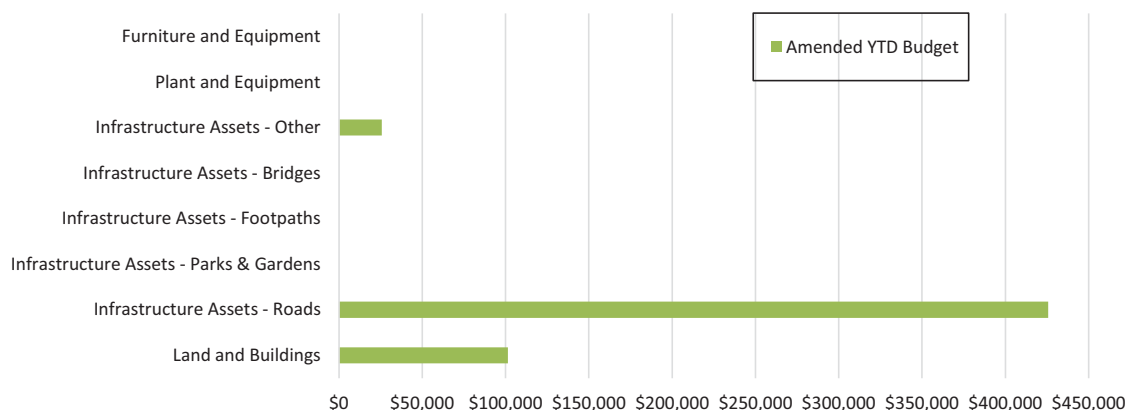
Level of Completion Indicator	Infrastructure Assets	Annual Budget 2016/17	YTD Budget	YTD Actual	Variance (Under)/Over	YTD Actual (Renewal Exp)	Strategic Reference / Comment
	Infrastructure - Other						
	Law, Order & Public Safety						
○	Fire Water Tank	15,000	2,500	0	(2,500)	0	
	Law, Order & Public Safety Total	15,000	2,500	0	(2,500)	0	
	Community Amenities						
○	Toodyay Cemetery - Niche Wall	10,000	1,666	0	(1,666)	0	
	Community Amenities Total	10,000	1,666	0	(1,666)	0	
	Transport						
○	Remediation of Old Depot Site	10,000	1,664	0	(1,664)	0	
	Remediation of Old Parks & Gardens Depot	10,000	1,666	0	(1,666)	0	
	Transport Total	20,000	3,330	0	(3,330)	0	
	Economic Services						
○	Tourist Information Bay	35,000	5,832	5,160	(672)		
○	Community Depot Infrastructure	44,102	7,350	80	(7,270)		
○	Water Tank - Standpipe	30,000	5,000	0	(5,000)		
	Economic Services Total	109,102	18,182	5,240	(12,942)	0	
	Infrastructure Other - Total	154,102	25,678	5,240	(20,438)	0	
	Transport						
	Toodyay Street - Construct Footpath	20,000	0	0	0		
	Transport Total	20,000	0	0	0	0	
	Infrastructure Footpaths - Total	20,000	0	0	0	0	
	Infrastructure - Parks & Recreation						
	Recreation & Culture						
○	Stirling Park - Power Upgrade	9,000	0	0	0		
○	Recreation Precinct - Site Works	1,500,000	0	1,250	1,250		
○	Anzac Park - 100th Anniversary Upgrade	110,000	0	0	0		
○	Dudgee Park - Water Park	350,000	0	0	0		
○	Hammersley Park - Reticulation	8,000	0	0	0		
	Recreation & Culture Total	1,977,000	0	1,250	1,250	0	
	Transport						
	Town Beautification - Street Trees	20,000	0	0	0		
	Transport Total	20,000	0	0	0	0	
	Infrastructure Parks & Recreation - Total	1,997,000	0	1,250	1,250	0	
	Capital Expenditure Total	5,466,723	552,699	278,428	(274,271)	0	

SHIRE OF TOODYAY
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
 For the Period Ended 31 August 2016

Capital Acquisitions	Note	YTD 31 08 2016			
		YTD Actual New /Upgrade (a)	Amended YTD Budget (d)	Amended Annual Budget	Variance (d) - (c)
Land and Buildings	13	\$ 109,724	\$ 101,392	\$ 608,413	\$ 8,332
Infrastructure Assets - Roads	13	162,213	425,629	2,217,822	(263,416)
Infrastructure Assets - Parks & Gardens	13	1,250	0	1,997,000	1,250
Infrastructure Assets - Footpaths	13	0	0	0	0
Infrastructure Assets - Bridges	13	0	0	0	0
Infrastructure Assets - Other	13	5,240	25,678	154,102	(20,438)
Plant and Equipment	13	0	0	439,386	0
Furniture and Equipment	13	0	0	20,000	0
Capital Expenditure Totals		278,428	552,699	5,436,723	(274,271)

Comments and graphs

Capital Expenditure Program YTD



**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>GENERAL PURPOSE FUNDING - RATES</u>										
<u>OPERATING EXPENDITURE</u>										
031208	Rates Written Off		(700)		(116)		(0)	116	99.98%	
031209	Administration Allocation - Rates		(124,098)		(20,682)		(21,221)	(539)	(2.61%)	
031210	Rates - Employee Costs		(43,662)		(7,274)		(6,546)	728	10.01%	
031211	Rates - Other Employee Costs		0		0		0	0	0.00%	
	- Insurance									
	- Other									
031212	Conferences & Training - Rates		0		0		0	0	0.00%	
031213	Rates - Superannuation		0		0		0	0	0.00%	
031215	Postage		(5,000)		(832)		0	832	100.00%	
	- Rates Notices - 3,000									
	- Instalments Notices x 3 - 2,500									
031216	Rating Valuations		(35,000)		(5,832)		0	5,832	100.00%	▶
	- GRV Valuations - 2,500									
	- UV Valuations - 30,000									
	- Interim Valuations - 2,500									
031217	Title Searches		(500)		(82)		(202)	(120)	(146.34%)	
031218	Legal Expenses		(150,000)		(25,000)		(9,159)	15,841	63.36%	
	- Debt Collection Costs - 150,000 partially recouped									
031219	Rates Review		(150,000)		0		(5,293)	(5,293)	0.00%	
	- VGO Valuations - 140,000									
	- Postage & Community Consult - 10,000									
			(508,960)		(59,818)		(42,421)	17,397		
<u>OPERATING REVENUE</u>										
031301	Rates Levied - All Areas	6,121,461		6,121,461			6,120,648	(813)	(0.01%)	
031302	Ex Gratia Rates	1,000		166			1,108	942	567.59%	
031303	Interest On Outstanding/Overdue Rates	50,000		8,332			0	(8,332)	(100.00%)	
031304	Back Rates - Levied	0		0			403	403	0.00%	
031305	Instalment Charges	25,000		4,166			2,941	(1,225)	(29.39%)	
031306	Rates - Administration Fee	20,000		3,332			2,453	(880)	(26.40%)	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
031307	Rates - Property Account Enquiries	27,000		4,500		3,918		(582)	(12.92%)	▲
031308	Rates - Payment Plan Administration Fee	3,000		500		0		(500)	(100.00%)	
031309	Rates Paid In Advance	0		(50,000)		(83,408)		(33,408)	(66.82%)	▲
031330	Sale Of Electoral Rolls & Maps	100		16		0		(16)	(100.00%)	▼
031331	Rates - Legal Expenses Recovered	140,000		23,332		17,154		(6,178)	(26.48%)	
031332	ESL - Administration Fee	4,000		666		0		(666)	(100.00%)	
		6,391,561		6,116,471		6,065,217		(51,254)		
	TOTAL RATES - Operating	6,391,561	(508,960)	6,116,471	(59,818)	6,065,217	(42,421)	(33,857)		
	<u>CAPITAL EXPENDITURE</u>									
031220	Transfer To Rates Review Reserve - Interest		(2,000)		(332)		0	332	100.00%	
	<u>CAPITAL REVENUE</u>									
031333	Transfer From Rates Review Reserve - Complet Project & Close Reserve	107,968		17,994		0		(17,994)	(100.00%)	▼
		107,968		17,994		0		(17,994)		
	TOTAL RATES - Capital	107,968	(2,000)	17,994	(332)	0	0	(17,662)		
	TOTAL RATES	6,499,529	(510,960)	6,134,465	(60,150)	6,065,217	(42,421)	(51,519)		
	GENERAL PURPOSE FUNDING - GENERAL PURPOSE GRANTS									
	<u>OPERATING EXPENDITURE</u>									
032201	Administration Allocation - General Purpose Funding		(68,521)		(11,420)		(12,117)	(697)	(6.10%)	
			(68,521)		(11,420)		(12,117)	(697)		
	<u>OPERATING REVENUE</u>									
032330	General Purpose Grant	946,404		236,601		236,262		(339)	(0.14%)	
032331	Road Improvement Grant	525,950		131,488		131,318		(170)	(0.13%)	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
032339	Royalties To Regions Funding	0		0		0		0	0.00%	
		1,472,354	0	368,089	0	367,581	0	(509)		
	TOTAL GENERAL PURPOSE GRANTS - Operating	1,472,354	(68,521)	368,089	(11,420)	367,581	(12,117)	(1,205)		
	TOTAL GENERAL PURPOSE GRANTS - Capital	0	0	0	0	0	0	0		
	TOTAL GENERAL PURPOSE GRANTS	1,472,354	(68,521)	368,089	(11,420)	367,581	(12,117)	(1,205)		
	GENERAL FINANCE									
	OPERATING REVENUE									
032334	Interest On Investment	70,000		0		4,071		4,071	0.00%	
032335	Interest On Reserve Accounts	70,000		0		0		0	0.00%	
	TOTAL GENERAL FINANCE - Operating	140,000		0		4,071		4,071		
	TOTAL GENERAL FINANCE - Capital									
	TOTAL GENERAL FINANCE	140,000	0	0	0	4,071	0	4,071		
	TOTAL GENERAL PURPOSE FUNDING	8,111,883	(579,481)	6,502,554	(71,570)	6,436,869	(54,537)	(48,653)		
	GOVERNANCE & ADMINISTRATION									
	GOVERNANCE									
	OPERATING EXPENDITURE									
041220	Bad Debts Written Off		(500)		(82)		0	82	100.00%	
041201	Aroc Secretariat		(5,000)		(832)		(146)	686	82.45%	
041202	Memb. Attendance & Allowance Attendance Fees		(150,785)		(25,130)		(22,532)	2,598	10.34%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	Councillors x 8 - 103,712									
	Shire President x 1 - 20,073									
	<u>ICT Allowance</u>									
	Councillors x 9 - 9,000									
	IT Monthly & Annual Fees - 9,000									
	<u>Travel Expenses</u>									
	Councillors x 9 - 9,000									
041203	Members Conf & Travel Exp		(30,000)		(5,000)		(17,321)	(12,321)	(246.42%)	▼
041204	Election Expenses		(3,000)		(500)		0	500	100.00%	
041205	Shire Presidents Allowance		(36,591)		(6,098)		(6,099)	(1)	(0.01%)	
	- President's Allowance - 29,273									
	- D/Pres Allowance - 7,318									
041207	Refreshments & Functions - Councillors		(15,000)		(2,500)		(1,920)	580	23.19%	
041208	Refreshments & Functions - Staff		(15,000)		(2,500)		(1,408)	1,092	43.69%	
041210	Members Insurance		(10,000)		(10,000)		(11,813)	(1,813)	(18.13%)	
041211	Subscriptions		(30,000)		(15,000)		(15,546)	(546)	(3.64%)	
	- Avon Midland WALGA Zone - 2,000									
	- WALGA Assoc M/Ship - 10,000									
	- WALGA Procurement - 2,000									
	- Linking Councils & Communities - 5,000									
	- WALGA Local Laws Service - 1,000									
	- LGMA - 2,000									
	- Miscellaneous - 8,000									
041212	Governance Miscellaneous Expenses		(3,000)		(500)		(22)	478	95.64%	
041213	Printing & Stationery		(3,000)		(500)		(302)	198	39.60%	
041214	Advertising		(25,000)		(4,166)		(3,057)	1,109	26.63%	
041218	Administration Allocation - Governance		(327,088)		(54,514)		(53,086)	1,428	2.62%	
041219	Audit Fees		(45,000)		(7,500)		0	7,500	100.00%	▲
041222	Legal Fees		(250,000)		(41,666)		(49,044)	(7,378)	(17.71%)	▲
000312	Deprec Of Assets-Members		(17,000)		(2,832)		(1,668)	1,164	41.11%	
041223	Local Laws Review		(5,000)		(832)		0	832	100.00%	
041228	Integrated Strategic Plan/S		(82,000)		(13,666)		(3,750)	9,916	72.56%	▲
	- Review SCP & CBP - 15,000									
	- Review Asset Mgmt, WMP & LTFP - 10,000									
	- Fair Value Land & Buildings - 20,000									
	- Profile ID Annual Subscription - 8,000									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- Tourism Strategy - 29,000		(1,052,964)		(193,818)		(187,712)	6,106		
<u>OPERATING REVENUE</u>										
041320	Recoups - Contributions, Donations & Reimbursements	1,000		166		0		(166)	(100.00%)	
041321	Grants - Governance	1,000		166		0		(166)	(100.00%)	
		2,000		332		0		(332)		
	TOTAL GOVERNANCE (Operating)	2,000	(1,052,964)	332	(193,818)	0	(187,712)	5,774		
<u>CAPITAL EXPENDITURE</u>										
041252	Transfer To Anzac 100Th Reserve - Interest - Transfer to increase project scope		(50,750)		(8,458)		0	8,458	100.00%	
			(50,750)		(8,458)		0	8,458		
<u>CAPITAL REVENUE</u>										
041324	Transfer From Anzac 100Th Anniversary Reserve - Anzac Park Upgrade & Interest	86,827		14,470		0		(14,470)	(100.00%)	
		86,827		14,470		0		(14,470)		
	TOTAL GOVERNANCE (Capital)	86,827	(50,750)	14,470	(8,458)	0	0	(6,012)		
	TOTAL GOVERNANCE	88,827	(1,103,714)	14,802	(202,276)	0	(187,712)	(238)		
<u>GOVERNANCE & ADMINISTRATION</u>										
<u>ADMINISTRATION</u>										
<u>OPERATING EXPENDITURE</u>										
042201	Administration - Salaries & Wages		(946,440)		(157,740)		(146,259)	11,481	7.28%	
042202	Administration - Lsl Provision		0		0		0	0	0.00%	
042204	Superannuation - Administration & Governance		(103,906)		(17,318)		(16,452)	866	5.00%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
042205	Administration - Insurance - Workers Compensation - Income Protection		(65,000)		(10,832)		(45,157)	(34,325)	(316.88%)	▲
042206	Administration Staff - Fbt		(30,000)		(5,000)	(3,420)	1,580	1,580	31.60%	
042207	Administration - Conferences & Training		(30,000)		(5,000)	(6,980)	(1,980)	(1,980)	(39.60%)	
042208	Employment Costs - Advertising		(10,000)		(1,666)	0	1,666	1,666	100.00%	
042209	Administration - Uniforms		(6,600)		(1,100)	(175)	925	925	84.09%	
042210	Administration Office - Maintenance & Surrounds		(107,682)		(17,936)	(14,293)	3,643	3,643	20.31%	
042211	Administration - Printing & Stationery		(25,000)		(4,166)	(5,561)	(1,395)	(1,395)	(33.49%)	
042212	Administration - Telephone & Internet		(35,000)		(5,832)	(2,455)	3,377	3,377	57.90%	
042213	Office Equipment - Maintenance & Minor Purchase		(15,000)		(2,500)	(1,129)	1,371	1,371	54.86%	
042214	Bank Fees & Charges		(18,000)		(3,000)	(1,132)	1,868	1,868	62.28%	
042215	Administration - Postage & Freight		(5,000)		(832)	59	891	891	107.03%	
042216	Administration - Computer - Hardware & Software - Annual Synergy Licence - 42,386 - IT Support: Hardware & Software - Upgrade Shire Website - 6,740		(75,000)		(12,500)	(45,049)	(32,549)	(32,549)	(260.39%)	▲
042217	Administration - Vehicle Expenses		(10,000)		(1,666)	(1,834)	(168)	(168)	(10.08%)	
042218	Administration - Legal Expenditure		(5,000)		(832)	0	832	832	100.00%	
042219	Consultants/Special Projects		0		0	0	0	0	0.00%	
042220	Administration - Miscellaneous Expenditure - Risk Management 13,000 - Workplace Solutions - 10,000 - WALGA Tax Service - 1,350 - Audit Reg 17 Compliance - 5,000 - Miscellaneous - 5,000		(34,350)		(5,724)	(8,866)	(3,142)	(3,142)	(54.89%)	
042222	Osh - Investigations & Monitoring		(10,000)		(1,666)	0	1,666	1,666	100.00%	
000772	Administration - Depreciation		(120,000)		(20,000)	(16,520)	3,480	3,480	17.40%	
00B402	Less Administration Allocation		1,609,978		268,328	270,200	1,872	1,872	(0.70%)	
			(42,000)		(6,982)	(45,022)	(38,040)			
OPERATING REVENUE										
042331	Legal Expenses Recovered	1,000		166		40,000	39,834	39,834	23996.39%	
042333	Photocopying	1,000		166		211	45	45	27.31%	
042334	Administration - Miscellaneous Income	20,000		3,332		4,689	1,357	1,357	40.74%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
042342	Administration - Miscellaneous Income - Gst Free	20,000		3,332		122		(3,210)	(96.35%)	
		42,000		6,996		45,022		38,026		
	TOTAL ADMINISTRATION (Operating)	42,000	(42,000)	6,996	(6,982)	45,022	(45,022)	(14)		
	CAPITAL EXPENDITURE									
042254	Transfer To Employee Entitlement Reserve - Administration - Interest & 20,000 transfer		(25,000)		(4,166)		0	4,166	100.00%	
042255	Transfer To Information Technology Reserve - Interest & addition 5,000		(5,500)		(916)		0	916	100.00%	
042400	Administration - Computer Hardware & Software		0		0		0	0	0.00%	
042401	Admin Building - Old Court House, Feinnes St Q147 Council Chambers Air Conditioner - 25,000		(32,000)		(5,332)		0	5,332	100.00%	▲
042403	Paint & Repair ceiling of Council Chambers Administration Office/Centre - Buildings - Q147 - Shire Records Archive Storage located Community Depot		(22,000)		(3,666)		(4,268)	(602)	(16.41%)	
			(84,500)		(14,080)		(4,268)	9,812		
	CAPITAL REVENUE									
042330	Transfer From Employee Entitlement Reserve	100,000		16,666		0		(16,666)	(100.00%)	▼
		100,000		16,666		0		(16,666)		
	TOTAL ADMINISTRATION (Capital)	100,000	(84,500)	16,666	(14,080)	0	(4,268)	(6,854)	0	
	TOTAL ADMINISTRATION	142,000	(126,500)	23,662	(21,062)	45,022	(49,290)	(6,868)	0	
	TOTAL GOVERNANCE & ADMINISTRATION	230,827	(1,230,214)	38,464	(223,338)	45,022	(237,002)	(7,105)		
	LAW, ORDER & PUBLIC SAFETY - FIRE PREVENTION									
	OPERATING EXPENDITURE									
051200	Strategic Access & Egress		(160,000)		(80,000)		(102,134)	(22,134)	(27.67%)	▼

