



NOTICE OF MEETING

Dear Councillors

I respectfully advise that the ORDINARY COUNCIL MEETING will be held in Council Chambers, York Town Hall, York on Tuesday, 17 December 2024, commencing at 5:00pm.

MEETING AGENDA ATTACHED

Chris Linnell

CHRIS LINNELL
CHIEF EXECUTIVE OFFICER
Date: 6 December 2024

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<p>MISSION STATEMENT <i>"Building on our history to create our future"</i></p>

Local Government Act 1995 (as amended)**Part 1 Introductory Matters**

1.3. Content and intent

- (1) This Act provides for a system of local government by —
 - (a) providing for the constitution of elected local governments in the State;
 - (b) describing the functions of local governments;
 - (c) providing for the conduct of elections and other polls; and
 - (d) providing a framework for the administration and financial management of local governments and for the scrutiny of their affairs.
- (2) This Act is intended to result in —
 - (a) better decision making by local governments;
 - (b) greater community participation in the decisions and affairs of local governments;
 - (c) greater accountability of local governments to their communities; and
 - (d) more efficient and effective local government.
- (3) In carrying out its functions a local government is to use its best endeavours to meet the needs of the current and future generations through an integration of environmental protection, social advancement and economic prosperity.

Part 2 Constitution of Local Government**Division 2 Local Governments and Councils of Local Governments**

2.7 The Role of Council

- (1) The Council —
 - (a) directs and controls the Local Government's affairs; and
 - (b) is responsible for the performance of the Local Government's functions.
- (2) Without limiting subsection (1), the Council is to —
 - (a) oversee the allocation of the Local Government's finances and resources; and
 - (b) determine the Local Government's policies.

Meetings generally open to the public

- 5.1.** (1) Subject to subsection (2), the following are to be open to members of the public —
- (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1) (b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
- (a) a matter affecting an employee or employees;
 - (b) the personal affairs of any person;
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
 - (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
 - (f) a matter that if disclosed, could be reasonably expected to —

- (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
 - (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and
 - (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.



G 10 PUBLIC QUESTION TIME

Policy Statement

- 1.0 “Public Question Time” will be limited to 15 minutes*. The Council may exercise a discretion to extend the time by resolution if required. If there are questions remaining unasked at the expiration of the time allotted members of the public will be asked to submit their questions in writing to the Chief Executive Officer who will provide a written reply with the response placed in the Agenda of the next Ordinary Meeting of the Council.

**A minimum of 15 minutes is provided by Regulation 6(1) of the Local Government (Administration) Regulations 1996 (Section 5.24 of the Local Government Act 1995)*

- 2.0 Questions may be asked at the Ordinary Council Meeting and any Committee meeting on any matter affecting the Council and the Shire’s operations. Questions submitted to Special Meetings of the Council will be restricted to the subject matter of the meeting.
- 3.0 Each questioner will be limited to two (2) questions. Statements or long preamble are not permitted.
- 4.0 People wishing to ask questions will be encouraged to put their questions in writing or in a prescribed form and submit them to the Chief Executive Officer prior to 10 am on the day of the meeting. This allows for an informed response to be given at the meeting. Oral questions are permitted.
- 5.0 Priority will be given to questions about matters on the agenda for the meeting and which are submitted in accordance with 4.0 above.
- 6.0 Every person who wishes to ask a question must identify themselves and register with a Council Officer immediately prior to the meeting. Subject to 5.0 above questions will be taken in the order in which people register.
- 7.0 Questions containing offensive remarks, reference to the personal affairs or actions of Elected Members or staff, or which relate to confidential matters or legal action will not be accepted. Questions that the Presiding Member considers have been answered by earlier questions at the meeting or earlier meetings may not be accepted.
- 8.0 On receipt of a question the Presiding Member may answer the question or direct it to the Chief Executive Officer to answer. If the question is of a technical nature the Chief Executive Officer may direct the question to a senior technical officer present. If the question requires research, it will be taken on notice.
- 9.0 There will be no debate on the answers to questions.
- 10.0 A summary of the question and the answer will be recorded in the minutes of the Council meeting at which the question was asked.
- 11.0 Public Question Time guidelines incorporating this policy are being prepared and will include information on the other methods of enquiry that are available to members of the public to obtain information from the Shire.

Adopted 21 October 2013
Amended 17 September 2015
Amended 23 November 2015
Reviewed 24 October 2016
Reviewed 25 November 2019

Question(s)

Name: _____

Organisation Name: _____
(If presenting on behalf of)

Item No. Referred To:
(If Applicable) _____

Note: To provide equal opportunity for all in attendance to ask questions, a limit of two (2) questions at a time from any one person is imposed.

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Signature: _____ **Date:** _____

OFFICE USE ONLY

Presented Meeting Date: _____ Item No: _____

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1 OPENING

1.1 Declaration of Opening

1.2 Acknowledgement / Disclaimer

The Shire President advises the following:

“The York Shire Council acknowledges the Ballardong people of the Noongar Nation who are the Traditional Owners of this country and recognise their continuing connection to land, water, sky and culture. We pay our respects to all these people and their Elders past, present and emerging.

This meeting is being recorded on a digital audio and visual device to assist with minute taking purposes. The public is reminded that in accordance with Section 6.16 of the Shire of York Local Government (Council Meetings) Local Law 2016 that nobody shall use any visual or vocal recording device or instrument to record the proceedings of Council without the written permission of the presiding member.

I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting today, can be revoked, pursuant to the Local Government Act 1995.

Therefore members of the public should not rely on any decisions until formal notification in writing from the Shire has been received. Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.”

1.3 Standing Orders

1.4 Announcement of Visitors

1.5 Declaration of Proximity Interest

Councillors/Staff are reminded of the requirements of s5.60B and s.5.65 of the *Local Government Act 1995*, to disclose any interest during the meeting when the matter is discussed. A member who has made a declaration must not preside, participate in, be present in or vote during any discussion or decision-making procedure relating to the matter the subject of the declaration.

By resolution of Council, the member may be allowed to participate if the other members decide that the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

Name	Item No & Title	Nature of Interest (and extent, where appropriate)

1.6 Declaration of Financial Interests

Councillors/Staff are reminded of the requirements of s5.60A, s5.61 and s.5.65 of the *Local Government Act 1995*, to disclose any interest during the meeting when the matter is discussed. A member who has made a declaration must not preside, participate in, be present in or vote during any discussion or decision-making procedure relating to the matter the subject of the declaration.

By resolution of Council, the member may be allowed to participate if the other members decide that the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

Name	Item No & Title	Nature of Interest
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		(and extent, where appropriate)

1.7 Declaration of Impartiality Interest

Councillors and staff are required to declare in Interest where it may be perceived that their participation in the matter would affect their ability to act with impartiality. The member/employee is also required to disclose the nature of the interest. The member/employee must consider the nature and extent of the interest and whether it will affect their impartiality. If the member/employee declares that their impartiality will not be affected then they may participate in the decision making process.

Name	Item No & Title	Nature of Interest (and extent, where appropriate)

2 ATTENDANCE

2.1 Members

2.2 Staff

2.3 Apologies

2.4 Leave of Absence Previously Approved

2.5 Number of People in the Gallery at Commencement of Meeting

3 QUESTIONS FROM PREVIOUS MEETINGS

3.1 Response to Previous Public Questions Taken on Notice

MRS M GOOD

Question 1

Is the CEO satisfied that the York Off-Road Vehicles Area has been soundly governed as per legislative obligations under the Control of Vehicles (Off-road Vehicles) Act 1978, since it's re-opening in January 2024?

Response provided by the Chief Executive Officer:

The Shire of York has managed the York Off-Road Vehicle (ORV) Area, as a gazetted track, for over twenty (20) years in line with the Control of Vehicles (Off-road Vehicles) Act 1978 and has been meeting the requirements under this legislation to provide a safe and regulated environment for off-road vehicle use, although the track is known to have existed in its current location for over thirty (30) years.

Following the receipt of four (4) community complaints regarding the ORV area, the Shire has increased its oversight and monitoring activities to address the concerns raised. These enhanced efforts include more proactive engagement with the community, closer monitoring of the ORV area's operations, and a more robust approach to ensuring compliance with all relevant regulations.

Work is ongoing to address the complaints, and the Shire remains committed to resolving these concerns while continuously improving its governance and service delivery for the ORV area.

Question 2

Can you please confirm how many community complaints have been received in relation to the York ORV area in 2024 and whether all community complaints received have been dealt with in accordance with the Shire of York Comprehensive Complaints Response policy (G5) and recorded in a register?

Response provided by the Chief Executive Officer:

The Shire of York has received four (4) community complaints regarding the ORV area in 2024. Each complaint is being handled in accordance with the Comprehensive Complaints Response Policy (G5).

It is important to note that Policy G5 requires only complaints relating to minor breaches involving elected members to be recorded in a formal register under Section 5.110(2)(a) of the Local Government Act 1995. General public complaints are not required to be entered into such a register.

These complaints are ongoing, and work continues to address the concerns raised by members of the community. The Shire is committed to resolving these matters fairly and transparently, adhering to the acknowledgment and resolution processes outlined in the policy.

Question 3

Can assurance be provided that all scoping, planning, consultation, design and construction associated with the York ORV area 2023/24 upgrades was undertaken with due diligence?

Response provided by the Chief Executive Officer:

The upgrades to the York ORV track were delivered within the Shire's project management framework and appropriate approvals were received as required to complete the works.

Question 4

Can you please advise which parties were consulted with in relation to the York ORV area 2023/24 upgrade works (including State departments, stakeholders and locals) and whether this aligns with the Shire of York Community Engagement and Consultation Policy (G13).

Response provided by the Chief Executive Officer:

The upgrade works to the track have been promoted since April 2021 through various communication channels including social media and the Shire's website. A 'Have your say' event was hosted on 23 & 24 February 2024 before the works commenced on site, with the project as one of the topics of discussion for residents to have their input. Multiple communications were put out before and during the construction works advising on progress, with positive feedback received regarding the consultation.

The following parties were consulted with as part of project:

- *Department of Planning, Lands and Heritage (DLPH)*
- *Department of Local Government, Sport and Cultural Industries (DLGSCI)*
- *Department of Water and Environmental Regulation (DWER)*
- *Recreational Trailbike Riders Association*
- *River Conservation Society*

- *Local Aboriginal Elders*
- *Local users*
- *Community*

The consultation and engagement was carried out at an appropriate level for the category of project in line with the Shire's Community Engagement and Consultation Policy (G13).

Question 5

Can you please confirm which state department approvals were sought in relation to the York ORV area 2023/24 upgrade works?

Response provided by the Chief Executive Officer:

A Section 18 consent under the Aboriginal Heritage Act was obtained through the DLPH due to works being close to the river. Aboriginal monitors were on site during several stages of the works as part of this approval.

A clearing permit was obtained through the Department of Water and Environmental Regulation for the removal of one (1) tree.

Question 6

What consideration was given to potential additional pressure on local fire service and ambulance volunteers as a result of increased visitor to the York ORV area?

Response provided by the Chief Executive Officer:

There has been no identified additional pressures on these services.

The main objective of the ORV upgrade project was to improve the safety of the track and protect the surrounding environment. The Track was designed by an experienced and well-respected company, Three Chillis Design, who design tracks across WA. Safety was a design requirement in the scope.

The site works consisted of removing a section of the track closer to the Gogulgar Bilya/Avon River to protect the river from riding activity. The remaining works included rebuilding the track, which has been in-situ for over thirty (30) years and improving safety and drainage to the site. The works included the removal of over five hundred (500) illegally dumped tyres from the site and clearing of some vegetation on and around the track to reduce fire hazard and safety issues. A tree in the middle of the track area was also removed to stop possible rider collisions.

Having a clear and open track for riders to use provides a safe area to recreate in a legal manner, away from other more densely vegetated and environmentally sensitive areas.

Question 7

With regard to the York ORV area 2023/24 upgrades, was a public health consultation & public health risk assessment completed in accordance with WA Department of Health Guidelines, to assess potential hazards to health and impact that an increase in use could have on surrounding residents?

Response provided by the Chief Executive Officer:

A formal risk assessment was completed as part of the project scope which did not identify the need for any further health risk assessments to be completed.

As the scope involved reducing the overall footprint of the track and rebuilding what has been in-situ for over thirty (30) years, it was not considered likely to create health hazards to surrounding residents. Additionally, as vehicles using the site need to be registered,

which requires them to conform with prescribed safety and noise requirements of the Control of Vehicles (Off-road Areas) Act 1978, the types of outputs from vehicles using the site has not changed.

Question 8

What risk assessment and mitigation measures have been implemented in relation to the York ORV area 2023/24 upgrades and ongoing use?

Response provided by the Chief Executive Officer:

A formal risk assessment was completed as part of the development and delivery of the project. Since completion of the project a Compliance Plan has been developed for the site to determine the on-going monitoring requirements for the site.

More recently gates have been installed the entrance of the site to ensure a more secure way of closing the site, than the existing chain which was used. Regular checks are being conducted of the site by the Shire Ranger to ensure compliance requirements are being met by users.

Question 9

I note that the Shire of York local planning scheme and strategy number 3 acknowledges the environmental sensitivity of Gogulgar Bilya/Avon River Reserve and is intent on protecting it from any intensification or inappropriate developments that could detrimentally impact the ecosystem. Prior to the York ORV area 2023/24 upgrades, did the Shire of York engage a suitably qualified environmental consultant to survey the area including identification of flora, priority fauna and threatened ecological communities?

Response provided by the Chief Executive Officer:

Protection of the Gogulgar Bilya/Avon River was a major and successful outcome of the ORV track upgrade project. The scope of the project was to reduce the existing footprint of the track to protect the river and surrounding environment. Removal of over five hundred (500) illegally dumped tyres during the works also helped protect the river from any contamination.

In delivering the project the Shire worked closely with the River Conservation Society and had Aboriginal monitors on site when conducting works within the area close to the river to ensure works were carried out sensitively. The Shire sought approvals from DLPH and DWER to carry out the sections of the work, including providing required surveys and information.

The Shire believes having the track in operation as an outlet for off-road vehicle enthusiasts helps reduce the number of instances of illegal off-road vehicles in other sensitive areas like Wongborel/Mount Brown, reserves and along the river.

Question 10

Prior to improving the drainage of waterlogged areas at the York ORV area as part of the 2023/24 upgrades, did the Shire consult with a suitably qualified engineering and environmental consultant to test for the presence of acid sulphate soils and ensure that any subsequent disturbance to the site is mitigated?

Response provided by the Chief Executive Officer:

There were no waterlogged areas disturbed as part of the works. All works were carried out within the existing track footprint. Drainage improvements were made in the design of the track to allow the water to flow away from the track towards river and new material was brought into the site to improve the existing track.

Question 11

I note that local planning scheme number 3 maps clearly indicates that the OBMXT is within the Town Site boundaries of York, in particular the area immediately surrounding the Track is zoned Rural Residential. Can you confirm that the significant increase in volume of vehicles using the facility created by the recent upgrade still enable this Track to satisfy the conditions required under state legislation.

Response provided by the Chief Executive Officer:

The ORV track is located on a Reserve specially zoned for Recreation. The Local Planning Scheme No. 3 notes the area for Public Open Space/Public Purposes, which is designed to provide for a range of essential physical and community infrastructure. The use of the site meets the purpose outlined in the Local Planning Scheme.

It should be noted the Shire have not recorded a significant increase in the use of the track but can confirm it meets all requirements under legislation.

Question 12

I refer to the recent York Trails Masterplan that recommends should future upgrades to the York ORV area be considered, due regard should be given to potential impact on the neighbourhood noise and design features incorporated such as earth berms and tree planting. Has the Shire complied with the consultant's advice and aligned with LGIS 'off-road vehicle area guidance notes'?

Response provided by the Chief Executive Officer:

Through the completed upgrade works to the York ORV site, the Shire has met the key recommendation from the York Trails Masterplan in regard to "upgrading the delineation of the site for river protection" and "enhancing the track for riders and local residents".

In regard to the recommendation that 'Noise barriers such as tree, vegetation bund and or noise walls should also be considered', this is expected to be addressed in the next stage of the project. The works would include vegetation planting along the north and south areas of the site.

An on-site Risk Assessment was carried out by LGIS at the start of 2024 following the works and was concluded to their satisfaction.

Question 13

What provision has the Shire of York made to ensure that the ORV act is enforceable on weekends when typically, the York ORV area use is greatest and there is no ranger rostered on duty? For example, how does the Shire ensure that the large capacity bikes are not endangering the children on the nipper's track, that bikes are licenced and issue fines proportionally? What process is in place to manage the ranger's roster so that a suitably qualified individual is available to be contacted and deal with issues arising on the weekend?

Response provided by the Chief Executive Officer:

As the site is used periodically, there are no personnel on site. Site rules are outlined on site including appropriate use of the Little Nipper's Track, including required parental supervision, and overseen by regular compliance checks by the Shire Ranger including on weekends. Gates are opened and closed to limit use of the site.

The Shire Ranger checks licenses of users and has addressed issues with users where it has been found to be an issue.

The Shire has an on-call service which can respond to significant issues raised on a weekend. Understanding that staff attending on weekends are on overtime rates, which is an additional cost to ratepayers, staff will generally only attend for emergency situations.

Question 14

The York ORV is within a designated fire area and trail bike riding is considered a high-risk activity for fire. Can you please confirm the management of ongoing fire risk at the ORV such as the deep grass on thick vegetation and who ensures that the track is closed in the event of a total fire ban being issued?

Response provided by the Chief Executive Officer:

It is believed you are referring to the site being located within in a Bushfire Prone Area as defined by the Department of Fire and Emergency Services (DFES).

The Shire regularly maintains the site, including vegetation levels. Riders are restricted to the cleared track area. As the track and associated parking areas are all cleared areas, use of these areas is seen as low risk to causing fire. As part of the improvement works, additional tracks were removed to restrict access and limit the areas of riders.

Although riding in cleared areas is not considered 'Off-road activity' by definition under the Bushfire Regulations Act 1954, which means use of the site is technically permissible during a Total Fire Ban event, the Shire has decided to take an extra precautionary measure by making it a site rule that the track is closed during a Total Fire Ban. The Shire relies on users of the site to follow the rules and, when possible, the Shire Ranger will attend to formally close access to the site.

Question 15

Given that the residents of Prunster Rd have no other method of gaining access to their properties other than the rail crossing opposite the track, if a fire started at the track and spreading rapidly, it could potentially trap the residents. Does the Shire have any intention of providing the residents with an alternative escape route now that the risk has been escalated e.g., opening up the blocked off cul-de-sac at the end of the street?

Response provided by the Chief Executive Officer:

As the track area and vehicle parking area at the ORV track are cleared areas and the surrounding bushland is regularly maintained, fire risks on site are being managed.

The Shire currently has no plans to alter Prunster Road. In the case there was a fire from any source limiting access from Prunster Road to Spencers Brook Road, the Shire would work with affected landowners to find alternative access.

It should be noted that Prunster Road's cul-de-sac has been in situ since creation of the railway line in York during the 1880's, therefore residents choosing to buy and/or move into the area would be aware of any access restrictions and should make their own plans to deal with bushfire hazards. The DFES website contains resources to assist residents in developing their own Bushfire Plan, which is available via the following links:

<https://www.dfes.wa.gov.au/hazard-information/bushfire/prepare>

https://mybushfireplan.wa.gov.au/?utm_medium=paid+search&utm_source=google&utm_campaign=bushfire_preparedness_got15&qad_source=1&qclid=EAlaIQobChMk9La9raPiqMVQaNmAh3JuCuXEAAAYASAAEqKulfD_BwE

Question 16

Given that this ORV sits within designated bushfire prone, floodplain and ecologically sensitive areas and local residents have raised concerns of being adversely impacted with noise and dust pollution, has the Shire considered relocating the track to more appropriate land and re-purposing the facility for less invasive use such as a BMX/pump track?

Response provided by the Chief Executive Officer:

The York ORV track has been in its current position for over thirty (30) years with only a small number of complaints received recently regarding noise and dust.

The upgrade works were completed to improve the safety of the track, enhance drainage, and reduce the footprint to protect the Gogulgar Bilya/Avon River and the surrounding environment.

The Shire has no plans to relocate the site. There are already many BMX tracks in the area, and the Shire is not aware of any community desire for a pump track. Moving the track would not only be a significant cost for land purchase and construction of a new track, being further out of town would increase maintenance and monitoring costs, as it would require additional travel for staff and plant.

The track's proximity to town provides several benefits, including reducing illegal off-road activity by providing a designated area for this, bringing economic benefits to the community as visitors purchase items from local shops, stay in local accommodation, and use town services, and maintaining the heritage of the track and recognition of Oliver Batista. Additionally, the track's location close to emergency services ensures a quicker response time in case of incidents if they do occur.

MS JANE FERRO

We have become aware that some, if not most, of our Councillors don't feel they have a duty of care to our community because they don't have to follow advice of the Port Hedland Special Council Meeting motions. You might be interested to learn that an Australian lawyer, Julian Gillespie, known for his COVID-19 research and advocacy, wrote the motions, so it wasn't simply a few caring Councillors who put pen to paper. Even though for several years a group of us who DO CARE about this matter and have attempted to inform everyone through our local newspaper – which by the way, has cost us many thousands of dollars – we were not taken seriously.

What actions does Council propose taking to inform the wider community, most of whom have no idea that informed consent was not provided before they took genetically engineered injections multiple times?

Response provided by the Shire President:

Thank you for raising these concerns. At this time, Council has not adopted a formal position on this matter. However, within the December Agenda there is a Notice of Motion enabling Council to make a decision. Your feedback is noted and will be considered as part of ongoing discussions within Council.

3.2 Response to Unasked Questions from the Previous Meeting

Nil

4 PUBLIC QUESTION TIME

Public Question Time is conducted in accordance with the Act and Regulations. In addition to this the Shire's *Local Government (Council Meetings) Local Law 2016* states:

6.7 Other procedures for question time for the public

- (1) A member of the public who wishes to ask a question during question time must identify themselves and register with a Council Officer immediately prior to the meeting.
- (2) A question may be taken on notice by the Council for later response.
- (3) When a question is taken on notice the CEO is to ensure that—

- (a) a response is given to the member of the public in writing; and
 - (b) a summary of the response is included in the agenda of the next meeting of the Council.
- (4) Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to—
 - (a) declare that he or she has an interest in the matter; and
 - (b) allow another person to respond to the question.
- (5) Each member of the public with a question is entitled to ask up to 2 questions before other members of the public will be invited to ask their questions.
- (6) Where a member of the public provides written questions then the Presiding Member may elect for the questions to be responded to as normal business correspondence.
- (7) The Presiding Member may decide that a public question shall not be responded to where—
 - (a) the same or similar question was asked at a previous meeting, a response was provided and the member of the public is directed to the minutes of the meeting at which the response was provided;
 - (b) the member of the public uses public question time to make a statement, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the statement as a question; or
 - (c) the member of the public asks a question that is offensive or defamatory in nature, provided that the Presiding Member has taken all reasonable steps to assist the member of the public to phrase the question in a manner that is not offensive or defamatory.
- (8) A member of the public shall have 2 minutes to submit a question.
- (9) The Council, by resolution, may agree to extend public question time.
- (10) Where any questions remain unasked at the end of public question time they may be submitted to the CEO who will reply in writing and include the questions and answers in the agenda for the next ordinary Council meeting.
- (11) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes.

