

**Leonard Long**

---

**From:** Richard Walker <coonacangus@icloud.com>  
**Sent:** Wednesday, 29 October 2025 11:06 AM  
**To:** Shire of Boyup Brook  
**Cc:** Leonard Long  
**Subject:** Rylington Park Committee

[You don't often get email from coonacangus@icloud.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Dear Leonard,

I would like to submit an expression of interest for membership of the Rylington Park Committee as a community member.

I have a background in Landcare, Forestry and Livestock (sheep and cattle) as well as an understanding of Local Government and University function along with some involvement on various committees.

In this rapidly changing world (economically, environmentally and socially) I hope to contribute to financial stability, community benefit and an Agricultural Industry focus on research, for the Community of Boyup Brook.

Hoping that you will consider this submission favourably

Yours faithfully  
Richard Walker

Ph 0429 661051

**Leonard Long**

---

**From:** mcelroy1@activ8.net.au  
**Sent:** Monday, 27 October 2025 8:37 AM  
**To:** Leonard Long  
**Subject:** Rylington Park Committee - Expression of Interest

Leonard

Please consider my application to continue as a community member on the Rylington Park committee for the following reasons.

To represent the community as a non-council member.  
To contribute to the cost effective and safe running of Rylington Park.  
To hopefully bring benefits to the local and broader farming industry.  
To help improve engagement between Rylington Park and the Boyup Brook and wider community both farming and non farming.

I look forward to your response.

James Andrew M°Elroy (Andy)  
Mcelroy1@activ8.net.au  
0467 306068 (preferred) or 97673060

Best regards

Andy

Andy M°Elroy



## Terms of Reference - Rylington Park Committee & Sub-Committee

### 1. Context

The creation of the committee is to oversee the strategic matters of Rylington Park, it is not to oversee the daily operations. However, due to the unique nature of the asset a limited number of operational decisions can be made by the Rylington Park Committee.

### 2. Scope of Authority

- Preparation of the annual budget.
- Preparation and approval of the annual cropping plan.
- Purchasing / selling of any livestock.
- Purchasing / selling of any crop.
- Approval of any trials / use on the Rylington Park Farm.
- Livestock feed programs.
- Approval of Livestock Management Plan.
- Shearing School Sheep Guidelines.

### 3. Membership

(a) The committee will consist of up to six (6) Councillors, two (2) community members and one (1) (non-voting) representative of Edith Cowan University.

The following staff, although not committee members will represent the Shire at Committee Meetings:

- Chief Executive Officer
- Farm Working Manager

### 4. Term

The Term of the Councillors / Members (excluding the Shire President and the representative from Edith Cowan University) will be two (2) years and coincide with the bi-annual election cycle.

### 5. Governance

Being a local government service and asset, the operations of Rylington Park are to be in line with relevant Shire policies and the *Local Government Act 1995*.

## 6. Frequency of meetings

Meetings should be held bi-monthly or as decided by the committee by Absolute Majority vote.

## 7. Authority of Committee

- (a) The committee be delegated the authority from Council to consider all matters pertaining to the strategic direction of Rylington Park. This does not include the day-to day operations of Rylington Park.
- (b) The committee has the authority to sub-delegate to the sub-committee subject to the delegation being limited to the scope contained in 12.3 below.

## 8. Committee Chair

The Shire President will be the Chair of this committee.

## 9. Quorum

A minimum of five (5) Councillors / Members must be present to be able to proceed with the meeting (A quorum is 50%+1 (voting members)).

## 10. Disqualification of being a member

- (a) A Councillor / Member who does not attend three (3) consecutive committee meetings (with or without the Chairpersons approval) will be disqualified from being a member of the committee (unless exceptional circumstances prevented attendance). Council will be required to appoint an alternative Councillor to the committee, and a vacant community members position will be advertised.
- (b) Any Councillor / Member that misses more than 50% committee meetings (with or without the Chairpersons approval) will be disqualified from being a member of the committee (unless exceptional circumstances prevented attendance). Council will be required to appoint an alternative Councillor to the committee, and a vacant community members position will be advertised.