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- Tenure Issues - 50,000									
	- Annual Maintenance - 30,000									
	- Water Tank North West Gidgegannup Springs - 15,000									
	- Malkup Brook/Sandspring Road Emergency Access									
051201	Mitigation Works - Fire		(20,000)		(3,332)	0	0	3,332	100.00%	
	- Verge Mulching									
051202	Firefighting - Water		(10,000)		(1,666)	0	0	1,666	100.00%	
	- Tank Maintenance - 8,000									
	- Grounds Maintenance - 2,000									
051203	Administration Allocation - Fire Prevention		(30,024)		(5,004)	(4,964)		40	0.81%	
051205	Lops - Miscellaneous Expenditure		(2,000)		(332)	0		332	100.00%	
051206	Fire Prevention - Employee Costs		(35,979)		(5,992)	(5,456)		536	8.95%	
	- Wages									
	- Superannuation									
	- Uniforms									
	- Training & Conference									
	- Insurance									
051207	Shire Fire-Fighting Vehicle Expenses		(7,000)		(1,166)	(1,894)		(728)	(62.46%)	
051209	Firebreak Inspections		(5,000)		(832)	0		832	100.00%	
051210	Fire Prevention - Advertising & Signs		(6,000)		(1,000)	0		1,000	100.00%	
051211	Fire Tanks - Maintenance & Operating Expenditure		0		0	0		0	0.00%	
051212	Firebreaks - Shire Reserves		0		0	0		0	0.00%	
051213	Firebreaks Services - Maintenance		0		0	0		0	0.00%	
051214	Egress & Access Track - Maintenance		0		0	0		0	0.00%	
051215	Firefighting - Shire Resources		(30,000)		(4,996)	(3,109)		1,887	37.76%	
	- SMS Message Alert Service - 10,000									
	- Fire Fighting - 20,000									
051218	End Of Year Brigade Function		0		0	0		0	0.00%	
051220	Brigade Plant & Equip (Less \$1,000)		(4,000)		(666)	0		666	100.00%	
051221	Brigade Plant & Equip Maint		(3,000)		(498)	(288)		211	42.27%	
051222	Brigade Vehicles, Trailers Mtce		(65,000)		(10,832)	(23,700)		(12,868)	(118.80%)	
051223	Dfes Brigade Buildings - Mntce		(6,000)		(996)	(801)		195	19.62%	
051224	Brigade Clothing & Access		(24,000)		(4,000)	0		4,000	100.00%	
051225	Brigade Utilities, Rates & Taxes		(15,000)		(2,500)	(1,047)		1,453	58.11%	
051226	Brigade Other Goods & Services		(10,000)		(1,666)	(826)		840	50.41%	
051227	Brigade Insurances		(17,000)		(17,000)	(15,444)		1,556	9.15%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
051231	Bush Fire Insurance Reimbursements		0		0	0	0	0	0.00%	
051232	Vehicle Expenses - Fire Control		(6,000)		(1,000)	0	1,000	1,000	100.00%	
001742	Deprec Of Assets - Fire		(255,000)		(42,500)	(18,461)	24,039	24,039	56.56%	▲
002201	(Profit)/Loss On Sale Of Assets - Fire Prevention		0		0	0	0	0		
			(711,003)		(185,978)	(178,124)	7,854	7,854		
	<u>OPERATING REVENUE</u>									
051331	Grant/Contributions - Fire	0		0		0	0	0	0.00%	
051335	Fines & Penalties	15,000		2,500		250	(2,250)	(2,250)	(90.00%)	
051336	Est Levy Recoup	130,000		0		0	0	0	0.00%	
051338	Dfes Recoup For Firefighting	0		0		0	0	0	0.00%	
051342	Ndrp Program - Dfes Grant - Strategic Access & Egress	55,000		0		0	0	0	0.00%	
	- NDRP - 50% Grant Funding									
051352	Lops - Sale Of Plant & Equipment	0		0		0	0	0	0.00%	
051353	Insurance Recoups	0		0		0	0	0	0.00%	
		200,000		2,500		250	(2,250)	(2,250)		
	TOTAL FIRE PREVENTION - Operating	200,000	(711,003)	2,500	(185,978)	250	(178,124)	5,604		
	<u>CAPITAL EXPENDITURE</u>									
051250	Lops - Purchase Plant & Equipment		0		0	0	0	0		
051254	Lops - Infrastructure Other		(15,000)		(2,500)	0	2,500	2,500	100.00%	
051401	Q173 - Morangup Fire Water Tank 15,000					0	9,166	9,166	100.00%	▲
	Transfer To Reserve - Strategic Fire Access & Egress		(55,000)		(9,166)	0	0	0		
	Interest & 50,000 transfer for further stages					0	0	0		
051405	Transfer To Reserve - Bushfire Mitigation		0		0	0	0	0		
			(70,000)		(11,666)	0	11,666	11,666		
	<u>CAPITAL REVENUE</u>									
051350	Transfer From Reserve - Strategic Access & Egress	0		0		0	0	0	0.00%	
051355	Transfer From Reserve - Bush Fire Mitigation	0		0		0	0	0	0.00%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	TOTAL FIRE PREVENTION - Capital	0	(70,000)	0	(11,666)	0	0	11,666		
	TOTAL FIRE PREVENTION	200,000	(781,003)	2,500	(197,644)	250	(178,124)	17,270		
	<u>LAW, ORDER & PUBLIC SAFETY - ANIMAL CONTROL</u>									
	<u>OPERATING EXPENDITURE</u>									
052201	Animal Control - Employee Costs		(35,979)		(5,992)		(5,456)	536	8.95%	
	- Wages									
	- Superannuation									
	- Uniforms									
	- Training & Conference									
	- Insurance									
052203	Cat Control Expenses		(5,000)		(832)		(11)	821	98.70%	
052205	Other Employment Costs - Animal Control		0		0		0	0	0.00%	
052207	Dog Control Expenses		(3,500)		(582)		(211)	371	63.71%	
052208	Maintenance - Dog & Cat Pounds		(3,096)		(512)		(59)	453	88.48%	
052209	Other Animal Control		(2,000)		(332)		0	332	100.00%	
052213	Depreciation - Animal Control		(8,000)		(1,332)		(1,864)	(532)	(39.96%)	
052214	Administration Allocation - Animal Control		(36,074)		(6,012)		(5,882)	130	2.17%	
052215	Vehicle Expenses - Animal Control		(10,000)		(1,666)		(1,172)	494	29.64%	
			(103,649)		(17,260)		(14,655)	2,605		
	<u>OPERATING REVENUE</u>									
052321	Fines & Penalties	1,500		250		0		(250)	(100.00%)	
	- Dogs, Cats, Parking, Waste & Other									
052322	Impound Fees	1,500		250		786		536	214.54%	
	- Dogs, Cats, Parking, Waste & Other									
052323	Dog Registration Fees	20,000		0		877		877	0.00%	
052324	Kennel Licences	100		16		0		(16)	(100.00%)	
052325	Miscellaneous Income - Fees, Charges & Reimbursements	1,000		166		0		(166)	(100.00%)	
052326	Fees & Charges - Other Councils	500		82		27		(55)	(66.74%)	
	- Dogs, Cats, Parking, Waste & Other									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
052328	Cat Registration Fees	5,000		832		491		(341)	(40.96%)	
		29,600		1,596		2,182		586		
	TOTAL ANIMAL CONTROL - Operating	29,600	(103,649)	1,596	(17,260)	2,182	(14,655)	3,191		
	CAPITAL EXPENDITURE									
052211	Cat Pound - Building Expenditure		0		0		0	0		
			0		0		0	0		
	CAPITAL REVENUE									
		0		0		0		0		
		0		0		0		0		
	TOTAL ANIMAL CONTROL - Capital	0	0	0	0	0	0	0		
	TOTAL ANIMAL CONTROL	29,600	(103,649)	1,596	(17,260)	2,182	(14,655)	3,191		
	OTHER									
	OPERATING EXPENDITURE									
053201	Employee Costs - Other Lops		(71,957)		(11,990)			714	5.95%	
	- Wages						(11,276)			
	- Superannuation									
	- Uniforms									
	- Training & Conference									
	- Insurance									
053203	Telephone Expense		(2,500)		(416)		(112)	304	73.05%	
053204	Cctv Operational Expenses		(4,000)		(666)		(41)	625	93.86%	
	- Maintenance - In House									
053206	Vehicle Expenses - Rangers		(10,000)		(1,666)		(2,126)	(460)	(27.62%)	
053207	Administration Allocation - Lops Other		(29,687)		(4,946)		(4,878)	68	1.37%	
053208	Depreciation - Lops - Other		(3,000)		(500)		(701)	(201)	(40.18%)	
053209	Semc Aware Grant Expenditure		(32,839)		(5,472)		0	5,472	100.00%	▲

**Shire of Toodyay - Operating Statement by Function & Activity
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COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
053210	Morangup PA Community Education - 15,000 Semc-Aware Grant Information Sessions - 17,839 Roadwise Expenditure		(1,000)	(166)		0	166	100.00%		
			(154,983)	(25,822)		(19,135)	6,687			
	<u>OPERATING REVENUE</u>									
053321	Fines & Penalties - Misc	2,500		416		170	(246)	(59.13%)		
053322	Income - Misc	10,339		250		0	(250)	(100.00%)		
	SEMC AWARE grant funding - 8,839									
	Miscellaneous - 1,500									
053323	CCTV - Grants & Contributions	0		0		0	0	0.00%		
053324	Roadwise Income	1,000		166		0	(166)	(100.00%)		
		13,839		832		170	(662)			
	TOTAL (LOPS) OTHER - Operating	13,839	(154,983)	832	(25,822)	170	6,025			
	<u>CAPITAL EXPENDITURE</u>									
053401	CCTV - Closed Circuit Television Camera - Security Q172 CCTV Goomalling Road/Stirling Terrace		(20,000)				0	0.00%		
053402	Q172 CCTV IGA Car Park Transfer To Cctv Reserve Interest		(5,250)	(874)			874	100.00%		
			(25,250)	(874)			874			
	<u>CAPITAL REVENUE</u>									
		0		0		0	0			
		0		0		0	0			
	TOTAL (LOPS) OTHER - Capital	0	(25,250)	0	(874)	0	874			
	TOTAL (LOPS) OTHER	13,839	(180,233)	832	(26,696)	170	6,899			

