

NOTICE OF MEETING

Dear Councillors

I respectfully advise that the ORDINARY COUNCIL MEETING will be held in Council Chambers, York Town Hall, York on Tuesday, 25 February 2025, commencing at 5:00pm.

MEETING AGENDA ATTACHED

Chris Linnell

CHRIS LINNELL CHIEF EXECUTIVE OFFICER Date: 14 February 2025

The Agenda Briefing will be held in Council Chambers on: **Tuesday 18 February 2025 commencing at 5.00pm.** Agenda Briefings are open to the public and those interested are encouraged to attend.

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING TO A SUBJECT AND A

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.

Any advice provided by an employee of the Shire of York on the operation of a written law, or the performance of a function by the Shire of York, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire of York. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire of York should be sought in writing and should make clear the purpose of the request.

Any decisions made at a Meeting can be revoked in accordance with Regulation 10 of the *Local Government* (*Administration*) Regulations 1996. Therefore, members of the public should not rely on any recommendations in an Agenda or a decision made at a Meeting until formal notification in writing from the Shire of York has been received.



Local Government Act 1995

Part 1 Introductory Matters

- 1.3. Content and intent
 - This Act provides for a system of local government by --(1)
 - providing for the constitution of elected local governments in the State; (a)
 - describing the functions of local governments; (b)
 - providing for the conduct of elections and other polls; and (c)
 - providing a framework for the administration and financial management of (d) local governments and for the scrutiny of their affairs.
 - This Act is intended to result in -(2)
 - better decision making by local governments; (a)
 - greater community participation in the decisions and affairs of local (b) governments;
 - greater accountability of local governments to their communities; and (c)
 - more efficient and effective local government. (d)

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

- 2.7 The Role of Council
 - The council governs the local government's affairs and, as the local government's (1) governing body, is responsible for the performance of the local government's functions.
 - The council's governing role includes the following -(2)
 - overseeing the allocation of the local government's finances and resources: (a)
 - determining the local government's policies; (b)
 - planning strategically for the future of the district; (c)
 - (d) determining the services and facilities to be provided by the local government in the district;
 - selecting the CEO and reviewing the CEO's performance; (e)
 - providing strategic direction to the CEO. (f)
 - For the purpose of ensuring proper governance of the local government's affairs, (3) the council must have regard to the following principles ---
 - the council's governing role is separate from the CEO's executive role as (a) described in section 5.41:
 - it is important that the council respects that separation. (b)
 - (4) The council must make its decisions
 - on the basis of evidence, on the merits and in accordance with the law; and (a) (b) taking into account the local government's finances and resources.
 - The council must have regard to the need to support an organisational culture for (5) the local government that promotes the respectful and fair treatment of the local government's employees.
 - The council has the other functions given to it under this Act or any other written (6) law.

Meetings generally open to the public

- Subject to subsection (2), the following are to be open to members of the public -**5.1.** (1)
 - all council meetings; and (a)
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
 - If a meeting is being held by a council or by a committee referred to in subsection (1) (b), (2) the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following -a matter affecting an employee or employees; (a)

- (b) the personal affairs of any person;
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;
- (e) a matter that if disclosed, would reveal
 - (i) a trade secret;
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;
- (f) a matter that if disclosed, could be reasonably expected to --
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;
 - (ii) endanger the security of the local government's property; or
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
- (g) information which is the subject of a direction given under section 23 (1a) of the Parliamentary Commissioner Act 1971; and
- (h) such other matters as may be prescribed.
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.



G 10 PUBLIC QUESTION TIME

Policy Statement

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

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

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

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

PUBLIC QUESTION TIME PROFORMA

CONTINUED

Question(s)

Please ensure that your question complies with the Public Question Time Polic Statement as published in the Council Agenda and stated as per the attached			
Name:			
Residential Add (Required if written	dress: response requested)		
Organisation N (If presenting on b			
Council Meeting Date: _	Item No. Referred To: (If Applicable)		
Write your quest	ion(s) as clearly and concisely as possible – lengthy questions may be paraphrased.		
Note:	To provide equal opportunity for all in attendance to ask questions, a limit of two (2) questions at a time from any one person is imposed.		

Signature:	Date:
OFFICE USE ONLY	
Presented Meeting Date:	Item No:

Order Of Business

1	Opening	g		9
	1.1	Decla	ration of Opening	9
	1.2	Ackno	owledgement / Disclaimer	9
	1.3	Stand	ling Orders	9
	1.4	Anno	uncement of Visitors	9
	1.5	Decla	ration of Proximity Interest	9
	1.6	Decla	ration of Financial Interests	9
	1.7	Decla	ration of Impartiality Interest	10
2	Attenda	ince		10
	2.1	Memb	pers	10
	2.2	Staff.		10
	2.3	Apolo	gies	10
	2.4	Leave	e of Absence Previously Approved	10
	2.5	Numb	per of People in the Gallery at Commencement of Meeting	10
3	Questic	ons fro	om Previous Meetings	10
	3.1	Resp	onse to Previous Public Questions Taken on Notice	10
	3.2	Resp	onse to Unasked Questions from the Previous Meeting	10
4	Public (Questi	on Time	10
	4.1	Writte	en Questions – Current Agenda	11
	4.2	Public	c Question Time	11
5	Applica	tions	for Leave of Absence	11
6	Present	ations	5	11
	6.1	Petitic	ons	11
	6.2	Prese	entations	11
	6.3	Depu	tations	11
	6.4	Deleg	ates' reports	11
7	Confirm	nation	of Minutes of Previous Meetings	12
8	Annour	nceme	nts by Presiding Member without Discussion	12
9	Officer'	s Rep	orts	14
	SY007-0)2/25	Site Selection for new Aquatic Facility	14
	SY008-0)2/25	Request for new Multi-Year Funding Agreement - Hardwired Entertainment	14
	SY009-0	02/25	Request to vary Multi-Year Funding Agreement - Wheatbelt Arts and Events Inc	120
	SY010-0)2/25	Multi-Year Funding Agreement Acquittal - York Society Inc 1	25
	SY011-0)2/25	Community Grant Funding Acquittal - WestCycle Canola Classic 2024 1	55
	SY012-0)2/25	Community Survey/Scorecard Results 2024/25 1	70
	SY013-0)2/25	Operational Management of the York Recreation & Convention Centre 2	274

SY014-02/25	Confirmation of Request for Postponement of Election to Allow Consolidation	280
SY015-02/25	Report on Councillor Attendance at the 2024 National Local Roads, Transport and Infrastructure Congress	285
SY016-02/25	Consideration of Recent Communication from the Town of Port Hedland	299
SY017-02/25	Public Interest Disclosure - Review of Guideline and Policy G15	342
SY018-02/25	Policy Review - Recission of Policies	376
SY019-02/25	Policy Review - Policy E9 - Attendance at Events: Councillors & Chief Executive Officer, Policy G3 - Civic Functions, Awards & Hospitality and Policy G11 - Conduct of Council Agenda Briefings & Concept Forums	386
SY020-02/25	Policy Review - Policy C1 - Honorary Freeman of the Shire of York, Policy E4 - Council Delegates: Roles & Responsibilities, Policy E8 - Payment of Legal Costs for Councillors, Policy G7 - Disruptive Behaviour at Council Meetings, Policy G8 - Petitions and Policy G9 - Reference or Working Groups	414
SY021-02/25	Investments - December 2024	452
SY022-02/25	Financial Report - December 2024	457
SY023-02/25	Investments - January 2025	519
SY024-02/25	Financial Report - January 2025	524
Motions of W	hich Previous Notice Has Been Given	577
Questions fro	om Members without Notice	577
Business of a	an Urgent Nature Introduced by Decision of the Meeting	577
Meeting Close	ed to the Public	577
13.1 Matte	rs for which the Meeting may be closed	577
13.2 Public	c Reading of resolutions to be made public	577
Closure		577

1 OPENING

- 1.1 Declaration of Opening
- 1.2 Acknowledgement / Disclaimer

The Shire President advises the following:

"The York Shire Council acknowledges the Ballardong people of the Noongar Nation who are the Traditional Owners of the country where this meeting is being held 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.

In accordance with Regulations 14I and 14J of the Local Government (Administration) Regulations 1996, notice is given that this meeting is being video and audio recorded to facilitate community participation and for minute-taking purposes. By being present at a meeting, members of the public consent to the possibility that their image and voice may be recorded. Audio recordings are published on the Shire's website following the meeting and may be released upon request to third parties.

Members of the public are reminded that, in accordance with Section 6.16 of the Shire of York Local Government (Council Meetings) Local Law 2016, 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 in accordance with Regulation 10 of the Local Government (Administration) Regulations 1996. Therefore, members of the public should not rely on any decisions until formal notification in writing from the Shire has been received.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."

- 1.3 Standing Orders
- 1.4 Announcement of Visitors
- 1.5 Declaration of Proximity Interest

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

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

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

1.6 Declaration of Financial Interests

Councillors/Staff are reminded of the requirements of s5.60A, s5.61 and s.5.65 of the *Local Government Act* 1995, to disclose any interest during the meeting when the matter is discussed. A member who has made a

declaration must not preside, participate in, be present in or vote during any discussion or decision-making procedure relating to the matter the subject of the declaration.

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

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

1.7 Declaration of Impartiality Interest

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

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

2 ATTENDANCE

- 2.1 Members
- 2.2 Staff
- 2.3 Apologies
- 2.4 Leave of Absence Previously Approved
- 2.5 Number of People in the Gallery at Commencement of Meeting

3 QUESTIONS FROM PREVIOUS MEETINGS

- 3.1 Response to Previous Public Questions Taken on Notice *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 Act and Regulations. In addition to this the Shire's *Local Government (Council Meetings) Local Law 2016* states:

6.7 Other procedures for question time for the public

(1) A member of the public who wishes to ask a question during question time must identify themselves and register with a Council Officer immediately prior to the meeting.

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

5 APPLICATIONS FOR LEAVE OF ABSENCE

6 PRESENTATIONS

- 6.1 Petitions
- 6.2 Presentations
- 6.3 Deputations

6.3.1 Joe Dwyer

Joe Dwyer will present a deputation in regard to Item SY SY007-02/25 - Site Selection for new Aquatic Facility.

6.4 Delegates' reports

6.4.1 Cr Denese Smythe

Cr Denese Smythe advised she had attended the following meetings and events during December 2024 and January 2025:

DAY	MEETING/EVENT DESCRIPTION	VENUE	
02/12/2024	York Business Association	CRC	
03/12/2024	Strategic Community Planning Session	Town Hall	
03/12/2024	Concept Forum	Council Chambers	
04/12/2024	Strategic Community Planning Session	Town Hall	
05/12/2024	Strategic Community Planning Session	Town Hall	
06/12/2024	Kids Club Christmas Party	Avon Park	
06/12/2024	Shire Christmas Function	YRCC	
07/12/2024	Children's Christmas Party	Peace Park	
	Agenda Briefing	Council Chambers	
11/12/2024	LIA Information Session	DFES	
17/12/2024	Ordinary Council Meeting	Council Chambers	
18/12/2024	Lumen Christmas Function	CRC	
18/12/2024	WALGA Webinar	Zoom	
23/12/2024	Staff Farewell	CRC	
15/01/2025	Meeting with CEO	Shire Administration	
26/01/2025	Australia Day	Various locations	
28/01/2025	Special Council Meeting	Council Chambers	

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Ordinary Council Meeting - 17 December 2024 Special Council Meeting - 28 January 2025

Confirmation

That the minutes of the Ordinary Council Meeting held on 17 December 2024 and the Special Council Meeting held on 28 January 2025 be confirmed as a correct record of proceedings.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

8.1 Meetings and Events Attended

The Shire President advised he had attended the following meetings and events during December 2024 and January 2025:

DAY	MEETING/EVENT DESCRIPTION	VENUE
03/12/2024	Meeting with CEO	Shire Administration
03/12/2024	Concept Forum	Council Chambers
06/12/2024	Council Christmas Function	YRCC
10/12/2024	Meeting with CEO	Shire Administration
10/12/2024	Agenda Briefing	Council Chambers
10/12/2024	YDHS Graduation Ceremony	YDHS
11/12/2024	YDHA Graduation Ceremony	YDHS
16/12/2024	Radio Interview	Voice of the Avon
17/12/2024	Meeting with CEO	Shire Administration
17/12/2024	Ordinary Council Meeting	Council Chambers
18/12/2024	Signing Lease Documentation – Healthy Self	Shire Administration
	Wellness York & York Cricket Club	
07/01/2025	Meeting with CEO	Shire Administration

14/01/2025	Meeting with CEO	Shire Administration
14/01/2025 Meeting to discuss Australia Day events CRC		CRC
21/01/2025	Meeting with CEO	Shire Administration
26/01/2025	MC at Australia Day Breakfast	YRCC
28/01/2025	Meeting with CEO	Shire Administration
28/01/2025	Special Council Meeting	Council Chambers

9 OFFICER'S REPORTS

SY007-02/25 SITE SELECTION FOR NEW AQUATIC FACILITY

File Number:	4.8046
Author:	Rebecca Palumbo, Manager Projects & Assets
Authoriser:	Lindon Mellor, Executive Manager Infrastructure & Development Services
Previously before Council:	17 March 2008 (030811) 21 March 2016 (050316) 26 June 2017 (150617) 29 April 2019 (100419) 28 September 2021 (060921) 23 April 2024 (090424) 26 November 2024 (041124; 051124)
Disclosure of Interest:	Nil
Appendices:	 Site Locations ↓ Geotechnical Report ↓ SWOT Decision Support Matrix ↓ Recommended Site ↓ 2024 Condition Assessment ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

For Council to select a site for the location for the planning of a new aquatic facility.

BACKGROUND

At its November 2024 Ordinary Meeting Council were presented with a report to determine the site selection for York's new aquatic facility. Council were unable to reach a decision therefore the matter is being presented to Council again for a determination to be made, enabling work on the project to proceed.

Council has been considering the future of the York Swimming Pool for many years since becoming aware that the condition of the current infrastructure was deteriorating to the extent that the risk of failure of critical items was extreme.

From 2008 to 2024 there have been four independent condition assessments and six Council reports considered. At its April 2024 Ordinary Meeting Council considered the pool renewal and resolved (090424):

"That, with regard to the York Swimming Pool Renewal, Council:

- 1. Receives the Feasibility Study report, as presented in Appendix 9.
- 2. Resolves to proceed with planning for a new aquatic facility which includes a fifty (50) metre pool.
- 3. Directs the Chief Executive Officer to undertake site geotechnical investigations at sites as outlined in the Feasibility Study.

- 4. Directs the Chief Executive Officer to prepare a business case for the new facility and develop a proposal for detailed design work to be considered in the 2024/25 budget.
- 5. Directs the Chief Executive Officer to investigate sourcing external funding for twothirds of the expected costs of a new aquatic facility.
- 6. Directs the Chief Executive Officer to investigate a Shire contribution to a maximum of one-third of the project costs for the construction of a new aquatic facility.
- 7. Resolves to approve the transfer of \$10,000 from the Swimming Pool Reserve to GL: 112302 Swimming Pool Capital for initial site investigations.
- 8. Notes further community consultation will occur during the detailed design phase."

COMMENTS AND DETAILS

Three (3) sites have been identified as potential locations for a new aquatic facility. They are:

Site A – Recreation Precinct South-west Corner Site – 44 (Lot 100) Henrietta Street

Site B – Recreation Precinct North-west Corner Site – 51 (Lot 292) South Street

Site C – Existing site – 5 (Lot 593) Georgiana Street

The site locations are presented in Appendix 1.

Following the direction from Council, a scope of works for site geotechnical investigations was developed.

A range of standard soil tests were carried out in a National Association of Testing Authorities (NATA) approved laboratory and a report was prepared for each site. The site assessment report included a recommendation as follows:

"7.11 Recommendation on Site Selection

Local Geotechnics is given to understand that one of the sites will be selected for the proposed construction. Based on our findings and in geotechnical point of view, LG is of the opinion that the Site B – Recreation Centre (northwest corner) – 45 South Street will be a better site compared to other two sites for the proposed construction."

The geotechnical report is presented in Appendix 2.

To progress the site selection, a decision support matrix was developed using a standard SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis. The purpose of this was to consider the strengths and weaknesses of each of the identified sites.

The SWOT Decision Support Matrix is presented in Appendix 3, with key considerations discussed below.

Site A – The corner site in the Recreation precinct adjacent to Henrietta Street.

- The site is vacant with minimal demolition costs, it would be an attractive entry statement to town.
- The site has six lots that need to be amalgamated before any development can begin, extending the project timeframe.
- The site would require new water and power services to be connected to the site. Providing utilities that are not currently available at the site would increase costs to the project substantially and potentially extend project timelines.
- The site does not achieve complete integration and co-location with existing facilities, and pedestrian movement around the recreation precinct poses safety risks due to its position across the main vehicle entryway.
- Pedestrian access to the town centre is poor, as Henrietta Street exposes pedestrians to heavy vehicles. This situation may worsen with future intersection upgrades in the Light Industrial Area.

- The nearby road, a key freight route to the Wheatbelt, experiences significant heavy vehicle traffic. These traffic vibrations may cause damage to a pool shell over time.
- It is not the preferred site based on geotechnical results.

Site B – The corner of South Street in the recreation precinct

- Offers the best outcomes regarding integration with other recreation facilities.
- The nearby YRCC building allows pool users to share its facilities, minimising duplication in the new pool design. Co-locating with other recreation facilities is an industry trend due to cost savings and increased patronage outcomes. This location ensures safe access for swimming lessons, benefiting the school.
- Co-location contributes to work health and safety outcomes by reducing the risk associated with staff working in isolation.
- The scope includes replacing the existing outdoor basketball courts that are in poor condition and will require future upgrade in any case. An area has been identified south of the proposed aquatic facility for new courts, which will enhance integration benefits. The old bowling club building, used by the Early Years Hub, will need to be demolished to remove outdated infrastructure. The Hub will move to an alternative fit for purpose facility.

Site C on Georgiana Street

- Offers very little benefits, will disrupt many users and impact services.
- The aquatic facility would close for up to two seasons, halting swimming club, school lessons, vacation swimming, and cadet programs. With attendance data for the pool this year expected to exceed 18,000 visits, closure would significantly impact the community.
- This site offers no integration with existing recreational uses, and all infrastructure would require demolition.

The Aquatic Centre Feasibility Study received by Council at its April 2024 meeting considered the three sites and in the professional view of the consulting team from Tredwell Management, who work nationally in sport and recreation planning, the best location for the development of a new pool is at Site B – the South Street site. Additionally, the geotechnical investigation conducted by Local Geotechnics recommends this site as being the most suitable. The recommended site is presented in Appendix 4.

Based on the data and reasoning provided, the Administration proposes the best location for a new aquatic facility is Site B – the South Street site as part of the recreation centre.

The reasons for this recommendation include:

Benefits of locating pool near other recreation facilities

- Shared Use of Existing Facilities The pool can leverage amenities already available at the recreation centre, such as the gym and meeting room, reducing the need for duplicate infrastructure and optimising space utilisation.
- Convenience for Existing Users Individuals who visit the recreation site for other activities can seamlessly access the pool without the need to travel to a separate location, enhancing their overall experience and engagement.
- Enhanced Community Engagement and Activation The addition of a pool increases foot traffic, encouraging a more dynamic and vibrant recreation hub that attracts a diverse range of users, from families and seniors to athletes and casual visitors.
- Boost to On-Site Services Higher patronage at the recreation precinct can lead to increased usage of on-site amenities, such as the café, generating additional revenue streams.
- Opportunities for Integrated Programs and Events The proximity of multiple facilities allows for the development of integrated wellness programs, such as swim-and-gym memberships,

water therapy sessions, and cross-training programs, catering to a broader spectrum of fitness and rehabilitation needs.

• More Efficient Use of Resources - Shared staffing, maintenance, and operational efficiencies can reduce costs while improving service delivery, ensuring a sustainable and cost-effective recreational environment.

Benefits of location to York District High School

• Provides convenient and safe access for students involved in swimming lessons, school sports programs, and other activities.

Impacted infrastructure

- The current outdoor basketball courts are deteriorated, with cracked pavements and court hardware that requires replacement. There is an opportunity to incorporate new outdoor courts to the south of the proposed Site B.
- The old bowling club building is not suitable for use. It has been repurposed for children's activities, but the bar area and aging facilities make it unsuitable. There is no air conditioning, and the discovery of friable asbestos adjacent to the outdoor play area is a risk that is noted to be addressed through developing that site area.
- The Asset Management Plan for Buildings 2024 recommends:

"The Asset Register should be analysed to identify obsolete and surplus building assets. This analysis will help identify items that are no longer in use or have become redundant, allowing for their potential disposal.

By conducting this review, the asset portfolio can be streamlined, resource allocation optimised and support the retention of valuable and functional assets only."

- The old bowling club was identified as a facility where disposal should be progressed. No matter the final site selection for the aquatic facility, disposal of this building will need to be considered in the near future.
- The indoor basketball stadium, tea rooms and tennis courts will not be affected by the development.

Continuation of service

- Selecting the existing site would result in closure of the facility for up to two years during the construction phase.
- Loss of a pool facility would risk the future of a range of programs including the Swimming Club, Emergency Service Cadet program through the school, in term swimming lessons and Vac Swim.
- The annual pool attendance for 2024/25 is projected to reach 18,000 users with an increase in early morning swimmers. The closure of the pool for up to two seasons would impact a service that serves a growing number of community members.

Impact on User Groups

- Choosing the existing site would negatively impact on current users of the pool during the construction period. There is no alternative for these users and the activities would be cancelled completely for that period of time.
 - o 300 primary school students would not have access to in term swimming lessons
 - 200 high school students would not have access to swimming through the Cadet program
 - 71 swimming club members would lose multiple seasons of training and competition
- There is a risk that if these activities are cancelled, that the number of participants returning will also decline.

- Choosing Site B would impact on the Early Years Hub. This group has 39 children as members.
- The group has a lease that is due for renewal in 2026. Given the declining condition of the building and grounds it is likely the building would be recommended for disposal as part of strategic asset management planning.
- Losing the building does not mean losing its use. The benefit of the Play Group to the community is not questioned and if this site was selected it would be imperative that plans for transitioning to a new space were initiated so the group can have confidence leading into the construction phase.
- Play group is scheduled for four hours per week. It is recognised the facility is used for other things such as Prindy which runs in Term Four. Most of the other use is occasional and can be accommodated in a new space.
- There is significant opportunity to enhance, not displace, the early childhood services by incorporating a purpose-built design into the planning.
- The existing building and grounds are approaching the end of their functional lifespan, posing ongoing maintenance challenges for a small community organisation. Securing access to a new facility would alleviate both financial and volunteer burdens.
- Rather than maintaining an outdated structure, integrating these services into a new development provides families with improved amenities and security for the long term.
- There is an opportunity to consider developing the existing site for community purposes. Integrating early childhood services into a new development ensures a modern, fit-forpurpose facility that supports early learning, community engagement, and long-term sustainability. By taking this opportunity, Council can deliver a future-focused, multi-use facility that meets the needs of all generations, strengthening York's social fabric.
- Temporary arrangements must be considered during the transition period of construction. Alternative facilities will be explored as a temporary solution.
- York District High School utilises the outdoor basketball courts for a range of physical education activity at various times. Loss of this facility during the construction phase would require some change of programming but impact can be eased by working with the School to facilitate access to other arrangements, including easier access to the indoor basketball court.
- The school recognises the long-term benefits of the new aquatic facility and Site B remains their preferred site.
- The Education Department currently spends \$19,000 annually on lease fees for recreational facilities. The outdoor courts are a small part of this area, while the pool occupies a significant portion of the lease.
- The Netball Club and Basketball Club are key users of the outdoor courts. Both clubs have training in York with competition based in Northam.
- The Netball Club has four teams with approximately 36 members and the Basketball Club has six teams with 60 members.
- Both clubs are supportive of new facilities with the current poor condition of the outdoor courts a concern.
- They recognise the long-term benefit of integrating the pool in this location and are supportive of making things work while the courts were unavailable.
- Options include facilitating access to the indoor basketball courts and working with the school to organise community use of the school facilities. There is a grant opportunity to assist in minor upgrades to support these kinds of arrangements. The school is supportive of this.

• It is recognised that the courts are used often for casual 'shoot arounds'. During the construction phase a temporary site could be considered that ensured this can continue. It provides an opportunity to investigate a half court facility at another location.

There is some commentary in the community that repairing the existing facility is viable. However, since 2008, four independent assessments have highlighted significant infrastructure issues. The most recent report in November 2024 from a leading Australian aquatic engineering consultant, stated:

"BEC Ninnes Fong advises against repairing the existing facility as repairs will be a significant challenge. The costs associated with repairing and modernizing the pool structure, tanks, and plant room to meet current standards and regulations are expected to be substantial relative to the benefits obtained.

Past experience suggests that new issues may arise during the renewal process, necessitating further expenditures. Achieving compliance with current standards and regulations poses a considerable challenge.

BEC Ninnes Fong strongly recommends the construction of a new aquatic facility as it will provide residents with the highest standard of quality and safety, with no major problems and lower costs for the next 50-60 years."

The full condition report is presented in Appendix 5.

The new aquatic facility represents a long-term investment, and the decision should consider not only the present circumstances but also the community's future needs over the next fifty years.

The old bowling club building and basketball courts have a significantly shorter usable lifespan and should not be considered a detriment to this location. The rationale for the recommendation of Site B is the long-term benefits associated with integrating the new aquatic facility with existing recreational activities.

OPTIONS

Council has the following options:

Option 1: Council could choose to locate the new aquatic facility on the recommended site.

- **Option 2:** Council could choose to decide that one of the other sites is preferred.
- **Option 3:** Council could choose to make a different decision.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Following on from previous community consultation on the future of the swimming pool, targeted consultation was carried out to inform the recommendation.

The Principal of the York District High School advised that losing the facility for up to two years would result in water safety programs being cancelled. Time and the cost of travel would prevent relocation to another facility. Water safety also forms a large part of the Emergency Cadets program and this also would be cancelled.

Long term coordinator of the various York water safety programs, Shelley Ashworth, was consulted. Not only was the loss of organised swimming lessons for a period of time a great concern but in her experience reduced access to casual swimming opportunities resulted in poor swimming outcomes for children. Her belief was that this one to two year cancellation would have flow on affects in regard to child water safety.

The York Family Play Group committee was consulted, and they are concerned about losing their current site. They discussed what a new location would need to include. They highlighted the service they provide on Show Day. Their priority is to stay where they are, but they are open to exploring alternative options if an equivalent site could be found. They believe it sends a poor message for a

pool to 'be prioritised over a Playgroup that provides essential services year-round, not just for the swimming season'.

The York Bowling Club has submitted some comments with their concern being a mistaken belief that the indoor stadium was being demolished. They also have concerns about noise impact on their members.

The President of the York Swimming Club was consulted. The Club is most concerned about the potential for the existing site to be chosen as the loss of access for two seasons would be disastrous for the Club. They recognise the value of integrating the facility with existing recreation uses.

The York Tennis Club have been involved in discussions. There has been some chat in the community that several tennis courts will be adapted as hard courts. The Tennis Club is keen to reiterate that they use all eight courts on a regular basis. There are no plans in the current project scope to consider this as an option.

Strategic

Strategic Community Plan 2020-2030

Goal 1: The Place to be.

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

Goal 4: Built for Lifestyle and Resilience

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

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

The 2024/25 budget includes \$200,000 for a Business Case for a new aquatic facility and the commencement of the concept design process.

Following procurement, consultants will draft a business case assessing the facility's benefits and value, as well as a funding strategy to identify external funding sources.

The design consultancy will collaborate with the Shire and community to create concept plans, taking into account key elements and functions, before progressing to the detailed design stage.

Council has resolved to investigate sourcing external funding for the construction of a new aquatic facility which will only be able to be completed once a site is confirmed.

Escalation of construction costs is a concern in any infrastructure project. Continued delay in progressing planning for a new aquatic facility will have an impact on the total project cost.

Legal and Statutory

Nil

Risk Related

The selection of a new facility's location will have an impact on the community. Regardless of the chosen site, certain community members will need to adjust and adapt. Since change can be challenging and any mismanagement may result in reputational damage, it is essential to engage with affected stakeholders at an early stage and address their needs effectively.

The development of a Major Projects page on the Shire website has assisted in ensuring one source of knowledge and reduces the risk of misinformation in the community, which will continue to be updated throughout the project.

Workforce

Managing the pool renewal project can be undertaken utilising existing internal resources.

VOTING REQUIREMENTS

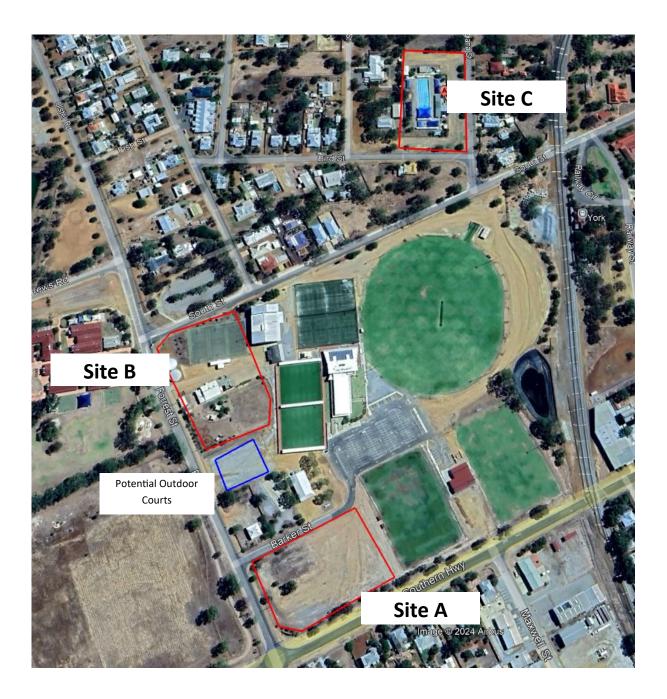
Absolute Majority: No

RECOMMENDATION

That, with regard to Site Selection for new Aquatic Facility, Council:

- 1. Resolves to select site B Recreation Precinct North-west Corner Site, specifically 44 Forrest Street (Lot 292), York for the proposed new aquatic centre as presented in Appendix 4.
- 2. Directs the Chief Executive Officer to continue to prepare a business case and commence concept designs for a new aquatic centre utilising the chosen site.
- 3. Notes that consultation with impacted community groups will be required to plan for relocation of current uses.
- 4. Notes that this is a small step in the planning for a new facility and is not a decision to proceed with construction.

Potential Sites—York Aquatic Facility







SECAL GEOTECHNICS

9 August 2024

To **Shire of York**

Dear Sir/Madam,

RE: Geotechnical site investigation for Aquatic Facility, York WA.

This letter presents our report on a geotechnical site classification carried out at *Aquatic Facility*, *York WA*. The report must be thoroughly read and implemented in full, no partial implementation of this report is allowed.

If you have any questions in regards to the geotechnical site investigation or we can be of further assistance, please do not hesitate to contact Local Geotechnics.

Sincerely yours

Local Geotechnics

Director

Dr. Harun Meer Ph.D.(Geotech), M. Eng. (Geotech), B. Eng. (Civil) MIEAust, CPEng, EngExec, NER, APEC Engineer, IntPE(Aust)

Unit 12, 8 Production Road, Canning Vale WA 6155 PO Box 5050, Canning Vale South, WA 6155 08 9457 3517 (0), 0425 545 508 (M) ABN 61 737 984 867 admin@localgeotechnics.com.au localgeotechnics.com.au

PROJECT INFORMATION

Project	LG7532024GI REV_0 Geotechnical Site Investigation			
Site Location	Aquatic Facility, York WA			
Rev	Description	Date	Prepared by	Approved by
0	Issued to client	9 August 2024	Y Chen	H Meer

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 3 of 18

TABLE OF CONTENTS

EXEC	UTIVE SUMMARY	5
1.0	INTRODUCTION	
2.0	PROPOSED DEVELOPMENT	
3.0	SCOPE AND OBJECTIVES	8
4.0	SITE CONDITIONS	
4.1	Surface Condition	
4.2	Subsurface Condition	
4.3	Water Table and Drainage	
5.0	FIELD INVESTIGATION	8
5.1	Borehole Logs	
5.2	Dynamic Cone Penetrometer (DCP) Tests	10
5.3	Field Permeability Test	
5.3.1	1 Testing Equipment: Guelph Permeameter	11
5.3.2		
5.3.3	3 Test Results	
6.0	LABORATORY TEST	13
7.0	ENGINEERING CONSIDERATIONS AND RECOMMENDATIONS	
7.1	Inferred soil profile	
7.2	Groundwater	
7.3	Suitability of Excavated Materials for use as Fill	15
7.4	Structural Fill	
7.5	Earthquake Design Factor	15
7.6	Site Sub-Soil Classification	15
7.7	Earthworks	
7.7.′		15
7.7.2	2 Site Preparation	16
7.8	Cut and Fill Batters	16
7.9	Site Classification	16
7.10		17
7.11		17
8.0	LIMITATION OF USE	17
9.0	REFERENCES	18

LIST OF FIGURES

Figure 1.Aerial View of the Site LocationFigure 2.Field Permeability Test by Guelph Permeameter

LIST OF TABLES

Table 1. Summary of DCP test data

- Table 2. Summary of Field Permeability Tests
- Table 3. Summary of Laboratory Test Data
- Table 4. Earthquake Design Factors
- Table 5. General Definition of Site Class (Source: AS 2870-2011)

APPENDICES

Appendix A:Site SketchAppendix B:Test Pit Logs, FPT and DCP Test CertificatesAppendix C:Site PhotosAppendix D:Laboratory Test Certificates

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York

S LOCAL GEOTECHNICS

Page 4 of 18

EXECUTIVE SUMMARY

Shire of York commissioned Local Geotechnics to prepare a geotechnical site classification report for Aquatic Facility, York WA. The proposed construction will be a new aquatic facility. The functional elements have been identified as essential for a new facility are: 50-metre competition pool; Program/leisure pool; Toddlers pool; Plant room; Meeting rooms/office and first aid room; Change room.

Three sites were selected by the client for investigation, which are: Recreation Precinct Corner Site -36-44 Henrietta Street; Recreation Centre (northwest corner) -45 South Street and The existing site -5 Georgianna Street.

In this report, the sites will be denoted as follows:

Site A: Recreation Precinct Corner Site - 36-44 Henrietta Street; Site B: Recreation Centre (northwest corner) – 45 South Street; and, Site C: The existing site – 5 Georgianna Street.

The objectives of the site class investigation were to obtain information on the subsurface conditions in order to classify the site in accordance with the definitions provided in Australian Standard AS2870 – 2011.

Field works were conducted on 3 July 2024 and 4 July 2024 in fine and sunny weather conditions. The investigation work consisted of field observation, documentation, sub-surface probing, soil profile logging and conducting of penetrometer testing alongside the boreholes.

The findings of the site classifications are presented in the following sections

Twelve boreholes (A1, A2, A3, A4; B1, B2, B3, B4; C1, C2, C3, C4) were conducted at Site A, Site B and Site C respectively, by using a drill rig. Borehole locations are shown in the site sketch in Appendix A.

Site A:

consists of a similar soil profile as described below:

• Gravelly SAND (SP), followed by clayey SAND (SC), followed by Gravelly CLAY (CL).

Site B:

B1-B3 consists of a similar soil profile as described below:

 Sandy GRAVEL (GP) followed by Gravelly CLAY (CL) or Clayey GRAVEL (GC) followed by Sandy CLAY (CL)

Site C:

Consists of a similar soil profile as described below:

• Sandy GRAVEL (GP) followed by Sandy CLAY (CL), followed by gravely or sandy clay.

No water table was encountered at any of the boreholes during the time of investigation. Boreholes logs are attached in Appendix B.

It is observed from the DCP test that the site soil is in medium dense to very dense, stiff to hard condition. Based on the DCP results, we recommend that the foundation material is not capable of sustaining an allowable bearing pressure of 100 kPa in its current condition.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 5 of 18

Site Classification

Provided earthworks are completed as per the recommendation in Section 7.7.2 of this report, based on the site soil profile and surrounding condition, the sites can be classified as follows:

Site A: Recreation Precinct Corner Site - 36-44 Henrietta Street **"CLASS M**" in accordance with the definitions provided in Australian Standard AS2870 - 2011. The characteristics surface movement **Ys** is considered to be <u>35 mm</u>.

Site B: Recreation Centre (northwest corner) – 45 South Street

"CLASS M" in accordance with the definitions provided in Australian Standard AS2870 - 2011. The characteristics surface movement **Ys** is considered to be <u>30 mm</u>.

Site C: The existing site – 5 Georgianna Street

"CLASS H1" in accordance with the definitions provided in Australian Standard AS2870 - 2011. The characteristics surface movement **Ys** is considered to be <u>45 mm</u>.

Stormwater Drainage

Offsite disposal of roof runoff and stormwater is recommended. However, if council allowed and a qualified drainage designer can consider the disposal of roof runoff and stormwater via onsite and offsite disposal system. The drainage system must be designed by a qualified engineer as per the requirements of the local government authority.

Ground water table was not encountered at any of the test pits during the investigation. Recommended field permeability for Site A is 2.2 m/day, for **Site B is 2.9 m/day** and for Site C is 1.7 m/day.

Recommendation on Site Selection

LG is given to understand that one of the sites will be selected for the proposed construction. Based on our findings and in geotechnical point of view, LG is of the opinion that the <u>Site B</u> – <u>Recreation Centre (northwest corner) – 45 South Street</u> will be a better site compare to other two sites for the proposed construction.

Details of engineering recommendations are presented in Section 7.0.

It is highly recommended that a competent geotechnical engineer should supervise earthworks and construction to ensure that all organic, roots, demolition debris, loose material have been adequately removed from the area and that the fill material is adequately compacted.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 6 of 18

1.0 INTRODUCTION

Shire of York commissioned Local Geotechnics (LG) to prepare a geotechnical site investigation report for Aquatic Facility, York WA (the project).

Three sites were selected by the client for investigation, which are: Recreation Precinct Corner Site -36-44 Henrietta Street; Recreation Centre (northwest corner) -45 South Street and The existing site -5 Georgianna Street.

In this report, the sites will be denoted as follows: Site A: Recreation Precinct Corner Site - 36-44 Henrietta Street; Site B: Recreation Centre (northwest corner) – 45 South Street; and, Site C: The existing site – 5 Georgianna Street.

The site locations are shown in Figure 1.



Figure 1. Aerial view of the site location (Source: Landgate)

The objectives of the investigation are to obtain information on the sub-surface conditions to classify the site in accordance with the definitions provided in Australian Standard AS2870 – 2011 and to provide recommendations on stormwater drainage system for the site. Field works were conducted on 3 July 2024 and 4 July 2024. Weather condition on the day of field investigation was fine and sunny.

The scope of the investigation did not include compaction control, bearing capacity, wind force calculations or classifications, slope stability checking, and settlement calculation. Environmental issues were not considered in this report.

2.0 PROPOSED DEVELOPMENT

The proposed construction will be a new aquatic facility. The functional elements have been identified as essential for a new facility are: 50-metre competition pool; Program/leisure pool; Toddlers pool; Plant room; Meeting rooms/office and first aid room; Change room.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page **7** of **18**

3.0 SCOPE AND OBJECTIVES

The scope and objectives of the investigation are as follows:

- Preparation of a Job Safety and Environmental Analysis (JSEA) document for the geotechnical investigation and implementation of the JSEA register during the fieldworks.
- Identifying any underground services crossing the proposed field investigation locations by conducting "Before You Dig Australia (BYDA)" search.
- Conducting of up to twelve (12) Boreholes (BH) (4 BHs at each site) by using a Meridith Sampler Drill Rig up to 4.0 m or refusal;
- Conducting of Dynamic Cone Penetrometer (DCP) tests alongside the boreholes up to a depth of 3.0 m or refusal;
- Conducting of up to three (03) Field Permeability Test (FPT), one FPT at each site) as per ASTM D5126 – 90;
- Conducting of laboratory tests at NATA accredited laboratory which included:
 - Particle Size Distribution Test (AS 1289 3.6.1);
 - Plasticity Index Atterberg Limit Test (AS 1289 3.1.2, 3.2.1, 3.3.1, 3.4.1);
 - Shrink/Swell Index.
- Logging of site soil profile as per Australian Standard AS1726;
- Groundwater recording as per test pit observation;
- Submit a factual report on findings to classify the site in accordance with the Australian Standard AS2870 2011;
- Provide recommendation on earthworks; and
- Provide recommendation on stormwater drainage.

4.0 SITE CONDITIONS

4.1 Surface Condition

Site A and Site C are located within the York Recreation and Convention Centre, Site B is the existing site of York Swimming Pool. The surface condition and overall topography of the site are generally flat. There are small to large sizes trees can be observed during the time of investigation. Site A was observed to be a vacant lot. There are existing buildings and large paving within the proposed construction area of Site B and Site C. Utility overhead poles can also be observed within Site B and Site C.

Water ponding was not observed at the site during the time of investigation. Site photos taken during the field investigation are shown in Appendix C.

4.2 Subsurface Condition

A review of Environmental Geological Western Australia survey Map of Perth 1:250,000 (Sheet SH 50-14 and Part of Sheet SH 50-13) was conducted before site investigation. Environmental Geological map of Perth revealed that **Site A** and **Site C** is consisted of Am – Migmatite – banded and nebulitic, often strongly contorted; **Site B** is consisted of Qra – Alluvium – clay, sand and loam.

4.3 Water Table and Drainage

No information about ground water levels could be found when reviewing 'Perth Ground Water Atlas' of the Department of Water.

5.0 FIELD INVESTIGATION

The field investigation consists of boreholes by using a Meridith Sampler Drill Rig at twelve (12) locations, taking photograph and conducting of Dynamic Cone Penetrometer (DCP) testing alongside the boreholes.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 8 of 18

5.1 Borehole Logs

Twelve boreholes (A1, A2, A3, A4; B1, B2, B3, B4; C1, C2, C3, C4) were conducted at Site A, Site B and Site by using a drill rig. Borehole locations are shown in the site sketch in Appendix A.

Borehole (BH) A1 to A4 were conducted at Site A, BH B1 to B4 were conducted at Site B and BH C1 to C4 were conducted at Site C. During sub-surface probing, the spoil was stockpiled adjacent to the test location. The subsurface profiles exposed in the boreholes were logged in accordance with AS1726 and were photographed to provide a visual record of subsurface conditions encountered. Following these activities, each test location was progressively backfilled in the reverse order of excavation works.

Site A (BH A1 to A4):

A1-A4 consist of a similar soil profile as described below:

- **Gravelly SAND (SP)** fine to medium grained, brown, with sub-angular gravel up to 10 mm in size, slightly moist, dense to very dense;
- SAND (SP) fine to medium grained, pale brown, slightly moist, dense to very dense;
- Clayey SAND (SC) fine to medium grained, pale brown, with low plasticity clay, slightly moist, very dense.

A3 contains a soil profile as described below:

• **Gravelly CLAY (CL)** – low plasticity clay, grey brown, with sub-angular gravel up to 10 mm in size, slightly moist, very stiff to hard, from a depth of 0.2 m to 0.5 m.

Site B (BH B1 to B4):

B1-B3 consist of a similar soil profile as described below:

- **Topsoil, Sandy GRAVEL (GP)** sub-rounded gravel up to 20 mm in size, brown, with fine to medium grained sand, slightly moist, dense to very dense;
- Gravelly CLAY (CL) low plasticity clay, dark brown, with sub-rounded gravel up to 20
 mm in size, moist, very stiff to hard;
- Clayey GRAVEL (GC) sub-rounded gravel up to 10 mm in size, red brown, with low plasticity clay, moist, very dense.

B2-B4 contain a soil profile as described below:

• Sandy CLAY (CL) – low plasticity clay, brown to red brown, with fine to medium grained sand, slightly moist, hard.

B4 contain a soil profile as described below:

• **Gravelly SAND (SP)** – fine to medium grained, pale brown, with sub-angular gravel up to 20 mm in size, with low plasticity clay, slightly moist, very dense.

Site C (BH C1 to C4):

C1-C2 consist of a similar soil profile as described below:

- **Topsoil, Sandy GRAVEL (GP)** sub-angular gravel up to 20 mm in size, brown grey, with fine to medium grained sand, slightly moist, very dense;
- Sandy CLAY (CL) low plasticity clay, brown, with fine to medium grained sand, slightly moist, hard;
- CLAY (CL) low plasticity, brown, moist, hard.

C1 contain a soil profile as described below:

• Gravelly CLAY (CL) – low plasticity clay, brown, with sub-angular gravel up to 20 mm in size, moist, hard.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York

S LOCAL GEOTECHNICS

Page 9 of 18

C2 contain a soil profile as described below:

 Clayey GRAVEL (GC) – sub-angular gravel up to 20 mm in size, brown, with low plasticity clay, slightly moist, very dense.

C3-C4 consist of a similar soil profile as described below:

- Topsoil, Clayey SAND (SC) fine to medium grained, red brown/brown, with low plasticity clay, tree roots, moist, medium dense to dense;
- Clayey SAND (SC) fine to medium grained, brown, with low plasticity clay, dense to very dense:
- CLAY (CL) low plasticity clay, brown, moist, very stiff to hard;
- Sandy CLAY (CL) low plasticity clay, brown, with fine to medium grained sand, moist, very stiff to hard;
- Gravelly CLAY (CL) low plasticity clay, brown, with sub-angular gravel up to 20 mm in size, moist, very stiff to hard.

A3 and A4 were terminated at a depth of 1.5 m and 1.1 m due to refusal on hard layer; B1, B2 and B3 were terminated at a depth of 2.5 m, 2.2 m and 2.8 m respectively, due to refusal on gravel; C1 and C2 were terminated at a depth of 3.5 m and 3.3 m respectively, due to refusal on gravel. A1, A2, B4, C3 and C4 were terminated at the target depth of 2.5 m.

No water table was encountered at any of the boreholes during the time of investigation. Boreholes logs are attached in Appendix B.

Dynamic Cone Penetrometer (DCP) Tests 5.2

Table 1. Summary of DCP test data

DCP tests were conducted alongside the test pits. DCP test indicates soil density of the site as per Standard Australia HB 160-2006, Table 6.4.6.1(A) & (B).

DCP1 to DCP4 were conducted at Site A, DCP5 to DCP8 were conducted at Site B and DCP9 to DCP12 were conducted at Site C.

DCP data are presented in Table 1. DCP test certificates are attached in Appendix B.

DCP No. DCP1 DCP2 DCP3 DCP4

Depth (mm)	Pene	Penetration Resistance / Density Classification - Blows/100mm											
0 - 100	23	VD	6	D	7	D	22	VD					
100 - 200	>25	R	8	D	9	VD	22	VD					
200 - 300	-	-	8	D	8	VSt	>25	R					
300 - 400	-	-	8	D	12	Н	-	-					
400 - 500	-	-	>25	R	>25	R	-	-					

DCP No.	DCP5		DCP6		DCP7		DCP8	
Depth (mm)	Pene	etration R	esistance	e / Densit	y Classifi	ication - I	Blows/10	Omm
0 - 100	>25	R	5	D	6	D	7	D
100 - 200	-	-	4	D	7	D	9	VD
200 - 300	-	-	5	VSt	6	VSt	18	Н
300 - 400	-	-	4	St	9	VSt	>25	R
400 - 500	-	-	3	St	6	VSt	-	-
500 - 600	-	-	4	St	8	VSt	-	-

Project: LG7532024GI REV 0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York

😂 LOCAL GEOTECHNICS

Page 10 of 18

DCP No.	DCP5		DCP6		DCP7		DCP8		
Depth (mm)	Pene	etration R	esistanc	e / Densit	ty Classification - Blows/100mr				
600 - 700	-	-	4	St	20	Н	-	-	
700 - 800	-	-	9	VSt	>25	R	-	-	
800 - 900	-	-	10	VSt	-	-	-	-	
900 - 1000	-	-	7	VSt	-	-	-	-	
1000 - 1100	-	-	16	VD	-	-	-	-	
1100 - 1200	-	-	>25	R	-	-	-	-	

DCP No.	DC	DCP9		DCP10		P11	DCP12			
Depth (mm)	Pene	etration R	esistanc	e / Densit	y Classif	ication - I	Blows/10	0mm		
0 - 100	>25	R	>25	R	19	VD	3	MD		
100 - 200	-	-	-	-	16	VD	5	D		
200 - 300	-	-	-	-	20	VD	4	D		
300 - 400	-	-	-	-	>25	R	6	D		
400 - 500	-	-	-	-	-	-	4	D		
500 - 600	-	-	-	-	-	-	6	D		
600 - 700	-	-	-	-	-	-	7	D		
700 - 800	-	-	-	-	-	-	6	D		
800 - 900	-	-	-	-	-	-	5	D		
900 - 1000	-	-	-	-	-	-	7	D		
1000 - 1100	-	-	-	-	-	-	5	VSt		
1100 - 1200	-	-	-	-	-	-	7	VSt		
1200 - 1300	-	-	-	-	-	-	10	VSt		
1300 - 1400	-	-	-	-	-	-	9	VSt		
1400 - 1500	-	-	-	-	-	-	6	VSt		
1500 - 1600	-	-	-	-	-	-	7	VSt		
1600 - 1700	-	-	-	-	-	-	8	VSt		
1700 - 1800	-	-	-	-	-	-	8	VSt		
1800 - 1900	-	-	-	-	-	-	8	VSt		
1900 - 2000	-	-	-	-	-	-	7	VSt		
(Table A) Very So	Note: Density Classification is obtained based on Number of blows required for 100 mm penetration of DCP (Table A) Very Soft (VS) < 1; Firm (F) 1 - 2; Stiff (St) 3 - 4; Very Stiff (VSt) 5 - 10; Hard (H) > 10; R= Refusal (Table B) Very Loose (VL) < 1; Loose (L) 1 - 2; Medium Dense (MD) 2 - 3; Dense (D) 4 - 8; Very Dense (VD) > 8									

It is observed from the DCP test that the site soil is in medium dense to very dense, stiff to hard condition.

5.3 Field Permeability Test

Three Field Permeability Test (FPT) were conducted as per ASTM D5126 – 90 by using a Guelph Permeameter. FPT1 was conducted at Site A, FPT2 was conducted at Site B and FPT3 was conducted at Site C.

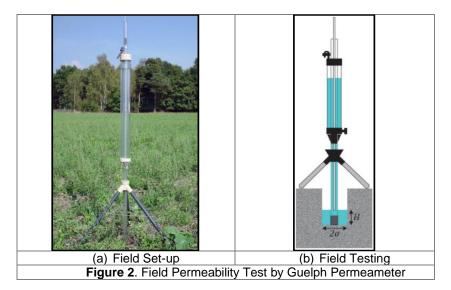
5.3.1 Testing Equipment: Guelph Permeameter

Guelph Permeameter is a constant head device that operates on the Mariotte siphon principle. The method involves measuring the steady-state rate of water recharge into unsaturated soil from a cylindrical well hole, in which a constant head of water is maintained. The Guelph Permeameter is capable of measuring hydraulic conductivity in sands and clays. It consists of a tripod to hold the apparatus vertical, the reservoir tube and the inner air tube. A typical test set-up is shown in Figure 2.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 11 of 18



5.3.2 Testing Procedure

The field permeability test was conducted as per ASTM D5126 – 90. The following steps were followed during testing by using the Guelph Permeameter:

- The testing well (radius = a) was prepared using an auger. Rough auger followed by sizing auger were used to make the hole for permeability test as shown in Figure 2 (b).
- The depth of auger was selected based on head depth to be used in the test.
- Soil around the testing well was saturated by pouring extra water into the test hole. Water pouring was performed a few times to ensure the surrounding area of the hole becomes fully saturated.
- The Guelph Permeameter was then assembled as shown in Figure 2 (a) and both inner and outer reservoirs were filled with water.
- A head (H) was used in the testing by slowly lifting the air tube.
- The outflow from the reservoirs was recorded for a certain time interval. The timing of the reading was determined based on soil type.
- Reading was taken until at least three steady readings were observed during testing.

5.3.3 Test Results

The soil at the test locations comprised sand. It is assumed that site soil was fully saturated during the field permeability test. Permeability test results are summarised in Table 2 and the test certificates are presented in Appendix B.

