



UNCONFIRMED MINUTES

**Ordinary Council Meeting
Tuesday, 22 August 2023**

Date: Tuesday, 22 August 2023

Time: 5.00pm

Location: Council Chambers, York Town Hall, York

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**MINUTES OF SHIRE OF YORK
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, YORK TOWN HALL, YORK
ON TUESDAY, 22 AUGUST 2023 AT 5.00PM**

1 OPENING

1.1 Declaration of Opening

Cr Denese Smythe, Shire President, declared the meeting open at 5.00pm.

1.2 Acknowledgement / Disclaimer

The Shire President advised 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 by Council 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

Nil

1.4 Announcement of Visitors

The Shire President acknowledged the attendance of the York Business Association’s President, Ms Karen Thomas.

1.5 Declarations of Interest that Might Cause a Conflict

Nil

1.6 Declaration of Financial Interests

Mr Chris Linnell – SY106-08/23 - Use of Common Seal - Chief Executive Officer's Contract of Employment Variation

1.7 Disclosure of Interests that May Affect Impartiality

Cr Peter Wright - SY095-08/23 - York Recreation and Convention Centre Operations Report

Cr Denese Smythe - SY096-08/23 - The York Society - Request for Additional Financial Support

Cr Kevin Trent - SY096-08/23 - The York Society - Request for Additional Financial Support

Cr Pam Heaton - SY105-08/23 - Provision of Community Resource Centre Services by the Shire of York

2 ATTENDANCE

2.1 Members

*Cr Denese Smythe, Shire President; Cr Denis Warnick, Deputy Shire President
Cr Ashley Garratt; Cr Pam Heaton; Cr Kevin Trent; Cr Peter Wright*

2.2 Staff

Chris Linnell, Chief Executive Officer; Alina Behan, Executive Manager Corporate & Community Services; Lindon Mellor, Executive Manager Infrastructure & Development Services; Vanessa Green, Council & Executive Support Officer

2.3 Apologies

Nil

2.4 Leave of Absence Previously Approved

Nil

2.5 Number of People in the Gallery at Commencement of Meeting

There were eight (8) people in the Gallery at the commencement of the meeting.

3 QUESTIONS FROM PREVIOUS MEETINGS

3.1 Response to Previous Public Questions Taken on Notice

Nil

3.2 Response to Unasked Questions from the Previous Meeting

Nil

4 PUBLIC QUESTION TIME

Public Question Time is conducted in accordance with the *Local Government Act 1995* 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.

Public Question Time commenced at 5.03pm.

4.1 Written Questions – Current Agenda

Nil

4.2 Public Question Time

MS KAREN THOMAS

ON BEHALF OF YORK BUSINESS ASSOCIATION (YBA)

Question 1

Is it possible to utilise some or all of the old farm machinery that is at the works depot into a display for the Heritage weekend next year and what would need to be done to it to make it safe to be on open display?

Response provided by the Shire President:

Much of the machinery at the depot, while maintained, is not in a state where items can easily be moved without damaging the integrity of the items. Additionally, many of the items would need refurbishment work to be completed before they are in a condition suitable for display. The Shire would see too much risk involved in moving these items to be displayed for a single event and consequently would not be supporting this as an option at this stage.

Question 2

Can we please have a follow up on a previous question concerning some lighting on the Swing Bridge for the safety of people using the overnight facilities and wanting to come into

town across the bridge to use the town's amenities and then return during the hours of darkness.

Response provided by the Shire President:

A response was previously provided by the Shire President at Council's December 2022 Ordinary Meeting, which is outlined below:

"MS KAREN THOMAS

On behalf of the York Business Association

SY139-12/22 - York CBD Revitalisation Plan Report

Question 1

I respectfully request that the following item that has been brought to my attention by one of our members be added to the initiatives included in the CBD revitalisation plans, preferably under the Quick Wins section.

Some lighting on the Swing Bridge mainly for the safety of users especially those from the overnight parking area coming into town on foot.

Response provided by the Shire President

Thank you for the information regarding the swing bridge. This was not considered as part of the CBD Revitalisation Project quick wins as it is outside the scope of the project, and was not brought up as a priority by the people. However, the information will be passed onto the Asset Management Team, who are looking at the service levels provided in the Shire's open spaces, parks and bridges, to assess this for inclusion in future works."

Since that response was provided, the Shire have begun the development of the Open Space Asset Management Plan with this consideration in mind. Once this piece of work is completed, Council will make a determination regarding service levels and priorities.

As there were no further questions Public Question Time concluded at 5.05pm.

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 PRESENTATIONS

6.1 Petitions

Nil

6.2 Presentations

Nil

6.3 Deputations

Nil

6.4 Delegates' reports

Nil

9 OFFICER'S REPORTS

SY094-08/23 LOCAL LAW AND DEVELOPMENT APPLICATIONS - LOT 200 (32) BOUVERIE ROAD, YORK - UNAUTHORISED SIDE BOUNDARY FENCE

File Number:	4.6258
Author:	Sharla Simunov, Planner
Authoriser:	Lindon Mellor, Executive Manager Infrastructure & Development Services
Previously before Council:	25 March 2019 (070319)
Disclosure of Interest:	Nil
Appendices:	<ol style="list-style-type: none">1. March 2019 Minutes Extract ↓2. Site Plan ↓3. Site Photos ↓4. Development Plans ↓5. Minutes of Consent - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Quasi-judicial

PURPOSE OF REPORT

The purpose of this report is for Council to make a final determination on a combined local law and development application received for an unauthorised side boundary fence on Lot 200 (32) Bouverie Road, York. The dividing fence proposes variation to the provisions of the Shire of York Local Laws Relating to Fencing and State Planning Policy 7.3 - Residential Design Codes (Volume 1).

BACKGROUND

Lot 200 (32) Bouverie Road, York (referred to herein as the property) is 2,413m² in area and contains an existing single house, outbuilding and water tank.

The property is zoned Residential with a density code of R5 in the Shire of York Local Planning Scheme No.3 (Scheme).

A Site Plan of the property and adjoining Lot 201 (30) Bouverie Road, York (referred to herein as Lot 201) is presented in Appendix 2.

An application for development approval for a solid 2.1m high fence with 300mm privacy screen and a solid 1.8m high Colorbond fence in the front setback area of Lot 200 was submitted in 2019. This application was considered at Council's March 2019 meeting where Council refused the application, resolving (070319):

"That Council refuse the development application for a solid 2.4m high fence with a 1.8m high Colorbond Fence in Front Setback at Lot 200 (32) Bouverie Road, York for the following reasons:

1. ***Does not meet Part 3, clause 6.2 of the Local Law. The front point of the fence will be less than 1m from the driveway and only 3.5m from the road edge. With a 1.8m high front setback line, this leaves no 2m diagonal site line as required within the Local Law (Part 3, clause 6.2 (A)).***

2. ***The height of the fence (2.4m) is not justified as both Dwellings are well away from the boundary, one dwelling being approximately 10m and the other dwelling being approximately 7.5m away from the boundary.***
3. ***It would be inconsistent with the established streetscape and does not permit surveillance.***
4. ***It would obstruct sight lines reducing the visibility of and for vehicles exiting the property.”***

An extract of the Council Minutes is presented in Appendix 1.

No appeal to the State Administrative Tribunal (SAT) was lodged by the applicant following Council's decision.

There is an ongoing neighbour dispute between the owners of the property and the owner of Lot 201 which has resulted in legal proceedings and a formal agreement being signed on 15 January 2020 in relation to installing a new dividing fence between the property and Lot 201. A copy of the formal agreement (Minutes of Consent) is presented in confidential Appendix 5.

A further application was lodged on 22 April 2021 for a dividing fence that proposed the following:

- First 5m of front setback – 1.2m high Colorbond fence
- Second 7m of front setback – 1.8m high Colorbond fence
- Remaining dividing fence – 2.1m high Colorbond fence with 300mm high aluminium slats (fence would be 2.4m high)

The application was incomplete and additional information was requested on 3 May 2021.

Further correspondence was sent on 22 June 2021 to the applicant's legal representative when it was observed that the dividing fence had been installed without the Shire's formal consent and advising that the development application had now become retrospective. Additional fees were required, and they were advised that the installed fence did not resemble the plans provided in the application of 22 April 2021.

After numerous requests, updated development plans were received on 28 April 2023 which proposed the following (Appendix 4):

- First 1m of front setback – 1.2m to 1.8m high graded Colorbond fence with 300mm high privacy screen above;
- Second 11m of front setback – 1.8m high Colorbond fence with 300mm high privacy screen above; and
- Remaining dividing fence to rear boundary – 2.1m high Colorbond fence with 300mm high privacy screen above.

Outstanding items were still required to complete the application with the owner's signatures on the application provided on 25 May 2023 and confirmation of the correct 'Minutes of Consent' being received on 1 August 2023.

Site Photos are presented in Appendix 3.

In accordance with Part 3(6) of the Shire of York Local Laws Relating to Fencing, the local government's approval is required for:

- The erection of a fence greater than 1.2m in height, but not exceeding 1.8m in the land's front setback area (i.e. the first 12m from the land's lot boundary along Bouverie Road which is the primary street frontage); and
- The erection of a Colorbond panel fence, including privacy screen, in a residential area exceeding a height of 1.8m.

The application to erect a 'solid' 1.8m high fence in the front setback area also constitutes a proposed variation to the 'deemed to comply' provisions of the R-Codes which specifies a front fence within the primary street setback area of any 'Residential' zoned property must be 'visually permeable'

above 1.2m of the land's natural ground level measured from the primary street side of the front fence. Should approval be granted for the height of the unauthorised fence under the Shire's Fencing Local Law, development approval is also required for the 'solid' fencing within the land's front setback area with a height greater than 1.2m.

As there is a legal agreement between the owners of the property and the owner of Lot 201, the application and amended plans were not referred to the landowner of Lot 201 (30) Bouverie Road, York for review and comment.

As a similar dividing fence at this property has previously been refused by Council (Resolution 070319), the latest applications are hereby referred to Council for formal consideration and final determination.

COMMENTS AND DETAILS

Shire of York Local Laws Relating to Fencing

The Local Laws Relating to Fencing details in its First, Second and Third Schedules the acceptable fencing options for each different use zone within the Shire (i.e. Residential, Commercial, Rural and so on). Each of these options is deemed to be a 'Sufficient Fence'. Once a fence type is selected from the applicable schedule (usually by mutual agreement between adjoining property owners) the fence can be erected without further consent from the Local Government subject to compliance with the applicable specification.

The First Schedule of the Local Laws Relating to Fencing lists the following fence types that are deemed to be a 'Sufficient Fence' in a Residential zone:

- Open Aspect – Normally for large residential properties of 4,000m² and above (i.e. R2.5 density coding); or
- Timber picket; or
- Corrugated compressed fibre cement; or
- Masonry – Brick, concrete or stone; or
- Composite – A combination of masonry piers with infill panels between piers; or
- Colorbond – Steel posts and rails with sheet steel infill panels.

The applicant has erected a Colorbond fence along the property's southern side boundary, however the unauthorised fence is not a 'sufficient fence' as it exceeds the following Local Law standards:

- 1.2m maximum permitted height forward of the front setback line (i.e. the first 12.0m from the street boundary); and
- 1.8m maximum permitted height behind the front setback line.

Fence Behind Front Setback Line

With respect to that portion of the unauthorised fence behind the front setback line, Council should note the applicant has erected a 2.1m high solid Colorbond fence with a 300mm high privacy screen above (i.e. the fence has a total height of 2.4m).

The Local Laws Relating to Fencing defines that a 'sufficient fence' in a residential area will be a maximum of 1.8m, however Section 9 allows the Local Government to consent to a fence that does not comply with the requirements of the Local Laws subject to consideration being given to whether the fence will have an adverse effect on the safe and convenient use of the land or the safety or convenience of any person.

The applicant's legal representative has provided multiple reasons as to why the unauthorised fence is required including the assertion it will improve the amenity of the property by mitigating current overlooking and privacy issues. York Police have also provided support for the unauthorised fence on the basis it will provide the owners of both properties with the privacy they desire.

In light of the justifications provided by the applicant's legal representative, the York Police's express support for the fencing in its entirety, the written agreement between the two affected landowners,

and the fact that section of the fencing behind the front setback line is unlikely to have an adverse effect on the safe and convenient use of the two properties in question or the safety or convenience of any person/s, it is recommended this section of the unauthorised fence be unconditionally supported and approved by Council.

Fence Forward of Front Setback Line

With respect to that portion of the unauthorised fence forward of the front setback line, Council should note the applicant has erected a solid Colorbond fence along the land's side boundary that ranges in height from 1.2m to 1.8m for the first 1m from the land's primary street frontage (i.e. front lot boundary) followed by a solid 1.8m high Colorbond fence for the remaining 11m of the front setback area with a 300mm privacy screen above (i.e. an overall height of 2.1m).

The Shire's Fencing Local Laws again allows the Building Surveyor to approve a fence within the front setback area of any residential lot exceeding 1.2m in height, but not higher than 1.8m. As such, Council must consider and determine the suitability of any fence within a front setback area of a residential lot greater than 1.8 metres in height as is proposed in this particular instance.

In light of the justifications provided by the applicant's legal representative, the York Police's express support for the fencing in its entirety, the written agreement between the two affected landowners, and the fact that section of the fencing forward of the front setback line is unlikely to have an adverse effect on the safe and convenient use of the two properties in question or the safety or convenience of any person/s, it is recommended the height of this section of the unauthorised fence be unconditionally supported and approved by Council.

When considering the front fencing within the land's front setback area Council must also have due regard for the specific requirements of the Residential Design Codes (i.e. R-Codes) which form part of Local Planning Scheme No.3.

Under the terms of the deemed-to-comply provisions of sub-clause C4.1 of the R-Codes all front fences within the primary street setback area of a residential lot are required to be visually permeable above 1.2m of natural ground level, measured from the primary street side of the front fence. Council may however approve fencing within the primary street setback area of a residential lot pursuant to the design principles in clause 5.2.4 of the R-Codes where front fences are low or restricted in height to permit surveillance and enhance streetscape, with appropriate consideration to the need for:

- a) attenuation of traffic impacts where the street is designated as a primary or district distributor or integrator arterial and;
- b) for necessary privacy or noise screening for outdoor living areas where the street is designated as a primary or district distributor or integrator arterial.

Given that Bouverie Road is not classified as a primary or district distributor or integrator arterial road, the design principles of clause 5.2.4 of the R-Codes cannot be considered and applied. As such, all fencing within the subject land's 12m front setback area must be visually permeable above 1.2m of the land's natural ground level to ensure compliance with the deemed-to-comply requirements of the R-Codes and satisfy the broader objectives of the R-Codes as they apply to visual surveillance and the protection and enhancement of streetscape amenity. Having regard for the established streetscape character of existing residential development along Bouverie Road, which consists of predominantly low fencing in primary street setback areas which do not exceed 1.2m in height or are visually permeable above 1.2m, it is considered reasonable to require the fencing within the front setback of the subject land to be consistent with other residential properties in the immediate locality.

It is therefore recommended Council approve the over-height fencing within the front setback area (i.e. 12 metres from the land's front boundary) subject to it being modified so it is visually permeable above 1.2m of the land's natural ground level.

OPTIONS

Council has the following options:

Option 1: Council could choose to approve the application with conditions.

Option 2: Council could choose to refuse the application and list the reasons for refusal.

Option 3: Council could choose to approve the application and list alternate reasons for approval.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

A legal agreement between the owners of the property and the owner of Lot 201 was signed on 15 January 2020 agreeing to the following:

- Installation of a 1.8m high fence for the first 12m setback, and
- Installation of a 2.1m fence for the back 68m of the dividing fence; and
- 300mm open aspect 'lattice' top screen placed on top of the fence.

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

The recommendation does not result in any policy implications for the Shire.

Financial

There are no immediate financial related implications associated with consideration of the subject proposal. All costs associated with the development have and will continue to be met by the applicant.

It is significant to note that should the applicant/landowner be aggrieved by Council's final decision in this matter, they have the right to seek a formal review of that decision by the SAT. Should this occur, the Shire would need to respond. The cost to respond to an appeal cannot be determined at this preliminary stage but could be expected, based on the recent experience of other local governments, to range anywhere from \$5,000 to \$60,000 excluding GST depending upon how far the matter proceeds through the review process.

Legal and Statutory

Shire of York Local Laws Relating to Fencing 2001

Shire of York Local Planning Scheme No. 3

Planning and Development (Local Planning Schemes) Regulations 2015

State Planning Policy 7.3 - Residential Design Codes (Volume 1)

Risk Related

A risk assessment of the proposal has been undertaken, with no medium to high risks identified with the proposal. Standard appeal rights to the SAT are available to the applicant as explained previously above (see Financial Implications).

There is a risk that if the dividing fence is ultimately approved by Council it may set a precedent in the area. Notwithstanding this fact, any future fences similar to this proposal will require the Shire's formal approval and must be supported by adequate written justification/s.

Workforce

The scope of this report is managed within current operational capacity.

VOTING REQUIREMENTS

Absolute Majority: No

**RESOLUTION
020823**

Moved: Cr Kevin Trent

Seconded: Cr Denis Warnick

That, with regard to Local Law and Development Applications – Lot 200 (32) Bouverie Road, York – Unauthorised Side Boundary Fence, Council:

- 1. Pursuant to the Shire of York Local Laws Relating to Fencing 2001, unconditionally approves the unauthorised over-height fence constructed along the full length of the southern boundary of Lot 200 (32) Bouverie Road, York.**
- 2. Pursuant to the *Planning and Development Act 2005* and Shire of York Local Planning Scheme No. 3, approves the development application for the unauthorised fence in the front setback area of Lot 200 (32) Bouverie Road, York subject to the fence being modified within ninety (90) days of the date of this determination so it is visually permeable above 1.2m of the land's natural ground level.**

ADVICE NOTES:

- 1. If the applicant or owner is aggrieved by these determinations, there is a right of review by the State Administrative Tribunal in accordance with the *Local Government Act 1995* and *Planning and Development Act 2005* Part 14. An application for review must be made within twenty-eight (28) days of the determination.**
- 2. These approvals are not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement or restrictive covenant. It is the responsibility of the applicant/landowners and not the Shire of York to investigate any such constraints before commencing development. These approvals will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the local government's attention.**
- 3. These approvals are granted pursuant to the Shire of York Local Laws Relating to Fencing 2001, *Planning and Development Act 2005* and Shire of York Local Planning Scheme No. 3. These approvals are not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner/s to obtain any other necessary approvals, consents, permits and licenses required under any other law, and to commence and carry out development in accordance with all relevant laws.**

CARRIED: 6/0

SY028-03/19 FENCING LOCAL LAW APPLICATION & DEVELOPMENT APPLICATION FOR SOLID 2.4M COLORBOND FENCE WITH A 1.8M COLORBOND FENCE IN THE FRONT SETBACK: LOT 200 (32) BOUVERIE ROAD, YORK

File Number:	BO2.9340
Author:	William Nunn, Co-Ordinator Development Services
Authoriser:	Darren Wallace, Executive Manager, Infrastructure & Development Services
Previously before Council:	Not Applicable
Appendices:	1. Site Plan 2. Application & Development Plans 3. Submission Received

NATURE OF COUNCIL'S ROLE IN THE MATTER

- Quasi-judicial

PURPOSE OF REPORT

For Council to make a determination on an application received to erect a dividing fence between Lot 200 (32) Bouverie Road, York and Lot 201 (30) Bouverie Road, York. The dividing fence proposes variation to the provisions of the Shire of York Local Laws Relating to Fencing, and the Residential Design Codes of Western Australia.

BACKGROUND

Lot 200 (32) and 201 (30) Bouverie Road, York are zoned Residential with a density code of R5 by the Shire of York Town Planning Scheme No.2. The properties are both approximately 2,400m² in area and share a lot boundary dividing the two lots of 80m in length. A Site Plan of both properties is provided in **Appendix 1**.

The existing dividing fence between Lot 200 and 201 consists of star pickets and chicken wire; and post and rail towards Bouverie Road.

An application has been received to erect a dividing fence of the following specifications:

- A solid colorbond fence with a maximum height of 1.8m in the front setback (first 12m from Bouverie Road); and
- Behind the front setback (rear 68m), a solid colorbond fence, being the colour of brown and green of a maximum of 2.1m in height, with 300mm aluminium slats for privacy screening. The total height of the fence will be 2.4m.

The application submitted is provided in **Appendix 2**.

In accordance with the Shire of York Local Laws Relating to Fencing, local government approval is required for:

- Part 3(6) specifies that the consent of the Building Surveyor is required to erect a fence greater than 1200mm, but not exceeding 1800mm in the front setback area (the front setback area is the first 12m from the lot boundary at Bouverie Road).
- The erection of a colorbond panel fence in a residential area exceeding a height of 1.8m.

The application to erect a 'solid' fence of 1.8m in the front setback area also subsequently proposes a variation to the 'deemed to comply' provisions of the Residential Design Codes which specifies

that a front fence within the primary street setback area is to be 'visually permeable' above 1.2m of natural ground level. Should approval be issued for the height of the fence, development approval is also required for the 'solid' fencing above 1.2m.

The application, submitted on behalf of the landowner of Lot 200 (32) Bouverie Road, York, was referred to the landowner of Lot 201 (30) Bouverie Road, York for a period of 14 days to submit any comments on the proposal for the Shire's consideration.

In accordance with the Shire of York Register of Delegation, as an objection to the application was received during the referral period, the application is referred to Council for determination.

COMMENTS AND DETAILS

Shire of York Local Laws relating to Fencing

The Local Laws Relating to Fencing details in its First, Second & Third Schedules the acceptable fencing options for each different use zone within the Shire (ie: Residential, Commercial, Rural).

Each of these options is deemed to be a 'Sufficient Fence'. Once a fence type is selected from the applicable schedule (Usually by mutual agreement between adjoining property owners) the fence can be erected without further consent from the Local Government subject to compliance with the applicable specification.

The First Schedule of the Local Laws Relating to Fencing lists the following fence types that are deemed to be a 'Sufficient Fence' in a residential zone:

- Open Aspect – Normally for large residential properties of 4,000m² and above (ie: R2.5 zoning), or
- Timber picket, or
- Corrugated compressed fibre cement, or
- Masonry – Brick, concrete or stone, or
- Composite – A combination of masonry piers with infill panels between piers, or
- Colorbond – Steel posts and rails with sheet steel infill panels.

The applicant is seeking to erect a colorbond fence on the property boundary, however the proposed fence is not a 'Sufficient Fence' as the fence will exceed:

- 1.2m in height (1.8m is proposed) forward of the front setback line (ie: The first 12.0m from the street boundary), and
- 1.8m in height (2.4m is proposed) behind the front setback line.

Fence Behind Front Setback Line

With respect to the part of the fence behind the front setback line the applicant is seeking to erect a 2.1m high solid colorbond fence with a 300mm high slatted panel above (A total height of 2.4m).

The Local Laws Relating to Fencing defines that a 'Sufficient Fence' in a residential area will be a maximum of 1.8m, however Section 9 allows the Local Government to consent to a fence that does not comply with the requirements of the Local Laws subject to consideration being given to whether the fence will have an adverse effect on the safe and convenient use of the land or the safety or convenience of any person.

The applicant's representative has listed multiple reasons why a 2.4m high fence is required including that it will improve the amenity of the property by mitigating current problems of overlooking, glare and noise and environmental factors such as wind, rain and traffic noise. The reasons provided are considered to be subjective and cannot be substantiated without a detailed investigation.

The application was advertised to the adjoining property owner who has provided a detailed response to each of the applicant's reasons (**Appendix 3**). The adjoining property owner has raised objections with respect to an adverse effect on the amenity of their property (ie: Convenient use of the property), however the objections are also considered to be subjective.

The adjoining property owner has also expressed their opinion that an 'Open Aspect' fence is a 'sufficient fence' in the immediate area surrounding Bouverie Road. The Local Laws Relating to Fencing permits any of the fence types listed in Schedule 1 including an 'Open Aspect' type fence which is the predominant fence type in the immediate area. It is believed that this fence type would have been erected when the sub-division was originally released, however over the years there has been an increase in the density of several properties to the extent that the other residential fence types are considered to be more appropriate. In Schedule 1 'Open Aspect' fencing is recommended for larger residential properties of R2.5 and above. Some have interpreted this to mean R2.5 to R80 and above, however it is believed that the intent is for this type of fence to be used on properties with a land area of 4,000m² or greater.

It is usual for adjoining property owners to mutually agree to the location and type of fence that will be installed between their properties and subject to the fence being one of the 'Sufficient Fence' types listed in Schedule 1 the Local Government has no involvement. It is apparent in this particular instance that the applicant and adjoining property owner have competing interests in the type of fence to be installed to replace the existing dilapidated fence. It is believed that, based on the land area of the property, that fence types b to f are considered by the Local Government to be a 'Sufficient Fence'.

With respect to the height of the fence the applicant reasons and the adjoining owner's objections are believed to be subjective and therefore it is recommended that the application for an overheight fence (ie: A 1.8m high fence forward of the front setback line and a 2.4m high fence behind the front setback line be refused as to not meeting Part 3, clause 6 (2) of Shire of York Fencing Local Laws.

Fence Forward of Front Setback Line

With respect to the part of the fence forward of the front setback line the applicant is seeking to erect a 1.8m high solid colorbond fence.

The Fencing Local Laws allows the Building Surveyor to approve a fence exceeding 1.2m, but not higher than 1.8m, subject to the fence being truncated at the vehicle crossing point to ensure that drivers entering and leaving the property in a vehicle have splayed lines of vision of the road reserve.

If Council were to approve a fence exceeding 1.2m in height the first 2.0m of the fence from the street boundary would need to be reduced in height and/or redesigned to comply with Section 3 of the Fencing Local Laws.

However, the Residential Design Codes also provide specific requirements relating to sightlines for driveways which differ from the Local Law, and in this respect, it is recommended in the Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 1 Model Provisions, that a Local Planning Scheme prevail over a local law in the event of inconsistency. A provision to this effect has been included in the Shire of York draft Local Planning Scheme No. 3, which has been supported by Council for the purposes of public advertising, however advertising has not commenced for this to be considered 'seriously entertained'.

Officers recommend that sightlines for driveways be assessed against the provisions of the Residential Design Code provisions.

York Town Planning Scheme No. 2 (Scheme) and Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations)

The erection of a boundary fence, front fence or wall on the same lot as a single house is 'permitted development' and does not require development approval provided it complies with relevant provisions of the Scheme and R-Codes. The R-Codes does not provide controls for materials or

fence heights (which is controlled by the local law) it only provides development standards for 'Street Walls and Fences' and specifies deemed to comply criteria that front fences within the primary street setback are to be visually permeable above 1.2m of natural ground level, measured from the primary street side of the front fence.

Visually permeable is defined as:

"In reference to a wall, gate, door or fence that the vertical surface has:

- *Continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area;*
- *Continuous vertical or horizontal gaps less than 50mm, occupying at least one half of the total surface area in aggregate.*
- *A surface offering equal or lesser obstruction to view;*

as viewed directly from the street."

It also specifies that for 'sightlines' fences are to be truncated or reduced to no higher than 0.75m within 1.5m of a driveway at the point where it meets a public street.

The erection of a solid colorbond fence up to a height of 1.8m in the primary street setback area (12m) is not 'visually permeable' above 1.2m, and the driveway appears to be within 1.5m of the 1.8m high fence, which requires development approval. The R-Codes requires the variation to be assessed on its merits and against the relevant design principles of the R-Codes which refer to:

- *'Front fences being low or restricted in height to permit surveillance (as per Clause 5.2.3) and enhance streetscape (as per Clause 5.1.2).*
- *'Unobstructed sightlines provided at vehicle access points to ensure safety and visibility along vehicle access ways, streets, crossovers and footpaths'*

The applicant has provided justification for the variations including that it is a dividing fence only and not the street frontage, is required for privacy, existing vegetation and other structures and objects currently restricts permeability and surveillance, the fence will reduce traffic noise, improve landscaping and provide shade and protection from wind and that the fence is consistent with established streetscape and amenity of the area.

The justification submitted by the applicant also makes reference to the objectives of draft State Planning Policy 7.0, Design of the Built Environment, which provides overarching principles for 'good design' of residential development and is not operational until 24 May 2019. The current R-Codes, part 5 (State Planning Policy 3.1) which includes design elements for all single house(s) and grouped dwellings and multiple dwellings in areas coded less than R30 will be updated to become Volume 2 of SPP7.0. The Western Australian Planning Commission's website advises that there are no changes proposed to the R-Codes (and assessment provisions relating to front fences). It is considered that assessment against the design principles of part 5 SPP3.1 broadly consider context and character, landscape quality, built form and scale, functionality and build quality, sustainability, amenity, legibility, safety, community and aesthetics.

In considering the design principles, Bouverie Road is designated as a 'local access road', carrying low volumes of traffic and the dwellings on both Lots 200 and 201 are substantially setback from Bouverie Road (over 30m). The established character of Bouverie Road consists of predominantly low fencing in the primary street setback which does not exceed 1.2m or is visually permeable above 1.2m. A site visit indicated there is one example of minor non-compliance along Bouverie, where a solid fence in the front setback was measured at 1.5m, as opposed to 1.2m which can be investigated further by officers. The solid fences above 1.2m to 1.8m are present on corner lots, which are not required to comply with the R-Codes, as they are not the 'primary street setback'.

Officers consider that the construction of a solid fence of 1.8m in the front setback would be inconsistent with the established amenity, built form, scale, landscape quality, context and character on Bouverie Road, and the construction of a solid fence does not contribute to surveillance being able to be achieved, or promote the front elevation of the dwelling addressing the street to provide

surveillance and provides an undesirable precedent. For sightlines, it is also considered appropriate that the required sightlines be provided for safety.

It is recommended that the development application be refused, which would require construction of the fence to comply with the deemed provisions of the R-Codes.

OPTIONS

Should Council disagree with the officer's recommendation, the following options are available:

1. Approve the application made pursuant to the local law with or without conditions and approve the development application subject to conditions.
2. Refuse the application, and list reasons.

IMPLICATIONS TO CONSIDER

Consultative

The outbuilding was referred to the adjoining landowner of Lot 201 (30) Bouverie Road, York. A submission was received which objected to the proposed fence on the basis that it would be inconsistent with the Shire's legislation, established amenity and character and raised arguments against the applicant's justification for the fence.

A copy of the submission is attached in **Appendix 3**. Officers have outlined the criteria of the Local Law's and Scheme/R-Codes to be given due regard in assessment of the fencing application in 'comments' above which includes amenity and character. It is not considered necessary to address matters outside of this.

Strategic

The Strategic Community Plan provides the following desired outcome for development:

2.10 The scale, form and timing of development (including the release of development stages and the construction of infrastructure) is to an appropriate standard and minimises and avoids adverse effects and costs on the community and the natural and built environment.

Policy Related

The recommendation does not result in any policy implications for the Shire.

Financial

There are no financial implications associated with this proposal for the Shire.

Legal and Statutory

Shire of York Local Laws Relating to Fencing

Shire of York Town Planning Scheme No. 2

Planning and Development (Local Planning Schemes) Regulations 2015

Risk Related

A risk assessment of the proposal has been undertaken, and there were no medium to high risks identified with the proposal that warrant further discussion.

Workforce

Not Applicable.

VOTING REQUIREMENTS

Absolute Majority: No

**RESOLUTION
070319****Moved: Cr Heather Saint****Seconded: Cr Jane Ferro**

That Council refuse the development application for a solid 2.4m high fence with a 1.8m high Colorbond Fence in Front Setback at Lot 200 (32) Bouverie Road, York for the following reasons:

- 1. Does not meet Part 3, clause 6.2 of the Local Law. The front point of the fence will be less than 1m from the driveway and only 3.5m from the road edge. With a 1.8m high front setback line, this leaves no 2m diagonal site line as required within the Local Law (Part 3, clause 6.2 (A)).**
- 2. The height of the fence (2.4m) is not justified as both Dwellings are well away from the boundary, one dwelling being approximately 10m and the other dwelling being approximately 7.5m away from the boundary.**
- 3. It would be inconsistent with the established streetscape and does not permit surveillance.**
- 4. It would obstruct sight lines reducing the visibility of and for vehicles exiting the property.**

CARRIED: 7/0



Proposed Fence Location



Our Ref: OLSSONP
Your Ref:
Date: Monday, 31 December 2018

Shire of York - Planning
PO Box 22
York,
WA 6302
building@york.wa.gov.au

BY EMAIL & MAIL- PRIVATE AND CONFIDENTIAL

Dear Sir/Madam,

APPLICATION FOR PLANNING CONSENT TO ERECT A NEW DIVIDING FENCE

We can confirm Northam Family Lawyers ("NFL") act for [REDACTED] (our "client") in the above matter.

We are writing to advise that our client is seeking to erect a dividing fence on the boundary line between 32 Bourverie Road York WA, Lot 200 on Diagram 76867 (our "client's property") and 30 Bourverie Road York ("neighbouring property") in accordance with Section 8 of the *Dividing Fences Act 1961*.

Our client humbly requests planning consent to construct a fence; and to vary the prescribed fencing limitations.

We can confirm that our office has had discussions with the Department of Planning regarding our client's proposed construction. The department kindly discussed at length the two options for consideration in current planning assessments, namely the objectives as prescribed in the R Codes, and the alternative Design Principles as prescribed in the *State Planning Policy 7, Design of the Built Environment*.

Our client requests to vary the prescribed fencing limitations as follows:

1. The maximum height of the fence behind the required front setback line from 1.8 metres to a maximum height of 2.4 metres and;

2. The maximum height of the fence forward of the front setback line from 1.2 metres to 1.8 metres.

Current Sub-standard Structure

We can confirm that there is currently a substandard structure between the properties that consists of various recycled and repurposed materials. This structure is not considered a substantial fence pursuant to the *Shire of York Local Laws Relating to Fencing*, section 5(2)(a) and First Schedule, therefore Part II of the *Dividing Fences Act 1961* applies. Please find **enclosed** and marked annexure 'A' photographs of the current fence structure for your review.

Variations

The fence that our client proposes to erect is an 80 metre fence with 50mm x 50mm square tube post for strength, consisting of 1.8 metres (H) for the first 12 metres (L) + 2.1 metres (h) for the back 68 metres (L), colour bond fence, being the colour of brown and green, with 300mm aluminum slats privacy screening positioned at the top. These are the same materials that have been used in other Shires around the state including the Shire of York. Our client has obtained a quote by a professional fencing contractor, namely Clackline Fencing Contractors. Our client is seeking to implement "Option 2". Please find **enclosed** and marked annexure 'B' a copy of the Clackline Fencing Contractors quote.

State Planning Policy 7 Objectives & Variation to R Codes Objectives

Our client respects that the R Codes objectives require, as well as other objectives, an ability to perform surveillance down the street. Our client instructs that the current landscape, vegetation and natural environment in the area prevents this objective being able to be achieved. Furthermore, other structures and properties in the area are constructed in a manner that also do not enable this objective to be achieved.

Our client humbly requests that his application be assessed against State Planning Policy 7.

State Planning Policy 7 - Schedule 1 - Design Principles**1. Context and Character**

Our client's property is in an established area, that is undergoing change. The area has established vegetation, the homes and gardens are well established, and the environment is lush. Our client's proposal is consistent with the context and character principles as the proposed fence is only for the side of the property, and not for the street frontage. This means that the street view will not be hindered. This structure will enhance the well shaded ambit of the current street scape and neighbourhood.

2. Landscape Quality

Our client's proposal enhances the soft and hard landscape and promotes a calming of the environment by reducing the travel of traffic noise and creates an opportunity for a microclimate in his yard, and that of his neighbours. The thermal performance of the structure will provide more shade in the area that will assist in reducing water evaporation, provide protection from unwanted strong winds, and general calming of the elements. This in turn will promote local fauna being able nest and live in the area. The reduced water evaporation by the increased shade, will promote plant growth, that ties in exceptionally well with the emerging and established environment.

3. Built Form and Scale

It is clear from a review of the current area and street scape that our client's proposal is both appropriate and compliments the immediately surrounding character of the other built forms, and the natural street scape. The orientation, proportion, composition, and articulation of the proposed construction will enhance the current use of the area and the general lush, well shaded street environment.

4. Functionality and Build Quality

Our client's proposed construction consists of a colour choice that appropriately considers the immediate surrounding natural environment, and other existing built forms. The chosen materials and construction are provided by professional fencing contractors which means that the build will be of a high quality. The proposed construction will complement the natural environment, while providing functional design for the life of the fence. The materials to be

used are readily available, and any future repairs or maintenance can be easily achieved, and to a standard that means the integrity and visual appeal of the fence will continue to achieve the planning policy objectives well into the future.

The adjoining land owner and our client have had significant personal issues over the past years. The design enhances privacy between neighbours and is well suited to reducing the ongoing negative impacts that are created by no proper fencing existing between the parties homes.

5. Sustainability

The proposed construction maximizes the site conditions, and creates an opportunity to increase shade, and vegetation. The creation of a microclimate on both sides of the construction will promote over time the establishment of vibrant gardens that will reduce harsh summer winds, ground evaporation and reduce overall water usage. This in turn will increase the general visual appeal of the immediately area.

6. Amenity

The proposed construction is a fully external structure. The construction is consistent with and enhances the existing surrounding street scape. The high quality of the construction will improve the overall look of the area, and increase the general appeal of the street, and our client's residence, and that of his neighbours.

The design will mitigate current problems related to overlooking, glare, and unwanted noise in the immediate area. Environmental factors such as calming unwanted wind, rain, and some traffic noise are all achieved by our client's proposal. The design has been carefully chosen to have a logical approach to reducing current environmental issues, while enhancing the surrounding area. Careful consideration has been given to how well the proposed construction will blend in with the surrounding structures, natural environment, and precinct.

8. Safety

A core reason for our client's proposal is to promote safe behaviours between immediate neighbours, to improve safety for other residents, and the quiet enjoyment of their respective homes.

The adjoining neighbour already has a well-lit entrance to her yard, with numerous surveillance cameras.

There are current safety concerns that have been expressed by the adjoining neighbour at 30 Bouverie Road York. To resolve the issues, the home owner has chosen to erect various sensor lights, and cameras. This in turn has created safety concerns for our client. The proposed construction will elevate both sets of issues, by enabling the neighbour to have increased privacy. This will promote her quiet enjoyment of her property and elevate any existing safety concerns. It is important to mention that the adjoining home owner is of senior years, and the improvement in her wellbeing and an increase in her sense of privacy may serve to promote and prolong her health into the future and facilitate her ageing-in-place.

The natural slope, construction of the surrounding properties, and the proposed construction provides a reasonable blend of privacy, and an ability to do limited surveillance down the street. Notwithstanding this, the current street scape, as previously stated, is already of a kind that the existing vegetation and existing structures prevent an unobstructed clear view down the street in either direction. We refer you to the attached photo's of the area.

9. Community

The proposed fencing variations that our client seeks, will offer both parties sufficient privacy and screening to enable the parties to have a significantly improved quiet enjoyment of their land.

The proposed construction considers the living needs of the immediate neighbours, and the street appeal for the local residents.

The current boundary between the properties located at 32 & 30 30 Bouverie Road York, is a mishmash of numerous bits of recycled rusty wire, and other materials.

The professional high quality of our client's proposed construction will mean that the overall area will benefit by the increased visual appeal. This part of the street will present a new, modern, and well-built construction and will be appealing to future potential residents to the area.

The current non-complying structure between the properties provides no privacy whatsoever and has not allowed either of the neighbours to go about their business. It is unfortunate that the party's driveways are also on this side of the properties where there is no substantial fence. This has caused both parties considerable stress over recent times. We can confirm that our client has stated that he intends to live in his property, and never to move.

The proposed construction will enable the adjoining neighbours to have significantly improved privacy, and reduced day to day stress. A clear benefit for both parties will be the ability for both families to age-in-place.

10. Aesthetics

The proposed construction will display good judgement by the Shire of York in approving this application, and a sensible approach to the developing land scape in the area. The end result will be attractive and functional. It will make the street scape more inviting and will enhance the landscape character.

Letter to Other Land Owner

We can confirm that on 8 October 2018, we wrote to the land owner at 30 Bouverie Road York, informing the land owner of our intention to erect a substantial fence. At the date of this letter, we have not yet had a reply. Please find **enclosed** and marked annexure 'C' a copy of our letter dated 8 October 2018.

We humbly request that the Shire approve our client's application for planning consent for the construction of the fence with all stipulated variations.

Application Particulars

Please find **enclosed** and marked the following annexures;

1. Extract of Land Title to 32 Bouverie Road, York marked annexure 'D'.
2. Confirmation of Survey marked annexure 'E'.
3. Survey plans annexure 'F'.
4. Scale drawings detailing fence location & elevation annexure 'G'.

If you have any questions in regard to any information contained within this letter, please do not hesitate to call me directly on 0409 633 961 to discuss or email me directly at craig@northamfamilylawyers.com.

Kind regards,



Craig Lee Anthony Zwetsloot
Barrister and Solicitor
Northam Family Lawyers

CC'd

1. *Client*

End:

1. *Photo's of Current Fence.*
2. *Clackline Fencing Contractors quote.*
3. *Letter to Neighbouring Land Owner.*
4. *Extract of Land Title to 32 Bouverie Road.*
5. *Confirmation of Survey dated.*
6. *Survey plans.*
7. *Scale drawings detailing fence location & elevation.*

 NORTHAM FAMILY LAWYERS

Annexure 'A' Photo's of Current Fence





 NORTHAM FAMILY LAWYERS







12

Current Street Scape – Surveillance Significantly Hindered

View from car on crossover looking right across of our client's property



View from car on crossover looking left Paton's property



View from car of road left of common wire boundary fence Olsson-Paton



View from car looking right from our client's driveway



View from car on crossover looking ahead from our client's property road entrance



View from car up Bouverie Rd Left Front of Paton's property as entering road





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



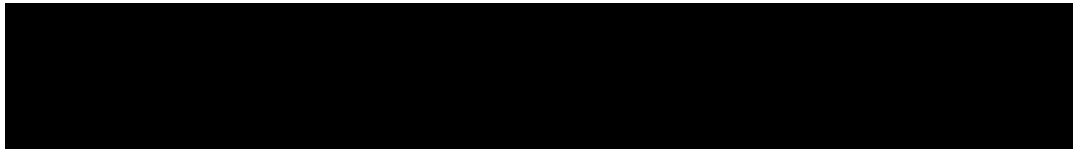
The person described in the first schedule is the registered proprietor of an estate in fee simple in the land described below subject to the reservations, conditions and depth limit contained in the original grant (if a grant issued) and to the limitations, interests, encumbrances and notifications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


REGISTRAR OF TITLES 

LAND DESCRIPTION:

LOT 200 ON DIAGRAM 76867

**REGISTERED PROPRIETOR:
(FIRST SCHEDULE)**



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



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

STATEMENTS:

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





PAUL KRAFT & ASSOCIATES

LICENSED SURVEYORS

ABN 49 445 973 102

TAX INVOICE

Your Ref:
Our Ref: 020018

1st August 2018

[REDACTED]
32 Bouverie Road
YORK WA 6301

**INVOICE RE: LOT 200 ON [REDACTED]
BOUVERIE ROAD, YORK
[REDACTED]**

Professional Services Rendered.

Resurvey of above described land as instructed including field survey, information search at Landgate and sketch of resurvey. \$1400.00

GST \$ 140.00

TOTAL AMOUNT DUE \$1540.00

EFT Details:

**BSB No [REDACTED]
Account [REDACTED]
WESTPAC BANK NORTHAM WA**



PAUL KRAFT & ASSOCIATES

LICENSED SURVEYORS

ABN 49 445 973 102

TO WHOM IT MAY CONCERN

I, PAUL KRAFT, licensed surveyor, certify that I have resurveyed Lot 200 on LTO Diagram 76867 Bouverie Road, York and that the survey was performed in accordance with the provisions of *the Licensed Surveyors (Guidance of Surveyors) Regulations 1961* and the *Licensed Surveyors (Transfer of Land Act 1893) Regulations 1961*.

1/8/2018

.....
DATE

.....
Licensed Surveyor



Our Ref: OLSSONP
Your Ref:
Date: Monday, 8 October 2018

[REDACTED]
30 Bouverie Road,
YORK
WA 6302

BY REGISTERED POST - PRIVATE AND CONFIDENTIAL

Dear [REDACTED]

NOTICE OF INTENTION TO ERECT A DIVIDING FENCE

We can confirm Northam Family Lawyers ("NFL") act for [REDACTED] (our "client") in the above matter.

We are writing to advise that our client proposes to erect a dividing fence on the boundary line between your property and our client's property, namely the 80 metre sideage between 30 & 32 Bouverie Road, York, in accordance with Section 8 of the *Dividing Fences Act 1961*.

We can confirm that there is currently a substandard structure between the properties that consists of various materials. This structure is not considered a substantial fence pursuant to the *Shire of York Local Laws Relating to Fencing*, section 5(2)(a) and First Schedule, therefore Part II of the *Dividing Fences Act 1961* applies.

The fence that our client proposes to erect will cost \$14,000.00.

Our client obtained a quote from Fence It Now. A copy of the quote is **enclosed**. Our client proposes to accept this quote. Your share of the dividing fence will be half the cost of the structure, which is \$7000.00.

Please advise our office within 21 days if you agree or disagree with this proposal. If you have any questions in regard to any information contained within this letter, please do not hesitate to call me directly on 0409 633 961 to discuss or email me directly at craig@northamfamilylawyers.com.

If within 21 days we cannot reach agreement or you do not respond, the *Dividing Fences Act 1961* provides for the matter to be determined in the Magistrates Court.