## 11. Voting

Only the ~~eight (8)~~ Councillors / Members are permitted to vote on any item presented for consideration. Should there be a tied vote the Shire President will cast the deciding vote.

All Councillors / Members are required to vote and may not abstain from voting.

## 12. Rylington Park Sub-Committee

### 12.1 Context

The need for the sub-committee has arisen due to the requirement to make swift timeous decisions to allow the Farm Working Manager to utilise funds, sell livestock and/or crops and/or wool at short notice due to favourable market conditions.

### 12.2 Membership

The sub-committee will consist of three (3) committee members voted in by Absolute Majority of the committee.

### 12.3 Scope

The sub-committee is in place solely for the purpose of ensuring swift timely decisions can be made on operational issues associated with the sale and purchase of the various crops and biological assets only located on Rylington Park.

### 12.4 Voting

In order to proceed with a request for the sale/purchase of goods or services, **ALL** three (3) sub-committee members **MUST** provide approval. If there is a split vote the matter will need to be presented to the full Rylington Park Committee.

### 12.5 Governance

Being a local government asset, the procurement of goods and/or services as well as the sale of goods and/or services is governed by Council Policy.

Any other operational matters relating to the Rylington Park are governed by the Rylington Park Committee.

### 12.6 Procedure

When the sale of goods and services or the purchase of goods or services has been identified by the Farm Working Manager:

- Farm Working Manager is to email the details of the sale/purchase of goods or services to the Chief Executive Officer and the Executive Officer.

- Chief Executive Officer or Executive Officer will then forward the email to the sub-committee members requesting approval or refusal to proceed with the sale/purchase of the goods or services requested by the Farm Working Manager.
- The Farm Working Manager may not proceed with the sale/purchase of goods or services until he has received approval from the Chief Executive Officer.

13. Confidentiality

Councillors / Members and staff are to ensure all confidential matters pertaining to Rylington Park remains confidential.

Document Control		
Amendment Date	Amendment Description	Res #
28 Oct 24	<p><b>3. Membership</b></p> <p>(a) The committee will consist of the Shire President, six (6) Councillors, one (1) (non-voting) representative of Edith Cowan University and two (2) community members.</p> <p>The following staff, although not committee members, will represent the Shire at Committee meetings.</p> <ul style="list-style-type: none"> <li>- Chief Executive Officer</li> <li>- Working Farm Manager</li> <li>— Farm Coordinator</li> </ul> <p>Edith Cowan University will have a non-voting representative on the committee.</p>	
	<p><b>11. Voting</b></p> <p>Only <del>the eight (8)</del> Councilor's/Members are permitted to vote on any item presented for consideration. Should there be a <del>stale</del> tied vote the Shire President will cast the deciding vote.</p> <p>All Councillors / Members are required to vote and may not abstain from voting</p>	
	<p><b>3. Membership</b></p> <p>(a) The committee will consist of <b>up to</b> six (6) Councillors, two (2) community members and one (1) (non-voting) representative of Edith Cowan University.....</p>	
	<p><b>11. Voting</b></p>	

	Only the <del>eight (8)</del> Councillors/Members are permitted to vote on any item presented for consideration. Should there be a tied vote the Shire President will cast the deciding vote.....	
--	---	--