Test ID	Permea	ability	Test Depth	Observed Soil type		
Testib	m/sec	m/day	(m)			
FPT1 (Site A)	2.5*10 ⁻⁵	2.2	0.5	SAND/CLAY/GRAVEL		
FPT2 (Site B)	3.4*10 ⁻⁵	2.9	0.5	SAND/CLAY/GRAVEL		
FPT3 (Site C)	1.9*10 ⁻⁵	1.7	0.5	SAND/CLAY/GRAVEL		

Table 2. Summary of Field Permeability Test Data

It is found from the field test that the average permeability rate of in situ soil varies from 1.7 to 2.9 m/day.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York

S LOCAL GEOTECHNICS

Page 12 of 18

Soil permeability is a function of water potential and water content of the soil. The decrease in conductivity as the soil dries is due primarily to the movement of air into the soil to replace the water. As the air moves in, the pathways for water flow between soil particles becomes smaller and more tortuous, and flow becomes more difficult, which causes low permeability rate of the soil. Therefore, it is recommended that designers should use a reduction factor in using field permeability test data.

6.0 LABORATORY TEST

Laboratory tests were conducted at Local Geotechnic Laboratory and E-Precision Laboratory, NATA accredited testing laboratories in WA. The following laboratory tests were undertaken:

- Particle Size Distribution Test (AS 1289 3.6.1),
- Plasticity Index Atterberg Limit Test (AS 1289 3.1.2, 3.2.1, 3.3.1, 3.4.1)
- Shrink/Swell Index.

The laboratory test results are summarised in Table 3. Laboratory test data show that the site soil is slightly reactive. The laboratory test certificates are attached in Appendix D.

Sample	PSD			Atte	erberg L	imits Te	Shrink Swell Index Tests			
Location	G (%)	S (%)	Fines < 75µm (%)	LL (%)	PL (%)	PI (%)	LS (%)	Swell (%)	Shrinkage (%)	I _{ss} (%)
BH A1 (1.2-2.0m)	3	63	34	25	18	7	0.5	0.147	2.04	1.17
BH A2 (0.7-1.5m)	16	49	35	-	-	-	-	-	-	-
BH A3 (0.2-1.0m)	14	51	35	33	10	23	9.0	-	-	-
BH A4 (0.7-1.1m)	9	48	43	-	-	-	-	0.200	1.58	0.93
BH B1 (0.4-1.5m)	17	50	33	-	-	-	-	0.913	5.75	3.45
BH B2 (0.6-1.3m)	17	48	35	30	11	19	5.5	-	-	-
BH B3 (0.6-1.3m)	24	48	28	22	14	8	2.0	-	-	-
BH B4 (3.0-4.0m)	16	57	27	-	-	-	-	-	-	-
BH C1 (1.0-1.3m)	8	51	41	-	-	-	-	-	-	-
BH C2 (1.0-1.8m)	22	39	39	31	16	15	6.5	-	-	-
BH C3 (1.8-2.5m)	3	42	55	-	-	-	-	0.756	5.44	3.23
BH C4 (1.0-1.5m)	10	40	50	43	13	30	11.5	-	-	-

Table 3. Summary of Laboratory Test Data

Notes: PSD = Particle Size Distribution; G = Gravel; S = Sand; LL = Liquid Limit; PL = Plastic Limit; PI = Plasticity Index; LS = Linear Shrinkage; Iss = Shrink Swell Index

7.0 ENGINEERING CONSIDERATIONS AND RECOMMENDATIONS

7.1 Inferred soil profile

Twelve boreholes (A1, A2, A3, A4; B1, B2, B3, B4; C1, C2, C3, C4) were conducted at Site A, Site B and Site C by using a drill rig. Borehole locations are shown in the site sketch in Appendix A.

Borehole (BH) A1 to A4 were conducted at Site A, BH B1 to B4 were conducted at Site B and BH C1 to C4 were conducted at Site C

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York

😂 LOCAL GEOTECHNICS

Page 13 of 18

Site A:

A1-A4 consist of a similar soil profile as described below:

- **Gravelly SAND (SP)** fine to medium grained, brown, with sub-angular gravel up to 10 mm in size, slightly moist, dense to very dense;
- SAND (SP) fine to medium grained, pale brown, slightly moist, dense to very dense;
- Clayey SAND (SC) fine to medium grained, pale brown, with low plasticity clay, slightly moist, very dense.

A3 contains a soil profile as described below:

• Gravelly CLAY (CL) – low plasticity clay, grey brown, with sub-angular gravel up to 10 mm in size, slightly moist, very stiff to hard, from a depth of 0.2 m to 0.5 m.

Site B:

B1-B3 consist of a similar soil profile as described below:

- **Topsoil, Sandy GRAVEL (GP)** sub-rounded gravel up to 20 mm in size, brown, with fine to medium grained sand, slightly moist, dense to very dense;
- Gravelly CLAY (CL) low plasticity clay, dark brown, with sub-rounded gravel up to 20 mm in size, moist, very stiff to hard;
- Clayey GRAVEL (GC) sub-rounded gravel up to 10 mm in size, red brown, with low plasticity clay, moist, very dense.

B2-B4 contain a soil profile as described below:

• Sandy CLAY (CL) – low plasticity clay, brown to red brown, with fine to medium grained sand, slightly moist, hard.

B4 contain a soil profile as described below:

• **Gravelly SAND (SP)** – fine to medium grained, pale brown, with sub-angular gravel up to 20 mm in size, with low plasticity clay, slightly moist, very dense.

Site C:

C1-C2 consist of a similar soil profile as described below:

- **Topsoil, Sandy GRAVEL (GP)** sub-angular gravel up to 20 mm in size, brown grey, with fine to medium grained sand, slightly moist, very dense;
- Sandy CLAY (CL) low plasticity clay, brown, with fine to medium grained sand, slightly moist, hard;
- CLAY (CL) low plasticity, brown, moist, hard.

C1 contain a soil profile as described below:

 Gravelly CLAY (CL) – low plasticity clay, brown, with sub-angular gravel up to 20 mm in size, moist, hard.

C2 contain a soil profile as described below:

• Clayey GRAVEL (GC) – sub-angular gravel up to 20 mm in size, brown, with low plasticity clay, slightly moist, very dense.

C3-C4 consist of a similar soil profile as described below:

- **Topsoil, Clayey SAND (SC)** fine to medium grained, red brown/brown, with low plasticity clay, tree roots, moist, medium dense to dense;
- Clayey SAND (SC) fine to medium grained, brown, with low plasticity clay, dense to very dense;
- CLAY (CL) low plasticity clay, brown, moist, very stiff to hard;

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 14 of 18

- Sandy CLAY (CL) low plasticity clay, brown, with fine to medium grained sand, moist, very stiff to hard;
- Gravelly CLAY (CL) low plasticity clay, brown, with sub-angular gravel up to 20 mm in size, moist, very stiff to hard.

A3 and A4 were terminated at a depth of 1.5 m and 1.1 m due to refusal on hard layer; B1, B2 and B3 were terminated at a depth of 2.5 m, 2.2 m and 2.8 m respectively, due to refusal on gravel; C1 and C2 were terminated at a depth of 3.5 m and 3.3 m respectively, due to refusal on gravel. A1, A2, B4, C3 and C4 were terminated at the target depth of 2.5 m.

No water table was encountered at any of the boreholes during the time of investigation. Boreholes logs are attached in Appendix B.

It is observed from the DCP tests that the site soil is in medium dense to very dense, stiff to hard condition. Based on the DCP results, we recommend that the foundation material is capable of sustaining an allowable bearing pressure of 100 kPa in its current condition.

7.2 Groundwater

No water table was encountered at any of the test pits during the time of investigation.

7.3 Suitability of Excavated Materials for use as Fill

The majority of the soils encountered within the site comprises of clayey and are not considered to be suitable for reuse as structural fill material.

7.4 Structural Fill

Suitable materials for structural fill shall be a clean sand fill. The fill material at compaction should comprise sand that is free from oversized material (i.e. material > 75 mm in any dimension), contains less than 5% fines (material passing 0.075 mm sieve), and free from foreign material, organic material or other deleterious material. It should also be free from industrial waste, solid waste, or construction and demolition debris.

7.5 Earthquake Design Factor

Australian Standard AS1170.4-2007 Structural design actions Part 4 "Earthquake actions in Australia" is recommended for earthquake consideration. AS1170.4-2007 outlines the design criteria required for a structure in consideration of the risk of being subjected to earthquake loads. Earthquake design factors are summarised in Table 4.

Table 4. Earthquake Design Factors

Factor/Class	Value/Name	Ref. AS1170.4- 2007
Hazard Factor (z)	0.15	Figure 3.2 (D)

7.6 Site Sub-Soil Classification

The earthquake site sub-soil class was assessed based on the requirements of Australian Standard AS1170.4-2007, available geological maps and subsurface conditions encountered at the site. The sub-soil class for the site has been assessed as Class "**Ce - Shallow Soil Site**".

7.7 Earthworks

7.7.1 Suitability of Excavated Materials for use as Fill

The majority of the soils encountered within the site comprises sand and are considered to be suitable for reuse as structural fill material.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 15 of 18

7.7.2 Site Preparation

Earthworks should be carried out in general accordance with the Australian Standard AS 3798-2007 "Guidelines on Earthworks for Commercial and Residential Developments".

The following are general guidelines to be followed during the preparation of the site areas within the proposed development footprints:

- Remove any uncontrolled fill, cobbles and boulders, paved materials, demolition debris, green waste, organic matter or other deleterious material, if any and stockpile them separately.
- Prepare a sand pad of 600 mm.
- Compact the sub-grade of built area to dense condition up to depth of 600 mm from final surface level, 8 PSP Blows per 300 mm of penetration. *No compaction will be required if there is solid limestone layer at the base.*
- Backfilling layer thickness should not be more than 300 mm in loose condition. Any backfilled layer must be compacted to a dense condition as per AS 3798-2007.
- The site should be prepared in such a way that surrounding stormwater does not pass through the building envelope.
- Care needs to be given to the existing or adjacent structures to avoid any damage from the excavation may require for the earthworks and excessive vibrations during compaction.
- For site maintenance, it is recommended to follow the CSIRO publication "Guide to Home Owners on Foundation Maintenance and Footing Performance" in Building Technology File Number 18. This document provides important information on the implications of plumbing, property maintenance, site classification on foundation design, drainage and performance expectations.
- It is highly recommended that a competent geotechnical engineer should supervise earthworks and construction to ensure that all organic, roots, demolition debris, loose material have been adequately removed from the area and that the fill material is adequately compacted.

7.8 Cut and Fill Batters

Temporary excavation up to 1 m depth can be conducted with a maximum dry slope angle of 1V: 2H. Cut and fill batters above groundwater table will be generally stable at 1V: 2H. Intermediate benches have to be created if excavation is deeper than 1m. However, batters constructed at 1V: 3H will enable re-establishment of vegetation and be less prone to damage from wetting, drying and erosion.

7.9 Site Classification

Provided earthworks are completed as per the recommendation in Section 7.7.2 of this report, based on the site soil profile and surrounding condition, the sites can be classified as follows:

Site A: Recreation Precinct Corner Site - 36-44 Henrietta Street

"CLASS M" in accordance with the definitions provided in Australian Standard AS2870 - 2011. The characteristics surface movement **Ys** is considered to be <u>35 mm</u>.

Site B: Recreation Centre (northwest corner) – 45 South Street

"CLASS M" in accordance with the definitions provided in Australian Standard AS2870 - 2011. The characteristics surface movement **Ys** is considered to be <u>30 mm</u>.

Site C: The existing site - 5 Georgianna Street

"CLASS H1" in accordance with the definitions provided in Australian Standard AS2870 - 2011. The characteristics surface movement **Ys** is considered to be <u>45 mm</u>.

An assumption of soil suction change of 2.5 m is made in this case. General definition of 'Site Class' is shown in Table 5 (Source: AS 2870-2011).

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 16 of 18

Site Class	Soil Description	Characteristic Surface Movement (mm)		
А	Most SAND and ROCK sites with little or no ground movement due to moisture content variation	little or no ground movement		
S	Slightly reactive clayey or silty SAND, which will cause slight ground movement due to moisture content variation	0 < Ys ≤ 20		
М	Moderately reactive clayey or silty soil which will cause moderate ground movement due to moisture content variation	20 < Ys ≤ 40		
H1	Highly reactive clayey or silty soil which will cause high ground moved due to moisture content variation	40 < Ys ≤ 60		
H2	Highly reactive clayey or silty soil which will cause high ground moved due to moisture content variation	60 < Ys ≤ 75		
E	Extremely reactive clayey or silty soil which will cause extreme ground movement due to moisture content variation	Ys > 75		
Р	Problematic sites, sites consisted of soft soils, soft clay or silt or loose sand; landfills, mine subsidence, collapsing soils, very reactive soils, subjected to erosion and sites which cannot be classified as A to E.	-		

Table 5. General Definition of Site Class (Source: AS 2870-2011)

7.10 Stormwater Drainage

Offsite disposal of roof runoff and stormwater is recommended. However, if council allowed and a qualified drainage designer can consider the disposal of roof runoff and stormwater via onsite and offsite disposal system. The drainage system must be designed by a qualified engineer as per the requirements of the local government authority.

Ground water table was not encountered at any of the test pits during the investigation. Recommended field permeability for Site A is 2.2 m/day, for **Site B is 2.9 m/day** and for Site C is 1.7 m/day.

7.11 Recommendation on Site Selection

LG is given to understand that one of the sites will be selected for the proposed construction. Based on our findings and in geotechnical point of view, LG is of the opinion that the <u>Site B</u> – <u>Recreation Centre (northwest corner) – 45 South Street</u> will be a better site compare to other two sites for the proposed construction.

8.0 LIMITATION OF USE

The ground is a product of continuing natural and man-made processes and therefore exhibits characteristics and properties which may vary from place to place and can change with time. Geotechnical site investigation involves gathering and assimilating limited facts about these characteristics and properties in order to better understand or predict the behaviour of the ground at a particular site under certain conditions.

This site investigation has been carried out by inspection, using a limited amount of pit excavations, sampling, testing or other means of investigation. Achieving a full coverage of the site to ensure all variations is not practical and is seldom done due to cost constraints as well as the impracticality.

It should be noted that the subsurface conditions encountered by the limited number of pit excavation as part of this geotechnical site investigation represents the ground conditions at the locations where the samples were taken and where tests have been undertaken and as such are an extremely small proportion of the site to be developed.

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 17 of 18

The facts reported in this document are directly relevant only to the ground at the place where, and time when, the investigation was carried out and are believed to be reported accurately. Given the limited number of test pits and limited field and laboratory testing carried out with respect to the overall site area, variations between investigation locations is likely and ground conditions different to those presented in this report may be present within the subject site area. The risk associated with this variability and the impact it will have on the proposed development should be carefully considered.

The level of geotechnical investigation that has been completed to date is considered appropriate for the project objectives. If the above mentioned client, its subcontractors, agents or employees use this factual information for any other purpose for which it was not intended, then the client, its subcontractors, agents or employees does so at its own risk and Local Geotechnics will not and cannot accept liability in respect of the advice, whether under law of contract, tort or otherwise.

Any interpretation or recommendation given in this report is based on judgement and experience and not on greater knowledge of the facts reported. Local Geotechnics does not represent that the information or interpretation contained in this report addresses completely the existing features, subsurface conditions or ground behaviour at the subject site.

9.0 REFERENCES

- Australian Standard AS1170.4-2007, "Earthquake Actions in Australia".
- Australian Standard AS 1726-1993 "Geotechnical Site Investigations".
- Australian Standard AS 2870-2011, "Residential Slabs and Footings".
- Australian Standard AS 3798-2007, "Guidelines on Earthworks for Commercial and Residential Developments".
- CSIRO publication "Guide to Home Owners on Foundation Maintenance and Footing Performance" in Building Technology File Number 18.
- Environmental Geological Western Australia survey Map of Perth 1:250,000 (Sheet SH 50-14 and Part of Sheet SH 50-13)
- Standards Australia, Hand Book HB 160-2006 "Soil Testing".

Project: LG7532024GI REV_0 Geotechnical Site Investigation Site: Aquatic Facility, York WA Client: Shire of York



Page 18 of 18





SITE SKETCH

NUMACIS Site S	Sketch : Borehole (BH), Field Permeability Test (FPT) and Dynar	Totos To
	Test Locations	
Reference:	LG7532024GI	😂 LOCAL GEOTECHNICS
Client:	Shire of York	Unit 12, 8 Production Road Canning Vale WA 6155 PO Box 5050, Canning Vale South WA 6155 Phone: 08 9457 3517
Project:	Geotechnical Site Investigation Site A: 36-44 Henrietta Street, York WA	E-mail: <u>admin@localgeotechnics.com.au</u> Web: www.localgeotechnics.com.au

Ra Balanta Site S	Ketch : Borehole (BH), Field Permeability Test (FPT) and Dynar	
	Test Locations	
Reference:	LG7532024GI	😂 LOCAL GEOTECHNICS
Client:	Shire of York	Unit 12, 8 Production Road Canning Vale WA 6155 PO Box 5050, Canning Vale South WA 6155 Phone: 08 9457 3517
Project:	Geotechnical Site Investigation Site B: 45 South Street, York (northwest corner)	E-mail: <u>admin@localgeotechnics.com.au</u> Web: www.localgeotechnics.com.au

i i i i i i i i i i i i i i i i i i i	With the section of	interview of the second
	Test Locations	
Reference:	LG7532024GI	Unit 12, 8 Production Road Canning Vale WA 6155
Client:	Shire of York	PO Box 5050, Canning Vale South WA 6155 Phone: 08 9457 3517 E-mail: admin@localgeotechnics.com.au
Project:	Geotechnical Site Investigation Site C: 5 Georgianna Street, York WA	Web: www.localgeotechnics.com.au



APPENDIX B

BOREHOLE LOGS, FPT AND DCP TEST CERTIFICATES

RESULT OF TEST HOLES/PITS



ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Reference Client Project	:	LG75 Shire Geot	e of Y echn	ork ical S	Test Pit/BH No.: Date Excavated: Date completed:	A1 3-Jul-2024 3-Jul-2024 Drill Bio DCB and EBT			
Location GPS Zone 50		36-44 Northi			a Street, York WA 199 Easting: 477 622	Equipment Type: Drill Rig, DCP and FPT Water Table: Not encountered			
			-						
Depth (m) RL (m)	Method Penetration resistance	Sampling Type	Graphic Log	Classification Symbol	Description of Soil Strata	Additional observations	Dynamic Cone Penetrometer Test (Blows/100mm)		

0.0 Image: Spr Topsol, Gravely SAND - fine to medium grained, be prown, with sub-engluin grave up to 10 mm in size, sightly moist, very dense Refusal 1.0 Image: SAND - fine to medium grained, pale brown, slightly moist, very dense Image: Spr Topsol, Gravely SAND - fine to medium grained, pale brown, slightly moist, very dense Image: Spr Topsol, Gravely SAND - fine to medium grained, pale brown, slightly moist, very dense 1.10 Image: Spr Topsol, Gravely SAND - fine to medium grained, pale brown, with ow plasticity cits, slightly moist, very dense Image: Spr Topsol, Gravely SAND - fine to medium grained, pale brown, with ow plasticity cits, slightly moist, very dense 1.7 Image: Spr Topsol, Gravely SAND - fine to medium grained, pale brown, with ow plasticity cits, slightly moist, very dense 2.0 Image: Colour changes to red brown Image: Colour changes to red brown 3.0 Image: Colour changes to red brown Image: Colour changes to red brown 3.0 Image: Colour changes to red brown Image: Colour changes to red brown 3.0 Image: Colour changes to red brown Image: Colour changes to red brown 3.0 Image: Colour changes to red brown Image: Colour changes to red brown 3.0 Image: Colour changes to red brown Image: Colour changes to red brown 4.0 Image: Colour changes to red brown Image: Colour changes to red brown	Depth (m)	(L	Method	Penetratio	Sampling	Graphic L	Classificat		observations		CSI (DIOW)	,	
0.2 0.2 brown, with sub-angular gravel up to 10 mm in size, sighty moist, way dense Refusal 1.0 SP SAND - fine to medium grained, pale brown, slighty moist, very dense s 1.0 SC Clayey SAND - fine to medium grained, pale brown, slighty moist, very dense s 1.1 SC Clayey SAND - fine to medium grained, pale brown, slighty moist, very dense s 1.7 SC Clayey SAND - fine to medium grained, pale brown, slighty moist, very dense s 2.2 colour changes to red brown s s 2.2 colour changes to red brown s s 2.7 colour changes to red brown s s 3.0 Colour changes to red brown s s 4.0 Terminated at the target depth of 4.0 m s s 4.0 Minful M		RL (m)	Met	Pen	San	Gra	Clas	Terrer II. Orace II. OAND. Contract in the	•	5	10	15 20	25
0.2 0.2 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 0.2 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 1.0 1.2 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 1.5 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 1.7 Image: SP SAND - fine to medium grained, pale brown, with low plasticity clay, slightly moist, very dense 1.5 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 2.0 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 1.5 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 2.0 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 1.5 Image: SP SAND - fine to medium grained, pale brown, slightly moist, very dense 2.7 Image: Colour changes to red brown Image: Colour changes to red brown Image: Sp SanD - fine to red t	0.0						-						Ч
10 10 <td< td=""><td>0.2</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td>. 1</td></td<>	0.2												. 1
10 10 SC Clayey SAND - fine to medium grained, pale brown, with low plasticity clay, slightly moist, very dense 1,7 1,7 SC Clayey SAND - fine to medium grained, pale brown 1,8 2,0 SC Clayey SAND - fine to medium grained, pale brown 2,0 Colour changes to red brown 2 2,1 Colour changes to red brown 2 2,2 Colour changes to red brown 2 2,7 Colour changes to red brown 3 4 Colour changes to red brown 3 4,0 Terminated at the target depth of 4.0 m 4 4,0 Terminated at the target depth of 4.0 m 4 4,0 Terminated at the target depth of 4.0 m 4 4,0 Terminated at the target depth of 4.0 m 4 4,0 Terminated at the target 0 - 0ry W PlaticLinit Laget: VOL 5,0 Terminated at the target 0 - 0ry W PlaticLinit Laget: VOL 10 - undurated Sample E. Enerview W. Write V. PlaticLinit Laget: VOL												Refusa	al
1.2 1.2 1.2 SC Clayey SAND - fine to medium grained, pale brown, with fow plasticity clay, slightly moist, very dense 1.7 2.0 2.0 colour changes to red brown 1.5 2.2 colour changes to red brown 2.5 2.5 2.7 colour changes to red brown 2.5 3.0 colour changes to red brown 3.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5	4							moist, very dense	0.5				
1.2 1.2 1.2 SC Clayey SAND - fine to medium grained, pale brown, with fow plasticity clay, slightly moist, very dense 1.7 2.0 2.0 colour changes to red brown 1.5 2.2 colour changes to red brown 2.5 2.5 2.7 colour changes to red brown 2.5 3.0 colour changes to red brown 3.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5	-												
1.2 1.2 1.2 SC Clayey SAND - fine to medium grained, pale brown, with fow plasticity clay, slightly moist, very dense 1.7 2.0 2.0 colour changes to red brown 1.5 2.2 colour changes to red brown 2.5 2.5 2.7 colour changes to red brown 2.5 3.0 colour changes to red brown 3.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5													
1.2 1.2 1.2 SC Clayey SAND - fine to medium grained, pale brown, with fow plasticity clay, slightly moist, very dense 1.7 2.0 2.0 colour changes to red brown 1.5 2.2 colour changes to red brown 2.5 2.5 2.7 colour changes to red brown 2.5 3.0 colour changes to red brown 3.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 4.0 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5 0.10 Terminated at the target depth of 4.0 m 4.5													
SC Clayey SAND - fire to medium grained, pale brown, with how plasticity clay, slightly moist, very dense colour changes to red brown colour changes to red brown colour changes to pale brown colour changes to red brown colour	1.0								1 -				
SC Clayey SAND - fire to medium grained, pale brown, with how plasticity clay, slightly moist, very dense colour changes to red brown colour changes to red brown colour changes to pale brown colour changes to red brown colour	1.2												
1.7 2.0 1.5 1.5 1.5 1.6 1.6 2.0 2.2 2.2 1.5 2.5 2.5 2.5 2.5 2.7 0 0 0 0 0 0 0 0 3.0 0 0 0 0 0 0 0 0 0 3.0 0 0 0 0 0 0 0 0 0 0 3.0 0							SC	Clayey SAND - fine to medium grained, pale brown,					
1.7 2.0 2.0 2.0 2.2 2.1 colour changes to red brown colour changes to pale brown 2.5 3.0 colour changes to red brown 3.0 colour changes to red brown 3.0 colour changes to red brown 4.0 colour changes to red brown 5.0 reminated at the target depth of 4.0 m 4.1 colour changes 5.0 reminated at the target depth of 4.0 m 4.3 colour changes 5.0 reminated at the target Meaner 5.0 southauted Sample, 10 reminated 10 reminated 10 reminate 10 reminate 10 reminate 10 reminate 10 reminate 10 </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>with low plasticity clay, slightly moist, very dense</td> <td></td> <td></td> <td></td> <td></td> <td></td>								with low plasticity clay, slightly moist, very dense					
2.0 2.2 colour changes to red brown 2 2 2.1 colour changes to pale brown 2.5 2.5 3.0 colour changes to red brown 3.5 3.5 4.0 1 1 1 1 4.0 1 1 1 1 5.0 1 1 1 1 1 5.0 1 1 1 1 1 5.0 1 1 1 1 1 1 5.0 1 1 1 1 1 1 1 5.0 1 1 1 1 1 1 1 1 5.0 1 1 1 1 1 1 1 1 1 5.0 1									1.5				
2.0 2.2 colour changes to red brown 2 2 2.1 colour changes to pale brown 2.5 2.5 3.0 colour changes to red brown 3.5 3.5 4.0 1 1 1 1 4.0 1 1 1 1 5.0 1 1 1 1 1 5.0 1 1 1 1 1 5.0 1 1 1 1 1 1 5.0 1 1 1 1 1 1 1 5.0 1 1 1 1 1 1 1 1 5.0 1 1 1 1 1 1 1 1 1 5.0 1	17				00000								
2.0 2.2 2.1 colour changes to pale brown 2.7 colour changes to red brown 3.0 colour changes to red brown 3.0 colour changes to red brown 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 5.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 5.0 Terminated at the target depth of 4.0 m 4.0 Terminated at the target depth of 4.0 m 5.0 Terminated at the target depth of 4.0 m 5.0 Terminated at the target depth of 4.0 m 6.0 Terminated at the target depth of 4.0 m 6.0 Terminated at the target depth of 4.0 m 7.0 Terminated at the target depth of	Η ΄΄Ι							colour changes to red brown			ĺ		
2.2 colour changes to pale brown 2.5 2.5 2.7 colour changes to red brown 3 3.0 3.0 colour changes to red brown 3 3.5 4.0 Terminated at the target depth of 4.0 m 4 4 4.0 Terminated at the target depth of 4.0 m 4.5 1 5.0 Metod: Metod: Metature: Symbols: 8. Buffind Tprin: Metod: Metod: Metature: Symbols: 0. Undetatured Sample, B Excurator MNett Wo-Plastic Limit Logper: YCAL								-					Ē
2.7	2.0								2 -				
2.7	22												
2.7	2.2							colour changes to pale brown					
2.7								5 1					
3.0									2.5 -				
3.0	27												
3.0	2.1							colour changes to red brown					
4.0 Image: Construction of the stringet depth of 4.0 m Image: Construction of the stringet depth of 4.0 m 4.0 Image: Construction of the stringet depth of 4.0 m Image: Construction of the stringet depth of 4.0 m 5.0 Image: Construction of the stringet depth of 4.0 m Image: Construction of the stringet depth of 4.0 m Sumpling Type: Method: Moisture: Symbols: B B& Build/Disturbed Sample, HA - Hand Auger D - Dry Wit - Plastic Limit Logged: YCAL VD - Undeturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Mer								5					
4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constra	3.0								3 -				
4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constra	4				000000								
4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constra	-												
4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constra													
4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 4.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of the target depth of 4.0 m 5.0 Image: Constraint of the target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constraint of target depth of 4.0 m 6.0 Image: Constraint of target depth of 4.0 m Image: Constra					0.000				3.5				
Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of target													
Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of target	-												
Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of the target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of 4.0 m Image: Construction of target depth of target					00000								
A.5 A.5 A.5 5.0 A.5 A.5 Sampling Type: Method: Moisture: Sampling Type: Method: Moisture: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dry UD - Undisturbed Sample E - Excavator M - Moist WP - Plastic Limit Checked: H Meer	4.0				000008				4 -				
S.0 Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	μI							Terminated at the target depth of 4.0 m					
S.0 Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	ΗI												
S.0 Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	ΗI												
S.0 Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer									45				
Notes: Sampling Type: Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	μI								4.5				
Notes: Sampling Type: Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	ΗI												
Notes: Sampling Type: Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	HI												
Sampling Type: Method: Moisture: Symbols: B - Bulk/Disturbed Sample, HA - Hand Auger D - Dry WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	5.0												
B - Bulk/Disturbed Sample, HA - Hand Auger D - Dny WL - Plastic Limit Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist Wp - Plastic Limit Checked: H Meer	Notes:	_											
UD - Undisturbed Sample E - Excavator M - Moist W _P - Plastic Limit Checked: H Meer			- d 0 '	_							Loggod	VC/M	
·				σ,									
DIL- DECKER MA - MAI			pio					BH - Backhoe Bucket W - Wet					

Reference

RESULT OF TEST HOLES/PITS

: LG7532024GI



A2

Test Pit/BH No.:

ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Client			:	Shire	e of \	/ork		Date Excavated:	3-Jul-2024
Project							Site Investigation	Date completed:	3-Jul-2024
Locatio	n		:	36-4	4 He	nriett	a Street, York WA	Equipment Type:	Drill Rig, DCP and FPT
GPS Zo	one 50)		North				Water Table:	Not encountered
					-				
Depth (m)	RL (m)	Method	Penetration resistance	Sampling Type	Graphic Log	Classification Symbol	Description of Soil Strata	Additional observations	Dynamic Cone Penetrometer Test (Blows/100mm)
0.0						SP	Topsoil, Gravelly SAND - fine to medium grained,		
0.2							brown, with sub-angular gravel up to 10 mm in size,		
0.2						SP	slightly moist, dense SAND - fine to medium grained, pale brown, slightly	-	
H						–	moist, dense	0.5	Defined
								0.5	Refusal
0.7									
						sc	Clayey SAND - fine to medium grained, pale brown, with low plasticity clay, dry, very dense		
1.0							with low plasticity clay, dry, very dense		
						SP	SAND - fine to medium grained, pale brown, dry,	1 -	
				Ē			very dense		
_									
1.4							colour changes to red brown		
-				Ē			colour changes to red brown	1.5	
H				Ē					
-									
2.0						SC	Clayey SAND - fine to medium grained, pale brown,	2 -	
						50	with low plasticity clay, slightly moist, very dense		
2.5							colour changes to red brown	2.5	
-							colour changes to red brown		
3.0								3 -	
4									
-									
								3.5 -	
-									
H									
4.0								4 -	
							Terminated at the target depth of 4.0 m	4	
ΗI									
4									
H									
								4.5	
Ц									
H									
								1	

RESULT OF TEST HOLES/PITS



4.5

Logged :

Checked:

YC/AL

H Meer

Symbols: W_L - Plastic Limit

W_P - Plastic Limit

ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Referen Client Project Locatio GPS Zo	'n	D	::	Shir Geo 36-4		′ork hical \$ hriett	Site Investigation a Street, York WA	Test Pit/BH No.: Date Excavated: Date completed: Equipment Type: Water Table:	A3 3-Jul-2024 3-Jul-2024 Drill Rig, DCP and FPT Not encountered			
Depth (m)	RL (m)	Method	Penetration resistance	Sampling Type	Graphic Log	Classification Symbol	Description of Soil Strata	Additional observations	Dynamic Cone Penetrometer Test (Blows/100mm)			
0.0 0.2 0.5 1.0						SP CL SP	Topsoil, Gravelly SAND - fine to medium grained, brown, with sub-angular gravel up to 10 mm in size, slightly moist, dense Gravelly CLAY - low plasticity clay, grey brown, with sub-angular gravel up to 10 mm in size, slightly moist, very stiff to hard Gravelly SAND - fine to medium grained, grey brown with sub-angular gravel up to 15 mm in size, with low plasticity clay, slightly moist, very dense Clayey SAND - fine to medium grained, pale brown,		Refusal			
1.5						30	Terminated at a depth of 1.5 m due to refusal on hard layer	. 1.5 -				
3.0								2.5 -				
- - - - - - - - - - - - - - - - - - -								3.5 -				

Moisture:

D - Dry

M - Moist

W - Wet

Method:

HA - Hand Auger

E - Excavator

BH - Backhoe Bucket

5.0 Notes: Sampling Type:

B - Bulk/Disturbed Sample,

UD - Undisturbed Sample

RESULT OF TEST HOLES/PITS



ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Referer	nce		:	LG7	5320	24GI		Test Pit/BH No.:	A4	
Client				Shire				Date Excavated:	3-Jul-2024	
Project			:	Geot	techn	ical S	Site Investigation	Date completed:	3-Jul-2024	
Locatio	n		:	36-4	4 He	nrietta	a Street, York WA	Equipment Type:	Drill Rig, DC	P and FPT
GPS Zo	one 50)	:	North	ning: 6	471	123 Easting: 477 603	Water Table:	Not encount	tered
-				_	_					
			Penetration resistance			loqu				
			esis	ЭС		ı Syr		Additional	Dynamic (Cone Penetrometer
ê			ion r	д Ту	Log	atior	Description of Soil Strata	observations		Blows/100mm)
th (n	Ê	por	etrat	plinę	hic	sific				
Depth (m)	RL (m)	Method	Pene	Sampling Type	Graphic Log	Classification Symbol		0	0 5 1	0 15 20 2
0.0						SP	Topsoil, Gravelly SAND - fine to medium grained,	-		
0.2							brown, with sub-angular gravel up to 10 mm in size, slightly moist, very dense			
-						SC	Clayey SAND - fine to medium grained, grey, with	1		Defusel
							low plasticity clay, trace of sub-angular gravel up to	0.5		Refusal
							10 mm in size, dry, very dense			
H										
H										
1.0								1		
1.1							Terminated at a depth of 1.1 m due to refusal on			
H							hard layer			
ЦІ								1.5		
-										
H								1		
2.0								2		
HI										
HI										
I I										
HI								2.5		
3.0								3		
H ا								1		
4								3.5		
								1		
4.0								4		
HI								1		
d I										
H								4.5		
H								1		
5.0 Notes:								5	ļ	
Sampling	g Type :						Method: Moisture:	Symbols:		
B - Bull			ē,				HA - Hand Auger D - Dry	\mathbf{W}_{L} - Plastic Limit		gged : YC/AL
UD - Und	disturbed	Sample					E - Excavator M - Moist BH - Backhoe Bucket W - Wet	W _P - Plastic Limit	Che	cked: H Meer
							BH - Backhoe Bucket W - Wet			

Reference

Client

Project



B1

4-Jul-2024

4-Jul-2024

Test Pit/BH No.:

Date Excavated:

Date completed:

Symbols:

 \mathbf{W}_{L} - Plastic Limit

W_P - Plastic Limit

Logged :

Checked:

YC/AL

H Meer

ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

ENGINEERING LOG RESULT OF TEST HOLES/PITS

: Geotechnical Site Investigation

: LG7532024GI

: Shire of York

Location GPS Zone	e 50		:	45 S		Stree	241 Easting: 477 527	Equipment Type: Water Table:	Rig, DC		FPT	
Depth (m)	RL (m)	Method	Penetration resistance	Sampling Type	Graphic Log	Classification Symbol	Description of Soil Strata	Additional observations		Blows/	enetrom 100mm) 5 20	
0.0		~				GP	Topsoil, Sandy GRAVEL - sub-angular gravel up to 20 mm in size, brown grey, with fine to medium grained sand, slightly moist, very dense				Refus	al
						CL	Sandy CLAY - low plasticity clay, brown, with fine to medium grained sand, slightly moist, hard	0.5 -				
1.0								1 -				
1.5						CL	CLAY - low plasticity, brown, moist, hard	- 1.5 -				
2.0								2 -				
2.5						CL	Sandy CLAY - low plasticity clay, brown, with fine to medium grained sand, slightly moist, hard	- 2.5 -				
2.9 3.0						CL	Gravelly CLAY - low plasticity clay, brown, with sub-angular gravel up to 20 mm in size, moist, hard	- 3 -				
3.5							Sub-angular graver up to 20 min in 5126, moist, hard					
							Terminated at a depth of 3.5 m due to refusal on gravel	3.5 -				
4.0								4 -				
								4.5 -				

Moisture: D - Dry

M - Moist

W - Wet

Method:

HA - Hand Auger

E - Excavator

BH - Backhoe Bucket

5.0 Notes: Sampling Type:

B - Bulk/Disturbed Sample,

UD - Undisturbed Sample

Reference

RESULT OF TEST HOLES/PITS

: LG7532024GI



B2

Test Pit/BH No .:

ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Client : Shire of York Date Excavated: 4-Jul-2024 Project : Geotechnical Site Investigation Date completed: 4-Jul-2024 Location : 45 South Street, York (northwest corner) Equipment Type: Drill Rig, DCP and FPT GPS Zone 50 : Northing: 6 471 277 Easting: 477 538 Water Table: Not encountered Penetration resistance Symbol Additional Dynamic Cone Penetrometer Sampling Type assification Description of Soil Strata iraphic Log observations Test (Blows/100mm) Ē **1ethod** Depth Ē 10 15 20 ~ Topsoil, Sandy GRAVEL - sub-angular gravel up to 0.0 GF 20 mm in size, brown grey, with fine to medium 0.2 grained sand, slightly moist, very dense CL Sandy CLAY - low plasticity clay, brown, with fine to medium grained sand, slightly moist, hard 0.5 0.8 GC Clayey GRAVEL - sub-angular gravel up to 20 mm in size, brown, with low plasticity clay, slightly moist, 1.0 very dense 1.3 Refusal CL Sandy CLAY - low plasticity clay, red brown, with fine to medium grained sand, slightly moist, hard 1.5 1.6 CL CLAY - low plasticity clay, brown, moist, hard 2.0 2.3 CL Sandy CLAY - low plasticity clay, brown, with fine to medium grained sand, slightly moist, hard 2.5 3.0 3.3 Terminated at a depth of 3.3 m due to refusal on gravel 3.5 4.0 4.5 lotes Sampling Type: Method Moisture Symbols: WL - Plastic Limit B - Bulk/Disturbed Sample HA - Hand Auger D - Drv Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist WP - Plastic Limit Checked H Mee BH - Backhoe Bucket W - Wet

RESULT OF TEST HOLES/PITS



ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Reference : LG7532024GI Test Pit/BH No.: B3 Client 4-Jul-2024 : Shire of York Date Excavated: Project : Geotechnical Site Investigation Date completed: 4-Jul-2024 Location : 45 South Street, York (northwest corner) Equipment Type: Drill Rig, DCP and FPT GPS Zone 50 : Northing: 6 471 345 Easting: 477 531 Water Table: Not encountered resistance tion Symbol Additional **Dynamic Cone Penetrometer Description of Soil Strata** obconvotions Test (Blows/100mm)

E)	ation	T Bu	c Log	catio	Description of Son Strata	observations	Test (Blows	100mm)
Depth (m) RL (m)	Method Penetration	Sampling T	Graphic Log	Classificatic			0 5 10	5 20 25
0.0		<u> </u>		SC SC	Topsoil, Clayey SAND - fine to medium grained, red brown, with low plasticity clay, sub-angular gravel up to 10 mm in size, slightly moist, very dense Clayey SAND - fine to medium grained, red brown, with low plasticity clay, slightly moist, very dense colour changes to brown	0.5		5 20 25
1.0						1		Refusal
1.3					colour changes to dark brown	1.5		
1.8 2.0				CL	CLAY - low plasticity clay, brown, moist, hard	2		
2.8						2.5		
3.0				CL	Sandy CLAY - low plasticity clay, brown, with fine to medium grained sand, moist, hard Gravelly CLAY - low plasticity clay, brown, with sub-angular gravel up to 20 mm in size, moist, hard	3		
						3.5		
4.0		000000			Terminated at the target depth of 4.0 m	. 4		
						4.5		
5.0								
Notes:						ç.		
Sampling Type: B - Bulk/Disturt UD - Undisturbed				I	Method: Moisture: HA - Hand Auger D - Dry E - Excavator M - Moist BH - Backhoe Bucket W - Wet	Symbols: W _L - Plastic Limit W _P - Plastic Limit	Logged : Checked:	YC/AL H Meer

RESULT OF TEST HOLES/PITS



ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Test Pit/BH No.: Reference : LG7532024GI B4 Client : Shire of York Date Excavated: 4-Jul-2024 Project : Geotechnical Site Investigation Date completed: 4-Jul-2024 Location : 45 South Street, York (northwest corner) Equipment Type: Drill Rig, DCP and FPT GPS Zone 50 : Northing: 6 471 378 Easting: 477 456 Water Table: Not encountered ool nce L

	Depth (m)	RL (m)	Method	Penetration resistand	Sampling Type	Graphic Log	Classification Symbo	Description of Soil Strata	Additional observations	Dynamic Cone Penetrometer Test (Blows/100mm) 5 10 15 20 25
L	0.0						SC	Topsoil, Clayey SAND - fine to medium grained,		
⊢								brown, with low plasticity clay, tree roots, moist,		
	0.2						00	medium dense		
							SC	Clayey SAND - fine to medium grained, brown, with low plasticity clay, moist, dense		
ŀ								low plasticity clay, moist, dense	0.5	Refusal
										Rondoar
	1.0									
						~ 1	CL	Sandy CLAY - low plasticity clay, brown, with fine to	1 -	
						11		medium grained sand, moist, very stiff		
						(\cdot, \cdot)				
					5	÷.,			1.5	
L						14				
F										
						3.5				
	2.0				5	2.5				
	2.0				1	2.5	CL	CLAY - low plasticity clay, brown, moist, very stiff	2 -	
					1.12	14	OL.	OLAT low plasticity day, brown, moist, very stin		
						(\cdot, \cdot)				
					5	11				
	2.6					14			2.5 -	
							CL	Gravelly CLAY - low plasticity clay, brown, with		
								sub-angular gravel up to 20 mm in size, moist, very		
						11		stiff		
	3.0				5	11			3 -	
						14				
						11				
						11				
						\cdot				
┢						\mathcal{A}			3.5 -	
F						14				
F						337				
t										
Γ	4.0					(i,j)			4 -	
L								Terminated at the target depth of 4.0 m		
L										
┢										
┢										
┢									4.5 -	
┢										
ŀ										
F										
T	5.0									
Ν	otes:									
	Sampling							Method: Moisture:	Symbols:	
1			ed Sample	в,					W _L - Plastic Limit	Logged : YC/AL
I	UD - Und	listurbed	Sample						W _P - Plastic Limit	Checked: H Meer
L								BH - Backhoe Bucket W - Wet		

Reference

RESULT OF TEST HOLES/PITS

: LG7532024GI



C1

Test Pit/BH No .:

ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

4-Jul-2024 Client : Shire of York Date Excavated: : Geotechnical Site Investigation Project Date completed: 4-Jul-2024 Location : Site B: 45 South Street, York (northwest corner) Equipment Type: Drill Rig, DCP and FPT GPS Zone 50 : Northing: 6 471 616 Easting: 477 690 Water Table: Not encountered Penetration resistance Symbol Additional **Dynamic Cone Penetrometer** Sampling Type lassification : **Description of Soil Strata Braphic Log** observations Test (Blows/100mm) Depth (m) **1ethod** Ē Ч 10 15 20 Topsoil, Sandy GRAVEL - sub-rounded gravel up to 0.0 GF 20 mm in size, brown, with fine to medium grained Refusal sand, slightly moist, very dense 0.4 0.5 CL Gravelly CLAY - low plasticity clay, dark brown, with sub-rounded gravel up to 20 mm in size, moist, hard 1.0 1.5 1.5 GC Clayey GRAVEL - sub-rounded gravel up to 10 mm in size, red brown, with low plasticity clay, moist, very dense 2.0 2 2.5 2.5 Terminated at a depth of 2.5 m due to refusal on gravel 3.0 3 3.5 4.0 4.5

lotes Sampling Type: Method Moisture Symbols: WL - Plastic Limit B - Bulk/Disturbed Sample, HA - Hand Auger D - Dry Logged : YC/AL UD - Undisturbed Sample E - Excavator M - Moist WP - Plastic Limit Checked H Meer BH - Backhoe Bucket W - Wet

Location



C2

Equipment Type: Drill Rig, DCP and FPT

4-Jul-2024

ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

RESULT OF TEST HOLES/PITS Test Pit/BH No.: Reference : LG7532024GI Client : Shire of York Date Excavated: 4-Jul-2024 Project : Geotechnical Site Investigation Date completed:

: Site B: 45 South Street, York (northwest corner)

GPS Zo)		Northing		681 Easting: 477 717	Equipment Type: Water Table:		DCP and ountered	FFI
Depth (m)	RL (m)	Method	Penetration resistance	Sampling Type	Classification Symbol	Description of Soil Strata	Additional observations		st (Blows	Penetrometer /100mm)
0.0					CL	Topsoil, Sandy GRAVEL - sub-rounded gravel up to 20 mm in size, brown, with fine to medium grained sand, slightly moist, dense Sandy CLAY - low plasticity clay, brown, with fine to medium grained sand, slightly moist, very stiff Gravelly CLAY - low plasticity clay, red brown, with sub-rounded gravel up to 20 mm in size, moist, very stiff Clayey GRAVEL - sub-rounded gravel up to 10 mm in size, red brown, with low plasticity clay, moist, very dense	0.5			Refusal
2.0						Terminated at a depth of 2.2 m due to refusal on gravel	2.5			
3.0							3			
4.0							4.5			
5.0 Notes: Sampling B - Bull UD - Unc	k/Disturb		9,			Method: Moisture: HA - Hand Auger D - Dry E - Excavator M - Moist BH - Backhoe Bucket W - Wet	Symbols: W _L - Plastic Limit W _P - Plastic Limit	<u> </u>	Logged : Checked:	YC/AL H Meer

RESULT OF TEST HOLES/PITS



ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

Reference : LG7532024GI Test Pit/BH No .: C3 Client : Shire of York Date Excavated: 4-Jul-2024 : Geotechnical Site Investigation Project Date completed: 4-Jul-2024 Location : Site B: 45 South Street, York (northwest corner) Equipment Type: Drill Rig, DCP and FPT GPS Zone 50 : Northing: 6 471 728 Easting: 477 712 Water Table: Not encountered enetration resistance Symbol Additional Dynamic Cone Penetrometer Sampling Type lassification : **Description of Soil Strata** iraphic Log observations Test (Blows/100mm) Ē **1ethod** Depth Ē 10 15 ~ 20 Topsoil, Sandy GRAVEL - sub-rounded gravel up to 0.0 GF 20 mm in size, brown, with fine to medium grained 0.2 sand, slightly moist, dense Sandy CLAY - low plasticity clay, brown, with fine to CL medium grained sand, slightly moist, very stiff 0.5 Refusal 0.7 GC Clayey GRAVEL - sub-angular gravel up to 10 mm in size, red brown, with low plasticity clay, moist, 1.0 very dense 1.5 1.5 CL Sandy CLAY - low plasticity clay, red brown, with fine to medium grained sand, slightly moist, hard 2.0 2 2.5 2.5 GP Sandy GRAVEL - sub-angular gravel up to 10 mm in size, brown, with fine to medium grained sand, 2.8 slightly moist, very dense Terminated at a depth of 2.8 m due to refusal on gravel 3.0

			4 -				
5.0			4.5				
Notes: Sampling Type:	Method:	Moisture:	Symbols:				
B - Bulk/Disturbed Sample,	HA - Hand Auger	D - Dry	W _L - Plastic Limit	L	ogged :	YC/A	L
UD - Undisturbed Sample	E - Excavator	M - Moist	W _P - Plastic Limit		ecked:	H Me	
1	BH - Backhoe Bucket	W - Wet					



C4

Test Pit/BH No .:

WL - Plastic Limit

WP - Plastic Limit

Logged :

Checked

YC/AL

H Meer

ABN:61 737 984 867 12/8 Production Road, Canning Vale WA 6155 PO Box 5050 Canning Vale South WA 6155 admin@localgeotechnics.com.au

4-Jul-2024 Client : Shire of York Date Excavated: : Geotechnical Site Investigation 4-Jul-2024 Project Date completed: Location : Site B: 45 South Street, York (northwest corner) Equipment Type: Drill Rig, DCP and FPT GPS Zone 50 : Northing: 6 471 730 Easting: 477 688 Water Table: Not encountered Penetration resistance Symbol Additional **Dynamic Cone Penetrometer** Sampling Type lassification : **Description of Soil Strata Braphic Log** observations Test (Blows/100mm) Depth (m) **1ethod** ŝ ~ 10 15 20 GF Topsoil, Sandy GRAVEL - sub-rounded gravel up to 0.0 20 mm in size, brown, with fine to medium grained 0.2 Г sand, slightly moist, dense CL Sandy CLAY - low plasticity clay, brown, with fine to medium grained sand, slightly moist, hard 0.5 0.9 1.0 colour changes to red brown 1.5 2.0 2 2.1 Gravelly SAND - fine to medium grained, pale brown SP with sub-angular gravel up to 20 mm in size, with low plasticity clay, slightly moist, very dense 2.5 3.0 3 3.5 4.0 Terminated at the target depth of 4.0 m 4.5 lotes Sampling Type: Method Moisture Symbols:

D - Dry

M - Moist

W - Wet

Reference

RESULT OF TEST HOLES/PITS

: LG7532024GI

B - Bulk/Disturbed Sample,

UD - Undisturbed Sample

HA - Hand Auger

E - Excavator

BH - Backhoe Bucket



ABN: 61 737 984 867 PO Box 5050 Canning Vale South, WA 6155

DYNAMIC CONE PENETROMETER (DCP) TEST CERTIFICATES

(AS 1289.6.3.2)

Density Correlation - Table 6.4.6.1 (A) & (B) HB 160 - 2006

Reference	LG7532024GI
Client	Shire of York
Project	Geotechnical Site Investigation
Site	36-44 Henrietta Street, York WA

Test IDDCP1-4Date Tested3-4 Jul 2024Tested byYC/ALChecked byH Meer

DCP No.	DCP1		DC	DCP2		DCP3		DCP4	
Depth (mm)	Pene	tration R	esistanc	esistance/Density Classification			Blows/100mm		
0 - 100	23	VD	6	D	7	D	22	VD	
100 - 200	>25	VD	8	D	9	VD	22	VD	
200 - 300	-	-	8	D	8	VSt	>25	VD	
300 - 400	-	-	8	D	12	Н	-	-	
400 - 500	-	-	>25	VD	>25	Н	-	-	
500 - 600	-	-	-	-	-	-	-	-	
600 - 700	-	-	-	-	-	-	-	-	
700 - 800	-	-	-	-	-	-	-	-	
800 - 900	-	-	1	-	-	-		-	
900 - 1000	-	-	•	-	-	-	-	-	
1000 - 1100	-	-	-	1	-	-	-	-	
1100 - 1200	-	-	-	1	1	-	-	-	
1200 - 1300	-	-	-	-	-	-	-	-	
1300 - 1400	-	-	-		-	-		-	
1400 - 1500	-	-	-	- (-		-	-	
1500 - 1600	-	-	-		-	-	-	-	
1600 - 1700	-	-	-	-	·		-	-	
1700 - 1800	-	Ļ	Ē) - E		Z	J U	-	
1800 - 1900	-	-	-	-	-	-	-	-	
1900 - 2000	-	-	-	-	-	-	-	-	

VS = V ery S oft to Soft < 1	F = F irm	St = St iff	VSt = V ery St iff	H = H ard
	1 - 2	3 - 4	5 - 10	>10
VL = Very Loose	L = L oose	MD = Medium Dense	D = D ense	VD = Very Dense
<1	1 - 2	2 - 3	4 - 8	>8

www.localgeotechnics.com.au

P.+61 (0) 8 9457 3517

E admin@localgeotechnics.com.au



ABN: 61 737 984 867 PO Box 5050 Canning Vale South, WA 6155

DYNAMIC CONE PENETROMETER (DCP) TEST CERTIFICATES

(AS 1289.6.3.2)

Density Correlation - Table 6.4.6.1 (A) & (B) HB 160 - 2006

Reference	LG7532024GI
Client	Shire of York
Project	Geotechnical Site Investigation
Site	5 Georgianna Street, York WA