4.1 Written Questions – Current Agenda

4.2 Public Question Time

5 APPLICATIONS FOR LEAVE OF ABSENCE

6 PRESENTATIONS

6.1 Petitions

6.2 Presentations

6.3 Deputations

6.4 Delegates' reports

6.4.1 Cr Denese Smythe

Cr Denese Smythe advised she had attended the following meetings and events during November 2024:

DAY	MEETING/EVENT DESCRIPTION	VENUE
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01/11/2024	CWA 100 th Birthday	YRCC
07/11/2024	York Honours Reference Group Meeting	Council Chambers
11/11/2024	Remembrance Day Service	War Memorial
12/11/2024	Concept Forum	Council Chambers
13/11/2024	Regional Australia Institute Training	Zoom
13/11/2024	CEO Meeting	Shire Administration
15/11/2024	Inter-generations Event	Balladong
19/11/2024	Agenda Briefing	Council Chambers
22/11/2024	Avon-Midland Country Zone Meeting	Calingiri
23/11/2024	Strategic Community Plan Meeting	CRC
26/11/2024	Ordinary Council Meeting	Council Chambers
29/11/2024	Keep Australia Beautiful Awards	Perth

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Ordinary Council Meeting - 26 November 2024

Confirmation

That the minutes of the Ordinary Council Meeting held on 26 November 2024 be confirmed as a correct record of proceedings.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Meetings and Events Attended

The Shire President advised he had attended the following meetings and events during November 2024:

DAY	MEETING/EVENT DESCRIPTION	VENUE
01/11/2024	CWA 100 th Anniversary	YRCC
07/11/2024	Yonk Honours Reference Group Meeting	Council Chambers
08/11/2024	CEO Meeting	Shire Administration
11/11/2024	Remembrance Day Service	War Memorial
12/11/2024	CEO Meeting	Shire Administration
12/11/2024	Concept Forum	Council Chambers
18/11/2024	AROC Meeting	Shire of Toodyay
19/11/2024	CEO Meeting	Shire Administration
19/11/2024	Agenda Briefing	Council Chambers
22/11/2024	WALGA Avon-Midland Country Zone Meeting	Shire of Victoria Plains
23/11/2024	Council Strategic Review Workshop	CRC
26/11/2024	CEO Meeting	Shire Administration
26/11/2024	Ordinary Council Meeting	Council Chambers
27/11/2024	WALGA Large Scale Renewable Energy Forum	Microsoft Teams
28/11/2024	CEO Meeting	Shire Administration

9 OFFICER'S REPORTS

SY127-12/24 SOUTH WEST NATIVE TITLE SETTLEMENT - CONSULTATION

File Number:	4.7544
Author:	Sharla Simunov, Planner
Authoriser:	Lindon Mellor, Executive Manager Infrastructure & Development Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	1. Property List ↓ 2. Place Sheet ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Advocative

PURPOSE OF REPORT

For Council to consider and endorse the Shire's response to the Department of Planning, Lands and Heritage (DPLH) on crown land being considered for transfer to the Noongar Land Estate as part of the Indigenous Land Use Agreements (ILUAs) for the South West Native Title Settlement (the Settlement).

BACKGROUND

The State of Western Australia has committed to allocating up to 320,000 hectares of Crown land to the Noongar People to create the Noongar Land Estate, in accordance with the six (6) registered ILUAs for the Settlement. The ILUAs were conclusively registered, leading to the settlement commencing on 25 February 2021 after some years of delay.

Further information regarding the Settlement and the Noongar Land Estate can be found on the Department of the Premier and Cabinet Website via the following link:

<https://www.wa.gov.au/organisation/departments/departments-of-the-premier-and-cabinet/south-west-native-title-settlement>

Over the next five (5) years, DPLH will progress selected land parcels through to transfer under the Settlement, subject to all necessary consultation and approvals with stakeholders. Land eligible for inclusion in the Noongar Land Estate includes:

1. Unallocated Crown land.
2. Unmanaged reserves.
3. Land owned or held by the Aboriginal Lands Trust/Aboriginal Affairs Planning Authority.
4. Land owned or held by State agencies or Local Government Authorities, at the discretion of the State agency or Local Government Authority.

The DPLH has provided a list of Crown land parcels being considered for possible transfer to the Noongar Land Estate and has requested the Shire answer the following questions:

1. Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?

2. Does the Shire have any interest in the land?
3. Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
4. Is the land parcel subject to any mandatory connection to services?
5. Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
6. Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
7. Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
8. Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
9. Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

COMMENTS AND DETAILS

There is one (1) land parcel within the Shire of York that has been identified as being considered for possible land transfer. A property list of the parcel of land is presented in Appendix 1.

The future use of the land if transferred is unknown, although it is understood the land use and development will be required to comply with zoning and land use provisions of the Shire's Local Planning Scheme No. 3 (Scheme) and Local Planning Strategy. It is also unknown, if the parcel of land proves unsuitable for transfer, whether additional parcels of land may then be identified.

Officer's responses to the DPLH's questions are presented in Appendix 2.

In summary, Officers are supportive of the transfer of land where the zoning of land supports a change in tenure and appropriate servicing is available.

The parcel of land is considered as being appropriately serviced, without constraint for development and is supported for transfer.

OPTIONS

Council has the following options:

- Option 1:** Council could choose to endorse the responses presented in Appendix 2 for submission to the DPLH.
- Option 2:** Council could choose to endorse the response with modification.
- Option 3:** Council could choose to not endorse the response. This option is not recommended as responding to the questions allows the Shire to make comment on the suitability of land for transfer, and Shire infrastructure needs before it is transferred out of Crown ownership.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Internal consultation has been undertaken. No external consultation has been undertaken by the Shire.

Strategic

The Shire's Local Planning Strategy acknowledged the Settlement and included a strategy to support actions to implement the Settlement agreement, with an associated action to work with the DPLH on initiatives to release economic opportunities associated with this.

Providing a response to the DPLH on the suitability of parcels of land identified for the possible transfer is considered consistent with the above.

Strategic Community Plan 2020-2030

Goal 4: Built for Lifestyle and Resilience

To have a built environment which supports community, economy, and the environment, respects the past, and creates a resilient future.

Policy Related

There are no policy related implications associated with the recommendation.

Financial

There are no financial implications associated with the recommendation.

Legal and Statutory

Native Title Act 1993

Responses to questions were formulated giving consideration to the requirements under the *Planning and Development Act 2005* and *Public Health Act 2016*.

Risk Related

The response reduces risk by identifying at an early stage any issues with land identified for transfer. In this respect there are no risks associated with the officer's recommendation which warrant further discussion.

Workforce

There are no workforce implications associated with the recommendation.

VOTING REQUIREMENTS

Absolute Majority: No


RECOMMENDATION

That, with regard to the South West Native Title Settlement - Consultation, Council:

- 1. Resolves to endorse the comments on possible land for transfer under the South West Native Title Settlement, as presented in Appendix 2.**
- 2. Requests the Chief Executive Officer to inform the Department of Planning, Lands and Heritage of the Shire of York's response.**
- 3. Authorises the Chief Executive Officer to make any minor typographical and formatting changes to Appendix 2 prior to submission to the Department of Planning, Lands and Heritage.**

Place No.	PIN	Usage Description	Lot No.	Survey	Property Address	Locality/Suburb	Townsite	LGA	Region	Claim Group	CLT	Reserve No.	Reserve Purpose	Reserve Class	Vesting/ MO	Polygon Area (Ha)	Claimant Preferred Tenure
1	11621319	Unallocated Crown Land	55	D 9753	9 RIVER ST, YORK	YORK	YORK	YORK(S)	Wheatbelt	BALLARDONG PEOPLE	2644/790			N/A	N/A	0.18	Freehold

Proposed Transfer of Land under the South West Native Title Settlement

PIN:	11621319	USAGE DESCRIPTION:	Unallocated Crown Land		SURVEY:	Diagram 9753	
LOT NO:	55	PROPERTY ADDRESS:	9 River Street		LOCALITY:	York	
RESERVE NUMBER:	N/A	CLT:	2644/790		AREA (Ha):	0.18ha	
CLAIMANT PREFERRED TENURE:			Freehold			PLACE NUMBER:	<u>1</u>
							
#	QUESTION					COMMENTS	
1	Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?					Yes.	
2	Does the Shire have any interest in the land?					No.	
3	Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.					No.	
4	Is the land parcel subject to any mandatory connection to services?					No.	
5	Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?					No.	
6	Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?					There are no future proposals the Shire is currently aware of.	
7	Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?					Nil. Property is zoned Public Open Space Reserve within the Shire of York Local Planning Scheme No. 3.	
8	Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).					Property is not located within Bushfire Prone or Flood Prone Area. Not recognised as a contaminated site on database.	
9	Please provide any additional comments on the proposed transfer of this land as part of the Settlement.					Nil.	

SY128-12/24 AWARD OF CONTRACT - RFT 06-24/25 - PLANT HIRE SERVICES SUPPLIER PANEL

File Number:	4.8688
Author:	Kylie Williams, Project Manager Rebecca Palumbo, Manager Projects & Assets
Authoriser:	Lindon Mellor, Executive Manager Infrastructure & Development Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	1. Tender Evaluation - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

Council is requested to authorise the establishment of a Pre-Qualified Supplier Panel for Plant Hire Services.

BACKGROUND

The Shire of York hires a range of plant and equipment to supplement its own resources, to complete its works and maintenance programs.

The Shire advertised for Tenders to establish a pre-qualified supplier panel of qualified and experienced contractors to supply 'dry' (no operator or fuel included) and 'wet' (operator and fuel included) plant hire, on a job-by-job basis.

The use of a pre-qualified supplier panel will streamline and improve procurement processes, including reducing the risk of non-compliance relating to cumulative expenditure.

COMMENTS AND DETAILS

The Tender documentation was released on 16 October 2024 and submissions closed on 6 November 2024. At the closing date, the Shire received eleven (11) submissions.

The Recommendation Report for RFT 06-24/25 is presented in confidential Appendix 1 and details the tender process, the tender submissions and the evaluation of the responses.

The Regulations permit the formation of a pre-qualified supplier panel for the provision of specific goods or services. This panel enables the Shire to maintain a pool of contractors who can be promptly mobilised to address both emergency and planned operational works. Consequently, this arrangement significantly reduces administrative time, enhancing the efficiency and responsiveness of the Shire's operations.

The RFT submissions were evaluated by a panel consisting of three (3) Officers being the Project Manager, Manager Projects and Assets and Town Maintenance Supervisor using the following criteria:

TABLE 1.

CRITERIA	WEIGHTING
Relevant Experience	25%
Organisational Capacity	35%
Tendered Price	40%

Eight (8) of the eleven (11) contractors who submitted a response to the tender have been recommended for the establishment of a plant hire services supplier panel.

OPTIONS

Council has the following options:

Option 1: Council could choose to award contracts to pre-qualified suppliers to establish a plant hire services supplier panel.

Option 2: Council could choose to decline the award of a pre-qualified supplier panel.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Executive Leadership Team

Evaluation Panel

Strategic

Strategic Community Plan 2020-2030

Goal 1: The Place to Be

To be a close-knit community, full of life, in a welcoming and accessible place for all.

Goal 4: Built for Lifestyle and Resilience

To have a built environment which support community, economy and the environment, respects the past and creates a resilient future.

Policy Related

F2 Procurement

F9 Panels of Pre-qualified Suppliers

Financial

There is no specific budget allocation for plant hire services. Plant hire services are an operational expense costed to the specific road through the Road Maintenance General Budget.

Legal and Statutory

Section 3.57 of the *Local Government Act 1995* requires a local government to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and/or services.

Part 4 (Tenders) of the *Local Government (Functions and General) Regulations 1996* requires that tenders are to be publicly invited for such contracts where the estimated costs of providing the total service exceeds \$250,000.

Part 4 (Panels of pre-qualified suppliers) of the *Local Government (Functions and General) Regulations 1996* requires that statewide public notice of the invitation to apply to join a panel of pre-qualified suppliers is to be given.

Risk Related

Reduced risk of non-compliant procurement of plant hire services relating to cumulative expenditure.

Workforce

The scope of this report can be managed within current organisational capacity.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Award of Contract - RFT 06-24/25 - Plant Hire Services Supplier Panel, Council:

- 1. Resolves to endorse the recommendation of the evaluation panel in accordance with the Recommendation Report, as presented in confidential Appendix 1.**
- 2. Awards the Pre-Qualified Supplier Panel contracts for Tender 06-24/25 – Plant Hire Services to:**
 - a. Allworks WA Pty Ltd**
 - b. Brooks Hire Service Pty Ltd**
 - c. Peter Bush T/A Bush Contracting**
 - d. Egan Civil Pty Ltd T/A Castle Civil**
 - e. KEE Hire Pty Ltd**
 - f. JM Dawson PE Dawson & JKH Nominees Pty Ltd T/A Quairading Earthmoving Co**
 - g. RJD Contracting WA Pty Ltd**
 - h. The Trustee for the Seven Springs Family Trust Trading as Ringa Civil**
- 3. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to all relevant contract documentation between the Shire of York and the preferred tenderers, subject to any variations.**
- 4. Authorises the Chief Executive Officer to make any minor formatting or typographical changes to the contract documentation prior to signing.**

SY129-12/24 AWARD OF CONTRACT - RFQ 06-24/25 - SUPPLY OF NEW GRADER

File Number:	4.8688
Author:	Claire Regent, Operations Administration Officer
Authoriser:	Lindon Mellor, Executive Manager Infrastructure & Development Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	1. Tender Evaluation - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report seeks Council approval for the award of Request for Quotation (RFQ) 06-24/25 - Supply of New Grader, as part of the Shire's 2024/25 plant replacement program.

BACKGROUND

The Shire of York's existing grader, originally purchased in 2013, is at the end of its useful life. In accordance with the Shire's scheduled plant replacement program and to enable the Shire to continue its annual works and maintenance program, a replacement grader was scheduled to be purchased in the 2024/25 budget.

COMMENTS AND DETAILS

In accordance with Policy F2 - Procurement, the RFQ was advertised on 3 September 2024 via WALGA eQuotes under the category of Trucks and Associated Equipment 1: Heavy Duty, Tandem Drive Articulated Grader.

This request invited suitably qualified respondents to undertake the trade in of the existing grader and the supply and delivery of one (1) heavy duty, tandem drive articulated grader. The supply and delivery of the grader included items such as registration, licensing, operator induction and training. The RFQ closed on Tuesday 24 September 2024.

Offers were received from two (2) respondents with one (1) respondent submitting three (3) options. The net value of the purchase includes the trade in price of the existing grader and purchase price of the new grader. This is summarised below:

TABLE 1.

CONTRACTOR	PRICE (Excluding GST)
Respondent A	\$407,000
Respondent B Option 1	\$429,000
Respondent B Option 2	\$472,000
Respondent B Option 3	\$529,000

The RFQ's were evaluated by a panel consisting of three (3) Officers being the Works Supervisor, Operations Administration Officer and Grader Operator using the following criteria:

TABLE 2.

CRITERIA	WEIGHTING
Price	50%
Timeliness of Delivery	40%
Warranty & Service	10%

A copy of the Panel's combined evaluation is presented in confidential Appendix 1.

All respondents met the compliance criteria as set out in the RFQ. Respondent A provided a more competitive price to Respondent B and Respondent C. Respondent A also indicated an earlier delivery timeframe than Respondents B and C.

Based upon the average weighted score obtained from the evaluation panel, Respondent A is the preferred tenderer.

OPTIONS

Council has the following options:

- Option 1:** Council could choose to accept Respondent A as the preferred respondent for RFQ 06-24/25 and authorise the Chief Executive Officer (CEO) to execute the contract documents.
- Option 2:** Council could choose to nominate another Respondent as the preferred respondent for RFQ 06-24/25 and authorise the CEO to execute the contract documents.
- Option 3:** Council could choose to decline to enter into an arrangement with any respondents and direct the CEO to reject all respondents.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Evaluation Panel

Strategic

Strategic Community Plan 2020-2030

Goal 4: Built for Lifestyle and Resilience

To have a built environment which supports community, economy, and the environment, respects the past, and creates a resilient future.

Policy Related

F2 Procurement

Financial

The expenditure budget for this item is \$504,000. The proceeds sale of assets budget for this item is \$70,000. The net budget value for this item is \$407,000.

Respondent A is below the budget allowance and two (2) of the options from Respondent B are also below the budget allowance. Option 3 from Respondent B is above the budget allowance. Following the results of these, adjustments will be made from the Plant Reserve if required.

Legal and Statutory

Section 3.57 of the *Local Government Act 1995* requires a local government to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and/or services.

Part 4 (Tenders) of the *Local Government (Functions and General) Regulations 1996* requires that tenders are to be publicly invited for such contracts where the estimated costs of providing the total service exceeds \$250,000.

Risk Related

Having a new grader as part of the Shire's fleet will reduce ongoing maintenance costs and improve road maintenance grading effectiveness. It will also provide an improved working environment for staff operating the machine.

Workforce

The scope of this report can be managed within current organisational capacity.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Award of Contract - RFQ 06-24/25 - Supply of new Grader, Council:

- 1. Resolves to endorse the recommendation of the evaluation panel in accordance with the Recommendation Report, as presented in confidential Appendix 1.**
- 2. Awards the contract for RFQ 06-24/25 – Supply of new Grader to Respondent A, WesTrac Pty Ltd.**
- 3. Authorises the Chief Executive Officer to approve a Purchase Order for RFQ 06-24/25 to a total value of \$407,000 excluding GST.**
- 4. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the contract documents prior to signing.**

SY130-12/24 ROAD CONSTRUCTION PROGRAM 2024/25 - BUDGET AMENDMENT**File Number:** 4.8046**Author:** Rebecca Palumbo, Manager Projects & Assets**Authoriser:** Lindon Mellor, Executive Manager Infrastructure & Development Services**Previously before Council:** 24 September 2024 (020924)**Disclosure of Interest:** Nil**Appendices:** Nil**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Legislative

PURPOSE OF REPORT

Council is requested to consider an amendment to the 2024/25 budget and approve a variation to the 2024/25 Road Upgrade contract due to the Shire receiving additional grant funding.

BACKGROUND

At its September 2024 Ordinary Meeting Council resolved (020924):

“That, with regard to 2024/25 Road Upgrades - Request for Budget Amendment and Award of Contract, Council:

- 1. Endorses the recommendation of the evaluation panel in accordance with the Recommendation Report, as presented in confidential Appendix 1.***
- 2. Resolves to approve the budget adjustments as listed below:***

GL	DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	REVISED BUDGET	COMMENTS
122300/7001	York-Tammin Road	\$129,915	+\$125,000	\$254,915	Meet grant funding obligations
122300/7006	Quellington Road	\$76,893	+\$111,294	\$188,187	Meet grant funding obligations
122401/700611	Quellington Road RRG	\$573,277	+\$322,587	\$895,864	Additional funded project
122407/700412	Spencers Brook Road Black Spot	\$230,000	+\$16,125	\$246,125	Include carry over grant funding
125203	RRG Grant Income	-\$1,883,783	-\$322,587	-\$2,206,370	Additional grant income
700608	Road Renewals	\$220,000	-\$132,511	\$87,489	Impacts on road re-sheeting and sealing program
13350	Building Reserve	\$145,000	-\$45,000	\$100,000	Reduce transfer to Reserve
127308	Plant Reserve	\$139,954	-\$54,908	\$85,046	Reduce transfer to Reserve

122506	Bridge Reserve	\$120,000	-\$20,000	\$100,000	Reduce transfer to Reserve
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3. ***Awards the contract for Tender 01-24/25 for York-Tammin Road and Quellington Road to WCP Civil Pty Ltd up to the amended budgeted amount \$2,583,881.***
4. ***Awards the contract for Tender 01-24/25 for Spencers Brook Road to WCP Civil Pty Ltd for a revised scope of works up to the amended budget of \$246,125.***
5. ***Authorises the Shire President and Chief Executive Officer to affix the Common Seal to all relevant contract documentation between the Shire of York and the preferred tenderer, subject to any variations.***
6. ***Authorises the Chief Executive Officer to make any minor formatting or typographical changes to the contract documentation prior to signing.”***

The purpose of the report was to adjust project budgets and to award the Tender for the road construction works.

The planning of the construction works is currently being scheduled with the successful tenderer, WCP Civil Pty Ltd.

COMMENTS AND DETAILS

The available budget for the Spencers Brook Road Black Spot project is \$246,125.

The submitted price in Tender RFT 01-24/25 exceeded the available budget by \$128,415.

Consequently, Council resolved to award the contract for a revised scope of work within the available budget. This was part of Point 4 of the Resolution.

Since that Resolution, the Administration has been seeking a way to cover the budget shortfall rather than reduce the scope of the works. A request for additional funds was submitted to the Federal Black Spot Program via Main Roads WA, to complete the planned road improvements. The grant variation request was supported and additional funds of \$188,800 have been approved through Main Roads WA.

The additional funding request includes \$128,415 for the original WCP Civil quote plus \$60,000 for environmental compliance, project management support, and contingency.

The 2024/25 budget can be adjusted to include the additional funds allocated for the Spencers Brook Black Spot Project. This requires an increase in income as well as a corresponding increase in expenditure.

With the increase in income, the project can proceed as planned. Point 4 of Resolution 020924 must be addressed to vary the contract up to the new budget amount.

The detailed budget adjustments are summarised below:

TABLE 1.

GL	DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	REVISED BUDGET	COMMENTS
125208	Grant Govt – Black Spot Funding Mun	-\$437,240	-\$188,800	-\$626,040	Additional grant income
122407/700412	Spencers Brook Road Black Spot	\$246,125	+\$188,800	\$434,925	Additional expenditure due to income

OPTIONS

Council has the following options:

Option 1: Council could choose to approve the proposed budget amendments and resolve to award the variation for an increased contract amount.

Option 2: Council could choose to reject the budget amendment and decline to award the variation for the increased contract amount.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Executive Leadership Team

Strategic

Strategic Community Plan 2020-2030

Goal 1: The Place to Be

To be a close-knit community, full of life, in a welcoming and accessible place for all.

Goal 4: Built for Lifestyle and Resilience

To have a built environment which support community, economy and the environment, respects the past and creates a resilient future.

Policy Related

F2 Procurement

Financial

The amendment to budgeted expenditure has been balanced by securing additional grant income.

There will be no change to the existing budget position in terms of surplus or deficit funds.

By allocating these funds, Council can proceed with the planned road construction projects and achieve the complete scope of works.

Should Council decide against proceeding with the recommended action, the Shire would forego the opportunity to utilise additional grant funding for the road upgrades.

Legal and Statutory

Section 6.8 of the *Local Government Act 1995* is applicable and states:

“6.8. Expenditure from municipal fund not included in annual budget

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
 - (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*; or*
 - (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

- (1a) *In subsection (1) —*

additional purpose means a purpose for which no expenditure estimate is included in the local government’s annual budget.

- (2) *Where expenditure has been incurred by a local government —*
 - (a) *pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*

- (b) *pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council."*

Risk Related

These works have been delayed for some time now and it has been necessary to seek additional funds as cost escalations have impacted. Not adopting the Officer's recommendations would mean the works could not be completed to the planned scope and any approach to reduce scope would compromise outcomes.