Kind regards,

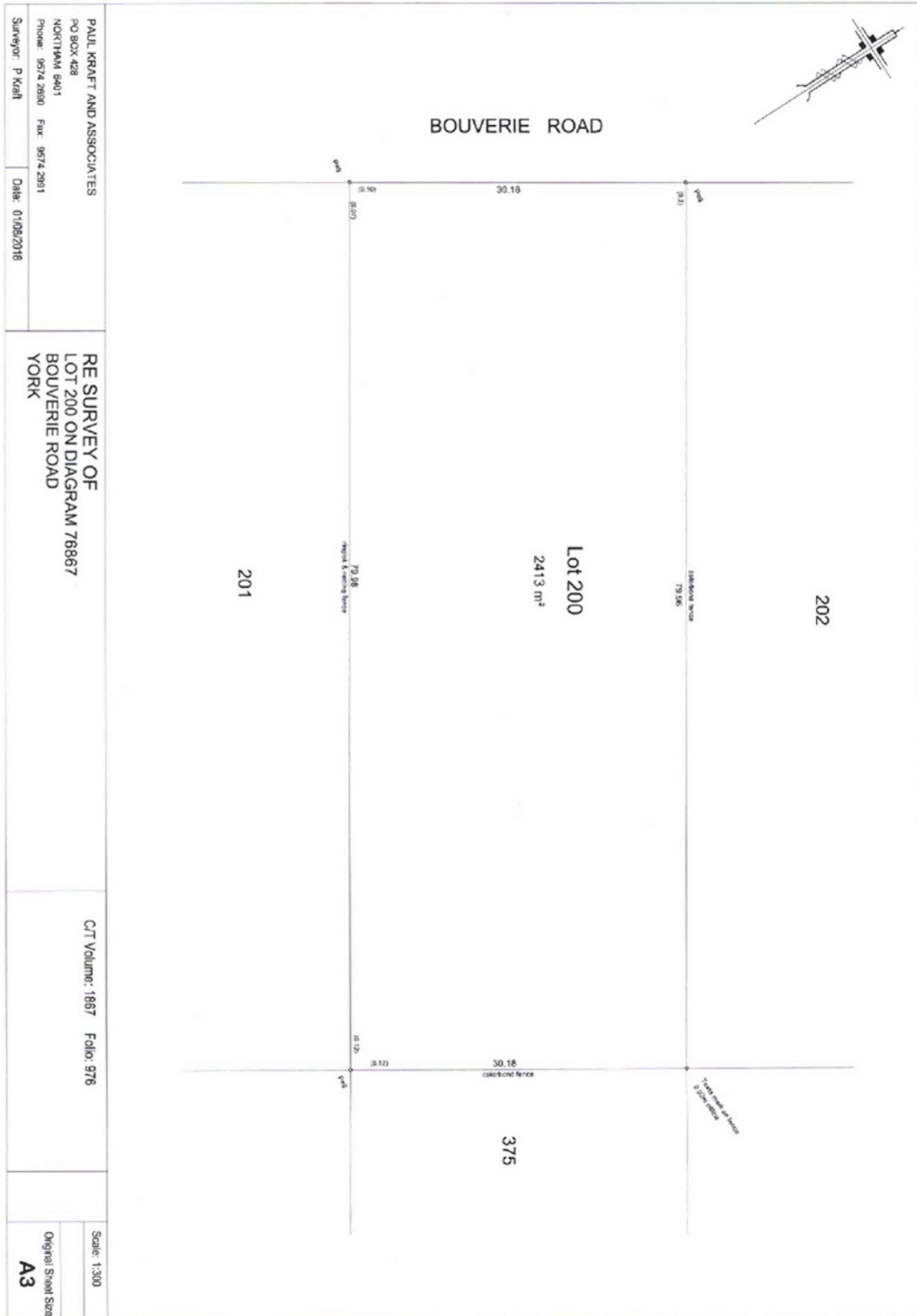
Craig L A Zwetsloot
Barrister and Solicitor
Northam Family Lawyers

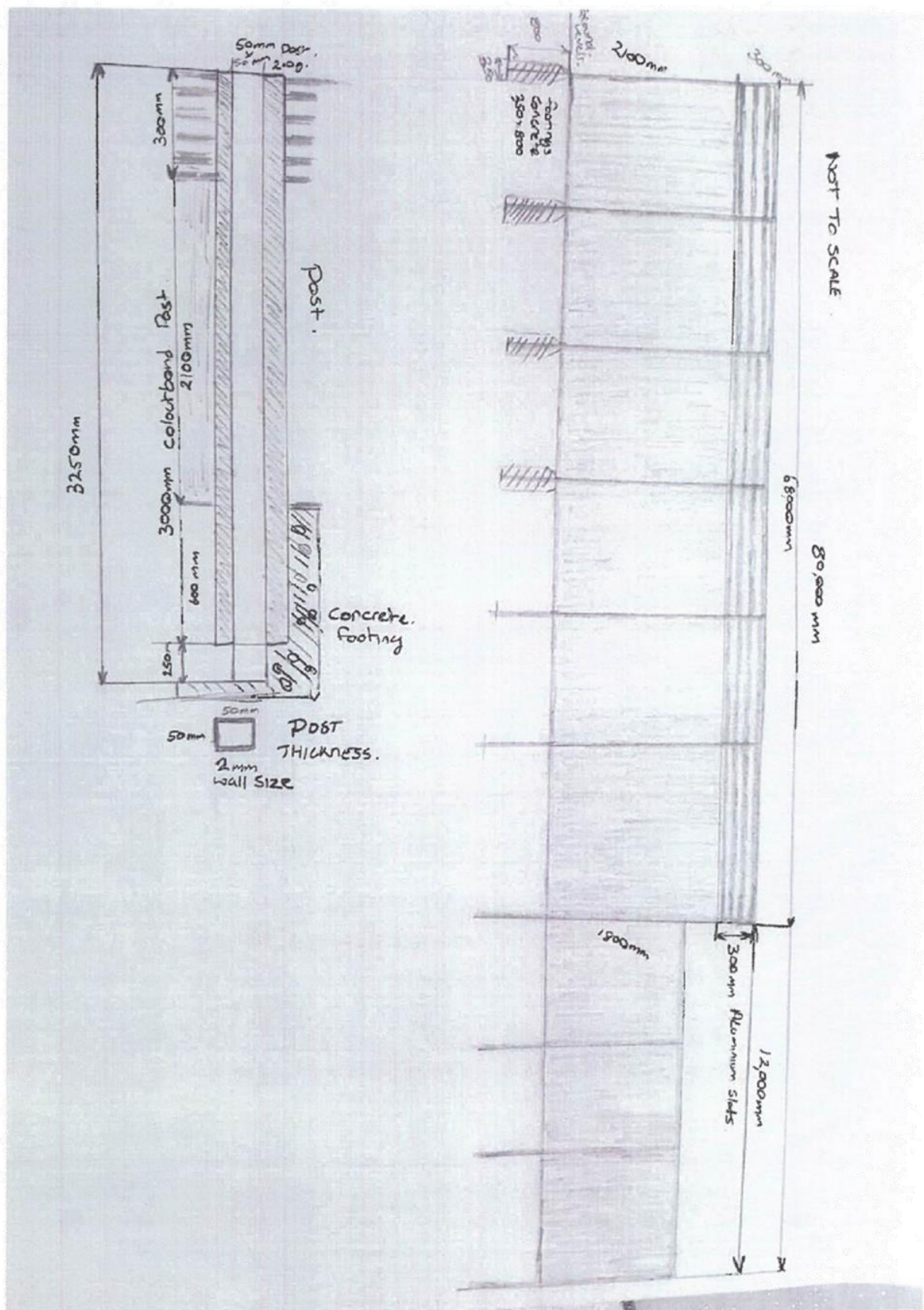
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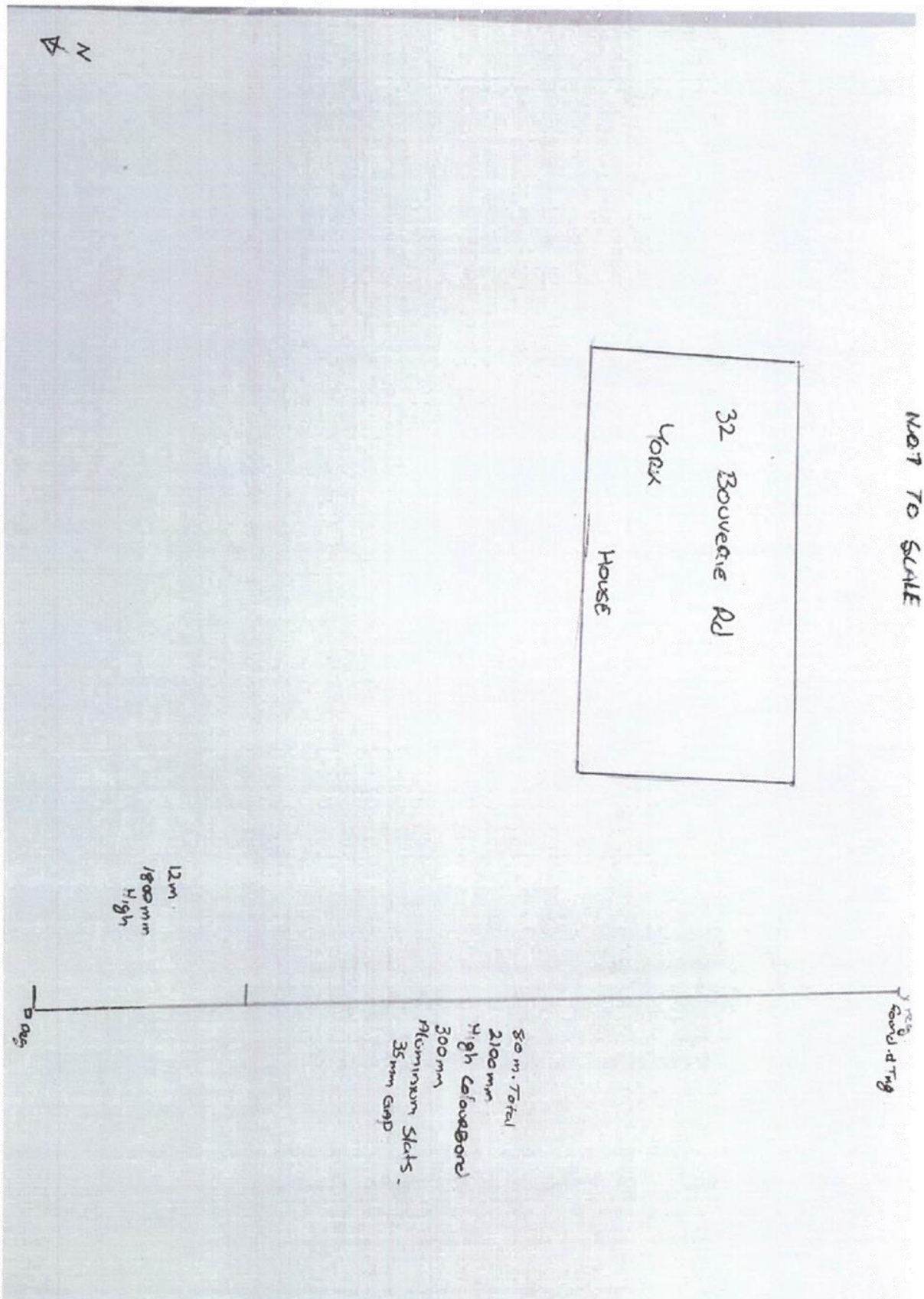
1. *Client*

Incl:

1. *Fence it Now quote*







SHIRE OF YORK	
FILE NO	802, 19340 & 15041
BY	Carly
DATE	04 FEB 2019
TIME	11:48
REferred TO COUNCIL	
DATE	
INITIALS	

4 February 2019

Darren Wallace
 Executive Manager Infrastructure and
 Development Services
 Shire of York
 1 Joaquina Street
 YORK WA 6302

By email to records@york.wa.gov.au and hand-delivered hard copy

Attention: Tom Reilly, Carly Rundle

Dear Mr Wallace,

APPLICATION TO ERECT NEW DIVIDING FENCE BETWEEN LOTS 201 (30) AND 230 (32) BOUVERIE STREET, YORK

I refer to your letter dated 22 January 2019.

I object to the application for the following reasons:

1. At the proposed maximum height of 2.4 metres, or any height exceeding 1.8 metres, the fence would not comply with Shire legislation.
2. The proposed fence would be inconsistent with fencing on surrounding properties and therefore inappropriate to the area.
3. The proposed fence would detract from the appearance and amenity of both our properties.
4. The grounds of the application are for the most part factitious and in some instances nonsensical.
5. The grounds of the application rely less on planning issues than on a continuing dispute between him and me for which in my opinion he is entirely to blame.

In an email dated 1 November 2018 to Mr M Landslot of Malan Fencing, the applicant stated: ‘I have a building permit application with the shire of York for the 2400mm including the privacy screen. The shire have [sic] verbally informed my lawyer that this will be approved however we am [sic] still waiting written confirmation’. I **enclose** a copy of that email.

I trust the first part of his second sentence is untrue.

As for the particulars of the application, I offer the following observations.

Current sub-standard structure: I agree that the existing open-aspect fence is sub-standard. That is the result of the applicant’s having instructed a friend of his to

knock down a section of the fence on Good Friday 2018, an event witnessed by a friend of mine and recorded on video. The applicant made no effort to repair the damage thus caused.

I have photographs showing the fence to have been in good repair prior to that event.

The applicant has taken to hanging plastic bottles and a variety of produce and fertiliser bags on the fence and affixing children's multi-coloured toy windmills to it. In doing so, he has created a ludicrous eyesore for which he is entirely responsible. Photos are available if required.

Variations: Since you have not provided me with a copy of the Clackline Fencing Contractor's quote, I have no firm idea of what might be entailed in Option 2, which the applicant intends to implement, of that document. Presumably, it includes the 'privacy screening' measuring 300 mm added to the 2100 mm of the proposed fence.

State Planning Policy 7: The applicant's contention that 'the current landscape, vegetation and natural environment in the area' prevent 'surveillance down the street' is simply untrue, especially in relation to the applicant's home, which is situated considerably closer to the street than mine.

Context and Character: Many of the gardens in Bouverie Street are indeed 'well-established'. The applicant's garden is not one of them.

I fail to see how the proposed fence 'will enhance the well-shaded ambit [ambience?] of the current street scape', if only because the first 12 metres leading down to the street will be a mere 1200mm high.

Landscape Quality: This paragraph of the application is pretentious nonsense. The proposed fence is hardly likely to 'enhance the soft and hard landscape' or promote 'calming of the environment by reducing the travel [level?] of traffic noise'. Bouverie Road is not a busy thoroughfare. Nor is the 'thermal structure' of the fence likely to lead to 'a general calming of the elements'.

If the applicant desires 'a general calming of the elements', he might like to consider a well-aimed prayer as a cheap alternative to the monstrosity he proposes to erect.

The applicant owns two cats, which may restrict somewhat the opportunities for 'local fauna [to] nest and live' successfully in the area.

The applicant's reference to a 'microclimate in his yard' is at best fanciful and encourages speculation as to what plants he intends to grow. Is he planning to establish a rainforest on his half-acre block?

Built Form and Scale: More pretentious nonsense. How exactly will the proposed fence 'compliment' [complement?] 'the immediately surrounding character of the other built forms and the natural street scape?' How will it 'enhance the current use of the area'? And the 'street environment', while pleasant and reasonably 'well-shaded', is by no means 'lush'.

Functionality and Build Quality: The 'significant personal issues' mentioned are entirely down to the applicant, who has since I complained to the Shire in mid-2017 about a pile of pig manure he had stacked close to my home against the fence unceasingly disrupted what used to be an untroubled neighbourly relationship. It is true that the proposed fence would 'enhance privacy' but at a considerable aesthetic cost.

Sustainability: See 'Landscape Quality', above.

Amenity: The 'existing street scape' will not 'surround' the proposed fence, as the applicant seems to suggest. Regardless of the quality of the construction, the fence will have the appearance of a prison wall and in my opinion will do nothing to 'increase the general appeal of the street'.

'Overlooking', insofar as it exists, would be made necessary in my case by the hostile and on one occasion demonstrably unlawful behaviour of the applicant (see 'Safety', below). Most of us value our privacy, but I wonder why the applicant is so inordinately fixated on such issues that he has wrongly accused me more than once of 'breaching the Privacy Act'. I have no interest whatsoever in his personal or family life.

If 'glare' alludes to my security lights, I point out that the applicant has within the last month affixed two powerful spotlights to the side of his garage that beam directly into my home. As for noise, that is generated by the applicant, who occasionally likes to play 'head banging' music loudly in his yard through the open doors of his ute.

I agree that that such problems might well be diminished by the construction of the proposed fence, but there is a simpler and less expensive solution, that is, for the applicant to behave in a reasonably neighbourly fashion towards me as he used to in days gone by.

Safety: Early in June 2017, somebody set fire to a mature gum tree in my front yard. That is why I installed security lights and cameras on my property.

I find it difficult to understand how my security lights and cameras have created 'safety concerns' for the applicant, unless his concerns relate to the cameras having filmed him committing unlawful acts of trespass on and damage to my property. For those offences, which took place in the early hours of 3 November 2017, the applicant was convicted and fined in the Northam Magistrates Court on 12 February 2018.

The construction of the proposed fence will do nothing to diminish my concerns for my safety and wellbeing. Those concerns have arisen from the applicant's hostile attitude and conduct towards me, including his apparent readiness to engage in unlawful behaviour, and would scarcely be allayed by the construction of the proposed fence.

I hope that whatever solution the applicant finally adopts, it will lessen, not as he suggests 'elevate', the issues to which this section of his application adverts.

Community: Frankly, I doubt that the applicant's desire for the proposed fence is motivated by concern for the welfare of his neighbours and the community in general. I doubt that he has consulted other residents of Bouverie Street regarding such matters as 'street appeal' and their 'living needs'.

The 'stress' to which this section refers results, for me at any rate, from the applicant's behaviour and has little if anything to do with the positioning of our respective driveways.

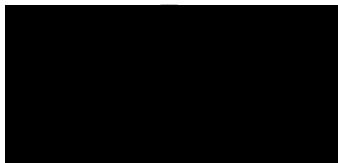
I am puzzled by the applicant's lawyer's use in this context of the phrase 'quiet enjoyment', a legal term applying not to relationships between neighbours but to those between landlords and their tenants. I am also puzzled by the phrase 'age-in-place', unless the intention was to write 'age in peace'.

Aesthetics: The proposed fence may be 'functional' but it will not be 'attractive'. It will not 'make the street scape more inviting' nor will it 'enhance the landscape character'.

Letter to Other Land Owner: This section of the application is entirely untrue. My lawyer, Bairbre Lewis, replied by letter dated 17 October 2018 to the applicant's lawyer Mr Zwetsloot's letter of 8 October 2018. I **enclose** a copy of Ms Lewis's reply.

On 12 November 2018 Ms Lewis emailed Mr Zwetsloot pointing out that she had not received a reply to her letter and asking if he was still acting for the applicant. I **enclose** a copy of her email. Mr Zwetsloot did not reply to her email. I think it discourteous of Mr Zwetsloot, who knows that Ms Lewis acts for me, not to have provided her directly with a copy of the current application.

Yours sincerely,



Cc CEO Paul Martin

Enc (3)

On Thursday, 1 November 2018, 15:54,

Hi Marcel,

Thank you for your response.

The first 12 metres comes under an R5 zoning.

Could you supply a quote for 67.5 metres at 2100mm high with the privacy screen taking the height to 2400.

The remaining 12 metres needs to be 1800mm high.

I believe the cost will be for the panels and posts. Not sure of the cost of the last 12 metres.

I have a building permit application with the shire of York for the 2400mm high fence including the privacy screen.

The shire have verbally informed to my lawyer that this will be approved however we are still waiting written confirmation.

My lawyer has applied to the state planning minister for an exemption on the R5 zoning which will allow the 1800mm fence on the 12 metres setback area. Photos and letter have been sent.

Upon removal of the old fence, I would like to retain the star pickets and galvanized bracing posts x 2 and some of the fencing wire.
All netting to be discarded.

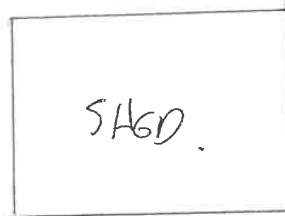


Site Photos - 03/08/2023

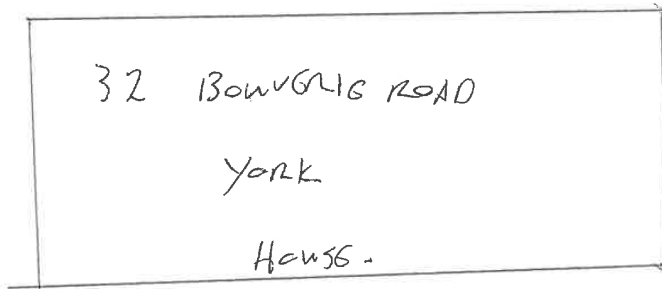


NOT TO SCALE.

REAR BOUNDARY PEG



68 METRES,
2100mm
HIGH PLUS
300mm
PRIVACY
SCREEN



80 METRES.

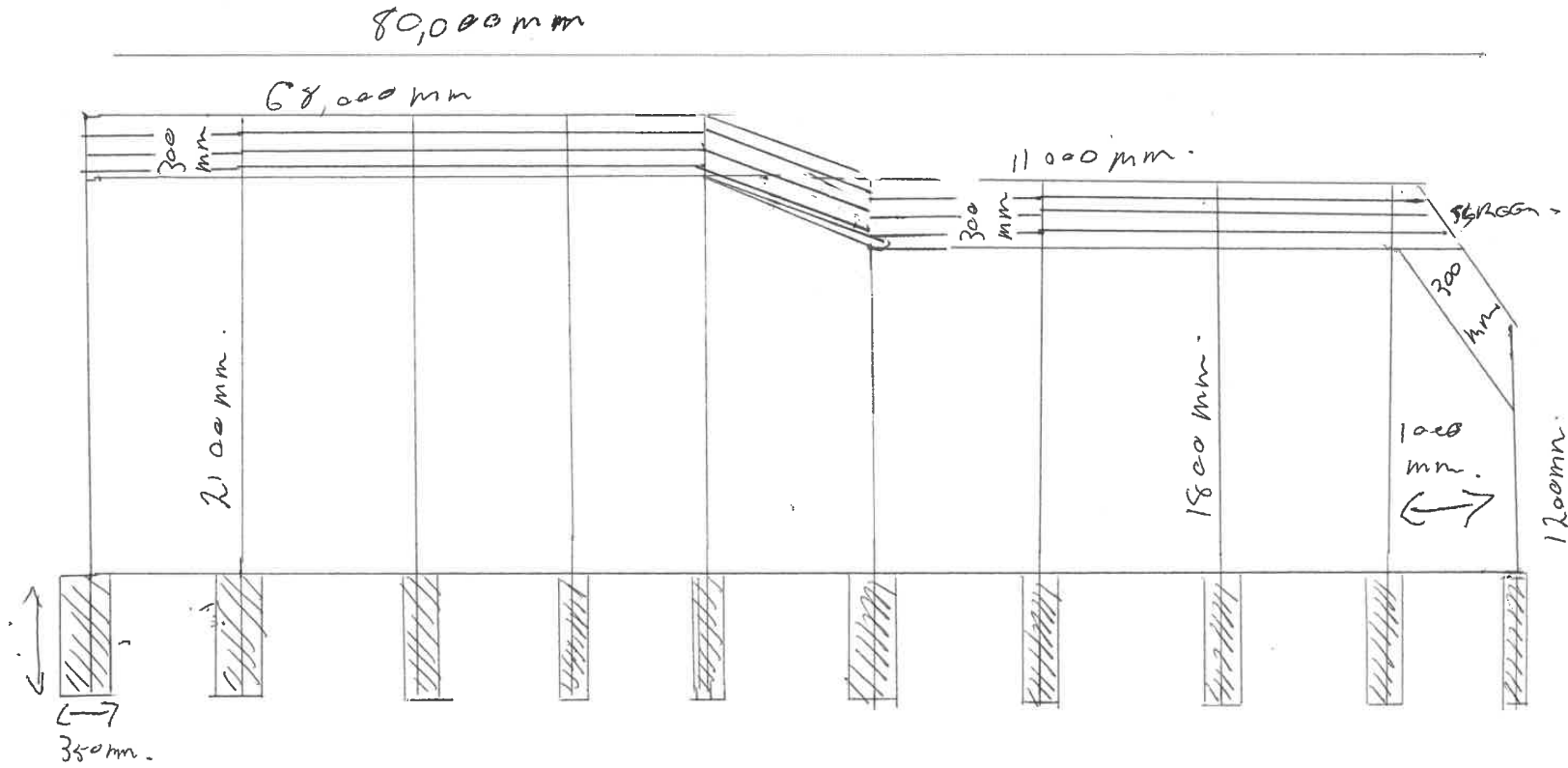
11 METRES,
1800mm PLUS
300mm
PRIVACY SCREEN.

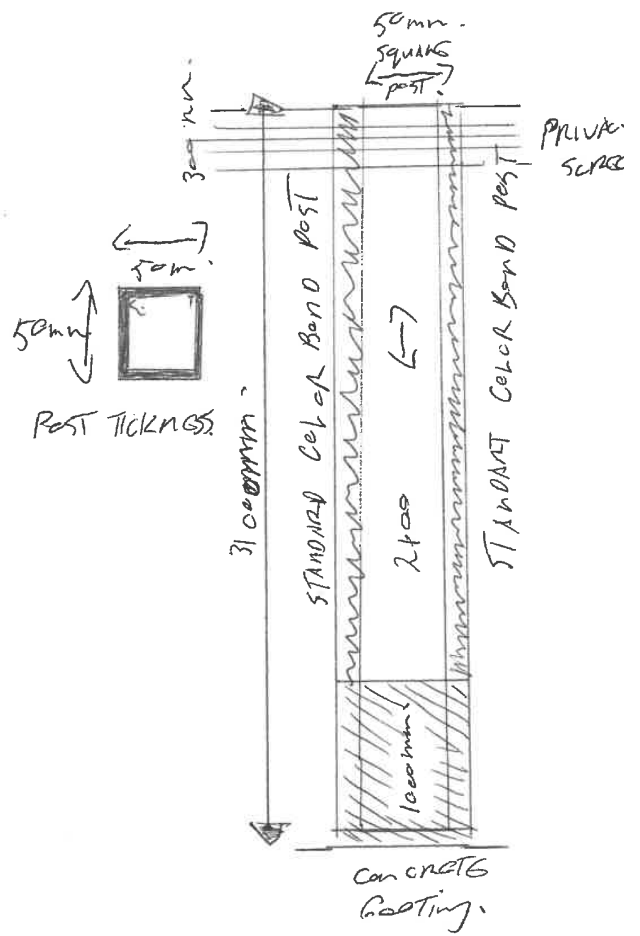
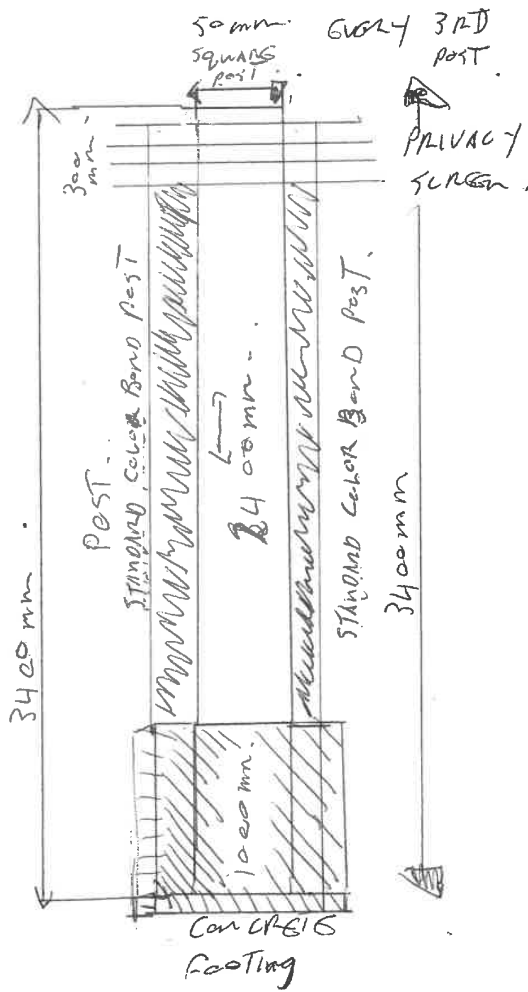


1 METRE FROM
1200mm TO
1800mm
PLUS 300mm
PRIVACY SCREEN.

FRONT
BOUNDARY
PEG.

NOT TO SCALE.





Disclosure of Interest – Cr Wright – Impartial – York Recreation and Convention Centre Operations Report

Cr Wright read the Impartiality Declaration - ... With regard to the York Recreation and Convention Centre Operations Report, the matter in Item SY095-08/23, I disclose that I have an association with the applicant (or person seeking a decision). The association is I am a member of the York Bowling Club. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.

SY095-08/23 YORK RECREATION AND CONVENTION CENTRE OPERATIONS REPORT

File Number:	4.3739
Author:	Marcus Whelan, Community & Place Coordinator
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	22 February 2022 (080222) 24 May 2022 (050522) 23 August 2022 (170822) 22 November 2022 (101122) 28 February 2023 (110223) 23 May 2023 (050523)
Disclosure of Interest:	Nil
Appendices:	1. YRCC May 2023 Operational Report - Confidential 2. YRCC June 2023 Operational Report - Confidential 3. YRCC July 2023 Operations Report - Confidential 4. YRCC May 2023 Profit & Loss - Confidential 5. YRCC June 2023 Profit & Loss - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents the quarterly report on operations at the York Recreation and Convention Centre (YRCC) following the appointment of Belgravia Leisure (BL) as management service providers.

BACKGROUND

BL assumed control of the YRCC in November 2021.

Performance Criteria and Key Performance Indicators (KPIs) are documented in the Management Contract and monthly reports are provided by BL against these criteria. Use of the building is contingent on the KPIs in the Management Agreement being achieved. The Shire reports progress against these KPIs quarterly to Council.

COMMENTS AND DETAILS

1. Staffing

A new food and beverage attendant started on 1 June with onboarding now completed. BL is in the process of recruiting for an extra administrative support officer.

The Community & Place Coordinator (CPC) continues to support the BL's new venue manager in the successful delivery of community led events.

2. Performance

Presented in confidential Appendices 1, 2 and 3 are the Monthly Operational Reports for May 2023, June 2023, and July 2023. Key aspects of the reports include:

2.1 Forrest Bar and Grill

BL reported in the month of May an increase on the average covers per week by sixteen (16) compared to last week's months with June's report. BL continues to promote the facility through electronic media which has resulted in better patronage. BL continues to offer meals from Wednesday through to Sunday.

TABLE 1.

MONTH	MAIN MEALS	KIDS MEALS / MISC	DESSERTS	TOTAL
23 April to 21 May 2023	330	48	12	390
22 May to 25 June 2023	283	58	16	355
25 June to 31 July 2023	231	62	10	303

During this reporting period the menu for the Forrest Bar and Café was updated and now allows diners to select from a range of set items with weekly "Blackboard Specials".

Events

1. Mother's Day event took place in May with free activities for families.
2. Darts tournament scheduled for fortnightly competitions was launched 5 May which contributed to a small increase in patronage.
3. May marked National Volunteers week. The Stephen Michael Foundation hosted "Freekick" and "Nightfields" in collaboration with the CRC at the YRCC. This initiative engaged local children while promoting healthy lifestyles and community engagement.
4. On 24 June and 29 July, roller-skating events took place at the indoor stadium in collaboration with Heritage Hair. These events were well attended by the local community.
5. On 30 July a Farmers Market event took place in the indoor stadium in collaboration with BL and Wilson Garden Care. The event was well attended by the local community.

Social Media

BL invested in paid social media marketing during this period to promote the new nights and menus and the May, June and July 2023 statistics show:

1. Post Reach: 12,183
2. Page Visits May June July: 777 (-32%)
3. New Page likes: 23 (+60)

2.2 Programs

YRCC Fete took place on 3 June and was fundraising for a sports trailer.

The scheduled social group was moved to Thursday's.

Les Mills RPM classes commenced on 8 May with a new instructor. A total of twenty-three (23) participants attended the six (6) classes scheduled. A new Les Mills strength class has commenced in the reporting period,

Gym statistics

In this reporting period there was an extra twenty (20) memberships.

Safety and Maintenance

The following items were identified in this reporting period and have been resolved:

1. Netball ring was recognised as damaged and has been replaced.
2. Stadium lights had a blown fuse which has been replaced.
3. The main change room bench has been repaired.

Shire Officers note that the significant reduction in outstanding WHS and maintenance issues.

2.3 Engagement and Club Development

Following the success of the Les Mills classes, BL has commenced consultation with the community on what types of future exercise classes would be welcomed.

2.4 Profit and Loss

Officers note the monthly reporting period for the Profit and Loss Statement has been moved to calendar month reporting, with BL providing the Statement fourteen (14) business days from the end of each month. Hence, the July 2023 Profit and Loss Statement will be provided in the next reporting period. Presented in confidential Appendices 4 and 5 are the Profit and Loss Statements for May and June 2023.

OPTIONS

Council has the following options:

Option 1: Council could choose to receive Monthly Operational Reports for May 2023, June 2023 and July 2023 and the Profit and Loss Statements for May 2023 and June 2023.

Option 2: Council could choose not to receive the Monthly Operational Reports for May 2023, June 2023 and July 2023 and the Profit and Loss Statements for May 2023 and June 2023.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

BL

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 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

Not applicable

Legal and Statutory

Not applicable

Disclosure of Interest – Cr Smythe – Impartial – The York Society - Request for Additional Financial Support

Cr Smythe read the Impartiality Declaration - ... With regard to The York Society - Request for Additional Financial Support, the matter in Item SY096-08/23, I disclose that I have an association with the applicant (or person seeking a decision). The association is I am a member of The York Society. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.

Disclosure of Interest – Cr Trent – Impartial – The York Society - Request for Additional Financial Support

Cr Trent read the Impartiality Declaration - ... With regard to The York Society - Request for Additional Financial Support, the matter in Item SY096-08/23, I disclose that I have an association with the applicant (or person seeking a decision). The association is I am a member of The York Society. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.

SY096-08/23 THE YORK SOCIETY - REQUEST FOR ADDITIONAL FINANCIAL SUPPORT

File Number:	4.0463; 4.0782
Author:	Marcus Whelan, Community & Place Coordinator
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	24 April 2017 (120417) 26 May 2020 (060520) 23 May 2023 (100523)
Disclosure of Interest:	Nil
Appendices:	1. Application Request for Fee Waiver ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents a request from The York Society Inc. (TYS) for a fee waiver for the hire of the Town Hall for the Arts & Crafts Awards for the period of 1-16 October for Council's consideration.

BACKGROUND

TYS was established in 1968 with the aim of promoting the history, heritage, culture and arts in York. The Society is membership based and operated by voluntary support. TYS endeavours to involve the community in its work and, through its cultural events, promote a much wider awareness of York throughout the state.

As a not-for-profit entity, TYS is financed through a mix of membership fees, facility hire and income generated through events and activities run by the organisation.

Prior to 2017, the Shire supported TYS-driven events through a mixture of cash and in-kind contributions on an ad-hoc basis. At its April 2017 Ordinary Meeting Council resolved to enter into a multiyear funding (MYF) agreement with TYS, providing \$4,500 per annum for three (3) years, expiring on 30 June 2020 (120417).

At its May 2020 Ordinary Meeting Council again resolved to enter into a MYF agreement with TYS, providing \$6,500 per annum for three (3) years, expiring on 30 June 2023 (060520). The TYS’s approved MYF was utilised to directly support the annual Art & Craft Awards.

Following a new request for multiyear funding, at its 23 May 2023 Ordinary Meeting, Council resolved (100523):

“That, with regard to The York Society - Request for a New Multiyear Funding Agreement 2023-2026, Council:

1. **Receives the request for multiyear funding from The York Society, as presented in confidential Appendix 1.**
2. **Requests the Chief Executive Officer to negotiate a multiyear funding agreement with The York Society under the following conditions:**
 - a. **The Agreement will commence on 1 July 2023 and expire on 30 June 2026.**
 - b. **The amount of sponsorship will be a maximum of \$10,000 per annum (plus GST) in accordance with the table below:**

FY	ACTIVITY	REQUEST	PROPOSED (PER ANNUM)	MILESTONE PAYMENTS
2023/24	2023/24 FY York Photographic Awards, York Art & Craft Awards and continued support of the York Research and Archive Centre	\$10,000	\$10,000	80% July 2023 & 20% October 2023
2024/25	2024/25 FY York Photographic Awards, York Art & Craft Awards and continued support of the York Research and Archive Centre	\$10,000	\$10,000	80% July 2024 & 20% October 2024
2025/26	2025/26 FY York Photographic Awards, York Art & Craft Awards and continued support of the York Research and Archive Centre	\$10,000	\$10,000	80% July 2025 & 20% October 2025

- c. **Payment will be subject to all conditions of the Agreement being met on an annual basis.**
3. **Authorises the Shire President and the Chief Executive Officer to engross the final Agreement.**
4. **Directs the Chief Executive Officer to include the agreed amounts in the 2023/24 – 2025/26 budget processes.”**

The Council report to the above resolution put forward TYS’ proposal and provided full funding as requested. The initial request from TYS included a request for in-kind hire of the Town Hall and this was considered as part of the recommendations to Council. The follow up request for in-kind support would be additional to an already increased MYF amount from \$6,500 to \$10,000. As with other MYF agreements, Council provide funds to facilitate Town Hall or other venue hire, but does not provide in-kind venue hire.

COMMENTS AND DETAILS

TYS is seeking a request for a fee waiver for the Town Hall to enable the programmed event to have additional resourcing to mark the 50th Anniversary of the event. This event is delivered annually and is well attended by locals and tourists.

OPTIONS

Council has the following options:

Option 1: Council could choose to support the request from TYS for a fee waiver of the hire fees for the Town Hall.

Option 2: Council could choose to offer an adjusted fee waiver for the hire fees for the Town Hall.

Option 3: Council could choose to reject the request for the fee waiver.

Option 3 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

TYS

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 2: Driving the York Economy Forward

To have a vibrant, diverse and prosperous local economy which creates local jobs, business opportunities and a positive image for the Shire.

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

C3 Community Funding: Grants and Sponsorship

Financial

Officers note that the request for in-kind hire was formulated using the 2022/23 advertised hire fees. However, this amount will likely increase following the adoption of the 2023/24 Budget as Councillors requested a 5.8% increase to all applicable fees. Should Council resolve to support the request for a fee waiver, this will need to be taken into account.

Legal and Statutory

Nil

Risk Related

Should Council choose to reject the fee waiver request, this poses a reputational risk which is considered Moderate (4).

Workforce

The scope of this report can be managed within existing resources.

VOTING REQUIREMENTS

Absolute Majority: No

**RESOLUTION
040823**

Moved: Cr Denis Warnick

Seconded: Cr Peter Wright

That, with regard to The York Society - Request for Additional Financial Support, Council:

- 1. Resolves to reject the request from The York Society for a fee waiver of the hire fees for the Town Hall.**

CARRIED: 6/0



APPLICATION REQUEST FOR FEE WAIVER

(Applications \$1000 or more must go to a Council Meeting)

File No: 4-0407
 Record No: 1N23/31E046

APPLICANT DETAILS

Organisation:	The York Society, Inc.		
Contact Name:	Jackie Phillips		
Postal Address:	PO Box 587, York 6302		
Phone:	0448984994	Email Address:	archives.yorksociety@gmail.com
Preferred Contact Method:	<input type="checkbox"/> Telephone	<input checked="" type="checkbox"/> Yes Email	<input type="checkbox"/> Post

REQUEST DETAILS

Are you a Community Group or Not for Profit Organisation?		Yes
Reason for Request	<p><u>2023 is the 50th Anniversary of the York Society's involvement with the arts in York.</u></p> <p><u>We are planning to have a Golden anniversary Gala opening event on the night before the Art & Craft exhibition opens. The approx \$6600 rent that we pay for the use of the Town Hall does not currently allow us any leeway to spend extra funds on entertainment/decorations/refreshments or on expanding the event or the Awards in any way to celebrate the occasion. A waiver would enable us to mount a special event suitable to mark 50 years of Community engagement in the arts..</u></p> <p><u>This is one of the longest running events mounted by any organisation in York. It is totally run by York people and all monies raised stay in York to help maintain the York Archives. We request a waiver of the Town Hall rent for the period 1-16th October 2023.</u></p>	
	<p>_____</p> <p>_____</p> <p>_____</p>	
Amount Requested	\$ the entire rent of the Town Hall for the period of the Art & Craft Awards. In 2022 this was approximately \$6600	

Terms: This form must be submitted 2 weeks prior to the waiver being required. This allows sufficient time for processing your request.

Signed:

J.A. Phillips, President, The York Society Date: 14/07/2023

APPROVAL/REFUSAL DETAILS

H:\Common Share\FORMS\Finance Forms\Fees & Charges

Date Application Received:	
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Under CEO Delegation DE3.13 Defer, Grant Discounts, Waive or Write Off Debts The above application for fee waiver is <input type="checkbox"/> approved <input type="checkbox"/> not approved	By Resolution of Council
	Resolution no:
	Resolution date:
Chris Linnell CHIEF EXECUTIVE OFFICER	Signature: _____ Date: _____

OFFICE USE ONLY

Action	Action Officer	Tick
Incoming application registered	RO	<input type="checkbox"/>
Application emailed to CEO & CESO	RO	<input type="checkbox"/>
Applicant advised of outcome of application	CESO	<input type="checkbox"/>
Copy emailed to Administration & Governance Officer	CESO	<input type="checkbox"/>
Entered - Delegations Register	AGO	<input type="checkbox"/>
Emailed to Relevant Officer/s	AGO	<input type="checkbox"/>
Completed application registered	AGO	<input type="checkbox"/>

H:\Common Share\FORMS\Finance Forms\Fees & Charges

SY097-08/23 REQUEST FOR IN-KIND SUPPORT FOR THE FILMING OF 'THE TWELVE'

File Number:	4.0468
Author:	Rebecca Atkinson, Community Development Officer
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
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 Council to provide in-kind support to the value of \$5,000 for Town Hall Hire Fee's being used for the filming of Season Two of The Twelve.

BACKGROUND

The Twelve is an Australian television drama series on Fox Showcase and Binge. Season One was viewed by 82,000 on airing night for the final episode and received three (3) Logie Award wins at the 2023 Logies.

The show stars a diverse Australian cast, as well as Sam Neil.

Filming of Season Two will be in regional Western Australia, with the Shire of York being selected as the predominantly showcased town.

Discussions on filming locations and venues have been held with various members of the Corporate & Community Services Team, during the lead up to filming commencement.

COMMENTS AND DETAILS

The producers of The Twelve canvassed multiple regional locations throughout the state, with York's picturesque landscapes, heritage aspects and Town Hall making it relevant and reminiscent of the fictional town for Season Two.

The show's production crew envision filming times will be from 14 August 2023 until 10 November 2023, seeing filming locations through the main street (Avon Terrace), Pioneer Road, Knotts Road, York Newsagency, Castle Hotel and within the Town Hall Foyer - Visitors Centre area, with more possible locations added.

The production is coming to York for three (3) separate blocks of filming. This will see accommodation businesses receive an estimated 960 bookings over the filming period and similar increased business for local food outlets with the crew expected to be purchasing food and beverages. The show will also be recruiting local residents for paid extras roles. This is expected to create a significant economic boost for local businesses, exposure to the TV filming industry and a unique opportunity for the community.

The remainder of the filming blocks are to be confirmed once scripts are released.

In addition, the producers of the show are happy to include the Shire of York as a credit at the end of the show, creating further exposure for York.

There will be an impact on visitor services as the Town Hall will need to be closed during the period of filming in the Town Hall and foyer. This is not expected to be more than two (2) days per filming block. Options are being explored to manage visitor centre services during these periods.

OPTIONS

Council has the following options:

- Option 1:** Council could choose to approve the proposal to provide in-kind support to the value of \$5,000 for the purpose of hiring the Town Hall for the filming of Season Two – The Twelve.
- Option 2:** Council could choose to reject the proposal to provide in-kind support to the value of \$5,000 for the purpose of hiring the Town Hall for the filming of Season Two – The Twelve.
- Option 3:** Council could choose to provide a different avenue of support for the filming of Season Two – The Twelve, which is yet to be identified.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Gabrielle Sinclair – The Twelve, Set Up Location Manager

Claire Burton – The Twelve, Location Manager

Emma Thorpe – The Twelve, Extras Co-Ordinator

Executive Leadership Team

Internal staff

Strategic

Strategic Community Plan 2020-2030

Goal 2: Driving the York Economy Forward

To have a vibrant, diverse, and prosperous local economy which creates local jobs, business opportunities and a positive image for the Shire.

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

F11 Financial Planning and Sustainability

C3 Community Funding: Grants and Sponsorship

Financial

The Twelve production team is requesting in-kind support to the value of \$5,000, being the fees and charges which would normally be applicable to hiring the Town Hall.

Legal and Statutory

Section 6.12 of the *Local Government Act 1995* is applicable and states.

“6.12. Power to defer, grant discounts, waive or write off debts

1. Subject to subsection (2) and any other written law, a local government may —

- a. *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - b. *waive or grant concessions in relation to any amount of money; or*
 - c. *write off any amount of money,*
 - d. *which is owed to the local government.*
 - *Absolute majority required.*
2. *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
 3. *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
 4. *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.”*

Risk Related

There may be a reputational risk to Council should it choose not to provide support for what could be considered an important economic boost to local businesses, promotion of the Shire of York on a large scale and a unique experience for the community.

Workforce

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

Arrangements will be made in consultation with Visitor Centre staff for the continuation of services during the filming periods.