Test IDDCP5-8Date Tested3-4 Jul 2024Tested byYC/ALChecked byH Meer

DCP No.	DCP5		DC	DCP6 D		;P7	DCP8	
Depth (mm)	Pene	tration R	esistance/Density Classification			ication -	Blows/100mm	
0 - 100	>25	VD	5	D	6	D	7	D
100 - 200	-	-	4	D	7	D	9	VD
200 - 300	-	-	5	VSt	6	VSt	18	Н
300 - 400	-	-	4	St	9	VSt	>25	Н
400 - 500	-	-	3	St	6	VSt	-	-
500 - 600	-	-	4	St	8	VSt		-
600 - 700	-	-	4	St	20	Η	-	-
700 - 800	-	-	9	VSt	>25	VD	-	-
800 - 900	-	-	10	VSt	-	-	-	-
900 - 1000	-	-	7	VSt	-	-	-	-
1000 - 1100	-	-	16	VD	-	-	-	-
1100 - 1200	-	-	>25	VD	-	-	-	-
1200 - 1300	-	-	-	-	-	-	-	-
1300 - 1400	-	-	-	-	-	-		-
1400 - 1500	-	-	-	-	-	-	-	-
1500 - 1600	-	-		-	-	-	-	-
1600 - 1700	-	-		-	•		-	-
1700 - 1800	-	-) - L	-	2	J	5 -
1800 - 1900	-	-	-	-	-	-	-	-
1900 - 2000	-	-	-	-	-	-	-	-

VS = V ery S oft to Soft < 1	F = F irm	St = St iff	VSt = V ery St iff	H = H ard
	1 - 2	3 - 4	5 - 10	>10
VL = Very Loose	L = L oose	MD = Medium Dense	D = D ense	VD = Very Dense
<1	1 - 2	2 - 3	4 - 8	>8

www.localgeotechnics.com.au

P.+61 (0) 8 9457 3517

E admin@localgeotechnics.com.au



ABN: 61 737 984 867 PO Box 5050 Canning Vale South, WA 6155

DYNAMIC CONE PENETROMETER (DCP) TEST CERTIFICATES

(AS 1289.6.3.2)

Density Correlation - Table 6.4.6.1 (A) & (B) HB 160 - 2006

Reference	LG7532024GI
Client	Shire of York
Project	Geotechnical Site Investigation
Site	5 Georgianna Street, York WA

Test IDDCP5-8Date Tested3-4 Jul 2024Tested byYC/ALChecked byH Meer

DCP No.	DCP9		DC	DCP10		DCP11		DCP12	
Depth (mm)	Pene	tration R	esistanc	esistance/Density Classification -			Blows/100mm		
0 - 100	>25	VD	>25	VD	19	VD	3	MD	
100 - 200	-	-	-	-	16	VD	5	D	
200 - 300	-	-	-	-	20	VD	4	D	
300 - 400	-	-	-	-	>25	VD	6	D	
400 - 500	-	-	-	-	-	-	4	D	
500 - 600	-	-	-	-	-		6	D	
600 - 700	-	-	1	-	-	-	7	D	
700 - 800	-	-	-	-	-	-	6	D	
800 - 900	-	-	-	-	-	-	5	D	
900 - 1000	-	-	-	-	-	-	7	D	
1000 - 1100	-	-	-	-	-	-	5	VSt	
1100 - 1200	-	-	1	-	-	-	7	VSt	
1200 - 1300	-	-	-	-	-	-	10	VSt	
1300 - 1400	-	-	-		-	-	9	VSt	
1400 - 1500	-	-	-	- (-		6	VSt	
1500 - 1600	-	-	-	-	-		7	VSt	
1600 - 1700	-	-	-	-	· ·		8	VSt	
1700 - 1800	-	-	EC.)	- (- -	Z	8	VSt	
1800 - 1900	-	-	-	-	-	-	8	VSt	
1900 - 2000	-	-	-	-	-	-	7	VSt	

VS = V ery S oft to Soft < 1	F = F irm	St = St iff	VSt = V ery St iff	H = H ard
	1 - 2	3 - 4	5 - 10	>10
VL = Very Loose	L = L oose	MD = Medium Dense	D = D ense	VD = Very Dense
<1	1 - 2	2 - 3	4 - 8	>8

www.localgeotechnics.com.au

P.+61 (0) 8 9457 3517

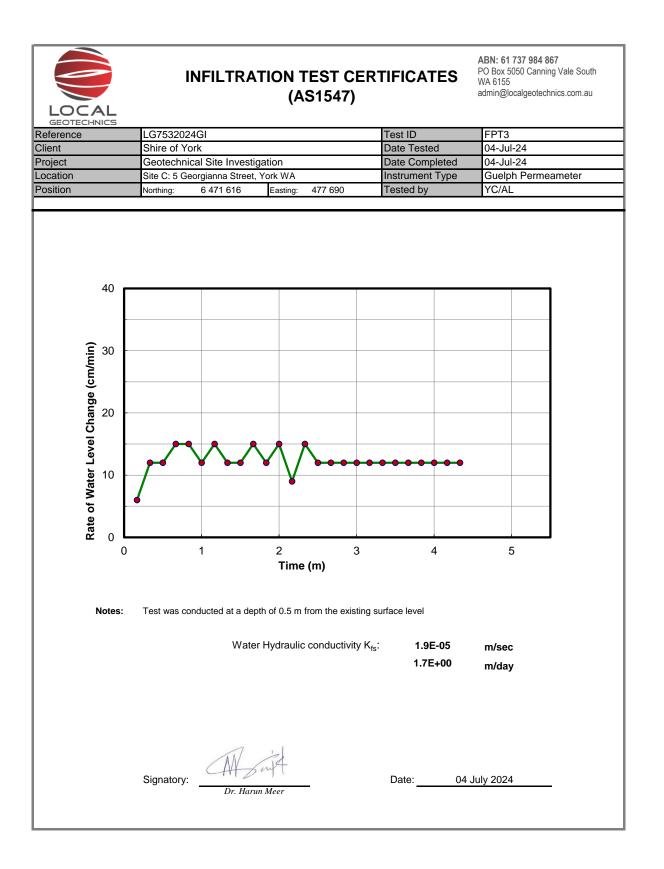
E admin@localgeotechnics.com.au

LOCAL	INFIL	TRATION TEST (AS154		FICATES	ABN: 61 737 984 86 PO Box 5050 Cannin WA 6155 admin@localgeotechi	g Vale South
Reference	LG7532024GI		Τe	est ID	FPT1	
Client	Shire of York				03-Jul-24	
Project	Geotechnical Site	Investigation		ate Tested ate Completed	03-Jul-24	
ocation	Site A: 36-44 Henrie			strument Type	Guelph Permea	ameter
osition	Northing: 6 471	-		ested by	YC/AL	
(nim) 8 8						
Rate of Water Level Change (cm/min)						
r≃0 0 Notes:		2 Time (m) at a depth of 0.5 m from the	3 existing surfa	4 ace level	5	
		Water Hydraulic conduc	ctivity K _{fs} :	2.5E-05 2.2E+00	m/sec m/day	
	Signatory:	Dr. Harun Meer	I	Date: 03 、	July 2024	

Page 1 of 1

LOCAL	I	NFILTRA	TION TEST CE (AS1547)	RTIFICATES	ABN: 61 737 984 867 PO Box 5050 Canning WA 6155 admin@localgeotechni	Vale South
Reference	LG753202	24GI Test ID FPT2		FPT2		
Client	Shire of Yo			Date Tested	04-Jul-24	
Project		cal Site Investi	gation	Date Completed	04-Jul-24	
ocation			k (northwest corner)	Instrument Type	Guelph Permea	meter
osition	Northing:	6 471 345	Easting: 477 531	Tested by	YC/AL	
40						
nge (cm/min)						
Rate of Water Level Change (cm/min)	۸	/		••••		
ate						
<u>دة</u> 0 لا 0		1	2 3 Time (m)	4	5	
Notes:	Test was co		oth of 0.5 m from the existin r Hydraulic conductivity h		m/sec m/day	
	Signatory:	Dr. Harr	in Meer	Date: 04	July 2024	

Page 1 of 1



Page 1 of 1





SITE PHOTOS



Photo 1. Site A, view from Barker Street



Photo 2. Site C, view from Bird Street

Project: LG7532024GI Geotechnical Site Investigation Site: 36-44 Henrietta Street, York WA Client: Shire of York



i



Photo 3. Site C, view from Forrest Street



Photo 4. General Site Condition (Site A)

Project: LG7532024GI Geotechnical Site Investigation Site: 36-44 Henrietta Street, York WA Client: Shire of York



ii



Photo 5. Test Location C1, Sub-surface Probing by Using a Drill Rig



Project: LG7532024GI Geotechnical Site Investigation Site: 36-44 Henrietta Street, York WA Client: Shire of York

S LOCAL GEOTECHNICS

iii



Photo 8. Field Permeability Test (FPT) at Site B

Project: LG7532024GI Geotechnical Site Investigation Site: 36-44 Henrietta Street, York WA

ELOCAL GEOTECHNICS

iv

Client: Shire of York



APPENDIX D

LABORATORY TEST CERTIFICATES

Material Test Report

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485A
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 10/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	5 Georgianna st BH1, Depth: (0.4 - 1.5m)

Particle Size Dist	tribution (AS1289 3.6.1)	
Sieve	Passed %	Passing Limits
19 mm	100	
13.2 mm	99	
9.5 mm	97	
6.7 mm	94	
4.75 mm	90	
2.36 mm	83	
1.18 mm	77	
0.6 mm	66	
0.425 mm	59	
0.3 mm	53	
0.15 mm	41	
0.075 mm	33	

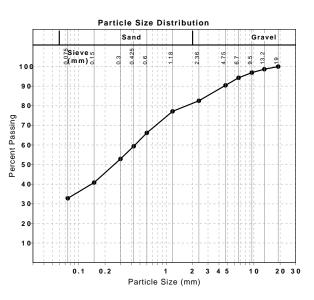
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled.

Material Test Report

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485B
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 15/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	5 Georgianna st BH2, Depth: (0.6 - 1.3m)

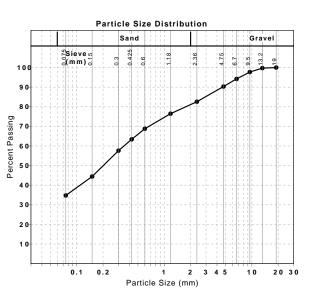
Location:					
Particle Size Distributio	on (AS1289 3	3.6.1)			
Sieve	Passed %	Passing Limits			
19 mm	10	00			
13.2 mm	10	00			
9.5 mm	9	8			
6.7 mm	9	4			
4.75 mm	9	0			
2.36 mm	8	3			
1.18 mm	7	6			
0.6 mm	6	9			
0.425 mm	63				
0.3 mm	5	8			
0.15 mm	4	4			
0.075 mm	3	5			
Atterberg Limit (AS128	9 3.1.2 & 3.2	.1 & 3.3.1)		Min	Max
Sample History		Air D	ried		
Preparation Method		Dry Sieve			
Liquid Limit (%)		30			
Plastic Limit (%)		11			
Plasticity Index (%)		19	1		
Linear Shrinkage (AS1)	289 3.4.1)			Min	Max
Moisture Condition Det		AS 1289.3.1.2			
Linear Shrinkage (%)		5.5			
Cracking Crumbling Cu	ırling		Crackin	g	•

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin @localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



This document shall not be reproduced except in full without the approval of the laboratory Results relate only to the items tested/sampled.

Material Test Report

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485C
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 15/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	5 Georgianna st BH3, Depth: (0.6 - 1.3m)

Location.					
Particle Size Distribution	on (AS1289 3	3.6.1)			
Sieve	Passed %	Passing Limits			
26.5 mm	10	00			
19 mm	10				
13.2 mm	9	8			
9.5 mm	9	5			
6.7 mm	9	1			
4.75 mm	8	6			
2.36 mm	7	6			
1.18 mm	7	0			
0.6 mm	6				
0.425 mm	56				
0.3 mm	5	0			
0.15 mm	3	7			
0.075 mm	28				
Atterberg Limit (AS128	9 3.1.2 & 3.2	.1 & 3.3.1)		Min	Max
Sample History		Oven [Dried		
Preparation Method		Dry Sieve			
Liquid Limit (%)		22			
Plastic Limit (%)		14			
Plasticity Index (%)		8			
Linear Shrinkage (AS1	289 3.4.1)			Min	Max
Moisture Condition Det	termined By	AS 1289.3.1.2			
Linear Shrinkage (%)		2.0			
Cracking Crumbling Cu	urling		Crackir	ng	

LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038

			Sand			Gravel			
106	Sieve (mm)		0.425	1.18	2.36	4.75	9.5	19	
9 0						/			
8 0	$\begin{array}{cccccccccccccccccccccccccccccccccccc$			· · · · · · · · · · · · · · · · · · ·			1 1 1 1 1 1 1 1 6 7 7 7 6		
7 0						+ - +			
6 0	· · · · · · · · · · · · · · · · · · ·		~	/					
5 0	1 1 1 1 1 1 1	/		·		+ - +			
4 0		/				+ - + -!-	1 1 1 1 		
3 0				i i i i 					
2 0				·		+ - +			
10	1 1 1 1 1 4 - 1 1 1 1 4 - 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1								
, i	0.1	0.2	1 1 1	1	2 3	3 4 5	10	20	

Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled.

Item SY007-02/25 - Appendix 2

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485D
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 09/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	5 Georgianna st BH4, Depth: (3.0 - 4.0m)

Particle Size Dist	ribution (AS1289 3.6.1)	
Sieve	Passed %	Passing Limits
19 mm	100	
13.2 mm	99	
9.5 mm	99	
6.7 mm	97	
4.75 mm	94	
2.36 mm	84	
1.18 mm	74	
0.6 mm	60	
0.425 mm	53	
0.3 mm	46	
0.15 mm	34	
0.075 mm	27	

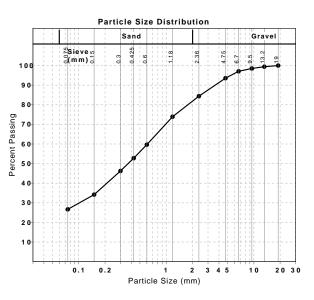
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin @localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled. Page 4 of 12

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485E
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 15/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	36-44 Henrietta street, York BH1, Depth: (1.2- 2.0m)

Sieve	Passed %		Passing	Limit	s	
19 mm	10	00				_
13.2 mm	10	00				_
9.5 mm	10	00				
6.7 mm	9	9				
4.75 mm	9	9				
2.36 mm	9	7				
1.18 mm	9	1				
0.6 mm	7	7				
0.425 mm	6	8				
0.3 mm	5	9				
0.15 mm	4	4				
0.075 mm	3	4				
Atterberg Limit (AS128	39 3.1.2 & 3.2	.1 & 3.3.1)		Min	Ma	x
Sample History		Air D	ried			
Preparation Method		Dry S	ieve			
Liquid Limit (%)		25	5			
Plastic Limit (%)		18	3			
Plasticity Index (%)		7				
Linear Shrinkage (AS1	289 3.4.1)			Min	Ma	x
Moisture Condition De	termined By	AS 1289	9.3.1.2			
Linear Shrinkage (%)		0.5	5			

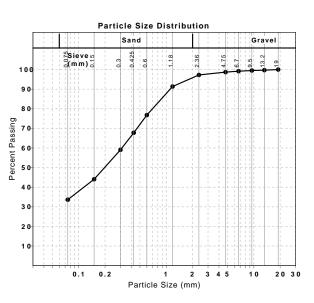
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Im

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



This document shall not be reproduced except in full without the approval of the laboratory Results relate only to the items tested/sampled.

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485F
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 10/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	36-44 Henrietta street, York BH2, Depth: (0.7- 1.5m)

Particle Size Distribution (AS1289 3.6.1)			
Sieve	Passed %	Passing Limits	
13.2 mm	100		
9.5 mm	99		
6.7 mm	97		
4.75 mm	93		
2.36 mm	84		
1.18 mm	75		
0.6 mm	63		
0.425 mm	57		
0.3 mm	51		
0.15 mm	42		
0.075 mm	35		

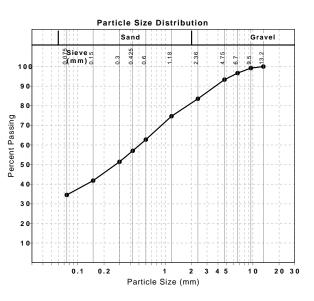
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin @localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled.

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485G
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 12/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	36-44 Henrietta street, York BH3, Depth: (0.2- 1.0m)

-		,			
Sieve	Passed %		Passing	Limits	
19 mm	10	00			
13.2 mm	10	00			
9.5 mm	9	9			
6.7 mm	9	7			
4.75 mm	9	5			
2.36 mm	8	6			
1.18 mm	7	7			
0.6 mm	5	9			
0.425 mm	5	2			
0.3 mm	4	6			
0.15 mm	3	9			
0.075 mm	3	5			
Atterberg Limit (AS12	89 3.1.2 & 3.2	.1 & 3.3.1)		Min	Max
Sample History		Air D	ried		
Preparation Method		Dry S	ieve		
Liquid Limit (%)		33	3		
Plastic Limit (%)		10)		
Plasticity Index (%)		23	3		
Linear Shrinkage (AS	1289 3.4.1)			Min	Max
Moisture Condition D	etermined By	AS 1289	9.3.1.2		
Linear Shrinkage (%)		9.0	D		
Cracking Crumbling C			None		

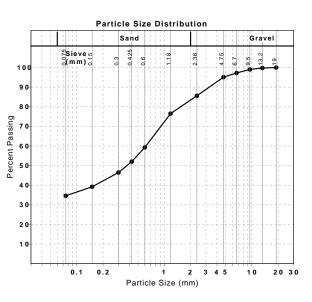
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin @localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Im

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled.

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485H
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 11/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	36-44 Henrietta street, York BH4, Depth: (0.7- 1.1m)

Particle Size Distribution (AS1289 3.6.1)			
Sieve	Passed %	Passing Limits	
19 mm	100		
13.2 mm	100		
9.5 mm	98		
6.7 mm	96		
4.75 mm	95		
2.36 mm	91		
1.18 mm	83		
0.6 mm	71		
0.425 mm	65		
0.3 mm	60		
0.15 mm	50		
0.075 mm	43		

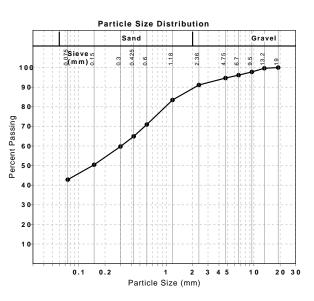
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory Results relate only to the items tested/sampled.

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485I
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 09/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	45 South Street, York (NW Corner) BH1, Depth: (1.0 - 1.3m)

Particle Size Distribution (AS1289 3.6.1)			
Sieve	Passed %	Passing Limits	
19 mm	100		
13.2 mm	99		
9.5 mm	97		
6.7 mm	96		
4.75 mm	95		
2.36 mm	92		
1.18 mm	85		
0.6 mm	73		
0.425 mm	67		
0.3 mm	61		
0.15 mm	49		
0.075 mm	41		

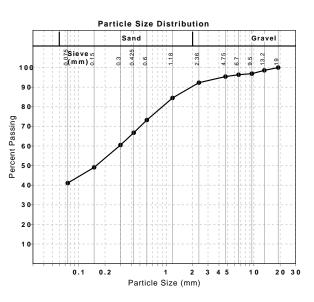
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled.

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485J
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 12/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	45 South Street, York (NW Corner) BH2, Depth: (1.0 - 1.8m)

Sieve	Passed %		Passing	Limits	
26.5 mm	10	100			
19 mm	9	9			
13.2 mm	9	6			
9.5 mm	9	5			
6.7 mm	9:	3			
4.75 mm	9	0			
2.36 mm	7	8			
1.18 mm	6	9			
0.6 mm	5	9			
0.425 mm	5	5			
0.3 mm	5	1			
0.15 mm	4.	4			
0.075 mm	3	9			
Atterberg Limit (AS	1289 3.1.2 & 3.2	,		Min	Max
Sample History		Air D	ried	_	
Preparation Method	1	Dry S	ieve		
Liquid Limit (%)		31			
Plastic Limit (%)		16	6		
Plasticity Index (%)		15	5		
Linear Shrinkage (A	S1289 3.4.1)			Min	Max
Linear Shirikaye (P	Moisture Condition Determined By		3312		
	Determined By	AS 1289	9.0.1.2		
		AS 1289			

LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038

			Sand				Gra	vel
106	Sieve (mm)		0.3		2.36	4.75	9.5	19
9 0	$\begin{array}{cccccccccccccccccccccccccccccccccccc$					×		
8 0					×	+++++++++++++++++++++++++++++++++++++	 	
7 0						+ - + -!-		
6 0				/ -		<u>+</u> - <u>+</u>		
5 0			~ •			+-+-		
4 0	•					+ - + -!-	 - - -	
3 0	$\begin{array}{c ccccccccccccccccccccccccccccccccccc$					$ \frac{1}{1} - $		
2 0	$\begin{array}{cccccccccccccccccccccccccccccccccccc$					$ \frac{1}{1} - $		
10							1 1 1 1 1 1 1 1	
⊢÷-	0.1	0.2	+ + + +	1	2 3	4 5	10	20

Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled.

Item SY007-02/25 - Appendix 2

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485K
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 11/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	45 South Street, York (NW Corner) BH3, Depth: (1.8 - 2.5m)

	tribution (AS1289 3.6.1)		
Sieve	Passed %	Passing Limits	
13.2 mm	100		
9.5 mm	100		
6.7 mm	100		
4.75 mm	99	99	
2.36 mm	97		
1.18 mm	93		
0.6 mm	83		
0.425 mm	78		
0.3 mm	72		
0.15 mm	62		
0.075 mm	55		

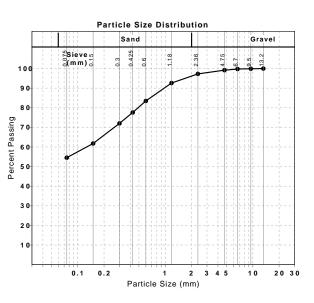
LOCAL GEOTECHNICS

Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

Accredited for compliance with ISO/IEC 17025 - Testing

Am

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



Report Number: LG/670-1

This document shall not be reproduced except in full without the approval of the laboratory. Results relate only to the items tested/sampled.

Report Number:	LG/670-1
Issue Number:	1
Date Issued:	19/07/2024
Client:	Local Geotechnics
	U12/8 Production Road, Canning Vale WA 6155
Contact:	Harun Meer
Project Number:	LG/670
Project Name:	Shire of York
Project Location:	Aquatic facility, York, WA
Client Reference:	LG7532024Gi
Work Request:	485
Sample Number:	S24485L
Date Sampled:	08/07/2024
Dates Tested:	08/07/2024 - 12/07/2024
Sampling Method:	Sampled by Client
	The results apply to the sample as received
Preparation Method:	In accordance with the test method
Remarks:	All Project and sampling details are provided by the Client. Local Geotechnics Laboratory is not responsible for the accuracy of these Details. Results apply to the sample as received.
Site Selection:	Selected by Client
Sample Location:	45 South Street, York (NW Corner) BH4, Depth: (1.0 - 1.5m)

Sieve	Passed %		Passing	Limits	
13.2 mm	10	00			
9.5 mm	9	9			
6.7 mm	9	8			
4.75 mm	9	6			
2.36 mm	9	0			
1.18 mm	8	5			
0.6 mm	7	6			
0.425 mm	7	2			
0.3 mm	6	67			
0.15 mm	5	8			
0.075 mm	5	0			
Atterberg Limit (AS128	39 3.1.2 & 3.2	2.1 & 3.3.1)		Min	Max
Sample History		Air D	ried		
Preparation Method		Dry Sieve			_
iquid Limit (%)		43			
Plastic Limit (%)		13			
Plasticity Index (%)		30)		
Linear Shrinkage (AS1	289 3.4.1)			Min	Max
Majatura Canditian Da		AC 1000	242		

Moisture Condition Determined By AS 1289.3.1.2 Linear Shrinkage (%) 11.5 Cracking Crumbling Curling None

LOCAL GEOTECHNICS

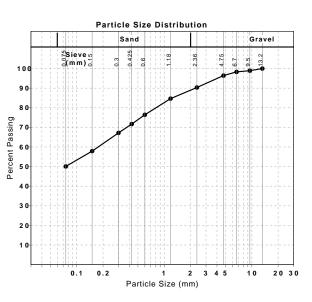
Local Geotechnics Pty Ltd Canning Vale Laboratory Unit 9/8 Production Road Canning Vale WA 6155 Phone: (08) 9457 3517 Email: admin@localgeotechnics.com.au

NATA Iac-MRA

Accredited for compliance with ISO/IEC 17025 - Testing

Im

Approved Signatory: Mark Matthews Laboratory Manager Laboratory Accreditation Number: 20038



This document shall not be reproduced except in full without the approval of the laboratory Results relate only to the items tested/sampled.

Perth 16 Gympie Way, Willetton WA 6155 Ph: (08) 9418 8742 E-mail: Phillip.li@eprecisionlab.com



E-Precision Laboratory

SHRINK SWELL INDEX TEST REPORT Test Method: AS1289 7.1.1						
	Geotechnics , WA Samples			Date Tested: Date Reporte EP Lab Job No		17/07/2024 19/07/2024 LOCAL
Tested by: Phil Checked by: Phil	5 Georgianna Street, York	36-44 Henrietta Street, York	36-44 Henrietta Street, York	45 South Street, York		
Lab ID:	BH1_SW	BH1_SW	BH4_SW	BH3_SW		
Client ID:	BH1	BH1	BH4	BH3		
Depth (m):	0.40 - 1.50	1.20 - 2.00	0.70 - 1.10	1.80 - 2.50		
Preparation:	Remolded	Remolded	Remolded	Remolded		
Bulk Density (t/m ³)	-	-	-	-		
Moisture Content (%	6): 20.23	12.04	9.33	23.31		
Thickness (mm):	40.51	40.69	39.97	41.02		
Diameter (mm):	61.8	61.8	61.8	61.8		
Surcharge (kPa):	12.5	12.5	12.5	12.5		
<u>Swell (%):</u>	0.913	0.147	0.200	0.756		
Swell Moisture Content (%) before	20.23	12.04	9.33	23.31		
Swell Moisture Content (%) after	32.96	20.88	17.36	35.87		
Shrinkage (%):	5.75	2.04	1.58	5.44		
Shrink Swell Index Iss (%)	3.45	1.17	0.93	3.23		
	,		Geotechnics	al Engineer).	2	

The results of tests performed apply only to the specific sample at time of test unless otherwise clearly stated. Reference should be made to E-Precision Laboratory's "Standard Terms and Conditions" E-Precision Laboratory ABN 431 559 578 87

Page 1 of 1

Integrity Precision Innovation

Perth 16 Gympie Way, Willetton WA 6155 Ph: (08) 9418 8742 E-mail: Phillip.li@eprecisionlab.com



E-Precision Laboratory

SHRINK SWELL INDEX TEST REPORT Test Method: AS1289 7.1.1						
	eotechnics VA Samples			Date Tested: Date Reporte EP Lab Job Nu		17/07/2024 19/07/2024 LOCAL
Tested by: Phil Checked by: Phil	5 Georgianna Street, York	36-44 Henrietta Street, York	36-44 Henrietta Street, York	45 South Street, York		
Lab ID:	BH1_SW	BH1_SW	BH4_SW	BH3_SW		
Client ID:	BH1	BH1	BH4	BH3		
Depth (m):	0.40 - 1.50	1.20 - 2.00	0.70 - 1.10	1.80 - 2.50		
Preparation:	Remolded	Remolded	Remolded	Remolded		
Bulk Density (t/m ³):	-	-	-	-		
Moisture Content (%):	20.23	12.04	9.33	23.31		
Thickness (mm):	40.51	40.69	39.97	41.02		
Diameter (mm):	61.8	61.8	61.8	61.8		
Surcharge (kPa):	12.5	12.5	12.5	12.5		
<u>Swell (%):</u>	0.913	0.147	0.200	0.756		
Swell Moisture Content (%) before	20.23	12.04	9.33	23.31		
Swell Moisture Content (%) after	32.96	20.88	17.36	35.87		
Shrinkage (%):	5.75	2.04	1.58	5.44		
Shrink Swell Index Iss (%)	3.45	1.17	0.93	3.23		
<u>Notes:</u> Sample s Stored and Tested the Samples supplied by t	•				E Contraction of the second seco	

The results of tests performed apply only to the specific sample at time of test unless otherwise clearly stated. Reference should be made to E-Precision Laboratory's "Standard Terms and Conditions" E-Precision Laboratory ABN 431 559 578 87

Page 1 of 1

Integrity Precision Innovation

	Site A – Henrietta Street	Site B – South Street	Site C – Georgiana Street
STRENGTHS	 Vacant site – low demolition costs Can keep existing pool operational while construction occurs Space to fit new facility 	 Existing pool remains operational while construction occurs. No loss of service Preferred site based on geotechnical results and site classification Integration with existing sporting facilities Proximity to YRCC function area, encourages usage Safe pedestrian connectivity between recreation areas WHS improvements for staff working in isolation Improved safety for school students with reduced walking time to lessons Available space will fit new facility 	Community sentiment for history of site



	Site A – Henrietta Street	Site B – South Street	Site C – Georgiana Street
	 No value in co-location. No integration with existing facilities 	Demolition costs of existing infrastructure	 Pool closed for up to two swimming seasons
	 Separation from main recreation precinct increases risk to pedestrians, especially children, crossing main vehicle entry 		 No integration with other recreational facilities
	 Poor pedestrian connectivity to main town centre. Most direct pedestrian pathway is down Henrietta Street – risk of interaction with heavy vehicles 		 Demolition, including expense of removal of entire pool shell Geotechnical results revealed highly reactive clay site classification. Least
Lo	 Not preferred site based on geotechnical results Access to power and water. No connection 		desirable of all sites, compared to other options.
	 on site Requirement for amalgamation of existing lots 		



	Site A – Henrietta Street	Site B – South Street	Site C – Georgiana Street
	Attractive entry statement to town	 New basketball courts to be built adjacent to aquatic facility 	
		 Replacement of degraded outdoor basketball courts. Pavement cracking and deteriorating court facilities 	
		 Safe access for school students, reduced travel time to lessons 	
		 Disposal of obsolete buildings and facilities, investment in renewal 	
OPPORTUNITIES		 No 'double up' on facilities required such as gym, café and playground. 	
(\bigcirc)		 Increased site activation and patronage for café 	
		 Incorporation of meeting/ program room spaces that can be utilised for other events, such the York Show 	
		 Opportunities for a water use efficiency improvements in conjunction with school, providing alternative source of water for ovals 	
		 Existing site available for development for other community uses. Potential for development of multi-generational spaces and uses including children's hub, community garden, community access. 	



AQUATIC FACILITY – SITE SELECTION

DECISION SUPPORT MATRIX – SWOT

		Incorporate celebration of the history as a pool site	
	•	Opportunity for improved early years hub, upgrade from existing obsolete building	
	•	Demolition of existing site – might not need to remove shell and demolition could occur over time.	
	•	Clean up of asbestos found on the site, reduce risk to community	



	Site A – Henrietta Street	Site B – South Street	Site C – Georgiana Street
THREATS	 Poor access to services – likely delays in Western Power design and construction Impact of heavy vehicles on adjacent road. Risk of vibration damage over time Increased heavy vehicle impact with Light Industrial Area intersection upgrades Safety issues with pedestrian access from Henrietta Street Change adverse elements in community Lots require amalgamation 	 Change adverse elements in community Construction costs of new outdoor basketball courts Disturbance to Early Years Hub activities with need for relocation 	 Loss of facility for at least one season, maybe two Permanent damage to swimming club if pool was closed for a season Community travel to Northam for swimmng, don't return Economic loss if people travel to Northam, likely to combine trip with shopping etc. Spend leaves town Loss of school swimming lessons as travel is not possible (cost and time) Negative impact on York District High School Emergency Service Cadet program – Loss of Bronze Medallion, water safety program Impact on Vac Swim as loss of a season reduces enrolments Lack of accessibility increases poor swimming outcomes for children





Proposed Site



YORK SWIMMING POOL

Review of Pool Condition Reports



DATE: APRIL 2024 PROJECT NUMBER: 8822



SYDNEY | CANBERRA | PERTH | BRISBANE | CAIRNS | SHENZHEN | ADDIS ABABA Built Environment Collective Pty Ltd ABN 22 152 885 393



Document Control

Job No.: 8822 Job Title: York Swimming Pool Document Title: 240409-8822-York_Swimming_Pool-Report.docx

Document Control

Date	Document	Revision	Author	Reviewer
08/04/2024	Review of Pool Condition Reports	0	Arek Prasek	Rhys Kilpatrick

Approval for Issue

Approved By	Approver Initials	Revision	Description	Date
Rhys Kilpatrick	RK	0	Report	08/04/2024
Rhys Kilpatrick	RK	А	Amended Section 2.4	09/04/2024

© Document copyright of Built Environment Collective Pty Ltd

This document is and shall remain in the property of Built Environment Collective (BEC). The document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement for the commission. Unauthorised use of this document in any form whatsoever is prohibited.

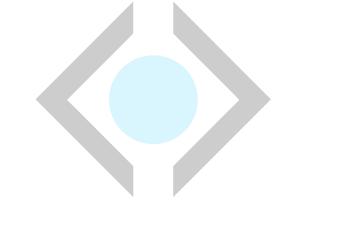
To the extent permitted by law, BEC expressly disclaims and excludes liability for any loss, damage, cost or expenses suffered by any third party relating to or resulting from the use of, or reliance on, any information contained in this report. BEC does not admit that any action, liability or claim exist or be available to any third party.

SYDNEY | CANBERRA | PERTH | BRISBANE | CAIRNS | SHENZHEN | ADDIS ABABA Built Environment Collective Pty Ltd ABN 22 152 885 393 Page 2 of 24



CONTENTS

IN	INTRODUCTION5					
1	1 GENERAL INFORMATION ABOUT THE AQUATIC COMPONENTS					
	1.1	Pools Structure				
	1.2	WATER FILTRATION				
2	FIN	DINGS IN THE REPORTS				
	2.1	SWIMMING POOL FILTRATION & WATER TREATMENT SURVEY REPORT FOR WAR MEMORIAL SWIMMING POOL AT				
	York	7				
	2.2	CONCRETE CONDITION ASSESMENT				
	2.3	FACILITY CONDITION ASSESSMENT				
	2.4	EMAIL ADVICE				
3	VIS	UAL SITE INSPECTION				
4	4 FINDINGS INTERPRETATION AND COMMENTS					
	4.1	SWIMMING POOL FILTRATION & WATER TREATMENT SURVEY REPORT FOR WAR MEMORIAL SWIMMING POOL AT				
	York	12				
	4.2	CONCRETE CONDITION ASSESMENT				
	4.3	FACILITY CONDITION ASSESSMENT				
	4.4	EMAIL ADVICE				
5	5 SUMMARISING16					
6	РНС	DTO DOCUMENTATION				



 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS
 ABABA

 Built Environment Collective Pty Ltd
 ABN 22
 152
 885
 393
 Page 3 of 24



RELIANCE ON DATA

In preparing this report, GNFP has relied upon data, surveys, analysis, designs, plans, and other information provided by the Client and/or other individuals and organisations. Except as otherwise stated in the report, GNFP has not verified the accuracy or completeness of this data. To the extent that the statements, opinions, facts, information, conclusions and/or recommendations in the report are based in whole or in part on the data, those conclusions are contingent upon the accuracy and completeness of the data. GNFP will not be liable in relation to incorrect conclusions should any data, information or condition be incorrect or have been concealed, withheld, misrepresented, or otherwise not fully disclosed to GNFP. Any quantities provided are based on estimates provided or obtained during site investigations.

NO RELIANCE BY THIRD PARTIES

The report should not be regarded as suitable for use by any person or persons other than the Client. A party, other than the Client, may not rely on the report, and therefore GNFP:

- owes no duty (whether in contract or in tort or under statute or otherwise) with respect to or in connection with the report or any part thereof;
- will have no liability for any loss or damage suffered or costs incurred by any party arising out of or in connection with the provision of the report or any part thereof, however the loss or damage is caused, including, but not limited to, as a result of negligence but not as a result of the fraud or dishonesty of GNFP.

SAFETY IN DESIGN

The content of this report does not represent detailed design. Where detailed design works 'follows on' from this report, the designer must comply with WA Work Health and Safety Regulations 2022 and Work Health and Safety Regulation 2011

Where relevant, in undertaking detailed design, a Designer's duties are to:

- Ensure that a structure or work element is designed to be without risks to the health and safety of workers, end users and people in the vicinity;
- Provide a written safety report that identifies the hazards relating to the design so far as the designers are reasonably aware, to the Client.
- Make said information available if requested by persons who will use or handle substances, plant or structures at the workplace site for the purposes for which these were designed

The Designer may need to:

- Prepare a written report at each defined stage of the commission to inform the Client of design related hazards that create health and safety risks to persons associated with construction and operation of the facility or work element.
- At contract documentation stage, append a detailed Work Health and Safety Design Review report to the specification for the purpose of informing the Contractor of the particular risks to health and safety identified by the designers of each element of the Works. It may be appropriate for said report should detail how construction and operating risks have been mitigated through design.

For further information refer to relevant legislations.

SYDNEY | CANBERRA | PERTH | BRISBANE | CAIRNS | SHENZHEN | ADDIS ABABA Built Environment Collective Pty Ltd ABN 22 152 885 393 Page 4 of 24



INTRODUCTION

The Shire of York has commissioned BEC Ninnes Fong to undertake a review of the existing pool and water filtration condition reports of the public swimming pools located in York, Western Australia.

The existing received documentation to review:

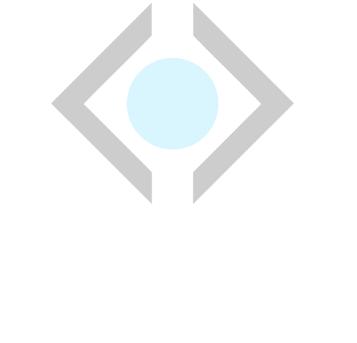
- ♦ Survey and Council Report Brian Beech, 2008
- Concrete Condition Assessment Extrin, 2016
- Facility Condition Assessment Lucis Consulting Australia, 2019
- Email Advice GNFP, 2021

The facility consists of a 50-meter lap pool, a wading pool, and a toddler's pool, all constructed with reinforced concrete. Historical records indicate that these pools were built in 1967.

The purpose of this report is to analyse the current condition of the pools, water filtration systems, and buildings within the facility based on previously prepared reports. The desktop study will include repair options and building a new facility. The aim is to provide the Shire with sufficient information to make an informed decision about the future of this community asset.

The structural and aquatic engineer, Arek Prasek performed a visual inspection on 13th March 2024. During the site visit, all pools were filled with water.

Generally, we observed the crack's numbers, length and width were worse than described in the provided reports. The size and causes of the cracking in the pool and the exact investigation were not part of this project.



 SYDNEY
 |
 CANBERRA
 |
 PERTH
 |
 BRISBANE
 |
 CAIRNS
 |
 SHENZHEN
 |
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 |
 Page 5 of 24



1 GENERAL INFORMATION ABOUT THE AQUATIC COMPONENTS

1.1 POOLS STRUCTURE

<u>50m Pool</u>

The 50m x 12.8 m concrete pool has 6 lanes and a concrete perimeter upstand (coping). Access to the pool is via the attached movable stairs. There are 2 expansion joints.

The scum-gutter style overflow channels are located along the pool. Depth ranges from 1.07m deep at the shallow end to 1.83m at the deep end. The pool surface is painted with tiled swimming lines and one row of tiles below the gutter channel, and one and a half top rows at the ends.

The pool is partially covered by a shade sail at the shallow end.

The return line is in the middle of the pool. The water outlets are sighted as a series of holes in the base of the pool.

Wading Pool

The Wading pool is 9.2m x 6m and consists of a concrete shell with a perimeter upstand. The scum-gutter overflow channel is located at the shallow end. The pool surface is painted with half tile row below the gutter channel and one top row on other walls.

The pool depth is between 0.55m and 0.75m.

The return line is along the deep end. The water outlets are sighted as a series of holes in the base of the pool.

Toddler's Pool

The Toddler's pool is 6m x 4.5m and consists of a concrete shell with a perimeter upstand. The pool surface is painted and tiled walls.

The pool depth is between 0.2m and 0.24m.

The return line is along the deep end. The water outlets are sighted as a series of holes in the base of the pool

1.2 WATER FILTRATION

- The Balance Tank, constructed from reinforced concrete, has a capacity of 99m³ but operates with a water volume of approximately 64m³. It does not have a top cover.
- The Backwash Tank constructed from reinforced concrete has an estimated capacity of 99m³. It does not have a top cover.
- The water filtration system circulates water in all three pools.
- Gravity sand filter
- Air scour blower for gravity sand filter backwash
- Sodium Hypochlorite disinfectant
- Sulfuric Acid pH regulator

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 6 of 24



2 FINDINGS IN THE REPORTS

2.1 SWIMMING POOL FILTRATION & WATER TREATMENT SURVEY REPORT FOR WAR MEMORIAL SWIMMING POOL AT YORK

This report, prepared by *Brian Beach* in February 2008, provides a detailed description of the pool and its equipment and relates this to the new Department of Health WA Code of Practice requirements.

Selected failures:

- Foot Valve reported that it would not hold water during shut down period.
- Pre-Pump Strainer badly corroded. Urgently require replacement.
- The main circulating pump is not fitted with a discharge control valve, so the head cannot be accurately controlled from this point on. Ability to achieve the turn over time of approximately 6 hours (all three pools). There are no Pressure & Vacuum Gauges fitted to the pump. The pump is not suitable for any upgrade to the required flow rates.
- The Backwash Valve is slightly leaking.
- Filter. Pipes not suitable for an upgrade to the required flow rates. Corrosion of outer pipes and leakage when entering the concrete tank. A few other small areas of corrosion are noted within the plant room wall of the filter.
- Pipework. The pipework within the plant room is generally severely corroded and in poor condition, and it will need to be replaced as soon as practical. It was reported that there was some water loss in the underground pipes.
- Balance & Backwash Tanks are in poor condition and need replacing for any major upgrade.

2.2 CONCRETE CONDITION ASSESMENT

The report, prepared by *Extrin* in May 2016, was to inspect the existing cracking in the pool and concourse and provide future maintenance planning. The reports consist of the results of concrete testing:

- a) Schmidt Hammer for concrete compressive strength. Reading between 32.5MPa to 42.5 MPa.
- b) Drummy Survey to detect a concrete abnormality.
- c) Chloride profile with depth to determine the chloride penetration of the concrete structure

General information coincides with the previous report from 2008 and the local assessment done by BEC Ninnes Fong.

The inspection and tests were done when the pool was empty.

Selected failures

- The inspector was advised that the pool is losing about 1 million litres per month (1000 m³)
- It was recorded the cracking, delamination and staining of the concrete pool structure
- Cracking along centre channel
- The drummy survey results indicate delamination or detachment of the concrete (or render or plaster material) from the reinforcement. The total area requiring repair is approximately 1.42m² for the walls and 1.73m² for the floor.

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22
 152
 885
 393
 Page 7 of 24



- The entire length of the concrete upstand has numerous cracks. Around 40-60 linear meters of cracking with a width between 0.5mm to 3mm
- The existing repair patching in concrete was done before 1993
- Chloride ion penetration in the concrete wall in the first 50mm depth is 1.5 times more than the recommended limit
- The concrete tank walls are in poor condition, with visible cracks, spalling, and exposed reinforcement bars
- Suspicion of leakage in the northern expansion joint

2.3 FACILITY CONDITION ASSESSMENT

The report provided by Lucid Consulting Australia in February 2019, includes findings and recommendations from a few discipline specialists:

- 1. Building Services (mechanical, electrical and hydraulics) Lucis Consulting Australia
- 2. Architectural Hodge Collard Preston Architects
- 3. BCA Compliance Resolve Group
- 4. Aquatic Aquatic One

The primary objective of this report is to comprehensively identify major defects, safety hazards, and noncompliances, with a focus on addressing them within the scope of renewal works. Furthermore, the report offers actionable recommendations to rectify the identified issues along with estimated costs associated. Each recommendation is strategically prioritized to aid the Shire in efficiently allocating resources and funding.

The selected failures

- Lack of mechanical ventilation in the Plant Room.
- Exposed cable.
- Earth bonding.
- Each pool structure contains notable cracks in the floor.
- 50m pool significant settlement on one side of the pool.
- An open gutter (in each pool) presents a risk of injury.
- Expectation of expansion joints leaking.
- The concrete pool perimeter upstands notable cracks.
- Suspect the pool piping leak.
- The Balance Tank exceeds its design life and presents a safety risk to operators.
- The gravity sand filter is undersized and services three pools instead of individual pool.
- The chemical controller requires a flow-switch interlock to prevent static dosing.
- The Gas Chlorine System present several non-conformances with standards and require reconfiguration.
- Soda Ash System. Dosing and storage equipment is generally in poor condition, with damage to the surrounding area resulting from leaks and spills.
- The Backwash Tank contains algae-filled water and shows signs of structural degradation.

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 8 of 24



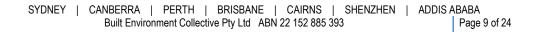
- The Concourse drainage channel is a trip hazard and causes safety and maintenance issues.
- The First Aid Room does not comply with the Department of Health Code of Practice for the requirements of the Design, Construction, Operation, Management, & Maintenance of Aquatic Facilities.
- There is no access or facilities for disabled people.
- The pool is out of level. The difference between the eastern side of the pool and the west is about 15mm.
- Cracking in channel gutter
- The water consumption of the pool was 2000 litres per hour in January 2019.
- The steps to the Toddler's Pool are too high, and handrails are missing.
- Originally, two strainer screens were present in the balance tank. Due to the failure of the concrete, one of the strainer screens retaining slots has fallen away, allowing only one screen to be used.

2.4 EMAIL ADVICE

Geoff Ninnes (of BEC Ninnes Fong), a distinguished aquatic engineer, penned the email in June 2021. With an illustrious career spanning over 25 years, Geoff is an expert in the aquatic discipline. His repertoire includes the design, enhancement, and meticulous forensic examination of more than 400 commercial pools, showcasing his profound expertise and commitment to projects.

The Shire of York engaged Geoff to prepare a scope of works for repairs and tender specifications. As part of preparing for that scope, Geoff conducted his own inspection and provided a brief summary in his email, outlining the primary findings as follows:

- Very substantial water loss through pool joint or centre return line
- Movement/settlement of the pool sections caused by ground movement due to a water leak under the pool
- Badly cracking in the concourse around children's pools
- No access to the gravity sand filter
- Backwash Tank is very badly cracked
- Two leaking and rusted pipes from the filter to the Backwash Tank
- Suggestion to replace the existing sand gravity filter with the new one
- The Balance Tank mesh screen for the leaf trap needs to be rebuilt and new gutter lines installed





3 VISUAL SITE INSPECTION

50m Pool

The concourse around the pool is significantly cracked. The perimeter concrete upstand has intensive vertical and horizontal cracks. The concourse settled in some areas.

There are cracks in the pool floor along the return line and across with delaminated and discoloured paint and black stains.

The expansion joint in the floor doesn't line up with the joint in the wall. The sealant in the floor joint different width.

There are large numbers of cracked, chipped and debonded tiles.

Wading Pool

The concourse around the pool has some cracking. The perimeter concrete upstand has intensive vertical and horizontal cracks.

There are some cracks in the pool floor, with delaminated and discoloured paint.

There are some cracked and outlined tiles. Most of them have faded colours due to wear and tear.

The paint on the pool floor has delaminated and discoloured.

The concrete step to the pool has two repaired cracks and a chipped edge due to use.

Toddler's Pool

The concourse around the pool has some cracking. The perimeter concrete upstand has many vertical and horizontal cracks.

There are some cracks in the pool floor, with delaminated and discoloured paint.

There are some cracked and outliered tiles. Most of them have faded colours due to wear and tear.

The paint on the pool floor has significantly delaminated and discoloured.

<u>Plant Room</u>

During the on-site assessment, it was observed that Chlorine Gas was replaced by Sodium Hypochlorite and Soda Ash by Sulfuric Acid. It appears that some pre-existing pipes were replaced, while others were refurbished by repainting.

A significant structural crack is visible above the top corner of the entry door.

The old pump was re-used and repositioned slightly higher to accommodate the new piping. However, there is inadequate fixing with the pump bearing on the brick.

There is significant rust on the valve on the backwash line.

A significant structural crack is visible above the top corner of the entry door.

The brick Plantroom walls exhibit detachment from the concrete filter tank. There are some cracks in the brick walls in different locations and signs of chemical penetration into the plaster, timber elements, and paint inside the building.

The disappearance of mortar around the backwash pipe, chip-off pieces of brick in other locations, and significant discolouration were noticeable.

Balance Tank and Backwash Tank

The concrete walls of the backwash tank exhibit severe damage, with exposed reinforcement, rendering the balustrade structurally failed and unsafe. Concrete debris and other types of rubbish were visible inside

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 10 of 24



the tank. Chemical infiltration from the water storage tanks has led to the exposure of aggregate stones within the concrete structure.

We've observed that a single strainer screen is currently in use. Due to the failure of the concrete edge, the remaining slot lacks the necessary support for a second screen. This issue results in inadequate debris trapping from the pools

There was a different amount of soiled water entering the Balance Tank.

The U-shaped rods embedded within the concrete walls, intended as steps, exhibit deformation and corrosion. No safety rails.

Gravity Sand Filter

The reviewed reports do not mention sand bed replacement or thorough cleansing. Geoff, the current pool operator, couldn't advise when the last time the sand filter was refurbished.

The gravity sand filter media requires replacement every ten years. Serving as a filter media, sand effectively captures dirt particles up to 0.5 mm in size. Failure to replace the sand leads to coagulation due to the accumulation of fats, oils, and skin particles within the water, resulting in inadequate filtration. Failure to remove these particles can significantly slow down the turnover time, impacting the water flow rate. Even during backwashing, not all impurities trapped in the sand bed are removed. The organic remnants become a food source for harmful microorganisms and bacteria, posing a health risk.

Building Facilities

The inspection we proceeded with confirmed the findings from the architect and building surveyor regarding existing building structures.

- No facilities for disabled people
- Lack of separate First Aid Room
- Non-compliant Universally Accessible Toilet (UAT)
- Dedicated general store rooms
- Lack of air-conditioning in the office
- Broken window in Plant Room
- Aging perimeter fence
- Additionally, unsatisfactory roof tie-down next to the cantilever part of the roof
- Dilapidated changeroom

SYDNEY | CANBERRA | PERTH | BRISBANE | CAIRNS | SHENZHEN | ADDIS ABABA Built Environment Collective Pty Ltd ABN 22 152 885 393 Page 11 of 24



4 FINDINGS INTERPRETATION AND COMMENTS

Our interpretation and comments in this section follow the order of the deficiencies listed in the previous sections. The problems repeatable in the following sections are fully discussed in the first case to avoid duplication.

4.1 SWIMMING POOL FILTRATION & WATER TREATMENT SURVEY REPORT FOR WAR MEMORIAL SWIMMING POOL AT YORK

Cracking

The cracks in the concrete, floor, walls, and upstand should be appropriately repaired as soon as they appear to prevent the chloride penetration of the concrete. The current stage of cracking in the concrete upstand to each pool requires a severe capital investment in further forensic investigation to confirm the ingress of chloride into the concrete, cement content, chloride diffusion and the extent of reinforcement corrosion. Depending on the results, the remaining life of the pool may be limited, simultaneously requiring a severe investment in the repairs.

Recent inspections have raised concerns regarding potential chipping or disintegration of render or concrete patches within the next two years. Such deterioration poses contamination risks to the pool environment and escalates the likelihood of injuries.

Expansion joint

The different widths of sealant in the expansion joints in 50-meter pool indicate potential issues with the differential settlement on each pool section. If this is the case, sealant alone is a very short-term solution.

Differential settlement can lead to concrete parts separating, widening expansion joints, damaging sealant, and ultimately causing water loss. This water leakage can further exacerbate issues by washing out compacted soil beneath the pool floor, creating air pockets and loose sand, which in turn contribute to continued settlement.

To assess the presence of air pockets or similar abnormalities beneath the pool floor, Ground Penetrating Radar (GPR) testing would be necessary. Additionally, conducting dye tests can help detect water loss within the pool structure, channel gutter, and piping system.

The pool settlement leads to underground piping damage.

Tiling

The tiling within the pools exhibits extensive wear, characterized by cracks, chipping, and debonding. This deterioration not only compromises the aesthetic appeal but also poses safety hazards due to the presence of sharp edges on the broken tiles, increasing the risk of injury to pool users.

Considering the current condition of the tiling, it is advisable and feasible to undertake simultaneous retiling of all three pools. The total square meter area requiring renovation does not necessitate a significant investment. However, it is important to acknowledge the potential risk associated with this renovation process.