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COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL EXPENDITURE</u>										
054205	Transfer To Emergency Management & Recovery Reserve - Interest & transfer funds to replace donated funds		(31,000)		(5,166)	0	0	5,166	100.00%	▲
			(31,000)		(5,166)	0	0	5,166		
<u>CAPITAL REVENUE</u>										
		0		0		0	0	0		
		0		0		0	0	0		
		0	(31,000)	0	(5,166)	0	0	5,166		
	TOTAL EMERGENCY MANAGEMENT - Capital									
	TOTAL EMERGENCY MANAGEMENT	120,000	(215,992)	0	(35,988)	0	(30,617)	5,371		
<u>FIRE & LAND MANAGEMENT</u>										
<u>OPERATING EXPENDITURE</u>										
055401	Reserves Management		(85,000)		(14,166)			9,671	68.27%	▲
	Mitigation Works - 50,000							(4,495)		
	Reserve Track Maintenance - 15,000									
	Reserve Works - 20,000									
055406	Reserves Management - Employee Costs		(79,228)		(13,202)		(12,532)	670	5.08%	
055407	Rmo - Vehicle Expenses		(5,000)		(832)		(949)	(117)	(14.05%)	
055408	Rmo - Other Employment Expenses		0		0		0	0	0.00%	
	- Insurance									
	- Uniforms									
	- Other									
055410	Rmo - Superannuation		0		0		0	0	0.00%	
055412	Rmo - Training		0		0		0	0	0.00%	
055413	Administration Allocation - Mitigation		(23,441)		(3,906)		(3,929)	(23)	(0.60%)	
		0	(192,669)		(32,106)		(21,905)	10,201		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OPERATING REVENUE</u>										
055501	Reserves Management - Grants, Contributions & Reimburs	15,000	0	0	0	0	0	0	0.00%	
055502	Reserves Management - Telecommunications Leases	20,000	0	0	0	0	0	0	0.00%	
		35,000	0	0	0	0	0	0		
	TOTAL LAND & FIRE MANAGEMENT - Operating	35,000	(192,669)	0	(32,106)	0	(21,905)	10,201		
<u>CAPITAL EXPENDITURE</u>										
			0	0	0	0	0	0		
			0	0	0	0	0	0		
<u>CAPITAL REVENUE</u>										
		0	0	0	0	0	0	0		
	TOTAL LAND & FIRE MANAGEMENT - Capital	0	0	0	0	0	0	0		
	TOTAL LAND & FIRE MANAGEMENT	35,000	(192,669)	0	(32,106)	0	(21,905)	10,201		
<u>TOTAL LAW ORDER & PUBLIC SAFETY</u>										
		398,439	(1,473,546)	4,928	(309,694)	2,602	(264,435)	42,933		
<u>HEALTH</u>										
<u>PUBLIC HEALTH</u>										
<u>OPERATING EXPENDITURE</u>										
074201	Public Health - Employee Costs		(131,053)		(21,838)		(17,428)	4,410	20.19%	
074204	Superannuation - Health		0		0		0	0	0.00%	
074206	Other Employee Costs - Health		0		0		0	0	0.00%	
	- Insurance									
	- Training									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- Other									
074207	Vehicle Expenses - Health	0	0	0	0	(88)	(88)	(88)	0.00%	
074209	Legal Expenses	(2,000)	(332)	(332)	0	0	332	332	100.00%	
076201	Analytical Expenses	(1,500)	(250)	(250)	(1,040)	(1,040)	(790)	(790)	(316.19%)	
074210	Administration Allocation - Public Health	(21,009)	(3,500)	(3,500)	(3,590)	(3,590)	(90)	(90)	(2.58%)	
074211	Consultant Expenses	0	0	0	0	0	0	0	0.00%	
002502	Deprec Of Assets - Health	(28,000)	(4,666)	(4,666)	(6,935)	(6,935)	(2,269)	(2,269)	(48.62%)	
		(183,562)	(30,586)	(30,586)	(29,082)	1,504	1,504			
	<u>OPERATING REVENUE</u>									
074331	Legal Expenses Recoup	500	82	82	0	0	(82)	(82)	(100.00%)	
074332	Health Act Fees, Licences	20,000	3,332	3,332	1,855	1,855	(1,477)	(1,477)	(44.33%)	
074333	Misc Income	20,000	0	0	0	0	0	0	0.00%	
	- Reimbursement EHO	40,500	3,414	3,414	1,855	1,855	(1,559)	(1,559)		
	TOTAL PUBLIC HEALTH - Operating	40,500	(183,562)	3,414	(30,586)	1,855	(29,082)	(55)		
	<u>CAPITAL EXPENDITURE</u>									
		0	0	0	0	0	0	0		
		0	0	0	0	0	0	0		
	<u>CAPITAL REVENUE</u>									
		0	0	0	0	0	0	0		
	TOTAL PUBLIC HEALTH - Capital	0	0	0	0	0	0	0		
	TOTAL PUBLIC HEALTH	40,500	(183,562)	3,414	(30,586)	1,855	(29,082)	(55)		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL HEALTH		85,500	(279,574)	3,414	(40,744)	3,357	(37,301)	3,386		
<u>EDUCATION AND WELFARE</u>										
<u>OPERATING EXPENDITURE</u>										
081100	Aged & Disabled - Other - Operating Expenditure		(10,000)		(1,666)		(77)	1,589	95.36%	
081110	Admin Allocation - Other Aged & Disabled		(7,888)		(1,314)		(562)	752	57.20%	
081150	Aged & Disabled - Employee Costs		(31,180)		(5,192)		(423)	4,769	91.86%	
			(49,068)		(8,172)		(1,062)	7,110		
<u>OPERATING REVENUE</u>										
082200	Grants, Subsidies & Contributions - Aged & Disabled Other	45,721		0		0	0	0	0.00%	
		45,721		0		0	0	0		
TOTAL EDUCATION AND WELFARE - Operating		45,721	0	0	0	0	(1,062)	7,110		
<u>CAPITAL EXPENDITURE</u>										
083300	Aged & Disabled - Other - Capital Expenditure		0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0	0	0		
		0		0		0	0	0		
TOTAL EDUCATION AND WELFARE - Capital		0	0	0	0	0	0	0		
TOTAL EDUCATION AND WELFARE		45,721	0	0	0	0	(1,062)	7,110		
TOTAL EDUCATION AND WELFARE		45,721	0	0	0	0	(1,062)	7,110		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OTHER HOUSING</u>										
<u>OPERATING EXPENDITURE</u>										
092203	Butterfly House		(5,000)		(832)		(2,153)	(1,321)	(158.76%)	
	Insurance - Cottage, Ashby etc									
092202	Stirling Tce (O'Reilly)		0		0		0	0	0.00%	
			(5,000)		(832)		(2,153)	(1,321)		
<u>OPERATING REVENUE</u>										
092255	Grants & Subsidies - Aged Care	0		0		0	0	0	0.00%	
092331	Recoups/Reimbursements - Aged Housing	5,000		832		4,306		3,474	417.53%	
		5,000		832		4,306		3,474		
TOTAL OTHER HOUSING - Operating		5,000	(5,000)	832	(832)	4,306	(2,153)	2,153		
<u>CAPITAL EXPENDITURE</u>										
092252	Aroc Aged Care Housing Initiative		0		0		0	0		
			0		0		0	0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
TOTAL OTHER HOUSING - Capital		0	0	0	0	0	0	0		
TOTAL OTHER HOUSING		5,000	(5,000)	832	(832)	4,306	(2,153)	2,153		
TOTAL HOUSING		5,000	(126,786)	832	(21,122)	4,306	(23,714)	882		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>COMMUNITY AMMENITIES</u>										
<u>HOUSEHOLD REFUSE</u>										
<u>OPERATING EXPENDITURE</u>										
101201	Waste Transfer Station - Maintenance & Operating		(14,013)		(2,324)		(8,764)	(6,440)	(277.12%)	▼
101202	Disposal Of Refuse		(65,000)		(10,832)		(3,801)	7,031	64.91%	▲
101203	Domestic Refuse Collection - Includes fortnightly recycle collection - Mandatory waste collection - 85,000 - 1,174 waste collection - 125,000 - 120 commercial collection - 45,000 - 80 Street Bins - 40,000 - Monthly tonnage collection fee - 60,000		(355,000)		(59,166)		(47,969)	11,197	18.92%	▲
101204	Administration Allocation - Household Refuse		(27,301)		(4,550)		(4,702)	(152)	(3.34%)	
101205	Waste Initiatives		0		0		0	0	0.00%	
101207	Waste Transfer Station - Waste Management Contract		(140,000)		(23,332)		(20,053)	3,279	14.05%	
002752	Deprec Of Assets-Rubbish		(9,000)		(1,500)		(1,723)	(223)	(14.86%)	
			(610,314)		(101,704)		(87,013)	14,691		
<u>OPERATING REVENUE</u>										
101330	Domestic Rubbish Collection - Mandatory - Includes fortnightly recycle collection - 450 collections - 103,500	103,500		103,500		100,952		(2,548)	(2.46%)	
101331	Commercial Rubbish Collection - Includes fortnightly recycle collection - 100 collections - 25,000	25,000		25,000		27,500		2,500	10.00%	
101332	Transfer Station Entry Fees - Additional Passes - \$60 per Twelve Passes - \$30 per Six passes - \$5 per single pass	1,500		250		189		(61)	(24.45%)	
101333	Waste Transfer Station Maintenance - Minimum Rate - 3.079 Assessments @ \$80 per assessment	250,000		250,000		245,777		(4,223)	(1.69%)	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
101334	Domestic Rubbish Collection - Additional - Includes fortnightly recycle collection - 1,174 collections - 270,000	270,000		270,000		275,035		5,035	1.86%	
	TOTAL HOUSEHOLD REFUSE - Operating	650,000	(610,314)	648,750	(101,704)	649,453	(87,013)	15,395		
	CAPITAL EXPENDITURE									
101252	Transfer To Refuse Reserve - Interest		(2,000)		(332)		0	332	100.00%	
	CAPITAL REVENUE									
101350	Transfer From Refuse Reserve	0		0		0		0		
	TOTAL HOUSEHOLD REFUSE - Capital	0	(2,000)	0	(332)	0	0	332		
	TOTAL HOUSEHOLD REFUSE	650,000	(612,314)	648,750	(102,036)	649,453	(87,013)	15,727		
	OTHER REFUSE									
	OPERATING EXPENDITURE									
102201	Administration Allocation - Other Refuse		(39,138)		(6,522)		(6,659)	(137)	(2.10%)	
102202	Tidy Towns Expenditure		(2,500)		(416)		0	416	100.00%	
102206	Street Bins Collection		(2,500)		(416)		(1,460)	(1,044)	(251.05%)	
102207	Litter Control - Other Parks & Garden - 2,500		(3,500)		(578)		(832)	(254)	(43.94%)	
102209	Community Cleanup Event - 1,000 Keep Australia Beautiful		0		0		0	0	0.00%	
			(47,638)		(7,932)		(8,951)	(1,019)		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OPERATING REVENUE</u>										
102332	Litter Infringements	250		40		0		(40)	(100.00%)	
102333	Grants, Contributions & Reimbursements - Tidy Towns	2,500		416		318		(98)	(23.51%)	
		2,750		456		318		(138)		
	TOTAL OTHER REFUSE - Operating	2,750	(47,638)	456	(7,932)	318	(8,951)	(1,157)		
<u>CAPITAL EXPENDITURE</u>										
								0		
								0		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
	TOTAL OTHER REFUSE - Capital	0	0	0	0	0	0	0		
	TOTAL OTHER REFUSE	2,750	(47,638)	456	(7,932)	318	(8,951)	(1,157)		
<u>COMMUNITY AMMENITIES</u>										
<u>SEWERAGE</u>										
<u>OPERATING EXPENDITURE</u>										
								0		
								0		
<u>OPERATING REVENUE</u>										
103332	Dividend - Nth'M Liquid Waste Fac	0		0		0		0		
		0		0		0		0		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL SEWERAGE - Operating										
		0	0	0	0	0	0	0		
CAPITAL EXPENDITURE										
			0		0		0	0		
			0		0		0	0		
CAPITAL REVENUE										
		0		0		0		0		
		0		0		0		0		
TOTAL SEWERAGE - Capital										
		0	0	0	0	0	0	0		
TOTAL SEWERAGE										
		0	0	0	0	0	0	0		
COMMUNITY SPONSORSHIP										
OPERATING EXPENDITURE										
104201	Community Grants & Sponsorships									
	Discretionary Funds - 8,000									
	Moodyne Festival - 8,000									
	Toodyay Music Festival - 2,500									
	Christmas Street Party - 5,000									
	Toodyay Tidy Towns- 1,500									
	RSL Sandakan x 2 - 3,000									
	Toodyay Cricket Club - 2,500									
	Bush Poets Weekend - 1,000									
	Toodyay Fibre Festival- 2,000									
	Toodyay Ag Sponsorship as per agreement - 1,000									
	Youthcare - 7,500									
	Toodyay Car & Motorcycle Event 1,000									
	2J2 Air Live Radio - 3,000									
104202	Contributions, Donations, Grants & Sponsorships		0		0		0	0	0.00%	
104203	Community Contributions		(5,100)		(850)		0	850	100.00%	
	Toodyay Farmers Market - Waive Stall Fees - 500									
								1,166	15.21%	
								(6,500)		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	Toodyay Music Festival - Waive Fees - 500									
	Avon Valley Black Dog Ride - Waive Fees - 150									
	WA State Moto Trials - Waive Event Application - 150									
	Lions Auction - Waive Application, Hire & Stall Fees - 500									
	Bush Poetry Festival - Waive Application & Hall Fee - 800									
	Toodyay Car & Motorcycle - Waive Application, Hire & Stall Fees - 500									
	Fibre Festival - Waive Application & Hire Fees - 500									
	Targa West - Waive Application Fee - 500									
	Picnic Race Day - Waive Application & Stall Fees - 500									
	Moodyne Festival - Waive Event Fees - 500									
			(51,100)		(8,516)		(6,500)	2,016		
	OPERATING REVENUE									
104330	Contributions, Donations, Grants & Sponsorships	0	0	0	0	0	0	0		
		0	0	0	0	0	0	0		
	TOTAL COMMUNITY SPONSORSHIP - Operating	0	(51,100)	0	(8,516)	0	(6,500)	2,016		
	CAPITAL EXPENDITURE									
		0	0	0	0	0	0	0		
		0	0	0	0	0	0	0		
	CAPITAL REVENUE									
		0	0	0	0	0	0	0		
	TOTAL COMMUNITY SPONSORSHIP - Capital	0	0	0	0	0	0	0		
	TOTAL COMMUNITY SPONSORSHIP	0	(51,100)	0	(8,516)	0	(6,500)	2,016		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
TOTAL PROTECTION OF ENVIRONMENT		0	(115,475)	0	(19,240)	0	(16,210)	3,030		
TOWN PLANNING										
<u>OPERATING EXPENDITURE</u>										
106201	Town Planning - Employee Costs		(163,368)		(27,224)		(27,076)	148	0.54%	
106204	Town Planning - Superannuation		0		0		0	0	0.00%	
106205	Town Planning - Other Employee Costs		0		0		(718)	(718)	0.00%	
	- Insurance									
	- Training & Conference									
	- Uniforms									
106206	T.Ping Vehicle Expenses		(12,242)		(2,040)		(2,754)	(714)	(34.98%)	
106208	Rezoning/Subdivision Expenses		(7,500)		(1,250)		0	1,250	100.00%	
106209	T.Ping Misc. Expenses		(2,000)		(332)		(1,020)	(688)	(207.26%)	
106210	T.Ping Legal Costs		(15,000)		(2,500)		(1,425)	1,075	43.00%	
106212	Administration Allocation - Town Planning		(53,871)		(8,978)		(9,005)	(27)	(0.30%)	
106213	Deprec Of Assets - T/P		(8,000)		(1,332)		(3,031)	(1,699)	(127.68%)	
106216	Contractor Expenses		(35,000)		(5,832)		(4,600)	1,232	21.12%	
			(296,981)		(49,488)		(49,629)	(141)		
<u>OPERATING REVENUE</u>										
106332	Subdivision Fees	1,500		250		0		(250)	(100.00%)	
106334	T.Ping Misc Fees	30,000		5,000		3,351		(1,649)	(32.97%)	
	- 3-6 Dog Applications									
	- Planning Applications									
	- Plan Searches									
		31,500		5,250		3,351		(1,899)		
TOTAL TOWN PLANNING - Operating		31,500	(296,981)	5,250	(49,488)	3,351	(49,629)	(2,040)		
<u>CAPITAL EXPENDITURE</u>										
106217	Transfer To Local Planning Scheme No 4 Reserve		0		0		0	0		
			0		0		0	0		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL REVENUE</u>										
106338	Transfer From Local Planning Scheme No 4 Reserve	0	0	0	0	0	0	0		
		0	0	0	0	0	0	0		
	TOTAL TOWN PLANNING - Capital	0	0	0	0	0	0	0		
	TOTAL TOWN PLANNING	31,500	(296,981)	5,250	(49,488)	3,351	(49,629)	(2,040)		
<u>COMMUNITY AMMENITIES</u>										
<u>OTHER COMMUNITY SERVICES</u>										
<u>OPERATING EXPENDITURE</u>										
107201	Cemetery Maintenance		(37,102)		(6,166)		(8,571)	(2,405)	(39.01%)	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
107202	Federation Square Mice		(13,893)		(2,308)		(1,893)	425	18.42%	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
107204	Toodyay Railway Station		(17,135)		(2,844)		(1,460)	1,384	48.67%	
	R015 Railway Lawns & Gardens - 11,360									
	R078 Railway Reserve - 3,627									
	Utilities - 2,148									
107205	Street Furniture		(4,237)		(700)		0	700	100.00%	
107206	War Memorial		(28,228)		(4,694)		(3,226)	1,468	31.26%	
107210	Administration Allocation - Other Community Services		(30,524)		(5,086)		(5,367)	(281)	(5.52%)	
107211	Cemetery Operations - Gravedigging Etc		(15,000)		(2,500)		(1,178)	1,322	52.90%	
003502	Depr Of Assets-Amenities		(3,500)		(582)		(992)	(410)	(70.45%)	
			(149,619)		(24,880)		(22,677)	2,203		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OPERATING REVENUE</u>										
107331	Cemetery Fees (Inc Gst)	10,000		1,666		1,655		(11)	(0.69%)	
107332	Cemetery Fees (Not Inc Gst)	2,000		332		0		(332)	(100.00%)	
107334	Contributions, Donations, Grants & Sponsorship	0		0		0		0		
		12,000		1,998		1,655		(343)		
	TOTAL OTHER COMMUNITY - Operating	12,000	(149,619)	1,998	(24,880)	1,655	(22,677)	1,860		
<u>CAPITAL EXPENDITURE</u>										
107271	Specialised Buildings - Community Amenities - Capital Works - Q031 Cnr Duke St & Charcoal Lane - 5,000		(5,000)		(832)		(740)	92	11.05%	
107273	Toodyay Cemetery - Capital Works - Q013 Cemetery - Niche Wall		(10,000)		(1,666)		0	1,666	100.00%	
			(15,000)		(2,498)		(740)	1,758		
	TOTAL OTHER COMMUNITY - Capital	0	(15,000)	0	(2,498)	0	(740)	1,758		
	TOTAL OTHER COMMUNITY SERVICES	12,000	(164,619)	1,998	(27,378)	1,655	(23,417)	3,618		
	TOTAL COMMUNITY AMENITIES	696,250	(1,288,127)	656,454	(214,590)	654,777	(191,720)	21,193		
<u>RECREATION & CULTURE</u>										
<u>PUBLIC HALLS</u>										
<u>OPERATING EXPENDITURE</u>										
111201	Memorial Hall - Operational & Maintenance Expenditure		(48,116)		(8,014)		(5,300)	2,714	33.87%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
111202	- Building Maintenance - Parks & Gardens - Operational/Utilities Morangup Comm Ctre. - Building Maintenance - Parks & Gardens - Operational/Utilities Community Ctre		(7,602)		(1,258)		(692)	566	45.03%	
111203	- Building Maintenance - Parks & Gardens - Operational/Utilities Community Ctre		(54,513)		(9,078)		(5,153)	3,925	43.24%	
111204	- Administration Allocation - Public Halls		(36,007)		(6,000)		(6,130)	(130)	(2.17%)	
161205	Loan 65 - Interest And Charges		(4,108)		(682)		0	682	100.00%	
003522	Deprec Of Assets - Halls		(110,000)		(18,332)		(18,611)	(279)	(1.52%)	
			(260,346)		(43,364)		(35,885)	7,479		
	OPERATING REVENUE									
111330	Memorial Hall Rentals	5,000		832		1,241		409	49.15%	
111332	Community Centre Rentals - Silver Chain - 9,000 - Dept Child Protection - 20,000 - Other Rentals - 3,000	32,000		5,332		840		(4,492)	(84.25%)	
111333	Community Centre Recoups	500		82		0		(82)	(100.00%)	
		37,500		6,246		2,080		(4,166)		
	TOTAL PUBLIC HALLS - Operating	37,500	(260,346)	6,246	(43,364)	2,080	(35,885)	3,313		
	CAPITAL EXPENDITURE									
111351	Buildings - Public Halls & Civic Centres - Q141 Memorial Hall - Floor, Curtains, Paint - 16,000 - Q165 Morangup Hall Storage Area - 20,000		(36,000)		(5,998)		0	5,998	100.00%	
111352	Land - Public Halls & Civic Centres		0		0		0	0	0.00%	
161256	Loan 65 - Principal - Community Centre, Stirling Terrace		(9,916)		(1,652)		0	1,652	100.00%	
			(45,916)		(7,650)		0	7,650		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
	TOTAL PUBLIC HALLS - Capital	0	(45,916)	0	(7,650)	0	0	7,650		
	TOTAL PUBLIC HALLS	37,500	(306,262)	6,246	(51,014)	2,080	(35,885)	10,963		
<u>RECREATION & CULTURE</u>										
<u>RECREATION & SPORT</u>										
<u>OPERATING EXPENDITURE</u>										
003792	Deprec Of Assets - Sport		(205,000)		(34,166)		(40,873)	(6,707)	(19.63%)	▼
113201	Toodyay Showgrounds		(209,395)		(34,856)		(18,893)	15,963	45.80%	▲
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
	- Furniture & Fittings - 40 chairs/5 tables 4,500									
	- Corkery/Cutlery/Urn Allowance - 2,000									
	- Painting Allowance - 3,000									
113202	Toodyay Race Course		0		0		(1,577)	(1,577)		
113203	Newcastle Park		(27,080)		(4,506)		(3,335)	1,171	25.98%	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
113204	Charcoal Lane Public Convenience		(14,206)		(2,358)		(1,516)	842	35.73%	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities		(3,349)		(546)		(380)	166	30.38%	
113206	Parks & Gardens Depot		(5,018)		(832)		(2,862)	(2,030)	(244.03%)	
113207	Pioneer Arboretum		(7,661)		(1,270)		(601)	669	52.71%	
113208	Railway Wagon Reserve No. 35142									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
113210	Wilson Street (Parking) Reserve		(1,645)		(270)	(53)		217	80.21%	
113212	Pelham Reserve		(15,447)		(2,566)	(887)		1,679	65.44%	
	- Building Maintenance									
	- Parks & Gardens									
	- Operational/Utilities									
113213	Duirgee & Stirling Parks		(86,433)		(14,388)	(13,241)		1,147	7.97%	
	- Parks & Gardens									
	- Building Maintenance									
	- Pulley System for Banners - 2,000									
113214	Misc Sports Club Facilities		(11,660)		(1,942)	(2,774)		(832)	(42.84%)	
	- Building Maintenance - 2,660									
	- Golf Club Ins Reimburse - 1,000									
	- Tennis Club Ins Reimburse - 1,000									
	- Storage Shed - Cricket Pitch Area - 3,000									
	- Miscellaneous - 4,000									
113215	Miscellaneous Shire Parks & Gardens		(11,426)		(1,876)	(119)		1,757	93.66%	
113216	Sport & Rec Co-Ordinator		0		0	0		0	0.00%	
113221	Admin Allocation - Recreation & Sport		(60,413)		(10,068)	(10,148)		(80)	(0.79%)	
113225	Kids Sport Program - Grant Expenditure		(9,000)		(1,500)	(2,727)		(1,227)	(81.79%)	
113227	Youth Engagement - Expenditure		(31,000)		(5,166)	(6,043)		(877)	(16.99%)	
	- Inclusion Program - c/fwd grant funds - 20,000									
	- Inclusion Program - 5,000									
	- Catch Music Program - 6,000									
113228	Community Expenditure - Sport & Rec		(1,000)		(166)	0		166	100.00%	
113229	Other Recreation & Sport - Employee Costs		(196,125)		(32,686)	(2,915)		29,771	91.08%	
161214	Loan 72 - Interest - Land - Rec Centre		(45,558)		(7,592)	0		7,592	100.00%	
161215	Loan 73 - Interest - Tennis & basketball Cts		(2,414)		(402)	0		402	100.00%	▲
			(943,830)		(157,156)	(108,945)		48,211		
	OPERATING REVENUE									
113330	Showground Rental	3,000		500		1,100		600	120.00%	
113332	Club Leases	1,000		166		300		134	80.72%	
113334	Kids Sport - Grant Income	9,000		1,500		0		(1,500)	(100.00%)	
	- DSR Kids Sport Program - 9,000									
113335	Clubs Insurance	5,000		832		3,450		2,618	314.68%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
113351	Grants & Contributions Income	1,000		166		500		334	201.20%	▼
113353	Grant Income Water Park Grant Funds - 250,000 Anzac Park Memorial Wall - RSL - 3,636 Grant Funds to offset Job No: Q162 - 50,000	303,636		50,606		0		(50,606)	(100.00%)	
113357	Toodyay Race Club - Reimbursement/S	4,000		666		3,153		2,487	373.47%	
113358	Youth Advisory Council - Income	1,000		166		0		(166)	(100.00%)	
113362	Recreation Precinct Contributions	1,000,000		0		0		0	#DIV/0!	
		1,327,636		54,602		8,503		(46,099)		
	TOTAL REC & SPORT - Operating	1,327,636	(943,830)	54,602	(157,156)	8,503	(108,945)	2,113		
	CAPITAL EXPENDITURE									
113256	Duidgee / Stirling Park Upgrade - Infrastructure		(9,000)					0	0.00%	
113262	Q168 Stirling Park - Power Upgrade - 9,000							0	0.00%	
113263	Buildings - Sport & Recreation Infrastructure - Parks & Recreation Q159 Recreation Precinct Siteworks - 1,500,000 Q164 Water Park Duidgee Park - 350,000 Q167 Reticulation Hamersley Park - 8,000 Q162 Anzac Park Stage 1 - Memorial Wall - 10,000 Q162 Anzac Park Upgrade Stage 2 - 100,000		(1,968,000)					(1,250)	0.00%	
113270	Showgrounds - Pavilion							0	0.00%	
113274	Transfer To Swimming Pool Reserve - Interest only		(2,000)		(332)			332	100.00%	
113275	Transfer To Recreation Development Reserve - 95,000 subject to sale of land -35,000 Interest		(130,000)		(21,666)			21,666	100.00%	▲
161262	Loan 72 - Principal - Recreation Precinct		(36,377)		(6,062)			6,062	100.00%	▲
161263	Loan 73 - Principal Payments - Multi Purpose Courts		(18,684)		(3,114)			3,114	100.00%	
			(2,164,061)		(31,174)			29,924		
	CAPITAL REVENUE									
113350	Transfer From Recreation Development Reserve	95,000		15,832		0		(15,832)	(100.00%)	▼