VOTING REQUIREMENTS

Absolute Majority: Yes

RESOLUTION 050823

Moved: Cr Kevin Trent

Seconded: Cr Pam Heaton

That, with regard to the Request for In-Kind Support for the filming of 'The Twelve', Council:

1. **Resolves to provide in-kind support to the value of \$5,000 for the purpose of hiring the Town Hall for the filming of Season Two – The Twelve for specified dates during 14 August 2023 until 10 November 2023.**

CARRIED BY ABSOLUTE MAJORITY: 6/0

SY098-08/23 DELEGATION - APPOINT PERSONS TO RECEIVE AND WITHDRAW COMPLAINTS

File Number: 4.0747

Author: Vanessa Green, Council & Executive Support Officer

Authoriser: Chris Linnell, Chief Executive Officer

Previously before Council: 23 August 2022 (150822)
27 June 2023 (140623)

Disclosure of Interest: Nil

Appendices:

1. August 2022 Council Report & Appendices [↓](#)
2. Delegation - Appoint Persons to Receive & Withdraw Complaints [↓](#)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents a delegation, relating to complaints received regarding breaches of Division 3 of the Code of Conduct (CoC), to Council for adoption.

BACKGROUND

At its August 2022 Ordinary Meeting Council considered a policy review and proposed delegation relating to relating to complaints received regarding breaches of Division 3 of the Code of Conduct (CoC) and resolved (150822):

“That, with regard to the Policy Review and Proposed Delegation - Complaints (Code of Conduct), Complaints Officer and Complaint Form, Council:

1. ***Adopts the reviewed Policy E1 – Code of Conduct: Council Members, Committee Members and Candidates and Policy G5 – Comprehensive Complaints Response as amended and presented in Appendix 1 and Appendix 2 respectively.***
2. ***Adopts the proposed Policy E11 - Council Code of Conduct Division 3 Complaint Handling, as presented in Appendix 3.***
3. ***Adopts the proposed delegation Appoint Persons to Receive and Withdrawals of Complaint, as presented in Appendix 4.***
4. ***Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the policies and delegation prior to publication.”***

An extract from the August 2022 Minutes is presented in Appendix 1.

At its June 2023 Ordinary Meeting Council considered a major review of the Delegations Register and resolved (140623):

“That, with regard to the Review of the Delegations Register, Council:

1. ***Notes the last review of its Delegations Register, in accordance with Section 5.46(2) of the Local Government Act 1995, was conducted in December 2021 for the 2021/22 financial year.***
2. ***Adopts the amended Delegations Register, as presented in Appendix 1.***

- 3. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the Delegations Register prior to publication.**
- 4. Authorises the Chief Executive Officer to amend the titles and number references contained in various Council Policies as required to reflect the changes in the Delegations Register.”**

Unfortunately, during the review process of the Delegations Register, the delegation adopted by Council at its August 2022 Ordinary Meeting was missed and therefore not included in the adopted Register.

This report presents the delegation to Council for (re)adoption.

COMMENTS AND DETAILS

The reason for the mistake is human error.

The delegation remains unchanged from its adoption in August 2022, with a copy presented in Appendix 2.

The delegation is required to be presented to Council for an Absolute Majority decision to be included in the Delegations Register.

OPTIONS

Council has the following options:

Option 1: Council could choose not to (re)adopt the delegation.

Option 2: Council could choose to (re)adopt the delegation with further amendments.

Option 3: Council could choose to (re)adopt the delegation as presented.

Option 3 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

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

E1 Code of Conduct: Council Members, Committee Members & Candidates

G5 Comprehensive Complaints Response

Financial

Nil

Legal and Statutory

Sections 5.103 and 5.120 of the *Local Government Act 1995* are applicable to the CoC and Complaints Officer and state:

“5.103. Model code of conduct for council members, committee members and candidates

- (1) *Regulations must prescribe a model code of conduct for council members, committee members and candidates.*

- (2) *The model code of conduct must include —*
 - (a) *general principles to guide behaviour; and*
 - (b) *requirements relating to behaviour; and*
 - (c) *provisions specified to be rules of conduct.*
- (3) *The model code of conduct may include provisions about how the following are to be dealt with —*
 - (a) *alleged breaches of the requirements referred to in subsection (2)(b);*
 - (b) *alleged breaches of the rules of conduct by committee members.*
- (4) *The model code of conduct cannot include a rule of conduct if contravention of the rule would, in addition to being a minor breach under section 5.105(1)(a), also be a serious breach under section 5.105(3).*
- (5) *Regulations may amend the model code of conduct.*

5.120. Complaints officer

- (1) *The CEO may designate an employee of the local government to be its complaints officer.*
- (2) *If an employee is not designated under subsection (1), the CEO is the local government’s complaints officer.”*

Clauses 11(2)(a) and (3) of the *Local Government (Model Code of Conduct) Regulations 2021* are applicable to the Complaints Officer and Complaint Form and state:

“11. Complaint about alleged breach

- (1) *A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.*
- (2) *A complaint must be made —*
 - (a) *in writing in the form approved by the local government; and*
 - (b) *to a person authorised under subclause (3); and*
 - (c) *within 1 month after the occurrence of the alleged breach.*
- (3) *The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.”*

Sections 5.42, 5.43 and 5.45 of the *Local Government Act 1995* are applicable to delegations and state:

“5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
 - (a) *this Act other than those referred to in section 5.43; or*
 - (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*

** Absolute majority required.*

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority of the council;*
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) appointing an auditor;*
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) borrowing money on behalf of the local government;*
- (g) hearing or determining an objection of a kind referred to in section 9.5;*
- (ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (h) any power or duty that requires the approval of the Minister or the Governor;*
- (i) such other powers or duties as may be prescribed.*

5.45. Other matters relevant to delegations under this Division

- (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 —*
 - (a) a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and*
 - (b) any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*
- (2) Nothing in this Division is to be read as preventing —*
 - (a) a local government from performing any of its functions by acting through a person other than the CEO; or*
 - (b) a CEO from performing any of his or her functions by acting through another person.”*

Risk Related

There may be a reputational risk to Council and the Shire if the complaint handling process is not dealt with in an effective, transparent and fair manner.

Workforce

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

Where an Officer is delegated authority, he/she is required to complete a Primary and Annual Return in accordance with Sections 5.75 and 5.76 of the *Local Government Act 1995*.

VOTING REQUIREMENTS

Absolute Majority: Yes

RESOLUTION**060823****Moved: Cr Kevin Trent****Seconded: Cr Denis Warnick****That, with regard to the Delegation - Appoint Persons to Receive and Withdraw Complaints, Council:**

- 1. Adopts the delegation Appoint Persons to Receive and Withdraw Complaints, as presented in Appendix 2.**
- 2. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the delegation prior to publication.**

CARRIED BY ABSOLUTE MAJORITY: 6/0

SY084-08/22 POLICY REVIEW AND PROPOSED DELEGATION - COMPLAINTS (CODE OF CONDUCT), COMPLAINTS OFFICER AND COMPLAINT FORM

File Number:	4.0464
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	23 February 2021 (130221) 27 July 2021 (160721)
Appendices:	1. Reviewed Policy E1 ↓ 2. Reviewed Policy G5 ↓ 3. Proposed Policy E11 ↓ 4. Proposed Delegation ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

Executive

PURPOSE OF REPORT

This report presents a policy review, including a proposed new policy and delegation, relating to complaints received regarding breaches of Division 3 of the Code of Conduct (CoC) to Council for consideration.

BACKGROUND

The *Local Government (Model Code of Conduct) Regulations 2021* and *Local Government (Administration) Amendment Regulations 2021* were gazetted on Tuesday 2 February 2021 and took effect on 3 February 2021.

Local governments were required to adopt a CoC for Council Members, Committee Members and Candidates that incorporates the Model CoC within three (3) months of gazettal, in accordance with the (then) new Section 5.104 of the *Local Government Act 1995*.

On the introduction of the new Regulations, the Department of Local Government, Sport & Cultural Industries advised that by 24 February 2021 local governments were to authorise an officer for the purposes of receiving complaints and withdrawals of complaints, in accordance with Clause 11(3) of the Model CoC. Local governments were also to have approved a complaint form in accordance with Clause 11(2)(a).

At its February 2021 Ordinary Meeting Council considered the new Model CoC and appointment of a Complaints Officer and resolved (130221):

“That Council:

- 1. Appoints the Chief Executive Officer (CEO) as the complaints officer for minor breach complaints against council members, committee members and candidates.***
- 2. Approves the Department of Local Government, Sport and Cultural Industries template as the form to be used for lodging minor breach complaints against council members, committee members and candidates (as shown in Appendix 1 & 2).”***

At its July 2021 Ordinary Meeting Council considered a minor review of Policy G5 – Comprehensive Complaints Policy with a view to make the policy clearer, easier to read and better reflect the intent of the policy (160721). The CoC Behaviour Complaint Form was also integrated into Policy G5 as part of that review.

At that time, the Western Australian Local Government Association (WALGA) had introduced new governance resources to assist local governments in meeting their obligations arising from the new legislative amendments. These resources included a CoC Behaviour Complaints Management Policy, together with templates for the following:

1. CoC Behaviour Complaint Form
2. Behaviour Complaints Committee Terms of Reference
3. Behaviour Complaints Committee Delegation
4. Behaviour Complaint Statutory Declaration

In the July 2021 report, Council was advised that the WALGA templates would be considered in a future major review. Unfortunately, other priorities and staff shortages across the organisation delayed this review work. However, the review has now been undertaken and the relevant documentation is presented to Council for consideration.

COMMENTS AND DETAILS

Dealing with a previous complaint highlighted the need for amendments to the policies and complaint form/s. The amendments include:

1. Minor changes to the wording of Policy E1 – Code of Conduct: Council Members, Committee Members and Candidates and inclusion of the Complaints Form (as presented in Appendix 1)
2. Minor changes to the wording of Policy G5 – Comprehensive Complaints Response and removal of the two (2) complaint forms (as presented in Appendix 2)
3. A proposed new policy – Council CoC Division 3 Complaint Handling (as presented in Appendix 3)
4. A proposed new delegation – Appoint Persons to Receive and Withdrawals of Complaint (as presented in Appendix 4)

The below table provides more detail on the amendments.

TABLE 1.

Policy/Document	Proposed Amendments/Comments
Policy E1	<ol style="list-style-type: none"> 1. Clause 11 has been amended to: <ol style="list-style-type: none"> a. Include reference to the proposed delegation (if approved by Council) and to amend the wording in reference to Council’s previous appointment of the Chief Executive Officer as Complaints Officer. b. Reference the Complaints Form to be used for Division 3 complaints making it very clear which form is to be used for which purpose and which Division of the CoC. 2. Clause 15 has been amended to include reference to the proposed policy which provides further details on the process to be undertaken when a complaint is received and withdrawn. 3. Appendix 1 has been added which is the Complaints Form to be used for all Division 3 complaints.
Policy G5	<ol style="list-style-type: none"> 1. General changes to wording to provide clarity. 2. Any references to complaints relating to Elected Members Committee Members or Candidates are directed to Policy E1 and the proposed policy relating to complaint handling to provide separation between CoC complaints and other service complaints of a general nature.

	3. Removal of the two (2) complaint forms which created confusion as to which form to use and for what purpose.
Proposed Policy	<p>The purpose of the proposed policy is to provide clear guidance on the procedure for dealing with complaints relating to alleged breaches of behaviour under Division 3 of Policy E1. The proposed policy expands on Clauses 11 to 13 in Policy E1 to ensure an effective, transparent, fair and accessible complaints handling process is conducted.</p> <p>It should be noted that WALGA's resources suggest a Behaviour Complaints Committee of Council be established in accordance with Section 5.8 of the <i>Local Government Act 1995</i> to consider complaints. However, Officers do not believe this is necessary for York as the option to appointment an independent third-party Investigator will enable separation and external oversight of the complaints handling process. This appears common place in a number of local governments.</p>
Proposed Delegation	<p>The proposed delegation from Council to the Chief Executive Officer, providing authority to authorise persons to receive complaints and withdrawal of complaints, is intended to provide flexibility. This would allow the Chief Executive Officer to make authorisations as necessary, to address staff changes, provide backup coverage, and make subsequent appointments based on better understanding of the Complaints Officer role, enabling complaints to be dealt with in an efficient and timely manner.</p> <p>The use of such a delegation appears common place in a number of local governments.</p>

In addition to the proposed amendments, Officers propose to introduce a page on the Shire's website which will provide information on the types of complaints which can be made (i.e. both general service complaints and those specific to the CoC) and the manner in which they are to be made. It will also include links to the website's Policy page to enable ease of reference for people and can provide external links to the Public Sector Commission and Corruption and Crime Commission for serious breaches.

OPTIONS

Council has the following options:

- Option 1:** Council could choose not to adopt the proposed documents and amendments.
 - Option 2:** Council could choose to adopt the proposed documents with further amendments.
 - Option 3:** Council could choose to adopt the proposed documents and amendments as presented.
- Option 3 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

WALGA Governance Team
 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

E1 Code of Conduct: Council Members, Committee Members & Candidates

G5 Comprehensive Complaints Response

Financial

Costs will be applicable if a Mediator or Investigator are appointed in accordance with the proposed Policy E11. These would be in line with budget allocations for that financial year and procurement practices in compliance with Policy F2 – Procurement.

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.”*

Sections 5.103 and 5.120 of the *Local Government Act 1995* are applicable to the CoC and Complaints Officer and state:

“5.103. Model code of conduct for council members, committee members and candidates

- (1) *Regulations must prescribe a model code of conduct for council members, committee members and candidates.*
- (2) *The model code of conduct must include —*
 - (a) *general principles to guide behaviour; and*
 - (b) *requirements relating to behaviour; and*
 - (c) *provisions specified to be rules of conduct.*
- (3) *The model code of conduct may include provisions about how the following are to be dealt with —*
 - (a) *alleged breaches of the requirements referred to in subsection (2)(b);*
 - (b) *alleged breaches of the rules of conduct by committee members.*
- (4) *The model code of conduct cannot include a rule of conduct if contravention of the rule would, in addition to being a minor breach under section 5.105(1)(a), also be a serious breach under section 5.105(3).*
- (5) *Regulations may amend the model code of conduct.*

5.120. Complaints officer

- (1) *The CEO may designate an employee of the local government to be its complaints officer.*
- (2) *If an employee is not designated under subsection (1), the CEO is the local government's complaints officer.”*

Clauses 11(2)(a) and (3) of the *Local Government (Model Code of Conduct) Regulations 2021* are applicable to the Complaints Officer and Complaint Form and state:

“11. Complaint about alleged breach

- (1) *A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.*
- (2) *A complaint must be made —*
 - (a) *in writing in the form approved by the local government; and*
 - (b) *to a person authorised under subclause (3); and*
 - (c) *within 1 month after the occurrence of the alleged breach.*
- (3) *The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.”*

Sections 5.42, 5.43 and 5.45 of the Local Government Act 1995 are applicable to delegations and state:

“5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —*
 - (a) *this Act other than those referred to in section 5.43; or*
 - (b) *the Planning and Development Act 2005 section 214(2), (3) or (5).*

** Absolute majority required.*

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) *any power or duty that requires a decision of an absolute majority of the council;*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) *appointing an auditor;*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) *any of the local government’s powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;*
- (f) *borrowing money on behalf of the local government;*
- (g) *hearing or determining an objection of a kind referred to in section 9.5;*
- (ha) *the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;*
- (h) *any power or duty that requires the approval of the Minister or the Governor;*
- (i) *such other powers or duties as may be prescribed.*

ELECTED MEMBER POLICIES
Code of Conduct: Council Members,
Committee Members & Candidates



Policy Number:	E1
Relevant Delegation:	Not Applicable
Adoption Details:	16 July 2001
Last Review Details:	27 April 2021

DIVISION 1 — PRELIMINARY PROVISIONS

1. CITATION

This is the Shire of York Code of Conduct for Council Members, Committee Members and Candidates.

2. TERMS USED

(1) In this code —

Act means the *Local Government Act 1995*.

candidate means a candidate for election as a council member.

complaint means a complaint made under clause 11(1).

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.

DIVISION 2 — GENERAL PRINCIPLES

3. OVERVIEW OF DIVISION

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. PERSONAL INTEGRITY

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and

-
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. RELATIONSHIP WITH OTHERS

- (1) A council member, committee member or candidate should —
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. ACCOUNTABILITY

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

DIVISION 3 — BEHAVIOUR

7. OVERVIEW OF DIVISION

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. PERSONAL INTEGRITY

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
 - (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.
-

9. RELATIONSHIP WITH OTHERS

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. COUNCIL OR COMMITTEE MEETINGS

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of the Shire of York *Local Government (Council Meetings) Local Law 2016* relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. COMPLAINT ABOUT ALLEGED BREACH

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
 - (2) A complaint must be made —
 - (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
 - (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints. ~~Council resolved on 22 February 2021 (130221) that the Chief Executive Officer is the authorised complaints officer.~~
 - (3)(4) Refer to Appendix 1 for the Behaviour Complaint Form referenced in point 2(a) above.
-

12. DEALING WITH COMPLAINT

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation.
 - (b) undertake counselling.
 - (c) undertake training.
 - (d) take other action the local government considers appropriate.
- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
 - (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. DISMISSAL OF COMPLAINT

- (1) The local government must dismiss a complaint if it is satisfied that —
 - (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
 - (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.
-

14. WITHDRAWAL OF COMPLAINT

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
 - (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. OTHER PROVISIONS ABOUT COMPLAINTS

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.
- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.
- (3) Refer to [Policy E11 Council Code of Conduct Division 3 Complaint Handling Policy Policy G5 – Comprehensive Complaints Response](#) available on the Shire of York website [Via This Link for the Complaint Form \(Appendix 2\)](#) available on the Shire of York website for how complaints will be handled.

DIVISION 4 — RULES OF CONDUCT

Notes for this Division:

- (1) Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
- (2) A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. OVERVIEW OF DIVISION

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. MISUSE OF LOCAL GOVERNMENT RESOURCES

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918;

resources of a local government includes —

 - (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. SECURING PERSONAL ADVANTAGE OR DISADVANTAGING OTHERS

-
- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person;
or
 - (b) to cause detriment to the local government or any other person.
 - (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.

19. PROHIBITION AGAINST INVOLVEMENT IN ADMINISTRATION

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. RELATIONSHIP WITH LOCAL GOVERNMENT EMPLOYEES

- (1) In this clause —

local government employee means a person —

 - (a) employed by a local government under section 5.36(1) of the Act; or
 - (b) engaged by a local government under a contract for services.
- (2) A council member or candidate must not —
 - (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
 - (c) act in an abusive or threatening manner towards a local government employee.
- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —
 - (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use an offensive or objectionable expression when referring to a local government employee.
- (5) Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code Chapter XXXV.

21. DISCLOSURE OF INFORMATION

- (1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act.
-

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed.

document includes a part of a document.

non-confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. DISCLOSURE OF INTERESTS

- (1) In this clause —
- interest** —
- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
-

(b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.

(6) Subclause (7) applies in relation to an interest if –

(a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or

(b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.

(7) The nature of the interest must be recorded in the minutes of the meeting.

23. COMPLIANCE WITH PLAN REQUIREMENT

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer: Chief Executive Officer
 Contact Officer: Chief Executive Officer
 Relevant Legislation: Local Government Act 1995 (Section 5.103 – Codes of Conduct)
 Local Government Act 1995 (Section 5.59-5.90)
 Local Government (Administration) Regulations 1996 (Section 34B)
 Local Government (Model Code of Conduct) Regulations 2021

Review History:

Date Review Adopted:	Resolution Number
Adopted – 16 July 2001	
Reviewed – 19 May 2003	
Reviewed – 19 November 2007	
Reviewed – 18 October 2010	
Reviewed – 28 January 2016	
Reviewed – 25 July 2016	
Reviewed – 24 October 2016	121016
Reviewed – 25 November 2019	291119
Reviewed – 16 December 2019	
Adopted 27 April 2021	060421
Reviewed – 26 April 2022	
Former Policy No:	G1.1

APPENDIX 1



BEHAVIOUR COMPLAINT FORM

File No: _____

Record No: _____

Shire of York Code of Conduct for Council Members, Committee Members and Candidates

<u>Name of Person Making the Complaint</u>							
Complainant Name: <i>Given Name/s and Family Name</i>							
<u>Contact Details</u>							
Residential Address:							
Postal Address:							
Phone:	Day-time: _____ Mobile: _____						
Email:							
<u>Complaint Details:</u>							
1.	Insert Name of Person alleged to have committed a behavior breach:						
2.	<table border="1" style="width: 100%;"> <tr> <td style="width: 80%;">Select the position that the person was fulfilling at the time the person committed the alleged behaviour breach:</td> <td style="width: 20%; text-align: center;"><u>Council Member of the Shire of York</u> <input type="checkbox"/></td> </tr> <tr> <td></td> <td style="text-align: center;"><u>Member of a Committee of the Shire of York</u> <input type="checkbox"/></td> </tr> <tr> <td></td> <td style="text-align: center;"><u>Candidate for election at the Shire of York</u> <input type="checkbox"/></td> </tr> </table>	Select the position that the person was fulfilling at the time the person committed the alleged behaviour breach:	<u>Council Member of the Shire of York</u> <input type="checkbox"/>		<u>Member of a Committee of the Shire of York</u> <input type="checkbox"/>		<u>Candidate for election at the Shire of York</u> <input type="checkbox"/>
Select the position that the person was fulfilling at the time the person committed the alleged behaviour breach:	<u>Council Member of the Shire of York</u> <input type="checkbox"/>						
	<u>Member of a Committee of the Shire of York</u> <input type="checkbox"/>						
	<u>Candidate for election at the Shire of York</u> <input type="checkbox"/>						
3.	Date that the alleged behaviour breach occurred:						
4.	Location where the alleged behaviour breach occurred:						
5.	<p>Which of the behaviours prescribed in Division 3 of the Shire of York’s Code of Conduct do you allege this person has breached?</p> <p><u>Clause 8. Personal integrity</u></p> <p>(1) <u>A council member, committee member or candidate —</u></p> <table border="1" style="width: 100%;"> <tr> <td style="width: 80%;">(a) <u>must ensure that their use of social media and other forms of communication complies with this code; and</u></td> <td style="width: 20%; text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>(b) <u>must only publish material that is factually correct</u></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table> <p>(2) <u>A council member or committee member —</u></p>	(a) <u>must ensure that their use of social media and other forms of communication complies with this code; and</u>	<input type="checkbox"/>	(b) <u>must only publish material that is factually correct</u>	<input type="checkbox"/>		
(a) <u>must ensure that their use of social media and other forms of communication complies with this code; and</u>	<input type="checkbox"/>						
(b) <u>must only publish material that is factually correct</u>	<input type="checkbox"/>						

(a) must not be impaired by alcohol or drugs in the performance of their official duties; and	<input type="checkbox"/>
(b) must comply with all policies, procedures and resolutions of the local government.	<input type="checkbox"/>
Clause 9. Relationship with others	
A council member, committee member or candidate —	
(a) must not bully or harass another person in any way.	<input type="checkbox"/>
(b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government.	<input type="checkbox"/>
(c) must not use offensive or derogatory language when referring to another person.	<input type="checkbox"/>
(d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.	<input type="checkbox"/>
(e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.	<input type="checkbox"/>
Clause 10. Council or committee meetings	
When attending a council or committee meeting, a council member, committee member or candidate —	
(a) must not act in an abusive or threatening manner towards another person.	<input type="checkbox"/>
(b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading.	<input type="checkbox"/>
(c) must not repeatedly disrupt the meeting.	<input type="checkbox"/>
(d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings.	<input type="checkbox"/>
(e) must comply with any direction given by the person presiding at the meeting.	<input type="checkbox"/>
(f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.	<input type="checkbox"/>
6. State the full details of the alleged breach.	

<p>7 <u>List any additional information you have provided as part of this complaint:</u> <i>Please ensure all information relevant to the alleged breach has been attached. This information will be the basis on which the complaint is considered.</i></p>	
<p>9 <u>Have you made any efforts to resolve the complaint with the Respondent?</u> <i>Please note, you MUST complete this section</i></p>	
YES	<p><input type="checkbox"/> <i>If yes, please describe the efforts that you have made.</i></p>
NO	<p><input type="checkbox"/> <i>If no, please include a brief statement explaining why you have not made any efforts to resolve the issue with the person complained about.</i></p>
<p>10 <i>The Shire of York allows for the Complainant and the Respondent to be offered the opportunity to participate in an Alternative Dispute Resolution process, that if agreed to by BOTH parties, will be undertaken before the complaint is dealt with.</i></p> <p><i>The objective is to support both parties to reach a mutually satisfactory outcome that resolves the issues and restores the relationship between them. An outcome may be that as the Complainant, you will have absolute discretion to withdraw or continue with this Complaint.</i></p> <p><i>Please contact the Complaints Officer if you would like more information.</i></p>	
<p>Would you agree to participate in an Alternative Dispute Resolution process?</p>	
	<p>YES <input type="checkbox"/></p>
	<p>NO <input type="checkbox"/></p>
<p>11 <u>Desired outcome of the Complaint</u> <i>Please explain what you would like to happen as a result of lodging this complaint, including the opportunity to participate in Alternative Dispute Resolution.</i></p>	

COMPLAINANT <i>please sign and date</i>	
Signature:	
Date:	

Please submit completed Behaviour Complaint to:

The Shire of York's Complaints Officer:

Mailing Address: PO Box 22, York WA 6302

Email Address: records@york.wa.gov.au

In person: 1 Joaquina Street, York WA 6302

Office Use Only

Authorised Officer's Name:	
Authorised Officer's Signature:	
Date received:	

GOVERNANCE POLICIES
Comprehensive Complaints Response



Policy Number:	G5
Relevant Delegation:	Not Applicable
Adoption Details:	28 January 2016
Last Review Details:	27 July 2021

POLICY OBJECTIVE:

To provide a framework to guide the Shire of York, residents and ratepayers in the management and handling of complaints and provide guidance to the management and handling of persistent or unreasonable complaints. The framework will provide the basis for consistency, clear principles and clear procedures for the lodging, investigation, resolution, reporting and implementation of decisions relating to complaints made to the Shire of York.

To establish a mechanism where complaints about levels of service can be used as inputs into future strategic, annual and financial planning analysis and decision-making by Councilors.

The Shire of York also has a duty of care as an employer to ensure that staff are not applying a disproportionate amount of time and resources to an issue or person as this may cause unnecessary stress and distraction from regular duties.

POLICY SCOPE:

This policy applies to all Elected Members, employees and consultants or contractors engaged to provide services to the Shire of York.

POLICY STATEMENT:

INTRODUCTION

The Shire of York aspires to provide a high level of service to its residents and ratepayers, to provide them with accessible and inclusive democratic services and to do so in a manner that is positive and respectful of members of the community.

The Shire recognises that from time to time members of the community may not be satisfied with Council services, processes and decisions. It also recognises that there needs to be a clear, simple and accountable process available to people to lodge any complaint they may wish to make which provides assurance that responses will be considered objectively and a positive outcome actively sought.

The Shire also takes the view that complaints can provide useful information and insights into community aspirations about future levels of service and into how existing processes, delivery and communication to the community about services can be improved.

PRINCIPLES

A complaint is an expression of dissatisfaction about a Council service or action, accompanied by a request for redress. This redress might take the form of seeking a particular outcome for the individual making the complaint, or a more general desire to see a change to Council services and procedures.

The following will not be classified as a complaint:

- (a) Requests for service.
- (b) Requests for information or explanations of policies or procedures.
- (c) Allegations of unlawful activity or nuisance occurring on private land.
- (d) Appeal or objection in accordance with standard procedure of policy (ie *Local Government Act 1995* S9.1 – Decisions).
- (e) A neighbourhood dispute.

The Shire of York will:

- (a) ensure the complaint is assigned to an officer with the authority to deal with the complaint.
- (b) resolve complaints in a timely manner.
- (c) ensure complaints can be lodged without fear of retribution.
- (d) assess complaints in a fair, objective and professional manner.
- (e) ensure application of natural justice.
- (f) integrate complaints information into business improvement processes.
- (g) ensure the confidentiality and privacy of complainants will be protected.

PROVISIONS

1. LODGING OF COMPLAINTS

1.1 Service complaints can be made by completing a service complaint ~~from form~~ and submitting it:

- (a) in writing, via post to PO Box 22 York 6302 or emailed to ~~the Shire address~~ records@york.wa.gov.au.
- (b) via the ~~S~~shire website.
- (c) in person at the Shire office.
- (d) by telephone.

Complainants are encouraged to lodge their complaint in writing but if made by telephone, the complainant will need to provide their name and contact details and information about their particular concerns.

~~1.2 For C~~complaints relating to Elected Members, Committee Members or Candidates ~~please refer to Policy E1 Code of Conduct: Council Members, Committee Members & Candidates and Policy E11 Council Code of Conduct Division 3 Complaint Handling Policy. can be made by completing the Complaint About Alleged Breach Form (Appendix 2) or Behaviour Complaint Form (Appendix 3) and submitting it:~~

- (a) in writing, via post to PO Box 22 York 6302 or emailed to the Shire address records@york.wa.gov.au.
- (b) via the shire website.
- (c) in person at the Shire office.

~~See section 5 below for guidance on which form to use.~~

2. ANONYMOUS COMPLAINTS

- 2.1 Anonymous complaints will not be investigated unless:
- (a) it raises a serious matter [such as aeg](#) public health or safety risk
 - (b) there is sufficient information to conduct an inquiry
- 2.2 The Shire of York is unable to verify information or communicate the outcome of the complaint without knowing the full identity of the complainant.

3. GENERAL COMPLAINT MANAGEMENT

- 3.1 Priority will be given to complaints with high risk.
- 3.2 Personal information related to the complaint will be kept confidential in accordance with the *Freedom of Information Act 1992*.
- 3.3 All complaints received by Elected Members are to be forwarded to the Chief Executive Officer.
- 3.4 All correspondence relating to a customer complaint must be recorded in the records and information management system. Information recorded must be factual, accurate and current as per the *State Records Act 2000*.
- 3.5 A register of complaints in relation to minor breaches (~~section 5 below~~) will be kept in accordance with legislative requirements.
- 3.6 All complaints will be acknowledged within the time frames provided in the Customer Service Charter.
- 3.7 Performance will be measured using the response and resolution Key Performance Indicators as outlined in Appendix 1.

4. COMPLAINTS AGAINST EMPLOYEES

- 4.1 A Complaint against an employee is considered confidential under the *Freedom of Information Act 1992* and the complainant will not be advised of the outcome unless required by law.
- 4.2 Any complaint in relation to the Chief Executive Officer will be forwarded to the Shire ~~of York~~ President for consideration and action.
- 4.3 If the complaint alleges illegal or corrupt action, the Chief Executive Officer/President will automatically refer the matter to ~~the~~ relevant ~~external~~~~outside~~ agency.

5. COMPLAINTS AGAINST ELECTED MEMBERS

- 5.1 ~~For complaints relating to Elected Members, Committee Members or Candidates please refer to Policy E1 Code of Conduct: Council Members, Committee Members & Candidates and Policy E11 Council Code of Conduct Division 3 Complaint Handling Policy. Any complaint in relation to an Elected Member or the Shire President is to be provided on the approved form for complaints.~~
- 5.2 ~~The Complaint About Alleged Breach Form (Appendix 2) is to be used for instances where the accused breaches the Local Government (Model Code of Conduct) Regulations 2021.~~
- 5.3 ~~The Behaviour Complaint Form (Appendix 3) is to be used for instances where the accused breaches the Shire of York's E1 Code of Conduct: Council Members, Committee Members & Candidates.~~
-

~~5.4 The complaint will be forwarded to the Chief Executive Officer as provided for under Division 9, Part 5 of the Local Government Act 1995 for consideration and action.~~

~~5.55.1 If the complaint alleges illegal or corrupt action, the Chief Executive Officer will automatically be referred the matter to the relevant outside external agency.~~

~~5.65.2 All subsequent processes will be followed as provided for under Division 9, Part 5 of the Local Government Act 1995.~~

6. PERSISTENT OR UNREASONABLE COMPLAINANTS

The Ombudsman Western Australia 2009 Guidelines identify that an organisation may experience what it terms ‘Unreasonable Complainant Conduct’ falling across three bands of behaviour:

- (a) habitual or obsessive complainants - this includes people who:
 - i. cannot ‘let go’ of their complaint.
 - ii. cannot be satisfied despite the best efforts of the agency.
 - iii. make unreasonable demands on the agency where resources are substantially and unreasonably diverted away from its other functions or unfairly allocated (compared to other customers).
- (b) rude, angry and harassing complaints.
- (c) aggressive complaints.

The Guidelines set out a framework for dealing with these behaviours.

7. INFORMATION INPUTS INTO STRATEGIC PLANNING OR ORGANISATION IMPROVEMENT

7.1 As part of any future integrated planning process or organisation improvement process, complaints will be reviewed to identify any emerging themes in relation to levels of service aspirations or procedures and standards, as inputs into those processes. Information will only be used in an aggregated form and the confidentiality of complainant information will be fully protected.

PENALTIES:

A failure to comply with the requirements of this policy will be subject to investigation, with findings to be considered in context of the responsible person’s training, experience, seniority and reasonable expectations for performance of their role.

Where a breach is substantiated it may be treated as:

- an opportunity for additional training to be provided.
- a disciplinary matter.
- misconduct.

Individual officers and/or the Shire of York may also be penalised under legislation such as the *Freedom of Information Act 1992*.

KEY TERMS/DEFINITIONS:

Complaint means an expression of dissatisfaction about a Council service or action, accompanied by a request for redress.

Redress means to remedy or compensate for a wrong or grievance.

Responsible Officer: Chief Executive Officer

Contact Officer: Chief Executive Officer

Relevant Legislation: Local Government Act 1995
Freedom of Information Act 1992

Related Documents: E1 Code of Conduct: Council Members, Committee Members & Candidates
[E11 Council Code of Conduct Division 3 Complaint Handling Policy](#)

O8 Employee Code of Conduct
Customer Service Charter

Review History:

Date Review Adopted:	Resolution Number
Reviewed – 24 October 2016	
Reviewed – 25 November 2019	
Reviewed – 23 February 2021	130221
Reviewed – 27 July 2021	160721
Reviewed – 26 July 2022	
Former Policy No:	G2.1

APPENDIX 1

KEY PERFORMANCE INDICATORS

Initial follow-up phone call:

Within 2 working days of receipt of complaint

Initial Letter of Acknowledgement:

Within 5 working days of receipt of complaint

Final Decision Letter (or first update letter):

Within 20 working days of receipt of complaint

Subsequent follow-up letters/ contact if needed:

Maximum intervals of 20 working days

APPENDIX 2



COMPLAINT ABOUT ALLEGED BREACH FORM

File No: _____

Record No: _____

Code of conduct for council members, committee members and candidates

Schedule 1, Division 3 of the Local Government (Model Code of Conduct) Regulations 2021

- NOTE: A complaint about an alleged breach must be made —
(a) in writing in the form approved by the local government
(b) to an authorised person
(c) within one month after the occurrence of the alleged breach.

Name of person who is making the complaint:
Name: _____
Given Name(s) _____ Family Name _____
Contact details of person making the complaint:
Address: _____
Email: _____
Contact number: _____
Name of the local government (city, town, shire) concerned:
Name of council member, committee member, candidate alleged to have committed the breach:
State the full details of the alleged breach. Attach any supporting evidence to your complaint form.

Date of alleged breach:
_____ / _____ / 20_____
SIGNED:
Complainant's signature:
Date of signing: _____ / _____ / 20_____
Received by Authorised Officer
Authorised Officer's Name:
Authorised Officer's Signature:
Date received: _____ / _____ / 20_____

NOTE TO PERSON MAKING THE COMPLAINT:

This form should be completed, dated and signed by the person making a complaint of an alleged breach of the Code of Conduct. The complaint is to be specific about the alleged breach and include the relevant section/subsection of the alleged breach.

The complaint must be made to the authorised officer within one month after the occurrence of the alleged breach.

Signed complaint form is to be forwarded to: records@york.wa.gov.au or PO Box 22 York WA 6302

APPENDIX 3



BEHAVIOUR COMPLAINT FORM

File No: _____

Record No: _____

SHIRE OF YORK CODE OF CONDUCT FOR COUNCIL MEMBERS, COMMITTEE MEMBERS AND CANDIDATES

NAME OF PERSON MAKING THE COMPLAINT			
COMPLAINANT NAME: <small>GIVEN NAME/S AND FAMILY NAME</small>			
CONTACT DETAILS			
RESIDENTIAL ADDRESS:			
POSTAL ADDRESS:			
PHONE:	DAY-TIME:		MOBILE:
EMAIL:			
COMPLAINT DETAILS:			
1-	INSERT NAME OF PERSON ALLEGED TO HAVE COMMITTED A BEHAVIOR BREACH:		
2-	SELECT THE POSITION THAT THE PERSON WAS	COUNCIL MEMBER OF THE SHIRE OF YORK	<input type="checkbox"/>

	<p>FULFILLING AT THE TIME THE PERSON COMMITTED THE ALLEGED BEHAVIOUR BREACH:</p>	<p>MEMBER OF A COMMITTEE OF THE SHIRE OF YORK</p>	<input type="checkbox"/>
		<p>CANDIDATE FOR ELECTION AT THE SHIRE OF YORK</p>	<input type="checkbox"/>
<p>3.</p>	<p>DATE THAT THE ALLEGED BEHAVIOUR BREACH OCCURRED:</p>		
<p>4.</p>	<p>LOCATION WHERE THE ALLEGED BEHAVIOUR BREACH OCCURRED:</p>		
<p>5.</p>	<p>WHICH OF THE BEHAVIOURS PRESCRIBED IN DIVISION 3 OF THE SHIRE OF YORK'S CODE OF CONDUCT DO YOU ALLEGE THIS PERSON HAS BREACHED?</p>		
<p>CLAUSE 8. PERSONAL INTEGRITY</p>			
<p>(1) — A COUNCIL MEMBER, COMMITTEE MEMBER OR CANDIDATE —</p>			
	<p>(A) — MUST ENSURE THAT THEIR USE OF SOCIAL MEDIA AND OTHER FORMS OF COMMUNICATION COMPLIES WITH THIS CODE; AND</p>		<input type="checkbox"/>
	<p>(B) — MUST ONLY PUBLISH MATERIAL THAT IS FACTUALLY CORRECT</p>		<input type="checkbox"/>
<p>(2) — A COUNCIL MEMBER OR COMMITTEE MEMBER —</p>			
	<p>(A) — MUST NOT BE IMPAIRED BY ALCOHOL OR DRUGS IN THE PERFORMANCE OF THEIR OFFICIAL DUTIES; AND</p>		<input type="checkbox"/>
	<p>(B) — MUST COMPLY WITH ALL POLICIES, PROCEDURES AND RESOLUTIONS OF THE LOCAL GOVERNMENT.</p>		<input type="checkbox"/>
<p>CLAUSE 9. RELATIONSHIP WITH OTHERS</p>			
<p>A COUNCIL MEMBER, COMMITTEE MEMBER OR CANDIDATE —</p>			
	<p>(A) — MUST NOT BULLY OR HARASS ANOTHER PERSON IN ANY WAY; AND</p>		<input type="checkbox"/>

(B) — MUST DEAL WITH THE MEDIA IN A POSITIVE AND APPROPRIATE MANNER AND IN ACCORDANCE WITH ANY RELEVANT POLICY OF THE LOCAL GOVERNMENT; AND	<input type="checkbox"/>
(C) — MUST NOT USE OFFENSIVE OR DEROGATORY LANGUAGE WHEN REFERRING TO ANOTHER PERSON; AND	<input type="checkbox"/>
(D) — MUST NOT DISPARAGE THE CHARACTER OF ANOTHER COUNCIL MEMBER, COMMITTEE MEMBER OR CANDIDATE OR A LOCAL GOVERNMENT EMPLOYEE IN CONNECTION WITH THE PERFORMANCE OF THEIR OFFICIAL DUTIES; AND	<input type="checkbox"/>
(E) — MUST NOT IMPUTE DISHONEST OR UNETHICAL MOTIVES TO ANOTHER COUNCIL MEMBER, COMMITTEE MEMBER OR CANDIDATE OR A LOCAL GOVERNMENT EMPLOYEE IN CONNECTION WITH THE PERFORMANCE OF THEIR OFFICIAL DUTIES.	<input type="checkbox"/>
CLAUSE 10. COUNCIL OR COMMITTEE MEETINGS WHEN ATTENDING A COUNCIL OR COMMITTEE MEETING, A COUNCIL MEMBER, COMMITTEE MEMBER OR CANDIDATE —	
(A) — MUST NOT ACT IN AN ABUSIVE OR THREATENING MANNER TOWARDS ANOTHER PERSON; AND	<input type="checkbox"/>
(B) — MUST NOT MAKE A STATEMENT THAT THE MEMBER OR CANDIDATE KNOWS, OR COULD REASONABLY BE EXPECTED TO KNOW, IS FALSE OR MISLEADING; AND	<input type="checkbox"/>
(C) — MUST NOT REPEATEDLY DISRUPT THE MEETING; AND	<input type="checkbox"/>
(D) — MUST COMPLY WITH ANY REQUIREMENTS OF A LOCAL LAW OF THE LOCAL GOVERNMENT RELATING TO THE PROCEDURES AND CONDUCT OF COUNCIL OR COMMITTEE MEETINGS; AND	<input type="checkbox"/>
(E) — MUST COMPLY WITH ANY DIRECTION GIVEN BY THE PERSON PRESIDING AT THE MEETING; AND	<input type="checkbox"/>

<p>(F) — MUST IMMEDIATELY CEASE TO ENGAGE IN ANY CONDUCT THAT HAS BEEN RULED OUT OF ORDER BY THE PERSON PRESIDING AT THE MEETING.</p>		<input type="checkbox"/>
<p>6. STATE THE FULL DETAILS OF THE ALLEGED BREACH.</p>		
<p>7. LIST ANY ADDITIONAL INFORMATION YOU HAVE PROVIDED AS PART OF THIS COMPLAINT: PLEASE ENSURE ALL INFORMATION RELEVANT TO THE ALLEGED BREACH HAS BEEN ATTACHED. THIS INFORMATION WILL BE THE BASIS ON WHICH THE COMPLAINT IS CONSIDERED.</p>		
<p>9. HAVE YOU MADE ANY EFFORTS TO RESOLVE THE COMPLAINT WITH THE RESPONDENT? PLEASE NOTE, YOU MUST COMPLETE THIS SECTION.</p>		
<p>YES</p>	<input type="checkbox"/>	<p>IF YES, PLEASE DESCRIBE THE EFFORTS THAT YOU HAVE MADE.</p>

NO	<input type="checkbox"/>	<i>IF NO, PLEASE INCLUDE A BRIEF STATEMENT EXPLAINING WHY YOU HAVE NOT MADE ANY EFFORTS TO RESOLVE THE ISSUE WITH THE PERSON COMPLAINED ABOUT.</i>
<p>10 <i>THE SHIRE OF YORK ALLOWS FOR THE COMPLAINANT AND THE RESPONDENT TO BE OFFERED THE OPPORTUNITY TO PARTICIPATE IN AN ALTERNATIVE DISPUTE RESOLUTION PROCESS, THAT IF AGREED TO BY BOTH PARTIES, WILL BE UNDERTAKEN BEFORE THE COMPLAINT IS DEALT WITH.</i></p> <p><i>THE OBJECTIVE IS TO SUPPORT BOTH PARTIES TO REACH A MUTUALLY SATISFACTORY OUTCOME THAT RESOLVES THE ISSUES AND RESTORES THE RELATIONSHIP BETWEEN THEM. AN OUTCOME MAY BE THAT AS THE COMPLAINANT, YOU WILL HAVE ABSOLUTE DISCRETION TO WITHDRAW OR CONTINUE WITH THIS COMPLAINT.</i></p> <p><i>PLEASE CONTACT THE COMPLAINTS OFFICER IF YOU WOULD LIKE MORE INFORMATION.</i></p>		
WOULD YOU AGREE TO PARTICIPATE IN AN ALTERNATIVE DISPUTE RESOLUTION PROCESS?		YES <input type="checkbox"/>
		NO <input type="checkbox"/>
<p>11 DESIRED OUTCOME OF THE COMPLAINT <i>PLEASE EXPLAIN WHAT YOU WOULD LIKE TO HAPPEN AS A RESULT OF LODGING THIS COMPLAINT, INCLUDING THE OPPORTUNITY TO PARTICIPATE IN ALTERNATIVE DISPUTE RESOLUTION.</i></p>		
COMPLAINANT PLEASE SIGN AND DATE		

SIGNATURE:	
DATE:	

~~PLEASE SUBMIT COMPLETED BEHAVIOUR COMPLAINT TO:~~

~~THE SHIRE OF YORK'S COMPLAINTS OFFICER:~~

~~MAILING ADDRESS: PO BOX 22, YORK WA 6302~~

~~EMAIL ADDRESS: RECORDS@YORK.WA.GOV.AU~~

~~IN PERSON: 1 JOAQUINA STREET, YORK WA 6302~~

~~OFFICE USE ONLY~~

AUTHORISED OFFICER'S NAME:	
AUTHORISED OFFICER'S SIGNATURE:	
DATE RECEIVED:	

ELECTED MEMBERS POLICIES

Council Code of Conduct Division 3

Complaint Handling



Policy Number: E11
 Relevant Delegation: DE **
 Adoption Details: 26 July 2022
 Last Review Details:

POLICY OBJECTIVE:

1. To provide clear guidance on the procedure for dealing with complaints about alleged breaches of behaviour requirements under Policy E1 Code of Conduct: Council Members, Committee Members & Candidates.
2. To ensure an effective, transparent, fair and accessible complaints handling process that supports high standards of behaviour.