Upon removal of the tiles, there exists the possibility that underlying concrete degradation will be exposed. This may include issues such as spalling, delamination, or cracking, which could necessitate additional repairs beyond the scope of the initial re-tiling project. Therefore, a thorough assessment of the concrete

 SYDNEY
 |
 CANBERRA
 |
 PERTH
 |
 BRISBANE
 |
 CAIRNS
 |
 SHENZHEN
 |
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 12 of 24
 Page 12 of 24



substrate prior to commencing the re-tiling endeavour is imperative to mitigate unforeseen complications and ensure the longevity and structural integrity of the pool facilities.

<u>Paint</u>

Addressing the deteriorated paint on pool surfaces necessitates a comprehensive approach encompassing thorough cleaning, crack repair, and subsequent repainting.

It's crucial to note that the paint used on pool surfaces typically comes with a lifespan and warranty of seven years. This type of paint is particularly sensitive to various environmental factors such as water exposure, chemical interactions, abrasions, temperature fluctuations, and sunlight exposure. In comparison, the warranty for tiled surfaces extends to ten years, with an estimated lifespan of approximately 25 years.

Return line

The main return line required a sufficient water inlet, boasting a wide diameter to ensure ample water dispersion for sustained circulation. We were apprised of sporadic algae occurrences, particularly in the pool's deeper sections, necessitating manual free chlorine concentration treatment.

Presently, the basic water inlets fail to ensure adequate water circulation throughout the pool.

Water treatment chemicals

We were informed that the water treatment system underwent an update in 2019. The replacement of gas chlorine made the system function much safer and significantly reduced the risk of operation. However, there is still room for improvement with the system regarding fully automated chemical control.

Plant Room

The Plant Room lacks mechanical ventilation, which causes chemical penetration in the paint, render, brick walls, timber elements, and pipes. Staying in the building is also unhealthy, as the chemical fumes enter the lungs. Broken glass in the window and large gaps in the opening don't improve the ventilation on unwindy days. The building structure requires an elementary repair to ensure it stays safe.

Balance Tank and Backwash Tank

The Balance Tank and Backwash Tank are neglected and significantly damaged. Considering the advanced age of the structures and the extent of existing damage, a comprehensive renovation may not be feasible.

The balustrade doesn't prevent from falling into the tank, the pool personnel need to be very careful around the structure and area totally closed from unauthorised people.

Access to the tank needs to be modernised to provide safety.

The absence of a roof over the tanks exacerbates water evaporation along with the chemicals and allows pollution to get into the water.

The current debris and dirtiness should be immediately removed and tanks regularly cleaned. The dirt in the tanks causes bacteria and microorganism colonies, which enhances the demand for chemical treatment. As there is no automatic control of the water probes of water quality, the pool operator may react with delay, potentially endangering bathers who may ingest contaminated water or experience skin irritation. In severe cases, the pool may need to cease operations until water circulation is fully restored. It's noteworthy that a single filtration system serves all three pools, posing heightened risks to the youngest children.

 SYDNEY
 |
 CANBERRA
 |
 PERTH
 |
 BRISBANE
 |
 CAIRNS
 |
 SHENZHEN
 |
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22
 152
 885
 393
 Page 13 of 24



Pool settlement

During the inspection, it became evident that varying amounts of soiled water from the channel gutter were flowing into the pool. This discrepancy could be attributed to the uneven settlement of the pool structure, leading to an irregular flow rate and prolonged circulation time of pool water.

The *Aquatic One* report specified that the difference between the eastern side of the pool and the west is about 15mm.

4.2 CONCRETE CONDITION ASSESMENT

Water Loss

The water loss is a significant and alarming concern. The average volume of the 50m pool is about $920.75m^3$ [50m x 12.7m x (1.07+1.83)/2], which means that more than the content of the whole pool is lost within a month.

1000m³ /(30 days x 24hrs) =1.38m³ (1388 litre) pool is losing water with chemical content within an hour.

The Aquatic One report also mentions a huge amount of water loss, 2000 litres per hour. Please note that the information is based on the pool manager's statement, the **accurate water loss test was never conducted**.

The loss of such a significant volume of water could result from underground damaged pipes or, in addition to broken pipes, cumulative leakage from expansion joints, evaporation, and cracks.

The dye test should be performed as soon as water loss is detected. This will allow for a more precise determination of water waste, identifying the location of leaks and organizing repairs.

Druminess and inside the channel gutter were not confirmed during our site visit.

The number of <u>repair patching</u> was noticed mainly in the deep section of the pool.

Concrete Cancer

The results from the chloride ion test performed 8 years ago showed dangerous penetration of the concrete surface up to 50mm over 1.5 times the recommended limit. As no preventative measures were taken, chloride was able to penetrate the concrete walls and floors, reaching or possibly approaching the reinforcement surface now.

Preventing reinforcement corrosion in the current concrete structure would be very difficult and expensive work, with no guarantee of successful repair or the extent of the pool's serviceability for about 10 years with further repairs.

4.3 FACILITY CONDITION ASSESSMENT

The <u>exposed cables</u> in several locations required replacement to improve the safety.

Earth bonding

The certified electrician is required to carry out testing and install equipotential bonding in accordance with AS 3000 standards.

Channel gutter

The existing open style scum-gutter occurring in all three pools presents a risk to patron safety as the potential exists for arm or leg entrapments whilst patrons are entering or existing the pool. Especially when a floating toy flows into the gutter and a child wants to get it out.

 SYDNEY
 | CANBERRA
 | PERTH
 | BRISBANE
 | CAIRNS
 | SHENZHEN
 | ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 14 of 24



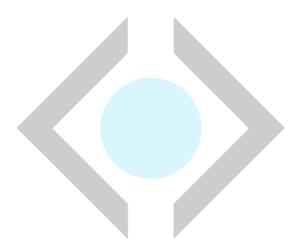
The cracking concrete over the channel gutter if spalled will be hard to notice as it is out of direct sight. This degradation not only obstructs the flow of water within the channel but also exposes the reinforcement bars to corrosive chemical reactions from both water and airborne fumes.

Non-compliance findings

Non-compliance findings are outside the scope of this report and thus do not warrant our comments. However, should any pool modernisation be undertaken, it is imperative to include necessary updates to adhere to the Building Code of Australia (BCA), National Construction Code (NCC), Department of Health Codes of Practice, Royal Life Saving guidelines, and other legislative requirements.

4.4 EMAIL ADVICE

Geoff's findings in the email are likely derived from the previous report rather than from a physical inspection. The comments on his findings have already been addressed earlier in this section.



 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 15 of 24



5 SUMMARISING

The concrete pool design lifespan is 50 years. The service life depends on regular maintenance, water chemicals, exposure to atmospheric conditions, bath loads, etc.

The external seasonal pools are at the highest risk of all unfavourable factors:

- Heat from extreme hot weather in WA,
- differential temperature day and night (especially in the winter season),
- emptying and refilling the pool,
- pollution from fauna, like ducks and other birds' excrements, frogs, rats etc.
- pollution from flora, like leaves, flower pollen etc.
- Inumber of bathers wearing sunblock, sweating, open injuries, mucus, and urinating in the pool etc
- I own wear out, like paint, tile grout, concrete surface of the upstand, sand from concourse etc

Each of the aforementioned factors influences the requirements of water chemistry, thereby impacting the integrity of the concrete surface. As the presence of chemicals increases, so does their ability to infiltrate the concrete, ultimately leading to its degradation.

All three reports include a list of significant damage to the water facility. Any damage increases operating costs and reduces water quality and patrons' comfort.

The current condition of the water facility is far from today's standards and regulations. The level of destruction of obsolete concrete structures exceeds the profitability of repair.

BEC Ninnes Fong advises against repairing the existing facility as repairs will be a significant challenge. The costs associated with repairing and modernizing the pool structure, tanks, and plant room to meet current standards and regulations are expected to be substantial relative to the benefits obtained. While certain renovations can prolong the lifespan of specific elements—such as water filtration systems for up to 9 years, addressing cracking and surface finish issues for 7 years, and maintaining pool and tank integrity for 5 years—ongoing inspections will be necessary to ensure the upgraded facility operates effectively. Moreover, additional investments for maintenance may be inevitable.

Past experience suggests that new issues may arise during the renewal process, necessitating further expenditures. Achieving compliance with current standards and regulations poses a considerable challenge. For instance, installing a disabled lift or ramp could restrict access, as one lane may need to be dedicated solely to these facilities. Additionally, adding a new lane to the pool may prove problematic due to potential bonding issues between the new concrete and the aged, chloride-permeated structure. Similar challenges may arise with centreline replacement efforts. Addressing these complexities will require careful planning and consideration of alternative solutions.

<u>BEC Ninnes Fong strongly recommends the construction of a new aquatic facility</u> as it will provide residents with the highest standard of quality and safety, with no major problems and lower costs for the next 50-60 years.

A sufficient selection of a water filtration system will notably diminish operational costs, ensuring sustainable management of the pools. Moreover, the automation of the Plant Room will streamline water

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 16 of 24



quality control, enabling remote monitoring of chemical levels and instant alerts in case of equipment malfunctions, thereby ensuring optimal conditions at all times.

There is an opportunity to enhance the appeal of the children's area could be achieved by incorporating water features or an engaging active tower equipped with a tipping bucket.

Incorporating a ramp into the design of the new pool would not only offer comfortable access for disabled patrons but also ensure inclusivity. Additionally, implementing other facilities tailored to diverse needs would further enhance accessibility and enjoyment for all visitors.

The Shire could explore integrating solar panels into their infrastructure for both building electricity generation and water heating systems. This eco-friendly approach not only reduces operational expenses but also aligns with sustainability goals, offering long-term benefits to both the environment and the community.

While rebuilding the aquatic centre in its current location is feasible due to the available space for slightly expanded facilities, it's essential to consider the inconvenience to residents who would miss out on an entire operational season. Thus, exploring alternative locations might offer a more practical solution.

The Shire of York needs to consider the constantly increasing prices and costs in order to make quick and reasonable decisions that will allow it to save on capital costs.



 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 17 of 24





Cracking in the concrete upstand



Different width of the expansion joint sealant



Cracking along centre line



Cracking in the pool floor

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 18 of 24





Shaded part of 50m pool



Cracked and debonded tile



Settlement of the concourse



Concrete patches at deep end



Concourse cracks and settlement



Concrete upstand cracking

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 19 of 24



240409-8822-York_Swimming_Pool-Report.docx

UCH



Concrete upstand cracking (no handrail)





Insufficient tie-down



Concourse drainage channel - trip hazard

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 20 of 24



240409-8822-York_Swimming_Pool-Report.docx



Broken window in Plant Room



Degradated concrete plinth and brick wall



Sodium Hypochlorite – disinfectant



Sulfuric Acid - pH regulator



Rusted valve



Structural crack above Plant Room door

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 21 of 24





Insufficient pump fixing



Plant Room wall damaged by chemicals

240409-8822-York_Swimming_Pool-Report.docx



Separation between Filter Tank and Plant Room



Damaged mortar around the pipe

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 22 of 24





Damaged Balance Tank wall, rusted pipe and rubbish



240409-8822-York_Swimming_Pool-Report.docx

Cracked wall and unsafe balustrade



Spalled concrete wall and rusted reinforcement





Broken strainer screen (Balance Tank)

Spalled brick and lost damaged mortar

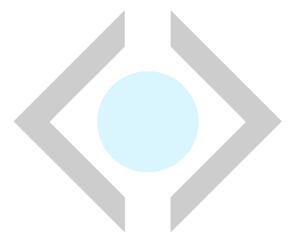


Damaged Balance Tank

 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 23 of 24







- - ----



This document is and shall remain the property of Built Environment Collective Pty Ltd. The document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement for the commission. Unauthorised use of this document in any form whatsoever is prohibited.



 SYDNEY
 CANBERRA
 PERTH
 BRISBANE
 CAIRNS
 SHENZHEN
 ADDIS ABABA

 Built Environment Collective Pty Ltd
 ABN 22 152 885 393
 Page 24 of 24

SY008-02/25 REQUEST FOR NEW MULTI-YEAR FUNDING AGREEMENT - HARDWIRED ENTERTAINMENT

File Number:	4.8469
Author:	Rebecca Atkinson, Manager Tourism & Economic Development
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	25 May 2021 (080521)
Disclosure of Interest:	Nil
Appendices:	 Letter of Support - Premiere Events <u>J</u> MFA Request - Confidential

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents a request for a new multi-year funding agreement (MFA) for York Motorcycle Festival with the new event organiser, Hardwired Entertainment.

BACKGROUND

Most local governments in Western Australia provide a mechanism for the support of community, business and economic activities. Policies C3 - Community Funding: Grants and Sponsorship and C4 - Sponsorship of Tourism Events provide the parameters for considering applications for support.

In certain circumstances Council has resolved to provide multi-year funding to organisations and/or events that have a demonstrated capacity to contribute to the Shire's objectives annually, and over an extended period.

In accordance with the above policies, multi-year funding agreements can be offered for a maximum of three years and formalised through a written multi-year funding agreement which outlines the obligations of each of the parties.

Eligible applications are assessed against the following criteria:

- 1. Compliance with guideline and policy
- 2. Value for investment
- 3. Community, social and sporting benefit
- 4. Alignment to the Strategic Community Plan and Corporate Business Plan aspirations and outcomes
- 5. Level of dedication and proven commitment demonstrated by the applicant (previous funding acquittals, matched funding contributions, project's reach and participation levels)

At its May 2021 Ordinary Meeting, Council received Premiere Events – York Motorcycle Festival's application for a MYA and resolved (080521):

"That Council:

1. Authorises the Chief Executive Officer to renew multi-year funding agreements for the following activities and events that occur on an annual basis to commence following the adoption of the 2021/22 financial budget:

- York Agricultural Society York Show (\$11,000)
- Premiere Events York Motorcycle Festival (\$22,500)
- 2. Authorises the Chief Executive Officer to negotiate new funding agreements for the following activities and events that occur on an annual basis to commence following the adoption of the 2021/22 financial budget:
 - York Veteran Car Club York Motor Show (\$10,000)
 - York RSL ANZAC day (\$3,000)
- 3. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the funding agreements.
- 4. Approves the Shire President and Chief Executive Officer to engross the final agreements.
- 5. Requests the Chief Executive Officer to include the above amounts in the 2022/23 and 2023/24 financial years budgeting process."

COMMENTS AND DETAILS

The York Motorcycle Festival has historically received Shire sponsorship. The Festival is an annual event that draws large crowds to York. It is a free, family-friendly festival that welcomes motorbike riders, motorcycle enthusiasts, car lovers, and families for a weekend filled with entertainment, displays, and activities. Since its inception in 2012, the event has also served as a fundraiser for Black Dog Ride, a national charity dedicated to raising awareness and funds for mental health programs.

In 2025, the event will transition to new management, with Hardwired Entertainment taking over as the official organiser, with mentoring in the first year from Premiere Events. This change marks an exciting new chapter for the Festival, ensuring continued growth and success under experienced leadership, while introducing more activations to the event. Premiere Events have provided a letter of support for this transition which is presented in Appendix 1.

2025 York Motorcycle Festival – Program Highlights

The Festival spans a weekend and includes a variety of attractions and activities such as:

Saturday – Festival Launch Party (Avon Park, 4pm - late)

- Live music and entertainment
- Food trucks and a licensed bar area
- Sideshow alley with amusement rides (paid)
- BMX stunt shows and fire entertainers
- Harley-Davidson Concert at the Imperial Homestead (8pm)

Sunday – Main Event (10am – 4pm)

- Trade stalls and motorcycle displays lining the main streets of York
- Huge Eni Stunt Track with FMX stunt shows and Harley-Davidson stunt riders
- Show & Shine display inside York Town Hall
- Live music performances
- Food trucks and market stalls
- Black Dog Ride Charity Ride departing from Midland on Sunday morning
- Local swap meet
- Camping facilities

Given the scale of the event, the main roads within the town will be closed to traffic on Sunday to accommodate trade stalls, motorcycle displays, and stunt shows. Additionally, York Racing will be hosting a race meet on the same day as the York Motorcycle Festival. Both event organisers are working together to ensure a comprehensive traffic management plan, including detours and appropriate signage, to facilitate safe and efficient access for visitors attending both events.

The York Motorcycle Festival is identified as one of York's largest annual events and has grown into a key feature on the WA motorcycle community calendar. Historically as a two day festival, it has proven it has the capacity and potential to increase revisitation numbers, economic spend and align with the future positioning of York as a tourism destination and experience.

Hardwired Entertainment are seeking an increase in annual funding in the MFA application from \$22,500 to \$40,000 for the York Motorcycle Festival 2025, due to rising costs associated with delivering the event since the previous application in 2021 and the additions to increase the offering to create more attendance.

The application was reviewed by the assessment panel consisting of the Finance Manager, Manager Tourism and Economic Development and Manager Community and Place on 8 January 2025. The assessment panel identified the proposed events have a significant economic, social, strategic and promotional benefit, receiving a final assessment score of sixty-seven.

The panel advised that a staggered milestone increase approach to the funding request would be recommended. This is in consideration of available funds the 2024/25 budget, an adjustment to cover inflation over the previous agreement amounts and a requirement for Hardwired Entertainment to demonstrate that enlarged offerings will bring continued and increased numbers of attendance.

The 2024/25 budget had an allocation of \$22,500 in GL: 132150 - Festivals and Event Funding with the expectation of negotiating a new MFA. GL: 132144 - Multi-Year Funding Agreements has the available unallocated funds to cover the remaining \$7,500 required to service Year 1 of this request.

Hardwired Entertainment has provided documentation to support its application, which is presented in confidential Appendix 2.

The following outlines the proposed funding schedule for the next three years, commencing March 2025 and concluding June 2027 or earlier upon successful acquittal, for Council's consideration.

TABLE 1.

HARDWIRE	HARDWIRED ENTERTAINMENT YORK MOTORCYCLE FESTIVAL PROPOSED MFA				
	2024 - 2027				
FINANCIAL YEAR	SPONSORSHIP	FIRST PROGRESS PAYMENT (80%)	FINAL PAYMENT ON ACQUITTAL (20%)		
2024/25	\$30,000 ex GST	1 March 2025	1 June 2025 or earlier upon successful acquittal		
2025/26	\$35,000ex GST	1 February 2026	1 June 2026 or earlier upon successful acquittal		
2026/27	\$40,000 ex GST	1 February 2027	1 June 2027 or earlier upon successful acquittal		

OPTIONS

Council has the following options:

Option 1: Council could choose to support the request for multi-year funding from Hardwired Entertainment and request the Chief Executive Officer to negotiate a new MFA with Hardwired Entertainment.

- **Option 2:** Council could choose to propose a different amount of funding to be provided and request the Chief Executive Officer to negotiate a new MFA with Hardwired Entertainment.
- **Option 3:** Council could choose to reject the application for funding as presented.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Officers have engaged with Hardwired Entertainment, Premiere Events, Tourism WA and provided opportunity to discuss the proposal prior to the application being submitted.

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

C3 Community Funding, Grants & Sponsorship

Financial

An amount of \$22,500 is available in GL: 132150 - Festivals and Event Funding to support this request in the 2024/25 budget.

Unallocated funds for the additional funding request is available in GL: 132144 - Multi-Year Funding Agreements. This will be transferred to GL:132150 as part of the Mid-Year Budget Review.

TABLE 2.

BUDGET ALLOCATION	GL ACCOUNT	AVAILABLE FUNDING
Festivals and Event Funding	132150	\$22,500
Multi-Year Funding Agreements	132144	\$7,500
Total Funding Pool Available		\$30,000

Annual acquittal reporting is a mandatory requirement of all multi-year funding agreements in accordance with Policy C3 – Community Funding Grants Sponsorship.

Legal and Statutory

All Council supported events need to comply and be assessed against any statutory policies and legislation. Events funded through the community funding round still require applications and assessment in accordance with the Shire's events approvals process ahead of the event occurring.

Risk Related

Should Council choose not to enter into MFAs for recurring activities and event, this poses a reputational risk which is considered moderate to high in this instance and a potential financial risk which is rated moderate. Entering into MFAs ensures that the expectations on both parties are clear and reduces the risk to ratepayer funds

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Request for new Multi-Year Funding Agreement - Hardwired Entertainment, Council:

- 1. Receives the request for multi-year funding from Hardwired Entertainment, as presented in confidential Appendix 2.
- 2. Requests the Chief Executive Officer to negotiate and document a multi-year funding agreement with Hardwired Entertainment under the following conditions:
 - a. The Agreement will commence on 1 March 2025 and expire on 30 June 2027.
 - b. The amount of sponsorship will be provided in accordance with the table below:

FINANCIAL YEAR	SPONSORSHIP	FIRST PROGRESS PAYMENT (80%)	FINAL PAYMENT ON ACQUITTAL (20%)
2024/25	\$30,000 ex GST	1 March 2025	1 June 2025 or earlier upon successful acquittal
2025/26	\$35,000ex GST	1 February 2026	1 June 2026 or earlier upon successful acquittal
2026/27	\$40,000 ex GST	1 February 2027	1 June 2027 or earlier upon successful acquittal

- c. Payment will be subject to all milestone conditions of the Agreement being met on an annual basis.
- 3. Authorises the Shire President and Chief Executive Officer to endorse the final multi-year funding agreement.
- 4. Directs the Chief Executive Officer to include the above agreed amounts in the 2025/26 and 2026/27 budgeting process.



December 2024

RE: New Festival management

Premiere Events is excited to announce a new partnership for the York Motorcycle Festival that will transition into new management in coming years.

Premiere Events launched the York Motorcycle Festival in 2012 as a small event that supported a charity ride. Since then, the Festival has grown to be one of the biggest motorcycling events in Western Australia, and attracts visitors from across the country.

Premiere Events is pleased to be working with Hardwired Entertainment to bring the York Motorcycle Festival into a new era. Hardwired Entertainment provide high adrenaline, dare-devil action sports entertainment right across Western Australia, and have been part of the York Motorcycle Festival for many years as the supplier of stunt riders and stunt shows.

The team from Hardwired Entertainment will manage and run the 2025 York Motorcycle Festival with Premiere Events overseeing all aspects of the event to ensure a smooth transition. We are looking forward to the fresh ideas that Hardwired Entertainment will bring to the festival and together we look forward to building the York Motorcycle Festival into an even bigger event.

Hardwired Entertainment contacts are as follows: Matt Curtis: 0430 504 698 Email: info@hardwiredentertainment.com.au

Premiere Events can still be contacted for queries as follows: Peter Woods 0412 919 660, <u>peter@premevents.com.au</u> Karen Tiedtke 0403 125 366, <u>karen@premevents.com.au</u>

Kind Regards

Peter Woods Managing Director, Premiere Events

SY009-02/25 REQUEST TO VARY MULTI-YEAR FUNDING AGREEMENT - WHEATBELT ARTS AND EVENTS INC

File Number:	4.7712
Author:	Alina Behan, Executive Manager Corporate & Community Services
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	23 May 2023 (090523)
Disclosure of Interest:	Nil
Appendices:	1. WAEi Request 😃

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report seeks Council's consideration to bring forward 2025/26 funds from the Wheatbelt Arts and Events Inc. (WAEi) Multiyear Funding Agreement (MFA) to 2024/25.

The report outlines the existing terms of the agreement between both parties and the proposed allocations to consider the variation request.

BACKGROUND

Since 2017 WAEi has delivered the York Festival providing a programme of arts and cultural activities with the intent to increase visitors to York, particularly from interstate and international travellers. The current three (3) year MFA Festival programme intends to also deliver an increase in community involvement by continuing to build partnerships with the local traditional owners and community groups.

The request for a new MFA for WAEI was considered by Council at its May 2023 Ordinary Meeting where it resolved (090523):

"That, with regard to the Wheatbelt Arts & Events Inc - Request for a New Multiyear Funding Agreement 2023-2026, Council:

- 1. Receives the request for multiyear funding from Wheatbelt Arts & Events Inc for the York Festival, as presented in confidential Appendix 1.
- 2. Requests the Chief Executive Officer to negotiate a multiyear funding agreement with Wheatbelt Arts & Events Inc 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 provided in accordance with the table below:

FY	ACTIVITY	REQUEST	PROPOSED (PER ANNUM)	MILESTONE PAYMENTS
2023/24	2023 Festival to be held in September 2023	\$55,000	\$28,500	80% July 2023 & 20% October 2023

2024/25	2024 Festival to be held in September 2024	\$55,000	\$28,500	80% July 2024 & 20% October 2024
2025/26	2025 Festival to be held in September 2025	\$55,000	\$28,500	80% July 2025 & 20% October 2025

- c. Payment will be subject to all milestone 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."

Acquittals for the WAEi 2023/24 and 2024/25 financial years have been submitted and accepted by Council at its July 2024 Ordinary Meeting (040724) and January 2025 Special Meeting (030125).

COMMENTS AND DETAILS

In the May 2023 report to Council Shire Officers noted that the Festival Program for 2025/26 was not yet determined but would seek to expand on previous years' offerings including further creative exploration with the Ballardong Noongar community.

Clause 4a of the MFA requires that WAEi present an event proposal to the Shire at least four (4) months before the York Festival takes place every year.

In accordance with this, WAEi wrote to Officers on 30 January 2025 seeking permission to allocate the remaining \$28,500 from the final year of the MFA towards the Writers Weekend in May 2025, and the alternative Australia Day celebration Ballardong First in January 2026. A copy of the correspondence is presented in Appendix 1. Both activities have been previously offered by WAEi and as such are in line with the funding requirement to expand on previous offerings. The timing of the May Writers Weekend would necessitate an early release of \$14,250 of the 2025/26 funding and thus requires Council approval.

Due to clashes with other event bookings the September Festival program is unable to be delivered.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose not to support the request for an early release of \$14,250 from the WAEi 2025/26 funding agreement.
- **Option 2:** Council could choose to support the request for an early release of \$14,250 from the WAEi 2025/26 funding agreement.
- **Option 3:** Council could choose to approve financial support for the May 2025 Writers Weekend but direct the payment to be made in 2025/26 following budget adoption in line with the current funding agreement terms.

Option 2 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

WAEi

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

- C3 Community Funding Grants Sponsorship
- C4 Sponsorship of Tourism Events

Financial

Should Council approve the Officer's recommendation, a budget adjustment will be required to effect the increase in funding allocated to GL: 132150 - Festivals and Events Funding Pool – Multi Year Agreement – Wheatbelt Arts and Events. Officers have identified available funding in GL: 132144 - Multi-Year Funding Agreement and propose to adjust this during the Mid-Year Budget Review. A corresponding reduction in funding will be made during the 2025/26 budget process, reducing the impact upon the 2025/26 budget to \$14,500.

Budget adjustment details are presented in the table below.

TABLE 1.

BUDGET ALLOCATION	GL ACCOUNT	AVAILABLE FUNDING
Festivals and Event Funding	132150	\$28,500
Multi-Year Funding Agreements	132144	\$14,500
Total Funding Pool Available		\$43,000

Financial acquittals are required each year of the MYA detailing how the monies were spent in accordance with Policy C3 - Community Funding Grants Sponsorship.

Legal and Statutory

Nil

Risk Related

There is a low reputational risk should Council decide not to approve the early release of funds.

Financial risks are mitigated by the acquittal process which includes withholding the final payment until proof of expenditure is received and KPIs are met.

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

RECOMMENDATION

That, with regard to the Request to vary Multi-Year Funding Agreement - Wheatbelt Arts and Events Inc, Council:

- 1. Receives the request from Wheatbelt Arts and Events Inc for early funding release from the 2025/26 multi-year funding agreement, as presented in Appendix 1.
- 2. Notes that a budget adjustment will be made as part of the statutory Mid-Year Budget Review to accommodate the request.
- 3. Directs the Chief Executive Officer to provide written notice of Council's resolution to Wheatbelt Arts and Events Inc.

Vanessa Green

From:	Jenny Garroun - York Festival <jenny@yorkfestival.com.au></jenny@yorkfestival.com.au>
Sent:	Thursday, 30 January 2025 6:54 PM
То:	Chris Linnell; Alina Behan; Rebecca Atkinson
Cc:	Joanna Bryant - York Festival
Subject:	Request to reallocate Year 3 Multiyear funding to YRWW and Ballardong First 2026

Dear Alina / Chris

Further to our email of 17th January, we confirm we are seeking permission to reallocate the remaining \$28,500 from our current multiyear funding for the Writers Weekend in May and for Ballardong First in January 2026 (\$14,250 for each event).

We are not seeking additional funding, merely to reallocate the \$28500 for the 2025 York Festival. We have secured multiyear funding from WA Tourism and will be seeking permission to do the same with their funds. We understand this could mean the funding for the York Regional Writers Weekend can't be released until 1/7/25, we will be able to manage our cashflow until those funds can be released, on the understanding that the payment can be made in the first pay cycle after 1st July.

We understand that this request will be considered at the February Council meeting and ask that we be notified of the outcome immediately following the meeting as it will strengthen other funding applications which are due at the end of February.

We will also be seeking other funding support to make Ballardong First 2026 a much bigger event (including First Lights – York, which we are developing with Fremantle Biennale).

Kind regards

Jenny Garroun Chief Executive The York Festival | Wheatbelt Arts & Events Inc.

M: 0419 707 755 E: jenny @yorkfestival.com.au

W: <u>https://yorkfestival.com.au/</u> FB: <u>https://www.facebook.com/yorkfestival</u> IG: <u>https://www.instagram.com/theyorkfestival/</u>

I acknowledge that The York Festival and other events hosted by Wheatbelt Arts & Events Inc takes place on Ballardong boodja and pay respect to elders, past and present and emerging.

SY010-02/25 MULTI-YEAR FUNDING AGREEMENT ACQUITTAL - YORK SOCIETY INC

File Number:	4.7711		
Author:	Sam Good, Manager Community & Place		
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services		
Previously before Council:	23 May 2023 (100523)		
Disclosure of Interest:	Nil		
Appendices:	 YSI Acquittal Report <u>J</u> Acquittal Report - Payments to Prize Winners - Confidential 		

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents the acquittal from York Society Inc (YSI) for 2023/24, Year One of its current Multi-Year Funding Agreement (MFA), for Council's review.

BACKGROUND

Policy C3 - Community Funding: Grants and Sponsorship and Policy C4 - Sponsorship of Tourism Events provide the parameters for considering applications for Shire financial and in-kind support. Two rounds of sponsorship are opened to the community each year for a minimum four week period. Applications are considered against the criteria contained in Council policies and guidelines and recommendations approved by Council at its next available meeting.

Historically, the Shire has provided support for activities, infrastructure improvements for facilities and funding for events that contribute to the Shire's community, social and economic objectives.

In certain circumstances, where Council sees significant benefit to the community of maintaining support for a project or activity on an on-going basis it may resolve to consider, via the Integrated Planning and Reporting Framework review cycle or the Annual Budget process, inclusion as an MFA.

In both instances, acquittal reporting is a requirement of sponsorship. Dependant on the size, scale and frequency of funding, acquittal reporting detail varies. At minimum acquittal reports must include:

- 1. Key outcomes
- 2. Lessons learned
- 3. Community benefits
- 4. How the Shire was acknowledged
- 5. Budget detailing how the monies were spent

The request for a new MFA for the YSI was considered by Council at its May 2023 Ordinary Meeting where it 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."

COMMENTS AND DETAILS

As per Resolution 100523 and the terms of the YSI's current MFA, funding from the Shire of York is specifically used for delivery of the York Art & Craft Awards and the Photographic Awards annually and for the continued support of the York Research and Archives Centre.

The 2023 Art & Craft Awards took place in October 2023 as scheduled. However, on 19 March 2024 the York Society wrote to the Shire advising that due to key committee members contracting COVID, it would be cancelling the Photographic Awards which had been advertised for April/May 2024.

The following table summarises the YSI's acquittal for 2023/24.

TABLE 1.

ORGANISATION	PURPOSE	PROVISION	ACQUITTAL SUMMARY
YSI	2023/24 York Photographic Awards York Art & Craft Awards and continued support of the York Research & Archive Centre	\$10,000	York Photographic Awards March/April 2024 Did not proceed York Art & Craft Awards October 2023

 380 visitors attended 251 art &/or craft projects were submitted. Of those 18 were junior entries, displayed in conjunction with York District High School 34 artworks were sold or won awards
York Research & Archive Centre As the Photographic Awards were cancelled, the YSI focussed its attention on upgrades to the Sandalwood Yards to make it attractive as a hireable venue. The YSI purchased no- smoking decals, business cards, specialist archival supplies for the preservation of maps and a Square terminal to support York Research & Archive Centre operations.

In Summary:

- Council invested a total of \$10,000 in 2023/24 to support the YSI's annual activities in line with its MFA. Due to the unforeseen cancellation of the Photographic Awards, some Shire funds and YSI resources normally allocated to the Awards were put towards maintenance and upgrades to the Sandalwood Yards, to make it more attractive as a hireable venue. An electric stove has been installed and torn shade cloth has been replaced on the outdoor pergola which is used for outdoor events. The Archives also purchased no-smoking decals, business cards, specialist archival supplies for the conservation of maps and a Square terminal for processing of payments.
- Total expenditure for the Art & Craft Awards was \$8,729.97 which includes venue hire for the York Town Hall at a cost of \$6,988.
- The Shire was acknowledged in social media posts, in letters to supporters and media releases, on the website, in newsletter & flyers, during speeches, on signage and in the Catalogue of Entries (Booklet).
- Total expenditure on Research & Archive Centre support was \$1,417.04.
- An acquittal report, along with a breakdown of all expenses and supporting documentation is presented in Appendix 1. A further breakdown of payments to prize winners is presented in confidential Appendix 2.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose to accept the acquittal as presented in Appendices 1 and 2.
- **Option 2:** Council could choose not to accept the acquittal as presented.
- **Option 3:** Council could choose to seek further details from the funded organisation.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

In preparation of this report:

- 1. Meeting/discussions with funded organisation.
- 2. Debrief meetings with the Shire Events Team.
- 3. Review of received acquittal document.

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 & Sponsorship
- C4 Sponsorship of Tourism Events

Financial

An amount of \$10,000 is available in GL: 132150 - Festivals and Event Funding to support this financial year's component of the York Society's MFA.

Additional unallocated funding to support the 2023/24 acquittal of \$2,000 is available in GL: 132144 - Multi-Year Funding Agreements. This will be transferred to GL: 132150 as part of the Mid-Year Budget Review.

TABLE 2.

BUDGET ALLOCATION	GL ACCOUNT	AVAILABLE FUNDING
Festivals and Event Funding	132150	\$10,000
Multi-Year Funding Agreements	132144	\$2,000
Total Funding Pool Available		\$12,000

Annual acquittal reporting is a mandatory requirement of all multi-year funding agreements in accordance with Policy C3 – Community Funding Grants Sponsorship.

Legal and Statutory

Nil

Risk Related

Should Council choose not to accept the acquittal, this poses a reputational and compliance risk which is considered moderate and a potential financial risk which is also rated moderate. Regular reporting in accordance with funding agreements and policy requirements including acceptance of acquittals through resolution provides acceptable treatment controls to manage the risks identified.

Workforce

Time to review and monitor the acquittal reporting process is managed within existing resources.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Multi-Year Funding Agreement Acquittal - York Society Inc, Council:

1. Accepts the acquittal report from the York Society Inc, as presented in Appendices 1 and 2.



COMMUNITY FUNDING; GRANTS & SPONSORSHIP ACQUITTAL FORM

Please complete this form no later than 90 days following the conclusion of your sponsored event / project and return to the Shire. Please attach an expenditure budget should you need more space than provided below and ensure it is signed by a duly authorised officer of your organisation (i.e. Treasurer, Accountant or Executive Office bearer)

Expenditure receipts are not required however Council can request copies of this expenditure at anytime.

Type of Project Funded(Sporting, Tourism Festival, Community based event/workshop):

Organisation Name (name of group funded):	THE	YORE	SOCIETY	INC	
---	-----	------	---------	-----	--

Date funding was granted: MULTINEAL FUNDING 2023 (PAIDOCT 28 + FER 24)

2028

2023/24-FY.

Date project was delivered: 15th OCTOBER

Describe the key outcomes of your project: 251 APT E/DE CRAFT PROJECTS DISPLANED. OF THOSE IS WELE JUNIOR ENTERES.

ATTEDDED VISITORS 380

What were the key lessons your organisation learned while delivering the project? .

1762	ъ	FOR	MAN	YEARS	- A	MAJOR	CRANGE IN
		1 20		TAXING	THE	ADMI	DISTRATION

How many people benefited from your project? 34 ARTWORKS SOLD OR WOW AWARDS

Attendance numbers 380

Club / Group membership increases (if applicable) 3 NEW ME UBELS

Community engagement undertaken (school incursions, pre or post event workshops, drop in sessions) の タイパー アビビン AttRox いみの ATTEL しょう

Other 18 JUNIOR ENTRIES JISPLAY IN CONSUNCTION ON

35 HOOL HE YORK DISTRICT HIGH Witt

How was the Shire of York acknowledged throughout this project?

WOther CATALOQUE OF ENTRIES

Please include copies of the relevant promotional material acknowledging the Shire's sponsorship

Did you organisation spend all sponsorship funds granted? If not, why?

Did your club or organisations derive revenue from the sponsorship?

If yes, what is the derived revenue being spent on?

Please list the income and expenditure relating to your project:

INCOME	AMOUNT (S)
ITEM/PROGRAM/PROJECT COSTS	
SPORSDLSHIP	6500
ART SAVES NET (CONVISSION)	2215
DOOR TAXINGS RAFFILS + OTHER	2051
ART & CRAFT WORKS ENTRY FEES	baas
SUBTOTAL	\$ 17041
In Kind Support	
VOLUNTEER LABOOR	
SUBTOTAL	\$
UNDING AMOUNT FROM SHIRE OF YORK	\$ 10000
IOTAL INCOME	\$ 27061

EXPENDITURE	AMOUNT (\$)	
ITEM/PROGRAM/PROJECT COSTS	• <u>-</u>]
PRIZES		**
VEHUE - TOUSN HALL		REFER TO SEPERATE
VERSITE		SEPERATE
& D.VERTISING		EXPENDITURE
SUBTOTAL	\$	BREAKDOWN ATTACHED
In Kind Support		ATTACHED .
Voluntereks		
SUBTOTAL	\$	1
TOTAL EXPENDITURE	\$	1

Declaration

In affixing my name to this form my organisation is making the following declarations:

We declare to the best of our knowledge that the statements made in this report are true.

We have recorded and retained original invoices and receipts in accordance with the Funding Agreement. We acknowledge that Shire of York may audit the organisation to verify the accuracy of the information contained in this acquittal.

It information contained within the Statement of Expenditure or Explanation is complete and accurate and does not contain any misleading or fraudulent information.

Relevant statutes, regulations, by-laws and requirements on any Federal, State or Local Government have been complied with.

Acquittal report duly authorised by: Name: MAAGARET LOCULERA

Position Held: TREASULAND

Date: 19 DEC 2023

(must be signed by a duly authorised officer i.e. Treasurer, Chief Executive Officer or similar)

	Expendi	iture for The Yo	rk Society A	Expenditure for The York Society Acquittal for 2023/2024 FY
Supplier	Date Paid	Inv No	Amount'	Description
ARCHIVES				
York Electrical	10/12/23	278	\$ 1,107.52	Provision of power to Electric Stove in Sandalwood Yards Kitchen by extnsion of existing circuit, to make the Yards more attractive as a venue.
Vistaprint	15/11/23	213185791	\$ 141.13	No Smoking Decals & Business cards
Archival Survival	:26/03/24	71555	\$ 403.04	Specialist supplies for preserving old maps
Larry Lockyear	14/03/24 0	Quote accepted	÷	Replacement of old torn shade cloth over outdoor pergola, used for 685.00 outdoor events.
Officeworks	16/08/23 931	931561994915371	\$ 329.00	Square terminal for processing payments
			\$ 1,417.04	
PHOTOGRAPHIC AWARDS	March/April 2024			The Awards dd not proceed in 2024 due to key Committee members being absent with Covid.
ARTS & CRAFTS AWARDS	October 2023			
Artists Chronicle	28/06/23	402	\$ 400.00	Advertisement
York Mens Shed	8/08/23	Note	\$ 50.00	Dispay Stands
York Mens Shed	2/10/23	Letter	\$ 100.00	More display stands
Vistaprint	12/07/23	210456414	\$ 231.97	Vinyl Banners
Beverley CRC	:31/12/23	4575	\$ 405.00	Website Programming for online entries
I&J Phitlips T/as Avon Valley Picture Framing	17/10/23	171023	\$ 555.00	
Venue Hire Shire of York	31/12/23	12228	\$ 6,988.00	Venue Hire 1/10/24 to 15/10
			\$ 8,729.97	
GRAND TOTAL			\$ 10,147.01	Supporting Documentation attached.



The York Society (Inc)

P.O. Box 587, York, Western Australia 6302 Email: <u>treasurer.yorksociety@westnet.com.au</u>

The Shire of York 1 Joaquina Street York WA 6302

19th March 2024

Attention Community and Place Co-ordinator

Dear Sir/Madam

REF: The York Society Multiyear Funding Agreement

In respect of the above, please be advised that the committee of The York Society has recently taken the decision to cancel the society's 2024 Photographic Awards, which had been advertised and were due to take place for the weekends of 27-29 April, 4-6 May, and 11-12 May. The Photographic Awards is the minor of our two fundraising events, and held at our own Sandalwood Gallery.

Circumstances beyond our control forced our hands. With two of the most skilled committee members temporarily suffering illness and absence due to private issues, we simply do not have sufficient computer skills available to enable us to continue.

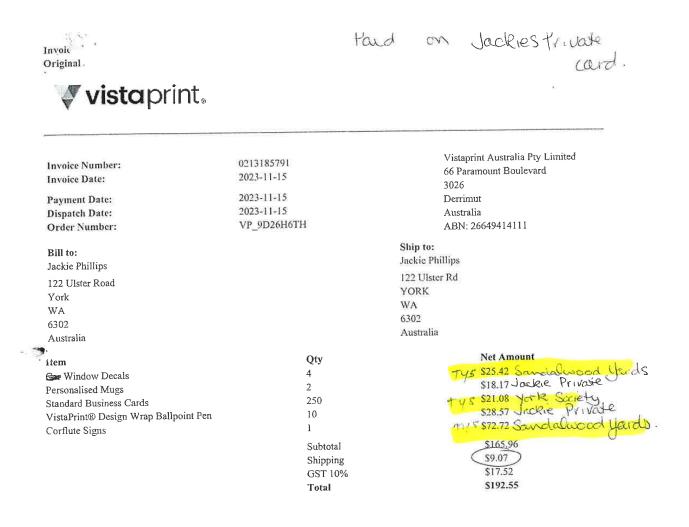
I would be grateful if someone would communicate with me in respect of what effect this will have on our Funding Agreement. It is envisaged that the society's 2024 Arts & Crafts Awards, our principal fundraising activity, will proceed in October as usual at the York Town Hall.

Thank you Yours sincerely

Margaret Lockyear Treasurer Mobile 0418 927 160

6 ⁷⁶							
Firefox							about:blank
	47 Macart PO Box 9 Phone 04	ECTRICAL SERVICE EC 008098 ney Street, YORK, WA, 6302 5. YORK, WA, 6302 18 771 363 92 100 207			E	Invoice INVOICE # 278	
						la maissing	
	York Societ					DUE DATE	1
	YORK: WA					25/12/2023	
	ITEM Labour	DESCRIPTION Connect stove to existing circuit Extend stove circuit.	QTY 4	RATE 100.00	AMOUNT 400.00	GST 40.00	
	Maturiste	Replace stove circuit with safety switch, Replace 2 security lights.					
	Materiais Materiais Materiais Materiais Materiais Materiais Materiais Materiais Materiais	Three core & earth MeRCBF2030A Triple pole RCBO 15Watt LED Security light 20mm MD Conduit 245/20 Elbow 449A Mounting block 238A Mounting enclosure 2031VX Blank platu 9020CMS Conduit 2031D32 Stove isolator	10 1 2 3 2 1 1 1 1 1	5 41242 46100 601.662.305.9111.7812.033.4566.32	$54.10 \\ 242.46 \\ 201.20 \\ 4.98 \\ 4.60 \\ 5.91 \\ 11.78 \\ 12.03 \\ 3.45 \\ 66.32$	$\begin{array}{c} 5 \ 41 \\ 24 \ 25 \\ 20 \ 12 \\ 0.50 \\ 0 \ 46 \\ 0 \ 59 \\ 1 \ 18 \\ 1 \ 20 \\ 0 \ 35 \\ 6.63 \\ \end{array}$	
						international and the second se	
	PLEASE PAY T	O BSB 633-000 ACCOUNT 149484412 JR YOUR BUSINESS	ļ.	Subtotal		1,006 83 ;	
				GST	ic. GST):	100.69	
		• II & II & II 420					
		415	2	3/12/	23		
of (20/12/2023	. 6:33 am

Ref N Date PO N Term Page	: 26/03/2024 No: s: Net 30 days		archival survival pty archival survival pty abn: 27 114 117 967 po box 735 wangara tel: 1300 78 11 99 fi email: info@archiva	Itd Itd atta vic 3676 ax: 1300 78 1	eservation
	Qu Shire of York PO Box 22 YORK WA 6302	Yc 12 YC	Deliven nire of York ork Archives & Rese 22 Ulster Road DRK WA 6302 Ickie Phillips0448 9		9
Qty	Item Code	Description	Unit Price (ex-GST)	Discount %	Total (ex-GST)
2	TAPFILP FILMYL100UM-50	Filmoplast P tape, 20mmx50m Melinex 516 100um,1067mm 50m Roll archives.yorksociety@gmail.com	\$25.95 \$275.00		\$51.90 \$275.00
Commen Ship Via	its:accounts@york.wa.gov.a	u	Subtotal: Freight GST: Total (inc GST):		\$326.90 \$39.50 \$36.64 \$403.04
					+



Page 1/1

This information is for your tax records only. Please do not pay against this invoice.

Our products and services are provided by VistaPrint Australia Pty Ltd., 66 Paramount Boulevard, Derrimut VIC, 3026, Australia a CIMPRESS company

THS	TP
11920	18.17
9.07	2857
12829	4674
12 84	468
191 13	5142
and and a set	
	1.1.1.7
PAID	EFT 21/11/20

3

10/31/24, 12:30 РМ <u>Васк to histcty</u>		Vistaprint Order Details		
Order details				
Order #: VP_9D26H6TH Order date: 15 November 2023				
Shipping method Standard Estimated Arrival	Shipping address Jackie Phillips 122 Ulster Rd YORK, Western Australia 6302 Australia Q419984994	Billing address Jackie Phillips 122 Ulster Road York, Wostern Australia 6302 Australia 0419984994	Payment method	\$192.55
Items				
Retries	Car Window Decals Dispatched Track: <u>34EUI5059129</u> Expected delivery: 1 Dec Quantity: 4	Order summary Subtotal <u>Sav.ngs</u> Shipping: Standard Total paid		\$221.82 -\$39.26 \$9.99 \$192.55 Including \$17.52 GST
Selected options Item total	Including \$	\$27.96 32.54 GST		
(m)	Personalised Mugs Dispatched Track: <u>33VFJ8796306</u> Expected delivery: 1 Dec Quantity: 2			
Selected options				
Item total	\$39.90 Including \$	9 \$19.99 \$1.82 GST		
A second se	Standard Business Cards Dispatched Track: <u>33VFJ8796306</u> Expected delivery: 1 Dec Quantity: 250			
Selected options				
Item total	\$20.0 Including	9 \$23.19 \$2.11 GST		
https://www.vistaprint.com.	au/od/?orderId=VP 9D26H6TH			1/2

10/31/24, 12:30 PM

an ^a '

- **1999** - M-

VistaPrint® Design Wrap Ballpoint Pen Dispatched Track: <u>33VFJ8796306</u> Expected delivery: 1 Dec Quantity: 10

Selected options

\$44.90 \$31.43 Including \$2.86 GST vistamini, Oruer Details



Corflute Signs Dispatched Track: <u>00093275103171825589</u> Expected delivery: 1 Dec Quantity: 1



Selected options

Item total

\$79.99 Including \$7.27 GST

https://www.vistaprint.com.au/od/?orderId=VP 9D26H6TH



Cheers

PAIN 14/3/24 \$685

Jackie

Liz Christmas 5 Mar Do it. Needs to be done.

Dage 1 of 7

officeworks

www.officeworks.com.au Officeworks O'connor PH: (08) 6310 3100	
Officeworks Ltd ABN 36 C	04 763 526
ZOV TABOTOF (ALL ALL ALL ALL ALL ALL ALL ALL ALL AL	16/08/2023
15 (15) als (16) (1	
KE573524TR	\$31 69
SS-PK24 KEJ1 THERMAL ROLLS 57X35	
SM3500D	\$2 69
STUDYMATE GLUE STICK 356	
PISQU007	\$329.00
SQUERE TERMINAL	1.9.2.1.1.1.1.1
S I: 316CS145B3004782	

TOTAL	\$363.38
GST Included in Total	\$33:03
* GST Free item	
a ser a ser en an	-

Eft	Purchase	\$3113 38
Officeworks		
0'Comor 16/08/23 12:20 ****> 4743 CREDIT ACCOUNT APSN 0001 ATC PURCHASE RRN 00401537100	AUD\$ 363	504 ARD and 310 .38
AUTH 042045		

Please retain receipt for

return/exchange. Team Member: Charli



We check competitors' prices daily.

Antonio antisenso anti

Transaction no: 9315616004015371 16/08/2023 12:16:11 PM



To provide feedback, go to officeworks.com.au/616

the second

.

"S CHRONICLE

Invoice Date 22 Jun 2023

Invoice Number INV-0402

ABN 23 021 418 844

Artist's Chronicle PO BOX 1088 FREMANTLE WA 6959 AUSTRALIA BSB 066144 ACCOUNT 10032116

Description	GST	Amount AUD
10 x 8.7cm Display Ad, black & white, Call for entries, appearing in print and digital editions, ; ie, Mailchimp, Facebook and Instagram, July/Aug edition 2023.	10%	400.00
INC	LUDES GST 10%	36.36
	TOTAL AUD	400.00

Due Date: 22 Jul 2023

34



PAID 28/6/23





ACCOUNT 10032116

To: Artist's Chronicle PO BOX 1088 FREMANTLE WA 6959 AUSTRALIA BSB 066144

Customer	York Art & Craft
Invoice Number	INV-0402
Amount Due	400.00
Due Date	22 Jul 2023
Amount Enclosed	

Enter the amount you are paying above

TAX INVOICE

York Art & Craft

ā Š





YORK MEN'S SHED Inc.

ABN 99 067 900 917 Correspondence: - PO. Box.6, York W.A. 6302. email: <u>yorkshed@gmail.com</u>

TO PROMOTE MEN'S HEALTH AND WELL BEING.



2 October 2023



The Treasurer The York Society PO Box 587 YORK WA 6302

The York Men's Shed recently built four stands for the York Society.

These have been delivered to the Society and the York Men's Shed now seek payment for the stands

The four stands cost \$100 and payment can be made to the Men's Shed bank account at the Bendigo Bank, 633000, account number 140112905.



Thanking you

All

Kevin Trent Secretary

PAINS 2/10/22

nt.	¥
0210456414 2023-07-12	Vistaprint Australia Pty Limited 66 Paramount Boulevard
2023-07-12 2023-07-12 VP_ZNFJ9Z2M	3026 Derrimut Australia ABN: 26649414111
	Ship to: Jackie Phillips 122 Ulster Rd
	York WA 6302
	Australia
Qty 1 1	Net Amount \$48.20 \$153.60
Subtotal Shipping GST Total	\$201.80 \$9.08 \$21.09 \$231.97
	0210456414 2023-07-12 2023-07-12 2023-07-12 VP_ZNFJ9Z2M VP_ZNFJ9Z2M I 1 Subtotal Shipping GST

This information is for your tax records only. Please do not pay against this invoice.