Workforce

The scope of this report can be managed with current operational capacity.

VOTING REQUIREMENTS

Absolute Majority: Yes

RECOMMENDATION

That, with regard to Road Construction Program 2024/25 - Budget Amendment, Council:

1. Resolves to approve the budget adjustments as listed below:

GL	DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	REVISED BUDGET	COMMENTS
125208	Grant Govt – Black Spot Funding Muni	-\$437,240	-\$188,800	-\$626,040	Additional grant income
122407/ 700412	Spencers Brook Road Black Spot	\$246,125	+\$188,800	\$434,925	Additional expenditure due to income

2. Accepts a contract variation for Tender 01-24/25 for Spencers Brook Road to WCP Civil Pty Ltd up to the amended budget of \$434,925.
3. Notes this Resolution supersedes Point 4 of the previous Resolution 020924 from the Ordinary Council Meeting held on 24 September 2024.

SY131-12/24 REVIEW OF POLICY F6 - CORPORATE CREDIT CARD POLICY

File Number:	4.7714
Author:	Alina Behan, Executive Manager Corporate & Community Services
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	23 August 2022 (010822)
Disclosure of Interest:	Nil
Appendices:	1. Reviewed Policy F6 ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents a review of F6 – Corporate Credit Card Policy to Council for consideration.

BACKGROUND

Policy F6 – Corporate Credit Card Policy was last presented to Council at its August 2022 Ordinary meeting after significant review where it resolved (010822):

“That, with regard to the Application for a Corporate Credit Card and Review of Policy F6 - Corporate Credit Card, Council:

- 1. Approves the application for a second corporate credit card to be held by the Executive Manager Infrastructure & Development Services.***
- 2. Adopts the reviewed Policy F6 – Corporate Credit Card Policy, as presented in Appendix 1.***
- 3. Authorises the Chief Executive Officer to make any minor typographical and formatting changes to Policy F6 – Corporate Credit Card Policy prior to publication.”***

As part of good governance all Council policies are regularly reviewed to ensure continued legislative compliance, and alignment with the operations of the organisation.

COMMENTS AND DETAILS

Officers have reviewed Policy F6 – Corporate Credit Card Policy and are proposing no changes to the policy other than the revision date. A copy of the reviewed policy is presented in Appendix 1 with tracked changes.

OPTIONS

Council has the following options:

Option 1: Council could choose to adopt Policy F6 – Corporate Credit Card Policy with review revision.

Option 2: Council could choose not to adopt Policy F6 – Corporate Credit Card Policy.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Bendigo Bank

Executive Leadership Team

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

To have effective and responsive leadership and governance, where a sense of collective purpose and shared direction combine to work together.

Policy Related

F6 Corporate Credit Card

Financial

Nil – the outstanding balance of the credit card is paid automatically each month by direct debit to avoid incurring any interest.

Legal and Statutory

Section 2.7(2)(b) of the *Local Government Act 1995* is applicable to Council's role in relation to policies and states:

“2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.”*

Regulation 11 of the *Local Government (Financial Management) Regulations 1996* is applicable to the management of credit cards and states:

“11. Payments, procedures for making etc.

- (1) *A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of —*
 - (a) *cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained; and*
 - (b) *petty cash systems.*
- (2) *A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.*
- (3) *Payments made by a local government —*
 - (a) *subject to subregulation (4), are not to be made in cash; and*
 - (b) *are to be made in a manner which allows identification of —*
 - (i) *the method of payment; and*

- (ii) *the authority for the payment; and*
 - (iii) *the identity of the person who authorised the payment.*
- (4) *Nothing in subregulation (3)(a) prevents a local government from making payments in cash from a petty cash system.”*

Risk Related

There are risks inherent in the use of corporate credit cards – financial, compliance, reputational and fraud risk. Therefore, it is imperative that appropriate controls are in place to ensure risks are minimised. Mitigation strategies in place to address corporate credit card use include:

1. The CEO will retain oversight of the use of the corporate credit card(s) by the Executive Managers and provides the final sign-off authorisation on expenses.
2. Card expenditure is limited to a maximum of \$5,000.
3. Processes for approval of use, evidence and acquittal have been developed and staff training provided.

Workforce

The scope of this report can be managed within current operational capacity.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Review of Policy F6 - Corporate Credit Card Policy, Council:

- 1. Adopts the reviewed Policy F6 – Corporate Credit Card Policy, as presented in Appendix 1.**
- 2. Authorises the Chief Executive Officer to make any minor typographical and formatting changes to Policy F6 – Corporate Credit Card Policy prior to publication.**

FINANCE POLICIES**Corporate Credit Card Policy**

Policy Number:	F6
Relevant Delegation:	Not Applicable
Adoption Details:	28 January 2016
Last Review Details:	<u>1723 August</u> December 202 <u>42</u>

POLICY OBJECTIVE:

The objective of this policy is to:

- Provide guidance in the issue and use of corporate purchasing and credit cards in order to ensure good governance.
- Reduce the risk of fraud and misuse of corporate purchasing and credit cards and minimise the Shire's financial and reputational risk.
- Fulfil all statutory requirements of the Local Government Act with respect to the use of corporate purchasing and credit cards.
- Adopt best practice in developing a clear and comprehensive policy on the use of corporate purchasing and credit cards.

POLICY SCOPE:

The requirements of this policy covers all Shire employees that are issued with and/or use the corporate purchasing and/or credit card cards.

This policy does not extend to Elected Members, as the Local Government Act does not make any provision for Elected Members to be issued with a Corporate Credit Card. A Local Government can only pay allowances or reimburse expenses to a Councillor.

POLICY STATEMENT:**INTRODUCTION**

The Shire will operate a corporate purchasing and credit cards system which permits an appropriate level of cards to be issued within the organisation. The number of cards issued has been reviewed in accordance with the review of this policy to ensure the appropriateness of the number of cards being used and the reason for which the card was issued.

Corporate purchasing and credit cards can serve as an effective way for the Shire to make payment for goods and services. The risks associated with corporate purchasing and credit card use can be minimised through the implementation of effective controls and administration processes. This policy must be understood by the employee/card holder prior to the issuing of corporate purchasing and credit cards.

This policy was created to ensure controlled use of corporate purchasing and credit cards and therefore good governance. Consultation of relevant legislation and industry best practice was undertaken. This policy was reviewed with consideration for the Department of Local Government's Operational Guidelines and WALGA's template policy suite.

PRINCIPLES

- (a) There are always adequate controls in place surrounding the issuing and use of corporate purchasing and credit cards.
- (b) There are effective acquittal practices in place surrounding the use of corporate purchasing and credit cards.
- (c) Purchases made on corporate purchasing and credit cards adhere to the Procurement Policy.
- (d) Purchases made on corporate purchasing and credit cards are as transparent as those processed through the Accounts Payable process.

PROVISIONS

1. ADVANTAGES OF CORPORATE CREDIT CARD USE

The use of corporate purchasing and credit cards shall only be approved if there is a demonstrated need and advantage to the Shire. These include:

- (a) eliminating or reducing time spent on paper-based ordering and payments.
- (b) reduction of administrative costs.
- (c) reducing the number of payments per month.
- (d) provision of a useful resource in an emergency situation.
- (e) reducing the need to carry cash on the premises.

2. CUSTODIANSHIP AND CONDITIONS OF USE

- 2.1 The Shire of York will hold two (2) credit cards. All applications for a corporate credit card shall be approved by the Council.
- 2.2 The corporate credit card may only be used under the direction of the approved custodian.
- 2.3 All credit card expenditure will be reported to Council with the monthly financial report.
- 2.4 The requirement for corporate fuel cards will be determined on a case-by-case basis and approved by the Chief Executive Officer.
- 2.5 Fuel cards will only be used for purchasing fuel for the Shire vehicle (or hire vehicle where appropriate) to which the application relates.
- 2.6 All fuel card expenditure will be reported to Council within the list of monthly creditors payments.
- 2.7 Custodians and account limits are as follows:

Card Type	Custodian	Limit
Credit Card	Executive Manager, Corporate & Community Services	\$5,000
Credit Card	Executive Manager, Infrastructure & Development Services	\$5,000
Fuel Cards	Various employees as approved by the CEO	\$4,000 collective limit

3. REGISTER

3.1 A register shall be maintained by the Executive Manager Corporate and Community Services of all Corporate Credit Cards and Fuel Cards issued and kept in a secure location. The register shall include:

- (a) Date of approval by Chief Executive Officer.
- (b) Name of card holder.
- (c) Card number and expiry date.
- (d) Conditions of use of the card.
- (e) A review date for continuing use of the card, not exceeding 24 months.

4. POLICIES AND PROCEDURES GOVERNING THE USE OF CORPORATE CARDS

4.1 The following shall be complied with for controlling the use of Corporate Credit Cards:

- (a) An agreement shall be signed by the cardholder which sets out the cardholder's responsibilities and legal obligations when using the corporate purchasing and credit cards.
 - (b) A secure register managed by the Executive Manager Corporate and Community Services of all current cardholders should be kept which includes card number, expiry date of the card and credit limit. Details of goods and services the cardholder has authority to purchase are outlined in the cardholder agreement.
 - (c) All new and existing cardholders shall be provided with a copy of the policies and procedures relating to the use of corporate purchasing and credit cards and shall formally sign the register to acknowledge that they have read and understood the requirements of the policy.
 - (d) When an employee misplaces their corporate purchasing or credit card, they shall promptly report the matter to the Executive Manager Corporate and Community Services who shall immediately cancel the card.
 - (e) Credit Cards shall not be transferred to other users.
 - (f) Use of the reward schemes, such as Fly Buys and Frequent Flyers, will not be permitted for personal gain.
 - (g) All surrendered Credit Cards shall be destroyed by the Executive Manager Corporate and Community Services in the presence of another employee.
 - (h) In the event that a cardholder fails to comply with the policy's requirements, the Chief Executive Officer shall withdraw the use of the corporate purchasing or credit card and take appropriate disciplinary action. All criminal/illegal acts of alleged misuse shall be reported to the Police and other relevant authorities.
 - (i) The use of corporate purchasing and credit cards for any personal use whatsoever is strictly prohibited.
 - (j) Use of the corporate credit cards for purchases over the internet should be restricted to trusted secure sites.
 - (k) The cardholder will be personally liable for expenditure that cannot be shown to be related to the business of the Shire of York.
-

5. PURCHASING

- 5.1 Corporate purchasing and credit cards shall only be used for purchasing goods and services on behalf of the Shire and in circumstances when the issue of a Purchase Order Number from the Shire is not accepted, appropriate or convenient.
- 5.2 Fuel Cards will be issued to employees where applicable and must only be used when purchasing fuel for Shire vehicles.
- 5.3 Personal expenditure is strictly prohibited.
- 5.4 A Credit Card shall not be used for cash withdrawals.
- 5.5 Purchases by facsimile, telephone or over the internet shall be authorised by the person and all paperwork shall be kept and verified.
- 5.6 The nominated fuel card should be used in preference to a credit card when purchasing fuel unless it is not accepted by the retailer and then the vehicle odometer reading and fuel receipt are to be recorded at the time of purchase.
- 5.7 Credit card purchases are to comply with the Procurement Policy for acquiring of goods and services.
- 5.8 The use of the Corporate Credit Card for purchase of library books can only be exercised by the person responsible for the library collection acquisitions function.
- 5.9 The purchase of meals in York with the Corporate Credit Card is limited to hosting visiting dignitaries, Council functions and other purposes authorised in advance by the Chief Executive Officer following consultation with the Shire President.
- 5.10 Meals purchased while away from York are to comply with the limit value approved from year to year by Council during the budget process.

6. PAYMENTS AND ACQUITTALS

- 6.1 The cardholder will be responsible for providing appropriate and sufficient documentary evidence of all charges, as required, on a monthly basis. Information should include a copy of the GST invoice, account number for costing purposes and an explanation as to why the expense was incurred. Full information requirements are outlined in the Corporate Purchasing and Credit Cards Acquittal and Reporting Procedure.
 - 6.2 Time frames for all payment of accounts shall be monitored by the Executive Manager Corporate and Community Services to ensure that credit charges are minimised and accounts are paid so as not incur a penalty or interest.
 - 6.3 Cardholders cannot approve expenditure incurred on their own cards – these will be referred to the Chief Executive Officer for approval.
 - 6.4 All transactions requested by Officers other than the cardholder must complete the Credit Card Authority Form, which is approved by the Chief Executive Officer.
 - 6.5 The signed corporate credit card statement and all supporting documentation are to be given to the Chief Executive Officer for certification.
 - 6.6 All transactions on Corporate Credit Cards are to be listed and form part of the monthly financial reports to Council in accordance with the requirements of *Local Government (Financial Management) Regulation 13*.
-

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Executive Manager Corporate & Community Services
Contact Officer:	Finance Manager
Relevant Legislation:	Local Government Act 1995 – Section 2.7 (2)(a) and (b) Local Government Act 1995 – Section 6.5(a) Local Government (Financial Management) Regulations 1996 –11 Local Government (Financial Management) Regulations 1996 – 13
Relevant Documents:	Department of Local Government and Communities (Government of Western Australia) 'Operational Guideline Number 11' for the 'Use of Corporate Credit Cards'.

Review History:

Date Review Adopted:	Resolution Number
Adopted – 28 January 2016	
Reviewed – 24 October 2016	121016
Reviewed – 29 July 2019	
Reviewed – 25 November 2019	291119
Reviewed – 23 August 2022	200822
<u>Reviewed – 17 December 2024</u>	
Former Policy No:	F1.6

SY132-12/24 REQUEST FOR POSTPONEMENT OF ELECTION TO ALLOW CONSOLIDATION

File Number: 4.7712

Author: Vanessa Green, Council & Executive Support Officer

Authoriser: Chris Linnell, Chief Executive Officer

Previously before Council: Not Applicable

Disclosure of Interest: Nil

Appendices: Nil

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents a proposal to request approval from the Electoral Commissioner to fix the ordinary elections day in October 2025 as the day for holding the extraordinary election needed to fill the vacancy created by the resignation of ex-Councillor Adamini.

BACKGROUND

Ex-Councillor James Adamini was elected to Council at the October 2023 ordinary election. Since that time, his attendance and participation in Council activities has been sporadic. Due to conflicts with his work roster and Council duties, ex-Councillor Adamini submitted his resignation from Council effective from 19 November 2024.

COMMENTS AND DETAILS

Following the resignation, Officers contacted the WA Electoral Commission (WAEC) to discuss the intent to conduct an extraordinary election. The WAEC advised that due to its obligations in conducting the Federal and State elections expected to be held in coming months, it did not have capacity to conduct an extraordinary election for the Shire until, at least, after April 2025.

Although Section 4.9(2) of the *Local Government Act 1995* states an election must be held within four (4) months of a vacancy (ie by 18 March 2025), the Electoral Commissioner can extend that timeframe upon a request for such being received. The WAEC advised that given the demand on its resources during that timeframe, approval would likely be provided if such a request were made.

However, the recent Act Reform has amended the *Local Government Act 1995* to enable the postponement of an extraordinary election until the next ordinary election for vacancies on Council which occur from October prior to an election year (previously this was January). Approval from the Electoral Commissioner is required for this to occur. Again, given the demand on WAEC resources during that timeframe, the WAEC advise approval would likely be provided if such a request were made.

The benefit of not conducting an extraordinary election is the cost saving to the ratepayer. The vacant position on Council would then remain until October 2025 where it would be consolidated with the other three (3) positions becoming vacant (Councillors Trent, Warnick and Wright).

As Council has been mostly operating with only six (6) of the seven (7) positions on Council since November 2023, it is not considered to have a significant impact on the effective decision-making process of Council between now and the ordinary election in October 2025.

OPTIONS

Council has the following options:

- Option 1:** Council could choose to direct the Chief Executive Officer to request approval from the Electoral Commissioner to fix the ordinary elections day in October 2025 as the day for holding the extraordinary election to fill the vacancy created by the resignation of ex-Councillor James Adamini.
- Option 2:** Council could choose to conduct an extraordinary election to fill the vacancy created by the resignation of ex-Councillor James Adamini, noting the extra-ordinary election could not occur until after April 2025.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER**Consultative**

WA Electoral Commission

Council – Strategic Workshop 23 November 2024

StrategicStrategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

To have effective and responsive leadership and governance, where a sense of collective purpose and shared direction combine to work together.

Policy Related

Not applicable

Financial

The 2024/25 budget includes an allocation of \$25,000 for the conduct of an election at GL: 041103 – Election Expenses. However, while the allocation has been made, these funds could be utilised for delivery of services elsewhere. It is proposed the funds be re-allocated for a different purpose as part of the Mid-year Budget Review.

Legal and Statutory

Sections 2.31(2)(a), 2.32(b), 4.16(4) of the *Local Government Act 1995* are applicable and state:

“2.31. Resignation

- (1) *An elector mayor or president may resign from the office of mayor or president.*
- (2) *A councillor may —*
 - (a) *resign from the office of councillor;*
 - (b) *resign from the office of councillor mayor or president, deputy mayor or deputy president.*
- (3) *Written notice of resignation is to be signed and dated by the person who is resigning and delivered to the CEO.*
- (4) *The resignation takes effect from the date of delivery of the notice or from a later day specified in the notice.*

2.32. How extraordinary vacancies occur in offices elected by electors

The office of a member of a council as an elector mayor or president or as a councillor becomes vacant if the member —

- (a) *dies; or*
- (b) *resigns from the office; or*
- (c) *does not make the declaration required by section 2.29(1) within 2 months after being declared elected to the office; or*
- (d) *advises or accepts under section 2.27 that he or she is disqualified, or is declared to be disqualified by the State Administrative Tribunal acting on an application under section 2.27; or*
- (da) *is disqualified by an order under section 5.113, 5.117 or 5.119 from holding office as a member of a council; or*
- (db) *is dismissed under section 8.15L or 8.25(2); or*
- (e) *becomes the holder of any office or position in the employment of the local government; or*
- (f) *while holding an office of councillor, is elected to the office of elector mayor or president on the council.*

4.16. Postponement of elections to allow consolidation

- (1) *This section modifies the operation of sections 4.8, 4.9 and 4.10 in relation to the holding of extraordinary elections.*
- (2) *If a member's office becomes vacant under section 2.32 (otherwise than by resignation) on or after the third Saturday in July in an election year and long enough before the ordinary elections day in that year to allow the electoral requirements to be complied with, any poll needed for the extraordinary election to fill the vacancy is to be held on that ordinary elections day.*
- (3) *In the case of a member's office becoming vacant under section 2.32 by resignation, if —*
 - (a) *the resignation takes effect, or is to take effect, on or after the third Saturday in July in an election year but not later than one month after the ordinary elections day in that year; and*
 - (b) *the CEO receives notice of the resignation long enough before that ordinary elections day to allow the electoral requirements to be complied with,**any poll needed for the extraordinary election to fill the vacancy is to be held on that ordinary elections day.*
- (4) *If a member's office becomes vacant under section 2.32 —*
 - (a) *after the third Saturday in October in the year before an election year; but*
 - (b) *before the third Saturday in July in that election year,**the council may, with the approval of the Electoral Commissioner, fix the ordinary elections day in that election year as the day for holding any poll needed for the extraordinary election to fill that vacancy.”*

Sections 4.8, 4.9 and 4.10 of the *Local Government Act 1995* relate to extraordinary elections and state:

“4.8. Extraordinary elections

- (1) *If the office of a councillor or of an elector mayor or president becomes vacant under section 2.32, an election to fill the office is to be held, except if the vacancy is filled under Schedule 4.1A or 4.1B.*
- (2) *An election is also to be held under this section if section 4.57 or 4.58 so requires.*
- (3) *An election under this section is called an **extraordinary election**.*

4.9. Election day for extraordinary election

- (1) *Any poll needed for an extraordinary election is to be held on a day decided on and fixed —*
 - (a) *by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or*
 - (b) *by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).*
- (2) *The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.*
- (3) *If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to —*
 - (a) *fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and*
 - (b) *advise the CEO of the day fixed.*

4.10. Extraordinary election can be held before resignation has taken effect

If a member resigns —

- (a) *the vacancy is to be regarded for the purposes of sections 4.8(1) and 4.9 as occurring when the CEO receives the notice of resignation even if the resignation takes effect on a later day; but*
- (b) *the election day fixed for the extraordinary election cannot be earlier than one month before the resignation actually takes effect.”*

Risk Related

Any risks associated with a lack of quorum due to reduced members on Council can be mitigated by tracking attendance and declarations of Interest prior to Ordinary Meetings and requesting Ministerial approval for participation where required. The known reduction in members on Council will assist in and streamline that process.

Workforce

The scope of this report can be managed within current operational capacity.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Request for Postponement of Election to Allow Consolidation, Council:

- 1. Directs the Chief Executive Officer, in accordance with Regulation 4.16(4) of the *Local Government (Administration) Regulations 1996*, to request approval from the Electoral Commissioner to fix the ordinary elections day in October 2025 as the day for holding the extraordinary election to fill the vacancy created by the resignation of ex-Councillor James Adamini.**
- 2. Requests the Chief Executive Officer to report back to Council at the next available Ordinary Meeting on the outcome of the request to the Electoral Commissioner once it has been received.**

SY133-12/24 ACTING CHIEF EXECUTIVE OFFICER ARRANGEMENTS

File Number:	4.8047
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	Nil

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents Council with a recommendation on Acting Chief Executive Officer arrangements from Friday 28 March 2025 to Monday 7 July 2025 inclusive.

BACKGROUND

The Chief Executive Officer (CEO) will be taking Long Service Leave (LSL) from Friday 28 March 2025 to Monday 7 July 2025 inclusive. As this is more than six (6) weeks as allowed in Policy G4 – Appointment of Acting or Temporary CEO, Council needs to appoint an Acting CEO to cover that period.

COMMENTS AND DETAILS

It is considered appropriate that an inhouse appointment be made for the position of Acting CEO as opposed to engaging the services of an external agent.

It is proposed Ms Alina Behan, Executive Manager Corporate & Community Services (EMCCS), be appointed as Acting CEO from Friday 28 March 2025 to Monday 7 July 2025 Inclusive.

The EMCCS is a designated senior employee who has successfully performed the role of Acting CEO on several occasions previously and is therefore considered appropriate and suitable to undertake the position of Acting CEO on this occasion.

OPTIONS

Council has the following options:

Option 1: Council could accept the recommended Acting CEO arrangements.

Option 2: Council could propose alternative arrangements.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER**Consultative**

Concept Forum 15 October 2024

Shire President

Executive Leadership Team

Strategic**Strategic Community Plan 2020-2030**

Goal 5: Strong Leadership and Governance

To have effective and responsive leadership and governance, where a sense of collective purpose and shared direction combine to work together.

Policy Related

G4 Appointment of Acting or Temporary CEO

Financial

The Shire of York is classified as a Band 3 Local Government Authority by the Salaries and Allowances Tribunal (SAT). The total remuneration package allowable for a CEO within Band 3 is \$175,105 - \$288,817 in accordance with the SAT Determination dated 5 April 2024, effective from 1 July 2024. In accordance with Policy G4, the EMCCS will be paid on higher duties equal to the current CEO's salary package.