---

End

Account	2025/26 Actuals July	2025/26 Budget July	2025/26 Actuals August	2025/26 Budget August	2025/26 Actuals Sept	2025/26 Budget Sept	2025/26 Actuals October	2025/26 Budget October	2025/26 Actuals October YTD	2025/26 Full Year Budget	2025/26 Full Year Budget/YTD Actual Variance
<b>Income</b>											
1149105200. Rylington Stock Program Income - Sheep Sales Income	(32,484)	0	0	0	(32,484)		0		(64,968)	(195,500)	130,532
1149105201. Rylington Stock Program Income - Wool Sales Income	(4,497)	0	0	0	(10,558)	(25,000)	(33,427)	(30,400)	(48,481)	(148,900)	100,419
1149106223. Rylington Cropping Program Income - Rebate Income	0		0		0		(589)	(1,100)	(589)	(3,024)	2,435
1149106224. Rylington Cropping Program Income - Fuel Tax Credit Income	0		0		0		0	0	0	(4,650)	4,650
1149106225. Rylington Cropping Program Income - Barley	0		0		0		0	0	0	(48,000)	48,000
1149106226. Rylington Cropping Program Income - Canola	0		0		0		0	0	0	(134,000)	134,000
1149106227. Rylington Cropping Program Income - Oats	0		0		0		0	0	0	(36,000)	36,000
1149107220. Rylington Education Program Income - Shearing School Income	0		0		(5,419)	(4,000)	(726)	(4,000)	(6,145)	(16,000)	9,855
1149108221. Rylington Events Income - Grants/Sponsorship income	0		0		(3,000)				(3,000)	0	(3,000)
1149108225. Rylington Events Income - Accommodation/Catering Income	0		(455)		0		0	0	(455)	0	(455)
1149108230. Rylington Events Income - Event Income - Field Days	0		(664)		0		0	0	(664)	(500)	(164)
1149108231. Rylington Events Income - Event Income - Ladies Day	0		0		0		0	0	0	(19,060)	19,060
<b>Total Income</b>	<b>(36,981)</b>	<b>0</b>	<b>(1,118)</b>	<b>0</b>	<b>(51,461)</b>	<b>(29,000)</b>	<b>(34,742)</b>	<b>(35,500)</b>	<b>(124,302)</b>	<b>(605,634)</b>	481,332
<b>Expense</b>											
1149001300. Rylington Park Operational Expenses - Wages and Salaries	11,424	8,250	6,706	8,250	6,603	8,250	6,603	8,250	31,336	99,000	(67,664)
1149001301. Rylington Park Operational Expenses - Superannuation	1,171	990	797	990	788	990	788	990	3,544	11,880	(8,336)
1149001303. Rylington Park Operational Expenses - Employee Costs	0	150	0	150	0	150	312	150	312	1,800	(1,488)
1149001320. Rylington Park Operational Expenses - Materials	0	1,500	264		0	1,500	0	1,500	264	5,000	(4,736)
1149001321. Rylington Park Operational Expenses - Services	1,610		227		3,664		114	2,500	5,615	2,500	3,115