Our products and services are provided by VistaPrint Australia Pty Ltd., 66 Paramount Boulevard, Derrimut VIC, 3026, Australia a CIMPRESS company

ARTS I CRAFTS

the second second second

sear A

10/2024, 11:48		VistaPrint Order Details		
Back to history				
Order details				
arts.yorksociety@gmail.com				
Order #: VP_ZNFJ9Z2M				
Order date: 12 July 2023				
			Payment method	
Shipping method	Shipping address Jackie Phillips	Billing address Jackie Phillips	Mastercard	\$23
Standard Estimated Arrival	122 Ulster Rd	122 Ulster Rd	**** 4743	410
	York, Western Australia 6302 Australia	York, Western Australia 6302 Australia		
	0448984994	0448984994		
			×	
tems		Order summary		
	Vinyl Banners Dispatched	Subtotal		\$246. -\$25.0
ALC: NO. OF ALC: NO.	Track: <u>33VFJ6414225</u>	<u>Savings</u> Shipping: Standard		\$9.
York Art & Croft Averads	Expected delivery: 25 Jul Quantity: 1			4004
Final Concession of File		Total paid		\$231. Including \$21.09 G
Selected options				
ltem total	\$50.30 Including \$4			
	Vinyl Banners			
	Dispatched			
Yerl Land Control of the Second Se	Traok: <u>ATC:0645759001</u> Expected delivery: 25 Jul Quantity: 1			
Contraction and the contraction of the second				

Item total

\$187.99 \$168.96 Including \$15.36 GST

https://www.vistaprint.com.au/od/?orderId=VP_ZNFJ9Z2M

1/1



ACCREE 1HTO 2023 PO Box 310 Beverley WA 6304 141 Vincent Street Beverley T: 08 9646 1600 accountsberc@westnet.com.au beverleyerc.net ABN: 83 320 522 911

TAX INVOICE

The York Society Inc 179 Avon Terrace YORK WA 6302 Invoice #: 00004575 Date: 31/12/2023 Your Ref:

Details		Total (inc GST)
Website maintenance including edits - 9 hours for 23/24 45 42 Community Member 10% Discount		\$450.00 -\$45.00
P416 30)	V 200	
Please note we have changed our bank account to Westpac. Due to a new scam circulating which is altering invoices, feel free to contact Sam on 9646 1600 to confirm	Subtotal: Freight (ex-GST): GST:	\$368.18 \$0.00 \$36.82
the new bank account number.	Total (inc- Paid to Date:	\$405.00 \$0.00

Please pay on invoice - No statement issued

How to pay by electronic funds transfer Account Number: 274874 BSB Number: 036107 Quote Ref: 00004575 Please email remittance advice to accountsberc@westnet.com.au

by card





by mail

Detach this section and mail your cheque to: Beverley Community Resource Centre PO Box 310 Beverley WA 6304

Balance Due:



in person

Present this invoice at our office Monday to Friday between 9.00am to 4.30pm. Cash or cheques accepted.

Invoice # 00004575 Amount:

\$405.00

\$405.00

Powered by MYOB

25 February 2025

INVOICE #171023

Date: 17/10/23

Order

& Bindery Sandalwood Yards, Avon Tce, York, 6302

.....

.....

Avon Valley Picture Framing

Sandalwood Yards, Avon Tce, Fork, 650 Phone 0419984994 Email: jackie@cloudshill.com.au

то:

7

The York Society

PHONE : 0419,984,994

EMAIL.....

		DESCRIPTION	UNIT PRICE	TOTAL
QUANTITY	Depot transport	fees	\$15	\$555
37x				
		Phis 1/10/23		
			SUBTOTAL	-
Bank account	: WBC BSB 036302		SUBIOTAL	
	Acc: 132425			
Not registere	d for GST		SHIPPING & HANDLING	
			TOTAL DUE	\$ 55

1 Joaquina Street, York WA 6302
PO Box 22, York WA 6302
T: (08) 9641 0500
W: york.wa.gov.au
E: records@york.wa.gov.au



THE YORK SOCIETY (INC) PO BOX 587	INVOICE	12228
YORK WA 6302	Debtor No:	3223
	Date Issued:	23/01/2025
	Page:	1

CHARGE CODE	DESCRIPTION	AMOUNT
.		
	TOWN HALL HIRE	
	YORK ARTS & CRAFT AWARDS	
	01/10/2023 - 15/10/2023	
3020	EVENT APPLICATION FEE	53.00 *
	1.00 @ 53.00 ea	
3020	EVENT APPLICATION FEE	42.00 *
	PERMIT TO CONSUME ALCOHOL	
	1.00 @ 42.00 ea	
3020	EVENT APPLICATION FEE	-42.00 *
	PERMIT TO CONSUME ALCOHOL - PAID	
	1.00 @ -42.00 ea	
3201	TOWN HALL HIRE	6,825.00 *
	1.00 @ 6825.00 1	
3201	TOWN HALL HIRE	110.00 *
	PACKING UP FEE	
	1.00 @ 110.00 1	

Payment is due within 30 days

TOTAL PAYABLE

\$

NO RECEIPT WILL BE ISSUED UNLESS REQUESTED

.....

OFFICE COPY ONLY IF NO RECEIPT IS REQUIRED, RETAIN TOP PORTION FOR YOUR RECORDS AND RETURN LOWER PORTION WITH REMITTANCE

SHIRE OF YORK

POST OFFICE BOX 22, YORK, 6302

CASH / CHEQUE ON LINE BANKING - Bendigo Bank York BSB: 633-000 Account No 118630623 - REF: 3223

NAME THE YORK SOCIETY (INC)

DEBTOR NO. 3223

INVOICE NO. 12228

\$6,988.00 AMOUNT

1 Joaquina Street, York WA 6302 PO Box 22, York WA 6302 T: (08) 9641 0500 W: york.wa.gov.au E: records@york.wa.gov.au	SHIRE OF File File File File File File File Fil
THE YORK SOCIETY (INC) PO BOX 587	INVOICE 12228
YORK WA 6302	Debtor No: 3223
	Date Issued:
	Page: 2
CHARGE CODE DESCRIPTION	AMOUNT

* Local Govt. Charge \$6,352.73 GST charge \$635.27

9			The to	tal price include	s GST of \$635.27
	Payment is due within 30 d	lays	TOTAL PAYABLE	\$	6,988.00
	NO RECEIPT WILL BE ISSUED UNLESS	REQUESTED			
					••••••
	IF NO RECEIPT IS REQUIRED, RETA	OFFICE COPY ONLY AIN TOP PORTION FOR YOUR RECORDS AND	D RETURN LOWER PORTION WITH R	EMITTANCE	
SHIRE OF YORK POST OFFICE B	K OX 22, YORK, 6302	CASH / CHEQUE ON LINE BANKING - Bendi BSB: 633-000 Account No			
NAME	THE YORK SOCIETY (INC)				
DEBTOR NO.	3223				
	40000	21			
INVOICE NO.	12228				



GSHighway Sign



Item SY010-02/25 - Appendix 1

August/September 2023 THE YORK SOCIETY History . Heritage . Arts . Culture	President's Report Calendar The Streets of York - Petham Street Kerry Downs Verry Downs Verry Downs Verry Downs Vork Railway Station - Part Two Governor's Oak - Roger Underwood Murder at "Maplestead" - Margaret Sermon The Old Skating Rink - Joaquina Street Tipperary Haiku The Old Skating Rink - Joaquina Street Tipperary Haiku The Old Skating Rink - Joaquina Street Tipperary Haiku Mebpager www.theyorksociety.com	
Celebrating The 50th Anniversary of the York Society's involvement with Art & Craft In York	<text></text>	

8 Bendigo Bank Proud sponsors Community Bank York & Districts Entries : www.theyorksociety.com Enquiries : arts.yorksociety@gmail.com York Town H 0am -SHIRE OF

Street Banner - Man Tre

SY011-02/25 COMMUNITY GRANT FUNDING ACQUITTAL - WESTCYCLE CANOLA CLASSIC 2024

File Number:	4.7711
Author:	Sam Good, Manager Community & Place
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	25 June 2024 (050624)
Disclosure of Interest:	Nil
Appendices:	1. Acquittal Report <u>U</u>

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents the acquittal of Community Grant Funding from WestCycle, for the 2024 Canola Classic, for Council's review.

BACKGROUND

Policy C3 - Community Funding: Grants and Sponsorship and Policy C4 - Sponsorship of Tourism Events provide the parameters for considering applications for Shire financial and in-kind support. Two rounds of sponsorship are opened to the community each year for a minimum four week period. Applications are considered against the criteria contained in Council policies and guidelines and recommendations approved by Council at its next available meeting.

Historically, the Shire has provided support for activities, infrastructure improvements for facilities and funding for events that contribute to the Shire's community, social and economic objectives.

In certain circumstances, where Council sees significant benefit to the community of maintaining support for a project or activity on an on-going basis it may resolve to consider, via the Integrated Planning and Reporting Framework review cycle or the Annual Budget process, inclusion as a Multiyear Funding Agreement.

In both instances, acquittal reporting is a requirement of sponsorship. Dependant on the size, scale and frequency of funding, acquittal reporting detail varies. At minimum acquittal reports must include:

- 1. Key outcomes
- 2. Lessons learned
- 3. Community benefits
- 4. How the Shire was acknowledged
- 5. Budget detailing how the monies were spent

WestCycle's application for funding for the 2024 Canola Classic was received as part of the Shire's April 2024 Community Grant Funding round and was considered by Council at its June 2024 Ordinary Meeting where it resolved (050624):

"That, with regard to Community Funding Applications, Council:

1. Approves the following community funding requests, as presented in confidential Appendix 2, totalling \$17,120 to be funded from budget allocations:

	APPLICANT	APPROVED AMOUNT
a.	WestCycle 2024 Canola Classic	\$9,000
C.	Wildflower Society of York	\$3,000
d.	York & Districts Archery Club	\$2,000
е.	Perth Gospel Choir of Curate Arts	\$3,120

2. Requests the Chief Executive Officer to consider the amounts recommended as part of the 2024/25 financial year budgeting process."

COMMENTS AND DETAILS

The following table summarises WestCycle's acquittal for the 2024 Canola Classic held on 18 August 2024.

TABLE 1.

ORGANISATION	PURPOSE	PROVISION	ACQUITTAL SUMMARY
WestCycle	2024 Canola Classic	\$9,000	The Canola Classic was held on Sunday 18 August 2024 at the YRCC. WestCycle encountered a number of problems in the planning and delivery as the YRCC transitioned away from Belgravia management. Double booking of the event with local football finals and the Beverley Show created challenges with regards to timing and traffic management. In addition, delays with the YRCC liquor license being approved meant WestCycle had to organise outside caterers and the bar area had to remain locked off.
			Attendance numbers & how many people benefitted from the event:
			The event is a mass-participation recreational ride targeted to the whole community. It actively encourages under-represented groups in cycling such as women, e-bikers, vision-impaired and hand cyclists to participate.
			WestCycle recorded 520 rider registrations with 414 starters on the day, ranging from 18-83 years of age and with a high female participation rate of 27.5%.
			There were forty-two (42) team entries and twenty (20) volunteers assisted with the event delivery.
			WestCycle liaised with York Business Association to promote the event and increase local engagement. WestCycle worked with the York Football Club to overcome liquor licensing challenges and the Voice of the Avon to promote the ride.
			Key lessons learned:

A post-event de-brief was attended by
WestCycle organisers, the Shire's Manager Community & Place and Manager Tourism & Economic Development. Findings were as follows:
• York is an exceptional cycling destination and the event showcases the region's scenic beauty, however a more refined traffic management plan is required to better suit the needs of the riders and organisers.
• Whilst WestCycle were very appreciative of the Football Club for providing an alternative for the service of alcohol, WestCycle have requested exclusive use of the YRCC for the 2025 Canola Classic due to feedback from some competitors which indicated they felt they were "imposing on someone else's event".
• More toilets and change facilities are required. Consideration should be given to using the entire precinct, including the stadium and pavilion tea-rooms to provide protection from weather, better security for riders' belongings and additional changing space and ablutions.
• More WestCycle event signage and directional signage on the gate and at the YRCC would be beneficial to orientate competitors and visitors. Organisers are considering an event map for future events.
• Extra rubbish bins, portable toilets and additional cleaning staff on rotation should be considered for 2025.
• The cold weather and early morning start resulted in high demand for barista style coffee especially from those having driven from Perth and surrounds. The YRCC bar is not equipped to deal with this amount of people, and the single coffee van was overwhelmed. This resulted in some visitors leaving the YRCC in search of coffee and breakfast elsewhere. Organisers are considering additional coffee vans next year.

In Summary:

• The Canola Classic qualifies as a significant annual event, unique to the area and attracting a substantial amount of external media exposure. The Shire is acknowledged in social media posts, on the website, during speeches, in press releases, on the rider's numbers, in the rider's guide, on event day signage and on local news channels.

- Council invested a total of \$9,000 to support the delivery of the 2024 Canola Classic. This
 represents 14% of WestCycle's total event expenditure of \$64,092.79. The Shire's contribution
 is put towards traffic management, two-way radio hire and furniture hire for the event village. All
 funds were expended.
- The total Income derived from rider registrations and jersey sales was \$62,104.55, resulting in a small profit for organisers due to the high number of registrations. These funds are put back into WestCycle for advocacy, projects and future events.
- WestCycle have provided a breakdown of expenses and supporting documents. This is presented in Appendix 1.
- WestCycle have booked Sunday 25 August 2025 for this year's Canola Classic.

OPTIONS

Council has the following options:

Option 1: Council could choose to accept the acquittal as presented in Appendix 1.

Option 2: Council could choose not to accept the acquittal as presented.

Option 3: Council could choose to seek further details from the funded organisation.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

In preparation of this report:

- 1. Teams debrief meeting with funded organisation.
- 2. Face-to-face debrief with the Shire Events Team
- 3. Review of received acquittal documents

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 & Sponsorship
- C4 Sponsorship of Tourism Events

Financial

The financial implications have been detailed earlier in this report and are included in the acquittal report. Council could request more detailed financial reporting and/or audited financial statement from funded organisation. However, this approach would need to be provided as part of a review of the overall community funding program and engagement options to consult with the community identified as part of this process prior to the inclusions being implemented.

Legal and Statutory

Nil in relation to the receipt of the acquittal.

Risk Related

Should Council choose not to accept the acquittal, this poses a reputational and compliance risk which is considered moderate and a potential financial risk which is also rated moderate. Regular reporting in accordance with funding agreements and policy requirements including acceptance of acquittals through resolution provides acceptable treatment controls to manage the risks identified.

Workforce

Time to review and monitor the acquittal reporting process is managed within existing resources.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Community Grant Funding Acquittal - WestCycle Canola Classic 2024, Council:

1. Accepts the acquittal report from WestCycle, as presented in Appendix 1.



COMMUNITY FUNDING; GRANTS & SPONSORSHIP ACQUITTAL FORM

Please complete this form no later than 90 days following the conclusion of your sponsored event / project and return to the Shire. Please attach an expenditure budget should you need more space than provided below and ensure it is signed by a duly authorised officer of your organisation (i.e. Treasurer, Accountant or Executive Office bearer)

Expenditure receipts are not required however Council can request copies of this expenditure at anytime.

Type of Project Funded(Sporting, Tourism Festival, Community based

event/workshop): Organisation Name (name of group funded):

Date funding was granted: 6/8/24

Date project was delivered: 21/8/24

Describe the key outcomes of your project:

The 2024 Canola Classic, a cycling event held in the picturesque Shire of York, has successfully achieved its key outcomes, marking a significant milestone in promoting the region as a premier cycling destination. Drawing cyclists from outside the Wheat Belt region, the event showcased the scenic beauty of the Shire of York, offering participants a unique perspective on the landscape. It not only engaged the local community in cycling but also provided them with an opportunity to rediscover their town from a different point of view. The event catered to recreational riders, fostering a sense of camaraderie among like-minded individuals. Beyond the physical benefits of cycling, the Canola Classic aimed to promote mental and social well-being, underlining the holistic advantages of embracing cycling as a lifestyle.

What were the key lessons your organisation learned while delivering the project?

One key lesson WestCycle take from the 2024 Canola Classic is the Shire of York's standing as an exceptional cycling destination. While the event successfully showcased the region's scenic beauty, it also underscored the need for a more refined traffic management plan to better suit the needs of the organisers and cyclists. As the event continues to grow, meticulous planning in this aspect is essential to ensure the seamless experience of participants.

One of the key takeaways is the vital role of local engagement, spanning from dedicated volunteers to enthusiastic participants. We worked well with the York Football Club as they had a fixture on the same day as our event, however focusing on community involvement will hot only enhance the event's success but also foster a sense of ownership and pride among locals, contributing to the overall success and sustainability of future cycling events in the Shire of York.

How many people benefited from your project?

Attendance numbers

520 Registrations 414 starters on the day

Community engagement undertaken (school incursions, pre or post event workshops, drop in sessions)

WestCycle liaised with the York Business Association to promote the event and increase local engagement. WestCycle engaged with York Football Club due to a double booking at YRCC. Cyclists, whilst the clash was not ideal, all parties worked well together on the day. The ride was promoted through WestCycle channels, the local radio and the YBA social media.

Other

Volunteers from the wider community had the opportunity to assist in the successful hosting of the event. We advertised the opportunity for volunteers in the roles of Course Marshals and Pit Stop crew. We advertised these roles on the WestCycle website and social media channels. WestCycle has also formed a great working relationship with the Grass Valley Fire Brigade as providers for the event. The Grass Valley Fire Brigade assisted with the event for bump in/out, course marshal and put stop crew. A donation was given to the Brigade to thank them for their support.

How was the Shire of York acknowledged throughout this project?

X Social

Annual report

Media

Letters to supporters

Media release

X Newsletter, flyers, brochures

Signage

X Website

□Other

Please include copies of the relevant promotional material acknowledging the Shire's sponsorship

Did you organisation spend all sponsorship funds granted? If not, why?

Yes -

As outlined in budget below

Speeches

Did your club or organisations derive revenue from the sponsorship?

Yes

If yes, what is the derived revenue being spent on?

A Small profit was made from the event due to high numbers of registrations. These funds will be put back into WestCycle for advocacy, projects and events.

Please list the income and expenditure relating to your project:

INCOME	AMOUNT (S)
ITEM/PROGRAM/PROJECT COSTS	
Registrations	\$56,884.55
Jerseys	\$5220.00
SUBTOTAL	\$62,104.55
In Kind Support	
SUBTOTAL	. \$
FUNDING AMOUNT FROM SHIRE OF YORK	\$9000
TOTAL INCOME	\$71,104.55

EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Staff contractor fees	7,310.31
Logistics/Equipment	37,582.89
Marketing	756.79
Fuel/Sundry	2442.80
Staff wages	16,000
SUBTOTAL	\$64,092.79
In Kind Support	
SUBTOTAL	\$
TOTAL EXPENDITURE	\$64,092.79

Declaration

In affixing my name to this form my organisation is making the following declarations:

X We declare to the best of our knowledge that the statements made in this report are true.

X We have recorded and retained original invoices and receipts in accordance with the Funding Agreement. We acknowledge that Shire of York may audit the organisation to verify the accuracy of the information contained in this acquittal.

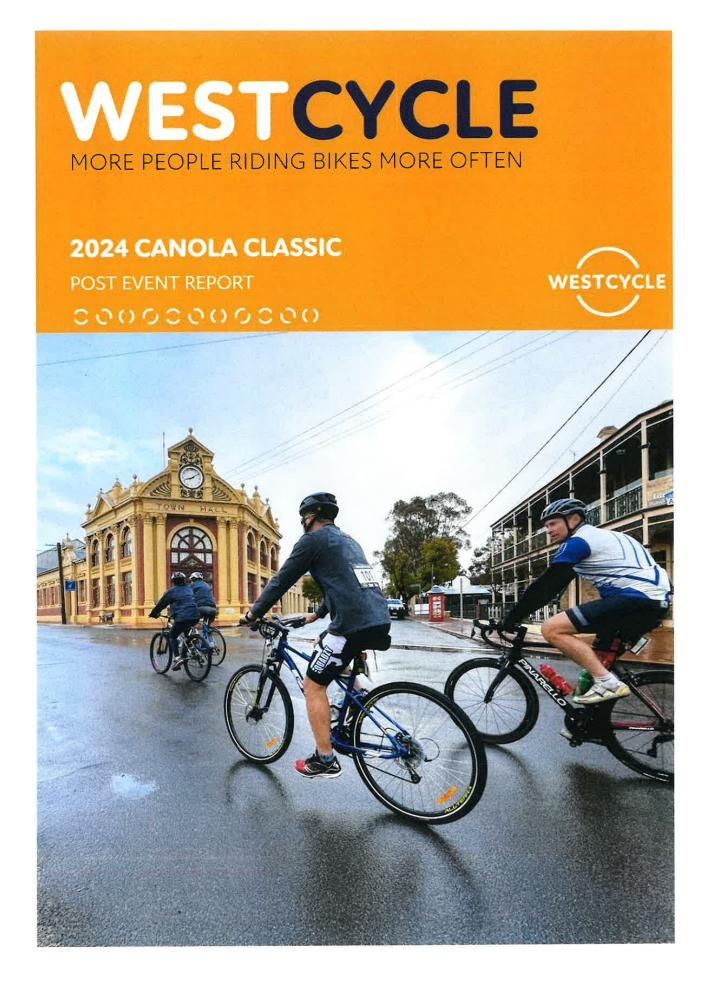
X The information contained within the Statement of Expenditure or Explanation is complete and accurate and does not contain any misleading or fraudulent information.

X Relevant statutes, regulations, by-laws and requirements on any Federal, State or Local Government have been complied with.

Acquittal report duly authorised by:

Acquittai report duly autoprised sy.							
Name:	Sam	Magun	ne	Position Held: _	Projects	Manciper	
Date: _	1 1	0	Bnd	-e	5	0	

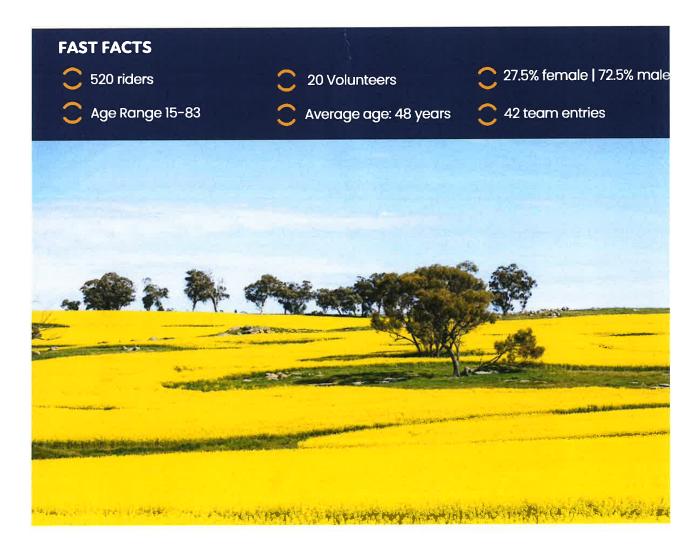
(must be signed by a duly authorised officer i.e. Treasurer, Chief Executive Officer or similar)





INTRODUCTION

he York Canola Classic is a picturesque, mass-participation recreational ride held annually in the tunning Shire of York, approximately 90km east of the Perth CBD. Riders tackle 93km or 52k pops from heart of the Town of York and out into the Avon Valley's striking canola-dominate elds.





EVENT OVERVIEW

EVENT DATE: 18 AUGUST 2024

Riders took on this year's York Canola Classic as individuals or as a team, riding for a collective time. We encouraged riders to bring their family and friends along to support them and revel in event village festivities and even make a weekend of it. Our aim was to create a family-friendly environment for everyone to enjoy.

The rides were designed to be challenging but accessible to most people who ride bikes seeking a cycling adventure in a beautiful landscape on quiet rural roads. The longer ride of 93km covered the Avon Valley loop twice with 1200m of climbing on undulating roads and was a good hit-out for anyone with some training in their legs.

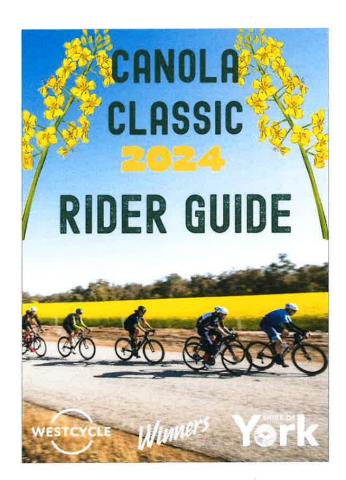
The 52km loop involving 600m of climbing was a challenge most could meet, especially with generous cut-off times. The demographic spread from 15-83 years and a fairly high female participation rate of 27.5% is testimony to this accessibility.

EVENT OBJECTIVES

- Encourage more people to cycle for sport, recreation, active transport and a healthier lifestyle
- Attract riders from across WA to the Shire of York to participate in the event and enjoy the Shire's attractions
- Encourage underrepresented groups (in cycling) such as women, e-bikers, visionimpaired and hand cyclists to participate in the event
- Deliver a financially sustainable event

SHIRE OF YORK REFERENCES IN EVENT PROMOTION

- 100+ social media posts
- Event day signage
- Verbal recognition during speeches
- Website
- EDMs
- Press release
- Rider numbers
- Rider Guide











SHIRE OF YORK PROMOTION AND RECOGNITION





WestCycle Events sted by Shane Starling Publishers by bla
 19 August 3 News coverage of the Canola Classic and Bike it to Ballidu Gravel... = 🥎 https://www.facebook.com/share/v/2xf5bvDEgQHpQ8Mg/?mibextid=oFDknk Shire of York Winners Bars Bike It To Ballidu Gravel Boekemans CASE IH Shire of Wongan-

Ballidu DLGSC Mid West Lotterywest 7NEWS Regional WA



2 7NEWS Regional WA

19 August 🤤

Hundreds of riders have taken to the fields of York for the Canola Classic cycling event. It's fourth year saw some wet and wild weather, but conditions didn't ... See more



Well the Canola Classic yesterday was a damp one, but spirits certainly weren't dampened and the smiles were ever-broader later! A big thank you to all our volunteers and event partners but especially all the riders and teams that were there - great ridel $\underline{\mathfrak{W}}$

Results are here: https://my.raceresult.com/301159/results#0_9ACC66

Feel free to tag #CanolaClassic and share your photos/experiences from the day_

See you next year!



Item SY011-02/25 - Appendix 1



SY012-02/25 COMMUNITY SURVEY/SCORECARD RESULTS 2024/25

File Number:	4.7712
Author:	Alina Behan, Executive Manager Corporate & Community Services
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	25 February 2019 (110219) 24 August 2021 (030821) 23 May 2023 (040523)
Disclosure of Interest:	Nil
Appendices:	1. MARKYT Community Scorecard Results 2024/25 J

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents Council with the outcomes of the Community Survey/Scorecard undertaken during November and December 2024 for consideration.

BACKGROUND

The Shire of York has conducted a community survey/scorecard biennially since 2016/17. Undertaking the surveys every two years provides Council with a mechanism to monitor organisational performance and add to its awareness of community priorities.

In November 2024 the Shire engaged CATALYSE to undertake the fifth biennial survey. The scorecard was open from 18 November to 7 December 2024 and was promoted though the Shire's Community Matters page in the local newspaper, via registered email, on Facebook, Instagram, and the Shire's website. The survey was provided on-line, and a hard copy was sent to all registered mailboxes within the Shire of York.

A total of 425 responses were received which have been compiled by CATALYSE. This is a lower response than the 2022/23 survey where 660 responses were received and 510 responses were received in 2021/22. The concurrent running of the Major Strategic Review engagements may have contributed to the reduction in responses. The full survey report is presented in Appendix 1.

This report considers the results and makes recommendations to Council on how to address issues and priorities identified through the survey process.

COMMENTS AND DETAILS

The Shire has shown consistent results in its overall performance. The overall score received considers the results for the Shire as a governing organisation and York as a district in which to live. The Shire of York remains consistent in this scoring, rising from 67 in 2016/17 to 75 in 2019/20 and the 2022/23 survey with a slight decrease this year to 73 points. Despite this, the Shire remains 1 point down from achieving or exceeding the industry average across the board. Overall, the community perception is positive with 92% of respondents rating the Shire as okay to excellent.

As with the previous survey, residents were happiest with the library services, place to live, place to visit, festivals, markets and community events categories all returning a positive rating higher than 90% with a further 14 categories returning scores of 80% or higher.

Relative to industry standards the Shire is performing above average in 18 out of 51 of the performance measures surveyed. These are:

- Customer service
- Social media
- Services for seniors
- Disability access and inclusion
- Recognition and respect for First Nations' peoples, cultures and heritage
- Preserving and promoting local history and heritage
- Community safety and crime prevention
- Animal management
- Festivals, markets and community events
- Waste management services
- Housing that meets peoples' needs
- Area's character and identity
- Planning and building approvals
- Community buildings, halls and toilets
- Playgrounds, parks and reserves
- Access to goods and services in the local area
- Place to visit
- Tourism and destination marketing

The biggest areas of improvement were:

- Management of corellas and pigeons in town
- Animal management

The five key priorities to focus on according to the survey (see diagram page 23) are:

- Local roads
- Access to health and community services
- Seniors' services and facilities
- Sport and recreation facilities and services
- Councillors' leadership

While improvements have been listed in social media and other communications methods the community have stated that improvements need to be made in:

- The development and communication of a clear vision for the area
- Advocacy and lobbying on the community's behalf
- How the community is consulted
- Listening to and respecting resident's views
- Understanding community needs

These matters will be explored below including current responses to these issues already included in the Corporate Business Plan and Long-Term Financial Plan (LTFP). The table also identifies those issues not currently being addressed or proposed to be addressed.

TABLE 1.

ISSUE RAISED IN COMMUNITY SURVEY	CURRENT PLANS, STRATEGIES OR BUDGET ALLOCATIONS TO ADDRESS THE ISSUE
Maintaining local roads	The Shire is focussing heavily on improving all its processes around both road maintenance and delivery including:
	 Working in-line with the updated Transport Asset Management Plans and Road Hierarchy.
	 Improving planning around road delivery through annual operational plans.
	 Continuing vegetation clearing and verge spraying programs.
	Continued focus on contractor management.
	Prioritising and adequately resourcing annual maintenance works.
	Undertaking regular inspections, including bridges.
	 Lobbying for inclusion in the secondary freight network.
	 Trialling road stabilisation polymers to improve road surface longevity.
Access to health and community services	• There was a strong reference to doctors and hospitals within the commentary returned. This remains the remit of the Department of Health and WA Country Health Services.
	 The Shire delivered and is working to the new Wellbeing Plan 2024-2028.
	 The Shire now runs the Community Resource Centre which delivers a range of support and programs for the community.
	• The Shire have created four new positions dedicated to the support of community and recreation.
Seniors' services and facilities	• There was a strong reference to aged care and support for seniors at home in the commentary returned. This remains the remit of the Department of Health and WA Country Health Services.
	• The Shire provided advice and guidance to the York Staying in Place initiative which aims to provide services to seniors remaining in their homes. The Shire does not intend to compete with this service.
	• The Shire now runs the Community Resource Centre which delivers a range of support and programs for the community.
	The Shire formed a new Access and Inclusion Working Group.
	• The Shire delivered the new Access and Inclusion Plan 2024-2029.
	The Shire will deliver an upgraded Aged Friendly Community Plan in 2025.
Sport and recreation facilities and services	• As identified in the Wellbeing Plan 2024-2028, the Shire's primary role in supporting the health of its community is through providing recreational facilities and spaces and encouraging activities.
	• The Shire currently spends approximately \$3 million per annum on providing recreation facilities and services to the community. This represents 30% of the Shire's service provision.

	• The Shire recently created a new position - Club Development Officer - to work with clubs to ensure vibrancy and sustainability and explore new recreational opportunities for the community.		
Councillors' leadership	 New Councillors are required to undertake mandatory training (five modules) in their first twelve months of election to office. 		
	 Two Councillors have completed the Diploma in Local Government. 		
	 The Local Government Act Reform focuses on key areas of: 		
	 Earlier intervention, effective regulation and stronger penalties. 		
	 Reducing red tape, increasing consistency and simplicity. 		
	 Greater transparency and accountability. 		
	 Stronger local democracy and community engagement. 		
	 Clearer roles and responsibilities. 		
	 Improved financial management and reporting. 		
	 Annual budget is provided for Councillor professional development in accordance with Policy E2. 		
	 New Councillors are provided with a Shire based induction program outlining their roles and responsibilities. 		
	Video introductions will be prepared of all Councillors to encourage community connectivity.		
	Councillor Coffee Catch-ups will be introduced to provide the community more opportunity for engagement.		
The development and communication of a clear vision for the area	The Shire undertook a review of vision as part of the Minor Strategic Review and is refining this further during the Major Strategic Review process. which includes a review of the Strategic Community Plan. The vision for the Shire will be widely communicated through our engagement channels.		
Advocacy and lobbying on the community's behalf	The Shire has been successful in advocating for funding for infrastructure improvements and continues to seek opportunities to address other community priorities as they are communicated. The Shire is about to commence detailed design with the \$9 million in external funding attracted to upgrade the Light Industrial Area and will be seeking to attract funding for the Swimming Pool Replacement Project.		
How the community is consulted	• The Shire currently has 3,262 Facebook followers, up +14.6% in the past six months.		
	• Shire newsletters are currently at 329 users which is an +8.5% increase in the last six months. A further 48 users have asked to be added as part of the Community Scorecard process.		
	 Shire LinkedIn subscribers have increased to 271 users which is a +57.5% increase over the past six months 		
	• The Experience York app currently has 1,657 users, showing an increase of +37.1% over the past six months.		

	• The Shire recently undertook this Community Scorecard engagement. This was available online, at Shire offices, and was mailed to all registered mailboxes.
	• The Shire recently completed round one of the Major Strategic Review which included an online and hardcopy survey, as well as face to face engagements which include information sessions with elected members, York Business Association, Family Playgroup, Greenhills, Access and Inclusion Committee, York Arts Network, Sporting Clubs, York District High School, and seven additional drop-in Think Tanks.
	• The Shire will be undertaking regular broadcasting with the Voice of the Avon.
Listening to and respecting resident's views	See above
Understanding community needs	See above

While not specifically mentioned by consultants CATALYSE, data showed a consistent dissatisfaction with offerings for families with teenage children. This is consistent with early findings from the Major Strategic Review. The Shire will shortly be calling for members of the new Youth Working Group to address these issues and will commence delivery of a Youth Strategy in 2025 to help improve liveability for young people.

Officers are recommending the outcomes of the survey be considered as part of the 2023/24 budget process and to inform updates to the Corporate Business Plan 2023-2027.

OPTIONS

- **Option 1:** Council could choose to receive the 2024/25 Community Scorecard and direct the Chief Executive Officer to incorporate relevant findings into the 2025/26 budget.
- **Option 2:** Council could choose not to receive the 2024/25 Community Scorecard.

Option 1 is the recommended Option.

IMPLICATIONS TO CONSIDER

Consultative

The survey results of 425 completed surveys represents approximately 12% of the Shire's population and provides sufficient statistical validity to the results.

The Shire is grateful to the community for its continued participation in engagements which assist in directing the efforts of the Shire to best meet community needs.

Strategic

The survey occurring every two financial years is identified in Council's Corporate Business Plan.

The results of the survey should be considered by the Shire when considering the 2025/26 budget and will be shared with Major Strategic Review consultants to look for consistency.

Policy Related

Nil

Financial

The survey will be used to inform activities in the 2025/26 budget and LTFP where appropriate.

Legal and Statutory

Nil

Risk Related

By not acting upon priorities identified by the Community Scorecard survey the Shire is exposing itself to reputational risk.

Workforce

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

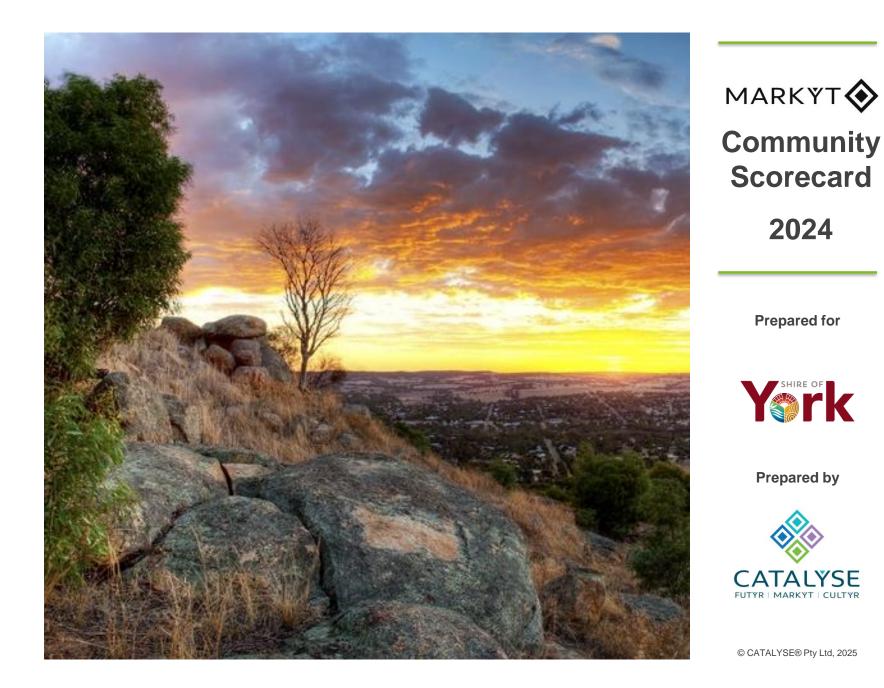
VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Community Survey/Scorecard Results 2024/25, Council:

- 1. Receives the MARKYT Community Scorecard outcomes as presented in Appendix 1.
- 2. Directs the Chief Executive Officer to incorporate the findings of the MARKYT Community Scorecard in the preparation of the draft 2025/26 budget for Council's consideration.
- 3. Directs the Chief Executive Officer to incorporate the findings of the MARKYT Community Scorecard in the Major Strategic Review 2025-2035.
- 4. Directs the Chief Executive Officer to publish a copy of the MARKYT Community Scorecard on the Shire's website and inform the community of its availability.
- 5. Authorises the Chief Executive Officer to make any minor typographical and formatting changes to the MARKYT Community Scorecard prior to publication.



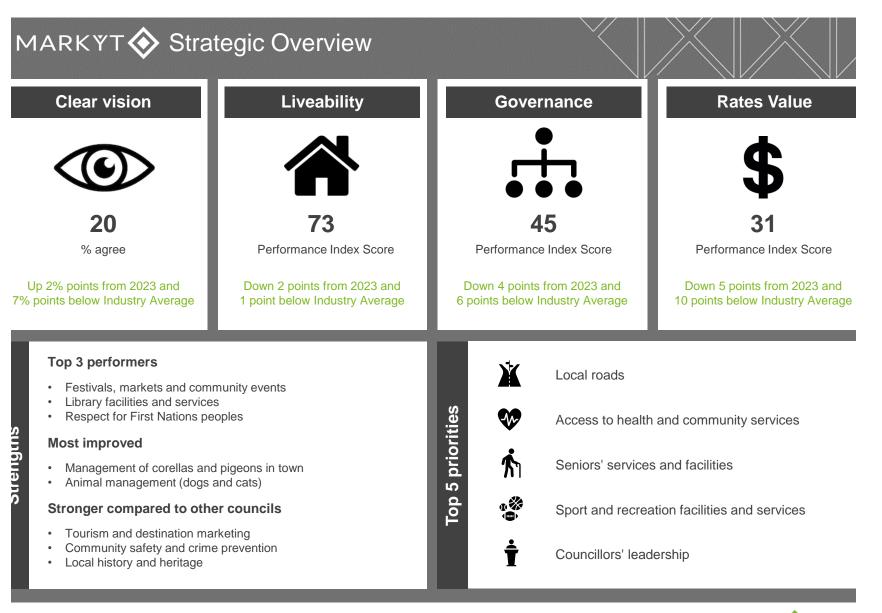
Contents



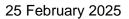
Strategic overview	3
Approach	5
Overall performance	10
MARKYT [®] industry comparisons	14
MARKYT [®] community trends	18
MARKYT [®] community priorities	21
Performance against key pillars in the Strategic Community Plan:	
Performance	34
People	
Planet	62
Place	
Prosperity	
Overview of community variances	
Local business views	95

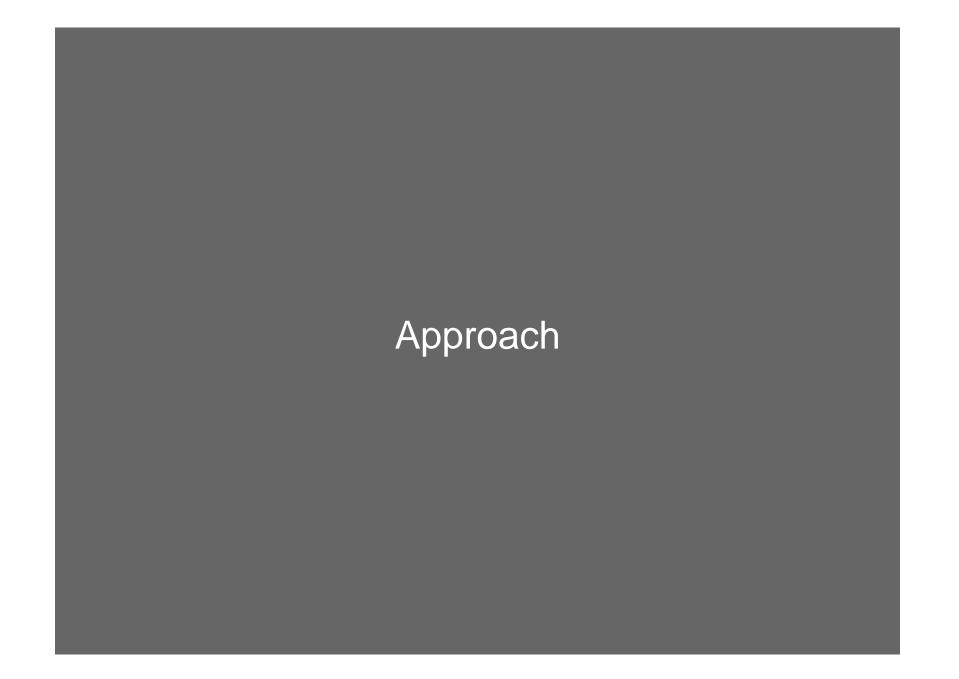


Strategic overview









Purpose



MARKYT



Department of Local Government, Sport and Cultural Industries

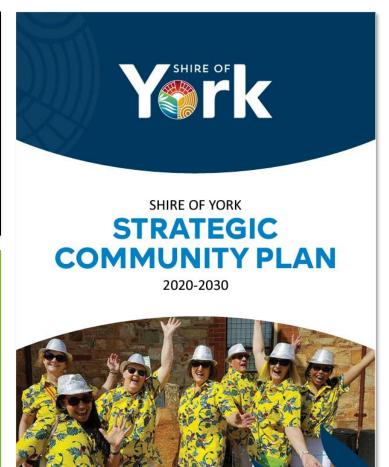
GOVERNMENT OF WESTERN AUSTRALIA

DLGSC's Integrated Planning and Reporting Framework requires local councils to review the **Strategic Community Plan** at least once every two years.

MARKYT **O** Community Scorecard

The Shire of York commissioned a MARKYT[®] Community Scorecard to:

- Support a review of the Strategic Community Plan (SCP)
- Assess performance against objectives and key performance indicators (KPIs) in the SCP
- Determine community priorities
- Benchmark performance



The Study

The Shire of York commissioned CATALYSE® to conduct an independent MARKYT® Community Scorecard.

Scorecards were printed and sent to all households using Australia Post's unaddressed mail services and CATALYSE[®] emailed an invitation to all contacts in the Shire of York's customer databases.

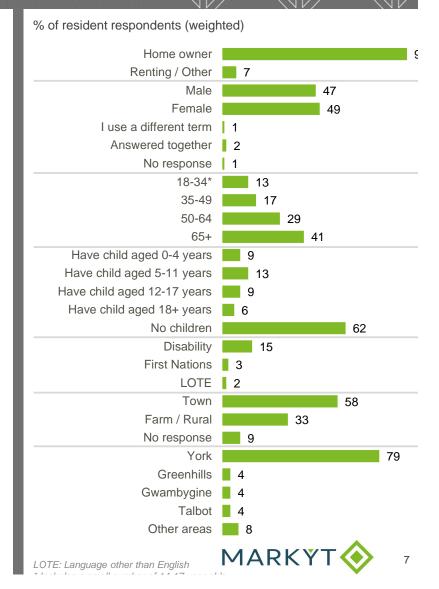
The scorecard was open from 18 November to 7 December 2024 and was completed by **425 community members** with various connections to the Shire:

Resident	Business	Out of area	Elected
	owner /	ratepayer /	Member /
	manager	Visitor	Employee
396	93	12	18

Participation levels were lower than we typically see in the Shire of York, down from 660 in 2023. Participation may have been impacted by lower levels of supporting promotion by the Shire of York and the Shire's promotion of an alternative survey while the MARKYT Community Scorecard was in progress.

The main body of this report shows responses from residents. Responses were weighted by age and gender to match the ABS Census population profile.

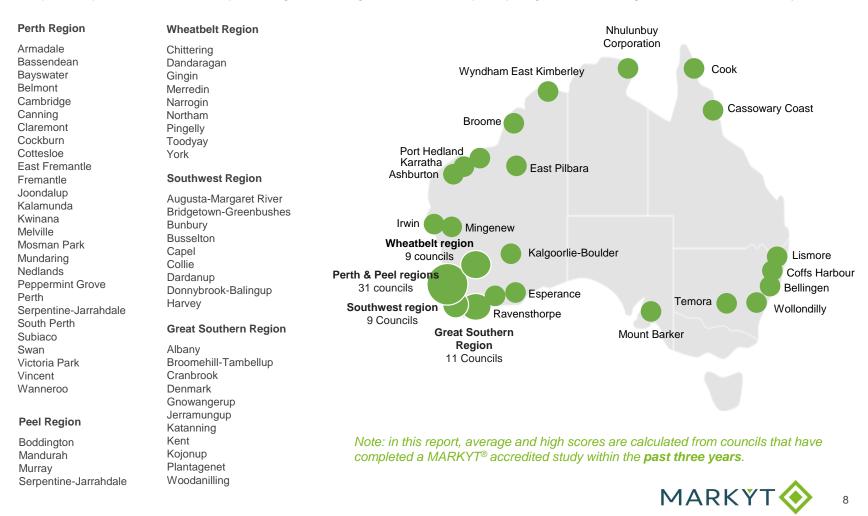
Where sub-totals add to $\pm 1\%$ of the parts, this is due to rounding errors to zero decimal places.



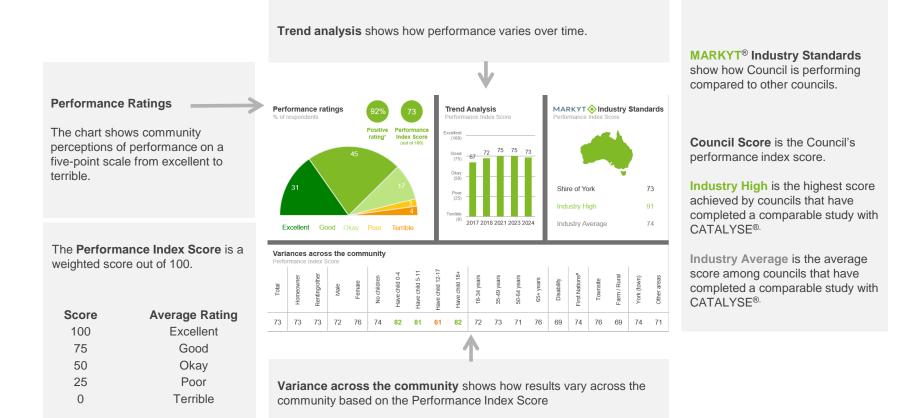
MARKYT Senchmarking Excellence

Program participants | 2003 - 2024

Over the past 21 years, CATALYSE[®] has conducted community and business perceptions surveys for more than 70 councils across Australia. When comparable questions are asked, we publish high and average scores to enable participating councils to recognise and learn from industry leaders.



How to read MARKYT[®] performance dashboards





Overall Performance



Variances across the community

Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
73	73	73	72	76	74	82	81	61	82	72	73	71	76	69	74	76	69	74	71

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 392).

* Desitive Deting - eventiont good + elever # Omell complexite / 200 reconcidente)





Variances across the community

Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
45	44	54	42	48	45	50	52	33	51	42	45	45	45	44	44	47	40	46	40

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 382).

* Desitive Detine - eventionst good + electr# Cmell comple size (200 respondents)





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
31	31	33	28	34	33	26	29	26	30	12	31	32	35	32	29	33	29	32	28

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 364).

* Desitive Detine - eventionst read + elevit # Omell comple size / 200 reasondente)



MARKYT Industry comparisons

Shire of York

Regional Councils

Metropolitan Councils

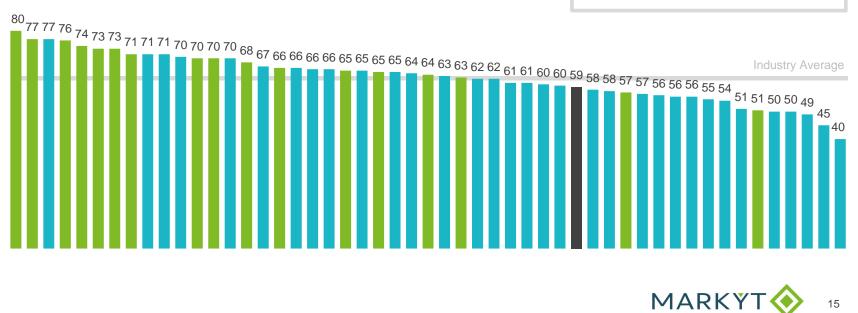
Overall Performance Index Score

average of 'place to live' and 'governing organisation'

Overall Performance | industry comparisons

The 'Overall Performance Index Score' is a combined measure of the Shire of York as a 'place to live' and as a 'governing organisation'. The Shire of York's overall performance index score is 59 out of 100, 4 index points below the industry average.



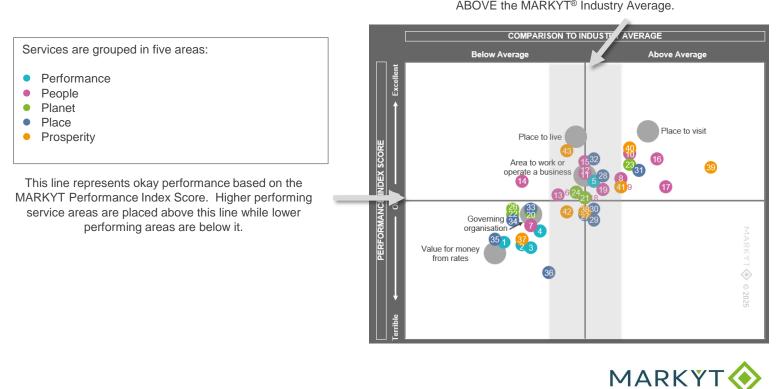


15

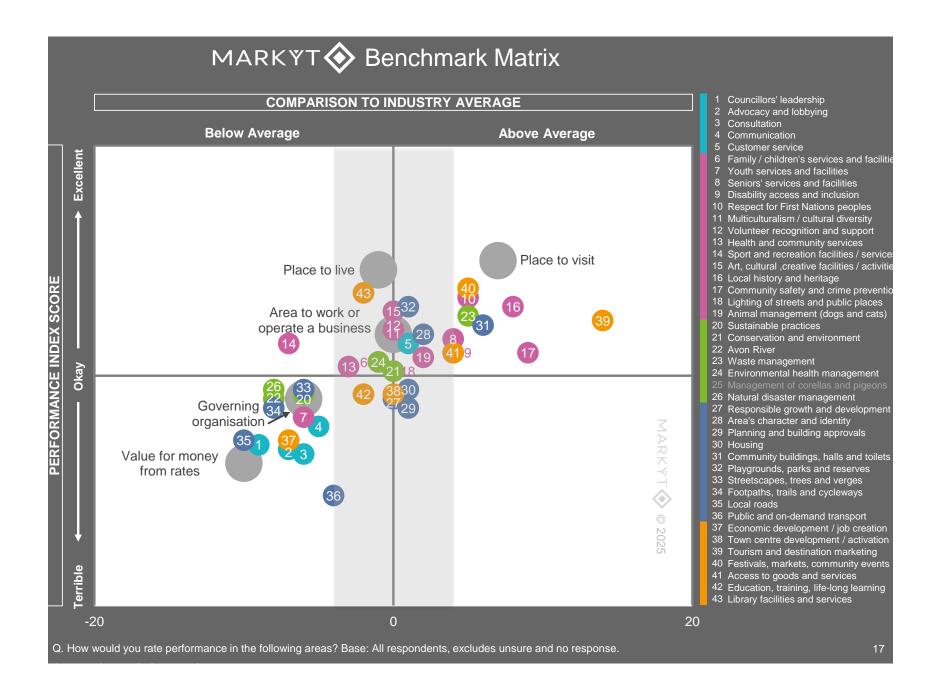
How to read the MARKYT Senchmark Matrix

The MARKYT[®] Benchmark Matrix (shown in detail overleaf) illustrates how the community rates performance on individual measures, compared to how other councils are being rated by their communities.