Therefore, there is likely to be little additional financial impact on the organisation.

Legal and Statutory

Section 5.36 of the *Local Government Act 1995* is applicable and states:

“5.36. Local government employees

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and*
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.**
- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and*
 - (b) is satisfied* with the provisions of the proposed employment contract.**

** Absolute majority required.*

- (3) A person is not to be employed by a local government in any other position unless the CEO —
 - (a) believes that the person is suitably qualified for the position; and*
 - (b) is satisfied with the proposed arrangements relating to the person's employment.**
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.*
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.*
- (5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.”*

Section 5.39 of the *Local Government Act 1995* is also applicable and states:

“5.39. Contracts for CEO and senior employees

- (1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.*

- (1a) *Despite subsection (1) —*
- (a) *an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and*
 - (b) *a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.*
- (2) *A contract under this section —*
- (a) *in the case of an acting or temporary position, cannot be for a term exceeding one year;*
 - (b) *in every other case, cannot be for a term exceeding 5 years.*
- (3) *A contract under this section is of no effect unless —*
- (a) *the expiry date is specified in the contract; and*
 - (b) *there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and*
 - (c) *any other matter that has been prescribed as a matter to be included in the contract has been included.*
- (4) *A contract under this section is to be renewable and subject to subsection (5), may be varied.*
- (5) *A provision in, or condition of, an agreement or arrangement has no effect if it purports to affect the application of any provision of this section.*
- (6) *Nothing in subsection (2) or (3)(a) prevents a contract for a period that is within the limits set out in subsection 2(a) or (b) from being terminated within that period on the happening of an event specified in the contract.*
- (7) *A CEO is to be paid or provided with such remuneration as is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7A.*
- (8) *A local government is to ensure that subsection (7) is complied with in entering into, or renewing, a contract of employment with a CEO."*

Risk Related

It is important Council makes a sound decision regarding the appointment of an Acting CEO to avoid any reputational risk.

Workforce

The EMCCS is a designated senior employee who is well known to Councillors and staff.

VOTING REQUIREMENTS

Absolute Majority: Yes

RECOMMENDATION

That, with regard to the Acting Chief Executive Officer Arrangements, Council:

- 1. Resolves to approve the taking of Long Service Leave by the Chief Executive Officer for the period Friday 28 March 2025 to Monday 7 July 2025, noting that the leave taken will include Long Service Leave, Annual Leave and other leave entitlements.**
- 2. In accordance with Policy G4 – Appointment of Acting or Temporary Chief Executive Officer, appoints Ms Alina Behan, Executive Manager Corporate & Community Services, as Acting Chief Executive Officer from Friday 28 March 2025 to Monday 7 July 2025 inclusive, with remuneration in accordance with Band 3 Salaries and Allowances Tribunal Determination dated 5 April 2024, effective from 1 July 2024 (pro rata).**
- 3. In accordance with Policy G4 – Appointment of Acting or Temporary Chief Executive Officer, believes that Ms Alina Behan, Executive Manager Corporate & Community Services is suitably qualified for the position.**

SY134-12/24 FINANCIAL REPORT - NOVEMBER 2024

File Number:	4.7714
Author:	Codey Redmond, Manager Finance
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	<ol style="list-style-type: none">1. Monthly Financial Statement - November 2024 ↓2. Creditors Payments Listing - November 2024 ↓3. Credit Card Report - October 2024 ↓4. Fuel Card Transaction Listing - October 2024 ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

The purpose of financial reporting and the preparation of monthly financial statements is to communicate information about the financial position and operating results of the Shire of York to Council and the community as well as monitor the local government's performance against budgets.

BACKGROUND

Local governments are required to prepare general purpose financial reports in accordance with the *Local Government Act 1995*, the *Local Government (Financial Management) Regulations 1996* and the *Australian Accounting Standards*.

A statement of financial activity and any accompanying documents are to be presented to the Council at an ordinary meeting of the Council within two (2) months after the end of the month to which the statement relates. The Statement of Financial Activity summarises the Shire's operating activities and non-operating activities.

In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented.

COMMENTS AND DETAILS

This report is presented for Council's consideration and provides information for the period ending 30 November 2024 and includes the following:

1. Monthly Statements
2. List of Creditor Payments
3. Business Card Statement and Transaction Summary
4. List of Purchasing Card Transactions

The following information provides balances for key financial areas for the Shire of York's financial position as at 30 November 2024. The opening figures for this month's report have been updated to reflect the annual financial report.

List of Payments for November 2024

A list of accounts paid from the Municipal Fund and Trust Fund under the Chief Executive Officer's delegated authority for the month of November 2024 is presented to Council for noting.

Outstanding Rates and Services

The total outstanding rates balance at the end of November 2024 was \$3,587,990 compared to \$4,133,566 at the end of November 2023. Earlier budget adoption meant rates were levied in August this year compared to September last year resulting in earlier payments.

TABLE 1.

Current Year	Properties	30/11/2024	%		Properties	30/11/2023	%
3 years and over	97	\$566,313	16%		85	\$739,449	18%
2 years and over	130	\$180,515	5%		113	\$217,400	5%
1 year and over	231	\$372,021	10%		214	\$368,072	9%
Total Aged		\$1,103,848	31%			\$1,324,921	32%
Current Rates	1,196	\$2,484,142	69%		1,423	\$2,808,644	68%
Total Rates Outstanding		\$3,587,990				\$4,133,566	

Officers will be seeking an appropriately qualified and experienced debt collection contractor to assist in resolving both younger and older outstanding debts in the 2024/25 financial year. In addition, Officers continue to administer payment arrangements outside of the ordinary payment options in line with the current Policy F1 - Revenue Collection.

Outstanding Sundry Debtors

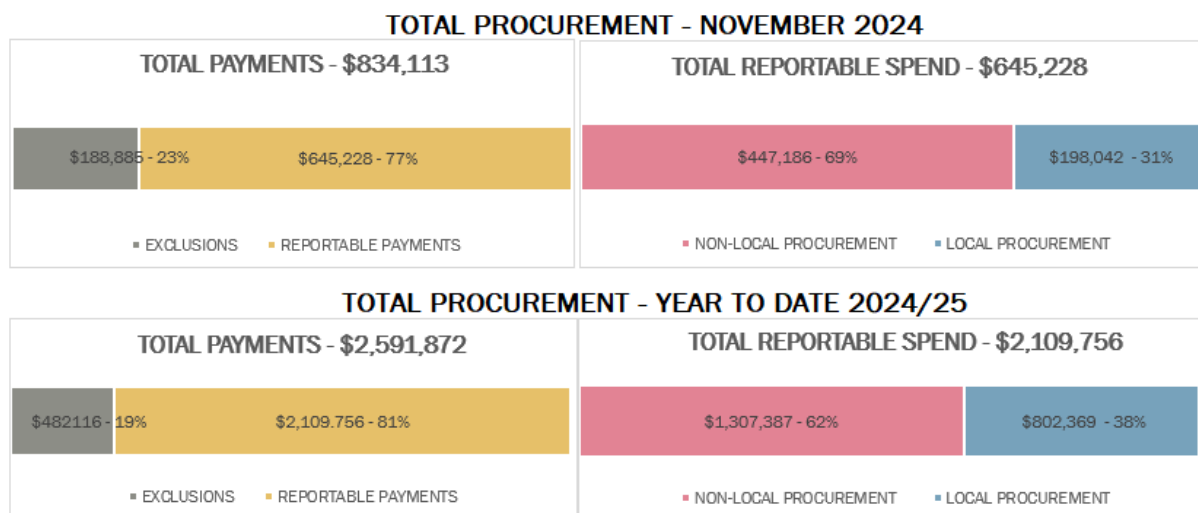
The figure for total outstanding sundry debtors as at 30 November 2024 was \$62,590.60 compared to \$70,454.30 as at 30 November 2023.

TABLE 2.

Current Year	30/11/2024	%		30/11/2023	%
90 days and over	\$19,669.04	30%		\$10,433.08	15%
60 days and over	\$1,636.05	2%		\$1,523	2%
30 days and over	\$17,974.59	27%		\$31,467.47	45%
Current	\$27,188.45	41%		\$27,030.75	38%
Total Debtors Outstanding	\$66,468.13	100%		\$70,454.30	100%
Credits	-\$3,877.53				
Total Including Credits	\$62,590.60				

Local Procurement

To support the local economy, Council commits to spending locally where possible and reasonably practicable. For the month of November 2024, Officers report the following in relation to local procurement, noting that 31% of payments were made to local businesses by the end of November with the year-to-date (YTD) figure currently standing at 38%.



The above figures provide an indication of the levels of local procurement as a percentage of reportable payments. It is important to note that in the development of the above tables, several exclusions apply and are not included in the reportable totals. These include, but are not limited to, payments made for the following:

1. Superannuation
2. Goods and Services Tax
3. Department of Fire and Emergency Services
4. Local Government Insurance Services
5. WA Local Government Association
6. WA Treasury Corporation
7. Office of the Auditor General
8. Utilities (Synergy, Telstra, Water Corporation)
9. Placement of Shire term deposits

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER

Consultative

Not applicable

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

To have effective and responsive leadership and governance, where a sense of collective purpose and shared direction combine to work together.

Policy Related

- F2 Procurement
- F6 Credit Cards
- F5 Authority to make payments from Trust and Municipal Funds
- DL 1.1.17 Payments from the Municipal or Trust Funds

Financial

This report and its appendices provide a summary of the financial position of the Shire at the end of the reporting period. The figures reported are an estimate only and are subject to adjustments prior to finalisation of the 2024/25 annual financial report.

Legal and Statutory

Section 6.10 of the *Local Government Act 1995* is applicable and states:

“6.10. Financial management regulations

Regulations may provide for —

- (a) the security and banking of money received by a local government; and*
- (b) the keeping of financial records by a local government; and*
- (c) the management by a local government of its assets, liabilities and revenue; and*
- (d) the general management of, and the authorisation of payments out of —*
 - (i) the municipal fund; and*
 - (ii) the trust fund,**of a local government.”*

Regulations 13, 13A, 34 and 35 of the *Local Government (Financial Management) Regulations 1996* are applicable and state:

“13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*
 - (a) the payee's name; and*
 - (b) the amount of the payment; and*
 - (c) the date of the payment; and*
 - (d) sufficient information to identify the transaction.*
- (2) A list of accounts for approval to be paid is to be prepared each month showing —*
 - (a) for each account which requires council authorisation in that month —*
 - (i) the payee's name; and*
 - (ii) the amount of the payment; and*
 - (iii) sufficient information to identify the transaction;*
 - and*
 - (b) the date of the meeting of the council to which the list is to be presented.*
- (3) A list prepared under subregulation (1) or (2) is to be —*
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) recorded in the minutes of that meeting.*

13A. Payments by employees via purchasing cards

- (1) *If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —*
 - (a) *the payee's name;*
 - (b) *the amount of the payment;*
 - (c) *the date of the payment;*
 - (d) *sufficient information to identify the payment.*
- (2) *A list prepared under subregulation (1) must be —*
 - (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

34. Financial activity statement required each month (Act s. 6.4)

- (1A) *In this regulation —*

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month (the **relevant month**) in the following detail —*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
 - (b) *budget estimates to the end of the relevant month; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the relevant month; and*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the relevant month and a note containing a summary explaining the composition of the net current assets.*
- (1B) *The detail included under subregulation (1)(e) must be structured in the same way as the detail included in the annual budget under regulation 31(1) and (3)(a).*
- (1C) *Any information relating to exclusions from the calculation of a budget deficiency that is included as part of the budget estimates referred to in subregulation (1)(a) or (b) must be structured in the same way as the corresponding information included in the annual budget.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - [(a) deleted]*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity must be shown according to nature classification.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and*

- (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.*

35. Financial position statement required each month

- (1) *A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the **previous month**) and —*
 - (a) *the financial position of the local government as at the last day of the previous financial year; or*
 - (b) *if the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.*
- (2) *A statement of financial position must be —*
 - (a) *presented at an ordinary meeting of the council within 2 months after the end of the previous month; and*
 - (b) *recorded in the minutes of the meeting at which it is presented.”*

Risk Related

It is a requirement of the *Local Government (Financial Management) Regulations 1996* that local governments prepare a Statement of Financial Activity within two (2) months after the end of the reporting period. This report mitigates the risk of non-compliance with the Regulations.

Workforce

The scope of this report can be managed within current operational capacity.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regards to the Financial Report - November 2024, Council:

1. Receives the Monthly Financial Report and the list of payments drawn from the Municipal and Trust accounts for the period ending 30 November 2024 as summarised below:

November 2024

MUNICIPAL FUND	AMOUNT (\$)
Cheque Payments	0
Payroll Debits	300,377.15
Electronic Funds Payments	731,018.29
Payroll Debits - Superannuation	111,550.58
Bank Fees	1,416.36
Corporate Cards	<u>9,853.81</u>
Subtotal - Municipal	1,154,216.19
 TRUST FUND	
Electronic Funds Payments	2,446.46
Cheque Payments	0
Direct Debits Licensing	<u>105,373.65</u>
Subtotal - Trust	107,820.11
 TOTAL DISBURSEMENTS	 1,262,036.30

SHIRE OF YORK
MONTHLY FINANCIAL REPORT
(Containing the required statement of financial activity and statement of financial position)
For the period ended 30 November 2024

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

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SHIRE OF YORK
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

Note	Amended Budget Estimates (a) \$	YTD Budget Estimates (b) \$	YTD Actual (c) \$	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
OPERATING ACTIVITIES						
Revenue from operating activities						
General rates	8,121,167	3,383,810	8,037,809	4,653,999	137.54%	▲
Grants, subsidies and contributions	621,696	259,025	188,403	(70,622)	(27.26%)	▼
Fees and charges	1,915,379	797,990	1,544,888	746,898	93.60%	▲
Interest revenue	301,362	125,555	117,411	(8,144)	(6.49%)	▼
Other revenue	293,259	122,165	271,687	149,522	122.39%	▲
Profit on asset disposals	487,397	203,070	0	(203,070)	(100.00%)	▼
	11,740,260	4,891,615	10,160,198	5,268,583	107.71%	
Expenditure from operating activities						
Employee costs	(6,771,772)	(2,821,325)	(2,539,593)	281,732	9.99%	▲
Materials and contracts	(4,533,983)	(1,888,600)	(1,461,077)	427,523	22.64%	▲
Utility charges	(508,499)	(211,780)	(113,037)	98,743	46.63%	▲
Depreciation	(6,817,295)	(2,840,510)	0	2,840,510	100.00%	▲
Finance costs	(48,335)	(20,555)	(2,584)	17,971	87.43%	▲
Insurance	(324,955)	(324,946)	(386,790)	(61,844)	(19.03%)	▼
Other expenditure	(674,972)	(281,165)	(141,983)	139,182	49.50%	▲
Loss on asset disposals	(4,645)	(1,935)	0	1,935	100.00%	▲
	(19,685,456)	(8,390,816)	(4,645,064)	3,745,752	44.64%	
Non cash amounts excluded from operating activities	6,334,543	2,639,375	0	(2,639,375)	(100.00%)	▼
Amount attributable to operating activities	(1,610,653)	(859,826)	5,515,134	6,374,960	741.42%	
INVESTING ACTIVITIES						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	3,652,340	1,387,385	463,266	(924,119)	(66.61%)	▼
Proceeds from disposal of assets	879,000	0	0	0	0.00%	
	4,531,340	1,387,385	463,266	(924,119)	(66.61%)	
Outflows from investing activities						
Payments for property, plant and equipment	(1,698,000)	(648,535)	(30,034)	618,501	95.37%	▲
Payments for construction of infrastructure	(3,319,872)	(1,469,180)	(120,933)	1,348,247	91.77%	▲
	(5,017,872)	(2,117,715)	(150,967)	1,966,748	92.87%	
Amount attributable to investing activities	(486,532)	(730,330)	312,299	1,042,629	142.76%	
FINANCING ACTIVITIES						
Inflows from financing activities						
Transfer from reserves	75,000	0	0	0	0.00%	
	75,000	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(147,320)	(17,099)	(17,099)	0	0.00%	
Transfer to reserves	(560,000)	0	0	0	0.00%	
	(707,320)	(17,099)	(17,099)	0	0.00%	
Amount attributable to financing activities	(632,320)	(17,099)	(17,099)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT						
Surplus or deficit at the start of the financial year						
Amount attributable to operating activities	3,652,527	3,652,527	3,566,396	(86,131)	(2.36%)	▼
Amount attributable to investing activities	(1,610,653)	(859,826)	5,515,134	6,374,960	741.42%	▲
Amount attributable to financing activities	(498,532)	(730,330)	312,299	1,042,629	142.76%	▲
Amount attributable to financing activities	(632,320)	(17,099)	(17,099)	0	0.00%	
Surplus or deficit after imposition of general rates	923,022	2,045,272	9,376,730	7,331,458	358.46%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.

▲ Indicates a variance with a positive impact on the financial position.

▼ Indicates a variance with a negative impact on the financial position.

Refer to Note 3 for an explanation of the reasons for the variance.

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

SHIRE OF YORK
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

	Actual 30 June 2024	Actual as at 30 November 2024
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	6,508,882	9,768,216
Trade and other receivables	1,695,075	3,799,010
Inventories	52,481	58,212
TOTAL CURRENT ASSETS	8,256,438	13,625,438
NON-CURRENT ASSETS		
Trade and other receivables	219,021	219,021
Other financial assets	83,171	83,171
Property, plant and equipment	47,493,206	47,523,240
Infrastructure	138,257,476	138,378,409
Right-of-use assets	975,323	975,323
TOTAL NON-CURRENT ASSETS	187,028,197	187,179,164
TOTAL ASSETS	195,284,635	200,804,602
CURRENT LIABILITIES		
Trade and other payables	1,657,175	1,215,841
Other liabilities	232,933	232,933
Borrowings	147,321	130,222
Employee related provisions	769,588	769,588
TOTAL CURRENT LIABILITIES	2,807,017	2,348,584
NON-CURRENT LIABILITIES		
Borrowings	712,655	712,655
Employee related provisions	341,365	341,365
TOTAL NON-CURRENT LIABILITIES	1,054,020	1,054,020
TOTAL LIABILITIES	3,861,037	3,402,604
NET ASSETS	191,423,598	197,401,998
EQUITY		
Retained surplus	25,145,293	31,123,694
Reserve accounts	2,537,273	2,537,273
Revaluation surplus	163,741,032	163,741,031
TOTAL EQUITY	191,423,598	197,401,998

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

SHIRE OF YORK
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

This prescribed financial report has been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements

Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996*, prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Shire to measure any vested improvements at zero cost.

Local Government (Financial Management) Regulations 1996, regulation 34 prescribes contents of the financial report. Supplementary information does not form part of the financial report.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 03 December 2024

THE LOCAL GOVERNMENT REPORTING ENTITY

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

All monies held in the Trust Fund are excluded from the financial statements.

MATERIAL ACCOUNTING POLICIES

Material accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

Critical accounting estimates and judgements

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

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

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
 - Property, plant and equipment
 - Infrastructure
- Impairment losses of non-financial assets
- Expected credit losses on financial assets
- Assets held for sale
- Investment property
- Estimated useful life of intangible assets
- Measurement of employee benefits
- Measurement of provisions
- Estimation uncertainties and judgements made in relation to lease

SHIRE OF YORK
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2024

2 NET CURRENT ASSETS INFORMATION

(a) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents
Trade and other receivables
Inventories

Less: current liabilities

Trade and other payables
Other liabilities
Borrowings
Employee related provisions
Other provisions

Net current assets

Less: Total adjustments to net current assets

Closing funding surplus / (deficit)

Note	Amended Budget Opening 1 July 2024	Actual as at 30 June 2024	Actual as at 30 November 2024
	\$	\$	\$
	5,771,069	6,508,882	9,768,216
	1,722,299	1,695,075	3,799,010
	52,481	52,481	58,212
	7,545,849	8,256,438	13,625,438
	(863,213)	(1,657,175)	(1,215,841)
	(267,735)	(232,933)	(232,933)
	(147,320)	(147,320)	(130,222)
	(680,904)	(769,588)	(769,588)
	(51,124)	0	0
	(2,010,296)	(2,807,017)	(2,348,584)
	5,535,553	5,449,421	11,276,854
2(b)	(1,883,026)	(1,883,025)	(1,900,124)
	3,652,527	3,566,396	9,376,730

(b) Current assets and liabilities excluded from budgeted deficiency

Adjustments to net current assets

Less: Reserve accounts
Add: Current liabilities not expected to be cleared at the end of the year
- Current portion of borrowings
- Current portion of employee benefit provisions held in reserve

Total adjustments to net current assets

	(2,537,273)	(2,537,273)	(2,537,273)
	147,320	147,321	130,222
	506,927	506,927	506,927
2(a)	(1,883,026)	(1,883,025)	(1,900,124)

(c) Non-cash amounts excluded from operating activities

Adjustments to operating activities

Less: Profit on asset disposals
Add: Loss on asset disposals
Add: Depreciation

Total non-cash amounts excluded from operating activities

Amended Budget Estimates 30 June 2025	YTD Budget Estimates 30 November 2024	YTD Actual 30 November 2024
\$	\$	\$
(487,397)	(203,070)	0
4,645	1,935	0
6,817,295	2,840,510	0
6,334,543	2,639,375	0

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the local governments' operational cycle.

AASB 101.10(e) **SHIRE OF YORK**
AASB 101.51 **NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**
AASB 101.112 **FOR THE PERIOD ENDED 30 NOVEMBER 2024**

FM Reg 34 (2)(b) **3 EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date actual materially.
The material variance adopted by Council for the 2024-25 year is \$10,000 or 10.00% whichever is the greater.

Description	Var. \$	Var. %	
	\$	%	
Revenue from operating activities			
General rates	4,653,999	137.54%	▲
Budget apportioned 5/12th		Timing	
Rates Due 18/09/2024			
Grants, subsidies and contributions	(70,622)	(27.26%)	▼
Budget apportioned 5/12th		Timing	
Fees and charges	746,898	93.60%	▲
		Timing	
Profit on asset disposals	(203,070)	(100.00%)	▼
Budget apportioned 5/12th capital acquisitions process timing			
Expenditure from operating activities			
Employee costs	281,732	9.99%	▲
Under budget in Admin salaries due to timing of employment engagement		Permanent	
Materials and contracts	427,523	22.64%	▲
Under budget in maintenance expenditure and consultant fees		Timing	
Utility charges	98,743	46.63%	▲
Budget apportioned 5/12th		Timing	
Depreciation	2,840,510	100.00%	▲
Depreciation not to start until annual report approved		Timing	
Finance costs	17,971	87.43%	▲
Timing of payments		Timing	
Budget apportioned 5/12th			
Insurance	(61,844)	(19.03%)	▼
Insurances paid in August second instalment due October		Timing	
Other expenditure	139,182	49.50%	▲
Under budget in Community Resource Centre contribution and Rates write offs due to timing		Timing	
Loss on asset disposals	1,935	100.00%	▲
Budget apportioned 5/12th			
Non cash amounts excluded from operating activities	(2,639,375)	(100.00%)	▼
Depreciation not to start until annual report approved		Timing	
Inflows from investing activities			
Proceeds from capital grants, subsidies and contributions	(924,119)	(66.61%)	▼
Timing of term deposit maturity		Timing	
Budget apportioned 5/12th			
Outflows from investing activities			
Payments for property, plant and equipment	618,501	95.37%	▲
Budget apportioned 5/12th		Timing	
Payments for construction of infrastructure	1,348,247	91.77%	▲
Budget apportioned 5/12th capital acquisitions process timing		Timing	
Surplus or deficit after imposition of general rates	7,331,458	358.46%	▲
Budget apportioned 5/12th			
Rates levied in August			

SHIRE OF YORK
SUPPLEMENTARY INFORMATION
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BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

Supplementary information is presented for information purposes. The information does not comply with the disclosure requirements of the Australian Accounting Standards.

**SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

1 KEY INFORMATION

Funding Surplus or Deficit Components

	Funding surplus / (deficit)			
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.65 M	\$3.65 M	\$3.57 M	(\$0.09 M)
Closing	\$0.92 M	\$2.05 M	\$9.38 M	\$7.33 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	YTD Actual	% of total		YTD Actual	% Outstanding		YTD Actual	% Collected
Unrestricted Cash	\$7.23 M	74.0%	Trade Payables	\$1.22 M		Rates Receivable	\$0.23 M	55.6%
Restricted Cash	\$2.54 M	26.0%	0 to 30 Days	(\$0.00 M)	(6818.2%)	Trade Receivable	\$0.23 M	% Outstanding
			Over 30 Days		6918.1%	Over 30 Days		74.7%
			Over 90 Days		5404.5%	Over 90 Days		43.3%

Refer to 3 - Cash and Financial Assets

Refer to 9 - Payables

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.61 M)	(\$0.86 M)	\$5.52 M	\$6.37 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance	YTD Actual	YTD Budget	% Variance
\$8.04 M	\$3.38 M	137.5%	\$0.19 M	\$0.26 M	(27.3%)	\$1.54 M	\$0.80 M	93.6%

Refer to 12 - Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.49 M)	(\$0.73 M)	\$0.31 M	\$1.04 M

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	YTD Budget	%	YTD Actual	YTD Budget	% Spent	YTD Actual	YTD Budget	% Received
\$0.00 M	\$0.88 M	(100.0%)	\$0.12 M	\$3.32 M	(96.4%)	\$0.46 M	\$3.65 M	(87.3%)

Refer to 6 - Disposal of Assets

Refer to 5 - Capital Acquisitions

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.63 M)	(\$0.02 M)	(\$0.02 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings			Reserves		
Principal repayments	(\$0.02 M)		Reserves balance	\$2.54 M	
Interest expense	(\$0.00 M)		Net Movement	\$0.00 M	
Principal due	\$0.84 M				

Refer to 10 - Borrowings

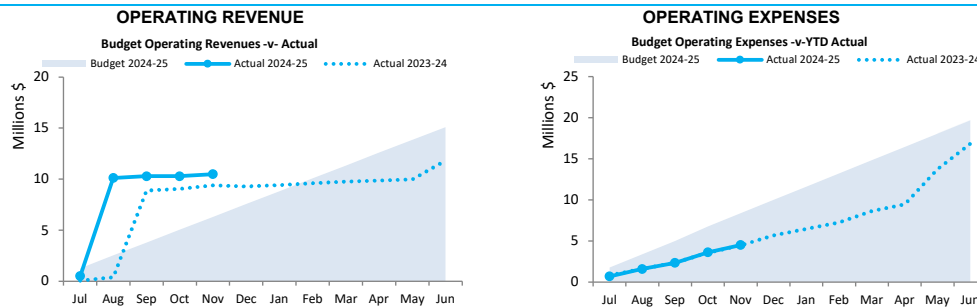
Refer to 4 - Cash Reserves

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

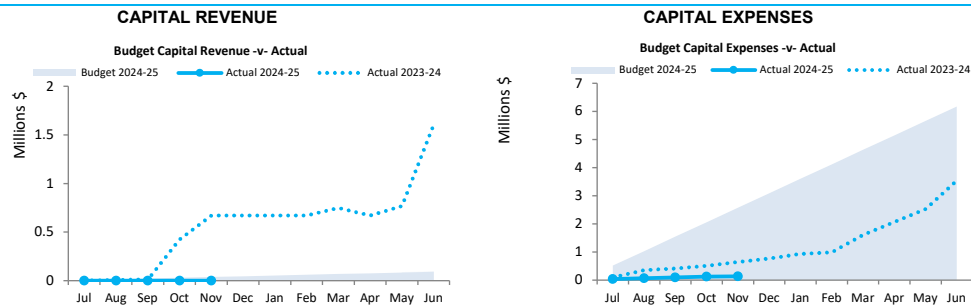
SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

2 KEY INFORMATION - GRAPHICAL

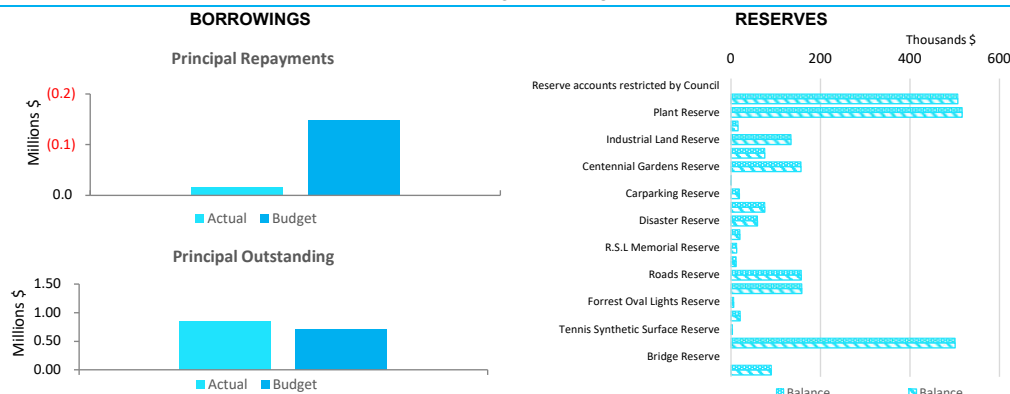
OPERATING ACTIVITIES



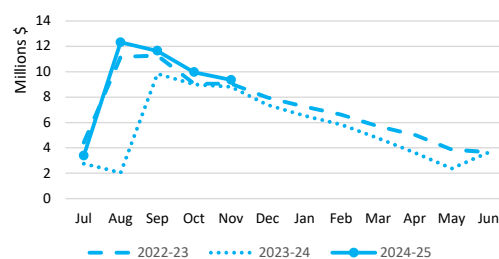
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on Hand	Cash and cash equivalents	1,330	0	1,330	0	N/A	N/A	N/A
Muni Bank		5,928,130	0	5,928,130	0	N/A	N/A	N/A
Westpac Flexi	Cash and cash equivalents	5,402	0	5,402	0	Westpac	Variable	N/A
AMP	Cash and cash equivalents	28,796	0	28,796	0	AMP	Variable	N/A
AMP at Call	Cash and cash equivalents	301,890	0	301,890	0	AMP	Variable	N/A
Municipal Term Deposit	Cash and cash equivalents	500,312	0	500,312	0	AMP	5.40%	Aug 24
Reserves Bank	Cash and cash equivalents	0	2,537,273	2,537,273	0	NAB	Variable	Dec 24
Trust Bank	Cash and cash equivalents	465,083	0	465,083	58,422	N/A	N/A	N/A
Total		7,230,943	2,537,273	9,768,216	58,422			
Comprising								
Cash and cash equivalents		7,230,943	2,537,273	9,768,216	58,422			
		7,230,943	2,537,273	9,768,216	58,422			

KEY INFORMATION

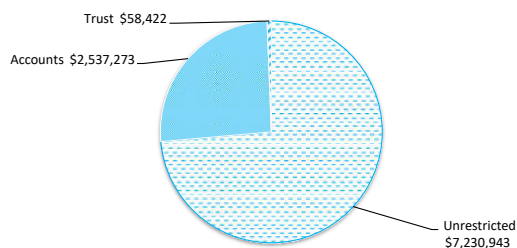
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 8 - Other assets.



SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

4 RESERVE ACCOUNTS

Reserve account name	Budget				Actual			
	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance	Opening Balance	Transfers In (+)	Transfers Out (-)	Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$
Reserve accounts restricted by Council								
Leave Reserve	506,927	0	0	506,927	506,927	0	0	506,927
Plant Reserve	516,688	85,046	0	601,734	516,688			516,688
Avon River Mtce Reserve	15,426	0	0	15,426	15,426			15,426
Industrial Land Reserve	134,010	0	0	134,010	134,010			134,010
Refuse Site Develop Reserve	75,519	0	0	75,519	75,519			75,519
Centennial Gardens Reserve	156,162	0	0	156,162	156,162			156,162
Pioneer Memorial Lodge Reserve	533	60,000	0	60,533	533			533
Carparking Reserve	18,623	0	0	18,623	18,623			18,623
Building Reserve	75,380	100,000	0	175,380	75,380			75,380
Disaster Reserve	59,281	0	0	59,281	59,281			59,281
Tied Grant Funds Reserve	19,557	0	0	19,557	19,557			19,557
R.S.L Memorial Reserve	12,600	0	0	12,600	12,600			12,600
Greenhills Townsite Development Reserve	11,221	0	0	11,221	11,221			11,221
Roads Reserve	156,884	0	0	156,884	156,884			156,884
Land & Infrastructure Reserve	158,104	0	0	158,104	158,104			158,104
Forrest Oval Lights Reserve	6,161	0	0	6,161	6,161			6,161
Bowls Synthetic Surface Reserve	20,444	0	0	20,444	20,445			20,445
Tennis Synthetic Surface Reserve	3,155	0	0	3,155	3,155			3,155
Recreation Reserve	500,598	0	(75,000)	425,598	500,597			500,597
Bridge Reserve	0	100,000	0	100,000	0			0
Swimming Pool Reserve	90,000	214,954	0	304,954	90,000			90,000
	2,537,273	560,000	(75,000)	3,022,273	2,537,273	0	0	2,537,273

**SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land - freehold land	31,500	13,125	0	(13,125)
Buildings - specialised	237,500	83,330	23,478	(59,852)
Plant and equipment	1,429,000	552,080	6,556	(545,524)
Acquisition of property, plant and equipment	1,698,000	648,535	30,034	(618,501)
Infrastructure - Roads	2,857,192	1,276,410	38,468	(1,237,942)
Infrastructure - Bridges			173	173
Infrastructure - Other	411,480	171,440	36,672	(134,768)
Infrastructure - Drainage	51,200	21,330	45,620	24,290
Acquisition of infrastructure	3,319,872	1,469,180	120,933	(1,348,247)
Total of PPE and Infrastructure.	5,017,872	2,117,715	150,967	(1,966,748)
Total capital acquisitions	5,017,872	2,117,715	150,967	(1,966,748)
Capital Acquisitions Funded By:				
Capital grants and contributions	3,652,340	1,387,385	463,265	(924,120)
Lease liabilities	0	0	(1,364,969)	(1,364,969)
Other (disposals & C/Fwd)	879,000	0	0	0
Reserve accounts				
Recreation Reserve	75,000		0	0
Contribution - operations	411,532	730,330	1,052,671	322,341
Capital funding total	5,017,872	2,117,715	150,967	(1,966,748)

KEY INFORMATION

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the Shire includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the Shire's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2)*. Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable Value

In accordance with *Local Government (Financial Management) Regulation 17A(2)*, the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

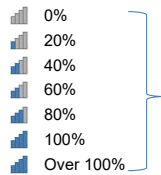
SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

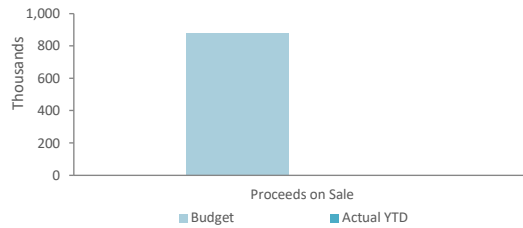
			Amended		Variance
Account Description			Budget	YTD Budget	(Under)/Over
					0
068302	PML BUILDING CAPITAL		22,500	1,875	0
112302	SWIMMING POOL CAPITAL (STAGE 1) - BUILDINGS		200,000	16,666	16,880
113029	TOWN HALL BUILDING		0	0	1,123
143304	DEPOT BUILDING CAPITAL		0	0	4,535
113329	FORREST OVAL REC CENTRE BUILDINGS		15,000	1,250	0
109383	CEMETRY INFRASTRUCTURE		0	0	17,859
113346	MOTOCROSS TRACK INFRASTRUCTURE		0	0	262
042339	ADMINISTRATION VEHICLES		52,000	4,333	0
051339	RANGER VEHICLE FIRE CONTROL		52,000	4,333	6,156
127304	PLANT PURCHASES CAPITAL		1,221,000	101,750	0
133319	PLANT & EQUIP - VEHICLE (Y000)		52,000	4,333	0
143301	DEPOT PLANT CAPITAL PURCHASE		52,000	4,333	0

SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book	Proceeds	Profit	(Loss)	Net Book	Proceeds	Profit	(Loss)
		Value				Value			
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Plant and equipment	396,248	879,000	487,397	(4,645)	0	0	0	0
		396,248	879,000	487,397	(4,645)	0	0	0	0

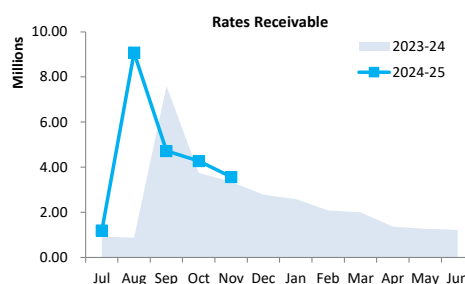


**SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

OPERATING ACTIVITIES

7 RECEIVABLES

Rates receivable	30 Jun 2024	30 Nov 2024
	\$	\$
Opening arrears previous year	1,057,710	1,170,219
Levied this year	8,100,167	8,037,809
Less - collections to date	(7,466,219)	(5,117,878)
Gross rates collectable	1,691,658	4,090,150
Allowance for impairment of rates receivable	(521,439)	(525,272)
Net rates collectable	1,170,219	3,564,878
% Collected	81.5%	55.6%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(3,877)	19,669	1,636	17,975	27,028	62,431
Percentage	(6.2%)	31.5%	2.6%	28.8%	43.3%	
Balance per trial balance						
Trade receivables						62,431
Other receivables						126,939
GST receivable						10,430
Receivables for employee related provisions						37,314
Allowance for credit losses of other receivables						(2,982)
Total receivables general outstanding						234,132

Amounts shown above include GST (where applicable)

KEY INFORMATION

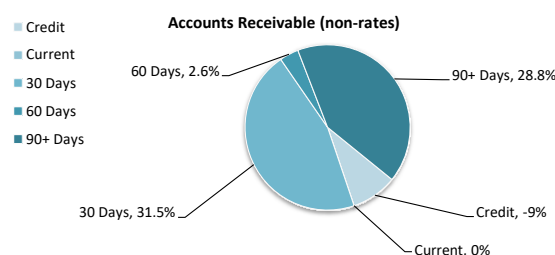
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Shire measures them subsequently at amortised cost using the effective interest rate method.



**SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 30 November 2024
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel	52,481	53,414	(47,683)	58,212
Total other current assets	52,481	53,414	(47,683)	58,212
Amounts shown above include GST (where applicable)				

KEY INFORMATION

Inventory

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

**SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

OPERATING ACTIVITIES

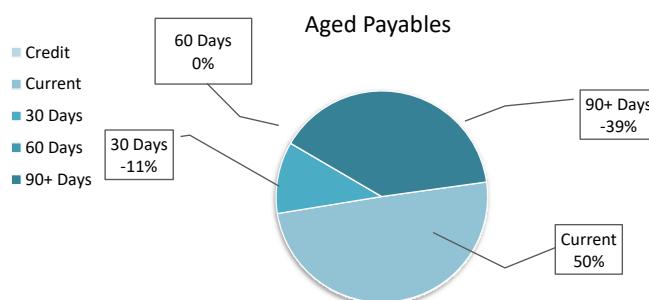
9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	3,000	(666)	0	(2,378)	(44)
Percentage	0.0%	-6818.2%	1513.6%	0.0%	5404.5%	
Balance per trial balance						(44)
Sundry creditors						48,442
ATO liabilities						131,054
Other payables						1,036,389
Bonds & Deposits						1,215,841
Total payables general outstanding						

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2024	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Forrest Oval Stage 1	62	659,307	0	0	0	(77,596)	659,307	581,711	0	(40,333)
Forrest Oval Stage 2	63	78,390	0	0	(6,679)	(27,237)	71,711	51,153	(1,010)	(3,517)
Forrest Oval Stage 3	64	122,278	0	0	(10,420)	(42,487)	111,858	79,791	(1,574)	(5,485)
Total		859,975	0	0	(17,099)	(147,320)	842,876	712,655	(2,584)	(49,335)
Current borrowings		147,320					130,222			
Non-current borrowings		712,655					712,654			
		859,975					842,876			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Non-current borrowings fair values are based on discounted cash flows using a current borrowing rate.

**SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 November 2024
		\$	\$	\$	\$	\$
Other current liabilities						
Other liabilities						
Contract liabilities		232,933	0	0	0	232,933
Total other liabilities		232,933	0	0	0	232,933
Employee Related Provisions						
Provision for annual leave		509,194	0	0	0	509,194
Provision for long service leave		216,390	0	0	0	216,390
Other employee leave provisions		44,004	0	0	0	44,004
Total Provisions		769,588	0	0	0	769,588
Total other current liabilities		1,002,521	0	0	0	1,002,521

Amounts shown above include GST (where applicable)

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 12

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Shire's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Shire's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Shire's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Shire's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Shire does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Contract liabilities

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer.

Capital grant/contribution liabilities

Grants to acquire or construct recognisable non-financial assets to identified specifications be constructed to be controlled by the Shire are recognised as a liability until such time as the Shire satisfies its obligations under the agreement.

SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Nov 2024	Current Liability 30 Nov 2024	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies											
GRANT FUNDS (UNTIED)	0	0	0	0	0	182,210	75,920			0	55,768
GRANT LOCAL ROAD (UNTIED)	0	0	0	0	0	131,459	54,770			0	93,315
AUSTRALIA DAY COUNCIL	0	0	0	0	0	15,000	6,250			0	9,000
LGGS GRANTS	0	0	0	0	0	46,990	19,575			0	30,320
OTHER GRANTS	0	0	0	0	0	8,500	3,540			0	0
GRANT RRG - DIRECT	0	0	0	0	0	237,537	98,970		322,587	322,587	0
	0	0	0	0	0	621,696	259,025	0	322,587	322,587	188,403

SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities					Capital grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 30 Nov 2024	Current Liability 30 Nov 2024	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
CEMETERY GRANT INCOME	0	0	0	0	0	9,000	3,750	0
RECREATION GRANTS - TAXABLE	0	0	0	0	0	135,000	56,250	0
ROAD TO RECOVERY GRANTS	0	0	0	0	0	701,427	292,260	0
GRANT - RRG - ROADS	224,431	0	0	224,431	34,801	1,883,783	919,320	366,572
GRANT GOVT-BLACK SPOT FUNDING	0	0	0	0	0	437,240	182,180	96,693
GRANT - RRSP - ROADS	34,801	0	0	34,801	34,801	34,801	14,500	
GRANTS - LRCIP	8,502	0	0	8,502	8,502	128,502	53,540	0
	267,734	0	0	267,734	78,104	3,329,753	1,521,800	463,265

**SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024**

14 TRUST FUND

Funds held at balance date which are required by legislation to be credited to the trust fund and which are not included in the financial statements are as follows:

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 30 November 2024
	\$	\$	\$	\$
Cash in Lieu - Public Open Space	58,422	0	0	58,422
	58,422	0	0	58,422

SHIRE OF YORK
SUPPLEMENTARY INFORMATION
FOR THE PERIOD ENDED 30 NOVEMBER 2024

15 BUDGET AMENDMENTS

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

Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
			\$	\$	\$	\$
Budget adoption						923,022
122300 - York Tammin Road	020924	Capital expenses		125,000		1,048,022
122300 - Quellington Road	020924	Capital expenses		111,294		1,159,316
122401 - Quellington Road RRG	020924	Operating expenses		322,587		1,481,903
122407 - Spencers Brook Road Black Spot	020924	Capital expenses		16,125		1,498,028
125203 - RRG Grant Income	020924	Capital revenue			322,587	1,820,615
122400 - RTR Road Renewals	020924	Capital expenses			132,511	1,953,126
13350 - Building Reserve	020924	Non cash item			45,000	1,998,126
127308 - Plant Reserve	020924	Non cash item			54,908	2,053,034
122506 - Bridge Reserve	020924	Non cash item			20,000	2,073,034
				575,006	575,006	1,150,012

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B/Pay	01/11/2024 TELSTRA	TELSTRA LANDLINE DIRECTORY AND SERVICE - 25TH MAY 2025 -24TH OCTOBER 2024	1		1,423.16
B/Pay	29/11/2024 WEST AUSTRALIAN NEWSPAPERS	PURCHASE OF DAILY NEWSPAPER FOR THE LIBRARY - 23/07/2024 - 15/10/2024	1		70.51
31904	15/11/2024 JAMES ADAMINI	CR ADAMINI - COUNCILLOR PAYMENTS - JULY 2024	1		1,329.91
31905	15/11/2024 JAMES ADAMINI	CR ADAMINI - COUNCILLOR PAYMENT - AUGUST 2024	1		1,329.91
31907	15/11/2024 JAMES ADAMINI	CR ADAMINI - COUNCILLOR PAYMENT - SEPTEMBER 2024	1		1,329.91
31908	15/11/2024 JAMES ADAMINI	CR ADAMINI - COUNCILLOR PAYMENT - OCTOBER 2024	1		1,329.91
EFT32892	04/11/2024 ARCHIVAL SURVIVAL	NAA BOX 1 371X168X250MM PK 50 ARCHIVE BOXES & POSTAGE	1		398.75
EFT32893	04/11/2024 AVON VALLEY TYRE SERVICE	SUPPLY AND FIT 8X HAULMAX TYRES TO THE WATER CART Y8284 - AND DISPOSING OF OLD TYRES FOR THE SHIRE OF YORK ON FRIDAY 18.10.2024	1		4,496.00
EFT32894	04/11/2024 BLUE FORCE PTY LTD	BLUE FORCE PTY LTD - SUPPLY AND CONFIGURE 50 X ACCESS TOGGLES FOR YRCC GYMNASIUM	1		852.50
EFT32895	04/11/2024 BUGMAN PEST SERVICES (GREENPALM HOLDINGS P/L)	SUPPLY PIGEON BAITING TO DESIGNATED BUILDINGS IN YORK	1		302.50
EFT32896	04/11/2024 CORSIGN WA	SUPPLY FOR DELIVERY VIA THE SHIRE OF YORK TOLL ACCOUNT - 1X W2-1B MOD CROSS ROAD 750X750 B/Y CL400 REFL ALUM (NO ARROW HEADS AND ROADS TO BE THE SAME THICKNESS) AS PER QUOTE 87887	1		215.60
EFT32897	04/11/2024 FIREFLY GRAPHICS	50% DEPOSIT FOR GRAPHIC DESIGN SERVICES FOR 2023/24 ANNUAL REPORT	1		1,320.00
EFT32898	04/11/2024 MAL AUTOMOTIVES	TO CHANGE AND FIT 4 TYRES AND WHEEL ALIGNMENT FOR 1HSZ-886 HYUNDAI VENUE	1		2,177.97
EFT32899	04/11/2024 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 3X 118-486 DELTA T AND WIND METER	1		1,196.08
EFT32900	04/11/2024 PETER BAILEY	PAINTING OF INTERNAL AND EXTERNAL SURFACES AT AVON PARK TOILETS	1		10,400.00
EFT32901	04/11/2024 PHILIPPA GALBRAITH	STAFF REIMBURSEMENT - 6 X WALL MOUNTED KEY LOCK BOXES FORREST OVAL	1		199.45