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	Subject to sale of Lot 5/23 Toodyay Street - 95,000	95,000		15,832		0		(15,832)		
	TOTAL REC & SPORT - Capital	95,000	(2,164,061)	15,832	(31,174)	0	(1,250)	14,092		
	TOTAL RECREATION & SPORT	1,422,636	(3,107,891)	70,434	(188,330)	8,503	(110,195)	16,205		
	<u>RECREATION & CULTURE</u>									
	<u>LIBRARIES</u>									
	<u>OPERATING EXPENDITURE</u>									
115201	Library - Salaries & Wages		(120,058)		(20,008)		(22,192)	(2,184)	(10.92%)	
115203	Superannuation - Library		(11,406)		(1,900)		(2,195)	(295)	(15.50%)	
115204	Other Employee Costs - Library		(10,502)		(1,748)		(3,566)	(1,818)	(103.98%)	
	- Insurance									
	- Conference & Training									
	- Uniforms									
	- Other						(1,539)	961	38.42%	
115205	Library Operating Expenses		(15,000)		(2,500)					
	Stationery & Staff Amenities - 5,000									
	Telephone Charges - 5,000									
	State Library of WA - 5,000									
115206	Library Bldg. Maintenance		(28,249)		(4,696)		(4,115)	581	12.37%	
115207	Library Office Equipment		(8,000)		(1,332)		(1,550)	(218)	(16.39%)	
115208	Library Book Purchases		(2,000)		(332)		(17)	315	94.97%	
115210	Administration Allocation - Library		(31,805)		(5,300)		(5,412)	(112)	(2.12%)	
115211	Library - Events		(2,300)		(382)		0	382	100.00%	
161209	Loan 67 - Interest And Charges		(23,158)		(3,858)		0	3,858	100.00%	
161211	Loan 69 - Interest And Charges		(8,440)		(1,404)		0	1,404	100.00%	
004072	Deprec Of Assets-Library		(38,000)		(6,332)		(6,538)	(206)	(3.26%)	
			(298,918)		(49,792)		(47,124)	2,668		
	<u>OPERATING REVENUE</u>									
115330	Sale Of Old Library Books	0		0		49		49	0.00%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
115331	Grants Income	0		0		0		0	0.00%	
115332	Lib. Photocopying	0		0		498		498	0.00%	
115333	Book Fines	0		0		0		0	0.00%	
115334	Library Income/Revenue	2,000		332		12		(320)	(96.44%)	
	Sale of library books - 500									
	Photocopying - 2,000									
	Fines - 500									
	Miscellaneous - 500									
		2,000		332		559		227		
		2,000	(298,918)	332	(49,792)	559	(47,124)	2,895		
	TOTAL LIBRARIES - Operating									
	CAPITAL EXPENDITURE									
115250	Buildings - Library									
	- J0038 New Office Area - 10,000		(50,000)		(8,332)		0	8,332	100.00%	▲
	- J067 Library toilet Facilities - 40,000									
161258	Loan 67 Principal - Library Upgrade 1		(32,057)		(5,342)		0	5,342	100.00%	▲
161261	Loan 69 Principal - Library Upgrade 2		(29,156)		(4,858)		0	4,858	100.00%	▲
			(111,213)		(18,532)		0	18,532		
	CAPITAL REVENUE									
		0		0		0		0		
		0		0		0		0		
		0	(111,213)	0	(18,532)	0	0	18,532		
	TOTAL LIBRARIES - Capital									
		2,000	(410,132)	332	(68,324)	559	(47,124)	21,427		
	TOTAL LIBRARIES									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
RECREATION & CULTURE										
HERITAGE										
OPERATING EXPENDITURE										
116201	Museum (Gao) Maintenance		(56,216)		(9,342)		(7,972)	1,370	14.66%	
116202	Museum Honariums		(5,200)		(866)		(700)	166	19.17%	
116203	Museum Displays		(4,000)		(666)		0	666	100.00%	
	- Exhibition of Health & Healing - 2,000.									
	- Object supports for Agricultural Equipment - 2,000									
116204	Museum Subscriptions		0		0		0	0	0.00%	
116205	Mus. Conservation Materials		0		0		0	0	0.00%	
116206	Museum Volunteer Expenses		0		0		0	0	0.00%	
116207	Mus. Office Equip & Stationery		0		0		0	0	0.00%	
116208	Mus Trng & Workshops		0		0		0	0	0.00%	
116209	Mus. - Marketing/Promotion		(5,000)		(832)		0	832	100.00%	
	- Brochure & Walk Trail booklet									
	- Brochure Reprint/Yearly Exhibit									
116210	Heritage - Preservation & Conservation		(4,200)		(700)		0	700	100.00%	
	- Restore Heritage Furniture - 1,700									
	- Repairs to stables for safety & accessibility - 2,500									
116212	Heritage - Employee Costs		(73,274)		(12,208)		(12,310)	(102)	(0.84%)	
116214	Museum Curator - Superannuation		0		0		0	0	0.00%	
116215	Museum Curator - Other Employee Costs		0		0		0	0	0.00%	
	- Insurance									
	- Conference & Training									
	- Other									
116217	Heritage Advisory Services		(20,000)		(3,332)		0	3,332	100.00%	
116218	Administration Allocation - Heritage		(39,644)		(6,606)		(6,662)	(56)	(0.85%)	
116219	Cultural Heritage Interp Works		(6,200)		(1,032)		0	1,032	100.00%	
116221	Museum Operating Expenses		(4,300)		(716)		(230)	486	67.85%	
	Subscriptions - 400									
	Conservation Materials - 1,000									
	Volunteer Expenses - 750									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	Office Equipment & Stationery - 1,500		(218,034)		(36,300)		(27,875)	8,425		
	<u>OPERATING REVENUE</u>									
116330	Lotterywest Grants - Museum	100,000		16,666		0		(16,666)	(100.00%)	
116332	Q156 Roof Repair - New Shingles to Old Gaol	8,500		1,416		2,164		748	52.80%	
116333	Admissions To Museum	15,000		2,500		0		(2,500)	(100.00%)	
	Grant Income - Heritage									
116335	Old Goal Precinct Technical Upgrades - 15,000	10,000		1,666		0		(1,666)	(100.00%)	
	Recoups - Heritage Council	133,500		22,248		2,164		(20,084)		
	TOTAL HERITAGE - Operating	133,500	(218,034)	22,248	(36,300)	2,164	(27,875)	(11,659)		
	<u>CAPITAL EXPENDITURE</u>									
117252	Upgrade To Heritage Buildings									
	Q156 Roof Structure Repairs & Drainage Old Gaol - 200,000		(230,000)		(38,332)		(21,457)	16,875	44.02%	▲
117254	Q170 Old Goal Technical Upgrade - 30,000									
	Transfer To Heritage Asset Reserve		(200,000)		(33,332)		0	33,332	100.00%	▲
	Sale of Syreds Cottage - 195,000									
	Interest - 5,000		(430,000)		(71,664)		(21,457)	50,207		
	<u>CAPITAL REVENUE</u>									
117350	Transfer From Heritage Asset Reserve	100,000		16,666		0		(16,666)	0.00%	
	Gaol Project - Subject to sale of Syreds Cottage - 100,000	100,000		16,666		0		(16,666)		
	TOTAL HERITAGE - Capital	100,000	(430,000)	16,666	(71,664)	0	(21,457)	33,541		
	TOTAL HERITAGE	233,500	(648,034)	38,914	(107,964)	2,164	(49,332)	21,881		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>RECREATION & CULTURE</u>										
<u>CULTURE</u>										
<u>OPERATING EXPENDITURE</u>										
004222	Depreciation - Assets - Culture		(98,000)	(16,332)	(17,974)	(1,642)	(10.05%)			
113209	Toodyay St Aboriginal Reserve		(3,339)	(554)	(558)	(4)	(0.64%)			
117201	Festivals - Other		(4,500)	(744)	(51)	693	93.16%			
	- Twilight Movies In The Park - 1,000									
	- Gyuto Monks Cultural Visit - 2,500									
	- Miscellaneous - 1,000									
117202	Avon Descent		(18,832)	(3,134)	(16,961)	(13,827)	(441.20%)			▼
	- Event in-kind - 5,000									
	- NADA sponsorship - 10,000									
	- Avon Descent - L/holders BBQ - 550									
	- Miscellaneous - 3,282									
117203	Aust. Day Celebrations		(7,515)	(1,252)	0	1,252	100.00%			
	- Community Breakfast, Citizenship Ceremony									
117204	Donegan'S Cottage - Showgrounds		(6,580)	(1,086)	(327)	759	69.85%			
117205	Parkers Cottage		(6,124)	(1,014)	(683)	331	32.69%			
117206	Moodyne Festival		(2,000)	(332)	0	332	100.00%			
117207	Toodyay International Food Festival		(57,463)	(9,572)	(48,697)	(39,125)	(408.74%)			▼
	- IFF Event Expenses - 42,000									
	- EMRC Admin Fee - 5,000									
	- Maintenance - 2,000									
	- Waste Collection - 1,500									
	- Advertising - Radio & Print - 2,000									
	- Hire Of Toilets/Employing - 1,500									
	- Miscellaneous - 1,000									
	- Parks & Gardens - 2,463									
117208	Targa West		(2,500)	(414)	(8,064)	(7,650)	(1847.78%)			▼
117210	Toodyay Ag Show		(9,400)	(1,560)	0	1,560	100.00%			
	- Maintenance - 2,000									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
117211	- Waste Mgmt & Toilet Hire - 2,900 - Generator Hire - 1,000 - Miscellaneous - 1,000 - Parks & Gardens - 2,500 Xmas Street Party		(8,000)		(1,332)	0	0	1,332	100.00%	
117212	- Christmas Decorations - 8,000 Toodyay Races		(4,000)		(666)	0	0	666	100.00%	
117213	- Insurance (Reimbursed) GL; 113357 Community Grants & Sponsorships - Culture - Volunteer Recognition Event - 4,000		(6,000)		(1,000)	0	0	1,000	100.00%	
117214	- Senior's Week - 1,000 - Miscellaneous - 1,000 Administration Allocation - Culture		(44,946)		(7,490)	(7,414)	(7,414)	76	1.01%	
117215	Anzac Commemoration - Expenditure		(3,000)		(500)	0	0	500	100.00%	
117216	Reconciliation Week		(3,000)		(500)	0	0	500	100.00%	
			(285,199)		(47,482)	(100,729)	(100,729)	(53,247)		
OPERATING REVENUE										
117332	Grant Income	33,000		5,500		0	0	(5,500)	(100.00%)	▼
	- EMRC - Avon/IFF Festival - 30,000 - Thank a volunteer Day - 1,000 - Senior's Week - 1,000 - Miscellaneous - 1,000									
117333	Sponsorship - International Food Festival	3,000		498		2,955	2,955	2,457	493.28%	
117334	International Food Festival - Stallholder Fee	7,500		1,250		7,454	7,454	6,204	496.36%	
117335	Events - Miscellaneous Income	2,500		0		541	541	541	0.00%	▲
		46,000		7,248		10,950	10,950	3,702		
	TOTAL CULTURE - Operating	46,000	(285,199)	7,248	(47,482)	10,950	(100,729)	(49,545)		
CAPITAL EXPENDITURE										
			0		0	0	0	0		
			0		0	0	0	0		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
	TOTAL CULTURE - Capital	0	0	0	0	0	0	0		
	TOTAL CULTURE	46,000	(285,199)	7,248	(47,482)	10,950	(100,729)	(49,545)		
	TOTAL RECREATION & CULTURE	1,741,636	(4,757,517)	123,174	(463,114)	24,257	(343,265)	20,932		
<u>TRANSPORT</u>										
<u>CONSTRUCTION</u>										
<u>OPERATING EXPENDITURE</u>										
121201	Crossover Contributions		(15,000)		(2,500)		0	2,500	100.00%	
121214	Survey ,Design & Audits		(1,000)		(166)		(1,395)	(1,229)	(740.36%)	
121216	Administration Allocation - Transport Construction		(69,003)		(11,500)		(11,763)	(263)	(2.28%)	
161210	Loan 68 - Interest & Charges - Stirling Terrace		(2,897)		(480)		0	480	100.00%	
161212	Loan 70 - Interest & Charges - Footbridge		(4,233)		(704)		0	704	100.00%	
161213	Loan 71 - Interest & Charges - Depot		(36,924)		(6,152)		0	6,152	100.00%	▲
004670	Deprec - Transport Assets		(3,750,000)		(625,000)		(645,540)	(20,540)	(3.29%)	
			(3,879,057)	0	(646,502)		(658,698)	(12,196)		
<u>OPERATING REVENUE</u>										
121334	Regional Roads Group (Project) Grants	868,758		434,379		471,918		37,539	8.64%	
	A0004 Julimar Road BSF SLK 1.78 - 4.11- 121,921									
	C0004 Julimar Road BSF SLK 13.23-15.96 - 137,856									
	Q0004 Julimar Road BSF SLK 28.93 - 30.03 - 114,357									
	A0013 Fernie Rd/Toodyay Rd Intersection - 30,521									
	A0021 Morangup Road - 4,384									
	A0063 Fienes St/Clinton St Asphalt - 48,467									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
121337	A0194 Bindoon Dewars Pool Rd - 196,731 E0194 Bindoon Dewars Pool Rd - 214,521 Roads To Recovery Grants B0010 River Road - 119,385 B0018 - Sandplain Road - 118,944 B0048 Harders Chitty Road - 114,665 B0137 Wattle Way - 118,676 B0153 Wandoo Circle - 116,264 Road Const. (Private) Contribution	587,934	0	0	0	5,045		5,045	0.00%	
121339		0		0		0		0	0.00%	
		1,456,692		434,379		476,963		42,584		
	TOTAL CONSTRUCTION - Operating	1,456,692	(3,879,057)	434,379	(646,502)	476,963	(658,698)	30,388		
	CAPITAL EXPENDITURE									
112122	Footpaths - Construction y0024 Toodyay Street - Telegraph Road to Oval		(20,000)		0		0	0	0.00%	
121211	Regional Road Group Projects - Grant Funded A0004 Julimar Road BSF SLK 1.78 - 4.11- 212,084 C0004 Julimar Road BSF SLK 13.23-15.96 - 206,785 Q0004 Julimar Road BSF SLK 28.93 - 30.03 - 142,333 A0013 Fernie Rd/Toodyay Rd Intersection - 45,782 A0063 Fiennes St/Clinton St Asphalt - 72,700 A0021 Morangup Road - 10,455 A0194 Bindoon Dewars Pool Rd - 295,096 E0194 Bindoon Dewars Pool Rd - 214,521 Roads To Recovery - Grant Works		(1,199,761)		(199,934)		(48,827)	151,107	75.58%	▲
121212	B0010 River Road - 121,758 B0018 Sandplain Road - 118,944 B0048 Harders Chitty Road - 114,665 B0137 Wattle Way - 118,676 B0153 Wandoo Circle - 116,264 Road Construction - Own Resources		(590,310)		(154,447)		(85,212)	69,235	44.83%	▲
121213	D0026 Mount Road/Buligan Road Tree Pruning - 15,000 D0036 Long Forrest Road - 36,215 D0052 Cobblers Pool Road - 104,495		(427,751)		(71,248)		(28,174)	43,074	60.46%	▲