There are two dimensions. The vertical axis maps community perceptions of performance for individual measures. The horizontal axis maps performance relative to the MARKYT® Industry Standards.



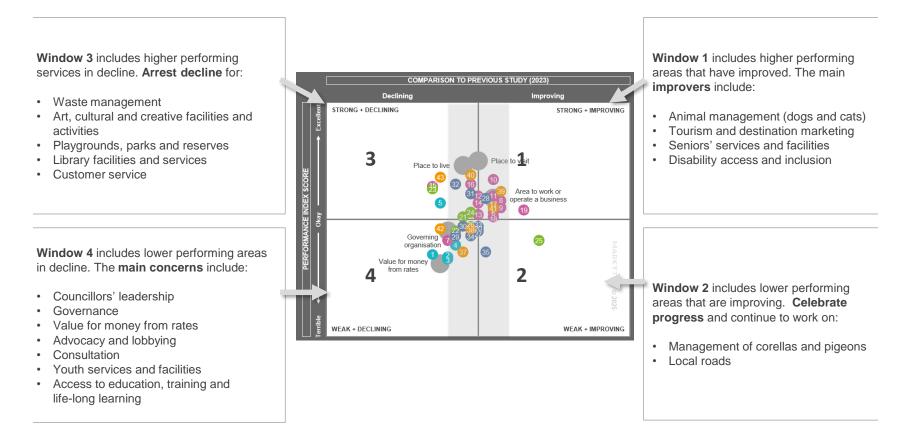
Councils aim to be on the right side of this line, with performance ABOVE the MARKYT[®] Industry Average.



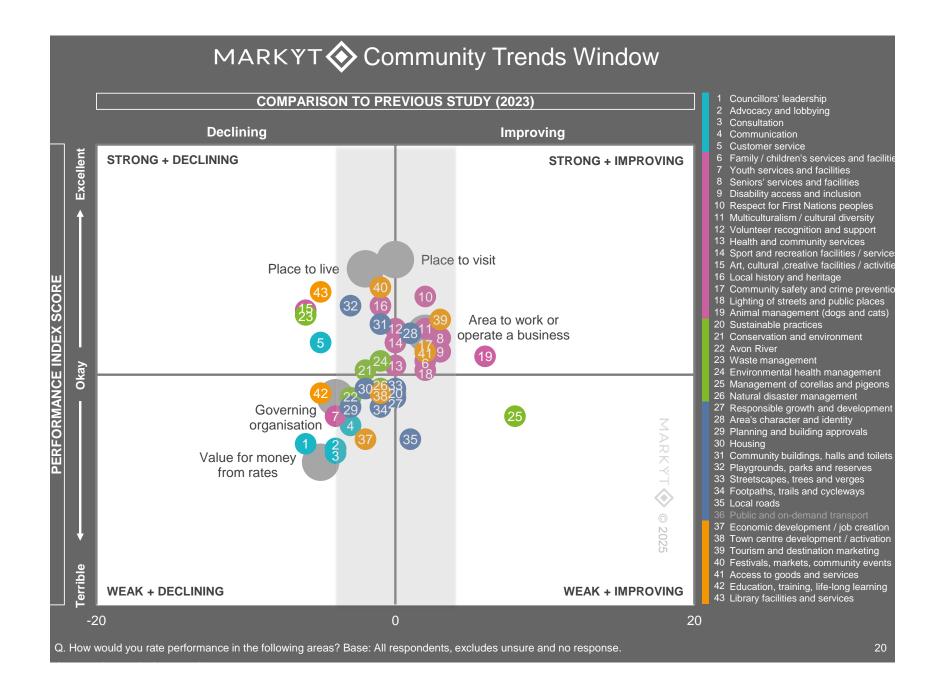


MARKYT 🗞 Community Trends Window

The MARKYT® Community Trends Window shows recent trends in performance.



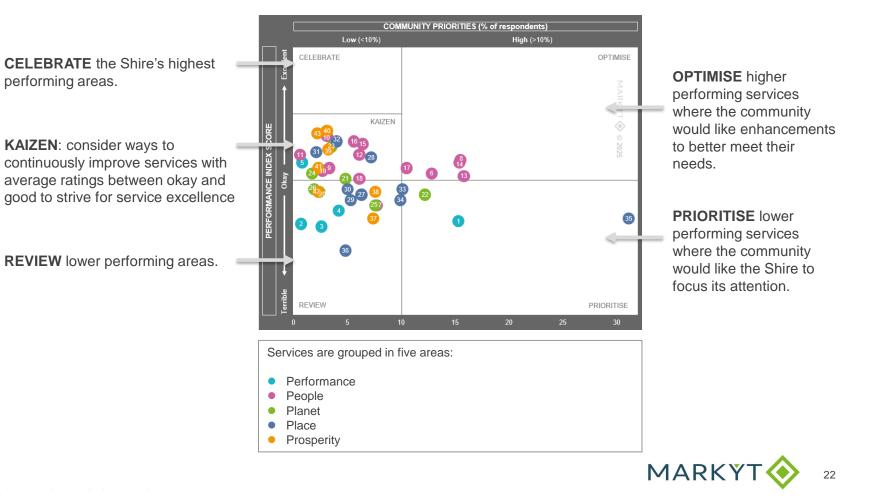


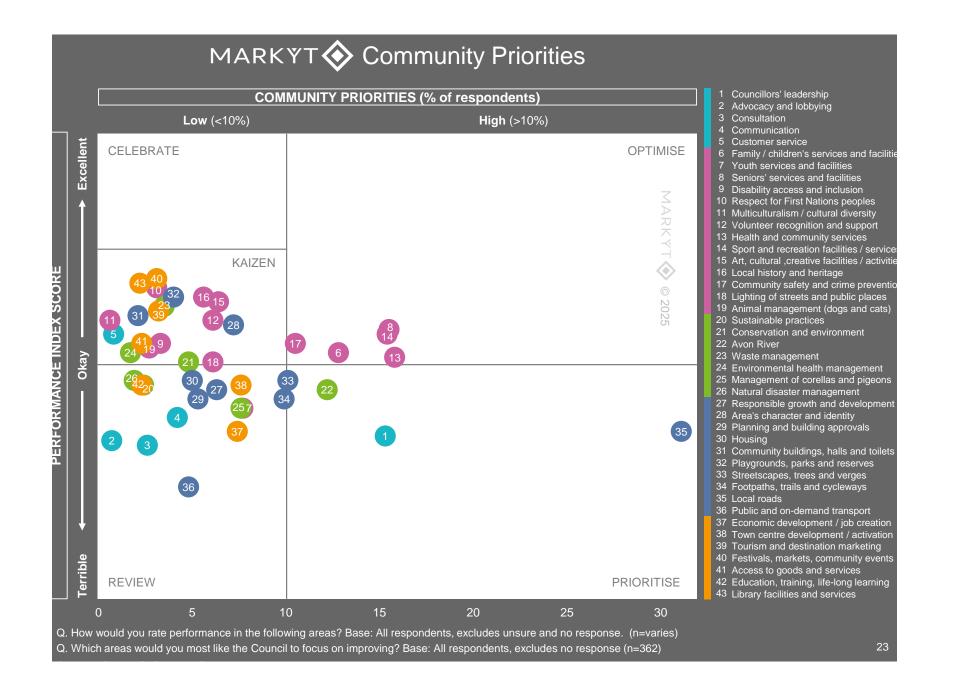




How to read the MARKYT \diamondsuit Community Priorities

The MARKYT[®] Community Priorities chart maps priorities against performance in all service areas.







- Upgrade and widen roads to accommodate heavy traffic and improve road safety.
- Provide more timely and effective road maintenance, repairs and grading to address deteriorating roads, edges and potholes.
- Apply long-term solutions instead of quick, temporary fixes and patches.
- Provide more speed control measures.
- Provide more regular updates and more transparent communication with the public about when repairs and upgrades will take place.

25 February 2025



"The shire seems unable to establish and operate a routine maintenance program. The council must abandon the random, unsubstantiated decision not to include all shire roads in an annual maintenance schedule."

"Allocate more funding in the budget to maintain roads."

"As roads and bridges increasingly carry more and more and heavier traffic - a dedicated schedule of repair must become part of a routine maintenance program."

"We need a substantial injection of state funding to improve the complete road networks in and around York and the regional areas."

"There needs to be bitumen upgrades to dangerous gravel roads with large amounts of traffic in the shire. Especially for those with large tourism traffic. More needs to be done, maybe federal funding."

"Making local roads safe for all users, including trucks. Not currently wide enough. Far too many potholes."

"Talbot Rd is very narrow in places and the road edges are breaking up. These sections need to be widened and re-surfaced, like the other sections of new road."

"Several gravel roads in the Shire need either grading or sealing."

"Wider roads . . . trim trees, repair roads, potholes, edges not just with gravel edges, something that will last."

"Proper kerbing and drainage in our area where the gravel washes across the road and makes it unsafe to walk down a steep slope. Road is undermined at the edge of the bitumen with a two-foot drop. Drains as such are not cleaned out prior to the wet weather again causing gravel over the roads."

"Local roads. Actually fix them when they are in poor condition instead of just throwing gravel over it and pretending like that addresses the issues."

"Repair the roads properly, not patch upon patch."



Community Action Plan Access to health and community services

Community driven actions

- Lobby state and federal governments for improved health services, including:
 - full-time doctors at the hospital
 - GPs (preferably bulk-billing)
 - more medical equipment for the hospital MRI, x-ray machines etc
 - physiotherapists and other allied health services
 - mental health services
- Offer incentives such as housing to attract health professionals to live and work in York.

Community Voices

"Focus on health and the community needs as a number one priority including representation with WA Health and state & federal parliament and politicians."

"Stop saying "too hard" and actively engage in lobbying state & federal governments for funding and creating a vital regional health hub."

"Doctors who visit the hospital and work more than 2 days a week! It is impossible to get a doctor's appointment when you need it. You may have died by the time they can fit you in"

"Have a doctor at the hospital. Upgrade the hospital. Bulk billing at doctor's surgery."

"Doctors for the hospital, utilise hospital better. Hospitals need to be opened again in country towns, not sent to Perth. Xray machines - MRIs etc, doctors."

"It's very had to get a doctor's appointment due to how busy it is. Additionally, it is disappointing there are no bulk bill options in town."

"Doctors that stay, at least 2 available female doctors, continued bulk billing, low fees for other health services, a York-based, hospital-based permanent physio (not from Northam), lower costs for medicine and pharmaceutical products in the local pharmacist."

"Greater access to GPs, allied health and mental health services and a greater variety of preventative, universal activities particularly for those who work and for young people."

"Housing to attract workers in this sector, support for groups like CWA, who bring health services (ie. skin screening bus) to town. Breast screen bus only comes once every two years."

"The shire needs to work together and cooperate with our public and private health services within town. Help provide housing and incentives for health professionals to want to come (and stay) to town!"

"Have incentives to have GPs live and work 5 days per week. Advocate and impress the need with WACHS for dedicated and consistent staffing at York Hospital to support existing staff working over and above hours."



Community Action Plan Seniors' services and facilities

Community driven actions

- Advocate for more aged care facilities, affordable accommodation for seniors, and in-home services to support seniors living independently at home.
- Advocate for improved health services for seniors (see also Access to Health and Community Services).
- Advocate for more free or subsidised transport for seniors to assist with access to shopping, medical appointments etc.
- Provide dedicated spaces for seniors to gather and engage in a range of activities for exercise, socialising and learning new skills.
- Improve footpaths so they are safer for elderly pedestrians and mobility scooters.



Community Voices

"Aged care and disability housing and access to services."

"There also needs to be more retirement villages/homes like Balladong built. We are an aging community and the wait list to get in is YEARS which is terrible. More needs to be done so elderly people do not have to leave their town when requiring these facilities."

"In home support for seniors to remain in place. Transport for seniors within the town to shops and services."

"Continue to work with seniors to provide better health and homecare services within the region."

"More help for seniors who live in their own with gardening, home care etc."

"Transportation for seniors within York and for 'health' appointments to Perth and back."

"Outreach for lonely or isolated older people. Access to transport (free or discounted)."

"Senior services. As above. A bus to Northam / Midland and return. Volunteer transport is \$80.00 (St Johns) and out of reach of most pensioners."

"Organise activities, build facilities, community places where seniors can gather."

"Improve access to and availability of services for seniors. Provide information as to what is available and provide upskilling and support where needed to keep seniors independent and able to manage their affairs, eg. Computing skills."

"Senior services to be maintained and readily available. Footpaths improved to more areas of town to allow gopher access and walking paths."

"Footpaths to be improved for the elderly on gophers and families with prams and pushers. People walking their dogs. Too many falls have happened in the last 12 months and nothing has been done."

"A larger medical centre is needed to cater for the needs of the town and its elderly residents. Often it is hard to get in to see a doctor and therefore we are forced to go to Mundaring, Northam or Beverley."



Community Action Plan Sport and recreation facilities and services

Community driven actions

Community Voices

"Develop a long-term strategy for the recreation / sporting facility to enable a more vibrant environment and one that generates enough revenue for the facility to be profitable."

"Wider range of services that are affordable and available extended hours."

"Sport and Rec Facilities. Affordable sporting facilities. Yearly subscriptions to all facilities, eg. pool, bowling club, gym, tennis courts."

"The indoor stadium is old and no longer meets the needs of the community. A new facility is long overdue, which contains more than one court, which would encourage more sports to be played in York instead of Northam."

"Our Rec Centre to be opened, clean and to be able to use the bar and restaurant."

"The Rec centre smells and the decision to close down the bar and restaurant facilities is a great shame."

"The gym needs to be better kept, modern equipment and more cost efficient."

"York needs a decent gymnasium with safe up-to-date equipment."

"Recreation facilities need to be managed better, with improvement to halls, ie. air-conditioning or fans to account for the summer heat."

"The pool needs to be sorted on the memorial site it is already on. A 50 metre pool is needed to replace the existing 50 metre pool ASAP."

"If millions are going to be spent on a new pool it needs to be at least 50m in length and heated. This would be a huge benefit to the community."

"Build an aquatic centre which can be used 12 months of the year including the pools which need ramps not stairs as stairs are not disability friendly and it will save people going to Perth for training for swimming."

"It would be great if the town had a heated pool to be able to use all year round. This would also benefit the elderly and be used for physical therapy."



 Improve York Recreation Centre with a wider range of affordable sports and activities, updated gym equipment, extended opening hours, and improved cleaning and maintenance. Consider re-opening the bar and restaurant and providing air-conditioning.

• Advocate for funding to upgrade or relocate the swimming pool, to include a 50m heated pool, with extended opening hours open all year-round, and improved accessibility.

Community Action Plan Family and children's services and facilities

Community driven actions

- Advocate for improved services and facilities for families and children, including enhanced early childhood facilities and more daycare spots.
- Create more spaces for family recreation, such as bike tracks, skate parks, an indoor activity centre and community hubs with afterschool programs, playgroups, and workshops for parents.
- Enhance parks and playgrounds by adding more inclusive and engaging equipment and features such as water play, more shaded areas, and fencing around playgrounds near roads or rivers.
- Increase the number of community events for families, such as movie nights, festivals, and seasonal activities, and improve marketing and communication about what's on.

Community Voices

"Support and funding for an early years/families strategic plan."

"Consult with Beverley Early Years Network. They have won a Gowrie Regional Award. Their networks are doing excellent things for their early years' community."

"The playgroup building needs a renovation. The carpet desperately needs replacing with easy to clean flooring."

"Provide an early childhood facility, establish a facility for youth, eg a Scout troop."

"Establish a dedicated community centre offering programs such as parenting workshops, playgroups, and after-school activities. This would create a space for connection and support. The CRC might do this already, however, that doesn't feel like a welcoming space."

"Bigger day care, so more spots available."

"More thought to play groups for small children. Not tearing down buildings they use to put a pool in."

"More family friendly areas. More child education play areas, to learn about caring for the river/environment, maybe a road traffic course for kids to learn/play using bikes, an area to learn about the Ballardong history."

"Basically the park was designed by someone that doesn't have children. I understand it was expensive but a large amount of that money went on leaning poles of painted timber. This is for aesthetics and cannot be used in play. Look at Cunderdin Park. Something for all ages! York has nothing exciting or intriguing. It isn't fenced off from the road or the river. It's a slide, a flying fox and a heap of broken equipment. Myself and a lot of young mums do not take our kids as there is nothing for our children to do! A splash pad across from the IGA would be brilliant! Someone from the York shire to look at surrounding parks to gather ideas as in my opinion it's the worst in the surrounding area."

"Host family-oriented events such as movie nights, children's festivals, or seasonal holiday activities to bring the community together. (love the movie nights and Christmas festival you already hold) just try and build on this."



Community Action Plan Avon River

Community driven actions

- Improve overall tidiness, cleanliness, accessibility and conservation of the river and riverbanks, with consideration for aerating the water and improved weed management.
- Work with Ballardong Corp and River Conservation to restore tributaries (registered Aboriginal heritage sites).
- Work with farmers to reduce chemical and pesticide use to protect and improve vegetation around tributaries.
- Progress multi-use trails around the river.
- Consider river adaptions to help mitigate flood risks, such as widening the river.

25 February 2025

Community Voices

"The Shire could develop more awareness around the Avon River and it assist in sustaining and protecting the natural habitat and ecological systems."

"River conservation. Work with Ballardong Corp and River Conservation to restore tributaries (registered Aboriginal heritage sites). Create festivals around restoring and celebrating culture. Work with farmers to reduce chemical and pesticide use and protect and improve vegetation around tributaries."

"Do an environmental assessment of the Avon River. Close the ORV area to protect the ecology/threatened fauna and rehabilitate the land (bikes are a danger and fire risk in a bush fire prone zone and drive away wildlife). Progress the multi use trails network for tourism and liveability and have walk tracks either side of river in a loop from Avon Park to former ORV area."

"Clean it up. Make it more accessible."

"Look at tidying up the river banks in the town park. Maybe add some aeration to the water."

"Much more could be done to utilise this somewhat unique resource for the pleasure and enjoyment of locals and visitors. It also has a historical aspect that was previously marked but is declining as signs decay etc. If weeds were well controlled it could be better landscaped to show its beauty and allow greater enjoyment. I would encourage landscaping similar to Kings Park's varied utilising... though on a relevant scale - the deep water pools where corroboree were held could be developed (near ninth road end) as an intersection of cultural history."

"Make the Avon River area a larger, more accessible destination for families and tourists, eg. More river walks."

"Given climate change disaster possibilities the Avon River at York is a bottleneck. In order to prevent major flooding in York townsite the Avon River needs to be dredged a further 1 metre from 200m south of Balladong Bridge to 200m north of the swing bridge. The best option would be to widen the river. Take note: the Avon River 100 year flood map is now a 5 year flood map. Ignore this and in a few years time you can say 'Hi Valencia, we understand what you went through'."





Community Action Plan Footpaths, trails and cycleways



Community driven actions

- Improve footpath safety, accessibility and connectivity in town and across the Shire for the benefit of all residents and visitors, in particular school children, the aged and people with disability, and people with prams or gophers.
- Improve walking and cycle trails along the river and in reserves, with several requests to improve trails on Mount Brown.

Community Voices

"Overall our town lacks quality footpaths, this should be a priority especially given our popularity as a tourist destination."

"Better footpaths / trails / cycleways encourage a healthier lifestyle. At present what is available is unsafe and not encouraging people to get out and about."

"Regarding footpaths. Nothing is done until residents report or complain. If the shire have an engineer they should perhaps get out of the office and do some inspections."

"Significant sections of the town still have no footpaths!."

"The main street has a footpath but that's about it. Everywhere else is terrible for walking or riding, especially for kids trying to ride or walk to school through town."

"Footpaths would be good, especially for people who ride gophers or who are unsteady on their legs."

"Footpaths along Avon Terrace & Ulster Road have deteriorated in sections and are a safety hazard. No footpaths are provided on Henry Road, Grey Street or Brunswick Road and these are heavily by walking traffic."

"Making clear paths along appropriate road used very often ! - for example down Cowan and Newcastle. This is a must for the wide age range of people that use the route - school students to the elderly to mothers with prams."

> "Develop and maintain good walk & cycle trails along the river, Mt. Brown & the golf links reserve."

"Development of mapped and maintained walking trails. Mt Brown development, as tabled several years ago."

"Mount Brown BBQ area has a steep path up to the peak .. this path needs some sort of hand railing or chain between posts .. it's quite dangerous at present."

"A foot/cycle path from York to Avon Ascent camping/picnic park on Beverley Rd, a well-maintained biking paths on Mt. Brown ...a mountain bike club using safe maintained trails to ride...a bike skills park nearby... A hiking leisure path...on Mt. Bakewell....a small bridge covering Avon River...to have a long loop walk."



Community Action Plan Streetscapes, trees and verges

Community driven actions

- Improve the appearance of the town centre with better landscaping, trees and flower beds

 looking at other towns for inspiration such as Beverley, Quairading and Wagin.
- Improve the appearance of streetscapes and verges across the Shire with more leafy, shady trees and better maintained verges.
- Provide more regular pruning and trimming of trees on rural roads for improved road safety.
- Reduce fire hazards by managing weeds and removing dead trees and vegetation on verges.
- Reconsider the timing for spraying winter weeds. Some feel it is too late.

Community Voices

- "Is there any shire policy on streetscapes. All I have seen is trees being cut down."
 - "Road trees and verges urgently need addressing."
 - "More shade trees needed."
- "Put up nicer trees in the main street as it's looking a bit sad and needs doing up."
- "The main street of York is its biggest asset but most of it is left to look run down and unloved. There needs to be a big effort to lift the image."
- "Streetscapes. Upkeep of verges. Plant more trees on them. Add some flower beds around town. Take a look at Quairading / Wagin."
- "More leafy streetscapes, like Beverley. Make local businesses on the main street clean up buildings."
 - "The streetscape approaching York from Perth could be improved. A well-designed bush garden alongside the fence/s of the oval & school etc. the bush gardens at entrance of Peace Park are poorly kept. A few geraniums at entrance to SOY could be enhanced."
- "Streetscapes, trees and verges. Better upkeep of these. Many verges are sprayed too late and weeds are already high in growth."
 - "Ninth up to Ulster Rd, down Brunswick and streets in the area need a tidy up. Overgrown along boundary lines, verges could be sprayed earlier. Winter weeds sprayed too late."
- "Verges are never maintained, even when requests are put in. Need more work done in all areas of the shire, not just town."
 - "Trimming trees on local rural roads."
 - "Take care of fire hazard verges."
 - "Clean up and remove dead trees and clean up verges NOT only spray to kill the weeds. Why leave all the dead vegetation which is a fire hazard?"



Community Action Plan Community safety and crime prevention

Community driven actions

- "York is a pretty safe place to live. Let us be able to promote it as such."
 - "Crime prevention should be a priority. One break in is one too many. Not sure how you would implement changes."

"I feel York is a safe town already - just keep it as a priority so this doesn't change."

- "More police presence and surveillance cameras."
- "Do something about the police. They won't come to call outs or won't answer calls."
 - "Better street lighting."

Community Voices

- "Better street lighting, more Police availability."
- "More cameras in areas targeted with graffiti."
- "Community safety. Have seen some vandalism around town centre. Patrols or cameras."
 - "Safety. Crack down harder on property damage and drugs."
- "More security cameras in public areas. More support given to our local Police. An easier system of reporting crime and issue in the town."

"I would like to see some youth workers for all ethnic groups, to encourage and give hope to our youth. There are jobs going - I feel they need a little encouragement and a small push in the right direction."

• Some respondents spontaneously mentioned that the Shire of York is a safe place, and that they selected community safety as a priority as they want it to remain this way.

- Others are concerned with graffiti, vandalism, property damage and drug use and suggest improved police presence and surveillance cameras.
- There was also a request for more youth workers to work with all ethnic groups.

Community Action Plan Councillors' leadership

Community driven actions



Community Voices

"Council listen but do not take on board what the residents are saying."

"Have a Council who understand and willing to listen and help all community groups and needs. Stop making decisions against community votes."

"Our councillors have let us down with their inability to listen to the needs of the community and show no leadership in standing up for the community."

"An ongoing total transparency of all future planning, ideas, proposals and changes."

"Open and transparent, eg. swimming pool, industrial area upgrade, building housing near Peace Park heritage area, drainage town area (culverts not put in when pipes provided)."

"Better financial management, reduce middle management cost."

"Keep track of money that is paid in & use well."

"Make the rates more affordable or me and my young family won't be hanging around."

"Councillors are only really seen and heard when they want us to vote for them. How many walk around the town and talk to people."

"Ensure all councillors are present in the community (not just a handful) including the CEO. I have not seen or heard from the CEO for at least 18 months. Having a retail business on Avon Terrace I would expect senior leadership to be more present and communicate on a personal level with the businesses in town."

"Ensuring shire staff (CEO and Managers) are listening to and following Councillors, not leading them, in decision making. Having all staff living in the shire is also important."

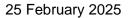
"I would like the Shire President and Councillors to take back responsibility and decision making from CEO and admin in a deliberate and dedicated fashion for the benefit of all of us rate payers and residents."

"Councillors must take back control of decision making. They must do this through proper consultation with all interest groups in an open, transparent, accountable way."



 Seek better ways to listen to residents and to act in the community's best interests, upholding principles of transparency and accountability when making decisions.

- Review role clarity in relation to decision making. The community would like Councillors to have more involvement and influence in decision-making on behalf of the community, with the CEO and staff adopting more of an advisory role.
- Improve financial management and provide better value from rates.



Performance



Variances across the community

Performance Index Score

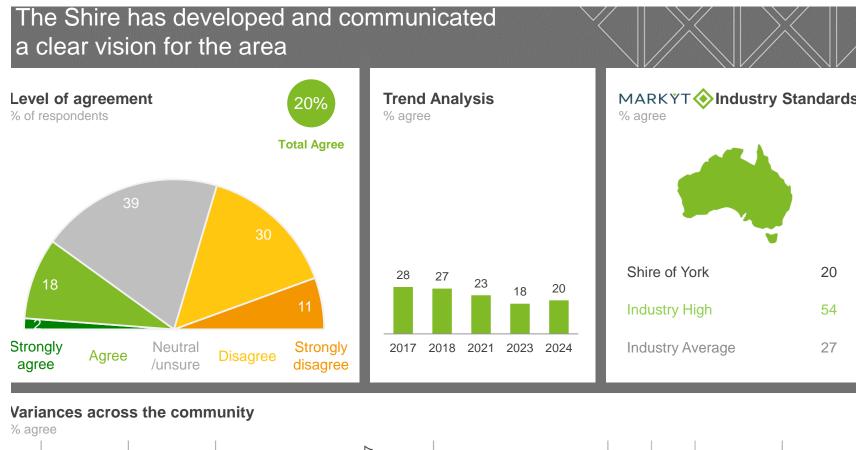
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
35	34	44	36	35	34	48	43	28	35	38	33	33	35	37	36	36	35	36	34

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 304).

* Desitive Deting - excellent good + elver # Omell complexite (-00 reconcidente)



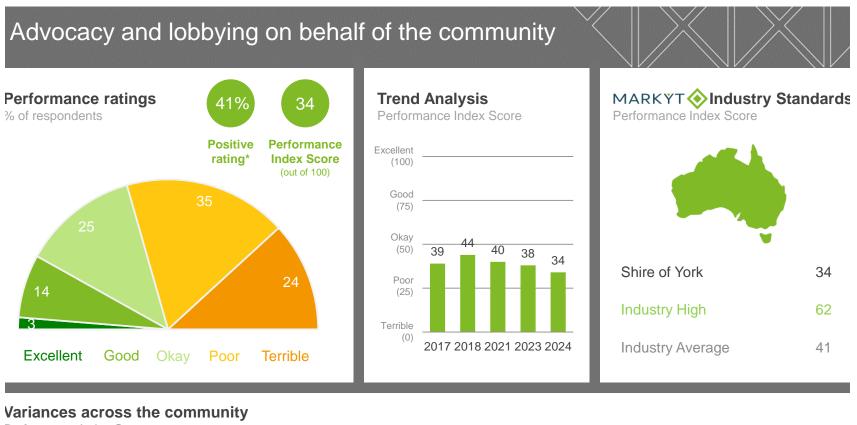


% ag	ee																		
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
20	20	19	20	20	21	10	14	15	26	21	22	17	21	23	24	23	14	22	11

Q. How strongly do you agree or disagree with the following statements?

Base: All respondents, excludes 'no response' (n = 392). # Small sample size (<20 respondents)





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
34	34	42	35	34	34	43	39	21	36	33	32	33	37	35	35	35	32	35	33

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 292).

* Desitive Detine - eventionst read + elevit # Omell comple size / 200 reasondente)





Performance Index Score

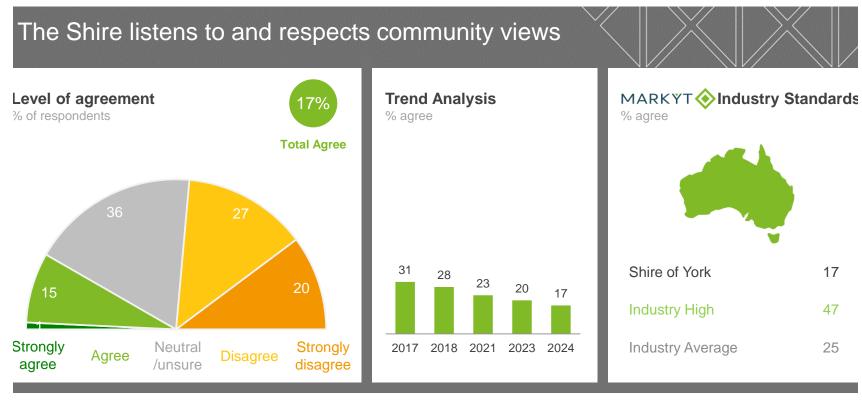
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
33	33	38	32	34	32	41	39	22	39	31	33	33	34	28	32	34	31	33	34

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 324).

* Desitive Detine - eventionst read + elevit # Omell comple size / 200 reasondente)





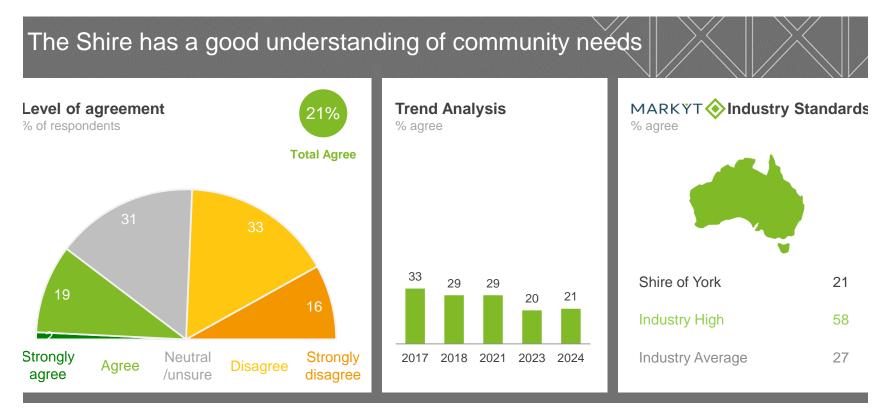
Variances across the community

% ag	ee																		
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
17	17	16	16	18	19	3	20	15	25	0	20	23	16	18	23	20	14	18	12



Base: All respondents, excludes 'no response' (n = 389). [#] Small sample size (<20 respondents)





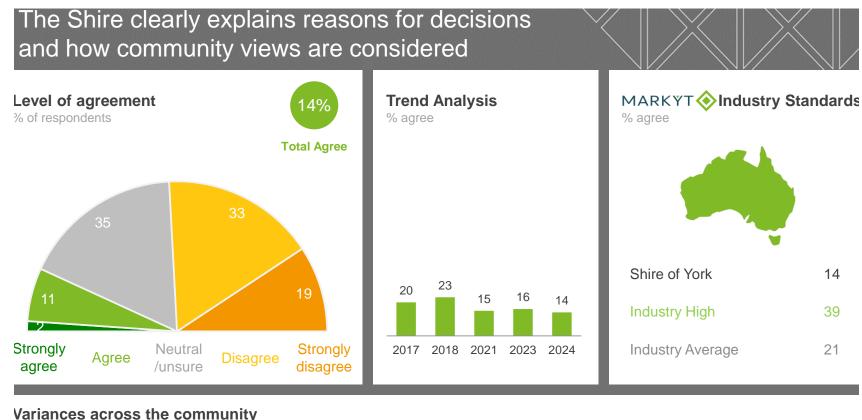
Variances across the community

% ag	ree																		
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
21	20	29	19	22	22	20	26	11	28	15	22	21	22	21	41	25	16	22	13

Q. How strongly do you agree or disagree with the following statements?

Base: All respondents, excludes 'no response' (n = 393). # Small sample size (<20 respondents)





% agi	ee																		
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
14	14	9	14	12	16	4	11	8	21	0	14	17	15	18	8	16	10	14	11



Base: All respondents, excludes 'no response' (n = 387). # Small sample size (<20 respondents)



How community is informed about what's happening in the local area **Performance ratings** MARKYT **Industry Standards Trend Analysis** 50% Performance Index Score % of respondents Performance Index Score Positive Performance Excellent rating* Index Score (100)(out of 100) Good (75) Okay 42 41 39 (50)39 Shire of York 39 Poor 14 (25) **Industry High** 62 Terrible (0)2017 2018 2021 2023 2024 Industry Average 44 Excellent Good Okay Poor Terrible

Variances across the community

Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
39	38	43	39	39	38	48	44	29	44	43	36	38	39	33	29	39	37	38	40

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 355).

* Desitive Deting - eventions, and a event small complexity (20 reconcidents)





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
53	53	63	56	52	53	59	57	50	61	55	55	51	54	53	52	55	50	55	49

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 284).

* Desitive Dating - availant good + alcov # Cmall comple size (200 reconcidente)





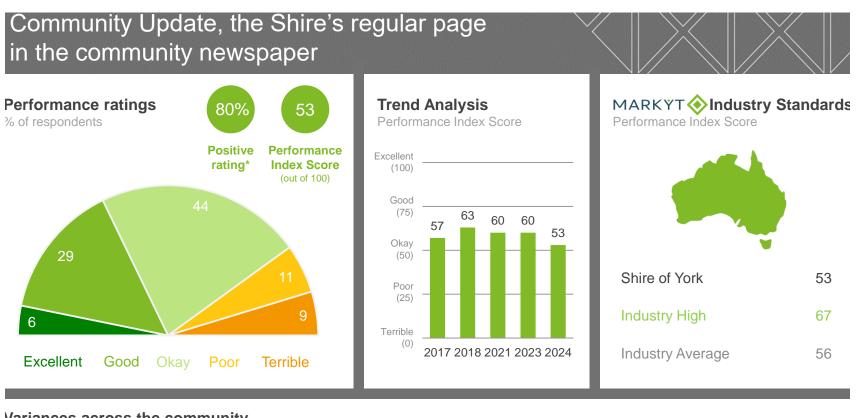
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
54	53	56	50	59	52	71	63	43	62	66	51	49	54	53	49	57	47	56	46

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 258).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
53	53	53	53	54	55	59	57	43	57	53	49	51	56	52	52	54	50	55	50

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 312).





Performance Index Score

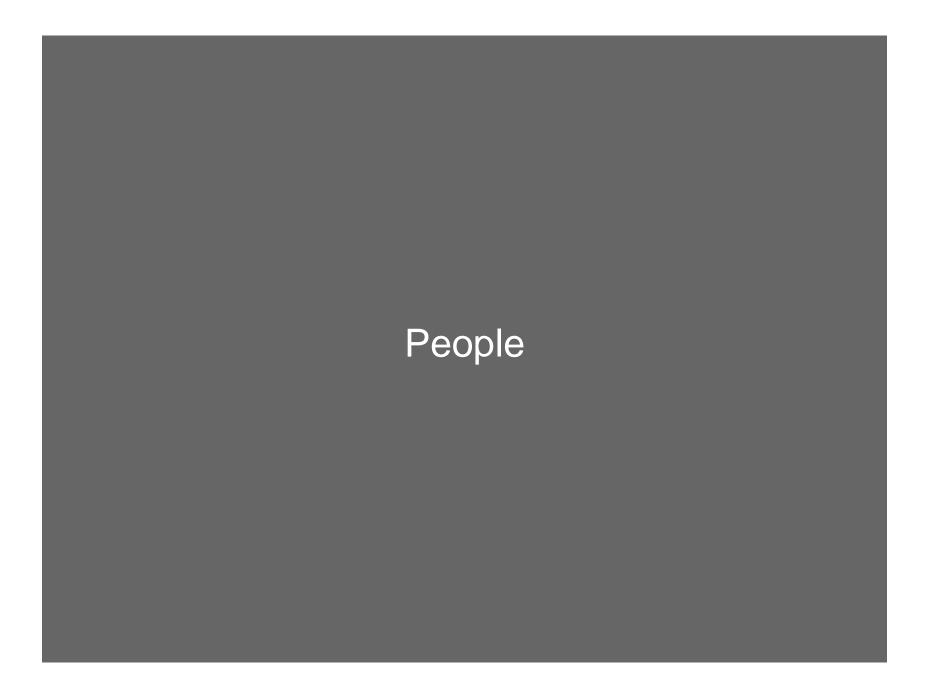
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
57	56	65	55	59	56	72	64	52	58	56	58	54	58	56	54	58	54	57	56

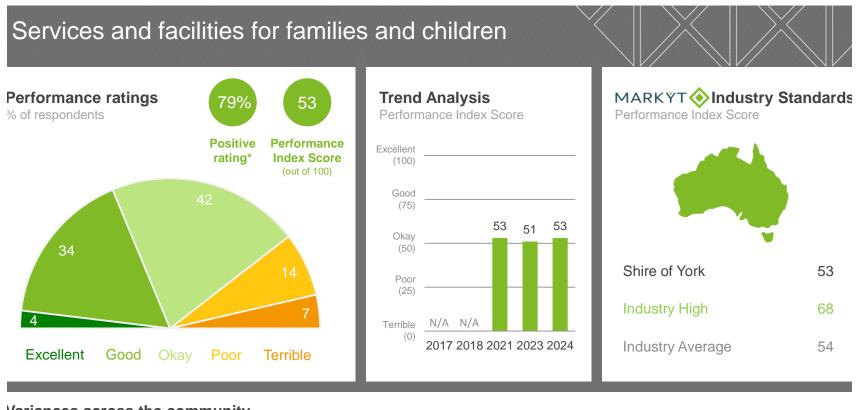
Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 353).

* Desitive Deting - eventions, and a event small complexity (20 reconcidents)







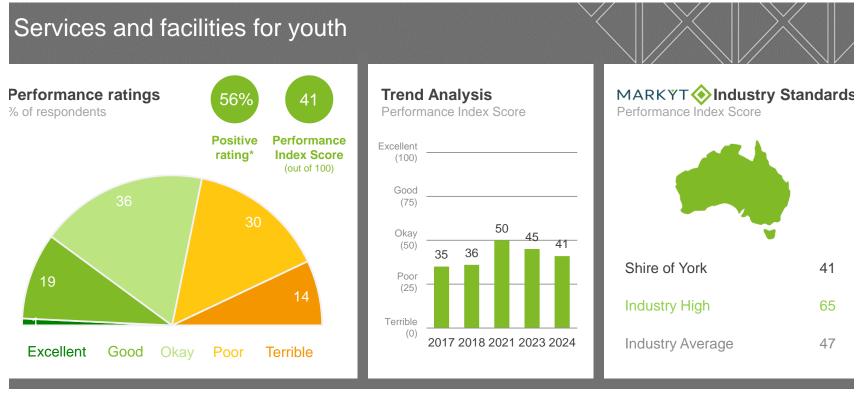
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
53	53	58	56	52	56	47	51	48	57	46	51	53	57	52	51	53	54	53	55

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 321).





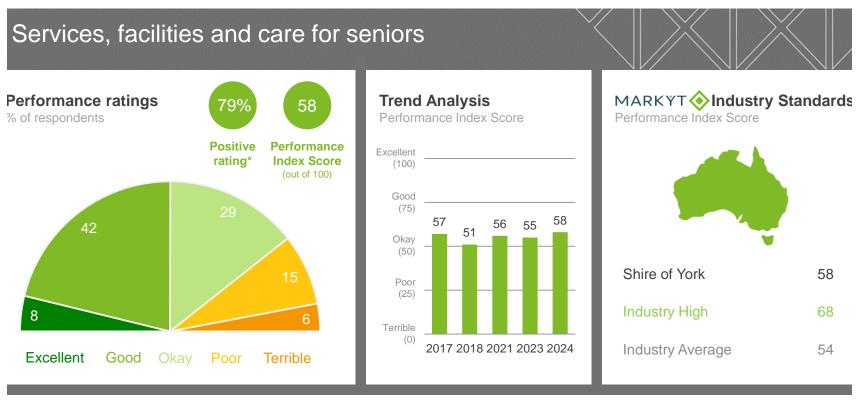
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations [#]	Townsite	Farm / Rural	York (town)	Other areas
41	41	40	43	40	44	41	42	23	41	35	35	43	45	36	37	42	41	41	39

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 299).





Performance Index Score Total Male

Have child 12-17 Have child 5-11 Have child 18+ Have child 0-4 First Nations# Renting/other Homeowner Farm / Rural 18-34 years 35-49 years 50-64 years No children York (town) Other areas 65+ years Townsite Disability Female 58 58 51 56 52 62 58 59 56 59 56 60 69 68 60 60 55 51 58 57

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 341).

* Desitive Define - eventlast acad + eleve # Proll complection (200 respondents)





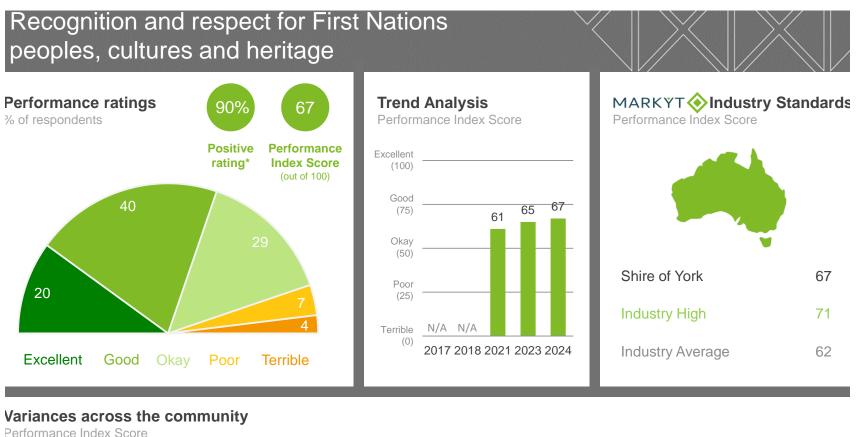
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
55	55	54	57	55	55	65	64	49	57	60	56	50	57	47	54	57	53	55	53

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 311).



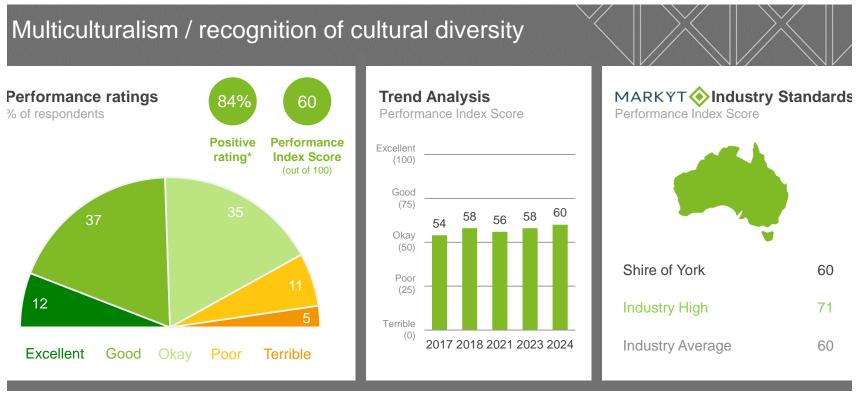


Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
67	66	68	65	69	64	79	75	60	68	75	67	64	65	59	60	66	68	66	68

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 297).



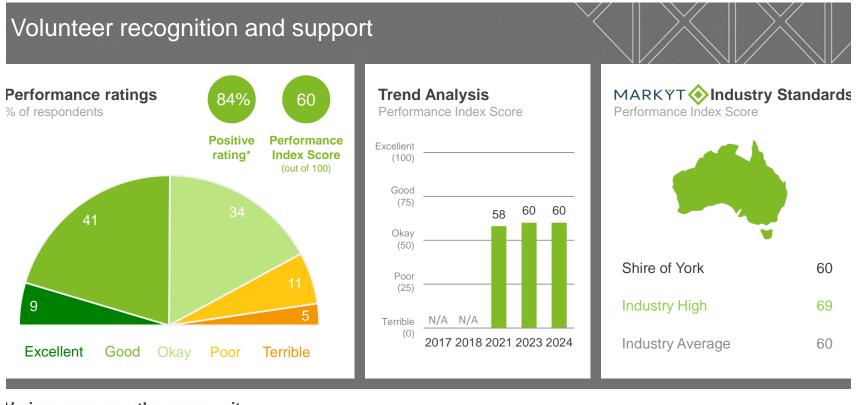


Performance Index Score Have child 12-17 Have child 5-11 Have child 18+ Have child 0-4 First Nations# Renting/other Homeowner Farm / Rural 18-34 years 35-49 years 50-64 years No children York (town) Other areas 65+ years Townsite Disability Female Total Male 60 59 58 51 62 59 61 62 67 60 60 69 71 60 69 59 54 57 56 59

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 288).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
60	59	65	57	63	60	61	63	55	62	60	59	57	62	57	61	61	57	60	58

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 338).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
52	51	55	52	52	52	53	53	40	54	49	47	49	56	50	58	54	48	52	51

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 377).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
57	57	57	58	56	58	60	55	46	54	59	51	54	61	61	54	58	55	57	56

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 368).





Performance Index Score Have child 12-17 Have child 5-11 Have child 18+ Have child 0-4 First Nations# Renting/other Homeowner Farm / Rural 18-34 years 35-49 years 50-64 years No children York (town) Other areas 65+ years Townsite Disability Female Total Male 64 63 72 66 62 75 58 63 56 63 67 66 63 70 58 71 61 64 65 64

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 348).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
65	64	67	62	69	62	82	75	55	63	76	65	62	63	59	56	66	62	66	63

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 375).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
55	55	63	56	57	54	69	61	44	53	69	49	51	57	47	64	58	52	56	54

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 354).





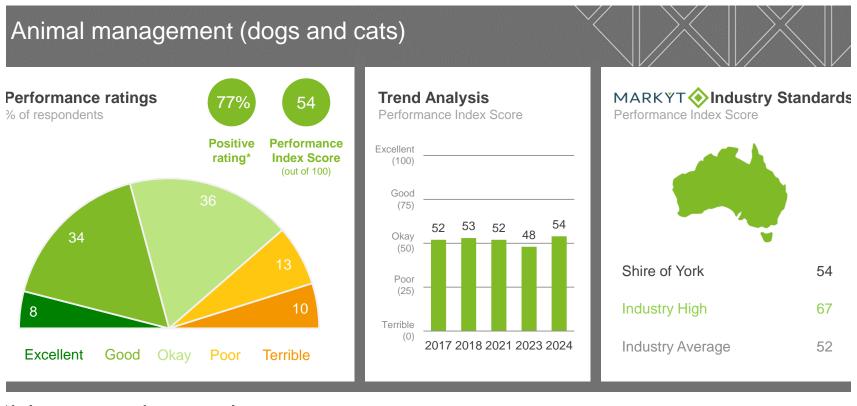
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
51	50	57	52	51	51	57	52	43	49	56	46	50	52	46	48	51	52	50	54

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 375).





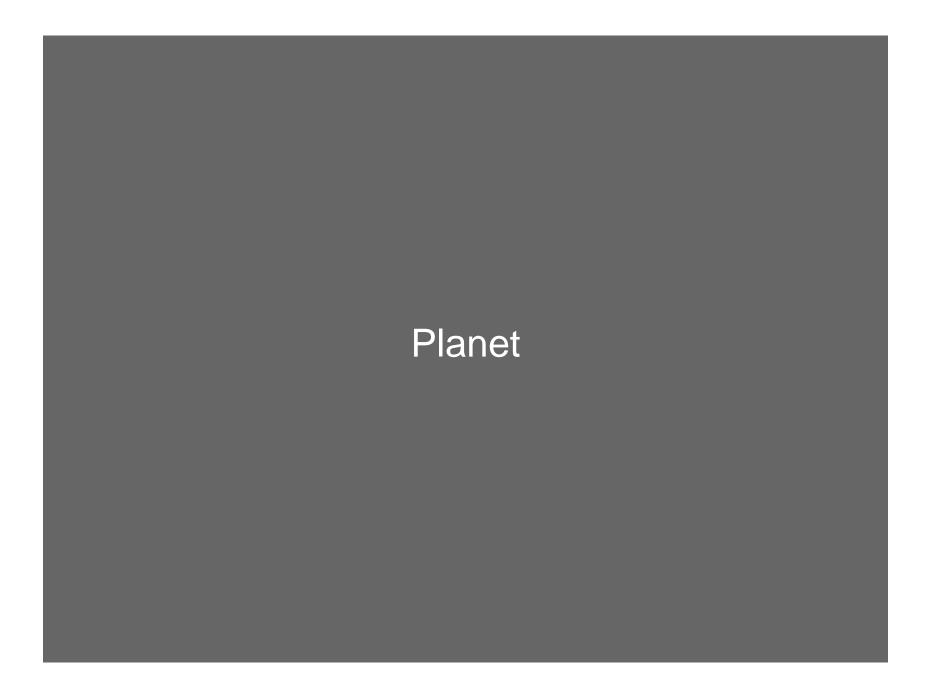
Performance Index Score

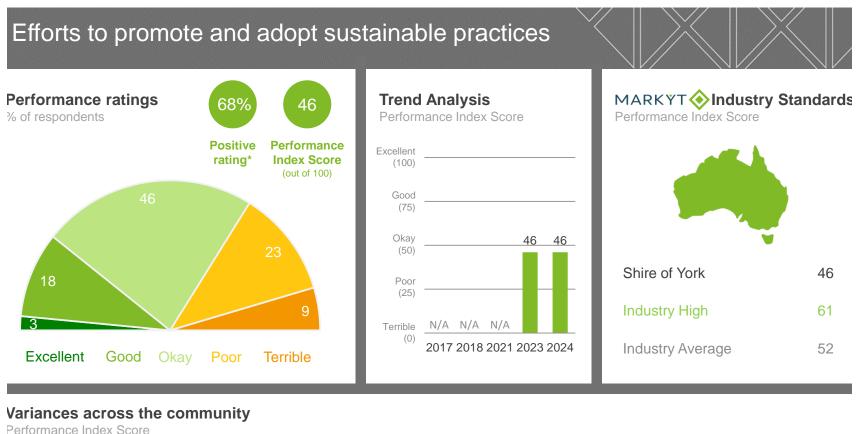
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
54	54	57	54	55	53	61	58	49	51	67	52	50	54	51	50	55	53	54	56

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 345).







Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
46	45	54	46	47	46	48	52	39	45	49	43	44	47	40	41	47	43	46	45

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 288).

* Desitive Deting ______ eventlent_good +_elevit# 9mell_comple_size (200 reasondente)





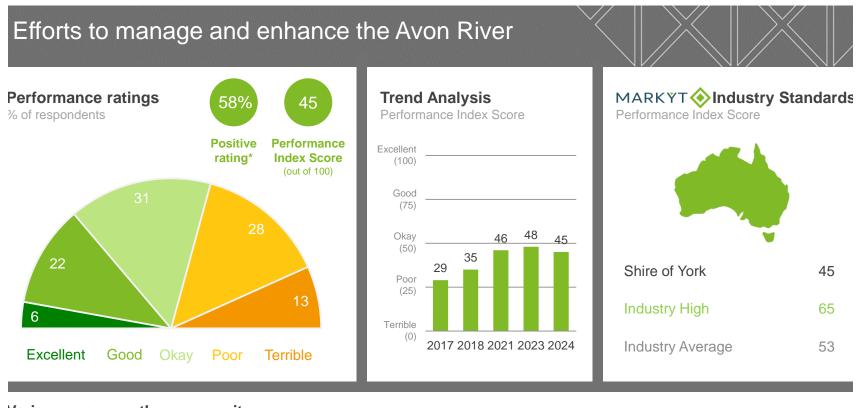
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations [#]	Townsite	Farm / Rural	York (town)	Other areas
51	51	58	52	52	51	64	61	42	44	60	49	45	53	46	44	53	47	52	49

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 327).