POLICY SCOPE:

1. This policy applies to complaints received against a Council Member, Committee Member or Candidate under the Code of Conduct which relate to behaviour (a breach of Division 3).
2. This Policy does not deal with complaints about services delivered by the Shire or complaints against employees of the Shire.
3. Complaints which relate to Division 4 of Policy E1 Code of Conduct: Council Members, Committee Members & Candidates is dealt with under Sections 5.105(1), 5.107, 5.109 and 5.110 of the *Local Government Act 1995* and is not covered by this Policy.
4. Complaints of a serious breach, as defined in Section 5.102A of the *Local Government Act 1995*, are dealt with under Sections 5.114, 5.115 and 5.116 of the *Local Government Act 1995* and is not covered by this Policy.

POLICY STATEMENT:

PRINCIPLES

1. Procedural Fairness
 The principles of procedural fairness will apply when dealing with a Complaint.

The Respondent will be afforded a reasonable opportunity to be heard prior to any findings being made. Decisions are to be made in an objective and impartial manner with an absence of bias (or the perception of bias) and any findings made are to be based on proper and genuine consideration of the evidence.

2. Consistency
 Each Complainant and Respondent will be dealt with according to their circumstances and each Complaint considered and determined on its merits. However, the Shire will ensure consistent decision making in relation to a Complaint, with similar circumstances resulting in similar decisions where appropriate.

3. Confidentiality

To protect both the Complainant and Respondent, the Shire will take all reasonable steps to maintain confidentiality when dealing with a Complaint. Information gained in the course of managing a Complaint is to be managed in a secure manner and must not be disclosed or used inappropriately.

4. Accessibility

Information on how to make a Complaint is available on the Shire's website, or alternatively from the Shire's Administration Office upon request.

1. MAKING A COMPLAINT

- 1.1 Any person may make a Complaint alleging that an Elected Member, Committee Member or Candidate has behaved in a way that constitutes a breach of Division 3 of the Code of Conduct.
- 1.2 A Complaint must be made within one (1) month after the alleged Breach.
- 1.3 Where a Complaint is made more than one (1) month after the alleged breach, the Complaints Officer will give the Complainant written notice that the Complaint cannot be made.
- 1.4 A Complaint must be made by completing the Complaint Form in full and providing the completed forms to the Complaints Officer.
- 1.5 A Complaint must be made in accordance with the Complaint Form and specify which requirement(s) of the Code of Conduct is alleged to have been breached. It must also include the name and contact details of the Complainant.
- 1.6 Where a Complaint Form omits required details, the Complaints Officer will invite the Complainant to provide this information to enable the Complaint to be progressed.
- 1.7 A Complaint in relation to a Candidate must be made in accordance with the above process but cannot be dealt with unless the Candidate is subsequently elected as an Elected Member.

2. WITHDRAWING A COMPLAINT

- 2.1 A Complainant may withdraw their Complaint, in writing, at any time before a Finding has been made in relation to the Complaint.
- 2.2 A Complainant may withdraw a Complaint by advising the Complaints Officer, in writing, that they wish to do so.
- 2.3 After receiving a withdrawal of the Complaint, the Complaints Officer will terminate the process commenced under this Policy.

3. RESPONDING TO A COMPLAINT

- 3.1 Within five (5) days of receiving a Complaint, the Complaints Officer will contact the:
 - a. Complainant:
 - Confirming receipt of the Complaint.
 - Outlining the process that will be followed and possible outcomes.
 - Explaining the application of confidentiality to the Complaint.
 - Including a copy of this Policy.
 - If necessary, seeking clarification.
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- b. Respondent:
- Advising that a Complaint has been made and include a copy of the Complaint and supporting documents.
 - Outlining the process that will be followed, the opportunities that will be afforded to the Respondent to be heard and the possible outcomes.
 - Including a copy of this Policy.
 - If applicable, advise that further information has been requested from the Complainant and will be provided in due course.
- 3.2 Notifications and correspondence sent by email will include a Read Receipt request.
- 3.3 Complaints will normally be dealt with in the order in which they are received.
- a. If more than one (1) Complaint is received that relates to the same alleged behaviour, the Complaints may be progressed concurrently where appropriate.
- 3.4 A Complaint in relation to a Candidate must be made in accordance with point 1 above but cannot be dealt with unless the Candidate is subsequently declared elected as an Elected Member.
- 3.5 Within five (5) days after receiving a Candidate Complaint, the Complaints Officer will provide written notice:
- a. To the Complainant confirming receipt and advising of the procedure for complaints.
- b. To the Respondent, including a summary of the Complaint and advising of the procedure for complaints.
- 3.6 No action will be taken until the results of the election are declared by the Returning Officer. If the Respondent is elected, then the Complaint will be dealt with in accordance with this Policy. Timeframes that would otherwise commence on the receipt of a Complaint will be taken to commence on the election date.
- 3.7 If the Respondent is not elected, the Complaints Officer will provide the Complainant with notice that the Respondent has not been elected and that the Complaint cannot be dealt with.

4. MEDIATION

- 4.1 The Mediator may be the Complaints Officer or other such person as determined by either the Complaints Officer or Chief Executive Officer. It is recommended that the Mediator has undertaken some form of qualification or training in dispute resolution to facilitate the Mediation.
- 4.2 It is recognised that mediation may support both parties to a Complaint to reach a mutually satisfactory outcome that resolves the issues giving rise to the complaint and the Complaints Officer will, in the first instance, offer and encourage the Complainant and the Respondent to participate in Mediation.
- 4.3 If both parties agree to participate in Mediation, the formal process will be paused.
- 4.4 The objective of Mediation will be to reach a resolution. For example, an offer by the person to whom the Complaint relates to issue a voluntary apology in response to a
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Complaint, even in the absence of a request from the Complainant, qualifies for consideration as mediation and resolution.

- 4.5 If Mediation is commenced, both the Complainant and Respondent may decline to proceed with the process at any time. The process may also be terminated on the advice of the Mediator.
- 4.6 Successful mediation outcomes will be reported to Council through the Audit and Risk Committee via anonymous information report.
- 4.7 If Mediation is terminated or does not achieve a resolution that results in the withdrawal or agreed closure of the Complaint, the Complaints Officer will resume the formal process required under this Policy.

5. ASSESSMENT OF A COMPLAINT

- 5.1 The Respondent is to be provided with a reasonable opportunity to be heard before any opinions or recommendations are formed.
- 5.2 If the behaviour that is the subject of the Complaint is alleged to have occurred at a Council or Committee Meeting, the Complaints Officer will determine whether or not to dismiss the Complaint.
- 5.3 If a Complaint is dismissed, the Complainant and the Respondent will be given written notice of the decision and the reasons for the decision in accordance with the Code of Conduct. This concludes the process in relation to the Complaint.
- 5.4 If the Complaint is not dismissed, the Complaints Officer or Investigator (as appropriate) will consider the Complaint and make a Finding as to whether the alleged Breach that is the subject of the Complaint has or has not occurred.
- 5.5 If it is determined that the alleged Breach did not occur, the Complainant and the Respondent will be given written notice of the Finding and the reasons for the Finding. This concludes the process for the Complaint.
- 5.6 If it is determined that the alleged breach did occur, the Complaints Officer or Investigator (as appropriate) will decide whether to recommend further action and/or prepare a Plan to address the behaviour.
- 5.7 If the Complaints Officer or Investigator (as appropriate) decides to take no further action, the Complainant and the Respondent will be given written notice of this decision and the reasons for the Finding. This concludes the process for the Complaint.
- 5.8 If the Complaints Officer or Investigator (as appropriate) decides to prepare a Plan, the Respondent is to be consulted and any submissions made by the Respondent are to be considered before preparing and implementing a Plan.

6. APPOINTMENT OF INVESTIGATOR

- 6.1 Appendix 1 provides a flowchart outlining the process of appointing an Investigator.
 - 6.2 If Mediation is not commenced, is terminated or does not achieve an agreed outcome resulting in the withdrawal of the Complaint, the Complaints Officer can elect to follow the formal process internally or appoint an Investigator.
 - 6.3 For breaches of a complex nature the Complaints Officer may also consider appointing an Investigator (in compliance with the Shire's Procurement Policy and subject to an appropriate budget allocation).
 - 6.4 Where an Investigator is appointed, the Complaints Officer will provide written notice of the appointment to the Complainant and the Respondent.
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7. SEARCH OF LOCAL GOVERNMENT RECORDS

- 7.1 The Investigator may request the Complaints Officer to search for any relevant records in the Shire of York's Record Management System.
- 7.2 In particular, if the behaviour is alleged to have occurred at a Council or Committee Meeting, the Complaints Officer will be requested to identify any local government records that provide evidence which may support a decision as to whether:
 - a. The behaviour occurred at a Council or Committee Meeting
 - b. The behaviour was dealt with by the person presiding at the meeting
 - c. The Respondent has taken remedial action in accordance with the Shire of York *Local Government (Council Meetings) Local Law 2016*
- 7.3 The Investigator must provide the Respondent with a copy of any records that are identified. In addition, where a clarification or additional information has been sought from the Complainant by either the Complaints Officer or the Investigator, copies must also be provided to the Respondent.

8. COMPLAINT REPORT

- 8.1 Following an assessment of the Complaint, a Complaint Report will be prepared by either the Complaints Officer or Investigator (as appropriate) that:
 - a. Outlines the process followed, including how the Respondent was provided with an opportunity to be heard
 - b. Includes the Complaint Documents, the Response Documents and any relevant local government records as attachments
 - c. Includes a recommendation on each decision that may be made by the Complaints Officer or Investigator
 - d. Includes reasons for each recommendation
- 8.2 If the Complaint Report recommends that a Plan is prepared and implemented in accordance with the Code of Conduct, the Complaint Report must include a Proposed Plan.
- 8.3 Where an Investigator is appointed, the Investigator will liaise with the Complaints Officer to include the Complaint Report in an Agenda for a meeting of Council. The Complaints Officer will be responsible for preparation of an Officer Report with the Complaint Report provided as a confidential attachment. The recommendations of the Complaint Report will be provided as the Officer Recommendations.

9. COUNCIL CONSIDERATION OF COMPLAINT AT A MEETING

- 9.1 The Agenda will be prepared on the basis that the part of the meeting that deals with the Complaint Report will be held behind closed doors in accordance with Section 5.23(2) of the Act.
- 9.2 Council will consider the Complaint Report and attachments and give due regard to the recommendations.
- 9.3 In accordance with Regulation 11(d)(a) of the *Local Government (Administration) Regulations 1996*, reasons for any decision that is significantly different from the Officer's Recommendation must be recorded in the meeting minutes.

10. COMPLYING WITH PLAN REQUIREMENTS

- 10.1 The Complaints Officer will monitor the actions in timeframes set out in a Plan.
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- 10.2 Failure to comply with a requirement included in a Plan is a minor breach under Section 5.105(1) of the Act and the Code of Conduct.
 - 10.3 The Complaints Officer must provide a report advising Council of any failure to comply with a requirement included in a Plan.

11. PUBLICATION OF FINDINGS

- 11.1 Within seven (7) days of a decision determining the outcome of a Complaint, the Complaints Officer must:
 - a. Give the Complainant and the Respondent a copy of the finding and a copy of the Complaints Officer or Investigator (as appropriate) reports, minus any attachments.
 - b. Publish the Complaints Officer or Investigator (as appropriate) reports, minus any attachments, on the Shire's website.
 - c. Complete any further action required by Council.

12. ROLES

Complaints Officer

- 12.1 The Complaints Officer is authorised in accordance with Clause 11(3) of the Code of Conduct to accept complaints and withdrawal of complaints.
- 12.2 The Complaints Officer is not an advocate for the Complainant or the Respondent but provides procedural information and assistance to both Complainant and Respondent.
- 12.3 The Complaints Officer will liaise with the Chief Executive Officer to receive administrative support, including the appointment of an Investigator and the calling and convening of Special Council Meetings if required, where the Complaints Officer determines that it is necessary to do so.
- 12.4 In undertaking their functions, the Complaints Officer will apply the Principles of this Policy.

Investigator

- 12.5 The Investigator is appointed by the Complaints Officer in accordance with this Policy.
- 12.6 The Investigator is an impartial third party who will undertake the functions specified in this Policy.
- 12.7 In undertaking their functions, the Investigator will apply the Principles of this Policy
- 12.8 The Investigator will liaise with the Complaints Officer to manage the administrative requirements of dealing with a Complaint in accordance with this Policy.

Council

- 12.9 Council will provide the final determination on matters relating to complaints including:
 - a. Dismissing a behaviour complaint in accordance with the Code of Conduct and providing reasons for any such dismissal.
 - b. Making a Finding as to whether an alleged complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than it did not occur (clause 12(3) of the Code of Conduct).
 - c. Determining reasons for such a Finding.
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d. Where a Finding is made that a breach has occurred, providing the final determination whether to take no further action or prepare and implement a Plan to address the behaviour of the person to whom the complaint relates.

12.10 In considering the agenda report regarding a Complaint, a Council Member the subject of a Complaint, and where a Council Member makes a Complaint, should refer to the Department of Local Government, Sport & Cultural Industries Guideline on the Model Code of Conduct for Council Members, Committee Members and Candidates available on its website [Via This Link](#). The Guideline suggests Council Members are required to disclose an Impartiality Interest.

PENALTIES:

Penalties applicable to a breach Finding will be determined on a case by case basis in accordance with the Code of Conduct and this Policy.

KEY TERMS/DEFINITIONS:

Act means the *Local Government Act 1995*.

Complaints Officer means a person authorised in writing by Council resolution or by the CEO exercising delegated authority under clause 11(3) of the Code of Conduct to undertake the duties of a Complaints Officer.

Breach means a breach of Division 3 of the Code of Conduct.

Candidate an individual is considered a Candidate when their nomination for election is accepted by a Returning Officer. Any alleged behaviour breach may only be dealt with if the Candidate becomes an Elected Member.

Code of Conduct means Policy E1 Code of Conduct: Council Members, Committee Members and Candidates.

Committee means a committee of Council, established in accordance with Section 5.8 of the Act.

Committee Member includes any Elected Member, local government employee or unelected member of the community appointed by the Council to be a member of a Council committee.

Complainant means a person who has submitted a Complaint in accordance with this Policy.

Complaint means a complaint submitted under Division 3 of the Code of Conduct.

Complaint Documents means the Complaint Form and any supporting information, evidence, or attachments provided by the Complainant at the time the Complaint is made.

Complaint Form means the form approved under the Code of Conduct.

Council means the Elected Members of the Shire of York.

Council or Committee Meeting means a formal meeting of the Council or a Committee that is called and convened in accordance with the Act. It does not include informal meetings, workshops or briefings.

Elected Member means a person currently serving a term of office as an Elected Member of the Council in accordance with the Act.

Evidence means the available facts or information indicating whether an allegation is true or valid.

Finding means a finding made in accordance with Code of Conduct as to whether a Breach has or has not occurred.

Investigator means an independent party appointed in accordance with Section 5.8 of the Act for the purpose of dealing with a Complaint.

Plan means a Plan prepared and implemented under the Code of Conduct to address the behaviour of the person to whom the Complaint relates, if a Finding has been made that a Breach has occurred.

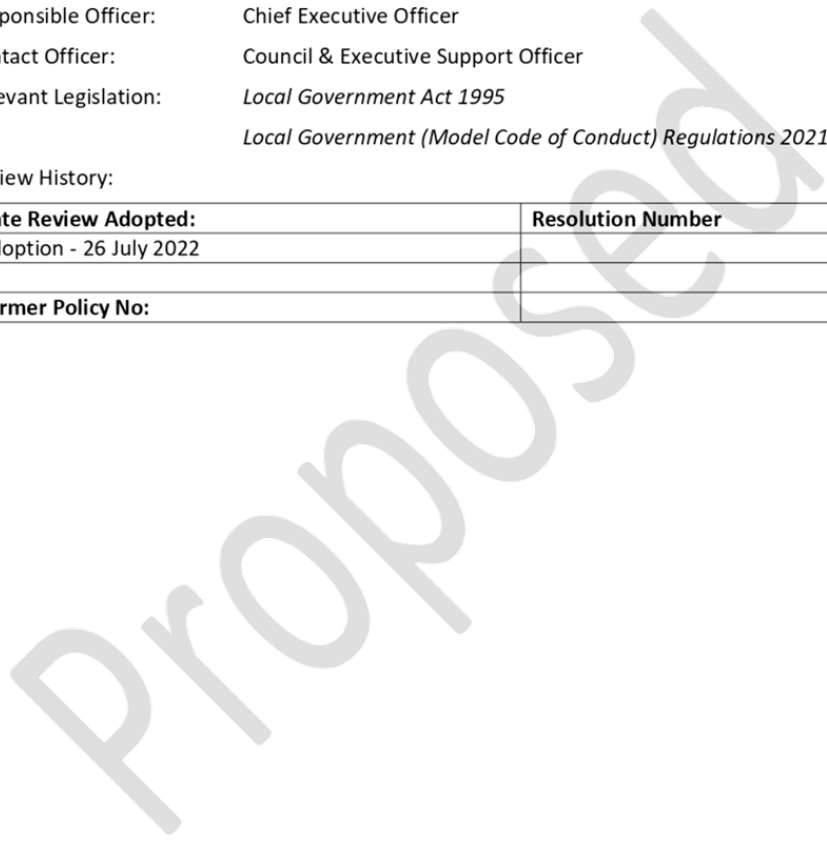
Response Documents means the response provided by the Respondent to the Complaint and includes any supporting information or evidence that is supplied.

Respondent means the person to whom a Complaint relates.

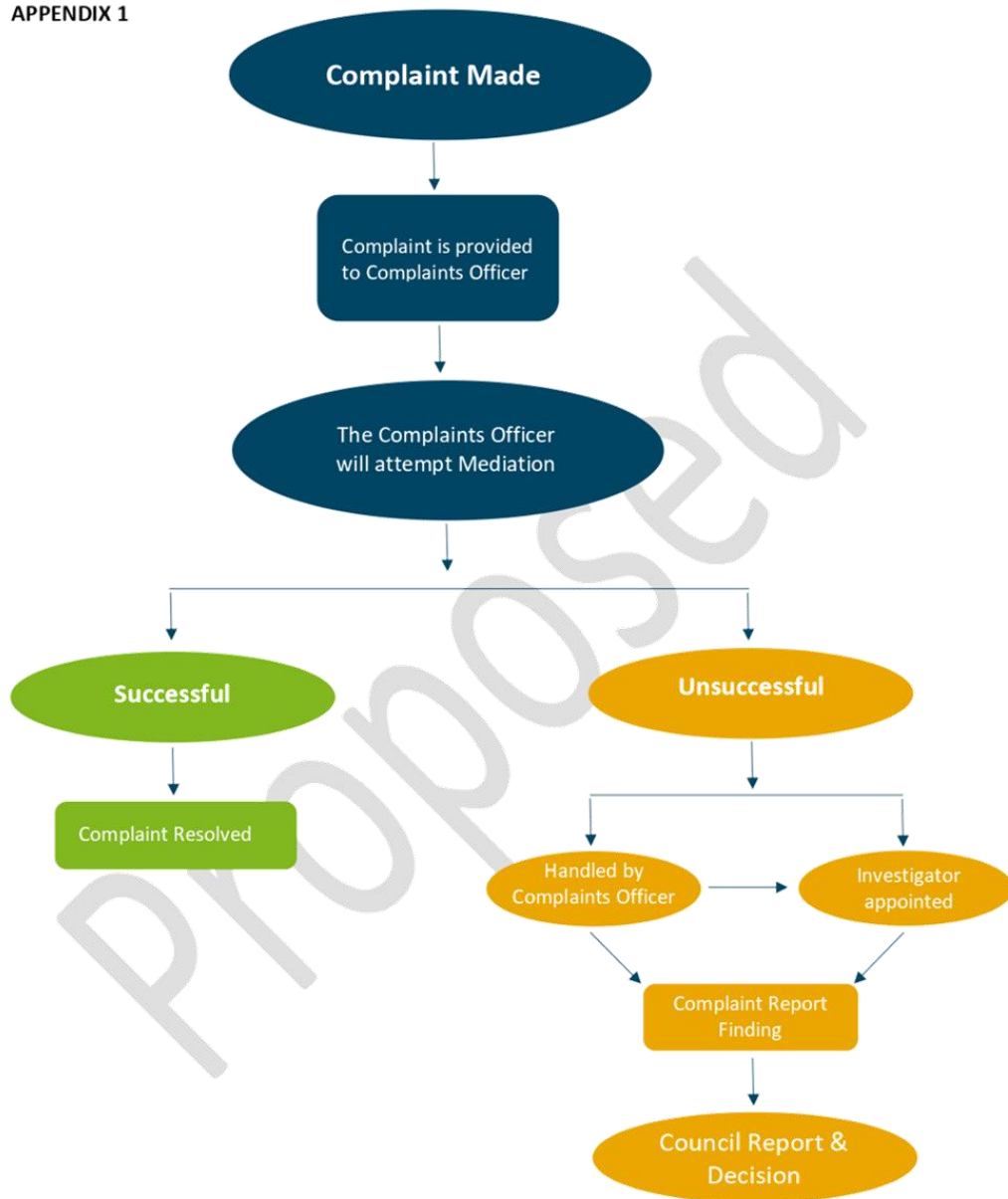
Responsible Officer: Chief Executive Officer
 Contact Officer: Council & Executive Support Officer
 Relevant Legislation: *Local Government Act 1995*
Local Government (Model Code of Conduct) Regulations 2021

Review History:

Date Review Adopted:	Resolution Number
Adoption - 26 July 2022	
Former Policy No:	



APPENDIX 1



Appoint persons to receive and withdrawals of complaints

Delegator:	Local Government
Express Power to Delegate:	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> r.11(3) Complaint about alleged breach
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint one (1) or more persons for the purpose of receiving and withdrawals of complaints in accordance with the <i>Local Government (Model Code of Conduct) Regulations 2021</i> [r.11(3)]. 2. Authority to approve the complaint form and any future amendments to the form [r.11(2)(a)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation:	Not applicable

Compliance Links:	<p><u>Local Government Act 1995:</u> Part 5, Division 9 – Conduct (s.5.102A to s.5.128 inclusive) <u>Local Government (Model Code of Conduct) Regulations 2001</u> Policy: Policy E1 Code of Conduct: Council Members, Committee Members & Candidates Policy E11 Council Code of Conduct Division 3 Complaint Handling Policy</p>
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Record Keeping:	Each instance of this delegation being exercised is to be recorded in the Delegations Register in accordance with r.19 of the <i>Local Government (Administration) Regulations 1996</i> .
Reporting Requirements:	The Delegation's Register is to be reported to Council monthly as an attachment to the Information Bulletin.

Version Control:

1	NEW 26 July 2022

Proposed

Appoint persons to receive and withdraw complaints

Delegator:	Local Government
Express Power to Delegate:	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Model Code of Conduct) Regulations 2021:</i> r.11(3) Complaint about alleged breach
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	<ol style="list-style-type: none"> 1. Authority to appoint one (1) or more persons for the purpose of receiving and withdrawals of complaints in accordance with the <i>Local Government (Model Code of Conduct) Regulations 2021</i> [r.11(3)]. 2. Authority to approve the complaint form and any future amendments to the form [r.11(2)(a)].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation:	Not applicable

Compliance Links:	<p><u><i>Local Government Act 1995:</i></u> Part 5, Division 9 – Conduct (s.5.102A to s.5.128 inclusive)</p> <p><u><i>Local Government (Model Code of Conduct) Regulations 2001</i></u></p> <p>Policy: Policy E1 Code of Conduct: Council Members, Committee Members & Candidates Policy E11 Council Code of Conduct Division 3 Complaint Handling Policy</p> <p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p>
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Record Keeping:	<p>Each instance of this delegation being exercised is to be recorded in the Delegations Register (available in Attain via the following link https://attain.net.au/Account/Login) in accordance with r.19 of the <i>Local Government (Administration) Regulations 1996</i>. The Delegation’s Register is reported to Council in conjunction with the Concept Forum.</p>
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Version Control:

1	Adopted August 2022 (150822)

SY099-08/23 WALGA ANNUAL GENERAL MEETING 2023 - NOTICE OF MOTION

File Number:	4.0474
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	25 July 2023 (070723)
Disclosure of Interest:	Nil
Appendices:	1. Notice of Motion ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents the Notice of Motion submitted to the WA Local Government Association's (WALGA) Annual General Meeting (AGM).

BACKGROUND

The WALGA AGM is being held on Monday 18 September 2023. Local governments can submit motions to be considered at the AGM.

At its July 2023 Ordinary Meeting Council considered submitting a motion to the AGM and resolved (070723):

"That, with regard to the WALGA Annual General Meeting 2023 - Notice of Motion, Council:

- 1. Directs the Chief Executive Officer to prepare and lodge a Notice of Motion to the WA Local Government Association's Annual General Meeting prior to the deadline of 4 August 2023.***
- 2. Authorises the Chief Executive Officer to obtain legal and planning advice, if necessary, to support the preparation of the Notice of Motion.***
- 3. Requests the Chief Executive Officer to present the submitted Notice of Motion to Council at its August 2023 Ordinary Meeting."***

Work commenced on the Notice of Motion with advice sought from WALGA's Planning and Building directorate to assist in the development of the Shire's Notice of Motion.

The Notice of Motion was subsequently submitted by the deadline of Friday 4 August 2023.

COMMENTS AND DETAILS

The Notice of Motion addresses the lack of statutory right to for local governments to be represented as a Party at the SAT. This significantly impacts a local governments' ability to provide viewpoints on development proposals within their districts, and the ability for local governments to appropriately represent and act on behalf of their community. It is clear the current planning system has woeful neglect of the community in planning matters.

Local governments have an intimate knowledge of their communities and relevant planning schemes hence it is considered appropriate that local governments should have the statutory right to 'opt out' of such representation, as opposed to having to make special request to the SAT for inclusion as an Intervener or Joinder under Section 36 of the *State Administrative Tribunal Act 2004*.

It has been suggested that the timing of such an AGM resolution could be good, as the State Government is about to undertake changes to the DAP Regulations as part of its [Planning Reform Agenda](#). Hence any further suggestions on other changes to the system that WALGA could incorporate into its current advocacy position at the AGM would be able to be considered for any comment WALGA make on the Government's reforms of behalf of member local governments.

A copy of the Notice of Motion is presented in Appendix 1.

As the deadline for the submission of motions has passed, Council are unable to request any changes to the Notice of Motion or make a further Notice of Motion.

OPTIONS

Council has the following options:

Option 1: Council could choose to note the Notice of Motion submitted to the WALGA AGM.

Option 2: Council could choose not to note the Notice of Motion submitted to the WALGA AGM.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Council Concept Forum 11 July 2023

Council Ordinary Meeting 27 June 2023

Chris Hossen, Policy Manager, Planning and Building; WALGA

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.

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

There are no policy implications relating to the Notice of Motion.

Financial

There are no costs associated with submitting a Notice of Motion.

Legal and Statutory

The *Planning and Development (Development Assessment Panels) Regulations 2011* do not currently enable a local government to automatically have the right to be included in any DAP decision reviews or appeals to the SAT.

The intent of the motion is to request that WALGA lobby for legislative reform enabling local governments the right to be represented at the SAT where planning matters affect their district and communities.

Risk Related

There are no risks associated with submitting a Notice of Motion.

Workforce

The scope of this report can be managed with existing operational resources.

VOTING REQUIREMENTS

Absolute Majority: No

**RESOLUTION
070823**

Moved: Cr Kevin Trent

Seconded: Cr Denis Warnick

That, with regard to the WALGA Annual General Meeting 2023 - Notice of Motion, Council:

- 1. Notes the Notice of Motion made to the WALGA Annual General Meeting (AGM), as presented in Appendix 1.**
- 2. Authorises the Shire of York delegates to move the Notice of Motion, to speak to the Notice of Motion (if necessary) and to vote in favour of the Motion at the 2023 WALGA AGM.**

CARRIED: 6/0



Local governments' representation at the State Administrative Tribunal relating to planning matters within its district.

The Shire of York to move:

MOTION

That WALGA lobby the State Government for legislative reform to enable local governments the automatic right to be a represented party at all State Administrative Tribunal hearings related to planning matters within its district.

MEMBER COMMENT

The Shire of York acknowledges WALGA's current position on Third Party Appeal rights for decisions made by Development Assessment Panels (DAPs). However, the Shire submits this motion requesting WALGA lobby for legislative change to enable local governments the right to be included as a Party at State Administrative Tribunal (SAT) proceedings relating to planning matters within their districts, even where the relevant DAP has been the responsible authority for considering the matter.

The Great Southern Landfill - Allawuna Farm development proposal is a key case in point. The original planning application for the landfill proposal was considered by the Joint DAP (JDAP) as required due to the cost of the development in accordance with the *Planning and Development (Development Assessment Panel) Regulations 2011*.

While the landfill proposal has been a matter of consideration since around 2011, most recently the JDAP refused the applicant's request for an extension of time for the development to occur. The applicant subsequently applied to the SAT for a review of the JDAP's decision.

The *Planning and Development (Development Assessment Panels) Regulations 2011* and the *State Administrative Tribunal Act 2004* do not currently enable local governments the automatic right to be included as a Party to the SAT proceedings.

Hence, although the development proposal is within the district of the Shire of York, and there are substantial impacts to the community and infrastructure should the proposal be approved, the Shire of York is currently unable to be represented at the SAT as it is not recognised as a Party. This significantly impacts the Shire's ability to provide viewpoints on the development proposal, and the ability for the Shire to appropriately represent and act on behalf of its community. It is clear the current planning system has woeful neglect of the community in planning matters.

Local governments have an intimate knowledge of their communities and relevant planning schemes hence it is considered appropriate that local governments should have the statutory right to 'opt out' of such representation, as opposed to having to make special request to the SAT for inclusion as an Intervener or Joinder under Section 36 of the *State Administrative Tribunal Act 2004*.

Making such an application under Section 36 to the SAT can be at considerable cost to the local government, and while larger local governments may have legal teams on staff, small local governments rarely have the skill set within the organisation. Adherence to procurement policies and working within budget constraints may prohibit smaller local governments from

IN BRIEF

- The *Planning and Development (Development Assessment Panels) Regulations 2011* and the *State Administrative Tribunal Act 2004* do not currently enable a local government the automatic right to be included as a Party to the SAT.
- This impacts local governments' ability for input and consultation on development proposals within its district, and the ability for the local government to appropriately represent and act on behalf of its community.



participating in the SAT process, which could be of significant detriment of their communities. This is particularly important where there may be a range of short and long term environmental, bushfire, social and safety risks applicable to the development proposal the SAT is determining. In some circumstances these risks may be considered unacceptable for the community and locality.

Relying on the JDAP to appoint appropriate legal representation may jeopardise a local governments' standpoint being given proper consideration at the SAT proceedings. Enabling local governments the statutory right to be included as a Party would reduce that risk.

This scenario is not considered to be unique to the Shire of York and could affect many other local governments throughout the State, hence this Notice of Motion is presented to WALGA's AGM for consideration.

It is noted the State Government is about to undertake changes to the DAP Regulations as part of its [Planning Reform Agenda](#). The Shire of York considers this timely as any further suggestions on other changes to the system could be incorporated into WALGA's advocacy position on the Government's reforms.

SY100-08/23 FINANCIAL REPORT - JUNE 2023

File Number:	4.0463
Author:	Kristy Livingstone, Finance Manager Ann Schall, Finance Officer - Rates & Debtors
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	1. Monthly Financial Statements - June 2023 ↓ 2. Creditor's Payments Listing - June 2023 ↓ 3. Credit Card Transaction Summary - May 2023 ↓

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.

COMMENTS AND DETAILS

This report is presented for Council's consideration and provides information for the period ended 30 June 2023 and includes the following:

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

The following information provides balances for key financial areas for the Shire of York's financial position as at 30 June 2023.

Outstanding Rates and Services

The total outstanding rates balance at the end of June 2023 was \$1,416,250 compared to \$1,136,459 at the end of June 2022. There was a higher uptake of instalment plans in the 2022/23 financial year compared to the 2021/22 financial year.

TABLE 1.

Current Year	Properties	30/06/2023	%		Properties	30/06/2022	%
3 years and over	97	\$ 777,357	55%		76	\$ 505,091	44%
2 years and over	139	\$ 250,242	18%		84	\$ 164,777	14%
1 year and over	835	\$ 374,347	26%		116	\$ 188,348	17%
Total Aged		\$1,402,035	99%			\$ 858,217	75%
Current Rates	238	\$ 14,215	1%		745	\$ 278,243	25%
Total Rates Outstanding		\$1,416,250				\$1,136,459	

Officers continue to work with the Shire’s debt collection agency, CS Legal, to resolve some long outstanding debts in the three (3) years and over categories. 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 June 2023 was \$174,431 compared to \$314,676 as at 30 June 2023.

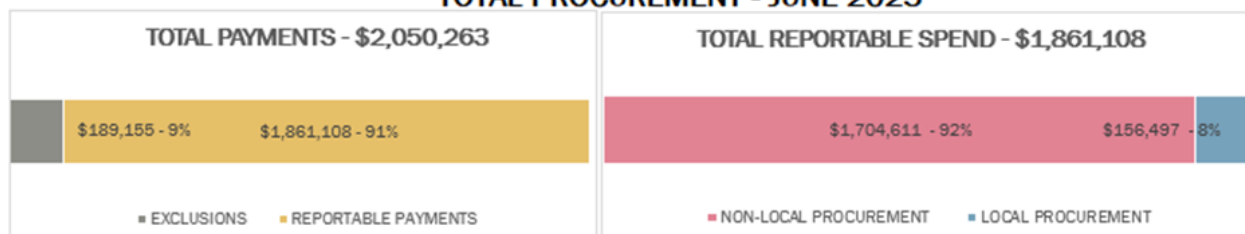
TABLE 2.

Current Year	30/06/2023	%		30/06/2022	%
90 days and over	\$852	0.5%		\$23,801	7%
60 days and over	\$415	0.2%		\$5,350	2%
30 days and over	\$5,032	2.9%		\$3,132	1%
Current	\$168,132	96.4%		\$282,393	90%
Total Debtors Outstanding	\$174,431	100%		\$314,676	100%
Credits	-\$1,265				
Total Including Credits	\$173,166				

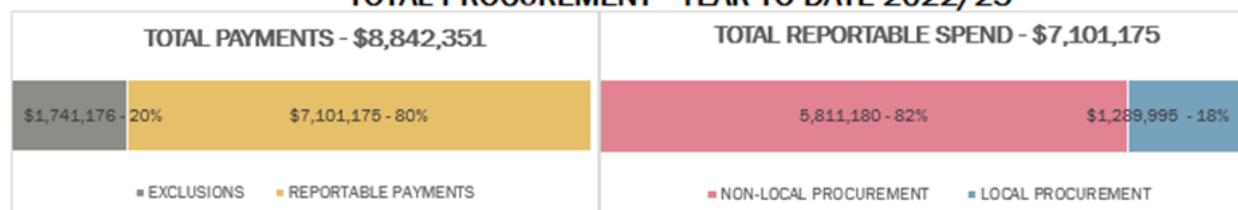
Local procurement

To support the local economy, Council commits to spending locally where possible and reasonably practicable. For the month of June 2023, Officers report the following in relation to local procurement, noting that 8% of payments were made to local businesses during the month. Officers further report the overall average of reportable local spend for the 2022/23 financial year to date was 18% at the end of June 2023.

TOTAL PROCUREMENT - JUNE 2023



TOTAL PROCUREMENT - YEAR TO DATE 2022/23



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 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

Please note there is an imbalance of \$27,749.18 in the Creditors Payment listing. This is due to July 2023 payments posted to June 2023.

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

Delegation 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 2022/23 annual financial report.

Legal and Statutory

Local Government Act 1995

“6.10. Financial Management 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.*

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO (Act s. 6.10)

- (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.*

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 that 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 month to which the statement relates; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; 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 month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
 - (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 may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- (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 month to which the statement relates; 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.”*

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

**RESOLUTION
080823**

Moved: Cr Kevin Trent

Seconded: Cr Pam Heaton

That, with regards to the Financial Report - June 2023, Council:

- 1. Receives the Monthly Financial Report and the list of payments drawn from the Municipal and Trust accounts for the period ending 30 June 2023 as summarised below:**

June 2023

MUNICIPAL FUND	AMOUNT (\$)
Cheque Payments	9,608.80
Payroll Debits	253,014.71
Electronic Funds Payments	1,936,164.28
Payroll Debits - Superannuation	206,437.32
Bank Fees	732.13
Corporate Cards	2061.71
Exetel NBN Fees	298.00
Fuji Xerox Equipment Rental	0.00
Fire Messaging Service	82.50
Subtotal - Municipal	2,408,399.45
TRUST FUND	
Electronic Funds Payments	6,010.43
Cheque Payments	0.00
Direct Debits Licensing	120,684.10
Subtotal - Trust	126,694.53
TOTAL DISBURSEMENTS	2,535,093.98

CARRIED: 6/0

SHIRE OF YORK
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 June 2023

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

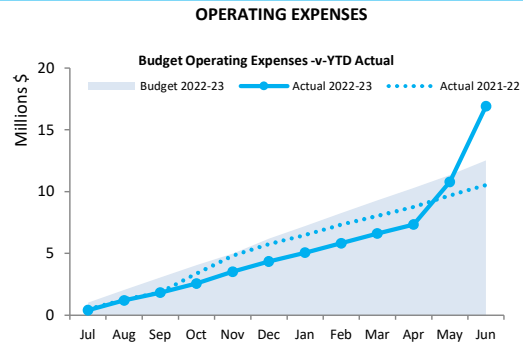
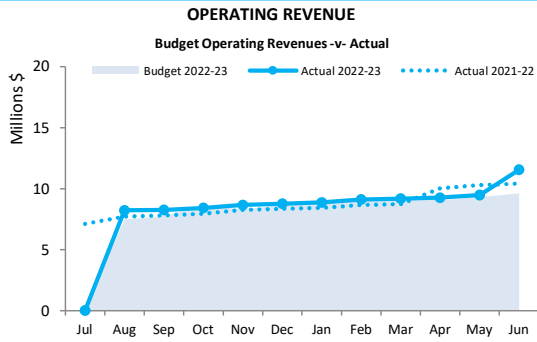
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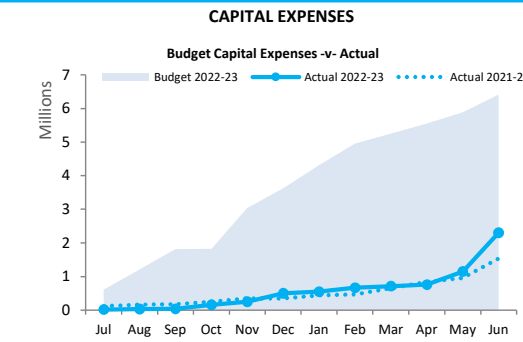
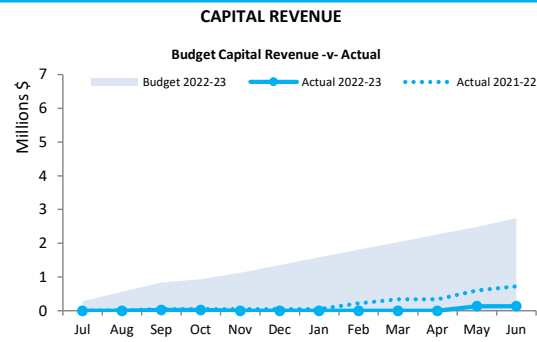
**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2023**

SUMMARY INFORMATION - GRAPHS

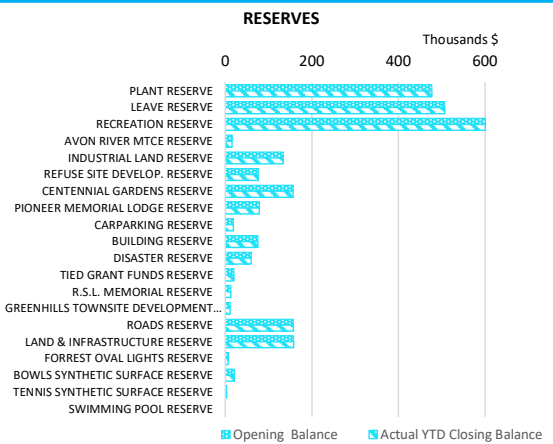
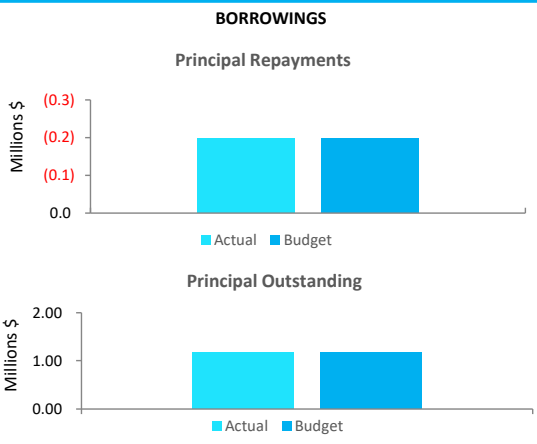
OPERATING ACTIVITIES



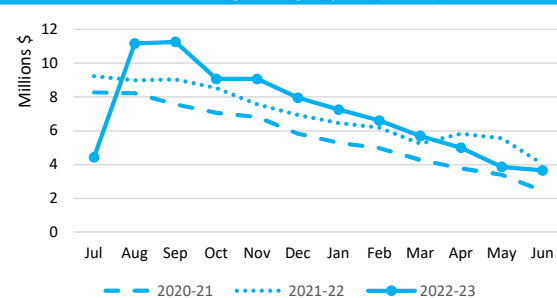
INVESTING ACTIVITIES



FINANCING ACTIVITIES



Closing funding surplus / (deficit)



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

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2023**

EXECUTIVE SUMMARY

Funding surplus / (deficit) Components

Funding surplus / (deficit)				
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$4.07 M	\$4.07 M	\$3.94 M	(\$0.14 M)
Closing	\$0.10 M	\$0.10 M	\$3.65 M	\$3.55 M

Refer to Statement of Financial Activity

Cash and cash equivalents		
	\$7.24 M	% of total
Unrestricted Cash	\$4.66 M	64.3%
Restricted Cash	\$2.59 M	35.7%

Refer to Note 2 - Cash and Financial Assets

Payables		% Outstanding
\$1.15 M		
Trade Payables	\$0.63 M	
0 to 30 Days		95.5%
Over 30 Days		4.5%
Over 90 Days		0.2%

Refer to Note 5 - Payables

Receivables		% Collected
\$0.45 M		
Rates Receivable	\$0.96 M	82.4%
Trade Receivable	\$0.45 M	% Outstanding
Over 30 Days		3.6%
Over 90 Days		0.5%

Refer to Note 3 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
\$0.01 M	\$0.01 M	\$1.81 M	\$1.80 M

Refer to Statement of Financial Activity

Rates Revenue		
YTD Actual	\$7.00 M	% Variance
YTD Budget	\$6.95 M	0.8%

Refer to Statement of Financial Activity

Operating Grants and Contributions		
YTD Actual	\$2.89 M	% Variance
YTD Budget	\$1.19 M	143.2%

Refer to Note 11 - Operating Grants and Contributions

Fees and Charges		
YTD Actual	\$1.21 M	% Variance
YTD Budget	\$1.16 M	4.0%

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)
(\$3.14 M)	(\$3.14 M)	(\$1.90 M)	\$1.24 M

Refer to Statement of Financial Activity

Proceeds on sale		
YTD Actual	\$0.27 M	%
Amended Budget	\$0.53 M	50.2%

Refer to Note 6 - Disposal of Assets

Asset Acquisition		
YTD Actual	\$2.30 M	% Spent
Amended Budget	\$6.42 M	35.9%

Refer to Note 7 - Capital Acquisitions

Capital Grants		
YTD Actual	\$0.14 M	% Received
Amended Budget	\$2.74 M	4.9%

Refer to Note 7 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.84 M)	(\$0.84 M)	(\$0.20 M)	\$0.64 M

Refer to Statement of Financial Activity

Borrowings		
Principal repayments	\$0.20 M	
Interest expense	\$0.07 M	0.0%
Principal due	\$1.18 M	

Refer to Note 8 - Borrowings

Reserves	
Reserves balance	\$2.59 M
Interest earned	\$0.00 M

Refer to Note 9 - Cash Reserves

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 JUNE 2023**

NATURE OR TYPE DESCRIPTIONS

REVENUE

EXPENSES

RATES

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Excludes administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Refers to all amounts received as grants, subsidies and contributions that are not non-operating grants.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of identifiable non financial assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

REVENUE FROM CONTRACTS WITH CUSTOMERS

Revenue from contracts with customers is recognised when the local government satisfies its performance obligations under the contract.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

FEES AND CHARGES

Revenues (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees. Local governments may wish to disclose more detail such as rubbish collection fees, rental of property, fines and penalties, and other fees and charges.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

SERVICE CHARGES

Service charges imposed under *Division 6 of Part 6 of the Local Government Act 1995*. *Regulation 54 of the Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services. Exclude rubbish removal charges.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

BY NATURE OR TYPE

	Ref	Amended Budget	YTD Budget	YTD Actual	Variance \$	Variance %	Var.
	Note	(a)	(b)	(c)	(c) - (b)	((c) - (b))/(b)	
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	1(c)	4,073,852	4,073,852	3,936,091	(137,761)	(3.38%)	
Revenue from operating activities							
Rates		6,947,112	6,947,112	7,003,151	56,039	0.81%	
Operating grants, subsidies and contributions	11	1,189,278	1,189,278	2,892,048	1,702,770	143.18%	▲
Fees and charges		1,162,201	1,162,201	1,209,024	46,823	4.03%	
Interest earnings		106,360	106,360	145,704	39,344	36.99%	▲
Other revenue		201,069	201,069	183,142	(17,927)	(8.92%)	
Profit on disposal of assets	6	24,775	24,775	38,612	13,837	55.85%	▲
		9,630,795	9,630,795	11,471,681	1,840,886	19.11%	
Expenditure from operating activities							
Employee costs		(4,890,933)	(4,890,933)	(5,115,048)	(224,115)	(4.58%)	
Materials and contracts		(3,591,323)	(3,591,323)	(3,513,129)	78,194	2.18%	
Utility charges		(395,851)	(395,851)	(331,142)	64,709	16.35%	▲
Depreciation on non-current assets		(2,619,336)	(2,619,336)	(7,259,300)	(4,639,964)	(177.14%)	▼
Interest expenses		(72,601)	(72,601)	(72,601)	0	0.00%	
Insurance expenses		(257,424)	(257,424)	(241,996)	15,428	5.99%	
Other expenditure		(384,900)	(384,900)	(345,533)	39,367	10.23%	▲
Loss on disposal of assets	6	(305,148)	(305,148)	(34,285)	270,863	88.76%	▲
		(12,517,516)	(12,517,516)	(16,913,034)	(4,395,518)	35.11%	
Non-cash amounts excluded from operating activities	1(a)	2,900,493	2,900,493	7,254,973	4,354,480	150.13%	▲
Amount attributable to operating activities		13,772	13,772	1,813,620	1,799,848	13068.89%	
Investing activities							
Proceeds from non-operating grants, subsidies and contributions	12	2,742,448	2,742,448	135,322	(2,607,126)	(95.07%)	▼
Proceeds from disposal of assets	6	532,909	532,909	267,728	(265,181)	(49.76%)	▼
Payments for property, plant and equipment and infrastructure	7	(6,419,135)	(6,419,135)	(2,302,009)	4,117,126	64.14%	▲
Amount attributable to investing activities		(3,143,778)	(3,143,778)	(1,898,959)	1,244,819	(39.60%)	
Financing Activities							
Transfer from reserves	9	270,000	270,000	0	(270,000)	(100.00%)	▼
Repayment of debentures	8	(197,907)	(197,907)	(197,907)	0	0.00%	
Transfer to reserves	9	(911,319)	(911,319)	0	911,319	100.00%	▲
Amount attributable to financing activities		(839,226)	(839,226)	(197,907)	641,319	(76.42%)	
Closing funding surplus / (deficit)	1(c)	104,620	104,620	3,652,845	3,548,225	(3391.54%)	▲

KEY INFORMATION

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

Refer to Note 15 for an explanation of the reasons for the variance.