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	D0058 Dudgee Park Barrier Rail - 10,072									
	D0084 Dawson Road - 26,657									
	D0115 Hermandra Place - 23,345									
	D0123 Kane Road - 17,395									
	D0166 Everett Street - 33,955									
	D0195 Stirling Terrace - Drainage - 7,432									
	D0163 Wandoo Circle - Drainage - 6,212									
	D0247 Western Road - 75,496									
	D0061 Station Carpark Solar Lighting - 10,000									
	C0061 Anzac Avenue - Tree Removal - 12,500									
	J065 Bowling Club Car Park - 40,000									
	J066 Plesse/Charcoal Lane Street Bins - 8,975									
121215	Bridges & Culverts Works	0		0		0		0	0.00%	
122202	Purchase Of Plant & Equipment	(439,386)		0		0		0	0.00%	
	Backhoe - 155,000									
	Multi Tyred Roller - 170,000									
	MPD Vehicle - 42,000									
	BMO Vehicle - 37,000									
	Upgrade Shire Radio System - 35,386									
122203	Transfer To Plant Replacement Reserve		(24,000)		(4,000)			4,000	100.00%	
	- Interest									
	- Community Bus Replacement Fund - 20,000									
122205	Transfer To Road Contribution Reserve		(34,500)		(5,750)			5,750	100.00%	▲
	- Interest & 30,000									
122206	Railway Works & Services Depot - Buildings		0		0			0	0.00%	
122207	Remediation Of Old Depot Sites		(20,000)		(3,330)			3,330	100.00%	
	- Q163 - Parks & Gardens Site - 10,000									
	- Q048 - Harper Road Site - 10,000									
122208	Charcoal Lane		0		0			0	0.00%	
122209	Toodyay Townsite - Upgrade		(20,000)		0			0	0.00%	
	- Q140 Street Trees									
123220	Railway Works & Services Depot - Infrastructure Other		0		0			0	0.00%	
122211	Transfer To Newcastle Footbridge Reserve		(10,500)		(1,750)			1,750	100.00%	
	- Interest & 10,000									
161259	Loan 68 - Principal		(52,412)		(8,734)			8,734	100.00%	▲
161269	Loan 70 - Principal Payment		(12,690)		(2,114)			2,114	100.00%	▲

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
161270	Loan 71 - Principal Payment - Depot		(30,153)		(5,024)	0	0	5,024	100.00%	▲
			(2,881,463)		(456,331)	(162,213)	(162,213)	294,118		
<u>CAPITAL REVENUE</u>										
121348	Transfer From Road Contribution Reserve	0		0		0	0	0	0	▼
122330	Sale Of Plant & Equipment	120,000		20,000		0	0	(20,000)	(100.00%)	
	T0005 John Deere Backhoe - 50,000									
	1CSR493 Bomag Roller - 35,000									
	T0000 Nissan Pathfinder (MPD) - 25,000									
	T7030 Toyota Hilux (BMO) - 10,000									
122331	Transfer From Plant Replacement Reserve	50,000		8,332		0	0	(8,332)	(100.00%)	▼
		170,000		28,332		0	0	(28,332)		
	TOTAL CONSTRUCTION - Capital	170,000	(2,881,463)	28,332	(456,331)	0	(162,213)	265,786		
	TOTAL CONSTRUCTION	1,626,692	(6,760,520)	462,711	(1,102,833)	476,963	(620,911)	296,174		
<u>TRANSPORT</u>										
<u>MAINTENANCE</u>										
<u>OPERATING EXPENDITURE</u>										
123201	Road Maintenance		(770,000)		(128,330)		(97,427)	30,903	24.08%	▲
123202	Bridge Maintenance		(80,000)		(13,330)		(38,435)	(25,105)	(188.34%)	▼
	- Annual Maintenance Program - 80,000									
123204	Tree Pruning - Own Resources		0		0		0	0	0.00%	
123205	Footpath Maintenance		(12,922)		(2,150)		0	2,150	100.00%	
123206	Lighting Of Streets		(45,000)		(7,500)		(5,141)	2,359	31.45%	
123207	Road Verge Spraying - Contract		(30,000)		(5,000)		(23,800)	(18,800)	(376.00%)	
123208	Admin Allocation - Transport Maintenance		(51,113)		(8,518)		(8,876)	(358)	(4.20%)	▼
123209	Depot Maintenance		(62,638)		(10,424)		(9,824)	600	5.76%	
	- Security Cameras - 2,500									
	- Building Maintenance									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- Parks & Gardens Maintenance									
	- Utilities									
	- Insurance									
123210	Roman li Subscription		(6,000)		(1,000)		(6,102)	(5,102)	(510.23%)	▼
123211	Bridge Insurance		(75,000)		(12,500)		0	12,500	100.00%	
123212	Signage		(10,000)		(1,666)		0	1,666	100.00%	
004870	Deprec Of Assets - Maint		(95,000)		(15,832)		(15,992)	(160)	(1.01%)	
			(1,237,673)		(206,250)		(205,598)	652		
	<u>OPERATING REVENUE</u>									
123330	MRWA Street Light Subsidy	1,500		250		0		(250)	(100.00%)	
123331	Operating Grants - Roads	126,168		0		0		0	0.00%	
123333	Road Maintenance Contributions	30,000		7,500		6,273		(1,227)	0.00%	
		157,668		7,750		6,273		(1,477)		
	<u>TOTAL MAINTENANCE - Operating</u>	157,668	(1,237,673)	7,750	(206,250)	6,273	(205,598)	(825)		
	<u>CAPITAL EXPENDITURE</u>									
		0		0		0		0		
		0		0		0		0		
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		
	<u>TOTAL MAINTENANCE - Capital</u>	0		0		0		0		
	<u>TOTAL MAINTENANCE</u>	157,668	(1,237,673)	7,750	(206,250)	6,273	(205,598)	(825)		
	<u>TOTAL TRANSPORT</u>	1,784,360	(7,998,193)	470,461	(1,309,083)	483,236	(1,026,509)	295,348		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>ECONOMIC SERVICES</u>										
<u>TOURISM & AREA PROMOTION</u>										
<u>OPERATING EXPENDITURE</u>										
132201	Visitor Centre - Employee Costs		(86,997)		(14,496)		(19,571)	(5,075)	(35.01%)	▼
132203	Visitor Centre - Superannuation		0		0		0	0	0.00%	
132204	Visitor Centre - Conferences & Training		0		0		(355)	(355)	0.00%	
132205	Visitor Centre - Uniforms		0		0		0	0	0.00%	
132207	Visitor Centre - Printing & Stationery		(1,000)		(166)		(29)	137	82.77%	
132208	Postage (V.C.)		(1,000)		(166)		(42)	124	74.53%	
132210	Telephone/Internet Costs (V.C.)		(10,000)		(1,666)		(141)	1,525	91.55%	
132211	Visitor Centre - Other Employee Costs		0		0		0	0	0.00%	
	- Insuramce									
	- Other									
132212	Other V/C Office Expenses		(10,000)		(1,666)		(2,286)	(620)	(37.23%)	
132213	Connors Mill Bldg. Operation (V.C.)		(30,783)		(5,124)		(2,945)	2,179	42.53%	
	- Maintenance of Machinery Displays									
	- Building Maintenance									
	- Utilities, Insurance etc									
132214	Visitors Ctre. Bldg. Operation		(47,725)		(7,946)		(2,762)	5,184	65.24%	▲
	- Storage Shed for event equipment - 2,000									
	- Building Maintenance									
	- Parks & Gardens Maintenance									
	- Utilities, Insurance etc									
132215	Memberships Affiliated Bodies		(1,350)		(224)		(1,209)	(985)	(439.77%)	
	- Accreditation Of Visitor Centre									
132216	Accommodation Expense - Offset By Gi: 132335		(65,000)		(10,832)		(13,225)	(2,393)	(22.09%)	
132217	Accommodation Commission Expenses		(2,000)		(332)		(180)	152	45.78%	
132221	Tourist Information Bay		(3,156)		(520)		(225)	295	56.68%	
132222	Transwa Ticket Sales		(5,000)		(832)		(1,239)	(407)	(48.90%)	
132224	Floor Stock Purchases		(12,000)		(2,000)		(4,476)	(2,476)	(123.80%)	
132229	Administration Allocation - Tourism		(50,090)		(8,348)		(8,248)	100	1.20%	
005502	Deprec Of Assets-Tourism		(85,000)		(14,166)		(13,484)	682	4.82%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
161204	Loan 64 - Interest And Charges		(6,072)		(1,010)	0	0	1,010	100.00%	
			(417,173)		(69,494)	(70,417)	(923)			
	<u>OPERATING REVENUE</u>									
132330	Admissions Connors Mill	6,000		1,000		1,575		575	57.54%	
132332	Floor Stock Sales	25,000		4,166		5,488		1,322	31.74%	
132333	Misc Visitor Ctre Income	1,000		166		0		(166)	(100.00%)	
132334	Membership Fees	1,500		250		1,091		841	336.35%	
132335	Accommodation Income - Offset By Gi: 132216	65,000		10,832		15,580		4,748	43.83%	
132336	Accommodation Commission	6,500		1,082		0		(1,082)	(100.00%)	
132338	Transwa Ticket Sales	5,500		916		1,320		404	44.08%	
132354	Grant Income - Tourism & Area Promotion	40,000		6,666		0		(6,666)	(100.00%)	
		150,500		25,078		25,054		(24)		
	TOTAL TOURISM & AREA PROMO - Operating	150,500	(417,173)	25,078	(69,494)	25,054	(70,417)	(946)		
	<u>CAPITAL EXPENDITURE</u>									
132339	Economic Services & Tourism - Buildings		(48,000)		(8,000)		0	8,000	100.00%	
161255	Q142 VC Sustainable Upgrades - 48,000		(15,358)		(2,558)		0	2,558	100.00%	
	Loan No. 64 - Principal Payments - Visitor Centre		(63,358)		(10,558)		0	10,558		
	<u>CAPITAL REVENUE</u>									
		0		0		0		0		
		0		0		0		0		
		0								
	TOTAL TOURISM & AREA PROMO - Capital	0	(63,358)	0	(10,558)	0	0	10,558		
	TOTAL TOURISM & AREA PROMOTION	150,500	(480,531)	25,078	(80,052)	25,054	(70,417)	9,612		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>ECONOMIC SERVICES</u>										
<u>OTHER TOURISM & AREA PROMOTION</u>										
<u>OPERATING EXPENDITURE</u>										
132230	Area Promotion Advertising		(36,600)		(6,100)	0		6,100	100.00%	▲
	Avon Valley Tourism - 5,000									
	Experience Perth - 3,500									
	Flora Road/Explore Toodyay Brochures - 5,000									
	Pioneer Pathway Brochure - 2,000									
	Promotion of Avon Link - 5,000									
	Swan Magazine - 800 - (\$200 x 4 events)									
	Valley for All Seasons - 5,000									
	Visitor Centre Website - 10,300									
132233	Signs - Tourism, Events & Other		(1,600)		(266)	0		266	100.00%	
132236	Area Promotion - Employee Expenses		(94,539)		(15,754)	(1,268)		14,486	91.95%	
	Salaries & Wages - 79,614									
	Superannuation - 10,037									
	Conferences & Training - 2,500									
	Other Employee Expenses - 2,388									
			(132,739)		(22,120)		(1,268)	20,852		
<u>OPERATING REVENUE</u>										
132351	Community Directory	3,000		500		0		(500)	(100.00%)	
132352	Grants, Contributions & Sponsorships - Valley for All Seasons - \$5,000	5,000		832		136		(696)	(83.61%)	
132359	Income - Other Tourism & Area Promotion Advertising on Toodyay Information Bay	5,000		832		0		(832)	(100.00%)	
		13,000		2,164		136		(2,028)		
		13,000	(132,739)	2,164	(22,120)	136	(1,268)	18,824		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL EXPENDITURE</u>										
132250	Economic Services - Tourism - Other Infra - Q136 Tourist Info Bay - Signage		(35,000)		(5,832)		(5,160)	672	11.52%	
			(35,000)		(5,832)		(5,160)	672		
<u>CAPITAL REVENUE</u>										
		0		0		0		0		
		0		0		0		0		
		0	(35,000)	0	(5,832)	0	(5,160)	672		
	TOTAL OTHER TOURISM & AREA PROMO - Capital	13,000	(167,739)	2,164	(27,952)	136	(6,428)	19,496		
<u>BUILDING SERVICES</u>										
<u>OPERATING EXPENDITURE</u>										
133201	Building - Employee Costs		(179,642)		(29,938)		(26,658)	3,280	10.95%	
133203	Building - Superannuation		0		0		0	0	0.00%	
133204	Building - Conferences & Training		0		0		0	0	0.00%	
133205	Building - Other Employee Costs		0		0		(534)	(534)	0.00%	
133206	Bldg Vehicles Expenses		(10,000)		(1,666)		(1,975)	(309)	(18.56%)	
133207	Building Control Expenses - Additional Tools - 3,000		(3,000)		(500)		(2,034)	(1,534)	(306.80%)	
133208	Legal Expenses - Bldg.		(1,000)		(166)		0	166	100.00%	
133209	Administration Allocation - Building		(61,778)		(10,296)		(10,484)	(188)	(1.83%)	
133211	Depreciation Of Assets		0		0		(2,505)	(2,505)	0.00%	
			(255,420)		(42,566)		(44,191)	(1,625)		
<u>OPERATING REVENUE</u>										
133333	Building Licences	50,000		8,332		5,207		(3,125)	(37.50%)	
133334	Building Fees - Other	2,500		416		302		(114)	(27.50%)	
133337	Grant Income - Community Depot	130,432		0		0		0	0.00%	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
133339	- Lotterywest - Sheds x 7 - 115,000 - L/west - Disabled Toilet 50% - 15,000 - Avon Woodturners x 1 shed - Festival, Singers & Theatre Grp x three sheds - Friends of the River x 1 shed - Farmers Market & Road Wise x 2 sheds Community Depot - Contributions, Donations & Reimburse - Avon Woodturners - 5,000 - Community Singers - 1,000 - Toodyay Naturalists/Friends of River - 16,000 - Road Wise Committee - 100	22,100		0		0		0	0.00%	
		205,032		8,748		5,509		(3,239)		
	TOTAL BUILDING SERVICES (Operating)	205,032	(255,420)	8,748	(42,566)	5,509	(44,191)	(4,864)		
	CAPITAL EXPENDITURE									
133332	Community Depot - Capital Works - Q126 - Sheds x 7 - 27,413 - Q126 - Toilet - 30,000		(57,413)		(9,568)		(38,188)	(28,620)	(299.12%)	▼
133338	Community Depot - Other Infrastructure Works Q155 Carpark & Driveway - 28,000 Q155 Finalise water; power; drainage - 11,102 Q155 Community Depot Signage & Lights - 5,000		(44,102)		(7,350)		(80)	7,270	98.91%	▲
	CAPITAL REVENUE									
		0		0		0		0		
		0		0		0		0		
	TOTAL BUILDING SERVICES - Capital	0	(101,515)	0	(16,918)	0	(38,268)	(21,350)		
	TOTAL BUILDING SERVICES	205,032	(356,935)	8,748	(59,484)	5,509	(82,459)	(26,214)		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>ECONOMIC SERVICES</u>										
<u>COMMUNITY DEVELOPMENT</u>										
<u>OPERATING EXPENDITURE</u>										
136201	Community Development - Salaries & Wages		(140,219)		(23,368)	(51,454)	(28,086)		(120.19%)	▼
136202	Other Employee Costs - Community Development		0		0	(70)	(70)		0.00%	
136203	Utilities - Community Development		0		0	0	0		0.00%	
136204	Conferences & Training - Community Development		0		0	(22)	(22)		0.00%	
136205	Administration Allocation - Community Development		(51,772)		(8,628)	(8,716)	(88)		(1.02%)	
136206	Community Depot - Maintenance & Operations - Insurance - 2,500 - Utilities & Operations - 2,500 - Parks & Gardens - 2,500		(10,000)		(1,660)	(349)	1,311		78.95%	
136207	Economic Development Vehicle Expense		(5,000)		(832)	(2,245)	(1,413)		(169.79%)	
			(206,991)		(34,488)	(62,855)	(28,367)			
<u>OPERATING REVENUE</u>										
136301	Community Depot - Income/Revenue Lease Agreements - 2,000 Contributions, Donations & Reimbursements - 1,000	3,000		498		0	(498)		(100.00%)	
		3,000		498		0	(498)			
		3,000	(206,991)	498	(34,488)	0	(28,865)			
<u>TOTAL COMMUNITY DEVELOPMENT - OPERATING</u>										
<u>CAPITAL EXPENDITURE</u>										
			0		0	0	0			
			0		0	0	0			
<u>CAPITAL REVENUE</u>										
		0		0		0	0			