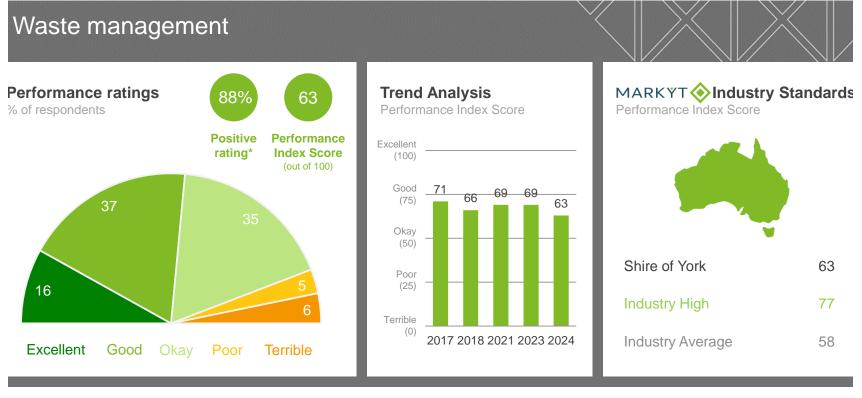
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
45	45	42	45	45	45	53	53	34	52	46	42	40	48	39	38	47	41	45	46

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 340).





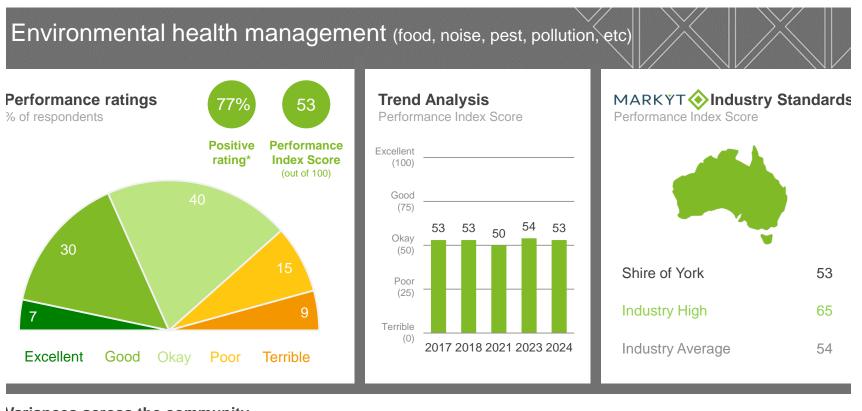
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
63	63	63	64	62	61	65	67	57	71	68	60	59	65	61	56	65	59	64	58

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 371).





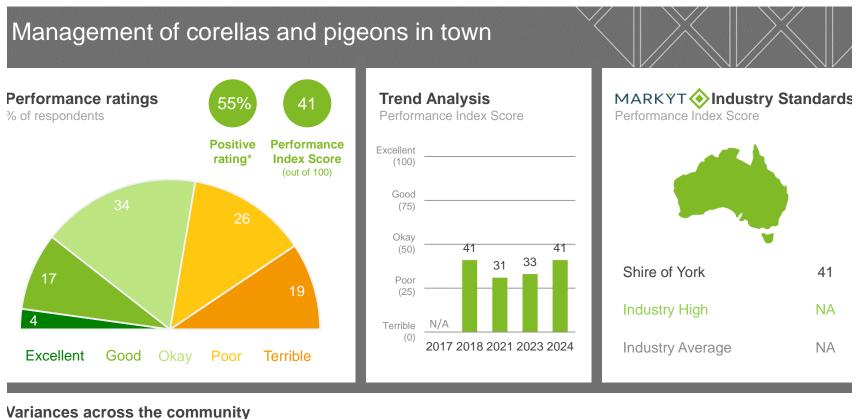
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
53	52	59	54	53	52	60	59	46	46	57	51	49	55	52	52	55	49	53	50

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 338).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
41	40	51	39	43	40	41	44	35	31	47	39	42	38	38	49	41	35	41	40

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 358).





Performance Index Score

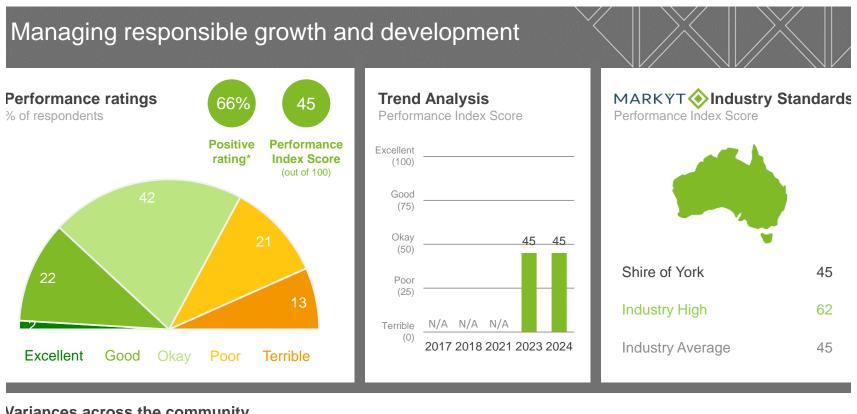
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
47	47	49	47	49	48	52	50	31	50	51	44	43	50	43	46	48	44	47	49

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 290).







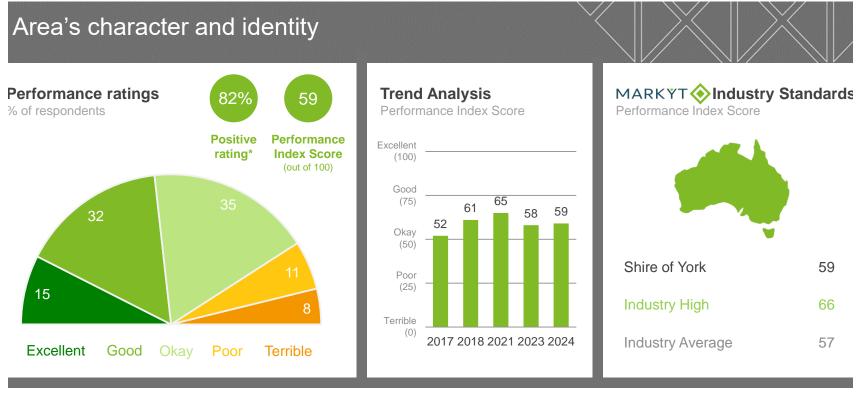
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
45	44	54	45	45	46	46	44	32	50	44	41	43	47	44	50	46	44	45	44

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 305).





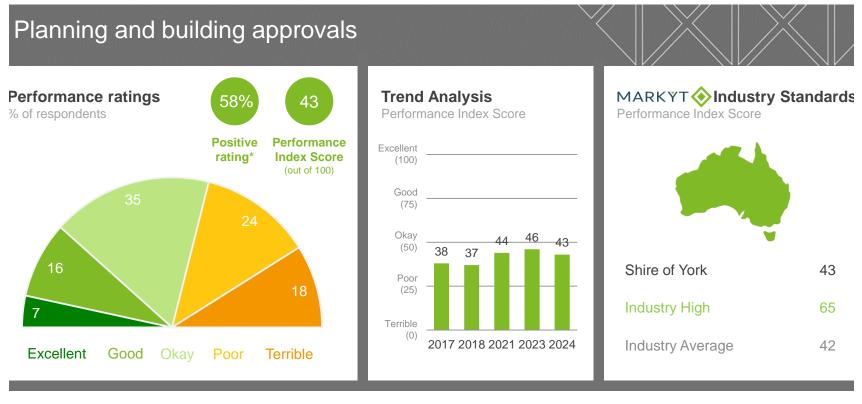
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
59	58	64	56	63	58	72	67	49	65	63	56	57	60	57	64	61	56	61	54

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 360).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
43	42	50	43	43	43	57	48	31	43	48	42	41	42	40	46	43	43	43	44

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 264).





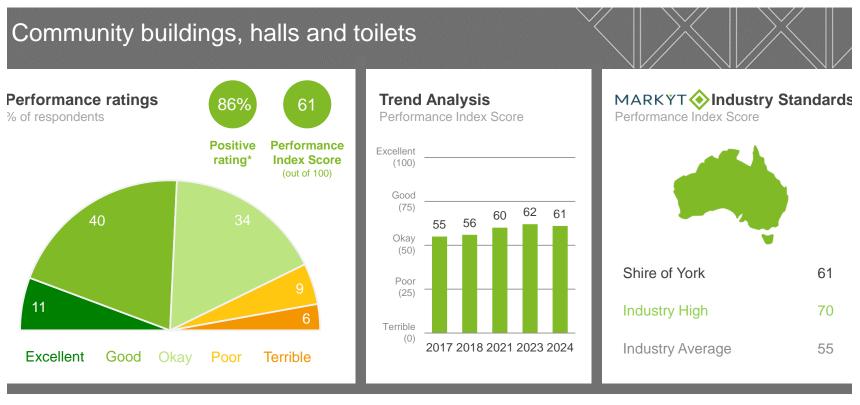
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
47	47	46	47	49	46	66	55	39	53	55	42	47	48	41	61	50	46	47	47

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 246).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
61	61	56	61	61	60	70	68	52	60	68	63	59	59	53	58	63	58	61	59

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 373).





Performance Index Score Have child 12-17 Have child 5-11 Have child 18+ Have child 0-4 First Nations# Renting/other Homeowner Farm / Rural 18-34 years 35-49 years 50-64 years No children York (town) Other areas 65+ years Townsite Disability Female Total Male 65 65 60 65 67 58 55 56 68 60 59 66 64 64 58 67 65 67 58 67

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 376).





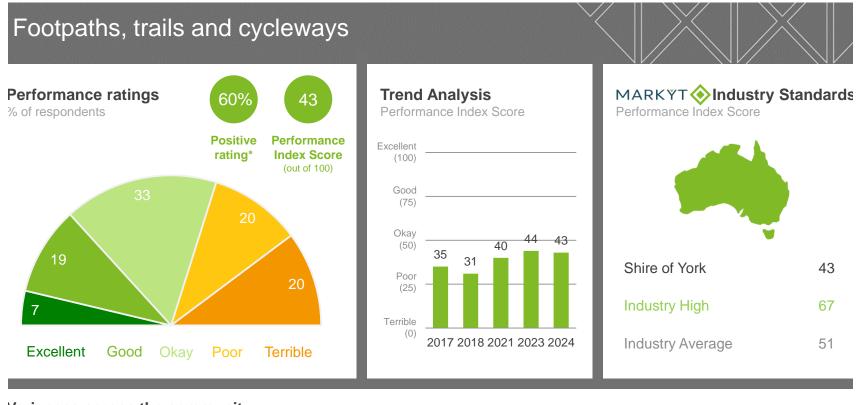
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
47	46	51	49	46	46	50	52	36	46	47	49	47	45	42	48	46	48	45	51

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 377).





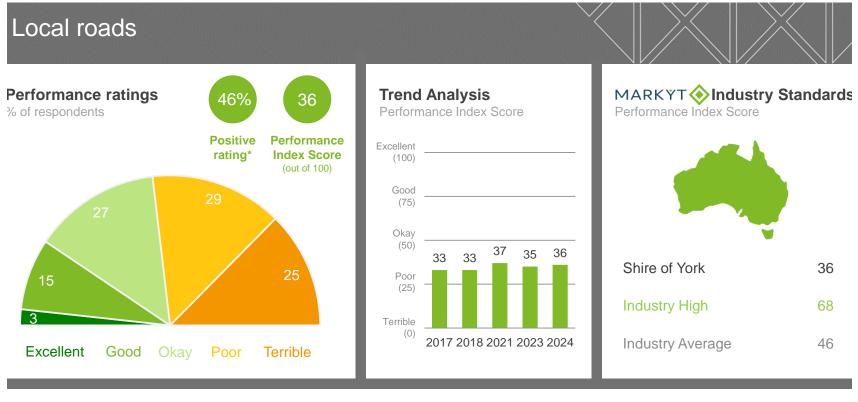
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
43	43	45	44	43	45	38	42	29	44	37	45	47	42	35	53	42	47	41	53

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 369).





Performance Index Score

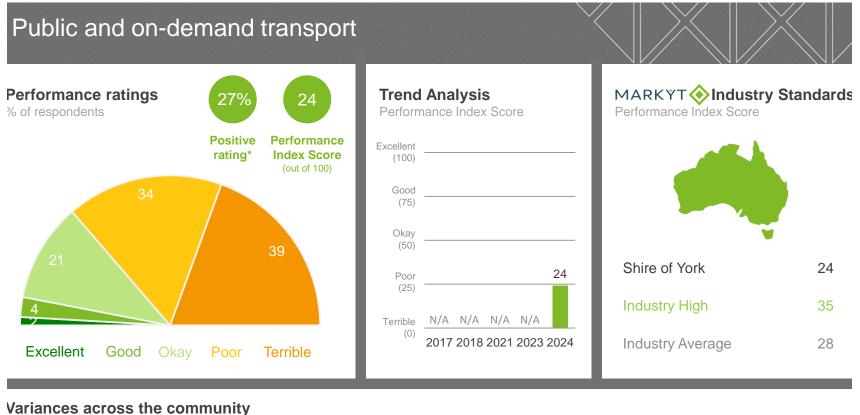
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
36	35	51	36	37	37	33	39	25	34	36	34	33	38	34	41	40	28	38	28

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 376).

* Desitive Deting - eventiont good + elever # Omell complexite / 200 reconcidente)





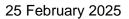
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
24	24	29	26	22	24	31	32	12	22	31	22	20	25	20	22	25	24	23	30

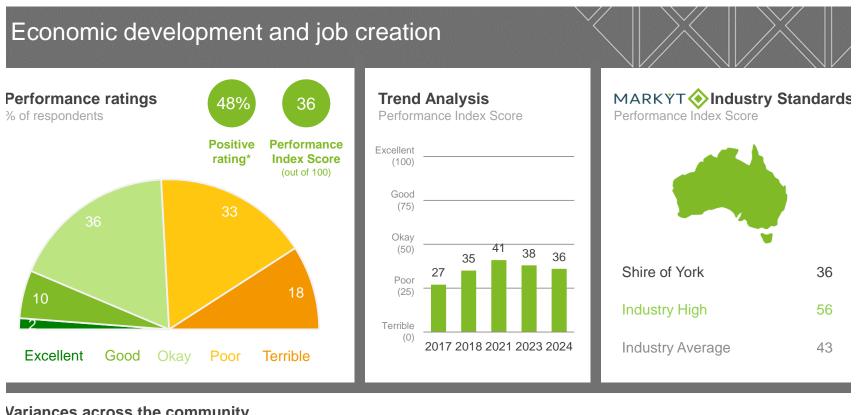
Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 296).





Prosperity



Performance Index Score

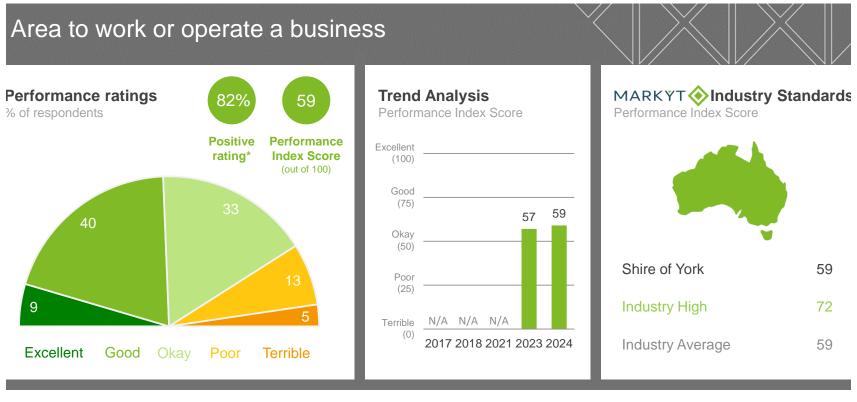
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
36	36	42	36	37	35	39	35	31	38	37	34	36	37	37	36	36	38	36	38

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 271).

* Desitive Deting - eventionst good + elever # Cmell comple size (200 respondents)





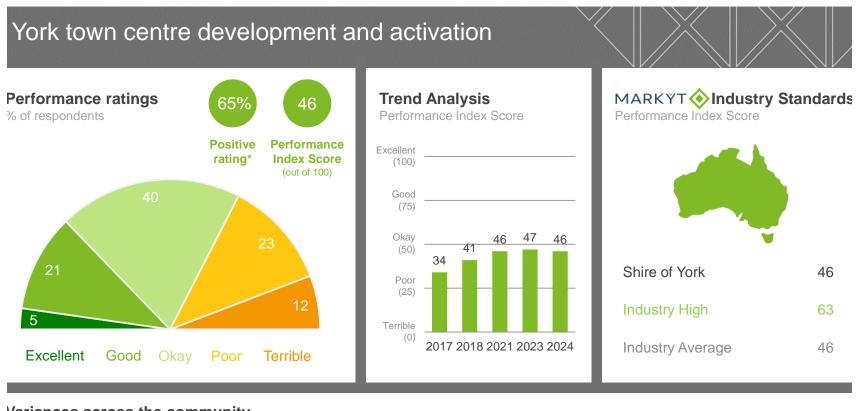
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
59	58	81	58	61	57	65	66	55	61	61	58	56	61	57	56	59	59	59	57

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 303).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
46	45	54	47	46	45	57	52	39	49	59	46	42	45	46	42	46	46	45	47

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 332).





Performance Index Score

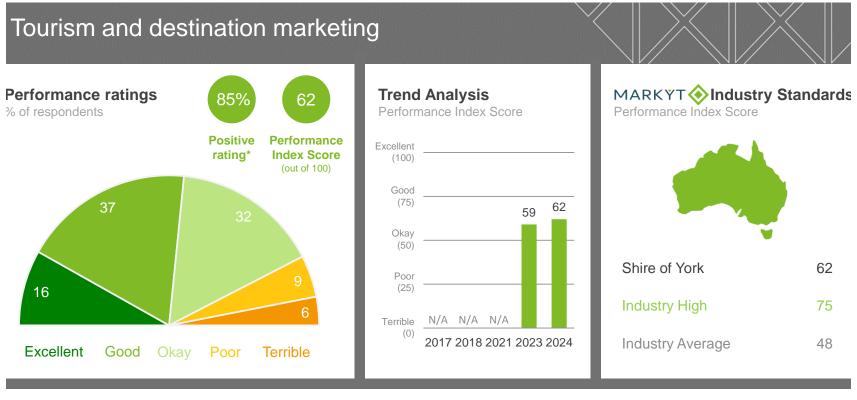
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
75	74	87	75	76	76	74	78	66	76	76	73	73	78	75	76	77	72	77	70

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 385).

* Desitive Deting - excellent good + elver # Omell comple size / 200 reconcidente)





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
62	62	68	59	65	59	74	70	59	72	73	66	57	60	61	61	64	59	63	59

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 347).





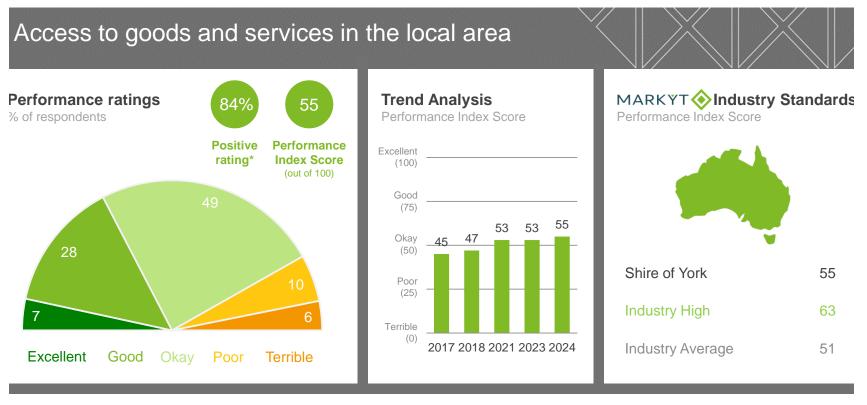
Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
69	69	73	68	72	68	80	76	65	74	80	71	66	68	65	66	71	67	70	68

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 370).





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
55	55	57	54	56	53	64	59	45	61	62	55	51	55	52	54	56	52	56	53

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 360).





Performance Index Score

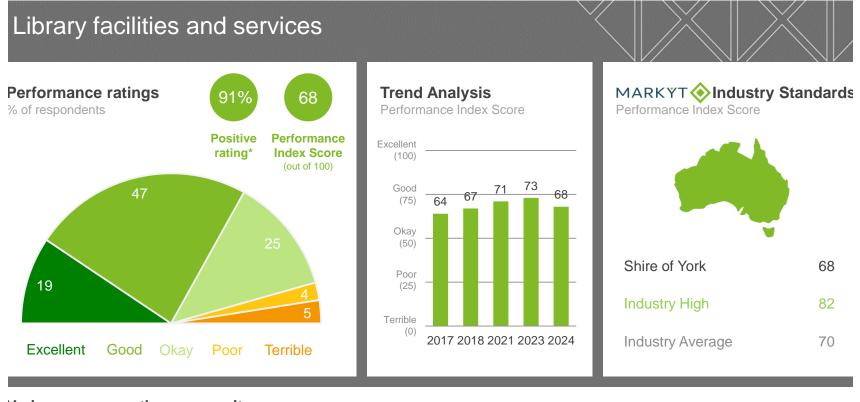
Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
46	46	44	46	48	46	58	51	32	52	52	43	43	48	42	35	50	40	48	40

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 285).

* Desitive Deting - eventionst good + elever # Cmell comple size (200 respondents)





Performance Index Score

Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	Other areas
68	68	70	67	70	67	76	71	63	69	71	69	61	71	68	64	68	66	68	68

Q. How would you rate performance in the following areas?

Base: All respondents, excludes 'unsure' and 'no response' (n = 349).



Overview of community variances

Summary of community varia	nce	es								\checkmark							>			
	Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	くしょう きんまく
verall place to live	73	73	73	72	76	74	82	81	61	82	72	73	71	76	69	74	76	69	74	7
ERFORMANCE																				
overning organisation	45	44	54	42	48	45	50	52	33	51	42	45	45	45	44	44	47	40	46	4
alue for money from rates	31	31	33	28	34	33	26	29	26	30	12	31	32	35	32	29	33	29	32	2
amily / children's services and facilities	53	53	58	56	52	56	47	51	48	57	46	51	53	57	52	51	53	54	53	5
ouncillors' leadership	35	34	44	36	35	34	48	43	28	35	38	33	33	35	37	36	36	35	36	3
dvocacy and lobbying	34	34	42	35	34	34	43	39	21	36	33	32	33	37	35	35	35	32	35	3
onsultation	33	33	38	32	34	32	41	39	22	39	31	33	33	34	28	32	34	31	33	3
ommunication	39	38	43	39	39	38	48	44	29	44	43	36	38	39	33	29	39	37	38	4
ustomer service	57	56	65	55	59	56	72	64	52	58	56	58	54	58	56	54	58	54	57	5
nire's website	53	53	63	56	52	53	59	57	50	61	55	55	51	54	53	52	55	50	55	4
nire's page in the community newspaper	53	53	53	53	54	55	59	57	43	57	53	49	51	56	52	52	54	50	55	5
nire's social media posts	54	53	56	50	59	52	71	63	43	62	66	51	49	54	53	49	57	47	56	4
ENTIMENT (% agree)																				
eveloped and communicated a clear vision for the area	20	20	19	20	20	21	10	14	15	26	21	22	17	21	23	24	23	14	22	1
as a good understanding of community needs	21	20	29	19	22	22	20	26	11	28	15	22	21	22	21	41	25	16	22	1
stens to and respects community views	17	17	16	16	18	19	3	20	15	25	0	20	23	16	18	23	20	14	18	1
early explains reasons for decisions	14	14	9	14	12	16	4	11	8	21	0	14	17	15	18	8	16	10	14	1
						•					•							~		



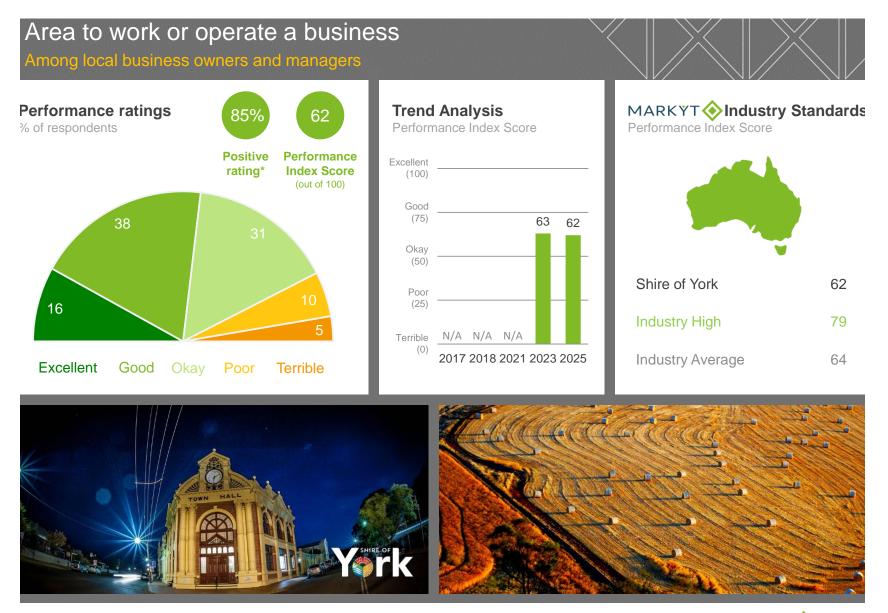
Summary of community variar	ICE	es								\bigvee										
	Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	uuuu uuttu
EOPLE																				
amily / children's services and facilities buth services and facilities eniors' services and facilities isability access and inclusion espect for First Nations peoples ulticulturalism / recognition of cultural diversity blunteer recognition and support blunteer recognition and support blunteer recognition facilities and services bort and recreation facilities and services t, cultural and creative facilities and activities bcal history and heritage bmmunity safety and crime prevention	53 41 58 55 67 60 60 52 57 64 65 55	53 41 58 55 66 59 59 51 57 63 64 55	 58 40 51 54 68 67 65 57 72 67 63 	56 43 56 57 65 60 57 52 58 63 62 56	52 40 55 69 60 63 52 56 66 69 57	56 44 55 64 58 60 52 58 62 62 62 54	 47 41 69 65 79 69 61 53 60 75 82 69 	51 42 68 64 75 71 63 53 55 70 75 61	48 23 52 49 60 51 55 40 46 58 55 44	57 41 62 57 68 60 62 54 54 54 54 63 53	 46 35 60 60 75 69 60 49 59 71 76 69 	51 35 60 56 67 59 59 47 51 63 65 49	53 43 55 50 64 54 57 49 54 61 62 51	57 45 58 57 65 62 62 62 61 64 63 57	52 36 51 47 59 57 57 50 61 65 59 47	51 37 58 54 60 56 61 58 54 56 56 64	53 42 59 57 66 59 61 54 58 63 63 66 58	54 41 56 53 68 61 57 48 55 67 62 52	53 41 57 55 66 59 60 52 57 64 66 56	5 3 5 5 6 6 5 5 5 6 6 5
ghting of streets and public places	51	50	57	52	51	51	57	52	43	49	56	46	50	52	46	48	51	52	50	5
nimal management (dogs and cats)	54	54	57	54	55	53	61	58	49	51	67	52	50	54	51	50	55	53	54	5
LANET Justainable practices onservation and environmental management von River 'aste management nvironmental health management anagement of corellas and pigeons in town atural disaster management	46 51 45 63 53 41 47	45 51 45 63 52 40 47	54 58 42 63 59 51 49	46 52 45 64 54 39 47	47 52 45 62 53 43 49	46 51 45 61 52 40 48	48 64 53 65 60 41 52	52 61 53 67 59 44 50	39 42 34 57 46 35 31	45 44 52 71 46 31 50	49 60 46 68 57 47 51	43 49 42 60 51 39 44	44 45 40 59 49 42 43	47 53 48 65 55 38 50	40 46 39 61 52 38 43	41 44 38 56 52 49 46	47 53 47 65 55 41 48	43 47 41 59 49 35 44	46 52 45 64 53 41 47	4 4 5 5 4



Summary of community variances																				
	Total	Homeowner	Renting/other	Male	Female	No children	Have child 0-4	Have child 5-11	Have child 12-17	Have child 18+	18-34 years	35-49 years	50-64 years	65+ years	Disability	First Nations#	Townsite	Farm / Rural	York (town)	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
LACE																				
esponsible growth and development	45	44	54	45	45	46	46	44	32	50	44	41	43	47	44	50	46	44	45	4
rea's character and identity	59	58	64	56	63	58	72	67	49	65	63	56	57	60	57	64	61	56	61	5
anning and building approvals	43	42	50	43	43	43	57	48	31	43	48	42	41	42	40	46	43	43	43	4
ousing	47	47	46	47	49	46	66	55	39	53	55	42	47	48	41	61	50	46	47	4
ommunity buildings, halls and toilets	61	61	56	61	61	60	70	68	52	60	68	63	59	59	53	58	63	58	61	5
aygrounds, parks and reserves	65	65	60	66	65	67	58	64	55	64	58	67	65	67	58	56	68	60	67	5
reetscapes, trees and verges	47	46	51	49	46	46	50	52	36	46	47	49	47	45	42	48	46	48	45	5
potpaths, trails and cycleways	43	43	45	44	43	45	38	42	29	44	37	45	47	42	35	53	42	47	41	5
ocal roads	36	35	51	36	37	37	33	39	25	34	36	34	33	38	34	41	40	28	38	2
ublic and on-demand transport	24	24	29	26	22	24	31	32	12	22	31	22	20	25	20	22	25	24	23	3
ROSPERITY																				
ea to work or operate a business	59	58	81	58	61	57	65	66	55	61	61	58	56	61	57	56	59	59	59	5
conomic development and job creation	36	36	42	36	37	35	39	35	31	38	37	34	36	37	37	36	36	38	36	3
ork town centre development and activation	46	45	54	47	46	45	57	52	39	49	59	46	42	45	46	42	46	46	45	4
ace to visit	75	74	87	75	76	76	74	78	66	76	76	73	73	78	75	76	77	72	77	7
ourism and destination marketing	62	62	68	59	65	59	74	70	59	72	73	66	57	60	61	61	64	59	63	5
estivals, markets and community events	69	69	73	68	72	68	80	76	65	74	80	71	66	68	65	66	71	67	70	6
ccess to goods and services	55	55	57	54	56	53	64	59	45	61	62	55	51	55	52	54	56	52	56	5
ccess to education, training, life-long learning	46	46	44	46	48	46	58	51	32	52	52	43	43	48	42	35	50	40	48	4
brary facilities and services	68	68	70	67	70	67	76	71	63	69	71	69	61	71	68	64	68	66	68	6
																		~		

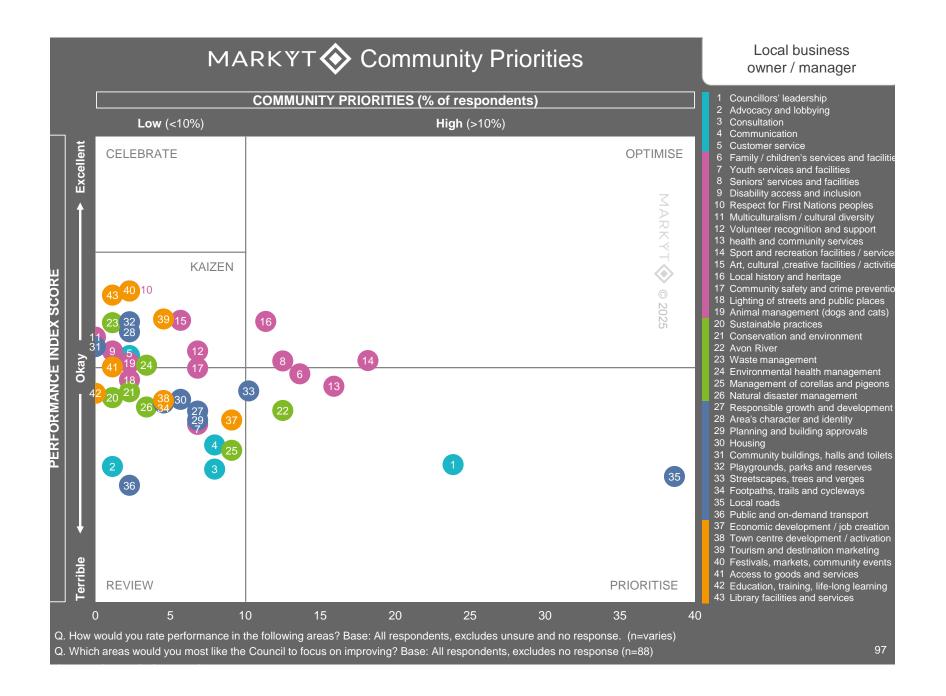


Local business views



Q. **How would you rate performance in the following areas?** Base: Business respondents, excludes 'unsure' and 'no response' (n = 93). * Positive Rating = excellent, good + okay







www.catalyse.com.au Office 3, 996 Hay Street, Perth WA 6000 PO Box 8007, Cloisters Square WA 6850 Phone +618 9226 5674 Email: info@catalyse.com.au ABN 20 108 620 855



SY013-02/25 OPERATIONAL MANAGEMENT OF THE YORK RECREATION & CONVENTION CENTRE

File Number:	4.8288
Author:	Sam Good, Manager Community & Place
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	27 April 2021 (080421) 22 June 2021 (070621) 28 September 2021 (010921 19 December 2023 (081223) 26 March 2024 (040324) 25 June 2024 (160624) 25 September 2024 (050924) 29 November 2024 (091124)
Disclosure of Interest:	Nil
Appendices:	1. YBC Reports <u>J</u>

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report provides an update to Council of actions taken since the request from the York Bowling Club (YBC) to run a bar and kitchen service at the York Recreation and Convention Centre (YRCC).

BACKGROUND

At its November 2024 Ordinary Meeting, Council resolved (091124):

"That, with regard to the Operational Management of the York Recreation & Convention Centre, Council:

- 1. Notes the actions taken with regard to the establishment of the Club Management Model and implementation of the York Bowling Club management arrangement for the bar and kitchen service at the York Recreation & Convention Centre.
- 2. Resolves to approve the budget adjustments as listed below:

GL	DESCRIPTION	CURRENT BUDGET	PROPOSED AMENDMENT	REVISED BUDGET
113329	Recreation Centre	\$15,000	+\$40,000	\$65,000
132145	Area Promotion	\$120,500	-\$40,000	\$70,500

- 3. Receives the Wages Statement for September and October 2024 and supporting information from the York Bowling Club.
- 4. Directs the Chief Executive Officer to provide a template for the reporting of financial progress against Shire of York grants, which is to be completed by the York Bowling Club monthly.
- 5. Directs the Chief Executive Officer to provide Council with an update on progress at its February 2025 Ordinary Meeting."

COMMENTS AND DETAILS

In accordance with point 5, the following actions have been undertaken since November 2024:

1. Legal and Contractual

The YBC is currently trading under the Protection Order issued by the Department of Local Government, Sport and Cultural Industries (DLGSCI) Liquor, Racing & Gaming Division approved in September 2024 and due to expire on 1 March 2025. YBC representatives have twice attempted to meet with DLGSCI since November 2024 to discuss the application to transfer the existing tavern license without success as DLGSCI have cancelled on both occasions. DGLSCI have advised the YBC that it can submit an application for a three (3) month extension of the initial Protection Order to ensure continuity of the existing tavern license whilst clarity is sought around the license options and the application is finalised.

2. Management Agreement/Licence for the YBC

The Shire has appointed a Project Officer to progress the draft lease agreement with the YBC. The new agreement will include a schedule of responsibilities and an acquittal template to ensure consistent reporting. Shire Officers met with YBC representatives on Thursday 13 February 2025 to review the draft agreement and provide opportunity for feedback.

The Shire has appointed a new Club Development Officer (CDO), who commenced on 10 February 2025. The CDO will be based at the YRCC on a full-time basis and has been tasked with moving the CDO's Office from within the licensed area to the activity room (creche) next to the gym. This move ensures compliance with the liquor license requirements and provides a clear division of responsibilities between the YBC and the Shire. Relocation of the office to outside the licensed area will also improve visibility and access for patrons wishing to liaise with the CDO and will provide greater oversight of the gym facilities.

3. Budget

Quotations for replacement kitchen appliances integral to food and beverage service at the YRCC have been sourced. Budget adjustments to cover these items were approved at Council's November 2024 Ordinary Meeting with purchase orders to be raised in February 2025.

The YBC are required to provide invoices monthly in advance for the salary support payments along with monthly reports for actual wages expended for the month prior. The reports for November and December 2024 are presented in Appendix 1. However, due to YBC's bookkeeper being on leave, the January 2025 report has been delayed.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose to note progress towards the establishment of the Club Management Model and the implementation of the YBC management arrangement for the bar and kitchen services at the YRCC.
- **Option 2:** Council could choose to request additional information regarding progress towards the establishment of the Club Management Model and the implementation of the YBC management arrangement for the bar and kitchen services at the YRCC.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

The following groups have been consulted:

- 1. YBC
- 2. YRCC Sporting Clubs
- 3. McLeod's Barristers & Solicitors

4. DLGSCI

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

- G13 Community Engagement and Consultation
- G23 Commissioning Legal Advice

Financial

Not applicable

Legal and Statutory

Not applicable

Risk Related

Outlined below are the identified risks related to the Officer's recommendations.

TABLE 1.

IDENTIFIED RISK	RISK TYPE	LEVEL OF RISK	MITIGATION
Community criticism of new in-house management model & YBC license	Reputational	Moderate/ High	There is a reputational risk to the Shire relating to the reduction in service levels. This will be mitigated by staff support and thorough regular reporting to Council during the first twelve (12) months of operation.
Financial burden created by new in- house management model	Financial	Low	The proposed Club Development Model requires a high level of support from the Shire in the first year. However, this expected to reduce in future years.
Operational risk during transition	Operational	Moderate	There is an operational risk associated with maintaining an acceptable level of service during the transition period. The timing of the transition could affect clear communications. This will be mitigated by club/user engagement and a robust transition plan.

Workforce

Support for the operations and licencing requirements of this request can be accommodated by the current workforce.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Operational Management of the York Recreation & Convention Centre, Council:

- 1. Notes actions taken with regard to the establishment of the Club Management Model and the implementation of the York Bowling Club management arrangement for the bar and kitchen service at the York Recreation & Convention Centre.
- 2. Directs the Chief Executive Officer to provide Council with an update on progress at its May 2025 Ordinary Meeting.



York Bowling Club (Inc.)

ABN 44 350 015 052

Forrest Oval Recreation Reserve South Street, YORK, WA, 6302



PO Box 122 YORK WA 6302

YORK BOWLING CLUB SALARY SUPPORT DETAILS

November 2024

123 hours open	28/10/24 to 23/11/24
Wages period	28/10/24 to 23/11/24
Bar & kitchen staff wages paid	\$7810
Other wages paid	\$ 940

DATE		HOURS OPEN
28 th October 2024	Monday	0
29	Tuesday	6
30	Wednesday	6
31	Thursday	2
1. November	Friday	4
2.	Saturday	5
3.	Sunday	4
4.	Monday	3
5.	Tuesday	0
6.	Wednesday	12
7.	Thursday	2
8.	Friday	8
9.	Saturday	6
10.	Sunday	4
11.	Monday	0
12.	Tuesday	0
13.	Wednesday	13
14.	Thursday	6
15.	Friday	7
16.	Saturday	0
17.	Sunday	4
18.	Monday	0
19.	Tuesday	5
20.	Wednesday	6
21.	Thursday	10
22.	Friday	4
23.	Saturday	6

PW Thorp

Peter Thorp York Bowling Club President



York Bowling Club (Inc.)

ABN 44 350 015 052

Forrest Oval Recreation Reserve South Street, YORK, WA, 6302



PO Box 122 YORK WA 6302

YORK BOWLING CLUB SALARY SUPPORT DETAILS

December 2024

114 hours open

Wages paid	24/11/24 to 21/12/24
Bar staff	\$8373.16
Admin & cleaning	\$ 940.00

Admin & cleaning

DATE		HOURS OPEN
24 November	Sunday	4.5
25	Monday	0
26	Tuesday	0
27	Wednesday	7
28	Thursday	6
29	Friday	1.5
30	Saturday	7
1 December	Sunday	6
2	Monday	0
3	Tuesday	0
4	Wednesday	9
5	Thursday	4
6	Friday	11
7	Saturday	0
8	Sunday	7
9	Monday	8
10	Tuesday	0
11	Wednesday	4
12	Thursday	4
13	Friday	4
14	Saturday	7
15	Sunday	7
16	Monday	0
17	Tuesday	0
18	Wednesday	0
19	Thursday	0
20	Friday	10
21	Saturday	7

PW Thorp **Peter Thorp**

York Bowling Club President

SY014-02/25 CONFIRMATION OF REQUEST FOR POSTPONEMENT OF ELECTION TO ALLOW CONSOLIDATION

File Number:	4.7712
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	17 December 2024 (071224)
Disclosure of Interest:	Nil
Appendices:	1. WAEC Correspondence <u>U</u>

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents confirmation from the Western Australian Electoral Commission (WAEC) to fix the ordinary elections day in October 2025 as the day for holding the extraordinary election needed to fill the vacancy created by the resignation of ex-Councillor Adamini.

BACKGROUND

At its December 2024 Ordinary Meeting Council considered a proposal to request approval from the WAEC to fix the ordinary elections day in October 2025 as the day for holding the extraordinary election needed to fill the vacancy created by the resignation of ex-Councillor Adamini. Council resolved (071224):

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

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

COMMENTS AND DETAILS

The request was sent to the WAEC on Wednesday 18 December 2024 and the response from the WAEC was received the same day. In accordance with point 2 of Council's resolution, a copy of the WAEC's correspondence is presented in Appendix 1.

The vacant position on Council will remain until October 2025 where it will be consolidated with the other three (3) positions becoming vacant, being Councillors Trent, Warnick and Wright. The WAEC have confirmed the vacant position will be for a two (2) year term expiring in October 2027, with the other three (3) positions being four (4) year terms expiring in October 2029.

OPTIONS

Council has the following options:

Option 1: Council could choose to note the correspondence received from the WAEC.

Option 2: Council could choose not to note the correspondence received from the WAEC.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

WAEC

Council – Strategic Workshop 23 November 2024; Ordinary Meeting 17 December 2024

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

Not applicable

Financial

The 2024/25 budget includes an allocation of \$25,000 for the conduct of an election at GL: 041103 – Election Expenses. As the extraordinary election has been postponed, these funds can be reallocated to other priorities as part of the Mid-year Budget Review.

Legal and Statutory

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

"2.31. Resignation

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

2.32. How extraordinary vacancies occur in offices elected by electors

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

- (a) dies; or
- (b) resigns from the office; or
- (c) does not make the declaration required by section 2.29(1) within 2 months after being declared elected to the office; or
- (d) advises or accepts under section 2.27 that he or she is disqualified, or is declared to be disqualified by the State Administrative Tribunal acting on an application under section 2.27; or

- (da) is disqualified by an order under section 5.113, 5.117 or 5.119 from holding office as a member of a council; or
- (db) is dismissed under section 8.15L or 8.25(2); or
- (e) becomes the holder of any office or position in the employment of the local government; or
- (f) while holding an office of councillor, is elected to the office of elector mayor or president on the council.

4.16. Postponement of elections to allow consolidation

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

any poll needed for the extraordinary election to fill the vacancy is to be held on that ordinary elections day.

- (4) If a member's office becomes vacant under section 2.32
 - (a) after the third Saturday in October in the year before an election year; but
 - (b) before the third Saturday in July in that election year,

the council may, with the approval of the Electoral Commissioner, fix the ordinary elections day in that election year as the day for holding any poll needed for the extraordinary election to fill that vacancy."

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

"4.8. Extraordinary elections

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

4.9. Election day for extraordinary election

- (1) Any poll needed for an extraordinary election is to be held on a day decided on and fixed
 - (a) by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or
 - (b) by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).
- (2) The election day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner

approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.

- (3) If at the end of one month after the vacancy occurs an election day has not been fixed, the CEO is to notify the Electoral Commissioner and the Electoral Commissioner is to
 - (a) fix a day for the holding of the poll that allows enough time for the electoral requirements to be complied with; and
 - (b) advise the CEO of the day fixed.

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

If a member resigns —

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

Risk Related

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

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

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

1. Notes the approval received from the Western Australian Electoral Commission, as presented in Appendix 1 and in accordance with Regulation 4.16(4) of the *Local Government (Administration) Regulations 1996*, to fix the ordinary elections day in October 2025 as the day for holding the extraordinary election to fill the vacancy created by the resignation of ex-Councillor James Adamini.



WESTERN AUSTRALIAN Electoral Commission

LGE 282

Mr Chris Linnell Chief Executive Officer Shire of York PO Box 22 YORK WA 6302

Dear Mr Linnell,

Councillor vacancy to remain unfilled

I refer to a letter advising of a Council decision in relation to a resignation from Councillor James Adamini that therefore creates a vacancy on the Council.

You have indicated that Council at its December Ordinary Council Meeting has requested permission for the vacancy to remain unfilled until the next ordinary election in October 2025.

Approval is given under section 4.16(4) of the *Local Government Act 1995* to defer filling this vacancy until the next ordinary local government elections.

If you have any queries, please contact Mr Phil Richards, Manager Election Events on lgelections@waec.wa.gov.au .

Yours sincerely,

Robert Kennedy U ELECTORAL COMMISSIONER

18 December 2024

Western Australian Electoral Commission Level 2, 66 St Georges Terrace, PERTH WA 6000 GPO Box F316, PERTH WA 6841 T | (08) 9214 0400 E | waec@waec.wa.gov.au W | elections.wa.gov.au

SY015-02/25 REPORT ON COUNCILLOR ATTENDANCE AT THE 2024 NATIONAL LOCAL ROADS, TRANSPORT AND INFRASTRUCTURE CONGRESS

File Number:	4.7712
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not applicable
Disclosure of Interest:	Nil
Appendices:	1. Cr Trent's Report <u>J</u>

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This item presents the reports from the Shire President on his attendance at the 2024 Australian Local Government Association's (ALGA) National Local Roads, Transport and Infrastructure Congress (the Congress).

BACKGROUND

The Congress was held in Margaret River on Tuesday 3 December and Wednesday 4 December 2024 and was also attended by the Executive Manager Infrastructure & Development Services.

COMMENTS AND DETAILS

In accordance with Clause 7.1 of Policy E2 – Councillors: Training and Continual Professional Development, within thirty (30) days of attending a professional development event of more than one (1) day duration, Councillors must submit an individual or combined report for inclusion on the next Council agenda.

The report received from Cr Kevin Trent, using the ALGA communique, is presented in Appendix 1.

Cr Kevin Trent may wish to make further comment at the Meeting.

OPTIONS

Council has the following options:

Option 1: Council could choose to note the report provided by Cr Kevin Trent.

Option 2: Council could choose to reject the report provided by Cr Kevin Trent.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Cr Kevin Trent

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 and Candidates
- E2 Councillors Training and Continuing Professional Development
- E3 Councillors Travel Accommodation

Financial

The 2024/25 budget includes an allocation for Councillor training and professional development at GL: 041102. Registration and accommodation costs including reimbursement of travel to attend the Congress were attributed to this GL.

Legal and Statutory

Nil

Risk Related

Nil

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Report on Councillor Attendance at the 2024 National Local Roads, Transport and Infrastructure Congress, Council:

1. Notes the report provided by Cr Kevin Trent, as presented in Appendix 1, on his attendance at the 2024 Australian Local Government Association's National Local Roads, Transport and Infrastructure Congress in accordance with Policy E2 – Councillors: Training and Continual Professional Development.

National Local Roads, Transport and Infrastructure Congress

Report to the Shire of York by Councillor Kevin Trent.

Executive Summary

The National Local Roads, Transport and Infrastructure Congress was held at the Margaret River HEART over the period Monday 2 December to Thursday 5 December and included a technical tour on the Thursday, the return journey to the City of Cockburn Landfill operation and the Waste to Energy waste processing plant in Kwinana.

The Congress was arranged by the Australian Local Government Association and attended by 220 Engineers and Councillors from Local Governments across Australia.

One of the significant aspects of the Congress was the focus on Road Safety. Many road crashes resulting in fatalities occur in areas outside urban areas on local government roads.

The other significant aspect focussed upon, was the effective management of asset, which is vital to the broad range of services and functions delivered by Councils.

It was strongly suggested that Councils make the most of opportunities which may come their way as a result of there being a Federal Election and a State Election in the near future.

I wish to thank the Shire of York for the opportunity to attend the Congress and suggest that if the opportunity arises other Councillors should attend.

REPORT

Travel to Margaret River was arranged by the Australian Local Government Association who provided a coach to transport delegates from the Perth Airport to the prearranged accommodation in Margaret River. The alternate was to drive to Margaret River, a distance of some 358 Kms. The Coach trip cost \$70 and this option included a technical tour on the return journey. Not many delegates utilised the coach, either driving to Margaret River or flying in from the Eastern States to Busselton Airport and then hiring a car for the time at the Congress. As I was interested in the sites that the technical tour covered, I choose the Coach Trip.

On arrival we were shown our accommodation, I was allocated a self-contained apartment. As meals were part of the Congress package I chose to eat breakfast at a local restaurant. After settling into the accommodation delegates were transported the venue for the Congress, the Margaret River HEART, adjacent to the new Shire Offices for the welcome reception and display of products and services provided by companies seeking to "sell" their services to Local Governments.

The following day the Opening Session took place in the Main Theatre. The Welcome was delivered by Amy Crawford, CEO of the Australian Local Government Association.

The Welcome to Country was delivered by Zac Webb of the Wadandi-Pibulmun Cultural Custodian. The Shire President of the Shire of Augusta – Margaret River Shire, Councillor Julia Meldrum, then welcomed delegates and persons presenting papers to the Congress at the HEART. The Shire of Augusta – Margaret River Shire, being a popular holiday town, close to surf beaches has a lot going for it. Besides tourism the area has rich soil and grape production and dairy farming supplement the local economy.

The State President of WALGA, the Western Australian Local Government Association, Cr Karen Chappel spoke, advising of the need for greater distribution of funds for roads and infrastructure, highlighting the increasing road toll and the greater reliance on heavier vehicles being used to transport goods on both State and local roads. These factors are requiring the standard of construction of local roads to be raised requiring increased funding for Councils to allocate increased dollars per kilometre when upgrading their roads. With the increase in the use of contractors to construct or improve roads the need for larger projects resulting in a more attractive proposition to attract competitive quotes from those involved in the industry. Grants had to recognise this fact.

The ALGA President Mayor Matt Burnett then welcomed delegates and persons presenting papers to the Congress.

The Hon Kristy McBain, Minister for Regional Development, Local Government and Territories then addressed the gathering via electronic means. The Minister spoke of Grants available from the Federal Government such as Roads to Recovery, Black Spot funding, aimed at producing safer roads, and opportunities for Councils to apply for funds to build housing, whether for site preparation or the actual provision for homes for Key workers. This is especially useful as the object of the Government's Immigration policy is to attract skilled workers and then have then live in the Regions, however housing is in short supply in these areas. The increasing cost of site preparation and building homes is limiting the objective of ensuring all have a home, especially in the Regions.

The Shadow Minister, the Hon Bridget McKenzie then addressed the Congress advising that Federal allocations of funds were declining and not keeping up with inflation. The Shadow Minister was present in person and able to answer questions on aspects of the Oppositions Policies. She said with decreased opportunities for Government funds the Councils need to bring community pressure to bear on local members, demonstrating that the desire for funds is not just driven by the Council but by the wider community.

We were then addressed by two of the Congress Sponsors, Tom O'Dea from NBN who acknowledged that higher speed was required to enable businesses to make use of the Internet. He spoke of reliance on the internet when farmers were capturing data and feeding it back from the header to their homes for future analysis.

2050: Australia's Transport Roadmap.

Ben Haddock, the Future Mobility Lead from ARUP and Sebastian Davies-Slate, Senior Transport with the City of Perth then spoke on the topic of 2050: Australia's Transport Roadmap. The City of Perth are planning to decarbonise the road transport system. To achieve this all spheres of Government will have to work together, aiming to achieve netzero by 2050. This will require a total rethink on how products are transported and designing the road network to accommodate the increased volume of vehicles, whether powered by electric storage batteries or hydrogen powered vehicles and the source of the electricity, wind, solar or nuclear, although the later was not spoken of. Currently 20% of total emissions are coming from transport related power plants, whether the family car or the B-Double Trucks or larger vehicles associated with transporting personnel or goods.