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

Note: Operating grants, subsidies and contributions include \$1,835,576 relating to the 2023/2024 Financial Assistance Grant allocation.

**MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 JUNE 2023**

BASIS OF PREPARATION

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

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.

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.

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. A separate statement of those monies appears at Note 13 to these financial statements.

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

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

The estimates and associated assumptions are based on historical experience and various other factors 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 not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 02 August 2023

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	6	(24,775)	(24,775)	(38,612)
Less: Movement in liabilities associated with restricted cash		784	784	0
Add: Loss on asset disposals	6	305,148	305,148	34,285
Add: Depreciation on assets		2,619,336	2,619,336	7,259,300
Total non-cash items excluded from operating activities		2,900,493	2,900,493	7,254,973

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

	Original Budget Closing 30 June 2023	Last Year Closing 30 June 2022	Year to Date 30 June 2023
Adjustments to net current assets			
Less: Reserves - restricted cash	9 (3,543,061)	(2,585,273)	(2,585,273)
Add: Borrowings	8 (198,440)	197,908	207,803
Add: Reserve account backed employee related provisions	9 507,711	506,927	506,927
Total adjustments to net current assets	(3,233,790)	(1,880,438)	(1,870,543)

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

Current assets				
Cash and cash equivalents	2	4,466,861	8,003,482	4,182,703
Financial assets at amortised cost	2	0	0	3,058,075
Rates receivables	3	1,284,943	1,088,034	956,219
Receivables	3	0	96,125	449,949
Other current assets	4	81,716	34,223	46,329
Less: Current liabilities				
Payables	5	(893,323)	(1,370,032)	(1,145,489)
Borrowings	8	198,440	(197,908)	(207,803)
Contract liabilities	10	(996,572)	(1,013,530)	(992,730)
Provisions	10	(908,275)	(823,865)	(823,865)
Less: Total adjustments to net current assets	1(b)	(3,233,790)	(1,880,438)	(1,870,543)
Closing funding surplus / (deficit)		0	3,936,091	3,652,845

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 Council's operational cycle.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**OPERATING ACTIVITIES
NOTE 2
CASH AND FINANCIAL ASSETS**

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
MUNICIPAL FUND BANK	Cash and cash equivalents	3,351,374	0	3,351,374	0	n/a	Variable	n/a
CASH AT BANK-P/CASH & CHANGE	Cash and cash equivalents	1,130	0	1,130	0	n/a	n/a	n/a
WESTPAC FLEX	Cash and cash equivalents	5,402	0	5,402	0	Westpac	Variable	n/a
AMP AT CALL	Cash and cash equivalents	6,704	0	6,704	0	AMP	Variable	n/a
AMP	Cash and cash equivalents	290,583	0	290,583	0	AMP	Variable	n/a
MUNICIPAL TERM DEPOSIT	Financial assets at amortised cost	500,000	0	500,000	0	AMP	1.10%	Dec-23
MUNICIPAL TERM DEPOSIT	Financial assets at amortised cost	500,312	0	500,312	0	AMP	4.05%	Aug-23
RESERVE FUND BANK	Cash and cash equivalents	0	527,510	527,510	0	NAB	Variable	n/a
RESERVE TERM DEPOSIT	Financial assets at amortised cost	0	1,003,685	1,003,685	0	NAB	1.32%	Dec-23
RESERVE TERM DEPOSIT	Financial assets at amortised cost	0	483,294	483,294	0	Westpac	3.29%	on notice
RESERVE TERM DEPOSIT	Financial assets at amortised cost	0	570,784	570,784	0	AMP	4.85%	Oct-23
TRUST FUND BANK	Cash and cash equivalents	0	0	0	58,422	n/a	n/a	n/a
Total		4,655,505	2,585,273	7,240,778	58,422			
Comprising								
Cash and cash equivalents		3,655,193	527,510	4,182,703	58,422			
Financial assets at amortised cost		1,000,312	2,057,763	3,058,075	0			
		4,655,505	2,585,273	7,240,778	58,422			

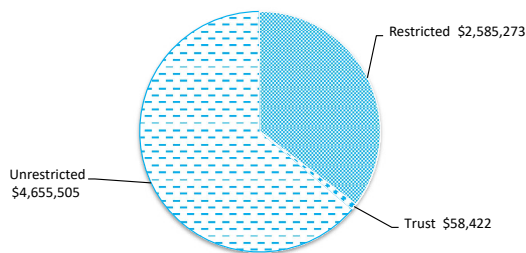
KEY INFORMATION

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.

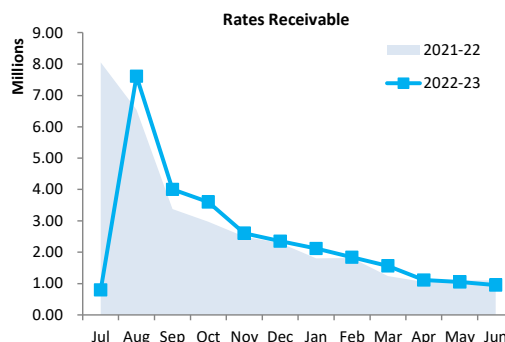
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates receivable	30 June 2022	30 Jun 2023
	\$	\$
Opening arrears previous years	1,025,412	690,542
Levied this year	6,283,408	7,003,151
Less - collections to date	(6,220,786)	(6,339,982)
Gross rates collectable	1,088,034	1,353,711
Allowance for impairment of rates receivable	(397,492)	(397,492)
Net rates collectable	690,542	956,219
% Collected	85.1%	82.4%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(1,265)	168,132	5,032	415	852	173,16
Percentage	(0.7%)	97.1%	2.9%	0.2%	0.5%	
Balance per trial balance						
Sundry debtors						173,16
GST receivable						161,73
Allowance for impairment of receivables from contracts with customers						(851)
Other debtors						78,48
Long service leave owed by other Local Governments						37,41
Total receivables general outstanding						449,94

Amounts shown above include GST (where applicable)

KEY INFORMATION

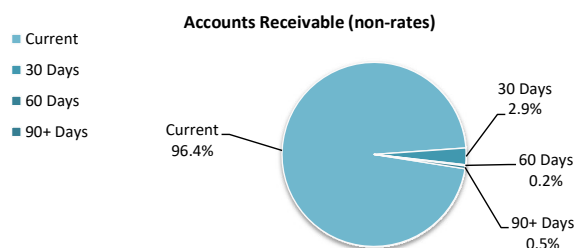
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**OPERATING ACTIVITIES
NOTE 4
OTHER CURRENT ASSETS**

	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 30 June 2023
	\$	\$	\$	\$
Other current assets				
Inventory				
Fuel	34,223	159,835	(147,729)	46,329
Total other current assets	34,223	159,835	(147,729)	46,329

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

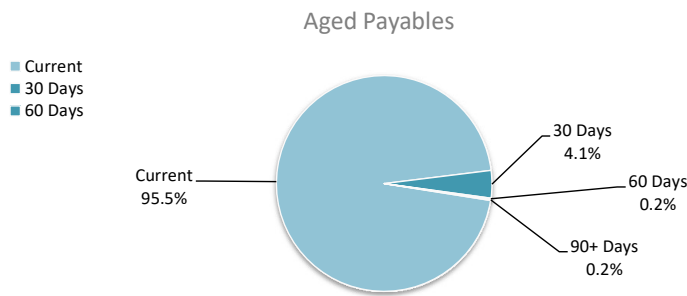
**OPERATING ACTIVITIES
NOTE 5
PAYABLES**

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	599,360	25,943	950	1,038	627,291
Percentage	0%	95.5%	4.1%	0.2%	0.2%	
Balance per trial balance						
Sundry creditors						627,291
ATO liabilities						77,984
Accrued interest						11,396
Prepaid rates						141,744
Bonds and deposits						285,996
Other payables						1,078
Total payables general outstanding						1,145,489

Amounts shown above include GST (where applicable)

KEY INFORMATION

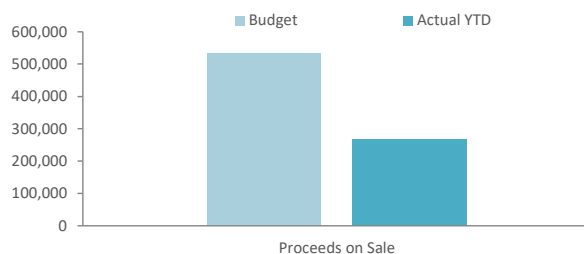
Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the period that are unpaid and arise when the Shire becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised 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.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

OPERATING ACTIVITIES
NOTE 6
DISPOSAL OF ASSETS

Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Buildings								
	Old Convent School - Land	283,500	272,727	0	(10,773)	27,273	27,273	0	(
	Old Convent School - Buildings	235,000	0	0	(235,000)	0	0	0	(
	Plant and equipment								
	Governance								
12217	EMIDS Vehicle 1HEW489	30,856	23,000	0	(7,856)	26,810	38,182	11,372	(
	Health								
12207	Environmental Health Officer Vehicle	22,881	18,182	0	(4,699)	16,061	18,182	2,121	(
	Transport								
	Multi Tyre Roller Y830	57,250	55,000	0	(2,250)	0	0	0	(
11800	John Deere Loader Y600	75,744	68,000	0	(7,744)	69,500	80,000	10,500	(
11588	Parks and Gardens Truck Y3777	5,225	20,000	14,775	0	14,463	20,000	5,537	(
	Mitsubishi Canter Y4099	20,795	15,000	0	(5,795)	0	0	0	(
12144	Town Crew Utility Y211	10,280	5,000	0	(5,280)	9,032	9,091	59	(
11917	Great Wall single cab Y6947	1,500	2,000	500	0	1,500	909	0	(591
12055	Spray Utility Y770	19,095	10,000	0	(9,095)	14,762	18,182	3,420	(
12019	Grader Utility Y482	8,993	5,000	0	(3,993)	8,071	10,909	2,838	(
	John Deere Mower Y7320	4,500	14,000	9,500	0	0	0	0	(
11919	Roller Multi Tyred Multipac Y830	0	0	0	0	53,694	20,000	0	(33,694
	Other property and services								
12201	Ford Ranger dual cab 1GTN498	37,663	25,000	0	(12,663)	22,235	25,000	2,765	(
		813,282	532,909	24,775	(305,148)	263,401	267,728	38,612	(34,285



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Amended		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Buildings	457,177	457,177	47,895	(409,282)
Furniture and equipment	263,253	263,253	170,814	(92,439)
Plant and equipment	1,137,582	1,137,582	998,838	(138,744)
Infrastructure	4,561,123	4,561,123	1,084,462	(3,476,661)
Payments for Capital Acquisitions	6,419,135	6,419,135	2,302,009	(4,117,126)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Capital grants and contributions	2,742,448	2,742,448	135,322	(2,607,126)
Other (disposals & C/Fwd)	532,909	532,909	267,728	(265,181)
Cash backed reserves				
INDUSTRIAL LAND RESERVE	70,000	70,000	0	(70,000)
CENTENNIAL GARDENS RESERVE	15,000	15,000	0	(15,000)
PIONEER MEMORIAL LODGE RESERVE	60,000	60,000	0	(60,000)
BUILDING RESERVE	25,000	25,000	0	(25,000)
ROADS RESERVE	100,000	100,000	0	(100,000)
Contribution - operations	2,873,778	2,873,778	1,898,959	(974,819)
Capital funding total	6,419,135	6,419,135	2,302,009	(4,117,126)

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

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 *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.

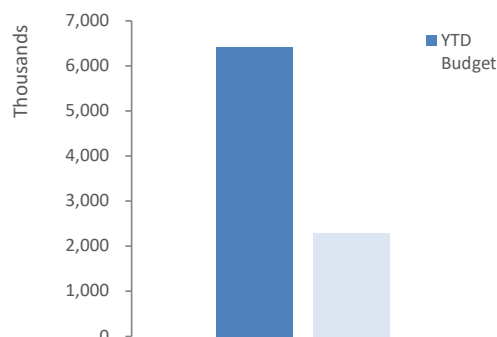
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of 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.

Payments for Capital Acquisitions



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**FINANCING ACTIVITIES
NOTE 8
BORROWINGS**

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2022	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Recreation and culture										
Forrest Oval Stage 1	62	800,779	0	0	(68,543)	(68,543)	732,236	732,236	(49,386)	(49,386)
Forrest Oval Stage 2	63	128,857	0	0	(24,588)	(24,588)	104,269	104,269	(6,166)	(6,166)
Forrest Oval Stage 3	64	200,998	0	0	(38,353)	(38,353)	162,645	162,645	(9,619)	(9,619)
Old Convent School	67	242,281	0	0	(66,423)	(66,423)	175,858	175,858	(7,430)	(7,430)
Total		1,372,915	0	0	(197,907)	(197,907)	1,175,008	1,175,008	(72,601)	(72,601)
Current borrowings		197,907					207,803			
Non-current borrowings		1,175,008					967,205			
		1,372,915					1,175,008			

All debenture repayments were financed by general purpose revenue.

The Shire has no unspent debenture funds as at 30th June 2022, nor is it expected to have unspent funds as at 30th June 2023.

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.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

OPERATING ACTIVITIES
NOTE 9
RESERVE ACCOUNTS

Reserve accounts

Reserve name	Opening	Budget	Actual	Budget	Actual	Budget	Actual YTD
	Balance	Transfers In (+)	Transfers In (+)	Transfers Out (-)	Transfers Out (-)	Closing Balance	Closing Balance
	\$	\$	\$	\$	\$	\$	\$
Restricted by Council							
PLANT RESERVE	476,688	119,269	0	0	0	595,957	476,688
LEAVE RESERVE	506,927	784	0	0	0	507,711	506,927
RECREATION RESERVE	600,598	772	0	0	0	601,370	600,598
AVON RIVER MTCE RESERVE	15,426	24	0	0	0	15,450	15,426
INDUSTRIAL LAND RESERVE	134,010	207	0	(70,000)	0	64,217	134,010
REFUSE SITE DEVELOP. RESERVE	75,519	117	0	0	0	75,636	75,519
CENTENNIAL GARDENS RESERVE	156,162	242	0	(15,000)	0	141,404	156,162
PIONEER MEMORIAL LODGE RESERVE	78,533	122	0	(60,000)	0	18,655	78,533
CARPARKING RESERVE	18,623	29	0	0	0	18,652	18,623
BUILDING RESERVE	75,380	117	0	(25,000)	0	50,497	75,380
DISASTER RESERVE	59,281	92	0	0	0	59,373	59,281
TIED GRANT FUNDS RESERVE	19,557	30	0	0	0	19,587	19,557
R.S.L. MEMORIAL RESERVE	12,600	19	0	0	0	12,619	12,600
GREENHILLS TOWNSITE DEVELOPMENT	11,221	17	0	0	0	11,238	11,221
ROADS RESERVE	156,884	100,243	0	(100,000)	0	157,127	156,884
LAND & INFRASTRUCTURE RESERVE	158,104	300,245	0	0	0	458,349	158,104
FORREST OVAL LIGHTS RESERVE	6,161	10	0	0	0	6,171	6,161
BOWLS SYNTHETIC SURFACE RESERVE	20,444	32	0	0	0	20,476	20,444
TENNIS SYNTHETIC SURFACE RESERVE	3,155	5	0	0	0	3,160	3,155
SWIMMING POOL RESERVE	0	388,943	0	0	0	388,943	0
	2,585,273	911,319	0	(270,000)	0	3,226,592	2,585,273

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

OPERATING ACTIVITIES
NOTE 10
OTHER CURRENT LIABILITIES

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 30 June 2023
		\$		\$	\$	\$
Other current liabilities						
Other liabilities						
- Contract liabilities		1,013,530	0	0	(20,800)	992,730
Total other liabilities		1,013,530	0	0	(20,800)	992,730
Employee Related Provisions						
Annual leave		449,878	0	0	0	449,878
Long service leave		330,382	0	0	0	330,382
Total Employee Related Provisions		780,260	0	0	0	780,260
Other Provisions						
- Provision for sick leave		43,605	0	0	0	43,605
Total Other Provisions		43,605	0	0	0	43,605
Total other current liabilities		1,837,395	0	0	(20,800)	1,816,595
Amounts shown above include GST (where applicable)						

A breakdown of contract liabilities and associated movements is provided on the following pages at Note 11

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 1
OPERATING GRANTS, SUBSIDIES AND CONTRIBUTION

Provider	Unspent operating grant, subsidies and contributions liability					Operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2022			30 Jun 2023	30 Jun 2023			
	\$	\$	\$	\$	\$	\$	\$	\$
Operating grants and subsidies								
Governance								
AUSTRALIA DAY COUNCIL	0	0	0	0	0	10,000	10,000	30,00
General purpose funding								
GRANT FUNDS (UNTIED)	0	0	0	0	0	342,002	342,002	1,399,52
GRANT LOCAL ROAD (UNTIED)	0	0	0	0	0	159,080	159,080	937,13
Law, order, public safety								
ESL GRANTS	0	0	0	0	0	68,000	68,000	67,09
DFES GRANTS	20,800	0	(20,800)	0	0	0	0	
Community amenities								
GOVERNMENT GRANTS - PLANNING	0	0	0	0	0	135,000	135,000	
Recreation and culture								
GRANT INCOME MUSEUM	0	0	0	0	0	0	0	6,35
LIBRARY GRANTS	0	0	0	0	0	0	0	5,04
Transport								
OTHER GRANTS	0	0	0	0	0	97,687	97,687	8,08
GRANT RRG - DIRECT	0	0	0	0	0	173,820	173,820	177,55
Economic services								
EARTHQUAKE BUILDING MITIGATION PROJECT INCOME	0	0	0	0	0	125,000	125,000	124,50
	20,800	0	(20,800)	0	0	1,110,589	1,110,589	2,755,30
Operating contributions								
Governance								
CONTRIBUTIONS TAXABLE SUPPLY	0	0	0	0	0	108	108	
REIMBURSEMENTS TAXABLE SUPPLY	0	0	0	0	0	13,638	13,638	16,29
REIMBURSEMENTS STAFF UNIFORM	0	0	0	0	0	11	11	53
REIMBURSEMENTS NON TAX SUPPLY	0	0	0	0	0	1,614	1,614	3,31
CONTRIBUTIONS - TAXABLE	0	0	0	0	0	0	0	18
REIMBURSEMENTS TAXABLE SUPPLY	0	0	0	0	0	0	0	4,37
CHARGES OTHER NON TAX SUPPLY	0	0	0	0	0	0	0	6
General purpose funding								
EX GRATIA RATES	0	0	0	0	0	20,408	20,408	20,68
RATE DEBT RECOVERY NON TAXABLE	0	0	0	0	0	10,000	10,000	(7,65)
RATES DEBT RECOVERY TAXABLE	0	0	0	0	0	0	0	17,87
Law, order, public safety								
FIRE BREAK CONTRACTOR COSTS (BUSH FIRES ACT 1954)	0	0	0	0	0	3,429	3,429	82
REIMBURSEMENTS TAXABLE SUPPLY	0	0	0	0	0	11	11	
CONTRIBUTIONS TO RURAL NUMBERS	0	0	0	0	0	323	323	81
REIMBURSEMENTS NON TAXABLE	0	0	0	0	0	0	0	14,00
Education and welfare								
REIMBURSEMENTS TAXABLE SUPPLY	0	0	0	0	0	4,090	4,090	
CONTRIBUTIONS & DONATIONS PML	0	0	0	0	0	0	0	29,87
Community amenities								
REIMBURSEMENTS NON TAXABLE	0	0	0	0	0	100	100	
REIMBURSEMENTS TAXABLE - DRUMMUSTER	0	0	0	0	0	300	300	
REIMBURSEMENTS-ADVERTISING	0	0	0	0	0	1,098	1,098	92
REIMBURSE- PLANNING LEGAL EXPENSES	0	0	0	0	0	2,000	2,000	
PLANNING REIMBURSEMENTS	0	0	0	0	0	100	100	
Recreation and culture								
SUNDRY INCOME TAXABLE SUPPLY	0	0	0	0	0	5,040	5,040	
REIMBURSEMENTS - NON TAXABLE	0	0	0	0	0	11	11	
CONTRIBUTIONS/REIMBURSEMENTS - TAXABLE SUPPLY	0	0	0	0	0	10,760	10,760	1,15
CHARGES-LOST BOOKS	0	0	0	0	0	300	300	10
DONATIONS	0	0	0	0	0	10	10	24
REIMBURSEMENTS TAXABLE SUPPLY	0	0	0	0	0	10	10	20
OTHER CULTURE - SUNDRY INCOME	0	0	0	0	0	10	10	90
Economic services								
CONTRIBUTIONS & DONATIONS TAXABLE	0	0	0	0	0	105	105	5,00
CONTRIBUTIONS, REIMBURSEMENTS & DONATIONS NON TAXABLE	0	0	0	0	0	105	105	1
BUILDING FINES & PENALTIES	0	0	0	0	0	108	108	2
Other property and services								
REIMBURSEMENTS NON-TAXABLE SUPPLY	0	0	0	0	0	0	0	26,51
REIMBURSEMENTS-WORKERS COMP	0	0	0	0	0	5,000	5,000	
HOUSING UTILITIES REIMBURSEMENT RECEIVED	0	0	0	0	0	0	0	46
	0	0	0	0	0	78,689	78,689	136,74
TOTALS	20,800	0	(20,800)	0	0	1,189,278	1,189,278	2,892,04

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 1:
NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTION:

Provider	Capital grant/contribution liabilities					Non operating grants, subsidies and contributions revenue		
	Liability	Increase in Liability	Decrease in Liability (As revenue)	Liability	Current Liability	Amended Budget Revenue	YTD Budget	YTD Revenue Actual
	1 July 2022			30 Jun 2023	30 Jun 2023			
	\$	\$	\$	\$	\$	\$	\$	\$
Non-operating grants and subsidies								
Recreation and culture								
RECREATION GRANTS - TAXABLE	0	0	0	0	0	123,000	123,000	
GRANT INCOME MUSEUM	0	0	0	0	0	15,899	15,899	
DLGSC GRANT - ORV FACILITY	40,000	0	0	40,000	40,000	0	0	
Transport								
ROAD TO RECOVERY GRANTS	0	0	0	0	0	396,868	396,868	
OTHER GRANTS	0	0	0	0	0	95,000	95,000	6,36
GRANT - RRG - ROADS	409,357	0	0	409,357	409,357	1,102,783	1,102,783	
GRANT GOVT-BLACK SPOT FUNDING	0	0	0	0	0	118,260	118,260	
GRANTS - R&LCIP	0	0	0	0	0	890,638	890,638	
GRANTS - LRCIP	435,780	0	0	435,780	435,780	0	0	128,95
GRANTS - MAIN ROADS ROAD SAFETY PROGRAM	71,093	0	0	71,093	71,093	0	0	
Economic services								
EARTHQUAKE BUILDING MITIGATION PROJECT INCOME	36,500	0	0	36,500	36,500	0	0	
	992,730	0	0	992,730	992,730	2,742,448	2,742,448	135,32

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**NOTE 13
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 2022	Amount Received	Amount Paid	Closing Balance 30 Jun 2023
	\$	\$	\$	\$
Cash in Lieu - Public Open Space	58,422	0	0	58,422
	58,422	0	0	58,422

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023

NOTE 14
BUDGET AMENDMENTS

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Budget adoption							0
			Opening Surplus(Deficit)			(30,380)	(30,380)
113320	Peace Park lights and furniture capital	061122	Capital Expenses	0	0	(7,000)	(37,380)
113335	Heritage Trails Infrastructure	061022	Capital Expenses	0	8,960	0	(28,420)
122413	Light Industrial area project	051022	Operating Expenses	0	0	(70,000)	(98,420)
125201	Other grants	061122	Operating Revenue	0	7,000	0	(91,420)
127304	Plant purchases capital	061122	Capital Expenses	0	0	(181,469)	(272,889)
127308	Trasfer to reserve - plant reserve	061122	Capital Revenue	0	181,469	0	(91,420)
138151	Wheatbelt Regional University Centre	061122	Operating Expenses	0	0	(8,960)	(100,380)
002025	Transfer from Industral land reserve	061122	Capital Revenue	0	70,000	0	(30,380)
101115	Bulk rubbish verge collection	070223	Operating Expenses	0	0	(22,273)	(52,653)
113169	Hockey oval maintenance	070223	Operating Expenses	0	22,273	0	(30,380)
132102	Town promotions	020822	Operating Expenses	0	34,000	0	3,620
132144	Multi-year funding agreements	020822	Operating Expenses	0	0	(34,000)	(30,380)
	Rates	430323	Operating Revenue	0	14,956	0	(15,424)
	Operating grants, subsidies and contributions	430323	Operating Revenue	0	0	(713,767)	(729,191)
	Fees and charges	430323	Operating Revenue	0	9,545	0	(719,646)
	Other Revenue	430323	Operating Revenue	0	50,000	0	(669,646)
	Interest earnings	430323	Operating Revenue	0	15,267	0	(654,379)
	Employee costs	430323	Operating Expenses	0	0	(60,155)	(714,534)
	Materials and contracts	430323	Operating Expenses	0	80,177	0	(634,357)
	Other expenditure	430323	Operating Expenses	0	0	(85,172)	(719,529)
	Loss on asset disposals	430323	Non Cash Item	3,000	0	0	(719,529)
	Non-operating grants, subsidies and contributions	430323	Capital Revenue	0	28,000	0	(691,529)
	Purchase land and buildings	430323	Capital Expenses	0	49,500	0	(642,029)
	Purchase plant and equipment	430323	Capital Expenses	0	241,577	0	(400,452)
	Purchase furniture and equipment	430323	Capital Expenses	0	26,800	0	(373,652)
	Purchase and construction of infrastructure-roads	430323	Capital Expenses	0	909,840	0	536,188
	Purchase and construction of infrastructure-other	430323	Capital Expenses	0	70,040	0	606,228
	Proceeds from disposal of assets	430323	Capital Revenue	0	0	(100,818)	505,410
	Transfers from cash backed reserves (restricted ass	430323	Capital Revenue	0	15,000	0	520,410
125132	Bridge Maintenance	110523	Operating Expenses	0	0	(85,670)	434,740
122411	Drainage Construction Projects-Avon Tce	110523	Capital Expenses	0	0	(155,000)	279,740
122411	Drainage Construction Projects-Neville St	110523	Capital Expenses	0	0	(68,000)	211,740
122411	Drainage Construction Projects-Clifford St	110523	Capital Expenses	0	0	(25,000)	186,740
68302	Pioneer Memorial Lodge Building Capital	110523	Capital Expenses	0	0	(25,000)	161,740
41124	Strategic Planning	110523	Operating Expenses	0	0	(25,000)	136,740
125132	Bridge Maintenance - Historical Adjustment	110523	Operating Expenses	0	0	(50,000)	86,740
122506	Transfer to Bridge Reserve	110523	Capital Expenses	0	50,000	0	136,740
042193	Audit Fees	110623	Operating Expenses	0	0	(32,120)	104,620
				3,000	1,884,404	(1,779,784)	104,620

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2023**

**OPERATING ACTIVITIES
NOTE 15
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 2022-23 year is \$10,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
Revenue from operating activities	\$	%				
Operating grants, subsidies and contributions	1,702,770	143.18%	▲	Advanced payment 23/24 Financial Assistance Grants		
Interest earnings	39,344	36.99%	▲			
Profit on disposal of assets	13,837	55.85%	▲		Disposals not processed in asset register to recognise YTD actuals. Budget apportioned 11/12.	
Expenditure from operating activities						
Utility charges	64,709	16.35%	▲			
Depreciation on non-current assets	(4,639,964)	(177.14%)	▼	Budget not reflecting asset revaluation		
Other expenditure	39,367	10.23%	▲			
Loss on disposal of assets	270,863	88.76%	▲			
Non-cash amounts excluded from operating activities	4,354,480	150.13%	▲		Budget not reflecting asset revaluation	
Investing activities						
Proceeds from non-operating grants, subsidies and contributions	(2,607,126)	(95.07%)	▼			
Proceeds from disposal of assets	(265,181)	(49.76%)	▼			
Payments for property, plant and equipment and infrastructure	4,117,126	64.14%	▲			
Financing activities						
Transfer from reserves	(270,000)	(100.00%)	▼			
Transfer to reserves	911,319	100.00%	▲			
Closing funding surplus / (deficit)	3,548,225	(3391.54%)	▲			

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EFT29843	01/06/2023 A CLASS LINEMARKING SERVICE	LINEMARKING SERVICE - VARIOUS SHIRE ROADS AND PROJECTS	1		15,770.15
NV 230557	17/05/2023 A CLASS LINEMARKING SERVICE	LINEMARKING SERVICE - VARIOUS SHIRE ROADS AND PROJECTS	1	15,770.15	
EFT29844	01/06/2023 A D ENGINEERING INTERNATIONAL PTY LTD	ADEI WAN QUARTERLY SERVICE - REMOTE DATA ACCESS SIM ACTIVATION 16.12.12 BILLING IN ADVANCE 01.04.2023 - 30.06.2023	1		132.00
NV 490	12/05/2023 A D ENGINEERING INTERNATIONAL PTY LTD	ADEI WAN QUARTERLY SERVICE - REMOTE DATA ACCESS SIM ACTIVATION 16.12.12 BILLING IN ADVANCE 01.04.2023 - 30.06.2023	1	132.00	
EFT29845	01/06/2023 ANDREA FLINT T/AS PANTECHNICA GALLERY	ART PRESENTATION BY ANDREA FLINT DURING HERITAGE WEEKEND - RESIDENCY MUSEUM	1		200.00
NV 54	04/05/2023 ANDREA FLINT T/AS PANTECHNICA GALLERY	ART PRESENTATION BY ANDREA FLINT DURING HERITAGE WEEKEND - RESIDENCY MUSEUM	1	200.00	
EFT29846	01/06/2023 ASB MARKETING	22/23 STAFF UNIFORM	1		3,847.46
NV 19638	18/05/2023 ASB MARKETING	22/23 STAFF UNIFORM	1	3,847.46	
EFT29847	01/06/2023 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - MAY 2023	1		1,312.23
NV CRS PMT	31/05/2023 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - MAY 2023	1	1,312.23	
EFT29848	01/06/2023 AUSCO MODULAR PTY LTD	MULTIPURPOSE 6.0M X 3.0M - HIRE PERIOD 1/6/23 - 30/6/23	1		889.37
NV 7389178	01/06/2023 AUSCO MODULAR PTY LTD	MULTIPURPOSE 6.0M X 3.0M - HIRE PERIOD 1/6/23 - 30/6/23	1	889.37	
EFT29849	01/06/2023 AUSTRALIA DAY COUNCIL OF SA INC	GIFTS FOR CITIZENSHIP CEREMONY	1		86.40
NV 2157	22/05/2023 AUSTRALIA DAY COUNCIL OF SA INC	GIFTS FOR CITIZENSHIP CEREMONY	1	86.40	
EFT29850	01/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES	1		103.60
NV 50	18/05/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 50	18/05/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 50	18/05/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 50	18/05/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
EFT29851	01/06/2023 AVON ARC TEST & TAG	FIRE EXTINGUISHER SERVICING	1		1,020.00

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NV 3140	30/05/2023 AVON ARC TEST & TAG	FIRE EXTINGUISHER SERVICING	1	1,020.00	
EFT29852	01/06/2023 AVON VALLEY AG	SUPPLY FOR COLLECTION 2 X HASTEN 20L - WEED SPRAYING	1		319.00
NV 125593	11/05/2023 AVON VALLEY AG	SUPPLY FOR COLLECTION 2 X HASTEN 20L - WEED SPRAYING	1	319.00	
EFT29853	01/06/2023 AVON VALLEY TYRE SERVICE	SUPPLY 3 MONTHLY SAFETY INSPECTION FOR THE EWP FRIDAY 05.05.2023	1		88.00
NV 5638	05/05/2023 AVON VALLEY TYRE SERVICE	SUPPLY 3 MONTHLY SAFETY INSPECTION FOR THE EWP FRIDAY 05.05.2023	1	88.00	
EFT29854	01/06/2023 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - APRIL 2023	1		15,359.91
NV 56258	05/05/2023 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - APRIL 2023	1	13,929.91	
NV 56246	05/05/2023 AVON WASTE	SUPPLY, DELIVER, COLLECT AND PICK UP X 4 4.5M3 BULK BINS (3 FOR GREENHILLS AND 1 FOR KAURING)	1	1,430.00	
EFT29855	01/06/2023 BLING DESIGN	GRAPHIC DESIGN AND PRINT FOR 2023 YORKIDS PROMOTIONAL FLYERS / POSTERS	1		740.00
NV 1937	18/05/2023 BLING DESIGN	GRAPHIC DESIGN AND PRINT FOR 2023 YORKIDS PROMOTIONAL FLYERS / POSTERS	1	740.00	
EFT29856	01/06/2023 BRITTANY MOORE - WITH, B	MONTHLY SOCIAL MEDIA MANAGEMENT 22/23 EXPERIENCE YORK - APRIL 2023	1		990.00
NV 198	13/05/2023 BRITTANY MOORE - WITH, B	MONTHLY SOCIAL MEDIA MANAGEMENT 22/23 EXPERIENCE YORK - APRIL 2023	1	990.00	
EFT29857	01/06/2023 BROOKS HIRE SERVICE PTY LTD	EXTENSION OF HIRE FOR THE 1.5T EXCAVATOR RUBBER TRACKED (VARATION FORM)	1		3,412.99
NV 233701	30/05/2023 BROOKS HIRE SERVICE PTY LTD	SUPPLY FOR DRY HIRE ON A TRAILER	1	1,408.00	
NV 233701	30/05/2023 BROOKS HIRE SERVICE PTY LTD	EXTENSION OF HIRE FOR THE 1.5T EXCAVATOR RUBBER TRACKED (VARATION FORM)	1	2,004.99	
EFT29858	01/06/2023 BUNNINGS WAREHOUSE	MATERIALS FOR SWIMMING POOL	1		1,966.72
NV	15/05/2023 BUNNINGS WAREHOUSE	MATERIALS FOR SWIMMING POOL	1	1,966.72	
EFT29859	01/06/2023 CASEY AUSTRALIA TOURS	PURCHASE OF BOOKS FOR RESALE IN VISITOR CENTRE	1		230.25
NV 7007	18/05/2023 CASEY AUSTRALIA TOURS	PURCHASE OF BOOKS FOR RESALE IN VISITOR CENTRE	1	230.25	
EFT29860	01/06/2023 CASTLEDINE & CASTLEDINE	DESIGN AND PRODUCTION OF ARTWORK FOR INTERPRETIVE SIGN - MUSEUM	1		935.00
NV 3633	19/05/2023 CASTLEDINE & CASTLEDINE	DESIGN AND PRODUCTION OF ARTWORK FOR INTERPRETIVE SIGN - MUSEUM	1	935.00	
EFT29861	01/06/2023 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	INVESTIGATE ERROR ON GOVERNANCE OFFICE AIRCONDITIONER AT ADMIN OFFICE	1		110.00
NV 18382	11/05/2023 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	INVESTIGATE ERROR ON GOVERNANCE OFFICE AIRCONDITIONER AT ADMIN OFFICE	1	110.00	

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EFT29862	01/06/2023 CHILD EDUCATION SERVICES	PURCHASE OF ITEMS FOR THE LITTLE DITTIES GRANT PROJECT	1		357.00
NV 25501	15/05/2023 CHILD EDUCATION SERVICES	PURCHASE OF ITEMS FOR THE LITTLE DITTIES GRANT PROJECT	1	357.00	
EFT29863	01/06/2023 DARMAN PTY LTD T/AS SETTLERS CAFE	WELFARE CATERING FOR VOLUNTEERE FIREFIGHTERS AT YOUNG'S RD STRUCTURE FIRE 30-03-2023	1		263.00
NV 24	12/04/2023 DARMAN PTY LTD T/AS SETTLERS CAFE	WELFARE CATERING FOR VOLUNTEERE FIREFIGHTERS AT YOUNG'S RD STRUCTURE FIRE 30-03-2023	1	263.00	
EFT29864	01/06/2023 DARRYS PLUMBING AND GAS	PLUMBNG SERVICES	1		4,524.50
NV 635	11/05/2023 DARRYS PLUMBING AND GAS	SUPPLY AND INSTALL A BALL VALVE AT THE RV PARK TO ISOLATE THE IRRIGATION	1	235.79	
NV 619	11/05/2023 DARRYS PLUMBING AND GAS	REPLACE TAP IN MENS TOILET - HOWICK STREET TOILETS - 06/04/23	1	161.55	
NV 616	11/05/2023 DARRYS PLUMBING AND GAS	REPAIR TOILET IN CANDICE BATEMEN PARK MENS TOILET - 13/04/23	1	115.50	
NV 615	11/05/2023 DARRYS PLUMBING AND GAS	INVESTIGATING BLOCKED DRAIN IN MAIN KITCHEN AT YRCC - UNBLOCK IF POSSIBLE - 14/04/23	1	242.00	
NV 621	11/05/2023 DARRYS PLUMBING AND GAS	UNBLOCK DISABLED TOILET AT AVON PARK TOILETS - 03/04/23	1	115.50	
NV 636	11/05/2023 DARRYS PLUMBING AND GAS	REPLACE TAP IN MENS TOILET - HOWICK STREET TOILETS - 20/03/23	1	193.28	
NV 639	11/05/2023 DARRYS PLUMBING AND GAS	UNCLOG CLOGGED TOILET IN LADIES TOILETS AT THE REC CENTRE BASKETBALL COURTS - 13/03/23	1	115.50	
NV IV00640	11/05/2023 DARRYS PLUMBING AND GAS	REPAIR TOILET CISTERNS IN YRCC	1	1,414.48	
NV 638	11/05/2023 DARRYS PLUMBING AND GAS	ATTEND TO SHIRE ADMIN AS EMERGENCY CALL OUT- REPAIR/REPLACE BROKEN SOLENOID AND SUPPLY AND INSTALL NEW VALVE TO MAINS WATER SUPPLY (RUSTED OUT), RESTORE MAINS WATER SUPPLY TO ALL AREAS	1	445.90	
NV 694	30/05/2023 DARRYS PLUMBING AND GAS	EXCAVATION OF 5 POST HOLES OF SIZE 500MM X 500MM X 500MM AT THE RESIDENCY MUSEUM AND RELOCATION OF STORMWATER PIPE	1	1,485.00	
EFT29865	01/06/2023 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - MAY 2023	1		3,400.14
NV CRS PMT	31/05/2023 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - MAY 2023	1	3,400.14	
EFT29866	01/06/2023 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - MAY 2023	1		1,674.99
NV CRS PMT	31/05/2023 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - MAY 2023	1	1,674.99	
EFT29867	01/06/2023 DENNIS FREDERICK KICKETT	HALF DAY CULTURAL CONSULTATION FOR S18 PROCESS FOR MACKIE SIDING CROSSING	1		269.50

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NV 51	29/05/2023	DENNIS FREDERICK KICKETT	HALF DAY CULTURAL CONSULTATION FOR S18 PROCESS FOR MACKIE SIDING CROSSING	1	269.50	
EFT29868	01/06/2023	DEPARTMENT OF CLIMATE CHANGE, ENERGY, THE ENVIRONMENT AND WATER	EPBC ACT REFERRAL (EPBC 2023/09446) - STAGE 1 FEES - YORK-TAMMIN (GOLDFIELDS) ROAD WIDENING PROJECT	1		2,883.00
NV 19446	17/05/2023	DEPARTMENT OF CLIMATE CHANGE, ENERGY, THE ENVIRONMENT AND WATER	EPBC ACT REFERRAL (EPBC 2023/09446) - STAGE 1 FEES - YORK-TAMMIN (GOLDFIELDS) ROAD WIDENING PROJECT	1	2,883.00	
EFT29869	01/06/2023	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2022-23 ESL QUARTER 4 IN ACCORANCE WITH THE DFES WA ACT 1998 PART 6A	1		47,879.63
NV 155659	21/05/2023	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2022-23 ESL QUARTER 4 IN ACCORANCE WITH THE DFES WA ACT 1998 PART 6A	1	27,079.63	
NV 155673	23/05/2023	DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	MITIGATION ACTIVITY FUND 2021 ROUND 2 - ROYALTIES FOR REGIONS FUNDING RECOUP OF UNSPENT FUNDS	1	20,800.00	
EFT29870	01/06/2023	DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT	1		59.40
NV 50	18/05/2023	DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT		59.40	
EFT29871	01/06/2023	DIRECTIONS WORKFORCE SOLUTIONS INC	ADDITIONAL ALLOWANCE AS AGREED WITH SUPERVISOR	1		141.98
NV 83445	17/05/2023	DIRECTIONS WORKFORCE SOLUTIONS INC	ADDITIONAL ALLOWANCE AS AGREED WITH SUPERVISOR (BONUS) - CONSTRUCTION	1	129.25	
NV 83780	31/05/2023	DIRECTIONS WORKFORCE SOLUTIONS INC	ADDITIONAL ALLOWANCE AS AGREED WITH SUPERVISOR - OVERTIME (JAI CRIDDLE)	1	12.73	
EFT29872	01/06/2023	EARTHTRACK GROUP PTY LTD	SUPPLY 4 X MINI PATHWAY SOLAR TOWERS G2-40, DC-HINGED, ETG-SLMT40-G2 INCLUDING BIRD SPIKES	1		11,721.60
NV 12348	09/05/2023	EARTHTRACK GROUP PTY LTD	SUPPLY 4 X MINI PATHWAY SOLAR TOWERS G2-40, DC-HINGED, ETG-SLMT40-G2 INCLUDING BIRD SPIKES	1	11,721.60	
EFT29873	01/06/2023	ENVIRO PLANT HIRE PTY LTD	SUPPLY AND DELIVERY 1X MULTI TYRE ROLLER FOR THE MONTH OF MAY WITH POSSIBLE EXTENSION NO CHARGE FOR WEEKENDS OR RDOS 5.05.2023 AND 19.05.2023 INCLUDING MOBILISATION TO THE SHIRE OF YORK	1		816.75
NV 1108	05/05/2023	ENVIRO PLANT HIRE PTY LTD	SUPPLY AND DELIVERY 1X MULTI TYRE ROLLER FOR THE MONTH OF MAY WITH POSSIBLE EXTENSION NO CHARGE FOR WEEKENDS OR RDOS 5.05.2023 AND 19.05.2023 INCLUDING MOBILISATION TO THE SHIRE OF YORK	1	816.75	