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EFT32902	04/11/2024 PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	TRANSWA BOOKING FARES FOR MAY 2024 - \$192.80 LESS \$33.65 COMMISSION	1		159.15
EFT32903	04/11/2024 REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT WA	ANNUAL SUBSCRIPTION GRANT GURU MEMBERSHIP FOR YORK CRC (PRO RATA)	1		425.00
EFT32904	04/11/2024 ROUS ELECTRICAL	INSTALL 2 X DOUBLE PLUGS AT CONTAINERS FOR CHANGE	1		1,147.00
EFT32905	04/11/2024 SANITY MUSIC STORES	PURCHASE OF VARIOUS NEW DVD'S FOR THE LIBRARY	1		541.80
EFT32906	04/11/2024 SEEK LIMITED	ROAD MAINTENANCE - GENERAL HAND SEEK ADVERTISEMENT	1		445.50
EFT32907	04/11/2024 WILDFLOWERS FACTORY PTY LTD	PURCHASE OF WILDFLOWER SEEDS FOR RESALE AT YORK VISITOR CENTRE - SEE QUOTE QU-100093	1		422.01
EFT32908	04/11/2024 WINC AUSTRALIA PTY LIMITED	PENRITE 1200X2400MM PREMIUM ALUMINIUM WHITEBOARD TO FORREST PAVILLION	1		1,156.23
EFT32909	04/11/2024 WOOLWORTHS GROUP LIMITED	PURCHASE OF NEW BOOK RELEASES AND REQUESTED ITEMS FOR THE LIBRARY	1		300.00
EFT32910	04/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	CONSUMABLES FOR YORK COMMUNITY RESOURCE CENTRE - FOR THE MONTH OF SEPTEMBER 2024	1		13.39
EFT32911	04/11/2024 YORK BOWLING CLUB	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - SEPTEMBER AND OCTOBER 2024	1		14,000.00
EFT32912	04/11/2024 YORK ELECTRICAL SERVICE	LOCATE ELECTRICAL SERVICES FORREST OVAL LIGHTS	1		242.00
EFT32913	04/11/2024 YORK MITRE 10	SUPPLY FOR COLLECTION 2X 7164882 DG002GZ EARTH AUGER - 2X 6824668 E-07303 AUGER PIN - 2X 6824650 E07319 AUGER PIN - 2X MAKITA 088381572477 LOCKING PIN - 2X 6826226 191X65-8 AS PER QUOTE 12010001	1		8,941.57
EFT32914	04/11/2024 YORK VOLUNTEER EMERGENCY SERVICES	FACILITATE CONTROLLED BURN OF GREEN WASTE AT YORK TRANSFER STATION - OCT 2024	1		400.00
EFT32916	08/11/2024 AVON WASTE	SUPPLY GENERAL WASTE SERVICES 14/10/2024 TO 16/10/2024	1		40,405.96

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EFT32917	08/11/2024 BLING DESIGN	2024 CHRISTMAS CATALOGUE - 8 PAGE CATALOGUE BASED ON PREVIOUS YEAR'S CREATIVE CONCEPT - LAYOUT OF NEW IMAGES & TEXT TO REPLACE OLD CONTENT - NEW MIDDLE PAGE SPREAD LAYOUT DESIGN - DEEP ETCHING MULTIPLE IMAGES PER PAGE (APPROX. 60 IMAGES) - APPLY CLIENT EDITS - PREPARE PRINT & WEB VERSIONS - SUPPLY AS PRINTREADY, WEB READY PDFS & JPEG FILES VIA DROPBOX	1		1,800.00
EFT32918	08/11/2024 BLUE FORCE PTY LTD	ANNUAL MONITORING FEES IP AND GPRS COMMERCIAL ALARM MONITORING SERVICE FOR YORK RECREATION CONFERENCE CENTRE FROM 1/7/2024 TO 30/9/2024	1		538.10
EFT32919	08/11/2024 BUNNINGS WAREHOUSE	SUPPLY PPE FOR CONTAINERS FOR CHANGE 4 X SAFETY GOGGLES, 4 X PAIRS OF SAFETY GLOVES AND 1 X INSULATED DRINK BOTTLE 1100ML STAINLESS STEEL AND 1 X 15 LITRE INSULATED DRINKING CONTAINER.SUPPLY PPE FOR CONTAINERS FOR CHANGE 4 X SAFETY GLASSES, 4 X PAIRS OF SAFETY GLOVES AND 3 X DRINKING FLASKS AND 1 X 15 LITRE INSULATED DRINKING CONTAINER.	1		224.76
EFT32920	08/11/2024 BUSH CONTRACTING	FLOAT THE HIRED ROLLER FROM HELENA RD TO QUALEN WEST ROAD	1		792.00
EFT32921	08/11/2024 CORSIGN WA	EMERGENCY SHOWER & EYEWASH 600X450MM WHT ON GRN NON-REFL METAL, CROPPED WITH CNR HOLES TO REPLACE EXISTING FADED SIGN	1		39.60
EFT32922	08/11/2024 COUNTRY WOMEN'S ASSOCIATION (CWA YORK BRANCH)	REFUND OF HIRE OF LESSER HALL AND PERMISSION TO SELL LIQUOR AS PER RECEIPT 270044 28/3/2024 - BOND REFUNDED ON 19/7/2024	1		105.00
EFT32923	08/11/2024 CSSTECH	FREIGHT CHARGE FOR SUPPLY OF ADDITIONAL SIM CARDS FOR TELSTRA SERVICES	1		20.00
EFT32924	08/11/2024 DARRYS PLUMBING AND GAS	50% DEPOSIT FOR THE SUPPLY AND INSTALL AS PER QUOTE 00183 - NEW S/S GAS BBQ INTO EXISTING FITTINGS AND INCLUDES ALL GAS OPERATING SYSTEMS AND PUSH BUTTON OPERATION INCLUDING MOB AND DEMOB TO THE SITE OF GWAMBYGINE PARK EXTRA VAROATOPM FPR ADDITIONAL HEAT SHIELDS 3 X \$330.00 TOTAL \$990.00	1		14,280.75
EFT32925	08/11/2024 DRACO AIR	CONTINUATION OF MAINTENANCE - INTERMITTENT FAULT OF OFFICE AIRCON REQUIRES REPLACEMENT OF INDOOR BOARD	1		1,680.44
EFT32926	08/11/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	PURCHASE OF STIHL SE62 VACUUM CLEANER (PRODUCT NUMBER 0784 012 4405) FOR USE AT YORK	1		322.15
EFT32927	08/11/2024 ECHO NEWSPAPER	SEPTEMBER ADVERT IN THE ECHO NEWSPAPER	1		1,100.00

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EFT32928	08/11/2024 EUROFINS ARL PTY LTD	SOIL SAMPLE FROM 19 LANGFORD ROAD YORK POTENTIAL CONTAMINATION	1		91.30
EFT32929	08/11/2024 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES FOR 2024/2025 (RFQ 01-2324) - OCTOBER 2024	1		291.48
EFT32930	08/11/2024 FOCUS NETWORKS	APPLY SELECTED MICROSOFT 365 SECURITY BASELINES (BASED ON CURRENT MICROSOFT GUIDANCE)	1		739.75
EFT32931	08/11/2024 FULTON HOGAN INDUSTRIES PTY LTD	SUPPLY FOR COLLECTION 10TONNE COLD MIX - CM07 170 GR - PRODUCT CODE 128518 - AS PER QUOTE 241010SY - FOR COLLECTION TUESDAY 15.10.2024 - MIKE GLEDHILL TO COLLECT	1		2,090.00
EFT32932	08/11/2024 HERSEYS SAFETY PTY LTD	SUPPLY FOR THE WORKS DEPOT - 24 STINGA GLOVES SIZE 9 - 24 STINGA GLOVES SIZE 10 - 24 SUNSCREEN - 1 BRUSHCUTTER CORD - 24 SPRAYMARK WHITE - 12 BUSHMANS REPELLANT - 1CHAINSAB CHAPS - 1 FUSE KIT	1		1,763.45
EFT32933	08/11/2024 HORIZON SURVEYS PTY LTD	STAGE 2 - SURVEY & PLAN PREPARATION OF PROPOSED ROAD RESERVE WIDENING & LODGEMENT AT LANDGATE - MYANARRA ROAD, SAINT RONANS (AS PER COUNCIL RESOLUTION 050223)	1		4,521.25
EFT32934	08/11/2024 HOT SAUCE HUNTERS AUSTRALIA	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - HUNTER'S OWN GARLIC SAUCE - 150ML	1		109.00
EFT32935	08/11/2024 KARINA MICHELE MCROBERTS	PURCHASE OF BOOKS FOR RESALE AT THE YORK VISITOR CENTRE - THE HAUNTING OF YORK BY KARINA MCROBERTS	1		120.00
EFT32936	08/11/2024 KEEFRAME CREATIVE PTY LTD	50% DEPOSIT - VIDEO SHOOT AND EDITING FOR CULTURAL BURNING EVENT MONDAY 7 OCTOBER 2024 - \$3406 [BEFORE GST]	1		1,903.00
EFT32937	08/11/2024 KIDSAFE WA	SUPPLY ACHPGD311 TRAINING AT THE SHIRE OF NORTHAM FOR 2X SHIRE OF YORK EMPLOYEES	1		2,200.00
EFT32938	08/11/2024 KLEENWEST DISTRIBUTORS	SUPPLY 1 X 20L HAND SOAP AND 1 X 5L PHOSKLEEN - FORREST OVAL STADIUM	1		286.61
EFT32939	08/11/2024 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	COMMUNITY MATTERS FOR 2024-2025 NOVEMBER 2024	1		2,479.10
EFT32940	08/11/2024 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	ATTENDANCE OF BEST PRACTICE ABORIGINAL ENGAGEMENT FORUM - CAROL LITTLEFAIR	1		60.00
EFT32941	08/11/2024 LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	SUPPLY AND RE-KEY ALL CYLINDERS AND CUT NEW KEYS FOR THE YRCC	1		5,290.00

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EFT32942	08/11/2024 LUCINDAS EVERLASTINGS	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - LUCINDA'S EVERLASTINGS 10 GRAM PACKETS	1		251.00
EFT32943	08/11/2024 MAL AUTOMOTIVES	COMPLETE A SERVICE ON THE COMMUNITY BUS 1CAE874 CURRENT KMS 109074 - STICKER DUE 07/2024 - AND ADDITIONAL WORKS AS REQUIRED INCLUDING BELTS, BATTERIES ECT - BOOKED FOR FRIDAY 27.09.2024	1		1,841.67
EFT32944	08/11/2024 MARK CHRISTOPHER APPLETON	STAFF REIMBURSEMENT - STAFF TRAINING SUPERVISOR TRAINING - MARK APPLETON	1		65.00
EFT32945	08/11/2024 MIDLAND DISPOSALS	FLY HEAD NETS FOR RESALE AT THE YORK VISIOTR CENTRE	1		197.39
EFT32946	08/11/2024 MINUTEMAN PRESS MIDLAND	SUPPLY BUSINESS CARDS FOR ANGELA PLICHOTA	1		159.50
EFT32947	08/11/2024 NORM REYNOLDS ELECTRICAL & FURNITURE	PURCHASE OF MICROWAVE FOR REPLACEMENT AT YRCC : WESTINGHOUSE 23L 800W MICROWAVE WHITE MODEL #WMF2302WA	1		225.00
EFT32948	08/11/2024 OFFICEWORKS	SUPPLY 1 X CARTON COPY PAPER, KEYTEK HP LASERJET TONER CARTRIDGES, LABEL MAKER, LABEL TAPE AND FREIGHT TO FORREST OVAL CONVENTION CENTRE	1		659.45
EFT32949	08/11/2024 REBECCA LEE-ANNE ATKINSON	STAFF REIMBURSEMENT PARKING AND MEALS - DESTINATION PERTH AGM AND FARMER ON YOUR PLATE	1		186.49
EFT32950	08/11/2024 RICOH AUSTRALIA PTY LTD	REPLACEMENT TONER CARTRIDGE FOR LICENSING PRINTER - SERIAL # 5171Z330141 SP3710SF	1		191.40
EFT32951	08/11/2024 RYAN MASTERS	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - YORK TOWN HALL LEGO BUILDS	1		556.00
EFT32952	08/11/2024 SHIRE OF YILGARN	ACCOMMODATION TWO NIGHTS FOR TWO YORK SWIMMING POOL EMPLOYEES ATTENDING TRAINING COURSES	1		520.00
EFT32953	08/11/2024 T-QUIP	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 1X HAP01161240 SUCTION HOSE-CM1200/600 (180MM)	1		345.83
EFT32954	08/11/2024 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - CORSIGN 28/8 AND BURKE ELECTRICAL 28/8	1		805.36
EFT32955	08/11/2024 TOOLMART	CFC STAFF OSH SUPPLIES, 2 X MED GLOVES, 4 XL GLOVES AND 6 CUT RESISTANCE SLEEVES	1		281.70

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EFT32956	08/11/2024 TOTALLY WORK WEAR	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT THE UNIFORM ORDER FOR THE WORKS DEPOT - AS PER QUOTE 3856 - LIST OF ITEMS, SIZES AND EMBROIDERY DETAILS HAVE BEEN PROVIDED AND THE UNIFORMS MUST BE DELIVERED WITHIN A 2 MONTH PERIOD	1		323.82
EFT32957	08/11/2024 TREE TECH AUSTRALIA	COMPLETE THE SEPTEMBER 2024 WESTERN POWER TREE PRUNING LIST WHICH HAS BEEN PROVIDED BY THE END OF NOVEMBER 2024 - PRICE IS TO INCLUDE TRAFFIC MANAGEMENT AND CONTROL, SITE CLEAN UP, MOBILISATION AND DEMOBILISATION AND PROVIDED EVIDENCE OF INSURANCES AND QUALIFICATIONS	1		6,534.00
EFT32958	08/11/2024 VOCUS PTY LTD	VOCUS PTY LTD - SIP PREMIUM 10 X - NOVEMBER 2024	1		968.41
EFT32959	08/11/2024 WATER CORPORATION OF WA	DEPOT ADDITIONAL WATER SERVICE FOR A NEW CONNECTION POINT TO SUPPLY AN EYE WASH & SHOWER STATION	1		4,534.69
EFT32960	08/11/2024 WINC AUSTRALIA PTY LIMITED	SUPPLY 4 X PRINTER TONER CARTRIDGES FOR RANGERS PRINTER	1		647.50
EFT32961	08/11/2024 YORK BUSINESS ASSOCIATION INC	YORK BUSINESS ASSOCIATION - MULTI YEAR FUNDING AGREEMENT 2023-24 - FINAL PAYMENT 20% APRIL 2024 AS PER COUNCIL RESOLUTION 121222	1		1,735.00
EFT32962	08/11/2024 YORK FRIENDSHIP CLUB	SUPPLY 2X BAGS OF RAGS	1		30.00
EFT32963	08/11/2024 YORK LANDSCAPE SUPPLIES	SUPPLY FOR COLLECTION IN JUNE 2024 - 5M3 OF ADDITIONAL WOOD CHIPS AND 1M3 WHITE WASHED SAND - AS PER INVOICE 9371 - ADDITIONAL TO PO 15397	1		974.00
EFT32964	08/11/2024 CHRIS GIBBS	CR C GIBBS - COUNCILLOR ATTENDANCE FEE, COMMUNICATIONS ALLOWANCE AND INTERNET CHARGES FOR OCTOBER 2024	1		1,329.91
EFT32965	08/11/2024 DENESE EILEEN SMYTHE	CR D SMYTHE - COUNCILLOR ATTENDANCE FEE, COMMUNICATIONS ALLOWANCE AND INTERNET CHARGES FOR OCTOBER 2024	1		1,329.91
EFT32966	08/11/2024 DENIS CHARLES WARNICK	CR D WARNICK - DEPUTY PRESIDENT ATTENDANCE FEE, DEPUTY PRESIDENT ALLOWANCE, COMMUNICATIONS ALLOWANCE AND INTERNET CHARGES FOR OCTOBER 2024	1		1,829.76
EFT32967	08/11/2024 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	CHARGES FOR ESL BILLING ON SHIRE OF YORK OWNED PROPERTIES - DFES 24/25	1		5,739.45
EFT32968	08/11/2024 KEVIN PYKE	CR K PYKE - COUNCILLOR ATTENDANCE FEE, COMMUNICATIONS ALLOWANCE AND INTERNET CHARGES FOR OCTOBER 2024	1		1,329.91

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EFT32969	08/11/2024 KEVIN RICHARD TRENT	CR K TRENT PRESIDENT ATTENDANCE FEE, PRESIDENT ALLOWANCE, PRESIDENT COMMUNION ALLOWANCE AND PRESIDENTS INTERNET CHARGES FOR OCTOBER 2024	1		3,976.97
EFT32970	08/11/2024 PETER ALLAN WRIGHT	CR P WRIGHT - COUNCILLOR ATTENDANCE FEE, COMMUNICATIONS ALLOWANCE AND INTERNET CHARGES FOR OCTOBER 2024	1		1,329.91
EFT32971	08/11/2024 THE YORK CHRISTMAS FESTIVAL INC	AQUITTAL FINAL PAYMENT FROM THE YORK CHRISTMAS FESTIVAL 2023	1		1,275.00
EFT32972	11/11/2024 ABC THERAPY	REUND TOWN HALL BOND #271698	2		529.00
EFT32973	11/11/2024 AUDREY CARROLL	AUDREY CARROLL REFUND DANCE STUDIO BOND # 274078	2		150.00
EFT32974	11/11/2024 BUILDING AND ENERGY	BSL COLLECTION FOR OCTOBER 2024	2		1,288.17
EFT32975	11/11/2024 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR OCTOBER 2024	2		341.04
EFT32976	11/11/2024 NICOLA RUSSO	NIC RUSSO CAT TRAP REFUND # 273799	2		100.00
EFT32977	11/11/2024 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR OCTOBER 2024	2		38.25
EFT33023	15/11/2024 AFGRI EQUIPMENT AUSTRALIA PTY LTD	COMPLETE A 100HR SERVICE ON THE JOHN DEERE TRACTOR ONSITE AT THE SHIRE OF YORK WORKS DEPOT - THURSDAY 10.10.2024 7AM	1		673.92
EFT33024	15/11/2024 ALINA BEHAN	STAFF REIMBURSEMENT - PARKING AT LG CONFERENCE AND UNIFORM ALLOWANCE	1		230.40
EFT33025	15/11/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		204.00
EFT33026	15/11/2024 CHALLENGE CONTACTING AND CIVIL	REIMBURSEMENT STANDPIPE CHARGES INVOICE 11807 PAID TWICE - RECEIPT NUMBER 272339 6/8 & 14/10/2024	1		99.68
EFT33027	15/11/2024 CORSIGN WA	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 3X G9-40-1A - MOD LOCAL TRAFFIC ONLY 450X300MM B/W CL400 REFL ALUM - AS PER QUOTE 89957	1		125.40
EFT33028	15/11/2024 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 12/8/2024 - 08/10/2024	1		809.57
EFT33029	15/11/2024 DKM WORKPLACE SOLUTIONS PTY LTD	REVIEW AND UPDATE OF EXECUTIVE MANAGER CORPORATE & COMMUNITY SERVICES EMPLOYMENT CONTRACT AND POSITION DESCRIPTION.	1		528.00

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EFT33030	15/11/2024 ELESIA NICOLE ASTLE	STAFF REIMBURSEMENT - PAID GOODS FOR SENIORS EVENT ACCOUNT PAST CREDIT LIMIT	1		62.05
EFT33031	15/11/2024 FOCUS NETWORKS	PROJECT MANAGEMENT/LIAISON AND DEPLOY HUNTRESS AGENTS FOR WINDOWS COMPUTERS & SERVERS	1		1,461.40
EFT33032	15/11/2024 FUNNY FARM FLOWERS	WREATH FOR REMEMBRANCE DAY 2024	1		115.00
EFT33033	15/11/2024 IONA SHEEHAN-LEE	STAFF REIMBURSEMENT - UNIFORM ALLOWANCE - IONA SHEEHAN-LEE	1		185.00
EFT33034	15/11/2024 JULES SHOPPE	CATERING WELFARE FOR BFB VOLUNTEER TRAINING COURSE FIRE FIGHTING SKILLS OCT 30TH 2024	1		214.50
EFT33035	15/11/2024 KLK FARMS PTY LTD	SUPPLY 392M3 OF GRAVEL FOR THE SHIRE OF YORK	1		2,757.20
EFT33036	15/11/2024 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	TOWN HALL AND COUNCIL CHAMBERS - RCD TESTING, PORTABLE ELECTRICAL APPLIANCE TESTING AND TAGGING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING	1		10,883.25
EFT33037	15/11/2024 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	STAFF TRAINING - INTRODUCTION TO GOVERNANCE IN LOCAL GOVERNMENT - AMI HANNINGTON	1		545.00
EFT33038	15/11/2024 LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	RE-KEY ALL CYLINDERS AND CUT NEW KEYS FOR THE YRCC	1		2,441.55
EFT33039	15/11/2024 MAL AUTOMOTIVES	SERVICE OF EMCCS VEHICLE MAZDA CX-8 2023 - REGISTRATION 1ICQ-468	1		397.38
EFT33040	15/11/2024 MCDOWALL AFFLECK PTY LTD	REMAINING 40% FOR COMPLETED DESIGN AND DOCUMENTATION - ADMIN CARPARK-SURVEY AND DESIGN OF CARPARK	1		3,652.00
EFT33041	15/11/2024 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 6 X 20L BIFENTHRIN	1		2,659.62
EFT33042	15/11/2024 OFFICEWORKS	SUPPLY ASSORTED STATIONERY FOR THE VISITORS CENTRE	1		121.58
EFT33043	15/11/2024 OXTER SERVICES	SUPPLY ASSORTED PAPER BAGS FOR USE BY THE YORK VISITOR CENTRE	1		80.04
EFT33044	15/11/2024 PINEFIELDS OF YORK	DEVELOPMENT OF FOOTPRINT PLAN FOR 142 AVON TERRACE AND MACARTNEY STREET	1		990.00
EFT33045	15/11/2024 PUBLIC LIBRARIES WESTERN AUSTRALIA INC	PUBLIC LIBRARIES WA - MEMBERSHIP RENEWAL 2024 TIER 2	1		300.00