\*Report Contains Filters



1149001340. Rylington Park Operational Expenses - Telephone	0	1,000	0	170	0	170	0	170	0	2,870	(2,870)
1149001341. Rylington Park Operational Expenses - Electricity Expenses	0	1,000	0	2,000	408		0	2,000	408	13,000	(12,592)
1149001343. Rylington Park Operational Expenses - Shire Rates	0		0	8,100	0		0		0	8,100	(8,100)
1149001344. Rylington Park Operational Expenses - Rubbish Service Charg	0	120	0	120	0	120	0	120	0	1,440	(1,440)
1149001346. Rylington Park Operational Expenses - Gas Expenses	0		0		0	500	0	500	0	500	(500)
1149001350. Rylington Park Operational Expenses - Insurance Costs	0	9,018	0		0		0	6,463	0	21,095	(21,095)
1149001356. Rylington Park Operational Expenses - Insurance Workers Com	0		0		(1,272)		0		(1,272)		(1,272)
1149001370. Rylington Park Operational Expenses - Hire	0		0		16	1,000	441		457	4,000	(3,543)
1149001600. Rylington Park Operational Expenses - Plant Recovery	42		0		0		0		42		42
1149001750. Rylington Park Operational Expenses - Repairs & Maintenance	0	1,750	0	8,750	0		0		0	38,000	(38,000)
1149001769. Rylington Park Operational Expenses - Stationery	0		0		0		0	75	0	900	(900)
1149005300. Rylington Stock Program Expenses - Wages and Salaries	0		0		0		0		0		0
1149005710. Rylington Stock Program Expenses - Contractor - Crutching &	1,654	0	3,042	7,500	5,537	3,000	0		10,233	15,500	(5,267)
1149005717. Rylington Stock Program Expenses - Contractor - Shearing	1,200		0		0		0		1,200	13,000	(11,800)
1149005733. Rylington Stock Program Expenses - Fodder Expenses	0		0		0		0		0	20,000	(20,000)
1149005735. Rylington Stock Program Expenses - Freight & Cartage Expens	715	750	0	1,500	120		285	450	1,120	11,000	(9,880)
1149005737. Rylington Stock Program Expenses - Fuel & Oil Expense							613	4,200	613		613
1149005776. Rylington Stock Program Expenses - Selling Expenses - Stock	0		0		2,288		0		2,288	9,500	(7,212)
1149005777. Rylington Stock Program Expenses - Selling Expenses - Wool	0	1,038	0		463		1,773		2,236	9,388	(7,153)
1149005782. Rylington Stock Program Expenses - Sprays/Chemical Expenses	2,035		0		0		0		2,035		2,035
1149005788. Rylington Stock Program Expenses - Stock Purchase Expenses	0		0		0		0	15,000	0	15,000	(15,000)
1149005790. Rylington Stock Program Expenses - Stock Requisites (Drench	0	2,200	8,507		0	600	0	2,000	8,507	14,650	(6,143)
1149005791. Rylington Stock Program Expenses - Subscription Expenses		50	0	50	0	50	0	150	0	1,700	(1,700)

\*Report Contains Filters

1149005795. Rylington Stock Program Expenses - Wool Shed Requisite Expe	0	0	0	0	1,500	0	5,370	(5,370)		
1149005796. Rylington Stock Program Expenses - Working Dog Expenses	0	200	154	0	200	154	1,200	(1,046)		
1149006300. Rylington Cropping Program Expenses - Wages and Salaries	0	0	0	0	0	0	0	0		
1149006712. Rylington Cropping Program Expenses - Contractor - Harvesti	0	0	0	0	0	0	14,000	(14,000)		
1149006713. Rylington Cropping Program Expenses - Contractor - Hay Bail	0	0	0	0	0	0	13,000	(13,000)		
1149006715. Rylington Cropping Program Expenses - Contractor - Paddock	0	0	0	0	0	0	4,000	(4,000)		
1149006719. Rylington Cropping Program Expenses - Contractor - Spraying	1,680	0	0	0	0	1,680	2,000	(320)		
1149006720. Rylington Cropping Program Expenses - Contractor - Seeding	0	0	0	0	0	0	10,000	(10,000)		
1149006731. Rylington Cropping Program Expenses - Fertiliser Expenses & Spread	0	1,600	0	18,000	8,674	35,308	43,982	76,600	(32,618)	
1149006735. Rylington Cropping Program Expenses - Freight & Cartage Exp	894	750	0	0	0	0	894	20,950	(20,056)	
1149006737. Rylington Cropping Program Expenses - Fuel and Oil Expenses	0	0	2,019	4,200	0	1,431	3,450	20,400	(16,950)	
1149006742. Rylington Cropping Program Expenses - Licence & Permit Expe	0	0	0	0	0	0	0	2,500	(2,500)	
1149006748. Rylington Cropping Program Expenses - Protective Clothing E	0	500	0	500	0	500	0	6,000	(6,000)	
1149006750. Rylington Cropping Program Expenses - Repairs & Maintenance	0	0	4,009	4,000	0	0	4,009	4,009	4,009	
1149006756. Rylington Cropping Program Expenses - Repairs & Maintenance	0	0	0	0	725	0	725	725	725	
1149006758. Rylington Cropping Program Expenses - Repairs & Maintenance	673	0	0	0	490	1,634	2,500	2,797	2,797	
1149006773. Rylington Cropping Program Expenses - Seed & Cleaning	0	0	0	0	0	0	0	20,200	(20,200)	
1149006775. Rylington Cropping Program Expenses - Selling Expenses - Gr	0	0	0	0	0	0	0	7,500	(7,500)	
1149006780. Rylington Cropping Program Expenses - Soil/Plant Testing Ex	0	0	0	0	0	0	0	1,000	(1,000)	
1149006782. Rylington Cropping Program Expenses - Sprays/Chemical Expen	611	5,000	0	3,600	2,088	0	200	2,699	28,225	(25,526)
1149006791. Rylington Cropping Program Expenses - Subscription Expenses	200	0	0	0	0	0	200	200	200	
1149007300. Rylington Education Program Expenses - Wages and Salaries	0	0	121	0	0	0	121	121	121	
1149007705. Rylington Education Program Expenses - Catering Expense	0	0	0	0	510	3,562	4,000	4,072	16,000	(11,928)