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EFT29874	01/06/2023 FOCUS NETWORKS	COMPUTER SOFTWARE SERVER	1		4,645.93
NV 10101G	11/05/2023 FOCUS NETWORKS	LEGACY MICROSOFT CSP OFFICE 365 BUSINESS STANDARD MTH SUB FOR LINDON MELLOR	1	18.01	
NV 10123GA	25/05/2023 FOCUS NETWORKS	COMPUTER SOFTWARE SERVER	1	4,504.72	
NV 13265	26/05/2023 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT - MANAGED PROACTIVE PC & SERVER SERVICES 2021/2022	1	123.20	
EFT29875	01/06/2023 FUEL DISTRIBUTORS	SUPPLY AND DELIVER FUEL AND OIL	1		8,692.30
NV 10052023	10/05/2023 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 1X CARTON OF 20 LITHPLEX TAC EP2 450GM - DEPOT	1	164.80	
NV 29108268	25/05/2023 FUEL DISTRIBUTORS	SUPPLY AND DELIVER TO THE SHIRE OF YORK DEPOT 5,000LTS OF DISTILLATE	1	8,527.50	
EFT29876	01/06/2023 G B GEOTECHNICS (AUSTRALIA) PTY LIMITED	GPR SURVEY OF YORK CEMETERY, ST JOHNS CEMETERY AND PONY CLUB GROUNDS	1		28,281.00
NV 1205	19/05/2023 G B GEOTECHNICS (AUSTRALIA) PTY LIMITED	GPR SURVEY OF YORK CEMETERY, ST JOHNS CEMETERY AND PONY CLUB GROUNDS	1	28,281.00	
EFT29877	01/06/2023 GATHER YORK	SUPPLIES FOR YORKIDS 2023 PACK YOUR OWN PICNIC	1		1,500.00
NV 0239	18/05/2023 GATHER YORK	SUPPLIES FOR YORKIDS 2023 PACK YOUR OWN PICNIC	1	1,500.00	
EFT29878	01/06/2023 GREAT EASTERN FREIGHTLINES	COURIER - MINUTEMAN PRESS PERTH - YORK - 14/03/23	1		33.22
NV 149151	16/03/2023 GREAT EASTERN FREIGHTLINES	COURIER - MINUTEMAN PRESS PERTH - YORK - 14/03/23	1	33.22	
EFT29879	01/06/2023 INCREDIBLE CREATURES MOBILE FARM	INCREDIBLE CREATURES MOBILE FARM ANIMAL INTERACTIVE DISPLAY	1		950.00
NV 85	01/05/2023 INCREDIBLE CREATURES MOBILE FARM	INCREDIBLE CREATURES MOBILE FARM ANIMAL INTERACTIVE DISPLAY	1	950.00	
EFT29880	01/06/2023 IRIS CONSULTING GROUP PTY LTD	RECORDS DISPOSAL WORKSHOP - IRIS CONSULTING 17/5/23	1		1,078.00
NV 2154	27/04/2023 IRIS CONSULTING GROUP PTY LTD	RECORDS DISPOSAL WORKSHOP - IRIS CONSULTING 17/5/23	1	1,078.00	
EFT29881	01/06/2023 JASON SIGNMAKERS	SIGNAGE	1		728.39
NV 29771	29/05/2023 JASON SIGNMAKERS	SIGNAGE	1	728.39	
EFT29882	01/06/2023 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - MAY 2023	1		1,312.23
NV CRS PMT	31/05/2023 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - MAY 2023	1	1,312.23	
EFT29883	01/06/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1		1,245.53
NV 00080587	10/05/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	65.89	

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NV 00080616	10/05/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	955.24	
NV 81085	24/05/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	202.40	
NV 79970	25/05/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	22.00	
EFT29884	01/06/2023 LANDGATE	ANNUAL GENERAL REVALUATION - RURAL UNIMPROVED VALUE	1		12,483.00
NV 383995	11/05/2023 LANDGATE	ANNUAL GENERAL REVALUATION - RURAL UNIMPROVED VALUE PROPERTIES 22/23	1	397.00	
NV 384305	24/05/2023 LANDGATE	ANNUAL GENERAL REVALUATION - RURAL UNIMPROVED VALUE	1	12,086.00	
EFT29885	01/06/2023 LASER CORPS COMBAT ADVENTURES	MOBILE LASER TAG COMBAT ADVENTURE GAME - BALANCE PAYMENT	1		1,800.00
NV 230613-1	23/03/2023 LASER CORPS COMBAT ADVENTURES	MOBILE LASER TAG COMBAT ADVENTURE GAME - BALANCE PAYMENT	1	1,800.00	
EFT29886	01/06/2023 LASSO E & P PTY LTD	KIDS IN PERTH CAMPAIGN FOR YORKIDS 2023	1		675.00
NV 5827	12/05/2023 LASSO E & P PTY LTD	KIDS IN PERTH CAMPAIGN FOR YORKIDS 2023	1	675.00	
EFT29887	01/06/2023 LAURIE JOHN FAIRCLOUGH	SUPPLY FOR COLLECTION FOR THE MONTH OF APRIL 64M3 OF GRAVEL FOR WORK ON BRUNSWICK RD	1		264.60
NV 247	10/05/2023 LAURIE JOHN FAIRCLOUGH	SUPPLY FOR COLLECTION FOR THE MONTH OF APRIL 64M3 OF GRAVEL FOR WORK ON BRUNSWICK RD	1	264.60	
EFT29888	01/06/2023 LLOYDS EARTHMOVING AND GARDEN SUPPLIES	SUPPLY AND DELIVER 76M3 OF LAWN MIX TO THE SHIRE OF YORK WESTERN HOCKEY FIELD	1		5,510.00
NV 3451	16/05/2023 LLOYDS EARTHMOVING AND GARDEN SUPPLIES	SUPPLY AND DELIVER 76M3 OF LAWN MIX TO THE SHIRE OF YORK WESTERN HOCKEY FIELD	1	5,510.00	
EFT29889	01/06/2023 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	IGNITE LEADERSHIP PROGRAM & GOVERNANCE TRAINING - ANNEKE BIRLESON	1		2,920.00
NV 35626	03/05/2023 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	IGNITE LEADERSHIP PROGRAM JULY 23 - ANNEKE BIRLESON	1	2,810.00	
NV 35560	19/05/2023 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	GOVERNANCE FUNDAMENTALS - ONLINE COURSE - ANNEKE BIRLESON LG PROFESSIONALS WA	1	110.00	
EFT29890	01/06/2023 MAL AUTOMOTIVES	15,000KM SERVICE OF HYUNDAI VENUE (EHO VEHICLE) - 1HSZ-886 (18/05/2023)	1		419.97
NV 29260	19/05/2023 MAL AUTOMOTIVES	15,000KM SERVICE OF HYUNDAI VENUE (EHO VEHICLE) - 1HSZ-886 (18/05/2023)	1	419.97	
EFT29891	01/06/2023 MARION LE CRAYON	SPECIAL INTERACTIVE ARTIST WHO SPECIALIZES IN CARICATURES FOR ENTERTAINING AT 2023 YORKIDS FESTIVAL BALANCE PAYMENT	1		368.00

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NV 400	22/05/2023 MARION LE CRAYON	SPECIAL INTERACTIVE ARTIST WHO SPECIALIZES IN CARICATURES FOR ENTERTAINING AT 2023 YORKIDS FESTIVAL BALANCE PAYMENT	1	368.00	
EFT29892	01/06/2023 MCLEODS BARRISTERS AND SOLICITORS	LEGAL EXPENSES	1		1,168.75
NV 129671	28/04/2023 MCLEODS BARRISTERS AND SOLICITORS	LEGAL EXPENSES	1	779.35	
NV 129339	18/05/2023 MCLEODS BARRISTERS AND SOLICITORS	LEGAL EXPENSES	1	389.40	
EFT29893	01/06/2023 MONSTER BALL AMUSEMENTS & HIRE	RQ2023-592 THREE SPECIAL INFLATABLES USED TO ENTERTAIN YOUNG KIDS 2023 YORKIDS DEPOSIT PAYMENT	1		1,095.00
NV 15477747	03/06/2023 MONSTER BALL AMUSEMENTS & HIRE	RQ2023-592 THREE SPECIAL INFLATABLES USED TO ENTERTAIN YOUNG KIDS 2023 YORKIDS DEPOSIT PAYMENT	1	1,095.00	
EFT29894	01/06/2023 MOORE AUSTRALIA	COMPLETE MONTHLY 22/23 FINANCIAL STATEMENTS - APRIL 2023	1		2,530.00
NV 429995	26/05/2023 MOORE AUSTRALIA	COMPLETE MONTHLY 22/23 FINANCIAL STATEMENTS - APRIL 2023	1	2,530.00	
EFT29895	01/06/2023 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - MAY 2023	1		1,312.23
NV CRS PMT	31/05/2023 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - MAY 2023	1	1,312.23	
EFT29896	01/06/2023 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - MAY 2023	1		1,312.23
NV CRS PMT	31/05/2023 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - MAY 2023	1	1,312.23	
EFT29897	01/06/2023 RAECO	SHELVING BRACKETS TO PUT NEW SHELVING IN THE LIBRARY	1		330.00
NV 586505	04/04/2023 RAECO	SHELVING BRACKETS TO PUT NEW SHELVING IN THE LIBRARY	1	330.00	
EFT29898	01/06/2023 REBECCA LEE-ANNE ATKINSON	REIMBURSEMENT OF POLICE CLEARANCE - REBECCA ATKINSON	1		58.70
NV 310523	31/05/2023 REBECCA LEE-ANNE ATKINSON	REIMBURSEMENT OF POLICE CLEARANCE - REBECCA ATKINSON	1	58.70	
EFT29899	01/06/2023 ROUS ELECTRICAL	NEW LED DOWNLIGHTS WITH DALI DIMMING DRIVER (INCLUDING SUPPLY AND INSTALL)	1		1,320.00
NV 00003608	25/05/2023 ROUS ELECTRICAL	NEW LED DOWNLIGHTS WITH DALI DIMMING DRIVER (INCLUDING SUPPLY AND INSTALL)	1	1,320.00	

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EFT29900	01/06/2023 RURAL TRAFFIC SERVICES	SUPPLY TRAFFIC MANAGEMENT, AND TRAFFIC MANAGEMENT PLANS FOR URGENT DRAINAGE REPAIR WORKS ON THE CORNER OF AVON TERRACE AND HENRIETTA ST YORK	1		6,060.18
NV 4330	08/05/2023 RURAL TRAFFIC SERVICES	SUPPLY TRAFFIC MANAGEMENT, AND TRAFFIC MANAGEMENT PLANS FOR URGENT DRAINAGE REPAIR WORKS ON THE CORNER OF AVON TERRACE AND HENRIETTA ST YORK	1	6,060.18	
EFT29901	01/06/2023 SAFE AVON VALLEY	CAT IMPOUNDING 6/4/23	1		75.00
NV 2305	02/05/2023 SAFE AVON VALLEY	CAT IMPOUNDING 6/4/23	1	75.00	
EFT29902	01/06/2023 SARAH HEPBURN	SPECIAL DANCE WORKSHOP INCORPORATING ELEMENTS OF BALLET AND CONTEMPORARY DANCE 2023 YORKKIDS	1		200.00
NV 184	18/05/2023 SARAH HEPBURN	SPECIAL DANCE WORKSHOP INCORPORATING ELEMENTS OF BALLET AND CONTEMPORARY DANCE 2023 YORKKIDS	1	200.00	
EFT29903	01/06/2023 SCAVENGER SUPPLIES AND FIRE SAFETY	PERSONAL PROTECTIVE CLOTHING STOCK FOR BFB VOLUNTEERS	1		716.10
NV 16791	25/05/2023 SCAVENGER SUPPLIES AND FIRE SAFETY	PERSONAL PROTECTIVE CLOTHING STOCK FOR BFB VOLUNTEERS	1	716.10	
EFT29904	01/06/2023 SCIENCE ALIVE TRAVELLING SHOW	PRESENTATION OF 2 SCIENCE ALIVE SHOWS 2023 YORKKIDS FESTIVAL ON JUNE 4TH 2023	1		770.00
NV 64	10/05/2023 SCIENCE ALIVE TRAVELLING SHOW	PRESENTATION OF 2 SCIENCE ALIVE SHOWS 2023 YORKKIDS FESTIVAL ON JUNE 4TH 2023	1	770.00	
EFT29905	01/06/2023 SEEK LIMITED	ADVERTISE IN SEEK 11/5/23 - ROAD MAINTENANCE GENERAL HAND	1		357.50
NV 503228048	11/05/2023 SEEK LIMITED	ADVERTISE IN SEEK 11/5/23 - ROAD MAINTENANCE GENERAL HAND	1	357.50	
EFT29906	01/06/2023 SERVICES AUSTRALIA - CENTRELINK	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		150.00
NV 50	18/05/2023 SERVICES AUSTRALIA - CENTRELINK	PAYROLL DEDUCTIONS/CONTRIBUTIONS		150.00	
EFT29907	01/06/2023 SHIRE OF BEVERLEY	ANNUAL REIMBURSEMENT CESM RECOUP 22/23 - 01/01/23 - 31/03/23	1		4,949.48
NV 9268	05/05/2023 SHIRE OF BEVERLEY	ANNUAL REIMBURSEMENT CESM RECOUP 22/23 - 01/01/23 - 31/03/23	1	4,949.48	
EFT29908	01/06/2023 SJC HERITAGE CONSULTANTS PTY LTD	PROVIDE CONSULTANCY SERVICES FOR PREPARATION AND SUBMISSION OF S18 NOTICE FOR MACKIE SIDING CROSSING	1		5,428.50
NV	01/05/2023 SJC HERITAGE CONSULTANTS PTY LTD	PROVIDE CONSULTANCY SERVICES FOR PREPARATION AND SUBMISSION OF S18 NOTICE FOR MACKIE SIDING CROSSING	1	5,428.50	

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EFT29909	01/06/2023 SPECIALISED TREE SERVICE	COMPLETE WP TREE TRIMMING AS PER THE STREET LIST PROVIDED CARDWELL ST, GREY ST, ALFRED ST, FORD ST, GILFORD ST, MEARES ST, NEW ST, HOPE ST AND MAINCAMP MOBILISE EQUIPMENT AND CARRY OUT ALL SAFETY CHECKS REMOVE DEBRIS FROM SITE	1		8,724.80
NV 4084	24/05/2023 SPECIALISED TREE SERVICE	COMPLETE WP TREE TRIMMING AS PER THE STREET LIST PROVIDED CARDWELL ST, GREY ST, ALFRED ST, FORD ST, GILFORD ST, MEARES ST, NEW ST, HOPE ST AND MAINCAMP MOBILISE EQUIPMENT AND CARRY OUT ALL SAFETY CHECKS REMOVE DEBRIS FROM SITE	1	8,724.80	
EFT29910	01/06/2023 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF FUNCTION ROOM (FULL DAY) - MONDAY 29 MAY 2023 FOR SUICIDE AWARENESS STAFF WORKSHOP	1		100.00
NV 1086746	30/05/2023 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF FUNCTION ROOM (FULL DAY) - MONDAY 29 MAY 2023 FOR SUICIDE AWARENESS STAFF WORKSHOP	1	100.00	
EFT29911	01/06/2023 SUBSURFACE MAPPING PTY LTD	VISUAL AND ELECTRONIC SERVICES INVESTIGATION AND REPREOT FOR CLIFFORD STREET CULVERT AS QUOTED 5 MAY 2023	1		2,189.00
NV 558	13/05/2023 SUBSURFACE MAPPING PTY LTD	VISUAL AND ELECTRONIC SERVICES INVESTIGATION AND REPREOT FOR CLIFFORD STREET CULVERT AS QUOTED 5 MAY 2023	1	2,189.00	
EFT29912	01/06/2023 SYNERGY	ELECTRICITY	1		6,449.89
NV 573203950	01/05/2023 SYNERGY	ELECTRICITY	1	450.97	
NV 785488350	01/05/2023 SYNERGY	ELECTRICITY	1	1,054.52	
NV 314003710	01/05/2023 SYNERGY	ELECTRICITY	1	124.33	
NV 108761310	04/05/2023 SYNERGY	ELECTRICITY	1	1,484.99	
NV 335462800	10/05/2023 SYNERGY	ELECTRICITY	1	1,479.72	
NV 400467080	24/05/2023 SYNERGY	ELECTRICITY	1	33.43	
NV 402830640	26/05/2023 SYNERGY	ELECTRICITY	1	1,821.93	
EFT29913	01/06/2023 TALIS CONSULTANTS	PROVISION OF CONSULTANCY SERVICES FOR THE PERIOD ENDING 31 MARCH 2023 - YORK RDC VALUATION & AMP	1		3,540.36
NV 28241	31/05/2023 TALIS CONSULTANTS	PROVISION OF CONSULTANCY SERVICES FOR THE PERIOD ENDING 31 MARCH 2023 - YORK RDC VALUATION & AMP	1	3,540.36	

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EFT29914	01/06/2023 TOLL IPEC PTY LTD	FREIGHT - LIBRARY 10/5/23	1		60.07
NV	21/05/2023 TOLL IPEC PTY LTD	FREIGHT - LIBRARY 10/5/23	1	60.07	
EFT29915	01/06/2023 TOTALLY WORK WEAR	SUPPLY AND DELIVER THROUGH THE SHIRE OF YORK'S TOLL ACCOUNT QMD28791X BK6975-YNA-M BISLEY 5-IN-1 HV TAP RAIN JACKET M YELLOW / NAVY 1X SHIRE OF YORK EMBROIDERY ON THE LHS 1X RIKUS EMBROIDERY ON THE RHS QMD28812X K55015-YNA-XS KING GEE HAVIS TAPED PUFFER JACKET XS YELLOW / NAVY2X EMBROIDERY SHIRE OF YORK LOGO LHS - ON EACH ITEM 2X EMBROIDERY NAMES ONE ON EACH ITEM - PRABIN - ASMITA	1		373.43
NV	22/05/2023 TOTALLY WORK WEAR	SUPPLY AND DELIVER THROUGH THE SHIRE OF YORK'S TOLL ACCOUNT QMD28791X BK6975-YNA-M BISLEY 5-IN-1 HV TAP RAIN JACKET M YELLOW / NAVY 1X SHIRE OF YORK EMBROIDERY ON THE LHS 1X RIKUS EMBROIDERY ON THE RHS QMD28812X K55015-YNA-XS KING GEE HAVIS TAPED PUFFER JACKET XS YELLOW / NAVY 2X EMBROIDERY SHIRE OF YORK LOGO LHS - ON EACH ITEM 2X EMBROIDERY NAMES ONE ON EACH ITEM - PRABIN - ASMITA	1	373.43	
EFT29916	01/06/2023 TUTT BRYANT HIRE	SUPPLY NEW BOMAG ROLLER AND TRADE ASSET 11919 MULTIPAC ROLLER	1		195,800.00
NV 008024485	07/05/2023 TUTT BRYANT HIRE	SUPPLY NEW BOMAG ROLLER AND TRADE ASSET 11919 MULTIPAC ROLLER	1	195,800.00	
EFT29917	01/06/2023 WA TRAFFIC PLANNING	UPDATE TO TRAFFIC MANAGEMENT PLAN FOR CLIFFORD STREET REPAIR WORKS	1		715.00
NV 1776	17/05/2023 WA TRAFFIC PLANNING	UPDATE TO TRAFFIC MANAGEMENT PLAN FOR CLIFFORD STREET REPAIR WORKS	1	715.00	
EFT29918	01/06/2023 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	TRAINING - RATES IN LOCAL GOVERNMENT - DEBT COLLECTION (ANN SCHALL) 21 APRIL 2023	1		638.00
NV 3689	31/01/2023 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	TRAINING - RATES IN LOCAL GOVERNMENT - DEBT COLLECTION (ANN SCHALL) 21 APRIL 2023	1	638.00	
EFT29919	01/06/2023 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS	1		58,964.58

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NV 62	01/06/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS		58,964.58	
EFT29920	01/06/2023	WOOLWORTHS GROUP LIMITED	PURCHASE OF ITEMS FOR THE LIBRARY	1		171.00
NV	26/05/2002	WOOLWORTHS GROUP LIMITED	PURCHASE OF ITEMS FOR THE LIBRARY	1	171.00	
EFT29921	01/06/2023	YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS APRIL 2023 - RESIDENCY MUSEUM	1		32.08
NV 02/6191	05/04/2023	YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS APRIL 2023 - RESIDENCY MUSEUM	1	32.08	
EFT29922	01/06/2023	YORK & DISTRICTS COMMUNITY MATTERS	ADVERTISING	1		1,574.00
NV 3161	31/05/2023	YORK & DISTRICTS COMMUNITY MATTERS	ADVERTISING	1	1,574.00	
EFT29923	01/06/2023	YORK ELECTRICAL SERVICE	1XGPO INSTALLATION AT DEPOT OFFICE & 2X GPO INSTALLATION AT RESIDENCY MUSEUM OFFICE	1		243.93
NV 115	30/04/2023	YORK ELECTRICAL SERVICE	1XGPO INSTALLATION AT DEPOT OFFICE & 2X GPO INSTALLATION AT RESIDENCY MUSEUM OFFICE	1	243.93	
EFT29924	01/06/2023	YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICALS AND FLU VACCINATIONS	1		858.00
NV 227627	17/05/2023	YORK GENERAL PRACTICE	STAFF FLU VACCINATIONS 2023	1	577.50	
NV 227631	17/05/2023	YORK GENERAL PRACTICE	STAFF FLU VACCINATIONS 2023 - NURSING SERVICE	1	132.00	
NV 228202	29/05/2023	YORK GENERAL PRACTICE	PRE-EMPLOYMENT MEDICAL – REBECCA ATKINSON	1	148.50	
EFT29925	01/06/2023	YORK QUALITY BUTCHERS	SAFETY BONUS – 28.01.2023 – 27.04.2023 EBA 2022 – 14.8 SAFETY BONUS FOR OUTSIDE STAFF SUPPLY A \$100 VOUCHER EACH FOR THE BELOW STAFF (24) ROB MACKENZIE (118) CLINT STRICKLAND (259) ROB MACEY (308) ROSS MEGEE (381) LUKE CURTIS (407) MARK APPLETON	1		600.00

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NV 3063	01/05/2023 YORK QUALITY BUTCHERS	SAFETY BONUS – 28.01.2023 – 27.04.2023 EBA 2022 – 14.8 SAFETY BONUS FOR OUTSIDE STAFF SUPPLY A \$100 VOUCHER EACH FOR THE BELOW STAFF (24) ROB MACKENZIE (118) CLINT STRICKLAND (259) ROB MACEY (308) ROSS MEGEE (381) LUKE CURTIS (407) MARK APPLETON	1	600.00	
EFT29926	01/06/2023 ZONE 50 ENGINEERING SURVEYS	MAIN ROADS INSPECTIONS SHIRE OF YORK TALBOT WEST RD RRG - TRAFFIC MANAGEMENT 50%, CENTRELINE 12.34KM, EDGE LINES 24.68KM AND BARRIER LINES 10%	1		20,405.09
NV 648	10/05/2023 ZONE 50 ENGINEERING SURVEYS	MAIN ROADS INSPECTIONS SHIRE OF YORK TALBOT WEST RD RRG - TRAFFIC MANAGEMENT 50%, CENTRELINE 12.34KM, EDGE LINES 24.68KM AND BARRIER LINES 10%	1	20,405.09	
EFT29928	02/06/2023 DJOOKEN KOODJAL (TWO SISTERS)	PURCHASE OF BOOKS FOR GIFT SHOP - MUSEUM	1		200.00
NV 004	23/05/2023 DJOOKEN KOODJAL (TWO SISTERS)	PURCHASE OF BOOKS FOR GIFT SHOP - MUSEUM	1	200.00	
EFT29929	02/06/2023 MONSTER BALL AMUSEMENTS & HIRE	THREE SPECIAL INFLATABLES USED TO ENTERTAIN YOUNG KIDS (BALANCE PAYMENT)	1		1,245.01
NV	03/06/2023 MONSTER BALL AMUSEMENTS & HIRE	THREE SPECIAL INFLATABLES USED TO ENTERTAIN YOUNG KIDS (BALANCE PAYMENT)	1	1,245.01	
EFT29932	14/06/2023 BUILDING AND ENERGY	BSL COLLECTION FOR MAY 2023	2		1,624.61
NV T6	06/06/2023 BUILDING AND ENERGY	BSL COLLECTION FOR MAY 2023	2	1,624.61	
EFT29933	14/06/2023 CHRISTINE ELLIOTT	CHRISTINE ELLIOT- CAT TRAP BOND- #263365	2		95.00
NV T1	13/06/2023 CHRISTINE ELLIOTT	CHRISTINE ELLIOT- CAT TRAP BOND- #263365	2	95.00	
EFT29934	14/06/2023 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR MAY 2023	2		911.07
NV T9	06/06/2023 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR MAY 2023	2	911.07	
EFT29935	14/06/2023 ROCK N JIVE SOCIAL CLUB INC	ROCK N JIVE - TOWN HALL BOND-#262221	2		500.00
NV T83	02/06/2023 ROCK N JIVE SOCIAL CLUB INC	ROCK N JIVE - TOWN HALL BOND-#262221	2	500.00	

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EFT29936	14/06/2023 SHIRE OF YORK	BSL COLLECTION FOR MAY 2023	2		94.75
NV T6	06/06/2023 SHIRE OF YORK	BSL COLLECTION FOR MAY 2023	2	70.00	
NV T9	06/06/2023 SHIRE OF YORK	CTF COLLECTION - AGENCY FEE FOR MAY 2023	2	24.75	
EFT29937	14/06/2023 WAYNE DONALD WILKINSON	WAYNE WILKINSON- CAT TRAP BOND- #264064	2		95.00
NV T1	13/06/2023 WAYNE DONALD WILKINSON	WAYNE WILKINSON- CAT TRAP BOND- #264064	2	95.00	
EFT29938	15/06/2023 ADVANCED TRAFFIC MANAGEMENT	PROVIDE TRAFFIC CONTROL SERVICES.TALBOT WEST ROAD 6/6/23	1		886.11
NV 166309	07/06/2023 ADVANCED TRAFFIC MANAGEMENT	PROVIDE TRAFFIC CONTROL SERVICES.TALBOT WEST ROAD 6/6/23	1	886.11	
EFT29939	15/06/2023 ANN-KATHRIN SCHALL	22/23 STAFF UNIFORM REIMBURSEMENT - ANN SCHALL	1		205.64
NV REIMBURSE	06/06/2023 ANN-KATHRIN SCHALL	22/23 STAFF UNIFORM REIMBURSEMENT - ANN SCHALL	1	205.64	
EFT29940	15/06/2023 ASB MARKETING	22/23 STAFF UNIFORM	1		572.88
NV 20384	01/06/2023 ASB MARKETING	22/23 STAFF UNIFORM - FIONA JACKSON	1	496.43	
NV	01/06/2023 ASB MARKETING	22/23 STAFF UNIFORM - VANESSA GREEN INCLUDING CREDIT FOR ANN SCHALL	1	76.45	
EFT29941	15/06/2023 ASH & RAIN PTY LTD THE JAHAYA REIGN FAMILY TRUST	NAME BADGES X 11	1		206.80
NV INV-0470	06/06/2023 ASH & RAIN PTY LTD THE JAHAYA REIGN FAMILY TRUST	NAME BADGES X 11	1	206.80	
EFT29942	15/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES	1		103.60
NV 51	01/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 51	01/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 51	01/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 51	01/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
EFT29943	15/06/2023 AUTOPRO NORTHAM	SUPPLY AND DELIVER 1X ROUGH COUNTRY WHEEL STEP - UTILITY ISUZU 4X4 SPACE CAB WORKS Y770	1		66.14
NV 106600	15/05/2023 AUTOPRO NORTHAM	SUPPLY AND DELIVER 1X ROUGH COUNTRY WHEEL STEP - UTILITY ISUZU 4X4 SPACE CAB WORKS Y770	1	66.14	
EFT29944	15/06/2023 AVON VALLEY AG	SUPPLY FOR COLLECTION 4X 20 SELECT XTRA DRUMS - WEED CONTROL	1		1,925.00

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NV Y126172	06/06/2023 AVON VALLEY AG	SUPPLY FOR COLLECTION 4X 20 SELECT XTRA DRUMS - WEED CONTROL	1	1,606.00	
NV Y126177	06/06/2023 AVON VALLEY AG	SUPPLY FOR COLLECTION 2 X HASTEN 20LITRE TUBS - WEED COTROL	1	319.00	
EFT29945	15/06/2023 AVON VALLEY TYRE SERVICE	HYDRAULIC HOSE REPAIR (HIRE DIGGER) & TYRE REPLACEMENT FOR TRUCK ISUZU 2017 NPR 65/190 CREW MAN Y397	1		456.25
NV 5761	25/05/2023 AVON VALLEY TYRE SERVICE	HYDRAULIC HOSE REPAIR (HIRE DIGGER) & TYRE REPLACEMENT FOR TRUCK ISUZU 2017 NPR 65/190 CREW MAN Y397	1	456.25	
EFT29946	15/06/2023 AVON WASTE	RUBBISH & RECYLCING SERVICES - MAY 2023	1		25,520.14
NV 00056317	19/05/2023 AVON WASTE	RUBBISH & RECYLCING SERVICES - MAY 2023	1	25,520.14	
EFT29947	15/06/2023 AZCOM ELECTRICS	SUPPLY AND INSTALL CABLING TO DEMOUNTABLE OFFICE AT DEPOT	1		902.00
NV 32508	09/06/2023 AZCOM ELECTRICS	SUPPLY AND INSTALL CABLING TO DEMOUNTABLE OFFICE AT DEPOT	1	902.00	
EFT29948	15/06/2023 BELGRAVIA HEALTH & LEISURE GROUP PTY LTD	YRCC MANAGEMENT FEES - JUNE 2023	1		27,540.88
NV B035991	05/06/2023 BELGRAVIA HEALTH & LEISURE GROUP PTY LTD	YRCC MANAGEMENT FEES - JUNE 2023	1	27,540.88	
EFT29949	15/06/2023 BLUE FORCE PTY LTD	SUPPLY RP296T4RC00A 4-BUTTON KEYFOB, ROLLING CODE, WIRELESS, 433MHZ, GREY - MUSEUM	1		927.28
NV 175749	01/06/2023 BLUE FORCE PTY LTD	ALARM MONITORING 1/6/23-30/6/23 - YVC	1	21.43	
NV 176481	19/06/2023 BLUE FORCE PTY LTD	SUPPLY RP296T4RC00A 4-BUTTON KEYFOB, ROLLING CODE, WIRELESS, 433MHZ, GREY - MUSEUM	1	905.85	
EFT29950	15/06/2023 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 28/4/23-28/5/23 - DEPOT	1		42.37
NV	29/05/2023 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 28/4/23-28/5/23 - DEPOT	1	42.37	
EFT29951	15/06/2023 BUSH CONTRACTING	HERBERT ROAD DRAINAGE CLEANING TO UNBLOCK 3 DRAINS 1-2/06/23	1		9,900.00
NV 0160	11/06/2023 BUSH CONTRACTING	HERBERT ROAD DRAINAGE CLEANING TO UNBLOCK 3 DRAINS 1-2/06/23	1	9,900.00	
EFT29952	15/06/2023 CALTEX AUSTRALIA PTY LTD	FUEL CARD - MAY 2023	1		1,769.08
NV	31/05/2023 CALTEX AUSTRALIA PTY LTD	FUEL CARD - MAY 2023	1	1,769.08	
EFT29953	15/06/2023 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	REVERSE CYCLE SERVICING VARIOUS SHIRE PROPERTIES	1		3,266.00
NV 00018110	08/05/2023 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	REVERSE CYCLE SERVICING VARIOUS SHIRE PROPERTIES	1	3,266.00	
EFT29954	15/06/2023 COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	1		34.00

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NV 127087426	30/05/2023 COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	1	34.00	
EFT29955	15/06/2023 CONNY THE CLOWN	CONNY THE CLOWN ENTERTAINER 2023 YORKIDS BALANCE PAYMENT	1		140.00
NV 2349B	23/05/2023 CONNY THE CLOWN	CONNY THE CLOWN ENTERTAINER 2023 YORKIDS BALANCE PAYMENT	1	140.00	
EFT29956	15/06/2023 COUNTRY COPIERS	PHOTOCOPIER CHARGES 7/5/23-5/6/23 -YVC	1		30.75
NV 216295	05/06/2023 COUNTRY COPIERS	PHOTOCOPIER CHARGES 7/5/23-5/6/23 -YVC	1	30.75	
EFT29957	15/06/2023 CREDIT MANAGEMENT AUSTRALIA POST	ANNUAL POSTAGE - MAY 2023	1		294.27
NV	03/06/2023 CREDIT MANAGEMENT AUSTRALIA POST	ANNUAL POSTAGE - MAY 2023	1	294.27	
EFT29958	15/06/2023 DARRYS PLUMBING AND GAS	INSPECT FEMALE TOILET FOR POSSIBLE REPLACEMENT OF SYSTEM AND PUMP OUT THE LEACH DRAIN AT THE SHIRE OF YORK DEPOT	1		1,826.00
NV 704	12/06/2023 DARRYS PLUMBING AND GAS	FIX THE HOT WATER TAP IN THE DEPOT OF SHIRE OF YORK	1	330.00	
NV 708	15/06/2023 DARRYS PLUMBING AND GAS	INSPECT FEMALE TOILET FOR POSSIBLE REPLACEMENT OF SYSTEM AND PUMP OUT THE LEACH DRAIN AT THE SHIRE OF YORK DEPOT	1	1,320.00	
NV 707	15/06/2023 DARRYS PLUMBING AND GAS	REPAIR PIPE AT THE SHIRE OF YORK WORKS DEPOT	1	176.00	
EFT29959	15/06/2023 DATA # 3 LIMITED	FOXIT PDF LICENCES / UPGRADES	1		2,541.00
NV	05/06/2023 DATA # 3 LIMITED	FOXIT PDF LICENCES / UPGRADES	1	2,541.00	
EFT29960	15/06/2023 DIRECTIONS WORKFORCE SOLUTIONS INC	MONTHLY PLACEMENT FEE TRAINEE ADMINISTRATION (TO INCLUDE MEETINGS, REPORTING AND ALL DISBURSEMENTS	1		8,812.64
NV 83820	01/06/2023 DIRECTIONS WORKFORCE SOLUTIONS INC	MONTHLY PLACEMENT FEE TRAINEE ADMINISTRATION (TO INCLUDE MEETINGS, REPORTING AND ALL DISBURSEMENTS	1	4,839.84	
NV 83819	01/06/2023 DIRECTIONS WORKFORCE SOLUTIONS INC	MONTHLY PLACEMENT FEE APPRENTICE/CONSTRUCTION (TO INCLUDE MEETINGS, REPORTING AND ALL DISBURSEMENTS)	1	3,972.80	
EFT29961	15/06/2023 ENVIRO PLANT HIRE PTY LTD	MULTI TYRE ROLL HIRE 1EVZ821 4/5/23-31/5/23 INCLUDING WINDOW REPLACEMENT AND FITMENT - WILBERFORCE RD & HAMMERSLEY SIDING	1		8,068.25
NV 231573	31/05/2023 ENVIRO PLANT HIRE PTY LTD	MULTI TYRE ROLL HIRE 1EVZ821 4/5/23-31/5/23 INCLUDING WINDOW REPLACEMENT AND FITMENT - WILBERFORCE RD & HAMMERSLEY SIDING	1	8,068.25	
EFT29962	15/06/2023 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES - MAY 2023	1		1,217.68
NV 4377	03/06/2023 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES - MAY 2023	1	1,217.68	

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EFT29963	15/06/2023 FOCUS NETWORKS	MONTHLY COMPUTER SUPPORT - HOSTED & RECOVERY SERVICES - JUNE 2023	1		13,704.53
NV 10087G	30/05/2023 FOCUS NETWORKS	RUCKUS WIRELESS ZONEFLEX R320 IEEE 802.11AC WIRELESS ACCESS POINT FOR THE MUSEUM	1	2,729.10	
NV 13285	01/06/2023 FOCUS NETWORKS	MONTHLY COMPUTER SUPPORT - MANAGED PROACTIVE SERVICES - JUNE 2023	1	5,232.70	
NV 10136G	06/06/2023 FOCUS NETWORKS	MICROSOFT 365 LICENSE FOR REBECCA ATKINSON	1	18.01	
NV 13312	06/06/2023 FOCUS NETWORKS	MONTHLY COMPUTER SUPPORT - HOSTED & RECOVERY SERVICES - JUNE 2023	1	5,724.72	
EFT29964	15/06/2023 FUN FACES PERTH	SPECIALIST FACE PAINTER FOR YORKIDS 2023 BALANCE PAYMENT	1		1,872.00
NV 0190	04/06/2023 FUN FACES PERTH	SPECIALIST FACE PAINTER FOR YORKIDS 2023 BALANCE PAYMENT	1	1,872.00	
EFT29965	15/06/2023 GDR CIVIL CONTRACTING PTY LTD	SUPPLY SERVICES OF CULVERT PIT BASE AND LID REINSTATEMENT FOR THE CULVERT ON THE CORNER AVON TCE/HENIRETTA ST YORK (GULL/PUMA) AS DISCUSSED WITH A/G EMIDS SOPHIE FIELDER	1		30,525.00
NV 2202	16/05/2023 GDR CIVIL CONTRACTING PTY LTD	SUPPLY SERVICES OF CULVERT PIT BASE AND LID REINSTATEMENT FOR THE CULVERT ON THE CORNER AVON TCE/HENIRETTA ST YORK (GULL/PUMA) AS DISCUSSED WITH A/G EMIDS SOPHIE FIELDER	1	30,525.00	
EFT29966	15/06/2023 GEOFFREY ALLEN HEATON	UNIFORM REIMBURSEMENT - GEOFF HEATON	1		160.00
NV	08/06/2023 GEOFFREY ALLEN HEATON	UNIFORM REIMBURSEMENT - GEOFF HEATON	1	160.00	
EFT29967	15/06/2023 GREG PARKER	REIMBURSEMENT VOLUNTEER POLICE CLEARANCE - GREG PARKER	1		50.00
NV REIMBURS	06/06/2023 GREG PARKER	REIMBURSEMENT VOLUNTEER POLICE CLEARANCE - GREG PARKER	1	50.00	
EFT29968	15/06/2023 HAWKE VIEW KENNELS	DOG IMPOUND SERVICES 25-26/5/23	1		50.00
NV 3003	26/05/2023 HAWKE VIEW KENNELS	DOG IMPOUND SERVICES 25-26/5/23	1	50.00	
EFT29969	15/06/2023 HEARTLANDS VET HOSPITAL	EUTHANASIA OF A FERAL CAT	1		117.00
NV 1415384	09/06/2023 HEARTLANDS VET HOSPITAL	EUTHANASIA OF A FERAL CAT	1	117.00	
EFT29970	15/06/2023 IMAGESOURCE DIGITAL SOLUTIONS	SUPPLY 4 X BOLLARD WRAPS FOR 2023 YORKIDS PROMOTION	1		1,078.00
NV 467857	23/05/2023 IMAGESOURCE DIGITAL SOLUTIONS	SUPPLY 4 X BOLLARD WRAPS FOR 2023 YORKIDS PROMOTION	1	1,078.00	
EFT29971	15/06/2023 JIM MCKENZIE PTY LTD	LOCATE SCANNING SERVICES FOR COLLAPSED CULVERT - AVON TCE DRAINAGE	1		1,642.30
NV P333	31/05/2023 JIM MCKENZIE PTY LTD	LOCATE SCANNING SERVICES FOR COLLAPSED CULVERT - AVON TCE DRAINAGE	1	1,642.30	

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EFT29972	15/06/2023 KEN DESIGNS	PURCHASE OF TOWN HALL TEA TOWELS FOR RESALE AT THE VISITOR CENTRE	1		360.00
NV 25	07/06/2023 KEN DESIGNS	PURCHASE OF TOWN HALL TEA TOWELS FOR RESALE AT THE VISITOR CENTRE	1	360.00	
EFT29973	15/06/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1		386.76
NV 81564	07/06/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	162.80	
NV 00081611	07/06/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	223.96	
EFT29974	15/06/2023 LESLEY ROBERTSON T/AS BARNYARD BUDDIES	INTERACTIVE FARM ANIMAL DISPLAY FOR KIDS TO BE SUPPLIED AT YORKIDS 2023 BALANCE PAYMENT	1		316.00
NV 202223172	22/05/2023 LESLEY ROBERTSON T/AS BARNYARD BUDDIES	INTERACTIVE FARM ANIMAL DISPLAY FOR KIDS TO BE SUPPLIED AT YORKIDS 2023 BALANCE PAYMENT	1	316.00	
EFT29975	15/06/2023 LISA NICOLE IMAGERY	PHOTOGRAPHY YORKIDS 2023	1		450.00
NV 210	14/06/2023 LISA NICOLE IMAGERY	PHOTOGRAPHY YORKIDS 2023	1	450.00	
EFT29976	15/06/2023 LIVE MUSIC EVENTS	TO SUPPLY TECHNICAL SUPPORT FOR THE BEANIES LIVE SHOWS AT YORKIDS 2023	1		990.00
NV 3173	06/06/2023 LIVE MUSIC EVENTS	TO SUPPLY TECHNICAL SUPPORT FOR THE BEANIES LIVE SHOWS AT YORKIDS 2023	1	990.00	
EFT29977	15/06/2023 MAL AUTOMOTIVES	SERVICE THE 2015 HINO 700 SIDE TIPPER P152 - Y345	1		1,338.08
NV 29382	15/06/2023 MAL AUTOMOTIVES	SERVICE THE 2015 HINO 700 SIDE TIPPER P152 - Y345	1	1,338.08	
EFT29978	15/06/2023 MCDOWALL AFFLECK PTY LTD	INSPECTION AND PROJECT MANAGEMENT OF REPAIR TO COLLAPSED CULVERT - AVON TERRACE DRAINAGE 24/4/23-28/5/23	1		14,296.15
NV 613330	30/05/2023 MCDOWALL AFFLECK PTY LTD	PROVISION OF ENGINEERING CONSULTANCY WORKS FOR DESIGN SOLUTION AND TEMPORARY SOLUTION FOR CLIFFORD STREET CULVERT	1	6,503.75	
NV 613332	30/05/2023 MCDOWALL AFFLECK PTY LTD	INSPECTION AND PROJECT MANAGEMENT OF REPAIR TO COLLAPSED CULVERT - AVON TERRACE DRAINAGE 24/4/23-28/5/23	1	7,792.40	
EFT29979	15/06/2023 MCLEODS BARRISTERS AND SOLICITORS	LEGAL EXPENSES - SAT REVIEW 38 LEWIS RD - MATTER 505054	1		1,218.96
NV 130097	31/05/2023 MCLEODS BARRISTERS AND SOLICITORS	LEGAL EXPENSES - SAT REVIEW 38 LEWIS RD - MATTER 505054	1	1,218.96	
EFT29980	15/06/2023 NATIONAL ASSOCIATION FOR THE VISUAL ARTS	ORGANISATIONAL MEMBERSHIP OF NATIONAL ASSOCIATION OF VISUAL ARTS 2023-24 FOR SHIRE OF YORK	1		370.00
NV 248945	07/06/2023 NATIONAL ASSOCIATION FOR THE VISUAL ARTS	ORGANISATIONAL MEMBERSHIP OF NATIONAL ASSOCIATION OF VISUAL ARTS 2023-24 FOR SHIRE OF YORK	1	370.00	

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EFT29981	15/06/2023 NETLINK GROUP PTY LTD	NETLINK ENGINEER SERVICES TO PREPARE PHONES FOR VOCUS PLANNED OUTAGE - 2 HOURS LABOUR	1		591.25
NV 57929	16/05/2023 NETLINK GROUP PTY LTD	MITEL SOFTWARE ASSURANCE	1	184.25	
NV 58517	08/06/2023 NETLINK GROUP PTY LTD	NETLINK ENGINEER SERVICES TO PREPARE PHONES FOR VOCUS PLANNED OUTAGE - 2 HOURS LABOUR	1	407.00	
EFT29982	15/06/2023 NGUYENS BAKERY CAFE	REFRESHMENTS - MOSAIC BURNING TRAINING DAY 29 MAY 2023	1		126.00
NV 31	30/05/2023 NGUYENS BAKERY CAFE	REFRESHMENTS - MOSAIC BURNING TRAINING DAY 29 MAY 2023	1	126.00	
EFT29983	15/06/2023 NORM REYNOLDS ELECTRICAL & FURNITURE	SUPPLY NEW MICROWAVE FOR DEPOT LUNCH ROOM AS PER QUOTE PROVIDED TO ROB MACKENZIE 25/05/23	1		225.00
NV	25/05/2023 NORM REYNOLDS ELECTRICAL & FURNITURE	SUPPLY NEW MICROWAVE FOR DEPOT LUNCH ROOM AS PER QUOTE PROVIDED TO ROB MACKENZIE 25/05/23	1	225.00	
EFT29984	15/06/2023 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION1X ONGA BLAZEMASTER 55H FIRE FIGHTING PUMP FOR THE WEED SPRAYER	1		1,064.80
NV 908865037	08/06/2023 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION1X ONGA BLAZEMASTER 55H FIRE FIGHTING PUMP FOR THE WEED SPRAYER	1	1,064.80	
EFT29985	15/06/2023 OCTAGON LIFTS PTY LTD	ATTEND SITE AND REVIEW OPERATION OF LIFT AFTER OCTAGON TECH ASSISTED POLICE RELEASE TRAPPED PASSENGERS OVER THE PHONE	1		2,748.42
NV 60457	06/06/2023 OCTAGON LIFTS PTY LTD	ANNUAL SERVICE - YORK TOWN HALL LIFT	1	845.42	
NV 60458	06/06/2023 OCTAGON LIFTS PTY LTD	ATTEND SITE AND REVIEW OPERATION OF LIFT AFTER OCTAGON TECH ASSISTED POLICE RELEASE TRAPPED PASSENGERS OVER THE PHONE	1	1,903.00	
EFT29986	15/06/2023 OFFICEWORKS	SUPPLY DESK X 2 AND 1 X CHAIR - CDO AND CDPC	1		806.95
NV 607821574	06/06/2023 OFFICEWORKS	SUPPLY DESK X 2 AND 1 X CHAIR - CDO AND CDPC	1	806.95	
EFT29987	15/06/2023 OXTER SERVICES	PURCHASE OF 2 PACKS OF BROWN PAPER BAGS (200MM X 150MM PACKS OF 50) FOR USE AT VISITOR CENTRE	1		70.52
NV 27409	07/06/2023 OXTER SERVICES	PURCHASE OF 2 PACKS OF BROWN PAPER BAGS (200MM X 150MM PACKS OF 50) FOR USE AT VISITOR CENTRE	1	70.52	
EFT29988	15/06/2023 PALUMBO, REBECCA LOUISE	22/23 STAFF UNIFORM REIMBURSEMENT - REBECA PALUMBO	1		525.00
NV	15/05/2023 PALUMBO, REBECCA LOUISE	22/23 STAFF UNIFORM REIMBURSEMENT - REBECA PALUMBO	1	525.00	