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EFT33046	15/11/2024 REBECCA LEE-ANNE ATKINSON	STAFF REIMBURSEMENT FOR DISPLAY STOCK AT VISTIORS CENTRE - LAMP BULB AND FRAME	1		43.49
EFT33047	15/11/2024 REBECCA MAY REID	STAFF REIMBURSEMENT - UNIFORM ALLOWANCE - REBECCA REID	1		169.21
EFT33048	15/11/2024 RK MEDIA T/A LEONARDS ADVERTISING	2X LINE ADVERTISEMENTS IN THE WEST AUSTRALIAN NEWSPAPER ON WED 23 OCT 2024 AND SAT 26 OCT 2024.	1		1,388.53
EFT33049	15/11/2024 ROUS ELECTRICAL	REPLACE FLURO TUBES AND LIGHTS IN DANCE STUDIO - FORREST OVAL PAVILLION	1		1,547.15
EFT33050	15/11/2024 SANOKIL	SANITARY WASTE DISPOSAL UNITS , MUSEUM, TOWN HALL, AVON PARK, ADMINSTRATION BUILDING, DEPOT, HOWICKMTOILETS, BATEMAN PARK TOILETS, GWAMBYGINE PARK TOILETS	1		588.50
EFT33051	15/11/2024 SCAVENGER SUPPLIES AND FIRE SAFETY	PPC FOR BFB VOLUNTEERS AS PER QUOTE QU-9010	1		7,365.60
EFT33052	15/11/2024 SETTLERS HOUSE	MEALS FOR BFB VOLUNTEERS - FIRE ON KEBBLES ROAD GREENHILLS	1		900.00
EFT33053	15/11/2024 STATEWIDE TRAFFIC SERVICES	SUPPLY TRAFFIC MANAGEMENT AND CONTROL FOR THE SHIRE OF YORK SHOULDER GRADING PROGRAM FROM MONDAY 28.10.2024 TO THURSDAY 14.11.2024.	1		9,930.65
EFT33054	15/11/2024 THE YORK CHRISTMAS FESTIVAL INC	YORK CHRISTMAS FESTIVAL MULTI-YEAR FUNDING AGREEMENT: COUNCIL RESOLUTION 031024 24/25 FINANCIAL YEAR SPONSORSHIP OF \$16,750 EX GST TO BE PAID AS MILESTONE PAYMENTS - 90% OF\$16,750 TO BE PAID IN NOVEMBER 2024	1		15,075.00
EFT33055	15/11/2024 TOTAL EDEN MIDLAND	6X SPRINKLER 6504F SS RAINBIRDS 104420533 - (IN REPLACEMENT OF PO 16025)	1		599.86
EFT33056	15/11/2024 TOURISM COUNCIL WESTERN AUSTRALIA	TOUR GUIDE TRAINING WORKSHOP 18/09/2024 - MEMBER RATE - ISOBEL CAMERON	1		275.00
EFT33057	15/11/2024 UNIRACK WA PTY LTD	PURCHASE OF HEAVY DUTY METAL TROLLEY 350 KG 900 ML X 600 ML BLUE	1		249.00
EFT33058	15/11/2024 WATER CORPORATION OF WA	RAILWAY STANDPIPE - WATER USAGE 16/7/2024 - 25/09/2024 AND SERVICES CHARGES 1/9/2024 TO 31/10/2024	1		5,356.71
EFT33059	15/11/2024 WATERLOGIC AUSTRALIA PTY LTD	ADMINISTRATION BUILDING - WATER FILTRATION UNIT 1/11/2024 - 30/11/2024	1		78.45
EFT33060	15/11/2024 WESTGROW FARM TREES	SUPPLY AND DELIVER 1152 SEEDLINGS @\$0.85 EXCL GST PER UNIT TO SHIRE OF YORK.	1		1,077.12

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EFT33061	15/11/2024 WESTWIDE WINDSCREENS	SUPPLY, FIT AND CALIBRATE REPLACEMENT FRONT WINDSCREEN FOR VEHICLE P178 MAZDA CX-5, REGO 1HVF884, AS PER QUOTE NO 10164.	1		1,716.77
EFT33062	15/11/2024 WHEATBELT OFFICE & BUSINESS MACHINES	BROTHER MFC-L3755CDW PRINTER - HR - ADMINISTRATION	1		494.00
EFT33063	15/11/2024 WOODLANDS DISTRIBUTORS & AGENCIES	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT - 6X CARTONS OF BC350L COMPOSTABLE DOG WASTE BAGS (8 ROLLS PER CARTON)	1		1,100.88
EFT33064	15/11/2024 YORK BUSINESS ASSOCIATION INC	MULTIYEAR FUNDING MILESTONE PAYMENT TO YORK BUSINESS ASSOCIATION FOR 2024/25 FINANCIAL YEAR AT 80% AS PER COUNCIL RESOLUTION - 121222	1		6,940.00
EFT33065	15/11/2024 YORK ELECTRICAL SERVICE	REPLACE HAND DRYER AT LADIES TOILETS AT TOWN HALL	1		633.88
EFT33066	15/11/2024 YORK SENIORS MOBILITY GROUP	REFUND OF OVERCHARGE OF ANNUAL FEE - 20% SENIOR DISCOUNT WAS NOT TAKEN FROM ANNUAL FEE	1		235.00
EFT33067	22/11/2024 AFGRI EQUIPMENT AUSTRALIA PTY LTD	COMPLETE A 2500HRS SERVICE ON THE JOHN DEERE GRADER (Y8496) AS PER QUOTE 551737 - TO BE CONDUCTED ONSITE	1		2,784.29
EFT33068	22/11/2024 ANNIE QUINN MEDLEY	STAFF REIMBURSEMENT - ANNIE MEDELY - TOYS FOR GIFT SHOP AND STATIONERY ITEMS FOR MUSEUM	1		117.81
EFT33069	22/11/2024 ASV SALES & SERVICE	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 1X BB210W 2100 REPLACEMENT BRUSH POLY/WIRE POLY WIRE - AS PER QUOTE 351288	1		2,267.10
EFT33070	22/11/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		204.00
EFT33071	22/11/2024 AVON VALLEY AG	USBOK REDBACK STEEL CAP BOOT SIZE 7	1		161.70
EFT33072	22/11/2024 AVON WASTE	SUPPLY GENERAL WASTE SERVICE FOR THE PERIOD OF 22/10/2024 - 01/11/2024	1		10,751.52
EFT33073	22/11/2024 BELLISSIMO YORK	CATERING FOR STAFF WORKSHOP 30/10/2024 AND COUNCIL MEETING 22/10/2024	1		710.00
EFT33074	22/11/2024 BLUE FORCE PTY LTD	ALARM MONITORING SERVICES - YORK VISITOR CENTRE - NOVEMBER 2024	1		22.72
EFT33075	22/11/2024 BUSH CONTRACTING	SUPPLY WET HIRE - 14000LITRE WATER CART WITH THE SHIRE OF YORK SUPPLYING WATER AND FUEL WITH MOBILISATION ON MONDAY 30.09.2024 AND DEMOBILISATION ON THURSDAY 14.11.2024	1		31,482.00
EFT33076	22/11/2024 CALTEX AUSTRALIA PTY LTD	CALTEX STAR CARD PURCHASES FOR THE MONTH OF OCTOBER 2024	1		2,945.60

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EFT33077	22/11/2024 CIRCUITWEST INC	CIRCUITWEST - ANNUAL ORDINARY MEMBERSHIP 2024/2025 - VISITORS CENTRE	1		385.00
EFT33078	22/11/2024 COUNTRY COPIERS	MAINTENANCE FOR THE SHIRE OF YORK DEPOTS PRINTER - 04/06/2024-12/08/2024	1		477.67
EFT33079	22/11/2024 CREDIT MANAGEMENT AUSTRALIA POST	PROVIDE POSTAGE SERVICES, SATCHELS AND PARCELS FOR THE ADMINISTRATION OFFICE FOR THE MONTH OF OCTOBER 2024	1		2,815.12
EFT33080	22/11/2024 DARRYS PLUMBING AND GAS	PUMP OUT & SERVICE - GREASE ARRESTOR AT YRCC - EVERY 3 MONTHS - NOVEMBER - 2024/2025	1		385.00
EFT33081	22/11/2024 FIND THE FUN PTY LTD	ANNUAL APP CLOUD SERVER SUBSCRIPTION AND INSURANCE FEE - FIND THE FUN	1		671.00
EFT33082	22/11/2024 FOCUS NETWORKS	ADJUSTMENT TO GST ON INVOICE 10978GA - 22/10/2024	1		146.14
EFT33083	22/11/2024 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 12X 10 LITRE BOTTLES OF AD BLUE - DEPOT	1		337.80
EFT33084	22/11/2024 FULTON HOGAN INDUSTRIES PTY LTD	SUPPLY AND DELIVER VIA THE SHIRE OF YORK'S TOLL ACCOUNT 1X PALLET 48 BAGS OF EZ STREET POTHOLE REPAIR BLACK - 135302	1		1,795.20
EFT33085	22/11/2024 HOT SAUCE HUNTERS AUSTRALIA	SUPPLY VARIOUS HUNTER'S OWN SAUCES FOR THE VISITORS CENTRE	1		74.00
EFT33086	22/11/2024 INK STRATEGY	PHASE 1 - INCEPTION AND ENGAGEMENT PLANNING FOR MAJOR STRATEGIC REVIEW IN ACCORDANCE WITH RFQ Q10-2425	1		4,675.00
EFT33087	22/11/2024 KELLOGG BROWN & ROOT PTY LTD	SPENCER BROOK - YORK ROAD UPGRADE - PROGRESS CLAIM 2 - FINAL	1		5,558.52
EFT33088	22/11/2024 KEN DESIGNS	SUPPLY FOR MERCHANDISE FOR VISITORS CENTRE - 20 X TOWN HALL TEA TOWLES, 20 X HERRITAGE COTTAGES TEA TOWLES AND 20 X TOWN HALL CALICO BAGS	1		440.00
EFT33089	22/11/2024 LAURA APPLETON	STAFF REIMBURSEMENT - OFFICE SUPPLIES AND STANDS FOR VISITORS CENTRE - LAURA APPLETON	1		78.75
EFT33090	22/11/2024 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	COUNCIL & EXECUTIVE SUPPORT OFFICER ATTENDANCE AT THE IGNITE LEADERSHIP PROGRAM - NOVEMBER 2024	1		3,000.00
EFT33091	22/11/2024 MAL AUTOMOTIVES	COMPLETE A SERVICE ON THE 11000HR SERVICE ON THE 2013 VOLVO GRADER FRIDAY 01.11.2024	1		1,196.49
EFT33092	22/11/2024 MCLEODS LAWYERS	PROVISION OF LEGAL ADVICE & SERVICES, GREAT SOUTHERN LANDFILL (ALLAWUNA FARM) 2024/25 - REISSUE OF PURCHASE ORDER DUE TO CHANGE IN BANK/ENTITY DETAILS	1		3,623.40

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EFT33093	22/11/2024 MINT COLLABORATIVE	INVOICE 2 - DELIVERY OF WORKSHOP 1 (OMG COLLABORATION) STAFF CULTURAL PROGRAM IN ACCORDANCE WITH RFP02-2425	1		10,450.00
EFT33094	22/11/2024 MOORE AUSTRALIA	PROFESSIONAL SERVICES PROVIDED IN RELATION TO THE COMPILATION OF THE 2023/24 ANNUAL FINACIAL REPORT	1		22,990.00
EFT33095	22/11/2024 PARTY HIRE EMPIRE PTY LTD	SUPPLY, DELIVER AND COLLECT FOR THE SHIRE OF YORK - 1X JUKEBOX HIRE AT YRCC FORREST ST YORK	1		420.00
EFT33096	22/11/2024 PAULA ARMSTRONG	STAFF REIMBURSEMENT - STEEL CAP SAFETY BOOTS - PAULA ARMSTRONG	1		184.95
EFT33097	22/11/2024 QUIK CORP PTY LTD	SUPPLY FOR DELIVERY VIA THE SHIRE OF YORK TOLL ACCOUNT (DETAILS TO BE PROVIDED) 1X 4441200 RADIO TRANSMITTER 915MHZ AS PER QUOTE 10453	1		175.00
EFT33098	22/11/2024 SANITY MUSIC STORES	PURCHASE OF NEW DVD'S FOR LIBRARY - IT ENDS WITH US BY BLAKE LIVELY	1		24.99
EFT33099	22/11/2024 SCOTT PRINTERS PTY LTD	YORK CHRISTMAS CATALOGUE OF 8PP SELF COVER 274 X 217MM - CRASH FOLDED - PRINTED IN 4 COLOUR PROCESS THROUGHOUT - SADDLE STAPLED, 80GSM ALPHA GLOSS - QUANTITY 7000	1		2,471.70
EFT33100	22/11/2024 SHIRE OF BEVERLEY	REIMBURSEMENTS CESM RECOUP FOR 1/7/2024 - 30/9/2024 - COMMUNITY EMERGENCY SERVICES MANAGER - IN ACCORDANCE WITH MEMORANDUM OF UNDERSTANDING	1		7,405.32
EFT33101	22/11/2024 SHIRE OF GOOMALLING	AVON VALLEY ALLIANCE WEBSITE CREATION - SHIRE OF YORK CONTRIBUTION - AREA PROMOTION	1		1,196.80
EFT33102	22/11/2024 SMITHS SHELL SERVICE	SUPPLY 5 LTS OF RED PREMIX COOLANT	1		110.55
EFT33103	22/11/2024 STATEWIDE TRAFFIC SERVICES	SUPPLY TRAFFIC MANAGEMENT AND CONTROL FOR THE SHIRE OF YORK SHOULDER GRADING PROGRAM FROM MONDAY 28.10.2024 TO THURSDAY 14.11.2024 AS PER QUOTE ISSUED 18.09.2024	1		11,497.51
EFT33104	22/11/2024 TALIS CONSULTANTS	PROVIDE UPDATED FOR CONSTRUCTION DRAWINGS OF 24/25 HOWICK STREET AREA UPGRADES BASED ON JOB NO. TC23012 YORK ACCESS AND INCLUSION UPGRADES.	1		2,106.50
EFT33105	22/11/2024 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - HERSEY SAFETY 31/10/2024 AND 2 X ITR WA 01/11/2024	1		818.06

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EFT33106	22/11/2024 THE FLOUR MILL CAFE YORK	CATERING STAFF WORKSHOPS 20 NOVEMBER MORNING TEA, LUNCH & AFTERNOON TEA	1		1,326.00
EFT33107	22/11/2024 TOURISM COUNCIL WESTERN AUSTRALIA	2025 MEMBERSHIP RENEWAL - VISITOR CENTRE (GOLDEN I) – TOURISM COUNCIL WESTERN AUSTRALIA - INV NO: R-02025-131	1		1,650.00
EFT33108	22/11/2024 TOURIST DESIGNS	SUPPLY OF FRIDGE MAGNETS FOR RESALE AT THE YORK VISITOR CENTRE - 140 TOTAL - VARIOUS DESIGNS TOWN HALL, YORK ORCHID, SIGNPOST, CANOLA FIELD AND SWING BRIDGE - REFER TO ORDER FORM	1		632.45
EFT33109	22/11/2024 TUTT BRYANT EQUIPMENT	COMPLETE A 1250HR SERVICE ON THE BOMAG BW28RH ONSITE WITHIN THE SHIRE OF YORK - FRIDAY 01.11.2024 AS PER ESTIMATE PROVIDED	1		1,405.08
EFT33110	22/11/2024 VANGUARD PRINT	SUPPLY X 3000 DXL WINDOW FACE ENVELOPES SHIRE BRANDED REPLY PAID	1		698.50
EFT33111	22/11/2024 VOCUS PTY LTD	MONTHLY INTERNET SIP PREMIUM SERVICE - SEPTEMBER 2024	1		1,299.89
EFT33112	22/11/2024 WATER CORPORATION OF WA	WATER AND SEWER CHARGES 28/5/2024 - 02/10/204 FOR YORK COMMUNITY RESOUCCE CENTRE	1		788.83
EFT33113	22/11/2024 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA TRAINING COURSE - RATES IN LOCAL GOVERNMENT - DEBT COLLECTION - IONA SHEEHAN-LEE AND NIKKI GORS	1		1,768.00
EFT33114	22/11/2024 WHEATBELT OFFICE & BUSINESS MACHINES	ANNUAL PHOTOCOPIER SERVICE CHARGES (ADMIN) - 04/06/2024-08/08/2024	1		4,185.10
EFT33115	22/11/2024 WHEATBELT OFFICE SENSES AUSTRALIA	REFUND OF OVERPAYMENT OF INVOICE 11848	1		100.00
EFT33116	22/11/2024 WORK HEALTH PROFESSIONALS PTY LTD	ONSITE BASLINE/SUB AIR CONDUTION HEARING TESTS	1		2,194.50
EFT33117	22/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	CONSUMBLES FOR BIKE WEEK 14/10/2024 AND 15/10/2024	1		446.25
EFT33118	22/11/2024 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	DONATION TOWARDS PURCHASE OF 10X 2HR TAP TIMERS FOR BUSHLAND GARDEN (FORD ST) IN ACCORDANCE WITH CEO'S DELEGATION UNDER DE1.1.18	1		330.00
EFT33119	22/11/2024 YORK NEWSAGENCY	SUPPLY STATIONERY TO FINANCE, YCRC, NAIDOC WEEK, CITIZENSHIP CEREMONY, YRCC, DEPOT, MUSEUM AND ADMINISTRATION FOR JULY 2024 FROM THE NEWSAGENCY	1		473.00
EFT33120	29/11/2024 AFGRI EQUIPMENT AUSTRALIA PTY LTD	SUPPLY 1X GRAVE DIGGING BUCKET TO SUIT THE JOHN DEERE EXCAVATOR ONSITE	1		3,696.00

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EFT33121	29/11/2024 ARCHIVAL SURVIVAL	PURCHASE OF ARCHIVAL MATERIALS AND SUPPLIES FOR THE YORK RESIDENCY MUSEUM AS PER QUOTE - TAPGL-2X100 AND EQPTONERVAC INCLUDING FREIGHT	1		729.52
EFT33122	29/11/2024 ASB MARKETING	SUPPLY STAFF UNIFORMS FOR VARIOUS STAFF MEMBERS	1		2,070.59
EFT33123	29/11/2024 AUSCO MODULAR PTY LTD	HIRE OF OFFICE. AT DEPOT CONTRACT 0060006565 - NOVEMBER 2024	1		889.37
EFT33124	29/11/2024 AUSTRALIA DAY COUNCIL OF SA INC	CITIZENSHIP CEREMONY GIFTS, INCLUDING NEW OFFICIAL PORTRAIT OF KING CHARLES	1		229.15
EFT33125	29/11/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		204.00
EFT33126	29/11/2024 AUSTRALIAN TAXATION OFFICE	BAS PAYG WITHOLDING TAX MUNI - OCTOBER 2024	1		129,205.01
EFT33127	29/11/2024 AUTOPRO NORTHAM	PLEASE SUPPLY CAR MATS AS PER QUOTE 36632 AND BOOT RUBBER BLACK MAT	1		80.58
EFT33128	29/11/2024 AVON VALLEY TYRE SERVICE	SUPPLY INSTALL AND BALANCE 4X TORO TYRES TO THE 2022 EXTRA CAB ISUZU UTE	1		1,400.00
EFT33129	29/11/2024 AVON WASTE	SUPPLY GENERAL WASTE SERVICES FROM 05/11/2025 TO 15/11/2024	1		13,734.35
EFT33130	29/11/2024 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT & OXYGEN C TO SWIMMING POOL	1		40.78
EFT33131	29/11/2024 BUSH CONTRACTING	REMOVE STEEL CHRISTMAS TREE IN PEACE PARK	1		396.00
EFT33132	29/11/2024 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	REPAIR OF SPLIT AIRCONDITIONING UNIT AT ADMINISTRATION BUILDING - NOT COOLING	1		260.00
EFT33133	29/11/2024 CORSIGN WA	SUPPLY 4 X CAUTION SIGN - STD CAUTION SIGN 450X600MM - DESCRIPTION ASBESTOS CEMENT USE APPROPRIATE SAFETY PRECAUTIONS - AS PER QUOTE 90433	1		315.26
EFT33134	29/11/2024 COUNTRY COPIERS	MAINTENANCE FOR THE SHIRE OF YORK DEPOTS PRINTER - 08/10/2024 - 11/11/2024	1		98.11
EFT33135	29/11/2024 CSSTECH	CSSTECH - CLOUD SMS TOP-UP X 20,000 CREDITS - EMERGENCY ALERTS INCLUDING HARVEST BANS	1		1,760.00
EFT33136	29/11/2024 D & A PLUMBING & GAS SERVICES	REPLACE JUMPER VALVE JHS1/4 AND REPLACE DISWASHER TAP AND FIX LEAK IN THE WALL - FORREST OVAL CONVENTION CENTRE - 23/8/2024 AND 03/09/2024	1		1,090.64
EFT33137	29/11/2024 DRACO AIR	CENTENNIAL UNIT 5 - REPLACE INDOOR FAN MOTOR AND BEARING PARTS	1		1,912.27

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EFT33138	29/11/2024 FOCUS NETWORKS	AGREEMENT MONTHLY SAAS (SOFTWARE AS A SERVICE) - 24/10/2024 TO 23/11/2024	1		10,051.98
EFT33139	29/11/2024 FUNNY FARM FLOWERS	ARRANGEMENT OF CONDOLANCE FLOWERS TO COUNCILLOR KEVIN PIKE	1		115.00
EFT33140	29/11/2024 HEAD OFFICE NUTRIEN AG SOLUTIONS	REFUND AS INCORRECTLY DEPOSITED IN THE SHIRE MUNI ACCOUNT FROM NUTRIEN AG SOLUTIONS	1		7,367.80
EFT33141	29/11/2024 INDUSTRIAL AUTOMATION	ANNUAL FEES FOR 5X STANDPIPES WITHIN THE SHIRE OF YORK FROM JULY 1, 2024 TO JUNE 30, 2025	1		4,130.50
EFT33142	29/11/2024 INK STATION	SUPPLY 4 PACK BROTHER TN-258XL COMPATIBLE HIGH YIELD TONER CARTRIDGES COMBO (1BK,1C,1M,1Y)	1		316.20
EFT33143	29/11/2024 IT VISION	CCESS GROUP EOY RECONCILING BEST PRACTICES FOR END OF FINANCIAL YEAR VIA ZOOM - GAIL DARCY AND IONA SHEEHAN-LEE	1		660.00
EFT33144	29/11/2024 ITR PACIFIC PTY LTD	SUPPLY AND DELIVER 10X 5D9553B - 130X 3F5108 - 130X 4K0367 - 10X 5D9554B - 150X 3F5108 - 150X 4K0367 AS PER QUOTE 732767	1		2,966.04
EFT33145	29/11/2024 JASON SIGNMAKERS	SUPPLY 2 X SIGNS 600 X 400 PRIVATE PROPERTY TRES[ASSERS WILL BE PROSECUTED WITH STEEL POSTS, CAPS AND RING BRACKETS	1		304.76
EFT33146	29/11/2024 KLEENWEST DISTRIBUTORS	SLIMLINE HAND TOWELS	1		1,037.58
EFT33147	29/11/2024 LANDGATE	SLIP SUBSCRIPTION SERVICES ANNUAL CHARGE - SMALL NON COMMERCIAL CUSTOMER - SLIP 1573-2024-1	1		2,703.80
EFT33148	29/11/2024 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	SHIRE ADMIN OFFICES - TAG AND TEST 472 PORTABLE ELECTRICAL APPLIANCES	1		4,413.20
EFT33149	29/11/2024 LOCAL GEOTECHNICS	CONSULTANTS FOR GRAVEL SAMPLING OF GOLDFIELDS ROAD PITS, TESTING AND ANALYSIS	1		8,361.00
EFT33150	29/11/2024 MAL AUTOMOTIVES	REPLACE BATTERIES AND REPAIR AUX MOTOR THROTTLE RETURN SPRING	1		2,696.92
EFT33151	29/11/2024 MCLEODS LAWYERS	LEGAL ADVICE RELATED TO THE TERMINATION OF BELGRAVIA LEISURE'S MANAGEMENT CONTRACT (REPLACING PURCHASE ORDER# 15391)	1		1,878.80
EFT33152	29/11/2024 MYRON CIAPRYNA	PRE EMPLOYMENT MEDICAL - CATHERINE CLARKE - MUSEUM ASSISTANT	1		148.50