\*Report Contains Filters

1149007708. Rylington Education Program Expenses - Contractor - Cleanin	0		0		0		0	200	0	600	(600)
1149007720. Rylington Education Program Expenses - Donation Expenses	0		0		0		0	1,000	0	1,100	(1,100)
1149007765. Rylington Education Program Expenses - Scholarships/Trainin	0		0		0		0		0	4,500	(4,500)
1149008300. Rylington Events Expenses - Wages and Salaries	0		1,714		1,662		862		4,238		4,238
1149008600. Rylington Events Expenses - Plant Recovery	0		0		248		0		248		248
1149008705. Rylington Events Expenses - Catering Expense	0		0		0		0		0		0
1149008723. Rylington Events Expenses - Event - Field Day Expenses	0		7		3,792		685		4,484	4,500	(16)
1149008725. Rylington Events Expenses - Event - Ladies Day Expenses	0		0		0		0		0	18,600	(18,600)
1149503320. Rylington Park House Capital - Plant	0		0		0	5,100	0		0	5,100	(5,100)
<b>Total Expense</b>	<b>23,908</b>	<b>35,866</b>	<b>27,568</b>	<b>67,880</b>	<b>36,804</b>	<b>22,130</b>	<b>54,411</b>	<b>54,618</b>	<b>142,691</b>	<b>603,168</b>	<b>(460,477)</b>
<b>Grand Total</b>	<b>(13,072)</b>	<b>35,866</b>	<b>26,450</b>	<b>67,880</b>	<b>(14,657)</b>	<b>(6,870)</b>	<b>19,669</b>	<b>19,118</b>	<b>(105,912)</b>	<b>(2,466)</b>	<b>(103,446)</b>

**Summary of Income & Expenses for each area**

	YTD Oct Actuals			YTD Oct Budget Items			Variance to Budget YTD
	Income	Expense	Net Position	Income	Expense	Net Position	
<b>Cropping Program</b>	0	60,436	60,436	0	41,850	41,850	18,586
<b>Stock Program</b>	(113,449)	28,386	(85,064)	(55,400)	40,638	(14,762)	(70,302)
<b>Events Program</b>	(664)	8,970	8,307	0	0	0	8,307
<b>Education Program</b>	(6,145)	4,193	(1,952)	(8,000)	5,200	(2,800)	848
<b>Rylington Park Operational Items</b>	(4,044)	40,706	36,662	(1,100)	92,806	91,706	(55,044)
	<b>-124301.9</b>	<b>142691.33</b>	<b>18,389</b>	<b>(64,500)</b>	<b>180,494</b>	<b>115,994</b>	<b>(97,605)</b>

\*Report Contains Filters