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EFT29989	15/06/2023 PARTIES KIDS REMEMBER	SPECIAL FACE PAINTING ARTIST PROVIDING SERVICES AT YORKIDS 2023 BALANCE PAYMENT	1		480.00
NV 228336-B	22/05/2023 PARTIES KIDS REMEMBER	SPECIAL FACE PAINTING ARTIST PROVIDING SERVICES AT YORKIDS 2023 BALANCE PAYMENT	1	480.00	
EFT29990	15/06/2023 RENRUI VENTURES PTY LTD T/AS BRICKS 4 KIDZ	BRICKS FOR KIDZ TO SUPPLY INTERACTIVE EDUCATIONAL EXPERIENCE AT YORKIDS 2023 BALANCE PAYMENT	1		616.00
NV 0911	23/05/2023 RENRUI VENTURES PTY LTD T/AS BRICKS 4 KIDZ	BRICKS FOR KIDZ TO SUPPLY INTERACTIVE EDUCATIONAL EXPERIENCE AT YORKIDS 2023 BALANCE PAYMENT	1	616.00	
EFT29991	15/06/2023 ROBBIE COX GEARBOXES AND AUTOMOTIVES	PROVIDE A SERVICE FOR THE 2021 ISUZU DUAL CAB Y96 (P166) ONSITE AT THE SHIRE OF YORK DEPOT	1		427.53
NV 12	13/06/2023 ROBBIE COX GEARBOXES AND AUTOMOTIVES	PROVIDE A SERVICE FOR THE 2021 ISUZU DUAL CAB Y96 (P166) ONSITE AT THE SHIRE OF YORK DEPOT	1	427.53	
EFT29992	15/06/2023 RURAL RANGER SERVICES	CONTRACT RANGER SERVICES 11/5/23 INCLUDING TRAVEL	1		300.96
NV 2265	15/05/2023 RURAL RANGER SERVICES	CONTRACT RANGER SERVICES 11/5/23 INCLUDING TRAVEL	1	300.96	
EFT29993	15/06/2023 SANDRA MCKENDRICK	SPECIAL PERFORMANCE ARTIST FOR YORKIDS 2023 PROGRAM	1		1,200.00
NV 1	18/05/2023 SANDRA MCKENDRICK	SPECIAL PERFORMANCE ARTIST FOR YORKIDS 2023 PROGRAM	1	1,200.00	
EFT29994	15/06/2023 SANOKIL	SANITARY WASTE UNITS AND SERVICING	1		272.28
NV 20127441	01/06/2023 SANOKIL	SANITARY WASTE UNITS AND SERVICING	1	272.28	
EFT29995	15/06/2023 SERVICES AUSTRALIA - CENTRELINK	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		150.00
NV 51	01/06/2023 SERVICES AUSTRALIA - CENTRELINK	PAYROLL DEDUCTIONS/CONTRIBUTIONS		150.00	
EFT29996	15/06/2023 SHARONNE AUDREY THOMPSON	RATES REFUND A7760 29 HOPE ST YORK 6302	1		1,390.00
NV A7760	14/06/2023 SHARONNE AUDREY THOMPSON	RATES REFUND A7760 29 HOPE ST YORK 6302		1,390.00	
EFT29997	15/06/2023 SHRED-X PTY LTD	PROVIDE ANNUAL PAPER SHREDDING SERVICE -2022/23 - 240 LITRE BIN	1		103.18
NV 02033395	31/05/2023 SHRED-X PTY LTD	PROVIDE ANNUAL PAPER SHREDDING SERVICE -2022/23 - 240 LITRE BIN	1	103.18	
EFT29998	15/06/2023 SMITHS SHELL SERVICE	SUPPLY FOR COLLECTION 4 X TRAILER ADAPTER 7 FLAT 75ML ROUND - MINOR PLANT	1		101.20
NV 18246864	09/06/2023 SMITHS SHELL SERVICE	SUPPLY FOR COLLECTION 4 X TRAILER ADAPTER 7 FLAT 75ML ROUND - MINOR PLANT	1	101.20	

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EFT29999	15/06/2023 TALIS CONSULTANTS	PROJECT TA22017CONSULTING SERVICES	1		33,560.15
NV 27657	31/12/2022 TALIS CONSULTANTS	PROJECT TA22017 CONSULTING SERVICES - YORK RDC, VALUATION AND AMP	1	9,885.38	
NV 28037	28/02/2023 TALIS CONSULTANTS	PROJECT TA22017 YORK RDC, VALUATION AND AMP - 1. PATH AMP FINALISATION	1	14,588.75	
NV 28381	30/04/2023 TALIS CONSULTANTS	PROJECT TA22017 CONSULTING SERVICES - YORK RDC, VALUATION AND AMP FINAL INVOICE	1	6,556.02	
NV 28746	31/05/2023 TALIS CONSULTANTS	YORK ACCESS & INCLUSIONS UPGRADES - CONSULTANCY SERVICE PERIOD ENDING 31 MAY 2023	1	2,530.00	
EFT30000	15/06/2023 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	NEW BATTERY AND REPAIRS TO KUBOTA TRACTOR Y299	1		598.40
NV 0838	02/06/2023 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	NEW BATTERY AND REPAIRS TO KUBOTA TRACTOR Y299	1	598.40	
EFT30001	15/06/2023 THE FUNK FACTORY	SPECIAL BRASS BAND PERFORMERS FOR YORKIDS 2023 BALANCE PAYMENT	1		528.00
NV 0950	22/05/2023 THE FUNK FACTORY	SPECIAL BRASS BAND PERFORMERS FOR YORKIDS 2023 BALANCE PAYMENT	1	528.00	
EFT30002	15/06/2023 TOTALLY WORK WEAR	RAINBIRD LUMBER JACKET YELLOW/NAVY WITH EMBROIDERY - WINTER UNIFORM - ENVIRONMENTAL HEALTH OFFICER	1		109.58
NV	14/06/2023 TOTALLY WORK WEAR	RAINBIRD LUMBER JACKET YELLOW/NAVY WITH EMBROIDERY - WINTER UNIFORM - ENVIRONMENTAL HEALTH OFFICER	1	109.58	
EFT30003	15/06/2023 VANGUARD PRESS	SUPPLY 15000 X A4 PERFORATED RECEIPT PAPER INCLUDING DELIVERY	1		1,479.50
NV 38109	27/05/2023 VANGUARD PRESS	SUPPLY 15000 X A4 PERFORATED RECEIPT PAPER INCLUDING DELIVERY	1	1,479.50	
EFT30004	15/06/2023 VISIT BRANDS PTY LTD	PURCHASE OF ITEMS AT YVC	1		990.22
NV SI00004597	05/06/2023 VISIT BRANDS PTY LTD	PURCHASE OF ITEMS AT YVC	1	990.22	
EFT30005	15/06/2023 VOCUS COMMUNICATIONS	MONTHLY INTERNET SERVICES - 2022/2023	1		856.90
NV P1014311	01/06/2023 VOCUS COMMUNICATIONS	MONTHLY INTERNET SERVICES - 2022/2023	1	856.90	
EFT30006	15/06/2023 VOCUS PTY LTD	MONTHLY SIP VOICE SERVICES - JUNE 2023	1		951.29
NV	04/06/2023 VOCUS PTY LTD	MONTHLY SIP VOICE SERVICES - JUNE 2023	1	951.29	
EFT30007	15/06/2023 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT RENTAL AND SERVICE - JUNE 2023	1		74.09
NV 3550779	01/06/2023 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT RENTAL AND SERVICE - JUNE 2023	1	74.09	

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EFT30008	15/06/2023 WESTWIDE WINDSCREENS	REPAIRS CHIPS IN TWO VEHICLE WINDSCREENS - PMO VAN 1HJB866	1		121.00
NV 22543	10/06/2023 WESTWIDE WINDSCREENS	REPAIRS CHIPS IN TWO VEHICLE WINDSCREENS - PMO VAN 1HJB866	1	121.00	
EFT30009	15/06/2023 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 8/5/23-8/6/23 - ADMIN	1		1,386.52
NV 216413	08/06/2023 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 8/5/23-8/6/23 - ADMIN	1	1,386.52	
EFT30010	15/06/2023 WINC.	SUPPLY OFFICE STATIONERY	1		579.56
NV	02/06/2023 WINC.	SUPPLY OFFICE STATIONERY	1	15.36	
NV	02/06/2023 WINC.	SUPPLY OFFICE STATIONERY	1	564.20	
EFT30011	15/06/2023 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN, YVC & DEPOT) - MAY 2023	1		839.18
NV 641207214	31/05/2023 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS 22/23 - RESIDENCY MUSEUM	1	120.82	
NV 641205928	31/05/2023 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN, YVC & DEPOT) - MAY 2023	1	718.36	
EFT30012	15/06/2023 YORK DISTRICT HIGH SCHOOL	MULTIYEAR FUNDING AGREEMENT 20% FINAL PAYMENT 2022 AWARDS - 2023 AWARDS CEREMONY	1		200.00
NV 7276	14/02/2023 YORK DISTRICT HIGH SCHOOL	MULTIYEAR FUNDING AGREEMENT 20% FINAL PAYMENT 2022 AWARDS - 2023 AWARDS CEREMONY	1	200.00	
EFT30013	15/06/2023 YORK NEWSAGENCY	STATIONERY & OFFICE SUPPLIES - MAY 2023	1		15.95
NV 50995	01/06/2023 YORK NEWSAGENCY	STATIONERY & OFFICE SUPPLIES - MAY 2023	1	15.95	
EFT30014	22/06/2023 AUSTRALIAN TAXATION OFFICE	BAS - MAY 2023	1		44,859.00
NV BAS - MAY	22/06/2023 AUSTRALIAN TAXATION OFFICE	BAS - MAY 2023	1	44,859.00	
EFT30015	28/06/2023 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 6050 LITRES TO THE SHIRE OF YORK WORKS DEPOT	1		10,249.06
NV 63102231	21/06/2023 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 6050 LITRES TO THE SHIRE OF YORK WORKS DEPOT	1	10,249.06	
EFT30016	30/06/2023 RONALD WILLIAM STARK	RON STARK- CAT TRAP BOND - #264422	2		95.00
NV T1	27/06/2023 RONALD WILLIAM STARK	RON STARK- CAT TRAP BOND - #264422	2	95.00	
EFT30017	30/06/2023 VICKI NOREEN FORWARD	VICKI FORWARD- CAT TRAP BOND - #263061	2		95.00
NV T1	27/06/2023 VICKI NOREEN FORWARD	VICKI FORWARD- CAT TRAP BOND - #263061	2	95.00	

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EFT30018	30/06/2023 ADVANCED TRAFFIC MANAGEMENT	PROVIDE TRAFFIC CONTROL SERVICES. TALBOT WEST ROAD	1		2,698.03
NV 00166385	12/06/2023 ADVANCED TRAFFIC MANAGEMENT	PROVIDE TRAFFIC CONTROL SERVICES. TALBOT WEST ROAD	1	1,245.75	
NV 00166461	13/06/2023 ADVANCED TRAFFIC MANAGEMENT	PROVIDE TRAFFIC CONTROL SERVICES. TALBOT WEST ROAD	1	1,452.28	
EFT30019	30/06/2023 ANNIE QUINN MEDLEY	REIMBURSEMENT - OFFICE WORKS - PHOTOCOPY PAPER, NOTEBOOKS AND RECEIPT BOOK	1		74.74
NV	27/06/2023 ANNIE QUINN MEDLEY	REIMBURSEMENT - OFFICE WORKS - PHOTOCOPY PAPER, NOTEBOOKS AND RECEIPT BOOK	1	74.74	
EFT30020	30/06/2023 ASB MARKETING	FREIGHT	1		37.95
NV 21412	25/06/2023 ASB MARKETING	FREIGHT	1	37.95	
EFT30021	30/06/2023 AUSTRALIAN GROWN	22/23 STAFF UNIFORM - YVC	1		638.39
NV S142123	06/06/2023 AUSTRALIAN GROWN	22/23 STAFF UNIFORM - YVC	1	638.39	
EFT30022	30/06/2023 AUSTRALIAN MUSEUMS AND GALLERIES ASSOCIATION WA (AMAGA WA)	AUSTRALIAN MUSEUMS AND GALLERIES ASSOCIATION WA (AMAGA WA) MEMBERSHIP - RESIDENCY MUSEUM	1		244.00
NV 20864	23/05/2023 AUSTRALIAN MUSEUMS AND GALLERIES ASSOCIATION WA (AMAGA WA)	AUSTRALIAN MUSEUMS AND GALLERIES ASSOCIATION WA (AMAGA WA) MEMBERSHIP - RESIDENCY MUSEUM	1	244.00	
EFT30023	30/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES	1		103.60
NV 52	15/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 52	15/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 52	15/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
NV 52	15/06/2023 AUSTRALIAN SERVICES UNION	UNION FEES		25.90	
EFT30024	30/06/2023 AVON ARC TEST & TAG	75 OSNABURG RD (HOUSE) SMOKE ALARM TEST AND BATTERY CHANGE, RCD TESTING DISTRIBUTION BOARD, TESTING TOOLS AND EQUIPMENT AS REQUIRED	1		3,052.30
NV 3134	04/05/2023 AVON ARC TEST & TAG	75 OSNABURG RD (HOUSE) SMOKE ALARM TEST AND BATTERY CHANGE, RCD TESTING DISTRIBUTION BOARD, TESTING TOOLS AND EQUIPMENT AS REQUIRED	1	1,468.80	
NV 3176	16/06/2023 AVON ARC TEST & TAG	EXTINGUISHER SUPPLIES	1	1,331.50	

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NV 3177	23/06/2023 AVON ARC TEST & TAG	REPLACEMENT OF 3 X 4.5KG ABE FIRE EXTINGUISHERS FOLLOWING BREAK IN - EARLY YEARS CHILDHOOD HUB	1	252.00	
EFT30025	30/06/2023 AVON VALLEY TYRE SERVICE	SUPPLY, FIT AND BALANCE TYRES – SHIRE VEHICLES	1		2,802.00
NV 5835	09/06/2023 AVON VALLEY TYRE SERVICE	SUPPLY, FIT AND BALANCE 2 X 295/80R22.5” TYRES INSTALL AND PROVIDE A BALANCE FOR P152 - Y345 HINO 700 TRUCK	1	1,401.00	
NV	09/06/2023 AVON VALLEY TYRE SERVICE	SUPPLY 2 X 295/80R22.5” TYRES, INSTALL AND BALANCE FOR P104 Y711 HINO 10T 700 TRUCK	1	1,401.00	
EFT30026	30/06/2023 AVON WASTE	WASTE CHARGES - JUNE 2023	1		27,238.47
NV 00056780	02/06/2023 AVON WASTE	RUBBISH/ RECYCLING COLLECTION 2/6/23	1	13,568.43	
NV 00056811	16/06/2023 AVON WASTE	RUBBISH/ RECYCLING COLLECTION 16/6/23	1	13,670.04	
EFT30027	30/06/2023 BELGRAVIA HEALTH & LEISURE	IN-HOUSE TRAINING - 22 JUNE 2023 - ROOM HIRE & MORNING TEA	1		410.00
NV 94	22/06/2023 BELGRAVIA HEALTH & LEISURE	IN-HOUSE TRAINING - 22 JUNE 2023 - ROOM HIRE & MORNING TEA	1	410.00	
EFT30028	30/06/2023 BELLISSIMO YORK	CATERING	1		1,090.00
NV 150	18/06/2023 BELLISSIMO YORK	CATERING FOR STAFF SUICIDE AWARENESS TRAINING 29/5/23 - MORNING TEA & AFTERNOON TEA	1	375.00	
NV 149	18/06/2023 BELLISSIMO YORK	CATERING COUNCIL STRATEGIC & BUDGET WORKSHOP - 10 JUNE 2023	1	420.00	
NV 148	18/06/2023 BELLISSIMO YORK	CATERING FOR AROC & DWER MEETING 16 MARCH 2023	1	120.00	
NV 151	26/06/2023 BELLISSIMO YORK	CATERING MORNING TEA FOR SOPHIE FIELDER FAREWELL	1	175.00	
EFT30029	30/06/2023 BIVOUAC PTY LTD	RESTORATION OF POST BOX IN COURTYARD - MUSEUM	1		979.00
NV 5051	26/06/2023 BIVOUAC PTY LTD	RESTORATION OF POST BOX IN COURTYARD - MUSEUM	1	979.00	
EFT30030	30/06/2023 BLING DESIGN	DESIGN OF DOOR DECAL FOR SHIRE OF YORK OFFICES	1		600.00
NV 1941	22/06/2023 BLING DESIGN	DESIGN OF DOOR DECAL FOR SHIRE OF YORK OFFICES	1	600.00	
EFT30031	30/06/2023 BUNNINGS WAREHOUSE	MATERIALS AND PAINT FOR ART FRAME SCULPTURE FOR GARDEN - MUSEUM	1		553.12
NV	01/06/2023 BUNNINGS WAREHOUSE	CONTAINERS FOR CHANGE SAFETY PURCHASES - D DOOR HANDLES FOR ROLLER DOORS - LINE MARKING PAINT	1	119.94	
NV	09/06/2023 BUNNINGS WAREHOUSE	MATERIALS AND PAINT FOR ART FRAME SCULPTURE FOR GARDEN - MUSEUM	1	433.18	

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EFT30032	30/06/2023 CAROL LITTLEFAIR	REIMBURSEMENTS	1		42.68
NV	27/06/2023 CAROL LITTLEFAIR	REIMBURSEMENT - GLUTEN FREE SANDWICH FOR A PARTICIPANT IN MOSAIC BURNING TRAINING 29/5/23	1	8.00	
NV	27/06/2023 CAROL LITTLEFAIR	REIMBURSEMENT - LUNCH FOR FIELD SURVEY WITH ECOLOGICAL TEAM - 14/06/23	1	34.68	
EFT30033	30/06/2023 CHRISTOPHER PAUL WILTSHIRE	CROSSOVER SUBSIDY FOR LOT 81 (23) ANDREWS AVE	1		1,250.00
NV	06/05/2023 CHRISTOPHER PAUL WILTSHIRE	CROSSOVER SUBSIDY FOR LOT 81 (23) ANDREWS AVE	1	1,250.00	
EFT30034	30/06/2023 COLAS WEST AUSTRALIA PTY LTD	PROVIDE SEALING WORKS FOR THE SHIRE OF YORK'S 2022-2023 SEALING PROGRAM - RURAL	1		682,075.48
NV	03/05/2023 COLAS WEST AUSTRALIA PTY LTD	PROVIDE SEALING WORKS FOR THE SHIRE OF YORK'S 2022-2023 SEALING PROGRAM - RURAL	1	682,075.48	
EFT30035	30/06/2023 COUNTRY COPIERS	PHOTOCOPY CHARGES 7/5/23-5/6/23 - DEPOT	1		66.65
NV 216294	05/06/2023 COUNTRY COPIERS	PHOTOCOPY CHARGES 7/5/23-5/6/23 - DEPOT	1	66.65	
EFT30037	30/06/2023 CS LEGAL	DEBT RECOVERY SERVICES - AGED OF DEBT GREATER THAN TWO YEARS	1		561.00
NV 32173	16/06/2023 CS LEGAL	DEBT RECOVERY SERVICES - AGED OF DEBT GREATER THAN TWO YEARS	1	561.00	
EFT30038	30/06/2023 DARRYS PLUMBING AND GAS	PLUMBING SERVICES	1		778.01
NV 637	11/05/2023 DARRYS PLUMBING AND GAS	NEW INLET VALVE IN MENS TOILET AT AVON PARK 17/5/23	1	167.05	
NV 725	23/06/2023 DARRYS PLUMBING AND GAS	UNBLOCK TO DISABLED TOILET AT CANDICE BATEMAN PARK	1	121.00	
NV 728	26/06/2023 DARRYS PLUMBING AND GAS	UNBLOCK DISABLED TOILET AT AVON PARK 12/5/23	1	192.50	
NV 756	26/06/2023 DARRYS PLUMBING AND GAS	UNBLOCK DISABLED TOILET AND AVON PARK TOILETS	1	121.00	
NV 758	26/06/2023 DARRYS PLUMBING AND GAS	REPLACE RELEASE VALVE IN TOILET AT UNIT 5 (40) MACARTNEY ST YORK	1	176.46	
EFT30039	30/06/2023 DAVID ANDREW WILCOCK	CROSSOVER SUBSIDY FOR LOT 104 (27) LANGFORD RD, YORK	1		1,250.00
NV WILCOCK	16/06/2023 DAVID ANDREW WILCOCK	CROSSOVER SUBSIDY FOR LOT 104 (27) LANGFORD RD, YORK	1	1,250.00	
EFT30040	30/06/2023 DJOOKEN KOODJAL (TWO SISTERS)	CULTURAL AWARENESS AND PUBLIC TALK FOR RECONCILIATION WEEK	1		3,800.00
NV 007	19/06/2023 DJOOKEN KOODJAL (TWO SISTERS)	PUBLIC TALK FOR RECONCILIATION WEEK ON SATURDAY 3 JUNE 2023	1	500.00	

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NV 0010	20/06/2023 DJOOKEN KOODJAL (TWO SISTERS)	CULTURAL AWARENESS WORKSHOP - DEPOT CREW - 4 MAY 2023	1	800.00	
NV 009	20/06/2023 DJOOKEN KOODJAL (TWO SISTERS)	CULTURAL AWARENESS TRAINING FOR SHIRE STAFF AND COUNCILLORS 26,27 AND 29 APRIL 2023	1	2,500.00	
EFT30041	30/06/2023 ECONISIS PTY LTD	COST BENEFIT ANALYSIS - YORK TRAILS PROJECT - GROWING REGIONS PROGRAM EOI GRANT APPLICATION	1		4,400.00
NV 23057-1	13/06/2023 ECONISIS PTY LTD	COST BENEFIT ANALYSIS - YORK TRAILS PROJECT - GROWING REGIONS PROGRAM EOI GRANT APPLICATION	1	4,400.00	
EFT30042	30/06/2023 ENVIRONMENTAL HEALTH AUSTRALIA (NSW) INC	I'M ALERT FOOD SAFETY SUBSCRIPTION 2023/24 - ENVIRONMENTAL HEALTH AUSTRALIA	1		330.00
NV 4945	26/06/2023 ENVIRONMENTAL HEALTH AUSTRALIA (NSW) INC	I'M ALERT FOOD SAFETY SUBSCRIPTION 2023/24 - ENVIRONMENTAL HEALTH AUSTRALIA	1	330.00	
EFT30043	30/06/2023 FARMARAMA PTY LTD	SUPPLY AND DELIVER 40 X (1 PALLET) GLYPHOSATE TO THE SHIRE OF YORK	1		6,556.00
NV 00026205	01/05/2023 FARMARAMA PTY LTD	SUPPLY AND DELIVER 40 X (1 PALLET) GLYPHOSATE TO THE SHIRE OF YORK	1	6,556.00	
EFT30044	30/06/2023 FOCUS NETWORKS	IT SERVICES AND SUPPLIES	1		1,128.20
NV	14/06/2023 FOCUS NETWORKS	YORK.WA.GOV.AU DNS HOSTING RENEWAL	1	81.00	
NV	14/06/2023 FOCUS NETWORKS	ALTUS POP3 UPDATE - CONFIGURE OFFICE 365 OUTLOOK TO RESTORE ALTUS MAILROOM	1	187.00	
NV	21/06/2023 FOCUS NETWORKS	STANDARD SSL CERTIFICATE - 1 YEAR - FOR SYNERGY	1	550.00	
NV	21/06/2023 FOCUS NETWORKS	HP DOCKING STATION FOR ANGELA PLICHOTA	1	310.20	
EFT30045	30/06/2023 GEOSCIENCE AUSTRALIA	EARTHQUAKE MITIGATION PROJECT	1		161,000.63
NV ID005757	10/06/2023 GEOSCIENCE AUSTRALIA	YEAR 2 PROGRESS PAYMENT - EARTHQUAKE MITIGATION PROJECT	1	126,500.00	
NV ID006169	23/06/2023 GEOSCIENCE AUSTRALIA	YEAR 4 DECEMBER FINAL INVOICE REPORTING - PROJECT AGREEMENT NO.005091 - YORK EARTHQUAKE MITIGATION PROJECT	1	34,500.63	
EFT30046	30/06/2023 HORIZON SURVEYS PTY LTD	FEATURE SURVEY AT YORK MAIN CEMETERY TO IDENTIFY THE EXACT LOCATION OF 31 UNMARKED GRAVES	1		1,595.00
NV 230071-1	21/06/2023 HORIZON SURVEYS PTY LTD	FEATURE SURVEY AT YORK MAIN CEMETERY TO IDENTIFY THE EXACT LOCATION OF 31 UNMARKED GRAVES	1	1,595.00	

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EFT30047	30/06/2023 IMAGESOURCE DIGITAL SOLUTIONS	PRODUCTION OF WHOLE-DOOR DECAL TO SUPPLIED ARTWORK, DELIVERED TO SHIRE OF YORK	1		379.50
NV 468348	26/06/2023 IMAGESOURCE DIGITAL SOLUTIONS	PRODUCTION OF WHOLE-DOOR DECAL TO SUPPLIED ARTWORK, DELIVERED TO SHIRE OF YORK	1	379.50	
EFT30048	30/06/2023 INK STRATEGY	MINOR STRATEGIC REVIEW AS PER RFQ Q20-2223	1		18,535.00
NV INV-0016	02/06/2023 INK STRATEGY	MINOR STRATEGIC REVIEW AS PER RFQ Q20-2223	1	7,645.00	
NV 21	27/06/2023 INK STRATEGY	MINOR STRATEGIC REVIEW AS PER RFQ Q20-2223	1	10,890.00	
EFT30049	30/06/2023 INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	23.24 ANNUAL NAMS+ SUBSCRIPTION	1		1,069.20
NV	18/05/2023 INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	23.24 ANNUAL NAMS+ SUBSCRIPTION	1	1,069.20	
EFT30050	30/06/2023 JASON OLIPHANT	RATES REFUND A60913 LOT 59 OSBORN RD MOUNT HARDEY WA 6302	1		236.11
NV A60913	28/06/2023 JASON OLIPHANT	RATES REFUND A60913 LOT 59 OSBORN RD MOUNT HARDEY WA 6302		236.11	
EFT30051	30/06/2023 JIMS HAZARDOUS MATERIAL REMOVAL	INSPECT AND REMOVE ASBESTOS FRAGMENTS AT RESIDENCY MUSEUM AS DISCUSSED WITH PRABIN POU DAL	1		275.00
NV 0331	31/05/2023 JIMS HAZARDOUS MATERIAL REMOVAL	INSPECT AND REMOVE ASBESTOS FRAGMENTS AT RESIDENCY MUSEUM AS DISCUSSED WITH PRABIN POU DAL	1	275.00	
EFT30052	30/06/2023 JOANNA HAZEL BRYANT	HOSPITALITY FOR COMMUNITY ENGAGEMENT SESSION FOR MINOR REVIEW OF SCP	1		74.50
NV	21/06/2023 JOANNA HAZEL BRYANT	HOSPITALITY FOR COMMUNITY ENGAGEMENT SESSION FOR MINOR REVIEW OF SCP	1	74.50	
EFT30053	30/06/2023 JULIE FULLER	TOWN HALL HIRE REFUND 15/5/23	1		40.00
NV HALL HIRE	01/06/2023 JULIE FULLER	TOWN HALL HIRE REFUND 15/5/23	1	40.00	
EFT30054	30/06/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1		726.28
NV 00082141	21/06/2023 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	726.28	
EFT30055	30/06/2023 KLK FARMS PTY LTD	SUPPLY OF GRAVEL 368M ³	1		1,416.80
NV 13918	21/06/2023 KLK FARMS PTY LTD	SUPPLY OF GRAVEL 368M ³	1	1,416.80	
EFT30056	30/06/2023 LEIGH BARRETT HERITAGE	PROVISION OF HERITAGE ADVISOR SERVICES FEB-JUN 23	1		789.28
NV SOY26	27/06/2023 LEIGH BARRETT HERITAGE	PROVISION OF HERITAGE ADVISOR SERVICES FEB-JUN 23	1	789.28	

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EFT30057	30/06/2023 MAJOR MOTORS	Q15-2122 SUPPLY AND DELIVER - 1X ISUZU -2022 AMT TIPPER - NPR45/55-155AMT AND TRADE ASSET11588 HINO 2008 3T TRUCK - (Y3777)	1		44,712.52
NV 1366926	22/05/2023 MAJOR MOTORS	Q15-2122 SUPPLY AND DELIVER - 1X ISUZU -2022 AMT TIPPER - NPR45/55-155AMT AND TRADE ASSET11588 HINO 2008 3T TRUCK - (Y3777)	1	44,712.52	
EFT30058	30/06/2023 MAL AUTOMOTIVES	VEHICLE SERVICES AND REPAIRS	1		6,362.81
NV 29403	20/06/2023 MAL AUTOMOTIVES	GREENHILLS FIRE TRUCK 2018 ISUZU FTS 150/260 Y7971 3.4U VEHICLE SERVICE & REPAIRS	1	2,643.39	
NV 29402	20/06/2023 MAL AUTOMOTIVES	TRUCK FIRE FESA ISUZU FSS550 TALBOT 2006 1CMQ210 VEHICLE SERVICE & REPAIRS	1	1,978.96	
NV 29404	20/06/2023 MAL AUTOMOTIVES	FIRE TRUCK BURGESS 2011 ISUZU NPS300 1DZJ487 SERVICES & REPAIRS	1	1,186.46	
NV 29400	20/06/2023 MAL AUTOMOTIVES	SUPPLY AND INSTALL 2 X TYRES FOR THE TRANSIT VAN 1HJB866	1	554.00	
EFT30059	30/06/2023 MARION KICKETT	ORAL HISTORY OF SPEAR AND INTERPRETIVE SIGNAGE FOR EXHIBITION - RESIDENCY MUSEUM	1		800.00
NV 01	26/06/2023 MARION KICKETT	ORAL HISTORY OF SPEAR AND INTERPRETIVE SIGNAGE FOR EXHIBITION - RESIDENCY MUSEUM	1	800.00	
EFT30060	30/06/2023 MARSH PTY LTD	PREPARATION OF EVACUATION DIAGRAMS AND EMERGENCY RESPONSE PLANS ALL SHIRE OF YORK SITES	1		20,658.00
NV	20/06/2023 MARSH PTY LTD	PREPARATION OF EVACUATION DIAGRAMS AND EMERGENCY RESPONSE PLANS ALL SHIRE OF YORK SITES	1	20,658.00	
EFT30061	30/06/2023 MB TRAFFIC PLANNING & MANAGEMENT PTY LTD	STRATEGIC PLAN FOR FUTURE DEPOT PLAN	1		2,349.60
NV 00000362	31/05/2023 MB TRAFFIC PLANNING & MANAGEMENT PTY LTD	STRATEGIC PLAN FOR FUTURE DEPOT PLAN	1	2,349.60	
EFT30062	30/06/2023 MINUTEMAN PRESS MIDLAND	STATIONERY SUPPLIES	1		1,879.90
NV 23380	15/06/2023 MINUTEMAN PRESS MIDLAND	SUPPLY 3000 X 23.24 WASTE STATION TIP PASSES	1	792.00	
NV 23381	15/06/2023 MINUTEMAN PRESS MIDLAND	SUPPLY 2250 BUSINESS CARDS (9 X 250)	1	700.70	
NV 23449	27/06/2023 MINUTEMAN PRESS MIDLAND	2000 X DL FLYER - EXPERIENCE YORK APP	1	387.20	
EFT30063	30/06/2023 MORRIS PEST & WEED CONTROL	SUPPLY TERMITE TREATMENT FOR GLEBE ST BRIDGE	1		22,768.50
NV 3110	22/06/2023 MORRIS PEST & WEED CONTROL	SUPPLY TERMITE TREATMENT FOR GLEBE ST BRIDGE	1	22,768.50	

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EFT30064	30/06/2023 NATHAN HOYLE	KIDS VISUAL ARTS WORKSHOP FOR YORKIDS FESTIVAL 2023 USING ARTS MATERIALS	1		352.00
NV 2306	19/06/2023 NATHAN HOYLE	KIDS VISUAL ARTS WORKSHOP FOR YORKIDS FESTIVAL 2023 USING ARTS MATERIALS	1	352.00	
EFT30065	30/06/2023 OCTAGON LIFTS PTY LTD	ELECTRICAL FAULT FINDING TO BE CONDUCTED ON TOWN HALL LIFT (EXCLUDING PARTS) TO GET IT FUNCTIONAL FOLLOWING INCIDENT OF TRAPPING IN MAY 2023	1		2,168.55
NV 60758	20/06/2023 OCTAGON LIFTS PTY LTD	ELECTRICAL FAULT FINDING TO BE CONDUCTED ON TOWN HALL LIFT (EXCLUDING PARTS) TO GET IT FUNCTIONAL FOLLOWING INCIDENT OF TRAPPING IN MAY 2023	1	2,168.55	
EFT30066	30/06/2023 OFFICEWORKS	STAR MICRONICS MCP30 POS RECEIPT PRINTER	1		1,445.40
NV 607968525	14/06/2023 OFFICEWORKS	PURCHASE OF STORAGE CABINET FOR STORYTIME ITEMS	1	450.00	
NV 607968525	14/06/2023 OFFICEWORKS	FREIGHT FOR STORYTIME CUPBOARD	1	59.95	
NV 608173370	23/06/2023 OFFICEWORKS	STAR MICRONICS MCP30 POS RECEIPT PRINTER	1	935.45	
EFT30067	30/06/2023 OFFROAD TRUCKS AUSTRALIA PTY LTD	MALEBELLING 4.4R OEM VEHICLE FIRST SERVICE & REPAIRS	1		3,414.16
NV 63760	19/06/2023 OFFROAD TRUCKS AUSTRALIA PTY LTD	MALEBELLING 4.4R OEM VEHICLE FIRST SERVICE & REPAIRS	1	3,414.16	
EFT30068	30/06/2023 PETTY CASH	PETTY CASH RECOUP	1		416.80
NV	26/06/2023 PETTY CASH	PETTY CASH RECOUP - ADMIN	1	298.50	
NV PETTY	29/06/2023 PETTY CASH	PETTY CASH RECOUP - MUSEUM	1	118.30	
EFT30069	30/06/2023 POTHOLES PERTH	SUPPLY FOR TALBOT WEST REPAIR 10MM SPRAY SEALREMOVE EXISTING SEAL TRAFFIC CONTROL SUPPLIED BY THE SHIRE OF YORK 10MM STONE TO BE SUPPLIED BY THE SHIRE OF YORK WIDTH 7MTRS LENGTH 23MTR 161M2	1		13,571.98
NV 4277	16/06/2023 POTHOLES PERTH	SUPPLY FOR TALBOT WEST REPAIR 10MM SPRAY SEALREMOVE EXISTING SEAL TRAFFIC CONTROL SUPPLIED BY THE SHIRE OF YORK 10MM STONE TO BE SUPPLIED BY THE SHIRE OF YORK WIDTH 7MTRS LENGTH 23MTR 161M2	1	13,571.98	
EFT30070	30/06/2023 RAECO	LIBRARY BOOK COVERING MATERIAL	1		349.30
NV 587625	09/06/2023 RAECO	LIBRARY BOOK COVERING MATERIAL	1	349.30	

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EFT30071	30/06/2023 RICOH AUSTRALIA PTY LTD	SUPPLY 2 X PRINT CARTRIDGES FOR DOT PRINTER	1		574.20
NV 14195387	08/04/2022 RICOH AUSTRALIA PTY LTD	SUPPLY OF PRINTER CARTRIDGE FOR DEPARTMENT OF TRANSPORT LICENSING PRINTER	1	191.40	
NV 14485430	22/12/2022 RICOH AUSTRALIA PTY LTD	SUPPLY 2 X PRINT CARTRIDGES FOR DOT PRINTER	1	382.80	
EFT30072	30/06/2023 RM SURVEYS PTY LTD	UNDERTAKE SURVEY OF BROOK STREET AND CLIFFORD STREET INTERSECTION INCLUDING CULVERT U/S & D/S LEVELS ALONG BROOK STREET - AS PER PRP-1931	1		3,415.50
NV INV-34706	22/06/2023 RM SURVEYS PTY LTD	UNDERTAKE SURVEY OF BROOK STREET AND CLIFFORD STREET INTERSECTION INCLUDING CULVERT U/S & D/S LEVELS ALONG BROOK STREET - AS PER PRP-1931	1	3,415.50	
EFT30073	30/06/2023 ROUS ELECTRICAL	ELECTRICAL SERVICES	1		489.50
NV 3631	26/06/2023 ROUS ELECTRICAL	INVESTIGATE AND REPAIR EXTERIOR LIGHTING AT HOWICK ST TOILETS	1	253.00	
NV 3630	26/06/2023 ROUS ELECTRICAL	REPAIR DAMAGE TO A POWER BOX AT AVON PARK	1	236.50	
EFT30074	30/06/2023 RURAL TRAFFIC SERVICES	TRAFFIC SERVICES	1		3,020.05
NV CR004167	24/01/2023 RURAL TRAFFIC SERVICES	CREDIT FOR HIRE DURING DECEMBER 2 X END ROADWORK	1	-937.75	
NV 00004376	13/06/2023 RURAL TRAFFIC SERVICES	UPPLY TRAFFIC MANAGEMENT, AND TRAFFIC MANAGEMENT PLANS FOR URGENT REPAIR WORKS ON THE CORNER OF AVON TERRACE AND HENRIETTA ST YORK FOR FRIDAY 21.04.2023 AS PER THE DISCUSSIONS WITH THE SHIRE OF YORK	1	723.80	
NV 00004394	30/06/2023 RURAL TRAFFIC SERVICES	HIRE OF 34 TRAFFIC SIGNS FOR 30 DAYS @ \$2.50/DAY HIRE OF 2 TRAFFIC CONTROLLERS AND 2 VEHICLES FOR 5 HOURS FOR 2 DAYS (PLACEMENT AND PICK UP) @ \$143.20/HR (WEEKDAY RATES)	1	3,234.00	
EFT30075	30/06/2023 SANITY MUSIC STORES	PURCHASE OF ITEMS FOR THE LIBRARY	1		195.97
NV 107089	18/06/2023 SANITY MUSIC STORES	PURCHASE OF ITEMS FOR THE LIBRARY	1	179.97	
NV 107088	18/06/2023 SANITY MUSIC STORES	PURCHASE OF ITEMS FOR THE LIBRARY	1	16.00	
EFT30076	30/06/2023 SASSY BEAUTY PARLOUR	22/23 STAFF RECOGNITION VOUCHERS - SASHA TOMLIN & ANNEKE BIRLESON	1		190.00
NV 022023	20/06/2023 SASSY BEAUTY PARLOUR	22/23 STAFF RECOGNITION VOUCHERS - SASHA TOMLIN & ANNEKE BIRLESON	1	190.00	

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EFT30077	30/06/2023 SEEK LIMITED	ADVERT IN SEEK 6/6/23 - EXECUTIVE SUPPORT & SAFETY OFFICER	1		368.50
NV 503301527	06/06/2023 SEEK LIMITED	ADVERT IN SEEK 6/6/23 - EXECUTIVE SUPPORT & SAFETY OFFICER	1	368.50	
EFT30078	30/06/2023 SERVICES AUSTRALIA - CENTRELINK	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		150.00
NV 52	15/06/2023 SERVICES AUSTRALIA - CENTRELINK	PAYROLL DEDUCTIONS/CONTRIBUTIONS		150.00	
EFT30079	30/06/2023 SHARLA SIMUNOV	22/23 UNIFORM ALLOWANCE 2022/23 - SHARLA SIMUNOV	1		477.82
NV	27/06/2023 SHARLA SIMUNOV	22/23 UNIFORM ALLOWANCE 2022/23 - SHARLA SIMUNOV	1	477.82	
EFT30080	30/06/2023 SHIRE OF NORTHAM	TIPPING FEES	1		28,134.79
NV 28491	19/05/2023 SHIRE OF NORTHAM	TIPPING FEES - APRIL 2023	1	13,485.61	
NV 28640	14/06/2023 SHIRE OF NORTHAM	TIPPING FEES - MAY 2023	1	14,016.72	
NV 28646	15/06/2023 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES FOR - OTHER COUNCILS OLD QUARRY TIPPING FEE	1	632.46	
EFT30081	30/06/2023 SMITHS SHELL SERVICE	SUPPLY FOR COLLECTION 2 X ASSORTED SPARK PLUGS - 1HVF835 (SPRAYING VEHICLE)	1		16.00
NV 18247527	21/06/2023 SMITHS SHELL SERVICE	SUPPLY FOR COLLECTION 2 X ASSORTED SPARK PLUGS - 1HVF835 (SPRAYING VEHICLE)	1	16.00	
EFT30082	30/06/2023 SPECIALE SMASH REPAIRS	INSURANCE EXCESS SEDAN 2021 MAZDA 3 TOURING G20 AUTO HATCH SONIC SILVER/BLACK LEATHER 1HIF924	1		300.00
NV 21533/2	15/06/2023 SPECIALE SMASH REPAIRS	INSURANCE EXCESS SEDAN 2021 MAZDA 3 TOURING G20 AUTO HATCH SONIC SILVER/BLACK LEATHER 1HIF924	1	300.00	
EFT30083	30/06/2023 SPECIALISED TREE SERVICE	DISTANCE PRUNING SPECIFICATIONS FOLLOWING ALL SAFETY CHECKS AND SIT HAZARD INSPECTIONS. ALL MATERIALS TO BE CLEARED FROM SITE - CNR BIRD AND MEARES, GEORGE ST, SCOUT HALL, GREY ST, CENTENNIAL DR, ELIZABETH ST, FORD ST, AVON TCE AND CARTER RD	1		5,054.00
NV 4103	21/06/2023 SPECIALISED TREE SERVICE	DISTANCE PRUNING SPECIFICATIONS FOLLOWING ALL SAFETY CHECKS AND SIT HAZARD INSPECTIONS. ALL MATERIALS TO BE CLEARED FROM SITE - CNR BIRD AND MEARES, GEORGE ST, SCOUT HALL, GREY ST, CENTENNIAL DR, ELIZABETH ST, FORD ST, AVON TCE AND CARTER RD	1	5,054.00	
EFT30084	30/06/2023 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF TRAINING ROOMS FOR COUNCIL STRATEGIC WORKSHOP 10 JUNE 2023	1		100.00

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NV 1092774	20/06/2023 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF TRAINING ROOMS FOR COUNCIL STRATEGIC WORKSHOP 10 JUNE 2023	1	100.00	
EFT30085	30/06/2023 SYNERGY	ELECTRICITY	1		8,513.66
NV	01/06/2023 SYNERGY	ELECTRICITY	1	7,083.78	
NV	02/06/2023 SYNERGY	ELECTRICITY	1	233.34	
NV 254322430	20/06/2023 SYNERGY	ELECTRICITY	1	1,196.54	
EFT30086	30/06/2023 T-QUIP	SUPPLY AND DELIVER VIA TOLL 4 X HAP99113202 -BRUSH POLY-WIRE CM600 - HAKO CITYMASTER 650 4X4 DIESEL RIDE ON SWEEPER	1		844.80
NV 120328 #26	15/06/2023 T-QUIP	SUPPLY AND DELIVER VIA TOLL 4 X HAP99113202 -BRUSH POLY-WIRE CM600 - HAKO CITYMASTER 650 4X4 DIESEL RIDE ON SWEEPER	1	844.80	
EFT30087	30/06/2023 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	AUTO ELCTRICAL SERVICES	1		1,474.00
NV INV-0868	16/06/2023 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	SUPPLY AND REPAIR PUMP FAN FOR THE SHIRE OF YORK'S GRAFFITI TRAILER 1TNM394	1	550.00	
NV 0885	19/06/2023 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	SUPPLY FOR COLLECTION 2X BATTERIES FOR (161) Y641 ISUZU TRUCK	1	572.00	
NV 910	22/06/2023 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	SUPPLY AND INSTALL 2 X DELKOR 22FR520 BATTERIES - TRUCK HINO 500 SERIES 1426 XLONG Y1660	1	352.00	
EFT30088	30/06/2023 THE BEANIES MUSIC PTY LTD	THE BEANIES MEET AND GREET CONCERT	1		5,966.40
NV 1038	27/04/2023 THE BEANIES MUSIC PTY LTD	THE BEANIES MEET AND GREET CONCERT	1	5,966.40	
EFT30089	30/06/2023 TREE TECH AUSTRALIA	ARBORIST SERVICES	1		9,980.00
NV 0038	20/05/2023 TREE TECH AUSTRALIA	PRUNE AND REMOVE DEBRIS FOR TRIMMING - 485 NORTH RD	1	440.00	
NV 0038	20/05/2023 TREE TECH AUSTRALIA	REMOVAL OF TREE THAT IS NOT SAFE AT SCARPIA ST	1	1,375.00	
NV 0038	20/05/2023 TREE TECH AUSTRALIA	TRIM A LARGE TREE LOCATED ON LITTLE STREET	1	1,430.00	
NV 0038	20/05/2023 TREE TECH AUSTRALIA	REMOVE DEAD TREE ON HOWICK ST	1	1,815.00	
NV 0038	20/05/2023 TREE TECH AUSTRALIA	REMOVE 2 X DEAD TREES AT FORREST OVAL	1	1,950.00	
NV 0038	20/05/2023 TREE TECH AUSTRALIA	REMOVAL OF 2 X TREES AT JOAQUINA STREET CARPARK (ST JOHNS)	1	1,650.00	
NV 0052	22/06/2023 TREE TECH AUSTRALIA	REMOVE A LILAC TREE - RESIDENCY MUSEUM	1	1,320.00	
EFT30090	30/06/2023 VANESSA JAYDE GREEN	REIMBURSEMENT - REPAIRS TO EMIDS MOBILE PHONE	1		60.00