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	Total Community Development - Capital	0	0	0	0	0	0	0		
	TOTAL COMMUNITY DEVELOPMENT	3,000	(206,991)	498	(34,488)	0	(62,855)	(28,865)	0	
	OTHER ECONOMIC SERVICES									
	OPERATING EXPENDITURE									
137201	Administration Allocation - Other Economic Services		(53,688)		(8,948)		(9,029)	(81)	(0.90%)	
137202	Standpipe - Northam Toodyay Road		(115,000)		(19,166)		(276)	18,890	98.56%	
137203	Sale Costs - Shire Owned Assets		(55,000)		(9,166)		0	9,166	100.00%	▲
	Telegraph Road - 20,000 (including subdivision costs)									
	Telegraph Road - 20,000 (including subdivision costs)									
	Duke Street - 5,000									
	Syreds Cottage - 5,000									
	Toodyay Road - 5,000									
137208	Deprec Of Assets		(12,000)		(2,000)		(2,042)	(42)	(2.09%)	
137213	Loss On Sale Of Assets - Economic Development		(30,000)		(5,000)		0	5,000	100.00%	
	Telegraph Road - 30,000									
			(265,688)		(44,280)		(11,347)	32,933		
	OPERATING REVENUE									
005853	Profit On Sale Of Assets - Other Economic Services	147,390		0		0	0	0	0.00%	
	Telegraph Road - 66,164									
	Duke Street - 20,000									
	Syreds Cottage - 51,226									
	Toodyay Road - 10,000									
137330	Standpipes	125,000		0		3,221	3,221	3,221	0.00%	
137331	Extractive Industry Licences	2,500		0		0	0	0	0.00%	
		274,890		0		3,221	3,221	3,221		
	TOTAL OTHER ECONOMIC SERVICES (Operating)	274,890	(265,688)	0	(44,280)	3,221	(11,347)	36,153		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>CAPITAL EXPENDITURE</u>										
137255	Other Infrastructure - Other Economic Services Q154- Additional standpipe/water tank		(30,000)		(5,000)	0	0	5,000	100.00%	▲
			(30,000)		(5,000)		0	5,000		
<u>CAPITAL REVENUE</u>										
137349	Sale Of Land BLG030 Telegraph Road - 250,000 L002 Telegraph Road - 150,000 Duke Street - 100,000 Syreds Cottage - 200,000 Toodyay Road - 100,000	800,000		0		0	0	0	0.00%	
		800,000		0		0	0	0		
	TOTAL OTHER ECONOMIC SERVICES (Capital)	800,000	(30,000)	0	(5,000)	0	0	5,000		
	TOTAL OTHER ECONOMIC SERVICES	1,074,890	(295,688)	0	(49,280)	3,221	(11,347)	41,153	0	
	TOTAL ECONOMIC SERVICES	1,446,922	(1,546,724)	36,570	(257,724)	33,952	(239,169)	15,937		
<u>OTHER PROPERTY & SERVICES</u>										
<u>PRIVATE WORKS</u>										
<u>OPERATING EXPENDITURE</u>										
141201	Private Works		(8,500)		(1,414)		(16)	1,398	98.86%	
			(8,500)		(1,414)		(16)	1,398		
<u>OPERATING REVENUE</u>										
141330	Private Works Income	15,000		2,500		145		(2,355)	(94.18%)	

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
		15,000		2,500		145		(2,355)		
	TOTAL PRIVATE WORKS - Operating	15,000	(8,500)	2,500	(1,414)	145	(16)	(957)		
	CAPITAL EXPENDITURE									
			0		0		0	0		
			0		0		0	0		
	CAPITAL REVENUE									
		0		0		0		0		
		0		0		0		0		
	TOTAL PRIVATE WORKS - Capital	0	0	0	0	0	0	0		
	TOTAL PRIVATE WORKS	15,000	(8,500)	2,500	(1,414)	145	(16)	(957)		
	PUBLIC WORKS OVERHEADS									
	OPERATING EXPENDITURE									
143201	Works & Services - Salaries & Wages		(255,607)		(42,600)		(48,129)	(5,529)	(12.98%)	▼
143204	Public Works Overheads - Superannuation		(28,965)		(4,826)		(5,230)	(404)	(8.37%)	
143205	Public Works Overheads - Conferences & Training		(7,000)		(1,166)		(836)	330	28.30%	
143206	Other Employee Costs - Pwo		(30,500)		(5,082)		(11,100)	(6,018)	(118.41%)	▼
143207	Supervisors Vehicles		(15,000)		(2,500)		(4,950)	(2,450)	(97.99%)	
143208	Engineering Office Expenses		(22,000)		(3,664)		(1,982)	1,682	45.89%	
143209	Eng. - Printing & Stationery		(3,000)		(500)		(47)	453	90.50%	
143210	Wages Staff - Training		(15,000)		(2,500)		(1,700)	800	32.00%	
143211	Wages Staff - Meetings		(15,000)		(2,500)		(1,399)	1,101	44.05%	
143212	Outside Staff - Wages - Annual Leave		(90,114)		(15,018)		(11,522)	3,496	23.28%	
143213	Outside Staff - Wages - Public Holidays		(46,356)		(7,726)		0	7,726	100.00%	▲
143214	Outside Staff - Wages - Sick Leave		(41,427)		(6,904)		(5,459)	1,446	20.94%	
143216	Superannuation - Wages Staff		(134,031)		(22,338)		(18,243)	4,095	18.33%	
143219	Insurance On Works		(35,400)		(5,900)		(18,585)	(12,685)	(215.00%)	▼

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
143220	Salaries (O/S) - L.S.L.		(35,000)		(5,832)		(6,156)	(324)	(5.56%)	
143222	Safety Equipment & P.P.E.		(12,500)		(2,082)		(743)	1,339	64.31%	
143223	Communication Costs		(2,500)		(416)		(99)	317	76.23%	
143224	Administration Allocation - Pwo		(84,162)		(14,026)		(14,882)	(856)	(6.10%)	
143226	Small Plant Operating Costs		(20,000)		(3,332)		(7,738)	(4,406)	(132.23%)	
143228	Building Maintenance - Allowance		(500)		(82)		0	82	100.00%	
143250	Less Allocated To Works & Services (Pwoh)		888,051		148,008		119,709	(28,299)	19.12%	
			(6,011)		(986)		(39,090)	(38,104)		
	<u>OPERATING REVENUE</u>									
143331	P.W.O. Misc Income	1,000		166		21		(145)	(87.46%)	
		1,000		166		21		(145)		
	TOTAL PUBLIC WORKS OVERHEADS - Operating	1,000	(6,011)	166	(986)	21	(39,090)	(38,250)		
	<u>CAPITAL EXPENDITURE</u>									
143225	Transfer To Employee Entitlement Reserve - Outside Staff - Interest		(2,000)		(332)		0	332	100.00%	
			(2,000)		(332)		0	332		
	<u>CAPITAL REVENUE</u>									
143330	Transfer From LSL Reserve	20,000		3,332		0		(3,332)	(100.00%)	
		20,000		3,332		0		(3,332)		
	TOTAL PUBLIC WORKS OVERHEADS - Capital	20,000	(2,000)	3,332	(332)	0	0	(3,000)		
	TOTAL PUBLIC WORKS OVERHEADS	21,000	(8,011)	3,498	(1,318)	21	(39,090)	(41,250)		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
<u>OTHER PROPERTY & SERVICES</u>										
<u>PLANT OPERATION COSTS</u>										
<u>OPERATING EXPENDITURE</u>										
144202	Fuel - Unleaded		(35,000)	(5,832)	(4,799)	1,033	17.72%			
144203	Fuel - Diesel/Distillate		(140,000)	(23,332)	(19,333)	3,999	17.14%			
144205	Tyres & Tubes		(35,000)	(5,832)	(2,337)	3,495	59.92%			▲
144206	Plant - Parts & Repairs		(155,000)	(25,832)	(16,456)	9,376	36.29%			▲
144207	Plant Repair - Wages		(140,000)	(23,332)	(31,957)	(8,625)	(36.97%)			▼
144208	Ins. & Licences		(60,000)	(60,000)	(72,559)	(12,559)	(20.93%)			▼
144209	Sundry Tool Purchases		(15,000)	(2,500)	(39)	2,461	98.46%			
	Pole Saw with Interchangeable Head - 2,500									
	Two Brushcutters plus Harness - 2,500									
	Miscellaneous - 10,000									
004425	Less Plant Depreciation Allocated To Works		275,277	45,878	30,172	(15,706)	34.23%			▲
005012	Loss On Sale Of Assets - Road Plant Purchases		(39,693)	(6,614)	0	6,614	100.00%			
008362	Plant Operation - Expen. Stores		0	0	(88)	(88)	0.00%			
008412	Plant Depreciation		(175,000)	(29,166)	(26,210)	2,956	10.14%			
144250	Less Allocated To Works & Services (Poc)		491,907	81,982	96,840	14,858	(18.12%)			
			(27,509)	(54,580)	(46,766)	7,814				
<u>OPERATING REVENUE</u>										
001523	Profit On Sale Of Assets - Road Plant & Equipment	2,509		418	0	(418)	(100.00%)			
144330	Misc Revenue & Fuel Tax Credits	25,000		4,166	3,595	(571)	(13.71%)			
144331	Reimbursement - Insurance Claims	0		0	4,773	4,773	0.00%			
		27,509		4,584	8,368	3,784				
	TOTAL PLANT OPERATION COSTS - Operating	27,509	(27,509)	4,584	8,368	(46,766)		1,598		
<u>CAPITAL EXPENDITURE</u>										
			0	0	0	0		0		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	<u>CAPITAL REVENUE</u>									
			0		0			0		
		0		0		0		0		
		0		0		0		0		
	TOTAL PLANT OPERATION COSTS - Capital	0	0	0	0	0	0	0		
	TOTAL PLANT OPERATION COSTS	27,509	(27,509)	4,584	(54,580)	8,368	(46,766)	11,598		
	<u>MATERIALS IN STORE</u>									
	<u>OPERATING EXPENDITURE</u>									
			0		0		0	0		
			0		0		0	0		
	<u>OPERATING REVENUE</u>									
145330	Sale Of Stock Direct	0		0		0		0		
		0		0		0		0		
	TOTAL MATERIALS IN STORE - Operating	0	0	0	0	0	0	0		
	TOTAL MATERIALS IN STORE - Capital	0	0	0	0	0	0	0		
	TOTAL MATERIALS IN STORE	0	0	0	0	0	0	0		
	<u>SALARIES & WAGES</u>									
	<u>OPERATING EXPENDITURE</u>									
008580	Wages & Allow Default		0		0		0	0		
008570	Workers Compensation Payments		0		0		0	0		