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EFT33153	29/11/2024 ROUS ELECTRICAL	REPLACE DAMAGED POWER BOLLARD AT AVON PARK	1		5,316.63
EFT33154	29/11/2024 SANITY MUSIC STORES	PURCHASE OF DVD - YELLOWSTONE - SEASON 5 - PART 1 - LIBRARY	1		99.98
EFT33155	29/11/2024 SEEK LIMITED	SEEK ADVERTISEMENT - CRC, MUSEUM & YVC CASUAL POOL	1		781.00
EFT33156	29/11/2024 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES SEPTEMBER 2024	1		55,006.90
EFT33157	29/11/2024 SHIRE OF YORK	APPLICATION FOR DEVELOPMENT APPROVAL FEE - DEVELOPMENT OF A NEW TOILET FACILITY AT THE OFF ROAD VEHICLE TRACK IN YORK	1		441.60
EFT33158	29/11/2024 STATEWIDE TRAFFIC SERVICES	SUPPLY TRAFFIC MANAGEMENT AND CONTROL FOR THE SHIRE OF YORK SHOULDER GRADING PROGRAM	1		2,475.00
EFT33159	29/11/2024 TAMARA BARBARA HOOPER	STAFF REIMBURSEMENT - STAFF TRAINING MEALS - TAMARA HOOPER	1		56.70
EFT33160	29/11/2024 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	INSPECT AND REPAIR INTERMITTENT REVERSE CAMERA - P157 Y3777 SINGLE CAB ISUZU 3T TRUCK - WEDNESDAY 20.11.2024	1		715.00
EFT33161	29/11/2024 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - JASONS SIGNS 18/11/2024, CORSIGNS 18/11/2024 AND CORSIGNS 18/11/2024	1		345.40
EFT33162	29/11/2024 THE FLOUR MILL CAFE YORK	CATERING COUNCIL DINNER NOVEMBER 2024	1		240.00
EFT33163	29/11/2024 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	COUNCILLOR TRENT'S REGISTRATION TO ATTEND THE ROADSIDE VEGETATION MANAGEMENT FIELD DAY MONDAY 9 DECEMBER 2024 (REGIONAL ROAD GROUP DELEGATE FOR SHIRE OF YORK)	1		75.00
EFT33164	29/11/2024 WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY SUPPLIES FOR ADMINISTRATION OFFICE - NOVEMBER 2024	1		1,538.72
EFT33165	29/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN) - OCTOBER 2024	1		668.91
EFT33166	29/11/2024 YORK ELECTRICAL SERVICE	REPAIR LIGHT IN TOWN HALL AND LIGHT IN MENS TOILET - TOWN HALL	1		153.69
EFT33167	29/11/2024 YORK LANDSCAPE SUPPLIES	SUPPLY 25 X FULL CIRCLE TORO NOZZLES	1		87.00
DD17470.1	11/11/2024 SYNERGY	ELECTRICITY CHARGES - 22/08/2024 -21/10/2024 - UCS 40 MACARTNEY STREET - CENTENNIAL UNITS GARDEN	1		338.53
DD17470.2	22/11/2024 SYNERGY	ELECTRICITY CHARGES FOR STREET LIGHTING - 25/8/2024 - 22/10/2024	1		15,204.35

Date: 04/12/2024
Time: 1:12:22PM

Shire of York

USER: Susan Krousecky
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Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
DD17470.4	12/11/2024 SYNERGY	ELECTRICITY CHARGES - 23/08/2024 - 22/10/2024 - CANDICE BATMAN MEMORIAL PARK	1		574.64
DD17470.5	14/11/2024 SYNERGY	ELECTRICITY CHARGES - 26/06/2024 - 24/10/2024 - LOT 9 POOL STREET - AVON PARK RETICULATION	1		825.90
DD17470.6	15/11/2024 SYNERGY	ELECTRICITY CHARGES - 28/8/2024 - 25/10/2024 - 5 BROOK STREET - RESIDENCY MUSEUM	1		394.49
DD17470.7	28/11/2024 SYNERGY	ELECTIRICTY CHARGES - 26/08/2024 - 17/10/2024 - LOT 17 SOUTH STREET - PEACE PARK	1		119.26
DD17470.8	20/11/2024 SYNERGY	ELECTRICITY CHARGES - 01/09/2024 - 31/10/2024 - POWER WATCH	1		2,343.69
DD17470.9	21/11/2024 SYNERGY	ELECTRICITY CHARGES - 01/08/2024 - 28/10/2024 - GEORGIANA STREET - SWIMMING POOL	1		7,318.93
DD17477.1	14/11/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 12.11.24	1		35,427.80
DD17504.1	28/11/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL 26/11/2024	1		35,117.45
DD17470.10	08/11/2024 SYNERGY	ELECTRICITY CHARGES - 20/08/2024 - 17/10/2024 - LOT 5005 HOWICK STREET - HOWICKS TOILETS	1		174.31

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	790,654.28
2	TRUST FUND BANK	2,446.46
TOTAL		793,100.74



SHIRE OF YORK
BUSINESS CREDIT CARD SUMMARY
OCTOBER 2024

BUSINESS CARD 1 (M202) – EXECUTIVE MANAGER INFRASTRUCTURE AND DEVELOPMENT SERVICES

Total purchases October 2024		\$6,807.32
14.10.2024	Gallery Hotel Pty Ltd – Accommodation Training	\$285.84
20.10.2024	Registration for LG Professional Annual State Conference for EMCCS	\$1,820.00
24.10.2024	Aloft Perth – Accommodation Training	\$254.88
30.10.2024	Clozure Pty Ltd - Annual Software Subscription Rural Agricultural (RAM)	\$4,400.00
30.10.2024	Monthly Card Fee – Bendigo Bank	\$4.00
31.10.2024	York IGA – Fire Volunteers	\$75.60

BUSINESS CARD 2 (M203) – EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES

Total balance October 2024		\$3,046.49
05.10.2024	Buffer – San Francisco - Software – Social Media Content	\$878.73
05.10.2024	International Transaction Fee	\$26.36
09.10.2024	Office Works – Blue Tooth speaker for YCRC Function	\$506.95
12.10.2024	Citadines - Accommodation Cr K Trent (8 th & 9 th Oct)	\$395.46
12.10.2024	Citadines – Accommodation Cr D Smythe (8 th & 9 th Oct)	\$498.48
15.10.2024	Pan Pacific – Accommodation R Atkinson Destination Perth	\$328.51
15.10.2024	Courtyard by Marriot – Accommodation R Atkinson Farmer on Plate	\$279.00
23.10.2024	St Annes Florist – Get well Flowers Sharon Leslie	\$128.00
30.10.2024	Monthly Card Fee – Bendigo Bank	\$4.00



**MONTHLY LIST OF FUEL CARD
TRANSACTIONS OCTOBER REPORT
2024**

DATE	SUPPLIER	REGO	MODEL	ODOMETER	AMOUNT
30/09/2024	BP THE LAKES 1903	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	45492	\$ 1.31
30/09/2024	BP THE LAKES 1903	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	45492	\$ 82.18
30/09/2024	BP THE LAKES 1903	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	45492	\$ 0.50
30/09/2024	CALTEX WOOROLOO	1HSZ886	SEDAN 2022 HYUNDAI ELITE SUV BL	584859	\$ 66.84
2/10/2024	CALTEX GLEN FORREST	1IBY541	WAGON SUBARU OUTBACK TOURING XT	24093	\$ 114.24
3/10/2024	BP THE LAKES 1903	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	46194	\$ 1.52
3/10/2024	BP THE LAKES 1903	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	46194	\$ 95.22
3/10/2024	BP THE LAKES 1903	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	46194	\$ 0.50
3/10/2024	CALTEX WOOROLOO	1HSZ886	SEDAN 2022 HYUNDAI ELITE SUV BL	59110	\$ 77.90
4/10/2024	COLES EXPRESS	1IBY541	WAGON SUBARU OUTBACK TOURING XT	24598	\$ 83.98
4/10/2024	COLES EXPRESS	1IBY541	WAGON SUBARU OUTBACK TOURING XT	24598	\$ 0.50
4/10/2024	PUMA ENERGY YORK	1HIF924	SEDAN 2021 MAZDA 3 TOURING G20 A	6582	\$ 74.17
4/10/2024	CALTEX MUNDARING	1ICQ468	MAZDA CX-8 SPORT RED AUTO ASPO	25656	\$ 106.66
7/10/2024	PUMA ENERGY YORK	1HVF884	SUV 2023 MAZDA AUTO AWD WAGON	7613	\$ 69.00
9/10/2024	CALTEX BURSWOOD	1HSZ886	SEDAN 2022 HYUNDAI ELITE SUV BL	59791	\$ 70.34
9/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	25246	\$ 1.84
9/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	25246	\$ 115.13
9/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	25246	\$ 0.50
12/10/2024	CALTEX GLEN FORREST	1ICQ468	MAZDA CX-8 SPORT RED AUTO ASPO	26335	\$ 92.29
14/10/2024	CALTEX MUNDARING	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	46612	\$ 71.14
14/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	25534	\$ 0.82
14/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	25534	\$ 51.67
14/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	25534	\$ 0.50
14/10/2024	PUMA ENERGY YORK	1HIF924	SEDAN 2021 MAZDA 3 TOURING G20 A	7073	\$ 74.73
15/10/2024	CALTEX WOOROLOO	1HSZ886	SEDAN 2022 HYUNDAI ELITE SUV BL	6369	\$ 64.24
18/10/2024	CALTEX MUNDARING	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	47160	\$ 80.21
18/10/2024	S24 SAWYERS VALLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	26019	\$ 82.48
18/10/2024	CALTEX GLEN FORREST	1ICQ468	MAZDA CX-8 SPORT RED AUTO ASPO	26987	\$ 97.29
21/10/2024	CALTEX WOOROLOO	1HSZ886	SEDAN 2022 HYUNDAI ELITE SUV BL	60985	\$ 64.65
23/10/2024	CALTEX GLEN FORREST	1IBY541	WAGON SUBARU OUTBACK TOURING XT	26517	\$ 98.42
23/10/2024	CALTEX GLEN FORREST	1IBY541	WAGON SUBARU OUTBACK TOURING XT	26517	\$ 98.42
23/10/2024	CALTEX GLEN FORREST	1IBY541	WAGON SUBARU OUTBACK TOURING XT	26517	\$ 98.42
23/10/2024	CALTEX GLEN FORREST	1IBY541	WAGON SUBARU OUTBACK TOURING XT	26517	\$ 98.42
25/10/2024	CALTEX GLEN FORREST	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	47680	\$ 97.95
25/10/2024	PUMA ENERGY YORK	1HIF924	SEDAN 2021 MAZDA 3 TOURING G20 A	7564	\$ 75.60
26/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	27050	\$ 1.48
26/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	27050	\$ 93.05
26/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	27050	\$ 0.50
26/10/2024	CALTEX MUNDARING	1ICQ468	MAZDA CX-8 SPORT RED AUTO ASPO	27689	\$ 93.89
28/10/2024	CALTEX WOOROLOO	1HSZ886	SEDAN 2022 HYUNDAI ELITE SUV BL	61591	\$ 68.70
29/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	27523	\$ 1.16
29/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	27523	\$ 73.00
29/10/2024	BP CONNECT WEMBLEY	1IBY541	WAGON SUBARU OUTBACK TOURING XT	27523	\$ 0.50
30/10/2024	CALTEX MUNDARING	1HSA231	SEDAN 2022 MAZDA CX5 WAGON	48356	\$ 96.96
30/10/2024	PUMA ENERGY YORK	1HVF884	SUV 2023 MAZDA AUTO AWD WAGON	8128	\$ 87.05
30/10/2024	SMITHS SHELL SERVICE	1DZJ487	ISUZU NPS300 2001 - Burges Fire Truck		\$ 82.59
30/10/2024	SMITHS SHELL SERVICE	1DZJ487	ISUZU NPS300 2001 - Burges Fire Truck		\$ 0.50
30/10/2024	PUMA ENERGY YORK	1HSR598	TATRA T815-7 4X 4 - Malebelling Fire Truck		\$ 136.64
TOTAL					\$ 2,945.60

SY135-12/24 INVESTMENTS - NOVEMBER 2024

File Number:	4.7714
Author:	Codey Redmond, Manager Finance
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	1. Investment Register - November 2024 ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents the balance and distribution of investments held by the Shire of York to Council.

BACKGROUND

Policy F4 - Investment requires Council to review the performance of its investments monthly. In accordance with the Policy, a report of investments is presented to Council to provide a summary of investments held by the Shire of York.

COMMENTS AND DETAILS

The Shire of York Investment Portfolio includes the following items that highlight Council's investment portfolio performance:

1. Council's Investments
2. Application of Investment Funds
3. Investment Performance

There were no investments maturing in November 2024.

2024/25 Year to Date (YTD) Municipal and Trust interest totalling \$56,566.74 has been received and receipted or reinvested as of 30 November 2024.

Further details of the Shire's current term deposits and bank balances are presented in Appendix 1.

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER**Consultative**

Standard and Poor's Australia - Global ratings

Financial institutions

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

To have effective and responsive leadership and governance, where a sense of collective purpose and shared direction combine to work together.

The Shire's public finances are sustainable in the short and long-term.

Policy Related

F4 Investment

Delegation 1.1.19 - Power to Invest and Manage Investments

Financial

Revenue from investments is a funding source for the Shire and assists in maintaining the value of reserve funds. Policies and procedures are in place to ensure appropriate, responsible, and accountable measures protect the Shire's funds.

Legal and Statutory

Section 6.14 of the *Local Government Act 1995* is applicable and states:

“6.14. Power to invest

- (1) *Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the Trustees Act 1962 Part III.*
- (2A) *A local government is to comply with the regulations when investing money referred to in subsection (1).*
- (2) *Regulations in relation to investments by local governments may —*
 - (a) *make provision in respect of the investment of money referred to in subsection (1); and*
 - [(b) deleted]*
 - (c) *prescribe circumstances in which a local government is required to invest money held by it; and*
 - (d) *provide for the application of investment earnings; and*
 - (e) *generally provide for the management of those investments.”*

Regulations 19 and 19C of the *Local Government (Financial Management) Regulations 1996* are applicable and state:

“19. Investments, control procedures for

- (1) *A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.*
- (2) *The control procedures are to enable the identification of —*
 - (a) *the nature and location of all investments; and*
 - (b) *the transactions related to each investment.*

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) *In this regulation —*

authorised institution means —

 - (a) *an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or*

- (b) *the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;*

foreign currency means a currency except the currency of Australia.

- (2) *When investing money under section 6.14(1), a local government may not do any of the following —*
- (a) *deposit with an institution except an authorised institution;*
 - (b) *deposit for a fixed term of more than 3 years;*
 - (c) *invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;*
 - (d) *invest in bonds with a term to maturity of more than 3 years;*
 - (e) *invest in a foreign currency.”*

Risk Related

Funds are invested with various financial institutions in accordance with the global credit framework outlined in the Shire’s investment policy to reduce risk.

Workforce

The scope of this report can be managed within current operational capacity.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Investments - November 2024, Council:

- 1. Receives and notes the Shire of York Investment Portfolio, as presented in Appendix 1.**



SHIRE OF YORK INVESTMENT PORTFOLIO
30 November 2024

Reference	Deposit Institution	S & P's	Investment Date	Maturity Date		Investment Value	% of total portfolio	Investment Rate	Value at maturity	Total Interest to be paid at maturity
MUNICIPAL - Interest Bearing NCDs/TDs										
	AMP Banking	BBB	Friday, 16 August 2024	Monday, 13 January 2025	150	500,311.65	5%	5.15%	510,900.44	10,588.79
MUNICIPAL - Interest Bearing NCDs/TDs						500,311.65	5%	5.15%	510,900.44	10,588.79
MUNICIPAL - Other funds										
	Municipal Account 118630623	BBB+				5,402,168.00	58%		518,663.44	0.00
	Westpac Flex-i	AA-				5,402.13	0%		5,402.13	0.00
	AMP Banking At call	BBB				28,795.86	0%		28,795.86	0.00
	AMP Banking Notice	BBB				301,889.89	3%		301,889.89	0.00
MUNICIPAL - Other						5,738,255.88	61%		854,751.32	0.00
RESERVE - Interest Bearing NCDs/TDs										
	AMP Banking	BBB	Tuesday, 12 December 2023	Thursday, 12 December 2024	366	1,003,684.94	11%	5.40%	1,058,032.49	54,347.55
	AMP Banking	BBB	Friday, 25 October 2024	Thursday, 23 January 2025	90	600,259.56	6%	4.65%	607,141.99	6,882.43
	Bendigo Reserve TD		Friday, 17 May 2024	Monday, 17 February 2025	276	509,573.65	5%	4.00%	524,986.51	15,412.86
RESERVE - Interest Bearing NCDs/TDs						2,113,518.15	23%	5.03%	2,190,160.98	76,642.83
RESERVE - Other funds										
	Reserve Acct 119521748	BBB+				550,116.01	6%		550,116.01	0.00
RESERVE - Other						550,116.01	6%		550,116.01	0.00
TRUST - Interest Bearing NCDs/TDs										
T2/SUBDIVISIONS	Bendigo Bank	BBB+	Monday, 29 January 2024	Wednesday, 29 January 2025	366	36,000.36	0.38%	4.75%	37,715.06	1,714.70
T40 I/SECTIONS 2513	Bendigo Bank	BBB+	Monday, 29 January 2024	Wednesday, 29 January 2025	366	33,774.20	0.36%	4.75%	35,382.87	1,608.67
T77 C/OVERS 2514	Bendigo Bank	BBB+	Monday, 29 January 2024	Wednesday, 29 January 2025	366	64,976.56	0.69%	4.75%	68,071.40	3,094.84
TRUST - Interest Bearing NCDs/TDs						134,751.12	1%	4.75%	141,169.33	6,418.21

TRUST - Other funds					
	Trust Acct 118630649	BBB+	330,332.43	4%	330,332.43 0.00
TRUST - Other			330,332.43	4%	330,332.43 0.00
TOTALS			9,367,285	100%	4.98% 4,577,431 93,650
Reconciliation					
by rating			Value of Investments/Bank accounts		
AA-	5,402.13	0%			
BBB+	6,417,367.56	72%			
BBB	2,434,941.90	27%			
TOTAL			8,857,711.59	100%	

Summary of Amounts					
TD's by bank			Bank Accounts - Bendigo Bank		
Bendigo Bank	134,751.12	6%	Municipal	6,238,567.53	
AMP Banking	2,104,256.15	94%	Reserve	2,663,634.16	
National Australia Ban	0.00	0%	Trust	330,332.43	
Westpac Bank	0.00	0%	AMP At call	28,795.86	
			AMP Notice	301,889.89	
			Wespac Flex-i	5,402.13	
2,239,007.27			30-Nov-24	\$	9,568,622.00
Total Cash 11,807,629.27					

Interest Earnings			Total Cash by Fund	
Fund	Adopted Budget	Year to Date Actual	Fund	
Municipal	\$ 70,000.00	\$ -	Municipal	6,238,567.53
Reserve	\$ 47,000.00	\$ -	Reserve	2,663,634.16
Trust	\$ -	\$ -	Trust	465,083.6
Total	\$ 117,000.00	\$ -	Total	\$ 9,367,285.24

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**10.1 NOTICE OF MOTION - SHIRE OF YORK COUNCIL CONSIDERATION OF RECENT COMMUNICATION FROM THE TOWN OF PORT HEDLAND**

File Number: 4.7712

Previously before Council: Not Applicable

Disclosure of Interest: Nil

Appendices: Nil

I, Councillor Chris Gibbs, give notice that at the next Ordinary Meeting of Council to be held on 17 December 2024, I intend to move the following motion:

That the letter regarding vaccines received from Town of Port Hedland, and its accompanying documentation, be presented to Council's February 2025 Ordinary Council Meeting, along with a range of options, for consideration.

RATIONALE

Recent communications received by Council and Councillors via either email, text, and phone regarding the Town of Port Hedland resolution and its letter to all Australian local governments have been difficult to address as the matter has not been brought before our Council. This means that there is no official answer to the multiple questions received thus far, which may be summarised and paraphrased as 'what action is the Shire of York and / or Shire of York Council going to take?'

Due to Council policy (namely Policy E14 – Communications Protocol), a number of questions similar to the above have been left unanswered, as our spokesperson, the Shire President, is unable to offer a Council response if the matter has not come before Council. This puts the Council and Shire in the unenviable position of having no official stance on the matter.

While I acknowledge and firmly agree that no local government is beholden to requests from other local governments and note that the actual letter received does not in fact contain a specific request, the only way to respond to community members on this matter in an official capacity is for the letter and accompanying documentation to be brought before Council.

I commend this Notice of Motion to Council.

OFFICER'S COMMENT

At the time of the release of this December Agenda, five (5) requests regarding the Town of Port Hedland Council Resolutions and COVID-19 vaccinations have been received by the Shire.

MOTION

That, with regard to Notice of Motion - Shire of York Council Consideration of Recent Communication from the Town of Port Hedland, Council:

- 1. Receives the letter from the Town of Port Hedland and its accompanying documentation.**
- 2. Requests the letter and documentation be presented to Council's February 2025 Ordinary Council Meeting, along with a range of options, for consideration.**

11 QUESTIONS FROM MEMBERS WITHOUT NOTICE

12 BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Two (2) Late Items will be presented regarding:

1. *Minutes and Recommendations of the Audit & Risk Committee Meeting held on 9 December 2024*
2. *Community Funding Applications*

13 MEETING CLOSED TO THE PUBLIC

13.1 Matters for which the Meeting may be closed

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the *Local Government Act 1995*:

SY136-12/24 - Confidential - Outstanding Rates and Charges - Payment Agreement

This matter is considered to be confidential under Section 5.23(2)e(iii) of the *Local Government Act 1995*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, where the information is held by, or is about, a person other than the local government.

13.2 Public Reading of resolutions to be made public

14 CLOSURE