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NV	23/06/2023 VANESSA JAYDE GREEN	REIMBURSEMENT - REPAIRS TO EMIDS MOBILE PHONE	1	60.00	
EFT30091	30/06/2023 WILSON GARDEN CARE	GARDEN MAINTENANCE AND PLANTING - RESIDENCY MUSEUM	1		317.00
NV 561	16/06/2023 WILSON GARDEN CARE	GARDEN MAINTENANCE AND PLANTING - RESIDENCY MUSEUM	1	317.00	
EFT30092	30/06/2023 YORK ELECTRICAL SERVICE	ELECTRICAL SERVICES	1		1,791.61
NV 136	02/06/2023 YORK ELECTRICAL SERVICE	RELOCATE ELECTRIC EARTH FROM RESIDENCY MUSEUM'S COURTYARD	1	568.75	
NV 144	10/06/2023 YORK ELECTRICAL SERVICE	REMOVE AND REWIRE LIGHTING IN BASKETBALL HALL - YRCC	1	1,009.61	
NV 143	10/06/2023 YORK ELECTRICAL SERVICE	REPAIR SOLAR HOT WATER SYSTEM AT 38 FRASER ST, YORK	1	213.25	
EFT30093	30/06/2023 YORK GENERAL PRACTICE	MEDICAL	1		148.50
NV 229538	27/06/2023 YORK GENERAL PRACTICE	MEDICAL	1	148.50	
EFT30094	30/06/2023 YORK MITRE 10	MAINTENANCE SUPPLIES & STAFF RECOGNITION VOUCHERS	1		3,070.98
NV 9-1129375	01/05/2023 YORK MITRE 10	SAFETY BONUS OUTSIDE STAFF	1	400.00	
NV 9-1130795	10/05/2023 YORK MITRE 10	SUPPLY FOR COLLECTION 2 X RECHARGEABLE BATTERY KITS	1	692.00	
NV 9-1131783	16/05/2023 YORK MITRE 10	90MM LONG SHANK PADLOCK FOR DEMOUNTABLE OFFICE DOOR	1	150.00	
NV 9-1134152	31/05/2023 YORK MITRE 10	GOLDAIR 2200W RADIANT HEATER - DEPOT OFFICE	1	79.00	
NV YSHIRE	31/05/2023 YORK MITRE 10	MONTHLY MAINTENANCE SUPPLIES - SHIRE OF YORK MAY 2023	1	749.98	
NV 9-1137220	21/06/2023 YORK MITRE 10	STAFF RECOGNITION VOUCHER	1	1,000.00	
EFT30095	30/06/2023 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - JUNE 2023	1		1,269.18
NV CRS PMT	30/06/2023 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - JUNE 2023	1	1,269.18	
EFT30096	30/06/2023 COVER SYNDICATE PTY LTD	PURCHASE ITEMS SUITABLE FOR STORYTIME	1		201.80
NV 898BP65N0	18/06/2023 COVER SYNDICATE PTY LTD	PURCHASE ITEMS SUITABLE FOR STORYTIME	1	201.80	
EFT30097	30/06/2023 DARRYS PLUMBING AND GAS	REPAIR CLOGGED TOILET IN MENS TOILETS AT CANDICE BATEMEN PARK	1		121.00
NV 00737	26/06/2023 DARRYS PLUMBING AND GAS	REPAIR CLOGGED TOILET IN MENS TOILETS AT CANDICE BATEMEN PARK	1	121.00	
EFT30098	30/06/2023 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - JUNE 2023	1		3,289.73
NV CRS PMT	30/06/2023 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - JUNE 2023	1	3,289.73	
EFT30099	30/06/2023 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - JUNE 2023	1		1,620.23

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NV CRS PMT	30/06/2023 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - JUNE 2023	1	1,620.23	
EFT30100	30/06/2023 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - JUNE 2023	1		1,269.18
NV CRS PMT	30/06/2023 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - JUNE 2023	1	1,269.18	
EFT30101	30/06/2023 MICHAEL DENE BAWDEN	RATES REFUND A61087 72 GREY ST YORK WA 6302	1		320.05
NV A61087	30/06/2023 MICHAEL DENE BAWDEN	RATES REFUND A61087 72 GREY ST YORK WA 6302		320.05	
EFT30102	30/06/2023 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - JUNE 2023	1		1,269.18
NV CRS PMT	30/06/2023 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - JUNE 2023	1	1,269.18	
EFT30103	30/06/2023 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - JUNE 2023	1		1,269.18
NV CRS PMT	30/06/2023 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - JUNE 2023	1	1,269.18	
EFT30104	30/06/2023 SHIRE OF YORK	CROSSOVER CONTRIBUTION AT LOT 104 (27) LANGFORD RD, YORK - LOT 81 (23) ANDREWS AVE, YORK (YORK ESTATE)	2		2,500.00
NV T77	20/06/2023 SHIRE OF YORK	CROSSOVER CONTRIBUTION AT LOT 104 (27) LANGFORD RD, YORK - LOT 81 (23) ANDREWS AVE, YORK (YORK ESTATE)	2	2,500.00	
31893	23/06/2023 SHIRE OF YORK	23/24 BULK LICENSING	1		9,608.80
NV 23/24 BULK	20/06/2023 SHIRE OF YORK	23/24 BULK LICENSING	1	9,608.80	
DD16514.1	11/06/2023 TELSTRA	SHIRE MOBILE & INTERNET CHARGES	1		2,534.32
NV	11/06/2023 TELSTRA	SHIRE MOBILE & INTERNET CHARGES 11/5/23 - 10/6/23	1	1,106.77	
NV	11/06/2023 TELSTRA	SHIRE MOBILE & INTERNET CHARGES 11/6/23 - 10/7/23	1	1,427.55	
DD16514.2	14/06/2023 TELSTRA	SHIRE PHONES 25/4/23 - 24/5/23	1		165.00
NV	14/06/2023 TELSTRA	SHIRE PHONES 25/4/23 - 24/5/23	1	165.00	
DD16514.3	01/06/2023 TELSTRA	SHIRE PHONES 25/5/23 - 24/6/23	1		797.66
NV	01/06/2023 TELSTRA	SHIRE PHONES 25/5/23 - 24/6/23	1	797.66	
DD16520.1	13/06/2023 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL 13JUNE2023	1		27,149.16
NV	13/06/2023 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL 13JUNE2023	1	27,149.16	

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DD16540.1	22/06/2023	WEST AUSTRALIAN NEWSPAPERS	PURCHASE OF WEST AUSTRALIAN NEWSPAPER 25/5/23-17/8/23	1		106.80
NV 01001874	22/06/2023	WEST AUSTRALIAN NEWSPAPERS	PURCHASE OF WEST AUSTRALIAN NEWSPAPER 25/5/23-17/8/23	1	106.80	
DD16560.1	27/06/2023	PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL 27 JUNE2023	1		26,663.87
NV	27/06/2023	PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL 27 JUNE2023	1	26,663.87	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	2,002,361.54
	JULY PAYMENTS POSTED TO JUNE 2023	27,749.18
2	TRUST FUND BANK	6,010.43
TOTAL		2,036,121.15



SHIRE OF YORK
BUSINESS CARD SUMMARY
 June 2023

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

Total purchases May 2023 \$ 0.00


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

Total purchases May 2023 \$ 2,065.71

- 5.5.23 Tickets State (Wheatbelt Development Commission) – State Budget Breakfast - Chris Linnell
- 11.5.23 Hotel Booking – Staff accommodation 1 x night (3 x Staff) – Tourism Conference (Kalgoorlie)
- 12.5.23 Public Transport – Train Fare Northam to Kalgoorlie and return x 3 YVC Staff
Esmeralda Harmer, Leanne Lee and Isi Cameron
- 25.5.23 Survey Monkey – Software Annual Subscription
- 25.5.23 International Transaction Fee – Survey Monkey
- 30.5.23 Autodesk – AutoCAD Annual Subscription
- 30.5.23 Card Fee

Business Credit Card



009670

 SHIRE OF YORK
 PO BOX 22
 YORK WA 6302

Your details at a glance

BSB number	xxxxxx
Account number	xxxxxxx
Customer number	13074174/M203
Account title	SHIRE OF YORK SHIRE OF YORK

Account summary

Statement period	1 May 2023 - 31 May 2023
Statement number	180
Opening balance on 1 May 2023	\$33.18
Payments & credits	\$33.18
Withdrawals & debits	\$2,050.19
Interest charges & fees	\$15.52
Closing Balance on 31 May 2023	\$2,065.71

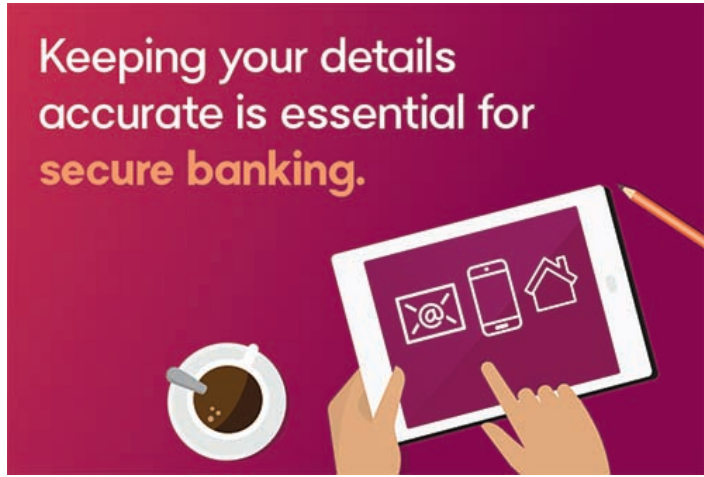
Account details

Credit limit	\$5,000.00
Available credit	\$2,934.29
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$61.97
Payment due	14 Jun 2023

Any questions?
 Contact Robin Milner at 114 Avon Tce, York 6302
 on **08 9641 2609**, or call **1300 BENDIGO** (1300 236 344).



Business Credit Card

Minimum Payment Warning. If you make only the minimum payment each month, you will pay more interest and it will take you longer to pay off your balance.

If you make no additional charges using this card and each month you pay the minimum payment	You will pay off the Closing Balance shown on this statement in about 11 years and 10 months	And you will pay an estimated total of interest charges of \$1,192.58
If you make no additional charges using this card and each month you pay \$99.17	You will pay off the Closing Balance shown on this statement in about 2 years	And you will pay an estimated total of interest charges of \$314.37, a saving of \$878.21

Having trouble making payments?
 If you are having trouble making credit card repayments, please contact our Mortgage Help Centre on 1300 652 146.



Account number xxxxxx
Statement period 01/05/2023 to 31/05/2023
Statement number 180 (page 2 of 4)

Business Credit Card				
Date	Transaction	Withdrawals	Payments	Balance
Opening balance				\$33.18
5 May 23	Tickets-State B1,MCM AHONS POIN AUS RETAIL PURCHASE 04/05 CARD NUMBER 552638XXXXXX214 1	27.19		60.37
11 May 23	Hotel at Booking.com , Sydney AUS RETAIL PURCHASE 10/05 CARD NUMBER 552638XXXXXX214 1	580.00		640.37
12 May 23	Public TRNSP Author, East Perth AUS RETAIL PURCHASE 10/05 CARD NUMBER 552638XXXXXX214 1	82.80		723.17
12 May 23	Public TRNSP Author, East Perth AUS RETAIL PURCHASE 10/05 CARD NUMBER 552638XXXXXX214 1	331.20		1,054.37
14 May 23	PERIODIC TFR 00130741741201 00000000000		33.18	1,021.19
25 May 23	SurveyMonkeyCore,003 5315920752 AUS RETAIL PURCHASE-INTERNATIONAL 24/05 CARD NUMBER 552638XXXXXX214 1	384.00		1,405.19
25 May 23	INTERNATIONAL TRANSACTION FEE	11.52		1,416.71
30 May 23	DRI*Autodesk, autode sk.com AUS RETAIL PURCHASE 27/05 CARD NUMBER 552638XXXXXX214 1	645.00		2,061.71
30 May 23	CARD FEE 1 @ \$4.00	4.00		2,065.71
Transaction totals / Closing balance		\$2,065.71	\$33.18	\$2,065.71

te Paid ___ / ___ / ___ Amount \$ _____

Business Credit Card - Payment options

- Pay in person:** Visit any **Bendigo Bank** branch to make your payment.
- Pay by post:** Mail this slip with your cheque to - **PO Box 480 Bendigo VIC 3552.** If paying by cheque please complete the details below.
- Internet banking:** Pay your credit card using ebanking 24 hours a day, 7 days a week. www.bendigobank.com.au
- Register for Internet or Phone Banking call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.
- Bank@Post™** Pay at any Post Office by **Bank@Post™** using your credit card.

Bill code:
Ref:



Business Credit Card	
BSB number	xxxxxx
Account number	xxxxxxx
Customer name	SHIRE OF YORK
Minimum payment required	\$61.97
Closing Balance on 31 May 2023	\$2,065.71
Payment due	14 Jun 2023
Date	<input type="text"/>
Payment amount	<input type="text"/>

Drawer	Chq No	BSB	Account No	\$	¢
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*Fees will apply for payments made using Bank@Post. Refer to Bendigo Bank Schedule of Fees & Charges and Transaction Account Rebates.



Account number	xxxxxx
Statement period	01/05/2023 to 31/05/2023
Statement number	180 (page 3 of 4)

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED FOR YOUR ACCOUNT.

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see <https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit mybusinesscard.

An International Transaction Fee of 3% of the transaction amount (in AUD) is payable for each transaction which is conducted in a currency other than Australian dollars (AUD), or conducted in Australian dollars (AUD) but with or using a merchant, payment processor, financial institution or other entity (including an online merchant) who is outside of Australia. (Fee does not apply to Bendigo Ready Credit Card). Note: It may not always be apparent to you that an online merchant is located outside of Australia. Additional charges may apply for cash transactions.

Card Security

For information on how to securely use your card and account please visit bendigobank.com.au/mycard for all card related information. Business customers visit mybusinesscard.

Resolving Complaints

If you have a complaint, please contact us on 1300 361 911 to speak to a member of our staff. If the matter has not been resolved to your satisfaction, you can lodge a complaint with the Australian Financial Complaints Authority (AFCA). AFCA provides fair and independent financial services complaint resolution that is free to consumers. You can contact AFCA at:

Website: www.afca.org.au

Telephone: 1800 931 678 (free call)


Email: info@afca.org.au

In writing to: Australian Financial Complaints Authority, GPO Box 3, Melbourne VIC 3001

Update your details in branch or inside e-banking.
bendigobank.com.au/locate-us





009670

 SHIRE OF YORK
 PO BOX 22
 YORK WA 6302

Card summary

Account number xxxxxx
Card number 552638XXXXXXXX214
Customer number M203
 Statement period 01/05/2023 to 31/05/2023
 Statement number 180 (page 4 of 4)

Any questions?

Contact Robin Milner at 114 Avon Tce, York 6302 on **08 9641 2609**, or call **1300 BENDIGO** (1300 236 344).

Business Credit Card *(continued)*

Date	Transaction	Withdrawals	Payments
5 May 23	Tickets-State B1,MCM AHONS POIN AUS	27.19	
11 May 23	Hotel at Booking.com , Sydney AUS	580.00	
12 May 23	Public TRNSP Author, East Perth AUS	82.80	
12 May 23	Public TRNSP Author, East Perth AUS	331.20	
25 May 23	SurveyMonkeyCore,003 5315920752 AUS	384.00	
30 May 23	DRI*Autodesk, autode sk.com AUS	645.00	
TOTALS		\$2,050.19	\$0.00

We suggest you carefully check all entries on your statement. Apparent errors or possible unauthorised transactions should be promptly reported to us.

The security of your Personal Identification Number (PIN) is very important. To avoid being liable for unauthorised transactions, you should follow the terms and conditions of your account. We also recommend some simple steps to protect your PIN:

- Memorise your PINs and passwords and destroy any communications advising you of new ones. Don't keep a record of your PINs or passwords, in written or electronic form.
- If you choose your own, ensure that it is not something easy to guess like your (or a family member's) birth date, name, phone number, postcode, driver's licence number or numbers that form a pattern.
- Don't tell anyone your PIN, not even friends, family or a bank representative.
- Ensure nobody watches you enter your PIN or password. A good practice is to cover the keypad when you put in your PIN or password.
- Watch out for email, SMS or call scams asking for details relating to your account. If you receive suspicious emails, please contact us immediately.

Please note: These are guidelines only. While following these steps will help you to protect your PIN, your liability for any losses arising from unauthorised transactions is determined in accordance with the ePayments Code. For further details, see <https://asic.gov.au/regulatory-resources/financial-services/epayments-code/> or visit bendigobank.com.au/mycard for all card related information. Business customers visit mybusinesscard.

SY101-08/23 DEFERMENT OF FINANCIAL REPORT FOR JULY 2023

File Number:	4.0473
Author:	Alina Behan, Executive Manager Corporate & Community Services
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

For Council to note the deferment of the Financial Report for July 2023.

BACKGROUND

As the 2023/24 Budget has not yet been adopted there is a requirement to defer the presentation of the Financial Report for July 2023 to Council.

COMMENTS AND DETAILS

In accordance with Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* the Financial Report for the month of July 2023 will be presented to Council at its September 2023 meeting. This will still be within the legislative timeframe allowed.

As the 2023/24 Budget has not yet been adopted it is not possible to produce a financial report for July 2023 comparing expenditure to budget allocations.

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER**Consultative**

Executive Leadership Team

Finance Manager

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

Nil

Financial

Nil

Legal and Statutory

Regulation 34(4) of the *Local Government (Financial Management) Regulations 1996* is applicable and states:

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 that 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 month to which the statement relates; and*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; 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 month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing —*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
 - (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 may be shown —*
 - (a) *according to nature and type classification; or*
 - (b) *by program; or*
 - (c) *by business unit.*
- (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 month to which the statement relates; 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.”*

Risk Related

Nil

Workforce

Nil

VOTING REQUIREMENTS

Absolute Majority: No

RESOLUTION

090823

Moved: Cr Kevin Trent

Seconded: Cr Peter Wright

That, with regard to the Deferment of Financial Report for July 2023, Council:

- 1. Notes the Financial Report for July 2023 will be presented to its September 2023 Ordinary Meeting.**

CARRIED: 6/0

SY102-08/23 INVESTMENTS - JULY 2023

File Number:	4.0473
Author:	Kristy Livingstone, Finance Manager
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	1. Investment Register - July 2023 ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

Review

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

Matured Westpac Reserve Term deposit funds of \$492,529.06 held on notice was received into the Municipal bank account on 31 July 2023. These funds will be reinvested in the month of August 2023 with an estimated interest rate of 5% for a nine (9) to twelve (12) month term.

Municipal interest earned totalling \$1,235.05 was received for the month of July 2023.

Further details of the Shire's current term deposits and bank balances is 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 —*



SHIRE OF YORK INVESTMENT PORTFOLIO
31 July 2023

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	Wednesday, 14 December 2022	Thursday, 14 December 2023	365	500,000.00	8%	4.35%	521,750.00	21,750.00
	AMP Banking	BBB	Tuesday, 16 August 2022	Wednesday, 16 August 2023	365	500,311.65	8%	4.05%	520,574.27	20,262.62
MUNICIPAL - Interest Bearing NCDs/TDs					1,000,311.65	16%	4.20%	1,042,324.27	42,012.62	
MUNICIPAL - Other funds										
	Municipal Account 118630623	BBB+				1,893,642.66	30%		1,893,642.66	0.00
	Municipal Account 118630623	BBB+	Westpac Reserve TD Funds	Monday, 31 July 2023		492,529.06	8%		492,529.06	0.00
	Westpac Flex-i	AA-				5,401.81	0%		5,401.81	0.00
	AMP Banking At call	BBB				6,716.88	0%		6,716.88	0.00
	AMP Banking Notice	BBB				291,804.87	5%		291,804.87	0.00
MUNICIPAL - Other					2,690,095.28	43%		2,690,095.28	0.00	
RESERVE - Interest Bearing NCDs/TDs										
	National Australia Bank	AA-	Monday, 12 December 2022	Tuesday, 12 December 2023	365	1,003,684.94	16%	4.22%	1,046,040.51	42,355.57
	AMP Banking	BBB	Tuesday, 25 October 2022	Wednesday, 25 October 2023	365	570,783.67	9%	4.85%	598,466.68	27,683.01
RESERVE - Interest Bearing NCDs/TDs					1,574,468.61	25%	4.54%	1,644,507.19	70,038.58	
RESERVE - Other funds										
	Reserve Acct 119521748	BBB+				528,076.47	8%		528,076.47	0.00
RESERVE - Other					528,076.47	8%		528,076.47	0.00	
TRUST - Interest Bearing NCDs/TDs										
T2/SUBDIVISIONS	Bendigo Bank	BBB+	Sunday, 29 January 2023	Monday, 29 January 2024	365	34,599.38	0.55%	4.05%	36,000.65	1,401.27
T40 I/SECTIONS 2513	Bendigo Bank	BBB+	Sunday, 29 January 2023	Monday, 29 January 2024	365	32,459.85	0.52%	4.05%	33,774.47	1,314.62
T77 C/OVERS 2514	Bendigo Bank	BBB+	Sunday, 29 January 2023	Monday, 29 January 2024	365	62,447.95	1.00%	4.05%	64,977.09	2,529.14
TRUST - Interest Bearing NCDs/TDs					129,507.18	2%	4.05%	134,752.22	5,245.04	

TRUST - Other funds						
Trust Acct 118630649	BBB+	332,819.01	5%	332,819.01	0.00	
TRUST - Other		332,819.01	5%	332,819.01	0.00	
TOTALS		6,255,278	100%	4.26%	6,372,574	117,296

Reconciliation

by rating	Value of Investments/Bank accounts	
AA-	1,009,086.75	16%
BBB+	3,376,574.38	54%
BBB	1,869,617.07	30%
TOTAL	6,255,278.20	100%

Summary of Amounts				
TD's by bank		Bank Accounts - Bendigo Bank		
Bendigo Bank	129,507.18	5%	Municipal	1,893,642.66
AMP Banking	1,571,095.32	58%	Reserve	528,076.47
National Australia Ban	1,003,684.94	37%	Trust	332,819.01
Westpac Bank	0.00	0%	AMP At call	6,716.88
			AMP Notice	291,804.87
			Wespac Flex-i	5,401.81
2,704,287.44		100%	31-Jul-23	\$ 3,058,461.70

Total Cash 5,762,749.14

Interest Earnings			Total Cash by Fund	
Fund	Adopted Budget	Year to Date Actual	Fund	
Municipal	\$ 70,000.00	\$ 1,235.05	Municipal	3,690,406.93
Reserve	\$ 47,000.00	\$ -	Reserve	2,102,545.08
Trust	\$ -	\$ -	Trust	462,326.2
Total	\$ 117,000.00	\$ 1,235.05	Total	\$ 6,255,278.20

4. Proposed CRC Deliverables against DPIRD Outcomes - Confidential (under separate cover)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

To seek Council's approval to negotiate the continuation of a Community Resource Centre service for York.

BACKGROUND

In May 2023 the Shire was alerted to financial concerns at the York Community Resource Centre (YCRC).

On 22 May the Department of Primary Industries and Regional Development (DPIRD) deployed an auditor to evaluate the concerns. DPIRD continued to provide advice and guidance to the YCRC Committee to ensure the service was not lost to the York community.

On 19 July the YCRC Committee voted to enter voluntary administration and KPMG were appointed as Administrators. The Shire attended a meeting of Creditors held by KPMG on 31 July. KPMG notified all Creditors that only three (3) options are available regarding the former YCRC:

1. That the administration should end (and the Association revert back to its directors).
2. The Association (YCRC Inc) be wound up.
3. That the Association execute a Deed of Company Arrangement (DOCA) with an interested party.

The option taken will be decided by Creditors at their Second Meeting which is scheduled for 23 August 2023.

The Shire attended a subsequent meeting with KPMG, DPIRD and Lumen Regional University Centre (Lumen) on 19 July to discuss the future of the YCRC. At this meeting two (2) of the stakeholders indicated their desire to either novate or recommence their service contracts with the Shire.

At its August Concept Forum, Council received presentations from both DPIRD and Lumen and gave in principle support for Officers to develop a proposal for a Shire run Community Resource Centre. Officers were requested to present a report to Council's August 2023 Ordinary Meeting for consideration. To enable this to be considered by KPMG and the Creditors, the Shire have expressed their interest to KPMG in executing a DOCA and requested an adjournment of the Second Meeting of Creditors to allow the Shire to formulate and propose a DOCA.

COMMENTS AND DETAILS

Considering Shire and community priorities, Officers are proposing that the following functions are undertaken by a Shire run Community Resource Centre:

Lumen University Services

Officers have been working closely with the Lumen to consider the re-establishment of this service to the York community and the Wheatbelt region.

Under a new fee for service contract the Shire proposes to provide Student Support Officers who will undertake the following:

1. Manage the day-to-day operations of the student support service.
2. Undertake recording and reporting to demonstrate Lumen outcomes.
3. Provide direct student support including pastoral care, study and technology support.
4. Establish a client network that fosters strong connectivity between the Lumen, its users and the community.

5. Assist with student placement opportunities.

In addition, the negotiated contract would cover consumables and some operating costs.

A full copy of the draft contract is presented in confidential Appendix 1 for Council's consideration.

In addition to providing student servicing the Lumen is requesting a continuance of accommodation arrangements.

At its September 2022 Ordinary Meeting, Council considered a request from Regional Development Australia – Wheatbelt WA to support the establishment of a Wheatbelt Regional University Centre and resolved (010922):

“That, with regard to Support for the Wheatbelt Regional University Centre, Council:

- 1. Provides support for the establishment of a Wheatbelt Regional University Centre (RUC) in York.***
- 2. Requests the Chief Executive Officer to negotiate a funding amount which more accurately reflects current usage of the space proposed for the RUC with the York Community Resource Centre.***
- 3. Requests the Chief Executive Officer to identify possible funding sources within the 2022/23 budget once an amount has been established and present this adjustment to Council for approval by no later than the mid-year budget review.”***

Officers continued negotiations and re-presented this to Council at its October 2022 Ordinary Meeting where Council resolved (021022):

“That, with regard to the Request for Budget Amendment - Support for the Wheatbelt Regional University Centre, Council:

- 1. Approves a budget amendment of \$8,960 from GL: 113335 Trails Ranger Program and allocates it to the newly created Wheatbelt Regional University Centre GL: 138151 for the purpose of providing financial support to the Wheatbelt Regional University Centre at the York Community Resource Centre.***
- 2. Requests the Chief Executive Officer to include an allocation in the 2023/24 and 2024/25 budgets for the purpose of providing financial support to the Wheatbelt Regional University Centre at the York Community Resource Centre.”***

The Shire proposes to continue to offer accommodation support to the Lumen which may take the form of a sub-lease to any arrangement with the Administrators or a licence agreement in future permanent accommodation.

Department of Primary Industries and Regional Development Services

The DPIRD contract with the former YCRC is still allocated to the Association, which is under the control of the Administrators, KPMG. Subject to satisfying the conditions of the funding contract, DPIRD have expressed interest in novating the contract for CRC services to the Shire.

CRCs deliver a range of community services for the DPIRD, as presented in confidential Appendix 2. As part of the Western Australian Community Resource Network (WACRN), CRCs contribute towards the Community Level Outcomes (CLO) for the WACRN program.

These CLO are:

TABLE 1.

CLO1	Development of vibrant and sustainable regional communities
CLO2	Regional communities have improved access to the State Government and community information they need
CLO3	Regional communities improve their economic health
CLO4	Regional communities improve their social cohesion and capacity

Each CRC service provider contributes towards these through their work in delivering services tailored to address the Service Level Outcomes (SLO) for the WACRN.

The SLO are:

TABLE 2.

SLO1	Community members are provided with access to State Government and community information and services
SLO2	Local businesses and the workforce have access to activities and initiatives that improve skills and capacity to foster economic growth in the local community
SLO3	Community members have access to activities and initiatives that create or improve community connectedness and capacity

A full description of the proposed service offerings to meet each SLO is presented in confidential Appendix 3 along with the service variation form as presented in confidential Appendix 4 required to be negotiated with DPIRD.

Services Australia

Officers have not yet been in contact with Services Australia representatives but seek Council’s approval to negotiate to continue offering a computer terminal and staff support to assist community members to access key government services.

Shire of York Services

At its September 2020 Ordinary Meeting Council resolved to enter into a Multiyear Funding Agreement with the YCRC to assist the Shire in the delivery in community events, and support to seniors and vulnerable groups and resolved (030920):

“That Council

1. ***Receives the request for multiyear funding from York Community Resource Centre as attached (Confidential Appendix 1).***
2. ***Requests the Chief Executive Officer to negotiate a multiyear funding agreement with York Community Resource Centre under the following conditions:***

(a) The agreement will commence October 2020 and expire on 30 June 2023

(b) The amount of sponsorship will be provided in accordance with the table below:

<i>FY</i>	<i>Activity</i>	<i>Per Annum</i>	<i>Milestone Payments</i>
<i>2020/21</i>	<i>Youth Programs (2) Business Capacity Building Vulnerable Groups</i>	<i>24000 pro-rata</i>	<i>October 2020 & March 2021</i>
<i>2021/22</i>	<i>Youth Programs (4) Business Capacity Building Vulnerable Groups</i>	<i>24000</i>	<i>July & November 2021</i>
<i>2022/23</i>	<i>Youth Programs (4) Business Capacity Building Vulnerable Groups</i>	<i>24000</i>	<i>July & November 2022</i>

(c) Payment will be subject to all milestone conditions of the agreement being met

3. ***Authorises the Shire President and the Chief Executive Officer to endorse the final agreement.”***

The YCRC had submitted a new request for a further three (3) year Multiyear Funding Agreement for Council's consideration just prior to entering Voluntary Administration. The Shire seeks Council's approval to repurpose funds that would have been granted to the YCRC to run these activities in house.

Officers propose to run a Shire CRC service as a program within the Community and Place team, with operational costs covered by funding from stakeholders and Shire municipal funds. The CRC would be housed in the current building subject to a short-term lease agreement being negotiated with KPMG while they complete the Administration process. A risk exists to the service, should Creditors vote that the Association be wound up at their Second Meeting. To mitigate this risk, Officers seek Council's permission to negotiate a DOCA which will be presented to Council for consideration at its September 2023 Ordinary Meeting. This will enable to Shire to secure the building asset in the longer term.

It is important to note that any DOCA arrangement would include full responsibility of all outstanding debts owed by the YCRC. The Administration will work with KPMG to ensure all such details are reported to Council, via the draft DOCA, before any decisions are made.

OPTIONS

Council has the following options:

Option 1: Council could choose to direct the Chief Executive Officer to finalise negotiations with stakeholders to ensure current levels of CRC funding and services remain available to the community and to commence the preparation of a DOCA with KPMG to be presented to Council at its September 2023 Ordinary Meeting.

Option 2: Council could choose to direct the Chief Executive Officer to finalise negotiations with specific stakeholders only, clarifying which services are to remain available to the community and to commence the preparation of a DOCA with KPMG to be presented to Council at its September 2023 Ordinary Meeting.

Option 3: Council could choose not to enter into any negotiations to deliver a Shire run CRC.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

KPMG

DPIRD

Lumen

Council Concept Forum 8 August 2023

Council Agenda Briefing 15 August 2023

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: Our Built Environment

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

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

G19 Rick Assessment and Management

Financial

Through the approval of the 2023/24 budget, funds to support the Lumen and delivery of Shire programs formally delivered by the YCRC will be allocated.

Officers will present a detailed financial outline once direction has been given to negotiate contracts. Officers are seeking a cost neutral solution for the continuation of the service. However, this will depend upon the terms negotiated as part of the DOCA process.

Legal and Statutory

Part 9 of the *Associations Incorporation Act 2015* is applicable to the Administration and Winding Up of an Incorporated Association (i.e. the YCRC) and states:

“Part 9 – Administration and winding up

Division 1 — Voluntary administration and winding up

120. Administration under Corporations Act

- (1) *This section makes provision for the voluntary administration under the Corporations Act of an incorporated association.*
- (2) *Subsection (3) is made for the purposes of the Corporations (Ancillary Provisions) Act 2001 Part 3.*
- (3) *The administration of an incorporated association is declared to be an applied Corporations legislation matter in relation to the Corporations Act Part 5.3A subject to the following modifications —*
 - (a) *the modifications to the text of that Act set out in Schedule 3;*
 - (b) *such other modifications (within the meaning of the Corporations (Ancillary Provisions) Act 2001 Part 3) as may be prescribed by the regulations.*

121. Voluntary winding up under Corporations Act

- (1) *This section applies to an incorporated association that has surplus property to be distributed on winding up.*
- (2) *An incorporated association may be wound up voluntarily if the association so resolves by special resolution.*
- (3) *The voluntary winding up of an incorporated association is declared to be an applied Corporations legislation matter in relation to the Corporations Act Parts 5.5 and 5.6 subject to the following modifications —*
 - (a) *the modifications to the text of that Act set out in Schedule 3;*
 - (b) *such other modifications (within the meaning of the Corporations (Ancillary Provisions) Act 2001 Part 3) as may be prescribed by the regulations.*

122. Further application of Corporations Act

Any matter declared under section 120 or 121 to be an applied Corporations legislation matter is, in addition, an applied Corporations legislation matter in relation to the Corporations Act Part 5.9 Division 3, subject to the following modifications —

- (a) *the modifications to the text of that Act set out in Schedule 3; and*
- (b) *such other modifications (within the meaning of the Corporations (Ancillary Provisions) Act 2001 Part 3) as may be prescribed by the regulations.*

Division 2 — Winding up by Supreme Court**123. Grounds on which winding up may be ordered**

An incorporated association may be wound up by the Supreme Court on application made on any ground specified in Schedule 4.

124. By whom application may be made

An application to the Supreme Court for the winding up of an incorporated association may be made by —

- (a) the incorporated association; or*
- (b) a member of the incorporated association; or*
- (c) the Commissioner; or*
- (d) the Minister; or*
- (e) a creditor, in the case of an application based on the ground specified in Schedule 4 item 5.*

125. Application of Corporations Act

- (1) The winding up of an incorporated association (other than by a voluntary winding up) by the Supreme Court is declared to be an applied Corporations legislation matter in relation to the Corporations Act Part 5.7, subject to the following modifications —*
 - (a) the modifications to the text of that Act set out in Schedule 3; and*
 - (b) the provisions of Part 5.7 of that Act are to be read as if they extended to the winding up of the affairs of an incorporated association in the State; and*
 - (c) such other modifications (within the meaning of the Corporations (Ancillary Provisions) Act 2001 Part 3) as may be prescribed by the regulations.*
- (2) Any matter declared under this section to be an applied Corporations legislation matter is, in addition, an applied Corporations legislation matter in relation to the Corporations Act Part 5.9 Division 3, subject to the following modifications —*
 - (a) the modifications to the text of that Act set out in Schedule 3;*
 - (b) such other modifications (within the meaning of the Corporations (Ancillary Provisions) Act 2001 Part 3) as may be prescribed by the regulations.*

126. Cancellation of incorporation upon winding up by Supreme Court

- (1) When the Commissioner is satisfied that the winding up of an incorporated association under this Division has been completed the Commissioner must, in writing, cancel the incorporation of the association with effect on and from a day that the Commissioner considers appropriate and specifies.*
- (2) The Commissioner may cause notice of a cancellation under subsection (1) to be published in the Gazette if the Commissioner considers that public notification of the cancellation is desirable.*

Division 3 — Offence related to incurring of debt**127. Duties of management committee members with respect to incurring of debt**

- (1) If an incorporated association incurs a debt and —*
 - (a) the association is insolvent at the time the debt is incurred or becomes insolvent by incurring that debt, or by incurring at that time debts including that debt; and*
 - (b) immediately before the debt is incurred —*
 - (i) there are reasonable grounds to expect that the association is insolvent; or*

- (ii) *there are reasonable grounds to expect that, if the association incurs the debt, the association will become insolvent,*

any person who was a member of the management committee of the association at the time the debt was incurred commits an offence.

Penalty: a fine of \$5 000.

- (2) *In any proceedings against a person under subsection (1) it is a defence if the accused proves that, at the time the debt was incurred, the accused had reasonable grounds to expect, and did expect, that the incorporated association was solvent at that time and would remain solvent even if it incurred that debt and any other debts that it incurred at that time.*
- (3) *Without limiting subsection (2), in any proceedings against a person under subsection (1) it is a defence if the accused proves that, at the time the debt was incurred, the accused —*
- (a) *had reasonable grounds to believe and did believe —*
- (i) *that a competent and reliable person (the **other person**) was responsible for providing to the accused adequate information about whether the association was solvent; and*
- (ii) *that the other person was fulfilling that responsibility;*
- and*
- (b) *expected, on the basis of information provided to the accused by the other person, that the incorporated association was solvent at that time and would remain solvent even if it incurred that debt and any other debts that it incurred at that time.*
- (4) *In any proceedings against a person under subsection (1) it is a defence if the accused proves that, at the time the debt was incurred, because of illness or for some other good reason, the accused did not take part at that time in the management of the incorporated association.*
- (5) *In any proceedings against a person under subsection (1) it is a defence if the accused proves that the accused took all reasonable steps to prevent the incorporated association incurring the debt.*
- (6) *In determining whether a defence under subsection (5) has been proved, the matters to which regard must be had include, but are not limited to the following —*
- (a) *any action the accused took with a view to appointing an administrator of the incorporated association;*
- (b) *when that action was taken;*
- (c) *the results of that action.”*

Sections 436A and 438A of the *Corporations Act 2001* (Cwlth) is applicable and available via the following link <https://www.legislation.gov.au/Details/C2023C00194>.

Risk Related

There is a financial risk should the cost of the provision of a Shire run CRC be underestimated, or service contracts not be able to be negotiated. A financial risk also exists in relation to the negotiation of the DOCA as the level of creditor debt is not yet known. This could present an immediate burden on the current budget. This risk will be mitigated by undertaking thorough negotiations with KPMG and outlining the financial arrangement to Council for its consideration and approval.

A reputational risk exists should the service be lost to the York community.

Workforce

This workflow cannot be met with current staffing requirements. It is proposed to fund 1.5 new FTE via contract arrangements to provide a CRC service. A further 0.5 FTE is requested in the Shire's

budget to complete complementary community activities, taking the staffing of this new program to 2 FTE.

VOTING REQUIREMENTS

Absolute Majority: Yes

RESOLUTION

120823

Moved: Cr Kevin Trent

Seconded: Cr Pam Heaton

That, with regard to the Provision of Community Resource Centre Services by the Shire of York, Council:

- 1. Authorises the Chief Executive Officer to finalise negotiations with stakeholders as listed below to ensure current levels of Community Resource Centre funding and services remain available to the community as soon as possible:
 - a. Regional Development Australia – Wheatbelt WA – Lumen Regional University Centre**
 - b. Department of Primary Industries and Regional Development Services**
 - c. Services Australia**
 - d. KPMG****
- 2. Authorises the Shire President and Chief Executive Officer to engross any legal documents with the above stakeholders and apply the Common Seal to the document(s) (if required).**
- 3. Approves the allocation of \$10,000 (Lumen) and \$25,000 (Shire community program formerly York Community Resource Centre Multiyear Funding Agreement) to support the Shire run Community Resource Centre as part of the 2023/24 budget adoption.**
- 4. Directs the Chief Executive Officer to commence the preparation of a Deed of Company Arrangement with KPMG to be presented to Council at its September 2023 Ordinary Meeting.**
- 5. Authorises the Chief Executive Officer to make any minor typographical and formatting changes to documents prior to signing.**

CARRIED BY ABSOLUTE MAJORITY: 6/0

Disclosure of Interest – Mr Chris Linnell – Financial – Use of Common Seal - Chief Executive Officer's Contract of Employment Variation

Mr Chris Linnell read the Declaration - ... With regard to the Use of Common Seal - Chief Executive Officer's Contract of Employment Variation, the matter in Item SY106-08/23, I disclose that I have Financial Interest in the matter as I am the CEO of the Shire of York and I will leave the meeting.

Mr Chris Linnell left the meeting at 5.19pm.

SY106-08/23 USE OF COMMON SEAL - CHIEF EXECUTIVE OFFICER'S CONTRACT OF EMPLOYMENT VARIATION

File Number:	4.0747
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	25 July 2023 (150723)
Disclosure of Interest:	Nil
Appendices:	Nil

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report requests permission for the use of the Common Seal.

BACKGROUND

At its July 2023 Ordinary Meeting Council considered the performance appraisal and key performance indicators for the Chief Executive Officer and resolved (150723):

“That, with regard to the Use of Common Seal - Chief Executive Officer's Contract of Employment Variation, Council:

- 1. Notes the Salaries and Allowances Tribunal Determination of 6 April 2023 (effective 1 July 2023).***
- 2. Notes an increase in the Superannuation Guarantee Levy from 10.5% to 11% effective 1 July 2023.***
- 3. Notes the outcomes of the Elected Member Performance Survey undertaken in July 2023 with the Chief Executive Officer being assessed as “Exceeds Expectations” in this year’s performance appraisal, as presented in confidential Appendix 1.***
- 4. Adopts the modified performance criteria metrics for the 2023/24 performance period, as presented in Section 7.6 of confidential Appendix 2.***
- 5. Approves a variation to the Chief Executive Officer’s contract to a Total Remuneration Package as per Option Six, as presented in Section 6.5 of confidential Appendix 1, and authorises the Shire President to sign a contract variation.***
- 6. Notes the Chief Executive Officer’s requests in Section 5 of confidential Appendix 1 and supports the request for professional development and authorises the Shire President***

to sign a contract variation to clause 11.2 of the Chief Executive Officer's Employment Contract.

- 7. Schedules the next review of the Chief Executive Officer's performance and Total Remuneration Package for consideration by Council in July 2024.**
- 8. Complies, as per Division 3 of the Local Government (Administration) Regulations 1996 Schedule 2 Clause 18, by resolution of an Absolute Majority of Council, to endorse the Chief Executive Officer's performance review.**
- 9. Complies, as per Division 3 of the Local Government (Administration) Regulations 1996 Schedule 2 Clause 19, by notifying the Chief Executive Officer of the results of this performance review."**

COMMENTS AND DETAILS

Section 9.49A(2) of the *Local Government Act 1995* requires a resolution of Council (the local government) to affix the Common Seal to a document.

While points 5 and 6 of Council's resolution authorises the Shire President to sign a contract variation, the resolution does not provide authority to affix the Common Seal to the contract variation document.

The Common Seal is affixed to the Chief Executive Officer's contract of employment in accordance with Council's August 2021 resolution (170821). As such, the Common Seal should also be affixed to the contract variation. Therefore, this report recommends Council authorise affixing the Common Seal to the Chief Executive Officer's contract variation to complete the appraisal process.

OPTIONS

Council has the following options:

- Option 1:** Council could choose to authorise affixing the Common Seal to the Chief Executive Officer's employment contract variation.
- Option 2:** Council could choose not to authorise affixing the Common Seal to the Chief Executive Officer's employment contract variation.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Nil

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

G21 Execution of Documents & Use of the Common Seal

Financial

Nil

Legal and Statutory

Section 9.49A of the *Local Government Act 1995* is applicable and states:

13 MEETING CLOSED TO THE PUBLIC

13.1 Matters for which the Meeting may be closed

RESOLUTION**140823****Moved: Cr Kevin Trent****Seconded: Cr Peter Wright**

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*:

SY103-08/23 - Confidential - Outstanding Rates and Sundry Debts - Debt Recovery

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.

SY104-08/23 - Confidential - Rates and Charges - Request for Write Off - A60443

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.

CARRIED: 6/0

The Gallery left the meeting at 5.21pm and the doors were closed.

SY103-08/23 - CONFIDENTIAL - OUTSTANDING RATES AND SUNDRY DEBTS - DEBT RECOVERY

RESOLUTION**150823****Moved: Cr Peter Wright****Seconded: Cr Kevin Trent**

That, with regard to Outstanding Rates and Sundry Debts - Debt Recovery, Council:

1. Receives the current summary of Outstanding Rates and Sundry Debtors as at 30 June 2023, as presented in confidential Appendices 1, 2 and 3.
2. Approves the recommendations as presented in confidential Appendix 1 for debts greater than three (3) years noting that:
 - a. In fifty-five (55) instances the Shire of York will continue or commence actions in accordance with Section 6.64 of the *Local Government Act 1995*.
 - b. In ten (10) instances the Shire of York will refer debts for debt recovery and commence legal action.
3. Approves the recommendations as presented in confidential Appendix 1 for debts less than three (3) years, upon the appointment of a new debt recovery agency, noting that:
 - a. In eighty-four (84) instances the debts are to be referred for debt recovery action.

b. In twenty-five (25) instances the current debts are to be referred for debt recovery action if the balance is greater than \$500 and no alternative payment arrangements are in place.

CARRIED: 6/0

SY104-08/23 - CONFIDENTIAL - RATES AND CHARGES - REQUEST FOR WRITE OFF - A60443

**RESOLUTION
160823**

Moved: Cr Pam Heaton

Seconded: Cr Kevin Trent

That, with regard to the Rates and Charges - Request for Write Off - A60443, Council:

- 1. Approves the write off request for penalty interest on A60443, totalling \$410.71.**

CARRIED BY ABSOLUTE MAJORITY: 6/0

**RESOLUTION
170823**

Moved: Cr Peter Wright

Seconded: Cr Kevin Trent

That Council opens the meeting to the public at 5.23pm.

CARRIED: 6/0

13.2 Public Reading of resolutions to be made public

The resolutions made Behind Closed Doors were read aloud to the two (2) people who returned to the Gallery.

14 CLOSURE

The Shire President thanked everyone for their attendance and closed the meeting at 5.26pm.