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
	- Parks & Gardens									
	- Operational									
147204	6 Duke Street		(1,097)		(178)		(218)	(40)	(22.47%)	
147205	Bank Building - Stirling Terrace - Operational		(10,702)		(1,772)		(1,088)	684	38.60%	
147206	Syreds Cottage		(6,773)		(1,122)		(416)	706	62.94%	
147207	O'Reilly's - Lots 1A & 1B Stirling Terrace, Toodyay		(6,102)		(1,006)		(866)	140	13.94%	
147212	Lot 46/47 Telegraph Road, Toodyay - Building Maintenance		(3,387)		(556)		(890)	(334)	(60.03%)	
	- Parks & Gardens									
	- Operational									
149100	Avon Aged Housing Initiative Project - Expenditure		(2,049,014)		0		(5,750)	(5,750)	0.00%	
	Q158A - Avon Aged Housing									
161203	Loan 63 - Interest And Charges		(5,140)		(854)		(2,432)	(1,578)	(184.75%)	
161216	Loan 74 - Interest & Charges - Bank Building Stirling Terrace		(2,444)		(406)		0	406	100.00%	
08682	Depreciation - Unclassified Buildings		(42,000)		(7,000)		(7,316)	(316)	(4.52%)	
			(2,183,663)		(22,386)		(28,187)	(5,801)		
	OPERATING REVENUE									
147331	Bank Bldg - Recoup Outgoings	2,000		332			0	(332)	(100.00%)	
147332	Bank Bldg - Rent Bank	31,000		5,166			4,573	(593)	(11.49%)	
147333	Recoups - Lot 1 A&B Stirling Tce	208,000		104,000			136,364	32,364	31.12%	▲
	- Insurance - O'Reilly's - 208,000									
147335	Rental - Lot 1 A&B Stirling Tce	15,000		2,500			0	(2,500)	(100.00%)	
149200	Avon Aged Housing Initiative Project - Revenue	681,818		0			0	0	0.00%	
		937,818		111,998			140,936	28,938		
	TOTAL UNCLASSIFIED ITEMS - Operating	937,818	(2,183,663)	111,998	(22,386)	140,936	(28,187)	23,138		
	CAPITAL EXPENDITURE									
147252	Transfer To Asset Development Reserve		(460,000)		(76,666)		0	76,666	100.00%	▲
	Sale of Telegraph Road - 230,000									
	Sale of Telegraph Road - 130,000									
	Sale of Duke Street - 95,000									
	Interest - 5,000									

**Shire of Toodyay - Operating Statement by Function & Activity
For The Period Ending 31 August 2016**

COA	Description	2016/2017 Original Budget		YTD Budget		YTD Actual		Variance \$	Variance %	Over/Under Budget YTD
		Revenue	Expense	Revenue	Expense	Revenue	Expense			
147256	Unclassified Heritage (Spec.) Buildings - Capital Works Q146 Connors Cottage Internal Paint - 8,000 J0010 O'Reilly's Cottage Repairs - 100,000 J0010 O'Reilly's Cottage Footings Repair - 20,000 Loan 63 - Principal Payments Loan 74 - Principal - Bank Building Stirling Terrace		(128,000)		(21,332)		(45,072)	(23,740)	(111.29%)	▼
161254			(13,856)		(2,308)		(6,821)	(4,513)	(195.52%)	
161264			(18,920)		(3,152)		0	3,152	100.00%	
			(620,776)		(103,458)		(51,893)	51,565		
	<u>CAPITAL REVENUE</u>									
147253	Transfer From Asset Development Reserve Subject to sale of Duke Street - 20,000	20,000		3,332		0		(3,332)	(100.00%)	
147257	Loan Income - Bank Building Stirling Terrace	0		0		0		0		
		20,000		3,332		0		(3,332)		
	TOTAL UNCLASSIFIED ITEMS - Capital	20,000	(620,776)	3,332	(103,458)	0	(51,893)	48,233		
	TOTAL UNCLASSIFIED ITEMS	957,818	(2,804,439)	115,330	(125,844)	140,936	(80,079)	71,371		
	TOTAL OTHER PROPERTY & SERVICES	1,021,327	(2,848,459)	125,912	(183,156)	149,470	(165,952)	40,763		

Shire of Toodyay - Bank Reconciliation As At 31 August 2016

Municipal

Balance as per

- Financial Statement - Muni - Unrestricted - 100600100 2,072,956.21

Total	2,072,956.21
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Balance as per

- Bendigo - 110482809	665,734.24
- Bendigo NCD: 1976948	443,100.70
- Bendigo - NCD: 1928837	356,251.66
- Bendigo - NCD: 1976977	501,707.12

Roundings

Difference 0.00

Subtotal	1,966,793.72
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Adjustments (See Below)	124.92
Plus Outstanding Deposits - Current Month	112,211.09
Plus Outstanding Cheques - Current Month	(5,176.54)
Plus Outstanding Deposits - Previous Periods	100.00
Plus Outstanding Cheques - Previous Periods	(1,096.98)

Total	2,072,956.21
--------------	---------------------

Adjustment Breakdown

Trust transfer to Muni	124.92
	<u>124.92</u>

C Muncatt

Signed: Rates Officer

6.9.16

Date

[Signature]

Signed: Senior Finance Officer

15/9/16

Date

Shire of Toodyay - Bank Reconciliation As At 31 August 2016

Trust

Balance as per

- Financial Statement - Trust - Unrestricted - 100617100 3,502,579.49

Total

3,502,579.49

Balance as per

- Bendigo - 110482783 203,804.28
 - Bendigo - Term Deposit No: 140619784 - T84 199,967.92
 - Bendigo - Term Deposit No: 145326583 - T794 100,517.33
 - Bendigo - Term Deposit No: 137945127 - T100 128,339.36
 - Bendigo - Term Deposit No: 140619834 - T83 128,184.56
 - Bendigo - Term Deposit No: 152237145 - T214 44,849.30
 - Bendigo - Term Deposit No: 152238135 - T4 113,396.77
 - Bendigo - Term Deposit No: 152238176 - T114 188,931.31
 - Bendigo - Term Deposit No: 152238218 - T458 409,619.53
 - Bendigo - Term Deposit No: 152240818 - T793 21,722.40
 - Bendigo - Term Deposit No: 152240834 - T797 29,811.31
 - Bendigo - Term Deposit No: 1483346 - T12 44,419.81
 - Bendigo - Term Deposit No: 1976953- T803 443,100.70
 - Bendigo - Term Deposit No: 1976980- T803 501,769.58
 - Bendigo - Term Deposit No: 1976985 - T804 501,769.58
 - Bendigo - Term Deposit No: 1976948 - T804 443,100.70

Roundings

(0.03)

Difference

0.00

Subtotal

3,503,304.41

Adjustments (See Below)

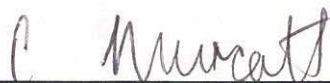
Plus Outstanding Deposits - Current Month 0.00
 Plus Outstanding Cheques - Current Month (100.00)
 Plus Outstanding Deposits - Previous Periods 0.00
 Plus Outstanding Cheques - Previous Periods (500.00)

Total

3,502,579.49

Adjustment Breakdown

Trust Transfer to Muni (124.92)
 (124.92)



Signed: Rates Officer

6.9.16

Date



Signed: Senior Finance Officer

15/9/16

Date

Shire of Toodyay - Bank Reconciliation As At 31 August 2016

Reserve

Balance as per	
- Financial Statement - Reserve - 10075510	3,124,481.05
Total	3,124,481.05

Balance as per	
- Bendigo - NCD: 1957257	3,124,481.11

Roundings (0.05)

Difference 0.01

Subtotal	3,124,481.06
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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	3,124,481.06
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Adjustment Breakdown

0.00

C. Murcott

1.9.16

Signed: Rates Officer

Date

[Signature]

15/9/16

Signed: Senior Finance Officer

Date

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ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 1 SEPTEMBER 2016

MINUTES

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Mr F Panizza, Chairperson, declared the meeting open at 5.31pm.

2. RECORDS OF ATTENDANCE / APOLOGIES

2.1 Record of Attendance

Members

Mr F Panizza	Chairperson (Community Member)
Cr T Chitty	Council Member
Cr P Greenway	Council Member
Cr E Twine	Council Member
Mr W Clarke	Community Member
Ms B Lloyd	Community Member

Staff

Ms C Delmage	Acting Chief Executive officer
Mr G Bissett	Manager Planning & Development
Mr S Acharya	Environmental Officer
Mr G Warburton	Reserves Management Officer

2.2 Apologies

Cr J Dow	Council Member
Ms Z Browne	Community Member

3. DISCLOSURE OF INTERESTS

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

4. PUBLIC QUESTIONS (relating to the purpose of the meeting)

5. CONFIRMATION OF MINUTES OF MEETING HELD ON 26 MAY 2016

Minutes from Previous Meeting held on 26 May 2016

OFFICER'S RECOMMENDATION/MOTION

MOVED W Clarke

That the Unconfirmed Minutes of the Environmental Advisory Committee Meeting held on 26 May 2016 be confirmed.

Motion Carried

ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 1 SEPTEMBER 2016

- 5.1 Matters arising from previous Minutes
- 5.2 Review of the EAC Status Report

6. BUSINESS LEFT OVER FROM PREVIOUS MEETING

- 6.3 Revegetation Species List

Moved W Clarke

A revised revegetation list combining existing lists be provided to the next EAC meeting for consideration.

Motion Carried 5/0

7. REPORTS OF OFFICERS

**ENVIRONMENTAL ADVISORY COMMITTEE MEETING
HELD IN COUNCIL CHAMBERS ON 1 SEPTEMBER 2016**

7.1 Recognised Biosecurity Groups (RBGS)

BACKGROUND

A Recognised Biosecurity Group (RBG) is a mechanism under the Biosecurity and Agricultural Management Act (2007) (BAM Act) to enable landholders and managers to develop a coordinated approach to control and manage declared pests in their area. The biosecurity issue in a private land is a responsibility of a landholder. However many landholders are for various reasons not capable of or not interested in controlling weeds and pests on their properties which generally frustrates the neighbouring landholders when their efforts to reduce biosecurity risk to their properties are nullified by uncaring local landholders. Due to such reasons the idea of RBGs was introduced as it supports what they are required to do as individual land managers and provides them the basis for shared responsibility and funding in controlling declared pests at a landscape scale across tenure. It enables communities and industry to partner with others including state government agencies to make the best use of skills, funds, capacities, incentives and regulations to control declared pests. The RBGs are the Department of Agriculture and Food, Western Australia (DAFWA) preferred partnership arrangement for widespread and established declared pest management.

A RGB is formed under the s169 of the BAM Act (2007) by the Minister of Agriculture and Food. A prospective RBG submits an Expression of Interests to the Minister seeking consent to be formally recognised. The RBGs are then required to have appropriate government structures and practises in place and are encouraged to be an incorporated association and conduct their daily affairs according to a recognised Constitution. Funds would be raised by a rate on the properties which is called Declared Pest Rate (DPR) and is matched dollar-for-dollar by the State Government. A local government may contribute funds towards an RBG however these funds will be considered a public funding and will not be matched by the State Government. To access the funding under the BAM Act, RBGs need to provide Director General a Declared Pest Action Plan which will help to determine the DPR. The funding received will then be prioritised based on the community input and landholders' need and the activities will be undertaken consistent with the BAM Act.

In response to the DAFWA encouraging local communities to form RBGs, the Chittering Landcare Centre has approached the Shire of Toodyay to ascertain the interest in forming a RBG with the Shires of Gingin and Chittering. The Chittering Landcare Group's Natural Resources Management Officer Sue Metcalf and Brendan Murphy from DAFWA presented to the Council Forum on 10 May 2016 seeking Shire of Toodyay's interest in forming a group. It is understood that there is no requirement for local government to be involved in the development of RBG as it is entirely upon the community group and DAFWA that will make decisions and allocate funds accordingly to manage or eradicate the declared pests consistent with the government regulations. However a consultation with Local Government is required as the boundaries of the area that would be rated would align on council's boundaries. The purpose of this paper is to seek advice from the Environmental Advisory Committee regarding the formation of the Group.

OFFICER'S COMMENTS/RECOMMENDATIONS

The RBG's function is consistent with the strategic direction outlined in the Environmental Management Strategy (EMS). The EMS clearly sets out there is a need to actively manage threats to the Shire's biodiversity values and recognise the importance of private land conservation as part of such objectives. The following action has been identified as a specific step to implement and achieve the above mentioned objectives:

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- Identifying incentives for the protection of biodiversity on private property which may include engagement with the community.

In these circumstances where the Shire has already recognised declared pests and weeds as one of the major threats to Shire's biodiversity values, forming a biodiversity group are part of the Shire's environmental objectives.

The Shire is also responsible under the BAM ACT to control declared pests and weeds within its boundaries. There are instances where the Shire has been approached by the community to manage some species - we don't have the resources for to manage on our land. Sometimes these species are not even declared within the Shire. In this case the Shire is not obliged to manage them but the land managers would want the Shire to do something with these species. In such cases RBGs could come in handy.

There is a school of thought that the community-led approach of RBGs could be more effective than the government's enforcement-driven approach. Specifically this could achieve a sustainable management of established pests and weeds in the area. If this is accepted there certainly are potential benefits from being involved in a regional group with expertise from the community members providing such a group proves effective.

Alternatively there is another point of view that this is about government shifting responsibility by encouraging such groups to form and police only partly resourcing them after they have been firmly established.

Currently the proposed group is very much in its infancy with no government funding support yet received or likely in the near future. While Council could raise a rate to assist with such a group's activity (if they were to join) it is too early for this yet. This could however be reviewed in the 2017/18 budget cycle.

For such a group to be successful in Toodyay community involvement is essential. With the existing community participation in environmental groups already stretched this may be difficult to obtain.

OFFICER'S RECOMMENDATION

That the Environmental Advisory Committee consider the proposal to form a local Recognised Biosecurity Groups with the Shires of Chittering and Gingin and recommend to Council:

1. That community interest be sought in relation to this proposal before proceeding and
2. If there is enough interest this matter be reconsidered more fully.

OFFICER'S RECOMMENDATION

Moved W Clarke

That the Environmental Advisory Committee consider the proposal to form a local Recognised Biosecurity Groups with the Shires of Chittering and Gingin and recommend to Council:

1. That community interest be sought in relation to this proposal; and
2. If there is enough community interest, the matter be considered fully at a Forum.

Motion carried 5/0

FOLLOW UP ACTIONS REQUIRED

Nil

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7.2 Local Planning Strategy Review – Environmental Management

BACKGROUND

The Council in its ordinary meeting held in April 2014 resolved to commence the review of the Toodyay Local Planning Strategy and develop a new Local Planning Scheme (No. 5). The Local Planning Strategy is a guide, a higher level strategic document that sets the long-term strategic planning framework for future development in the Shire over the next decade and will guide future development, and consequently, determines how the Shire will look and feel. The Strategy will set out the Shire's objectives for future planning and development and include a broad framework by which to pursue those objectives.

Council's first Local Planning Strategy was put in place over eight years ago in 2007. Since then much has been changed especially in the area of land care, biodiversity, bushfire and environmental management practises as a number of new environmental challenges are constantly emerging both locally and globally. Amidst such challenges the Shire adopted its Environmental Management Strategy (EMS) in 2015 with a view to provide a framework for the achievement of better environmental outcomes consistent with the vision and mission of the Shire and an Environmental Advisory Committee (EAC) was formed to guide the implementation of the Strategy. The Local Planning Strategy would form the part of the suite of Council's Strategic documents with appropriate actions and linkages including the EMS. Therefore this is a key strategic time for the Shire with the EMS being implemented to bring this document in line with the Shire's Strategic Planning document and guide the Shire's environmental management in a direction that will assist the Shire to embrace a sustainable future and achieve the best possible environmental outcomes for Toodyay in the next decade.

OFFICER'S COMMENTS/RECOMMENDATIONS

Major environmental issues, such as sustainability, biodiversity, land care, natural resources management and bushfire are the key issues to be considered in the review that will reflect on the existing intent of the EMS. Since the new Local Planning Strategy would be the guiding document for the Shire, the environmental consideration within the reviewed document should not only carry the intent of the current EMS but also reflect the areas of improvement within it. The emphasis on the potential environmental issues in the next decade should also form a part of the review. The new Strategy should provide a better basis for decision-making on environmental issues and reflect the Shire's commitment to improving environmental performance, governance and communication and leading by example. It is understood that the review of the environmental consideration within such a high level strategic document should engage in a wide array of environmental stakeholders and representatives from the community. Since EAC has a strong influence on improving environmental performance of the shire, the purpose of this paper is to engage in the Committee in the review of the Shire's Local Planning Strategy 2007 and seek guidance and advice on how the objectives of EMS could be brought or improved in line with the Shire's new Strategic direction.

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OFFICER'S RECOMMENDATION

That the Environmental Advisory Committee review the Shire's current Local Planning Strategy from an environmental viewpoint and advise of its input for the preparation of the new Local Planning Strategy:

1. That the input address the issues related to Climate Change, and Biodiversity protection including identifying areas of conservation value and potential corridors and incentives for its protection in a private property.
2. That the input address the issues related to sustainable use and management of its all water resources including groundwater, surface water and wastewater.
3. That the input focus on improving Shire continued commitment to sustainability, landcare.
4. That the input focus on improving the shire's overall performance governance and communication in terms of use environmental matters.
5. That the input carry the intent of the EMS.

OFFICER'S RECOMMENDATION

Moved B Lloyd

That the Environmental Advisory Committee review the Shire's current Local Planning Strategy once available to consider its alignment with the EMS to allow the EAC to provide feedback.

Motion carried 5/0

FOLLOW UP ACTIONS REQUIRED

Nil

The meeting adjourned for 5 minutes and reconvened at 6.54pm

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7.3 Update on Environmental Management Strategy

Key to Strategy Action List

TIMEFRAME	ACTIONS TO BE COMPLETED	THE APPROACH ACTIONS REQUIRE	PRIORITY
Short term	2014 – 2015	Low importance, opportunities should be undertaken as they arise.	Low
Medium term	2016 – 2019	Medium importance, opportunities should be sought out.	Medium
Long term	2019 – 2023	Medium importance, opportunities should be sought out.	Medium
Ongoing	To occur throughout the implementation of the Strategy.	High importance, needs a strong proactive approach, opportunities should be created	High

Action List -EMS

TABLE 1: SHIRE OF TOODYAY ACTIONS TO ACHIEVE THE GOVERNANCE AND COMMUNICATIONS OBJECTIVES						
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	Status	
1	Review and update the environmental and operational policies to meet best practice standards.	High / Medium	Planning and Development	Policies adopted	Reviewed by Manager of Finance Administration	
2	Establish an environmental advisory committee	High / Short	CEO	Committee established	Completed	
3	Council reports to adequately consider environmental implications and recommendations of the EMS	High / Ongoing	CEO	Council reports containing environmental comments	Ongoing. Regularly providing comments to Council reports as appropriate.	
4	Partner with the community to create a centre for environment in town, possibly co-located with an interpretive centre and other resources	High / Long	Community Development Community groups	Centre established	Option being considered. Investigation Report will be presented to the EAC in future meetings.	

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<p>23 5</p>	<p>Actively seek external funding to deliver environmental projects.</p>	<p>High / Medium</p>	<p>Corporate Services</p>	<p>Funding obtained</p>	<p>Water Corp's Grant for Water Refill Stations 2015- Grant received. Refill Stations have arrived in the Depot and are due to installation one each in front of Visitor Centre, Sports Pavilion and New Tennis Court. KAB Community Litter Grants 2015- Grant Unsuccessful. Grant was supposed to cover up cost for education materials and an interactive workshop in Toodyay in relation to green waste management and the associated health impacts of green waste burning. Water wise Initiatives Funding 2016: Grant Successful. The grant to be spent on the purchase and installation of 3G SIM-Card enabled Data Loggers in major Shire Water Meters. This will help us to monitor the water consumption in the major Shire facilities. SUEZ Community Grants 2016- Grant unsuccessful. Grant was supposed to cover an initial start-up cost to set up a Community Garden at 13 Clinton Street with support from Toodyay Community Garden Committee. Free Showerhead Swaps 2016- The Shire has teamed up with Water Corp to help the local Toodyay residents make the switch to up to 2 Water wise showerheads. In progress Community Recycling Grants 2016- Grant successful. Grants to cover the cost of purchase and installation of three new indoor dual waste bins in council owned buildings. KAB Community Litter Grant 2016- Grant applied in August 2016. Grants to cover the cost of 3 new bins proposed in the 16/17 budget at Plesse Street and Charcoal Lane. These bins will be similar to the ones in</p>
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						Stirling terrace and will have a history theme attached to them.
6	Identify opportunities to partner with community groups & community at large	High / Ongoing	Community Development	Partnerships established		Community Garden Group reactivated. The Council on 15th December 2015 approved the 13 Clinton Street (The Youth Park) to be used for Community Garden Proposes. Met with Garden Group Committee on 17 th August to discuss the road ahead.
7	Respond to environmental enquiries in a timely manner and demonstrate excellent customer service	High / Ongoing	Planning and Development	Annual customer satisfaction survey		Regularly responding enquiries on Clearing Permit, Lorikeets, Weeds, Recycling, Polystyrene waste, Dieback Diseases, Extractive industries, waste management.
8	Advocate to regional and environmental organisations to improve environmental outcomes for the Shire	High / Ongoing	CEO	Improved representation by agencies		Ongoing as required
9	Develop an environmental induction program for staff and contractors that reflects the intent of the EMS	Medium	Corporate Services	Induction program developed		To be commenced before the end of 2016
10	Share the Shire's progress in becoming more sustainable & encourage community support	Medium	Community Development	Information updated		Facebook Shire newsletter and Environmental matters in Toodyay Herald - regularly updated as appropriate.
11	Prepare and submit environmental articles for publication	Medium / Short	Community Development	Articles published		Ongoing. Regularly updating Environmental Matters section in Shire newsletter
12	Update the Shire website to include environmental information including photos and links to other relevant websites	Medium / Short	Community Development	Website updated		Environmental section of Shire website will be updated soon with all the developments achieved so far.
13	Monitor and report on the Shire's environmental conditions & obligations	Medium / Ongoing	Planning and Development	Data base established; Report provided		Commenced. Ongoing.
14	Participate in relevant stakeholder and community groups to ensure good environmental outcomes.	Medium / Ongoing	CEO	Groups joined		Commenced. Ongoing. , Skeleton Weed Local Action Group meeting, Toodyay Agricultural show etc.
15	Report any known breaches of environmental or other relevant legislation and/or regulations as appropriate	Medium / Ongoing	CEO	Breaches reported as appropriate		Ongoing. Will be carried out as required. Illegal Firewood Collection being investigated and reported to DPAW
16	Develop an environmental brand for the Shire that reflects key outcomes and priorities. Consider the Shire's floral emblem	Low / Long	Corporate Services	Brand created		Discussion report to come to the committee.

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17	Engage Toodyay environmental groups to assist with Shire environmental projects	Low / Long	Corporate Services	Joint projects established	Options being considered.
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TABLE 2: SHIRE OF TOODYAY ACTIONS TO ACHIEVE THE LAND MANAGEMENT OBJECTIVES

No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	Allocation
18	Implement new council policy and guidelines on firebreaks to reduce land degradation	High / Short	CEO, DFES, DPaW	Improved outcomes observed	Allocation has been made for the 2016/2017 budget for ongoing maintenance of fire breaks and this issue will be looked at as a part of that.
19	Make geographic information systems (GIS) mapping available to enable desktop assessment of the environmental issues that may arise from on-site and off-site impacts from a potential land use	High / Short	Corporate Services, Landgate	GIS available to staff	In progress- Currently working on QGIS mapping and Environmental Planning Tool. Just recently attended the training on SLIP access.
20	Develop a framework for land management decision making based on site characteristics which will assist in understanding environmental constraints	High / Medium	Planning and Development, Department of Planning	Framework completed	TBC
21	Review planning requirements and conditions to develop new standard environmental responses and requirements that can be used to address environmental issues in structure plans, and subdivision and development applications	High / Medium	Planning and Development, Department of Planning	Planning conditions revised	Toodyay Local Planning Strategy Review has commenced
22	Understand state of Shire managed land resources and develop management plans for land and assets (infrastructure)	High / Long	Works & Services / DPaW	Management plans completed	TBC
23	Review stocking rates on small lots and provide better information appropriate to Shire conditions and reflect in planning tools	Medium	Planning and Development, DAFWA	Policy revised and endorsed	In consideration.
24	Develop "package" for small lot landowners that outlines preferred practices for stormwater, waste, soil management and bushland protection.	Medium	Community Development, DAFWA, DPaW, DoW.	Information prepared	Commenced. Information being gathered.
25	Develop an Environmental Impact Assessment tool for extractive industries	Medium / Long	Planning and Development	Tool completed	Mails to be sent out soon indicating the environmental inspection of Extractive Industries operating within the Shire.

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26	Educate about impacts of off-road vehicles and horses	Low / Medium	Community Development,	Information released	Commenced. Information being gathered. Will come to the EAC meeting soon.
27	Review and optimise chemical and fertiliser use by the Shire and contractors and develop or share information on appropriate use	Low / Medium	Works & Services	Chemical and fertiliser use reduced	Local Water Wise Action Plan developed and is being implemented. The Plan outlines actions on water efficiency measures and requires annual reporting to Water Corp. It will be reviewed and new Water Efficiency Action Plan will be submitted to Water Corp by 31 October. Fertiliser requirement and chemical application will be reviewed as a part of the Action Plan and will be brought to EAC if requested.
28	Provide training to staff on the integration of the environment in planning processes and assessment	Low / Medium	Planning and Development	training given	TBC

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TABLE 3: SHIRE OF TOODYAY ACTIONS TO ACHIEVE THE BIODIVERSITY OBJECTIVES						
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator		
29	Identify areas of conservation value in the local planning strategy including potential corridors	High / Medium	Planning and development DoP, DPaW	Areas identified in LPS	Will be carried out as a part of Local Planning Strategy review.	
30	Develop local policies for retention and protection of biodiversity and mitigation of threats including uncontrolled access, bushfires, rubbish dumping, weeds, pests, and feral and domestic animals	High / Medium	Planning and development. DoP, DPaW, AgWA	Policies endorsed	TBC	
31	Develop management plans and improve weed management on Shire lands	High / Long	Works & services	Management plans completed	In Consideration	
32	Use GIS systems including protected species, remnant vegetation and tree mapping to advise on planning proposal and development applications	High / Ongoing	Planning and Development	Improved outcomes are achieved	Investigating on how it can be done.	
33	Continue to work with community groups and recognise their significant contribution to the protection of biodiversity	High / Ongoing	Community development Community groups, DPaW	Regular communication and effective partnerships retained	Ongoing	
34	Implement appropriate bushfire management regimes for Toodyay bushland and advocate for appropriate management actions on other managed lands	Medium	CEO	Regimes implemented	Ongoing. RMO and CESM	
35	Develop a program of hazard reduction burns for Shire reserves	Medium	CEO / DFES	Program completed	Ongoing. RMO	
36	Manage bushfire risk of bushland areas in partnership with other management bodies	Medium / Ongoing	CEO, DFES, DPaW	Partnerships are effective and risk mitigated	Ongoing. CESM and RMO currently managing the bush fire risk with partnership with the management bodies.	
37	Identify incentives for the protection of biodiversity on private property which may include engagement with the community	Medium / Long	CEO / Community	Incentives identified in discussion paper	Proposal to form the Recognised Biosecurity Groups to be discussed in the next EAC meeting. Exploring other options and grants	

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38	Report clearing to the Department of Environment Regulation when reported to the Shire	Low /Short	Planning and Development	Clearing reported	Reporting as required. Clearing Guide for local landholders being developed.
39	Develop a local plant list for use by the community and the Shire to assist in revegetation	Low / Medium	Planning and development DPaW, Community groups	Plant list published	Local Plant list is being developed. To be presented to the EAC meeting. The species list will complement the Revegetation guidelines and revegetation program that will be developed soon.
40	Develop a weed brochure for weeds of particular importance to the Shire.	Low/ Medium	Planning and development AgWA, DPaW, Community groups	Brochure published	Collecting information
41	Develop a fauna awareness brochure	Low / Medium	Planning and development DPaW, Community groups	Brochure published	TBC
42	Develop a 5 year program of rehabilitation and revegetation of reserves in partnership with community stakeholders.	Low / Long	Works & Services, DPaW, Community groups	Program documented	In consideration. Local Plant list and Revegetation species list is being prepared as a part of it.
43	Reassess & document the quality of remnant vegetation of road verges	Low / Long	Works & Services, RCC, DPaW, Community groups	Vegetation assessed and mapped	TBC.
44	Monitor the clearing of any remnant vegetation within the Shire via GIS and aerial imagery	Low / Ongoing	Planning and development, Landgate	GIS data current	Investigating and Exploring the software and GIS mapping tools.

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TABLE 4: SHIRE OF TOODYAY ACTIONS TO ACHIEVE WATER RESOURCE OBJECTIVES					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
45	Undertake a review of irrigation and fertiliser requirements for Shire- managed lands and develop and implement strategies to reduce water consumption and fertiliser use	High /Short	Works & Services, DoW Water Corporation	Reduction in groundwater usage Reduction in fertiliser use	Local Water Wise Action Plan developed. The Plan forms the framework for implementing water efficiency measures and requires annual reporting to Water Corp. Reviewed report to be brought to committee.
46	Continue to work towards becoming a Waterwise Council	Medium	Works & Services, DoW, Water Corporation	Waterwise Council status attained	Completed
47	Research stormwater capture and reuse options for the Shire	Medium	Works & Services, DoW Water Corporation	Options identified and assessed	Exploring options.
48	Assess opportunities for waste-water reuse	Medium	Works & Services, Water Corporation	Options identified and assessed	Initial investigation in relation to new Rec reserve commenced.
49	Develop appropriate policy to deliver water sensitive urban design as part of land use planning decision-making	Medium	Planning and Development, DoW	Policy endorsed	TBC
50	Require Shire purchasing decisions to consider waterwise ratings of goods and optimise performance where possible	Medium	Corporate Services, Water Corp	Purchasing updated guidelines	Updated
51	Install rainwater tanks, preferentially plumbed into toilets in Council buildings where appropriate	Medium	Corporate Services	Number of RWT installed	Investigating the possibility on major shire facilities. Report to go to EAC for consideration
52	Complete a Shire-wide water management strategy to guide decision making	Medium / Long	Planning and Development, DoW	Strategy completed	TBC

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53	Improve access to information about water resources within the Shire including ecological values and water source availability	Low / Long	Community Development, DoW	Information compiled and released	TBC
54	Provide water quality treatment of drainage waters through rehabilitation and retrofitting of drains and sumps where possible	Low / Long	Works & Services, DoW	Opportunities identified	TBC
55	Where asset upgrades are proposed, ensure the outcome maximises water sensitive urban design principles.	Low / Ongoing	Works & Services, DoW, Water Corporation	Multiple outcomes achieved	TBC
56	Actively support the installation of grey water systems and rainwater tanks	Low / Ongoing	Community development, Water Corp	Number of systems installed	Exploring grants to apply for incentives to encourage Toodyay community to install rainwater tanks at their resident through EOI and to some for major shire buildings.

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TABLE 5: SHIRE OF TOODYAY ACTIONS TO ACHIEVE WASTE AND ENERGY OBJECTIVES					
No.	Action	Priority and Timeframe	Responsibility & Partnerships	Indicator	
57	Audit Council's energy use and develop a minimisation plan which identifies actions for Council together with programs to encourage reduced individual & collective energy use. The Plan should also include mitigation actions and renewable energy, options where possible.	High / Short	Works & Services	Audit completed / Plan endorsed	Completed Provision of Solar PV system at Major Shire facilities pending approval from council.
58	Conduct a Waste Audit for Shire operations to establish baseline figures and develop a Waste minimisation and management plan.	High / Short	Planning and Development, Waste Contractor	Audit completed / Plan endorsed	Completed AROC Strategic Waste Management Plan 2015-2020 developed and endorsed.
59	Educate the community about alternatives to burning green waste and wood-fired heaters and the health impacts of smoke and particulate haze	High / Ongoing	Community development DER	Materials produced	In consultation with DER who provides support to Councils by providing two day workshops in their area to familiarise officers with Burnwise community education toolkit and provide practical demonstrations of the tools. Applied grant to cover the cost-but unsuccessful.
60	Educate and promote innovation in waste management, including the waste hierarchy of (in order of preference) avoid → reduce → reuse → recycle and assist in local, alternative solutions where possible.	Medium	Planning and Development	Assistance provided	Investigated and reported committee and council on Polystyrene Recycling Machine. However due to the lack of funding and interests from other AROC Councils, the proposed project didn't take off.
61	Work with Avon Regional Organisation of Councils to develop joint strategies which optimise waste management	Medium / Ongoing	Planning and Development	Relationship maintained Plan revised as required	AROC Strategic Waste Management Plan 2015-2020 developed and endorsed. Yet to Establish a AROC Waste Management Working Group to drive recycling initiatives
62	Develop or share educational materials on sustainable building forms and options.	Low /Medium	Planning and Development, UDIA	Materials produced	TBC
63	Develop policy and/or guidelines on energy efficient, climate responsive design	Low / Long	Planning and Development	Policy endorsed	TBC

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8. REPORTS OF COMMITTEE MEMBERS

The Environmental Officer tabled a report.

Further discussion resulted in the following Resolutions:

Moved B Lloyd

That the CESM be invited to attend the next EAC to provide information on firebreaks and associated impacts on land.

Motion Carried 5/0

Moved W Clarke

The EAC request permission from Council to increase/amend the frequency of the EAC meetings to once every two months for a maximum period of two years.

Motion Carried 5/0

9. NEW BUSINESS OF AN URGENT NATURE

Nil

10. NEXT MEETING

The next meeting of the Environmental Advisory Committee is scheduled to be held on Thursday 24 November 2016.

11. CLOSURE OF MEETING

There being no further business, the Chairman declared the meeting closed at 7.45pm.

CONFIRMED: _____
Chairperson signature

DATE: _____