Delegates were referred to the Australian Institute of Traffic Planning and Management Policy paper which has the following:- The AITPM is committed to educating Governments and the community of the importance of successful transport systems and – in turn, a properly resourced Transport Community – in ensuring healthy and prosperous outcomes for Australia. AITPM's purpose is to raise the profile of the Transport Community.

When planning for a transport system, the solution could well be to not to build a road network but consider a complete change of model, for instance the Teir 3 rail lines, closed in the rail network presented an opportunity to use rail to shift grain and thus save the road network from extensive damage as truck and trailer combinations were introduced to carry the grain to the ports. Similarly, the use of high-speed rail to move the population rather than each person travelling in their own personal transport mode, their car or utilising public transport fleets of busses to move crowds. Using trams the crowds at the Melbourne Cricket Ground are quickly moved, rather than build acres of carparks to accommodate those who would drive to the game. Reducing the opportunity for motorists to use their own transport is a part of the solution to reducing carbon emissions.

While EVs are assisting the program, the energy must be created to charge their batteries. The use of Legislation to reduce emissions may be required however a change of mindset by the motorist will be required.

During morning tea Delegates were advised of MetroCount, a system of recorders which assessed the volume speed and types of vehicles moving past the count station site. The information collected is referred directly to the operator who can, using the data to plan for the type of road required to handle the freight task.

Local Government and Housing: Connecting Communities, Infrastructure and Places

Before lunch Kelly Grigsby, Chief Executive Officer of Municipal Association of Victoria, spoke on Local Government and Housing: Connecting Communities, Infrastructure and Places.

The MAV is the equivalent of WALGA.

Kelly's opening remarks were We live in interesting times, with drastic shortages of public housing and many not being able to afford a home on an individual title but forced to live in an apartment or having to consider living many kilometre from where they are employed. The concept of a bricks and mortar home requires more energy to construct than an alternate construction, again a change of mindset is required. In urban areas densification can result in high rise towers, which are not suitable for raising a family, increasing the zoning with smaller lots on which residents can build homes appear to be the solution for families. The concept of parents downsizing once the children have moved out can make homes available however, with stamp duty the incentive is not there. Expecting people to move to the regions may sound attractive however employment and education facilities must be available to ensure the family unit can stay together rather than having it split when children have to be sent to boarding schools to completed their higher education.

With the higher cost of servicing urban sprawl the incentive should be to review the opportunities to be gained by revisiting the inner suburbs with their larger parcels of land per home requires consideration.

Active Transport and EV Trends

Following lunch the assembly slit and delegates moved into two sessions, I attended the Session on Active Transport and EV Trends, presented by Dr Elliot Fishman, Director for Sensible Transport supported by presentations Al Reid CEO microfleet and John Good, Managing Director, LSH Auto Australia.

Dr Elliot Fishman spoke on the need to consider walking and cycling with mode share as another option, however this may be difficult. The increase in the proportion of persons participating in active transport activities will help reduce the CO2 emissions and reduce the road toll with less motor vehicles on the roads as well as improve the level of community fitness. Again this will require a reappraisal of town planning to ensure those participating are close to their employment of are able to work from home using electronic means to make contact with the office.

It was noted that cycling produces zero emissions. By improving the opportunity for users of EVs there will be an increase in their use, but it will require facilities to generate the energy for transfer to the batteries. For instance, harnessing the energy generated by household collectors and covering open carparks, like the Boulevard in Northam will enable EV users to recharge their batteries when in town. The speaker suggested that EVs will be most popular for persons who live in areas of higher density and who make short trips during the day.

Al Reid had a working model to demonstrate the value of having charging stations available for battery powered bicycles and mobility scoters.

Delegates were referred to the work done by John Karagiannis who took advantage of the momentum of change and invested in innovation.

John Good spoke of the anxiety of many about the range of EVs however he reassured the audience that many trips are short and providing there is a charging station within close proximity of the destination this form of transport is of assistance in reducing carbon emissions. While EVs are expensive the opportunity to acquire second hand vehicles will increase. He shared his belief that the transition of the automotive industry to the manufacture of EVs will take time ultimately with less and less vehicles powered by liquid fuel will be manufactured. He observed that the engines powered by liquid fuel has been the

prime form of propulsion for over a century but the Chinese, starting with a clean sheet five years ago moved at a rapid rate to developing the EV, are now producing them at such a rate driven by community demand. He noted that it took up to 20 years for western manufacturers to develop the EV and have it available for the public in sufficient quantities, some markets being supplied by vehicles manufactured in China.

The Changing Freight Landscape

The next session was titled The Changing Freight Landscape and was addressed by Andrew Higgins, Senior Research Scientist with CSIRO and Scott Greenhow, Acting Executive Director, Transport NSW.

Andrew Higgins explained the model he had developed to enable Governments to analyse the impact that a damaged road or section of rail line would have on the transportation of produce going to market or export. The model was designed to enable the impact on the timing of the goods arriving at their destination when alternative routes were brought into play to bypass the damaged section. This model would have been of use when the east-west railway line was cut by flooding and the Eyre Highway was being worked on to improve the serviceability of the important road link. The model is useful when agricultural produce is grown in the tropics and then shipped to the other side of Australia and knowing the time to transport allow the shipper to determine the quality of the produce when it reached the consumer.

Scott Greenhow advised that the transportation of freight requires a network of wellconstructed and well-maintained roads. In order to achieve this, funds are required to maintain the existing network. As a result of technology trucks return a benefit to the community, they are safer, more productive and sustainable. Trucks can be used in many combinations truck and trailer, B-Double or triple road trains, the latter being more efficient, however the roads on which they run must be of a higher standard. There are two options, make the road fit for the truck combinations or make the truck fit for the route. Due to the length of the road network and the differing standards of construction over the network it is often a barrier for a freight forwarder to use a triple road train especially if the vehicle has to be broken down to enter built up areas, bearing in mind that the 19-metre-long combination has a right to be driven on any road, unless it is closed due to road works or flooding. It should be noted that most freight starts on local roads and the journey ends on local roads. He said telematics will improve reliability of data collected on vehicles used on the road network, especially heavy vehicles. To achieve a safe network there must be co-operation between road users and the personnel who manage the road network.

He advised that it will take time before heavy vehicles are built to produce zero emissions, primarily due to the length of life in the current fleet and the cost of replacement and a suitable power source has not been developed and made available to the industry.

Asset Management: A National Approach

The session following afternoon tea and before the conference dinner was titled Asset Management: A National Approach presented by Paul Cutting, Assistant Secretary, Land Transport and Infrastructure, Geoff Allan, Chief Executive Austroads and Tom Griffiths, Acting Executive Director, Department of Local Government, Department of Local Government, Sport and Cultural Industries.

Paul Cutting reported on the Topic of Reporting and Program Management (RPM) and the IT System to upgrade analysis on the management infrastructure System.

Three questions were posed- **What** It is an Integrated System, **Why** To better manage the expenditure and what **Benefit** – to make it easier for the users, Government and Local Government should ensure the funds available are spent wisely.

Geoff Allan spoke on the role of Austroads and the valuable research they have carried out to ensure that roads are built to the highest standard for the funds available.

Tom Griffiths spoke on background and context of Legislation. He also mentioned Financial Assistance Grants and he also referred to the model used to distribute funds and the Asset Inventory to analyse the use of the funds made to Local Governments.

He also mentioned the Financial Indicators used made up from various ratios to provide indicators as to how well the Councils are being managed, and the role of the Audit Committee.

Congress Dinner

Delegates were then taken by Coach to the Leeuwin Estate for the Congress Dinner sponsored by SMART, an electric automobile manufacturer.

Circular Economy Solutions

Wednesday's speakers included Les Marchant, Manager Material Engineering Planning and Technical Services Directorate, Main Roads Western Australia. Les spoke on the topic of Circular Economy Solutions and the Whole of Life Cycle. The principles, Reduce, Reuse and Recycle are important to achieve zero emissions. Les spoke of the Linear Model and the Circular Model and the importance of gaining maximum benefit from product used in the construction of roads, like the use of concrete waste obtained from demolition sites for use a road base. The important fact is the material to be used must be consistent otherwise suitable rates of compaction are not achieved which will lead to road failure. For this reason, the product to be recycled as road base must be tested in the laboratory.

He mentioned that crushed glass can be used in the manufacture of asphalt but is this the most economical use of crushed glass. The question is how do we evaluate the solution from a commercial and usability and technical aspect. Does it meet the specifications set for the project? And is it safe to use the material in the construction of a road, would the product provide a skid resistant surface.

Factors to be considered: - Industry engagement, Feasibility from the aspect of location to the site, Research required, Development of the product, Industry agreement, Suitability

Les advised the Congress that Main Roads and WALGA work together when assessing the suitability of material that can be recycle in road construction.

For example Crushed recycled concrete, crumbled Rubber has been used in reseals, recycled crumbed asphalt can be re-laid to resurface a sealed road, insitu pavement stabilisation, mining byproducts, waste to energy byproduct, bottom ash.

The key learning points from this session were strategic approval, robust specifications, research and collaboration.

Innovations in Road Construction

Johan Cronje Principal Technology Leader/State leader NSW Asset Performance, NTRO and David McTiernan, Chief Technology Leader, Safer Smarter Infrastructure NTRO then spoke on Innovations in Road Construction. National Transport Research Organisation, formerly ARRB.

NTRO used heavy trucks to asses deflection in road surfaces and have been assessing State roads around York. The thrust of their presentation was on Road safety and why is it important. If the road toll is to be reduced then Local Government must come on board and improve the standard of their roads. Half of the fatalities and serious injuries occur on local roads. It is important to involve the community if road fatalities are to be reduced to zero by 2050.

Renewable Energy: Communities in Transition

After morning tea Veronica Terry, Program Manager – Regional Development Tasmania Cradle Coast Future Energy Hub and Vickie Walker, Project Officer, Regional Development Australia South West spoke on Regional Energy: Communities in Transition. Penny spoke about the hydro battery built to provide hydroelectricity where energy is stored in water at the top of a hill and then when there is no sunlight the water is released to turn turbines so power is generated to provide light and power to the community, in this case northern Tasmania.

The Marinus Project, A cable will be laid to connect North West Tasmania with the Latrobe Valley in Victoria to share the energy produced at either facility. The project is due to carry energy between Tasmania and Victoria in 2026.

Due to harvesting the forests there are little or no emissions from the heavy industries processing timber in the area. De-carbonisation is required to meet standards set by International Agreements. The whole community must work together to meet the standard set.

To achieve this the community must be kept informed and actively engaged in achieving the goals.

Vickie Walker, with the City of Busselton advised that local governments should join together to form partnerships, sharing their knowledge and experience so all communities gain from the Group and where required, collecting data to assess the value of what ever the Group develop. She suggested that due diligence be carried out on energy upgrades, seeking opportunities in adversity.

Panel: Road Safety: Pathways to Vision Zero

Following Lunch there was a session on Road Safety involving Kenn Beer, Principal Engineer Safe Systems Solutions, Adam Wilmot, Technical Director Roads and Civil Infrastructure, GHD and Susan Cattermole, Department of Infrastructure, Transport, Regional Development, Communications and the Arts. They lead with the question as to whether we have the skills, resources and understand road infrastructure and statistics from crash mapping or do we rely on answers from face book? Prioritised network infrastructure requires a Network Safety Plan to be implemented. Risk Based network focussed, not in a Road Safety Program.

Road Safety: A Regional Approach

Speakers at this session included Melony Czajor, Assistant Secretary, Department of Infrastructure, Transport, Regional Development Communications and the Arts, and David Fulton, Senior Engineer Bundaburg Regional Council, Keith Simmons, Program Lead, AusRAP, Austroads and Alan Rushworth, Technical Lead, AusRAP, Austroads.

AusRAP is the Australian Road Assessment Program. AusRAP star ratings are measured on a scale from one to five stars and provide an indication of a road's safety performance, with a level of risk halving with each additional star. A five star rating represents the highest level of safety, while a one star rating indicates a higher risk.

Points raised in this session were 50% of fatalities have occurred on Rural Roads. Up to the start of the Congress 1,295persons had been killed on Australian roads in 2024. Some of these deaths can be attributed to poor design, not built to the speed value that the motorists move along the roads these days and often the roads aren't sealed, a new experience for some drivers from the cities.

\$20 Billion dollars would be required over the next 10 years to improve the roads in Australia however even with this amount of money it would not reduce the road toll to zero.

Improvements to the road network were suggested, these include bicycle lanes, pedestrian facilities, bridge renewal, heavy vehicle rest areas, increase the Black Spot program, consider areas where near misses occur as well as areas where crashes occur and Roads to Recovery Programs along with Local Roads and community infrastructure funding. The use of staggered intersections and roundabouts to reduce the incidence of T-Bone crashes as well as greater use of passing lanes to reduce risk taking by drivers caught behind a slow-moving heavy haulage vehicle.

Not only are road fatalities a challenge but also the motorists who are involved in crashes that produce severe injuries. The National Road Safety Action Plan requires implementation, bearing in mind that many rural roads were not designed for highspeed traffic and will need to be upgraded, or have the safe speed revisited. This will involve re-evaluating the purpose of the road, should it be a freight route, running through a built-up areas, a heavy vehicle bypass would be the solution. Many ideas came forward but obtaining the funding is a critical issue.

National Coordination: Emergency Management

Brendan Moon AM, ASM Coordinator General of the National Emergence Management Agency advised that funding was available for Disaster Relief.

Disaster Relief Australia is administered by the States. The Colvin Review was to ensure Access, Equity, Risk Reduction and to Build Resilience. Federal Funds will be tied to State Contributions. Applications can be made for funds to improve resilience of the community working on the notion of a risk-based approach.

The Colvin Review was an independent review of Commonwealth disaster funding and was lead by Andrew Colvin AO, APM and released on 25 October 2024. The review examined how the Australian Government spends money on disasters so we reduce risks, are ready for disasters. There is a better response when they happen, help people to re-cover.

Due to the size of the disasters recently the Insurance Companies have had to raise premiums which has meant many property owners under insure on the chance that they will be spared in the next disaster. Brendan suggested that research needs to be carried out to reduce risks, however there needs evidence of the benefits before action is taken. Local Government needs to develop the capacity to deal with disasters and assist their communities to recover.

Presidents Closing Remarks

The President of the Australian Local Government Association Mayor Burnett then wrapped up the Congress thanking delegates and speakers for a very informative Congress and then advised that the next National Local Roads, Transport and Infrastructure Congress would be held in March in Sydney.

Technical Study Tour

Those delegates who had booked a return trip on the coach were to be treated to a technical tour of the Perth Seawater Desalination Plant and the Kwinana Waste to Energy Facility.

Unfortunately, the Desalination Plant was not open to the Tour so Delegates were treated to a visit to the City of Cockburn recycling facilities at the Henderson Land Fill site. This included facilities for recycling styrene and all other products that the residents of the City of Cockburn bring to the tip for disposal. The City have developed a system for collecting methane Gas from the decaying material buried at the site, this is burnt and electricity is generated to supply the whole land fill operation. The officer who was conducting the tour advised that the life of the tip was only six or seven years.

The delegates were the taken to the Kwinana Waste to Energy Facility.

This was of particular interest to myself because I was Deputy Chair of the Rivers Regional Council who believed that converting waste to energy was the way to go instead of burying it in landfills. The Rivers Regional Council comprised the Local Governments of City of South Perth, the City of Gosnells, the City of Armadale The Shire of Murray, the Shire of Serpentine-Jarrahdale, the Shire of Waroona and the City of Mandurah and was formed in 2008.

At the time it was economical to bury the product collected in the Green Top bin but the Government introduced a land fill levy with the intention of encouraging Councils to develop alternative methods of disposal of domestic waste rather than use landfill. The strategy was to encourage large land fill sites to be developed in areas away from the coastal plain where soil and water contamination would take place. Some Councils turned to manufacturing Compost, but it was not economical and care had to be taken to get glass fragments out of the compost.

After much discussion on where to site the Waste to Energy plant was to be located, then discussion on how to finance the plant a site was selected in the Kwinana Industrial Area and at the time of the tour the plant was being brought into action. The plant is owned by Acciona, a Spanish company. When running at full capacity the plant will convert 460,00 tonnes of material, 25% of Perth's waste, into 38MW of energy which will provide more than 55,000 households with their energy needs and take the equivalent carbon emissions of 85,000 cars. There are over 2,000 similar waste to energy plants in the world.

The ash collected can be used for road construction and manufacturing bricks.

At the moment Councils are in negotiation with the operators to ensure that they can dispose of their waste by this method. Like all plants the quality of the waste must be of a suitable standard, and gas bottles, metal items like engine parts, are not to go into the green bin. Educating the public is important.

Note

There is a coverage of the Congress in the "Inside Local Government" sheet issued on 5 December 2024.

An International delegation from Pacific Island Countries also attended the Congress as guests of the Australian Government through the Infrastructure Fellowship and Engagement Program (IFEP) These delegates were from Papua New Guinea, Vanuatu, Fiji, Samoa and the Solomon Islands. One of their concerns is the loss of infrastructure due to the sea level rising and erosion occurring of their coastal areas

A Communique was released by the National Local Roads, Transport and Infrastructure Congress. A copy is with this report.



Communique

2024 National Local Roads, Transport and Infrastructure Congress

220 local government leaders and engineering and works staff from across Australia gathered in Margaret River, Western Australia from 3-4 December for the 2024 National Local Roads, Transport and Infrastructure Congress.

We acknowledged the Wadandi and Pibelmen peoples as traditional custodians of the lands on which we met, and paid our respects to their elders past, present and emerging.

This year's Congress included a significant focus on road safety. Congress delegates acknowledged that local governments manage more than 75% of Australia's road network and have a key role to play addressing Australia's unacceptable national road toll.

Delegates acknowledged the importance of prioritising road safety in infrastructure investments, and discussed opportunities to deliver safer roads in both regional and urban settings.

Sustainable funding is a significant barrier, and ALGA will continue to advocate for more federal support for councils to improve the condition, safety and productivity of Australia's road network.

We welcomed and thanked the federal politicians who addressed our Congress, including Minister for Local Government the Hon Kristy McBain, and Shadow Minister for Infrastructure, Transport and Regional Development Senator the Hon Bridget McKenzie.

2024 NATIONAL LOCAL ROADS, TRANSPORT & INFRASTRUCTURE CONGRESS

Margaret River | 3 - 4 December 2024

This year's Congress included sessions on improving freight productivity, decarbonising Australia's transport sector, water management, regional airports, addressing the housing crisis, renewable energy transition, the circular economy, and active transport and electric vehicle trends.

The event also covered effective asset management, which is vital to the broad range of services and functions delivered by councils.

We also heard from National Emergency Management Coordinator-General Brendan Moon about recent national emergency management reviews, and how councils can support the implementation of their recommendations.

Sustainably funded, councils can deliver roads and community infrastructure that will support local solutions to national priorities.

Increasing federal formula-based funding to local government will assist councils to build stronger, more productive and resilient communities.

In the lead up to the next federal election, councils will be calling on all parties and candidates to put our communities first, and provide fair funding to local government for the benefit of all Australians.

SY016-02/25 CONSIDERATION OF RECENT COMMUNICATION FROM THE TOWN OF PORT HEDLAND

File Number:	4.7712
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	17 December 2024 (111224)
Disclosure of Interest:	Nil
Appendices:	1. Information from Town of Port Hedland J

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents information from the Town of Port Hedland regarding COVID-19 vaccines to Council for consideration.

BACKGROUND

At Council's December 2024 Ordinary Meeting, Cr Gibbs presented a Notice of Motion for Council to consider the recent communications from the Town of Port Hedland in relation to COVID-19 vaccines. Council resolved (111224):

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

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

The information from the Town of Port Hedland is presented in Appendix 1.

COMMENTS AND DETAILS

The Town of Port Hedland's correspondence calls for the immediate suspension of the Pfizer and Moderna COVID-19 vaccines pending further investigations due to concerns regarding their safety. It is important that the relevant authorities are advised regarding any concerns about the safety of any medicine or vaccine when it comes to light. The relevant authorities have been advised by several organisations and individuals including Mr. Broadbent and the Town of Port Headland.

The call for the immediate suspension of these vaccines could be considered by some as detrimental to some vulnerable people, leaving them at risk of viral infection. The Shire of York does not have the ability to determine if the risks of taking the vaccine are greater than the risk of refraining, particularly as this suspension would impact the entire population of Australia.

The onus now is on the relevant health organisations such as the Department of Health and Aged Care, the Therapeutic Goods Administration, and the National Health and Medical Research Council to ascertain if these concerns are valid. These organisations have the medical and research capabilities and the official authority to carry out such an investigation. The Shire of York does not

have the medical and research capacity to provide input into that process, nor any authority to do so.

In relation to the functions of local government under the *Public Health Act 2016* (the Act), this largely relates to traditional environmental health issues and public health planning. The Act is not intended to be a mechanism for local government to take responsibility for all public health issues or to question or replace those responsibilities that are appropriately managed by other tiers of government. The Act does not mandate a duty on local government to ensure public health is not adversely affected by any activities within their jurisdiction. The general public health duty referenced in the Act places an obligation on any "person" to take all reasonable and practicable steps to prevent or minimise any harm to public health that might foreseeably result from anything done or omitted to be done by the "person". Importantly and in the context of vaccine development, the general public health duty requires reasonable and practical steps to prevent or minimise harm.

The development and approval of vaccines is managed by Federal Government legislation and follows a strict and scientific process. Therefore, it would not be possible for the Shire to take action on an approved vaccine under the general public health duty, and it is not considered the role of local government to interpret and apply a public health duty in this way.

In considering the Town of Port Hedland's motions, it is recommended that Council be mindful of the resource implications of the Shire advocating and engaging on matters that are not within its remit.

The Therapeutic Goods Administration (TGA) is the responsible authority in Australia for assessing the safe use of vaccines, and they have indicated that all COVID-19 vaccines approved in Australia have been rigorously assessed and meet their high standards for safety, quality, and efficacy. The full statement is available at www.tga.gov.au/news/mediareleases/addressing-misinformation-about-excessive-dna-mrna-vaccines. The International Coalition of Medicines Regulatory Authorities have released a similar statement.

Since the Town of Port Hedland Special Council Meeting, the TGA released a statement on what it has labelled misinformation regarding claims that COVID-19 vaccines are "contaminated" with excessive levels of DNA. The TGA has indicated that claims made in these studies (such as the study which formed the basis of the Town of Port Hedland Council decision) fall short on scientific rigor and that their incorrect methodologies result in inaccuracies.

At the time of the vaccine mandates in March 2022, a Special Electors Meeting was called following receipt of a request signed by 165 electors. Council considered the motions raised at the Special Electors Meeting at its May 2022 Ordinary Meeting and resolved (030522):

"That, with regard to the Consideration of Questions Asked and Decisions from the Special Electors Meeting held on Tuesday 12 April 2022, Council:

- 1. Receives the minutes of the Special Electors Meeting held on Tuesday 12 April 2022 as presented in Appendix 1.
- 2. Acknowledges the nine (9) motions carried at the Special Electors Meeting held on Tuesday 12 April 2022, as presented in Appendix 1.
- 3. Requests the Chief Executive Officer to:
 - a. Write to the Premier and other relevant State Government Ministers advising that circa seventy-nine (79) electors within the Shire of York attended a Special Electors Meeting on Tuesday 12 April 2022.
 - b. Provide a copy of the Minutes of the Special Electors Meeting, including the presentations, and request the concerns raised by those electors be considered should the vaccine mandates and other directions be reviewed at any point in the future.
 - c. Include a summary of the nine (9) motions from the Special Electors Meeting in the body of the letter to the Premier and relevant State Government Ministers.
 - d. Highlight the impact the vaccine mandates have on the Shire of York's volunteer emergency services.

- e. Provide copies of the two (2) deputations presented at Council's 24 May 2022 Ordinary Meeting relating to Item SY048-05/22 - Consideration of Questions Asked and Decisions from the Special Electors Meeting to the Premier and other relevant State Government Ministers.
- f. Once received, make the response(s) from the Premier and relevant State Government Ministers available to the public.
- g. Over time, actively collaborate with local businesses and community groups to educate those willing on their rights and responsibilities with regard to vaccine mandates and COVID-19.
- 4. Confirms that no further decision by the local government will be made on the Decisions of the Special Electors Meeting as Council has no authority to override or create laws or take any action that would conflict with State or Federal Government legislation or health orders."

With regard to point g, the easing of restrictions and the eventual end to the declaration of the State of Emergency from the COVID-19 pandemic has resulted in the Administration's focus shifting back to "normal" operational priorities, particularly as it is not a key function of the Shire to be involved in State or Federal health matters.

With regard to points a and f, responses to the Shire's correspondence were received from the Attorney General, the Minister for Emergency Services and the Minister for Community Services. Those responses suggested the Shire direct its concerns to the Premier and the Minister for Health. No response was ever received from the then Premier or the then Minister for Health, despite several follow up requests. Given that precedent, and the comments the current Premier made following the Town of Port Hedland's motions, it could be expected that any correspondence sent from the Shire of York would achieve the same result.

While the request for the Special Electors Meeting was received from 165 people, to date the Shire has only received eight (8) requests in support for the Town of Port Hedland motions. Additionally, the matter of COVID-19, vaccinations, mandates or the Town of Port Hedland motions were not raised as a priority concern by the community during the recent extensive engagement to inform the major review of Council's Strategic Community Plan.

Although the Town of Port Hedland's correspondence raises concerns in relation to the Pfizer and Moderna vaccines, those concerns have been raised publicly and reported in the wider media. The information is therefore available on various websites and members of the public can do their own research into whether, or not, to consider the matters raised before accepting the vaccines for themselves.

Given the Shire does not have the medical and research capacity to ascertain whether the concerns raised are valid, it may not be considered appropriate for the Shire to commit one way or the other to what is, essentially, a personal decision for each individual.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose not to support the Town of Port Hedland motions.
- **Option 2:** Council could choose to support the Town of Port Hedland motions.
- **Option 3:** Council could choose to direct the Chief Executive Officer to take a different course of action and identify what that action is.

IMPLICATIONS TO CONSIDER

Consultative

There has been no public consultation in relation to this matter.

Advice from WALGA on the matter states:

"WALGA's understanding is that many Local Governments have decided not to formulate a position on this matter as they believe the issue is a State and Commonwealth Government issue and Local Governments do not have any statutory role in the matter."

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

If the Officer's recommendation is adopted there are no financial implications.

Legal and Statutory

Health is administered under two separate acts – the *Health Services Act 2016* and the *Public Health Act 2016*.

The *Health Services Act 2016* relates to clinical and allied health services and the provision of a system for patient centred care. This includes all medical interventions. The State Government is responsible for administering the *Health Services Act 2016*.

The *Public Health Act 2016* relates to the provision of a public environment which is conducive to healthy communities. Examples include applications for septic systems, applications for animals to be kept within close proximity to people, provision of footpaths for accessibility, and restrictions on industry in close proximity to people. Both the State and Local Governments are responsible for administering the *Public Health Act 2016*.

Risk Related

There is a reputational risk associated with any of the options presented in this report, depending on the individual perspective.

Workforce

While the scope of this report can be managed within current operational capacity, the time taken to address any directives arising from a Council resolution to take action on this matter will divert Officer's time away from other operational priorities resulting in a delay to current workflows.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Consideration of Recent Communication from the Town of Port Hedland, Council:

- 1. Acknowledges the conflicting opinions in relation to COVID-19.
- 2. Resolves not to progress any action in relation to the Town of Port Hedland resolutions as it is a matter outside the remit of local government.



Dear Mayors, Deputy Mayors and Councillors

TOWN OF PORT HEDLAND COUNCIL RESOLUTION – COVID-19 VACCINES

At a Special Council Meeting on Friday 11 October 2024 the Town of Port Hedland Council resolved to deliver correspondence and information to all Australian Local Government Authorities.

Please find this attached:

- Letter to Australian Local Governments
- Copy of the Town of Port Hedland Council resolution
- Report from Dr David J. Speicher
- Letters from Hon Russell Broadbent MP to Prime Minister Anthony Albanese
- Letter to Prime Minister of Australia

Please note, the Therapeutic Goods Administration has since <u>provided</u> <u>advice</u> related to the information provided with this letter, and its confirmation of the safety of COVID-19 vaccines.

harlahur

Carl Askew Chief Executive Officer 22/10/2024

Town of Port Hedland Office Civic Centre, McGregor Street, Port Hedland, WA 6721 PO Box 41, Port Hedland T: (08) 9158 9300 | F: (08) 9158 9399 E: council@porthedland.wa.gov.au www.porthedland.wa.gov.au To all Mayors, Deputy Mayors, and Councillors, Australian Local Government Councils and Shires

Dear Mayors, Deputy Mayors, and Councillors,

Re: Urgent Information Regarding DNA Contamination in COVID-19 Vaccines

I write on behalf of the Town of Port Hedland Council to bring to your immediate attention <u>a</u> <u>report</u> by Dr. David Speicher PhD, which presents disturbing findings of synthetic DNA contamination in Pfizer and Moderna COVID-19 vaccines.

Dr. Speicher's testing revealed that the contamination levels in these vaccines exceed Australia's Therapeutic Goods Administration (TGA) safety limit by up to 145 times. Furthermore, the Pfizer vaccines contain SV40 promoter-sequences, which are well known for facilitating genomic integration and amplifying cancer risk.

The Town of Port Hedland acknowledges <u>the letters</u> from the Honorable Russell Broadbent MP, dated 20 September and 25 September 2024, which were co-signed by over fifty of the world's leading Doctors, Professors, Scientists and Legal Experts from Europe, North America and Australia. We extend our gratitude to Mr. Broadbent for raising awareness of Dr. Speicher's critical findings.

Moreover, after reviewing the Science Summary attached to Mr. Broadbent's <u>letter</u> dated 25 September 2024, we are gravely concerned about the potential health risks posed by synthetic DNA contamination, including the dangers of genomic integration, cancer, hereditary defects and immune system disruption.

The Town of Port Hedland therefore joins Mr. Broadbent in calling for the immediate suspension of Pfizer and Moderna COVID-19 vaccines, and for an urgent investigation into how this contamination has gone undetected by our regulatory agencies.

We have also taken steps to inform all Australian Local Government Councils of Dr. Speicher's findings, and have communicated with health practitioners in the Port Hedland area to ensure that patients are provided with the necessary information to warrant legally valid informed consent.

In the attached letter to the Prime Minister, we have highlighted serious concerns regarding the apparent failures of the Therapeutic Goods Administration (TGA) in properly or adequately testing for synthetic DNA contamination in the Pfizer and Moderna vaccines. Despite having been clearly alerted to the inadequacy of certain testing methods and the risks posed to human health by this drug platform, the TGA has relied on insufficient methodologies. We urge you to carefully review these findings, as they reveal grave risks and shortcomings that could have a significant impact on the safety of all Australians.

We strongly encourage you to share this information with your local health practitioners and medical clinics.

We reiterate the urgent need for action to ensure the safety of all Australians. We respectfully request that your Council also seek urgent answers from the Prime Minister and join us in calling for the immediate suspension of these products and a thorough investigation into the contamination.

11 October 2024

8 Notice of Motion

8.1.1	Cr Adrian McRae Notice of Motion

Authorising Officer:Chief Executive OfficerDisclosure of Interest:The Author and Authorisin

The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

NOTICE OF MOTION

That Council:

1. Acknowledges Exhibits and Findings, as per Attachments:

- (a) Exhibit 1: The Report by Dr. David Speicher
- (b) Exhibit 2: The letter by The Honorable Russell Broadbent MP, Federal Member for Monash, dated 20 September 2024
- (c) Exhibit 3: The follow-up letter by The Honorable Russell Broadbent MP, Federal Member for Monash, dated 25 September 2024
- 2. In light of the information contained in Exhibits 1, 2, and 3, ToPH Council undertakes the following actions:
 - (A) That Council forthwith deliver the letter seen at Annexure 1 to the Prime Minister, or a version substantially resembling Annexure 1, endorsing the letters of The Honorable Russell Broadbent MP dated 20 and 25 September 2024, in which Council repeats the call for an immediate suspension of the Pfizer and Moderna COVID-19 products under the same terms as expressed by Mr. Broadbent.
 - (B) That Council forthwith circulates to all registered health practitioners and medical clinics operating within the Port Hedland Local Government Area a copy of the letter appearing at Annexure 2, or a version substantially resembling Annexure 2.

This letter will inform all local health practitioners of the report by Dr. Speicher and the findings of the Science Summary attached to Mr. Broadbent's letter of 25 September 2024. The Council strongly urges practitioners to share this information with patients contemplating receiving any Pfizer or Moderna COVID-19 vaccines. The goal is to ensure patients can provide legally valid informed consent. Copies of the letters from Mr. Broadbent MP and Town of Port Hedland to the Prime Minister will be attached.

(C) That Council forthwith circulate to all other Australian Local Government Councils and Shires a copy of the letter appearing at Annexure 3, or a version substantially resembling Annexure 3.

This letter will inform all Councils and Shires about the findings of Dr. Speicher's report and the Science Summary, urging them to share the information with health practitioners and clinics in their areas to facilitate informed consent for their residents. The letter will attach the letters from Mr. Broadbent MP and the Council's letter to the Prime Minister, urging all other Australian Local Government Councils and Shires to consider sending similar correspondence to the Prime Minister. (D) That the CEO of Town of Port Hedland and their delegates be required to contact the Department of Health, Western Australia, and formally present Dr. Speicher's report, the letters from Mr. Broadbent MP, and the Council's letter to the Prime Minister, using copy of the letter appearing at Annexure 4, or a version substantially resembling Annexure 4. The Council requests a public response and advice on steps the Department recommends for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners. (E) That the CEO and their delegates be required to contact the Minister for Health of Western Australia, Amber-Jade Sanderson, to formally present Dr. Speicher's report, the letters from Mr. Broadbent MP, Council's letter to the Prime Minister, and Council's letter to all Australian Local Government Councils and Shires, using copy of the letter appearing at Annexure 5, or a version substantially resembling Annexure 5. The Council seek the Minister's public response and recommended actions for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners. (F) The CEO and their delegates contact the Commonwealth Department of Health and Aged Care, specifically Deputy Health Secretary Professor Lawler and Health Secretary Blair Comley, presenting Dr. Speicher's report, the letters from Mr. Broadbent MP, Council's letter to the Prime Minister, and Council's letter to all Australian Local Government Councils and Shires, using copy of the letter appearing at Annexure 6, or a version substantially resembling Annexure 6. The Council request a formal and public response from both officials, and recommended actions for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners.

11 October 2024

- (G) The CEO and their delegates contact the Commonwealth Minister for Health and Aged Care, Mark Butler, presenting Dr. Speicher's report, the letters from Mr. Broadbent MP, Council's letter to the Prime Minister, and Council's letter to all Australian Local Government Councils and Shires, using copy of the letter appearing at Annexure 7, or a version substantially resembling Annexure 7.
 - The Council request a formal and public response from Minister Butler, and recommended actions for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners.

SIMPLE MAJORITY VOTE REQUIRED

AMENDMENT MOTION 1

MOVED: Cr Adrian McRae

SECONDED: Cr Camilo Blanco

That Council:

1. Include in annexures 1, 4, 5, 6 and 7 the following paragraphs below paragraph three;

It has become increasingly clear that the testing methods employed by the Therapeutic Goods Administration (TGA) have failed to adequately address the risks posed by synthetic DNA contamination in Pfizer and Moderna vaccines. The TGA's reliance on outdated guidelines such as ICH Q2(R2), which do not account for the unique nature of modRNA platforms, has resulted in significant shortcomings. These guidelines were arbitrarily cited by the TGA to dismiss findings by scientists like Dr. Speicher, rather than embracing the necessary new scientific approaches to detect synthetic DNA in these products.

Notably, the TGA has been using testing methodologies—as documented in TGA FOI 5286—that only target a small segment of the plasmid DNA, failing to detect the bulk of the contamination, particularly those fragments under 200 base pairs where the highest risk lies. Alarmingly, Moderna, through its own patent filings, had specifically warned about the inadequacy of such testing methods for detecting residual DNA, especially DNA encapsulated in lipid nanoparticles (LNPs). Despite this warning, the TGA has relied on these insufficient methods, which grossly under-detect the true extent of contamination. Moderna's patents also highlighted the risks of insertional mutagenesis and carcinogenesis, yet these serious risks remain inadequately addressed by the TGA's current testing practices.

11 October 2024

Further, despite prior warnings and international scrutiny, the TGA has not conducted proper tests to detect LNP-encapsulated DNA nor performed thorough investigations into the risks of DNA integration into human cells. This raises serious concerns about the TGA's capacity to protect the public from the known dangers of synthetic DNA contamination.

The only way to begin remedying this situation is for the TGA to acknowledge these failures and to urgently conduct comprehensive testing, in line with new scientific methods, to either confirm or disprove the findings of Dr. Speicher and other eminent scientists. Immediate action in the lab is necessary to prevent further harm.

2. Include in annexures 2 and 3 the following paragraph below paragraph 5;

In the attached letter to the Prime Minister, we have raised serious concerns regarding potential failings in the Therapeutic Goods Administration's (TGA) testing protocols, which may not have adequately detected synthetic DNA contamination in the Pfizer and Moderna vaccines. We encourage you to review this information closely, as it may have implications for the safety of your patients considering these vaccines.

CARRIED BY SIMPLE MAJORITY(5/2)

For: Deputy Mayor Ash Christensen, Cr Sven Arentz, Cr Camilo Blanco, Cr Lorraine Butson, Cr Adrian McRae.

Against: Mayor Peter Carter, Cr Ambika Rebello

AMENDMENT MOTION 2

MOVED: Deputy Mayor Christensen S

SECONDED: Cr Camilo Blanco

That Council seek permission from the author, Professor Dalgliesh, of the video presented to the Council on 11 October and subject to that permission provide a copy with the Minutes of the Meeting.

CARRIED BY SIMPLE MAJORITY(7/0)

For: Mayor Peter Carter, Deputy Mayor Ash Christensen, Cr Sven Arentz, Cr Camilo Blanco, Cr Lorraine Butson, Cr Adrian McRae and Cr Ambika Rebello.

11 October 2024

AMENDED SUBSTANTIVE MOTION MOVED: Cr Adrian McRae SECONDED: Cr Camilo Blanco
MOVED: Cr Adrian McRae SECONDED: Cr Camilo Blanco
That Council:
1. Acknowledges Exhibits and Findings, as per Attachments:
(a) Exhibit 1: The Report by Dr. David Speicher
(b) Exhibit 2: The letter by The Honourable Russell Broadbent MP, Federal Member for Monash, dated 20 September 2024
(c) Exhibit 3: The follow-up letter by The Honourable Russell Broadbent MP, Federal Member for Monash, dated 25 September 2024
 2. In light of the information contained in Exhibits 1, 2, and 3, ToPH Council undertakes the following actions: (A) That Council forthwith deliver the letter seen at Annexure 1 to the Prime Minister, or a version substantially resembling Annexure 1, endorsing the letters of The Honourable Russell Broadbent MP dated 20 and 25 September 2024, in which Council repeats the call for an immediate suspension of the Pfizer and Moderna COVID-19 products under the same terms as expressed by Mr. Broadbent.
(B) That Council forthwith circulates to all registered health practitioners and medical clinics operating within the Port Hedland Local Government Area a copy of the letter appearing at Annexure 2, or a version substantially resembling Annexure 2.
This letter will inform all local health practitioners of the report by Dr. Speicher and the findings of the Science Summary attached to Mr. Broadbent's letter of 25 September 2024. The Council strongly urges practitioners to share this information with patients contemplating receiving any Pfizer or Moderna COVID-19 vaccines. The goal is to ensure patients can provide legally valid informed consent. Copies of the letters from Mr. Broadbent MP and Town of Port Hedland to the Prime Minister will be attached.
(C) That Council forthwith circulate to all other Australian Local Government Councils and Shires a copy of the letter appearing at Annexure 3, or a version substantially resembling Annexure 3. This letter will inform all Councils and Shires about the findings of Dr. Speicher's report and the Science Summary, urging them to share the information with health practitioners and clinics in their areas to facilitate informed consent for their residents.
The letter will attach the letters from Mr. Broadbent MP and the Council's letter to the Prime Minister, urging all other Australian Local Government Councils and Shires to consider sending similar correspondence to the Prime Minister.
(D) That the CEO of Town of Port Hedland and their delegates be required to contact the Department of Health, Western Australia, and formally present Dr. Speicher's report, the letters from Mr. Broadbent MP, and the

11 October 2024

Council's letter to the Prime Minister, using copy of the letter appearing at Annexure 4, or a version substantially resembling Annexure 4.
The Council requests a public response and advice on steps the Department recommends for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners.
(E) That the CEO and their delegates be required to contact the Minister for Health of Western Australia, Amber-Jade Sanderson, to formally present Dr. Speicher's report, the letters from Mr. Broadbent MP, Council's letter to the Prime Minister, and Council's letter to all Australian Local Government Councils and Shires, using copy of the letter appearing at Annexure 5, or a version substantially resembling Annexure 5.
The Council seek the Minister's public response and recommended actions for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners.
(F) The CEO and their delegates contact the Commonwealth Department of Health and Aged Care, specifically Deputy Health Secretary Professor Lawler and Health Secretary Blair Comley, presenting Dr. Speicher's report, the letters from Mr. Broadbent MP, Council's letter to the Prime Minister, and Council's letter to all Australian Local Government Councils and Shires, using copy of the letter appearing at Annexure 6, or a version substantially resembling Annexure 6.
The Council request a formal and public response from both officials, and recommended actions for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners.
(G) The CEO and their delegates contact the Commonwealth Minister for Health and Aged Care, Mark Butler, presenting Dr. Speicher's report, the letters from Mr. Broadbent MP, Council's letter to the Prime Minister, and Council's letter to all Australian Local Government Councils and Shires, using copy of the letter appearing at Annexure 7, or a version substantially resembling Annexure 7.
The Council request a formal and public response from Minister Butler, and recommended actions for patients contemplating the receipt of any further Covid-19 vaccines by Pfizer and Moderna, and advice on steps for public health and advice for medical practitioners.
3. Include in annexures 1, 4, 5, 6 and 7 the following paragraphs below paragraph three;
It has become increasingly clear that the testing methods employed by the Therapeutic Goods Administration (TGA) have failed to adequately address the risks posed by synthetic DNA contamination in Pfizer and Moderna vaccines. The TGA's reliance on outdated guidelines such as ICH Q2(R2), which do not account for the unique nature of modRNA platforms, has resulted in significant shortcomings. These guidelines were arbitrarily cited by the TGA to dismiss findings by scientists like Dr. Speicher, rather than embracing the necessary new scientific approaches to detect synthetic DNA in these products.

11 October 2024

Notably, the TGA has been using testing methodologies—as documented in TGA FOI 5286—that only target a small segment of the plasmid DNA, failing to detect the bulk of the contamination, particularly those fragments under 200 base pairs where the highest risk lies. Alarmingly, Moderna, through its own patent filings, had specifically warned about the inadequacy of such testing methods for detecting residual DNA, especially DNA encapsulated in lipid nanoparticles (LNPs). Despite this warning, the TGA has relied on these insufficient methods, which grossly under-detect the true extent of contamination. Moderna's patents also highlighted the risks of insertional mutagenesis and carcinogenesis, yet these serious risks remain inadequately addressed by the TGA's current testing practices.

not conducted proper tests to detect LNP-encapsulated DNA nor performed thorough investigations into the risks of DNA integration into human cells. This raises serious concerns about the TGA's capacity to protect the public from the known dangers of synthetic DNA contamination.

The only way to begin remedying this situation is for the TGA to acknowledge these failures and to urgently conduct comprehensive testing, in line with new scientific methods, to either confirm or disprove the findings of Dr. Speicher and other eminent scientists. Immediate action in the lab is necessary to prevent further harm.

4. Include in annexures 2 and 3 the following paragraph below paragraph 5;

In the attached letter to the Prime Minister, we have raised serious concerns regarding potential failings in the Therapeutic Goods Administration's (TGA) testing protocols, which may not have adequately detected synthetic DNA contamination in the Pfizer and Moderna vaccines. We encourage you to review this information closely, as it may have implications for the safety of your patients considering these vaccines.

5. That Council seek permission from the author, Professor Dalgliesh, of the video presented to the Council on 11 October 2024 and subject to that permission provide a copy with the Minutes of the Meeting.

CARRIED BY SIMPLE MAJORITY (5/2)

For: Deputy Mayor Ash Christensen, Cr Sven Arentz, Cr Camilo Blanco, Cr Lorraine Butson, Cr Adrian McRae. Against: Mayor Peter Carter, Cr Ambika Rebello

11 October 2024

DETAIL

A notice requesting a Special Council Meeting of the Council dated 7 October 2024 was received from Councillors McRae, Blanco and Butson on Tuesday 8 October 2024 (attachment 1). The purpose of the meeting is to consider Councillor McRae's notice of motion and supporting attachments (attachment 2).

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low, because: N/A.

CONSULTATION

Internal

• Circulated to the Council via email.

External Agencies

• Nil

Community

• Nil

LEGISLATION AND POLICY CONSIDERATIONS

• Nil

FINANCE AND RESOURCE IMPLICATIONS

• There is a financial implication in the cost of staffing a Special Council Meeting and resourcing of the administration of the motion if it becomes a decision of the Council.

STRATEGIC SUSTAINABILITY IMPLICATIONS

The following sections of the Town's *Strategic Community Plan 2022-2032* are applicable in the consideration of this item:

Nil

There are no significant identifiable environmental, social or economic impacts relating to this item

Access and Inclusion

The following outcomes of the Town's *Access and Inclusion Plan 2023-2026* apply in relation to this item:

Nil

Special Council Meeting Minutes	11 October 2024
---------------------------------	-----------------

Corporate Business Plan

The following action of the Town's *Corporate Business Plan 2023-2027* apply in relation to this item:

Council Support - Provide high standards of professional support and expert advice to the Council.

Risk Type	Strategic
Risk Category	Reputational
Cause	Impacted State and Federal Government relationships.
Effect (Consequence)	Widespread loss of key stakeholder trust, high widespread multiple media profile, third party actions.
Risk Treatment	Council resolving not to take the actions outlined in this report. OR
	Correspondence is authored by Town of Port Hedland Elected Members and/or Mayor.
Thora is a Stratogi	a rick associated with this item caused by the likelihood of

RISK MANAGEMENT CONSIDERATIONS

There is a Strategic risk associated with this item caused by the likelihood of impacted State and Federal Government relationships, leading to a widespread loss of key stakeholder trust, high widespread media profile and actions by third parties.

The risk rating is considered to be Extreme (25) which is determined by a likelihood of Almost Certain (5) and a consequence of Catastrophic (5).

The risk will be avoided by the Council resolving not to take the actions outlined in this report.

The risk will be mitigated by the correspondence being authored by Town of Port Hedland Elected Members and/or the Mayor.

Risk Type	Strategic
Risk Category	Financial
Cause	Impacted State and Federal Government relationships
Effect (Consequence)	Loss of secured Government funding and low likelihood of future Government funding to the value of more than \$10 million.

OR

11 October 2024

Risk Treatment Council resolving not to take the actions outlined in this report.

There is a Strategic risk associated with this item caused by impacted State and Federal Government relationships, leading to the loss of secured Government funding and low likelihood of future Government funding to the value of more than \$10 million.

The risk rating is considered to be Extreme (20) which is determined by a likelihood of Likely (4) and a consequence of Catastrophic (5).

The risk will be avoided by the Council resolving not to take the actions outlined in this report.

OPTIONS

Option 1 – Adopt Councillor's motion Option 2 – Amend Councillor's motion Option 3 – Do not adopt Councillor's motion

CONCLUSION

Councillor McRae's motion and a consideration of financial implications and risks is presented to the Council for consideration.

ATTACHMENTS

- 1. REQUEST FOR TO PH SPECIAL COUNCIL MEETING [8.1.1.1 1 page]
- Town of Port Hedland Special Council Meeting SUBSTANTIVE MOTION on DNA Contamination - 3 pages [8.1.1.2 - 3 pages]
- 3. Exhibit 1 DNA Contamination Report by Dr. David Speicher Ph D [8.1.1.3 11 pages]
- Exhibit 2 The Hon Russell Broadbent MP Letter to Prime Minister Dated 20.09.24 [8.1.1.4 - 2 pages]
- Exhibit 3 The Hon Russell Broadbent MP Follow- Up Letter to Prime Minister & Science Summary - D [8.1.1.5 - 10 pages]
- 6. Annexure 1 Letter to the Australian Prime Minister [8.1.1.6 2 pages]
- 7. Annexure 2 Letter to Port Hedland Health Practitioners [8.1.1.7 2 pages]
- 8. Annexure 3 Letter to Australian Local Governments & Local Shires [8.1.1.8 2 pages]
- 9. Annexure 4 Letter to the WA Department of Health [8.1.1.9 2 pages]
- 10. Annexure 5 Letter to the WA Minister of Health [8.1.1.10 1 page]
- 11. Annexure 6 Letter to Commonwealth Health Secretary [8.1.1.11 2 pages]
- 12. Annexure 7 Letter to Commonwealth Minister for Health and Aged Care [8.1.1.12 2 pages]

Special Council Meeting Minutes	11 October 2024
---------------------------------	-----------------

9 Closure

9.1 Date of Next Meeting

The next Ordinary Meeting of Council will be held on Wednesday, 30 October 2024 commencing at 5:30pm.

9.2 Closure

There being no further business, the Presiding Member declared the meeting closed at 9:30pm.



September 9, 2024

I have received and undertaken the testing of the three vials you delivered to me at the University of Guelph and in accordance with your letter of instruction dated May 13, 2024. Per your request, please find below the final report.

A. Executive Summary of Findings

Background: Previous work in Canada, conducted by colleagues and myself, showed that the Pfizer and Moderna COVID-19 modRNA vaccines contained residual plasmid DNA. While the DNA when quantified by quantitative PCR (qPCR) is slightly lower than the TGA limit of 10 ng/dose, when the vaccine vials were tested by fluorometry the total DNA levels greatly exceeded the regulatory limit by 7 to 145-fold. The Pfizer COVID-19 modRNA vaccines also contained an SV40 promoter-enhancer-ori that was not initially disclosed to the National Regulatory Agencies, namely the USA FDA, Health Canada the European Medicines Agency, and the Therapeutic Goods Administration (TGA) in Australia.

Objective: Ms. Ashby-Koppens provided 3 vials of COVID-19 modRNA vaccines (2 Pfizer: 1 adult monovalent, Lot# FN0565 and 1 child monovalent, Lot# FR4268; 1 Moderna child/adult monovalent; Lot# 2100695) and requested the following testing.

- 1. Quantitative real-time PCR for Spike, Origin of Replication (ori), and SV40 promoterenhancer-ori DNA.
- 2. Fluorometry via Qubit as per the protocol in the Speicher *et al*, 2023 preprint (https://doi.org/10.31219/osf.io/mjc97), including using RNase A.
- 3. Complete the chain of custody report and schedule accompanying this letter.

Methods: In each vial the amount of spike, ori and SV40 promoter-enhancer-ori DNA was detected and quantified by qPCR. Total DNA was determined by Qubit[®] fluorometry directly on the vaccines and then repeated following the use of boiling to open the lipid nanoparticles and treatment with RNase A to reduce the potential cross talk from modified RNA with AccuGreen[®] Testing was repeated on all vials to confirm the initial results.

Results: All samples were found to contain spike and ori sequences, but only the Pfizer samples contained the SV40 promoter-enhancer-ori sequence. The Pfizer Lot# FN0565 exceeded the TGA limit of 10 ng/dose for all targets and Pfizer Lot# FR4268 exceeded the limit only for spike. The total DNA, as determined by fluorometry, exceeded the TGA limit by 7 to 145-fold.

					Qubit Fluorometry				
Sample ID	Manufacturer	Lot #	Run #	Spike (ng/dose) Ori (ng/dose) SV40 promoter-enhancer-ori (ng/dose)			Total DNA (ng/dose)		
AD001	AP001 Pfizer FN0565 1 2		1	163.68	12.97	9.79	494		
AFUUI			2	156.85	7.68	14.69	848		
AP002	Pfizer FR4268	ED4269		76.69	1.48	3.70	108		
AI 002	AF002 FIIZEI FR4208		2	68.70	0.76	5.21	78		
AM001	AM004 A4-4 24000		Moderna 2100695		1	6.46	0.76	NEGATIVE	1460
AMOU1 Woderna	woderna	2100092	2	8.10	0.54	NEGATIVE	1221		

Conclusion: All Australian vials contain synthetic DNA that exceed the TGA limit of 10 ng/dose by fluorometry and all Pfizer vials contain the SV40 promoter-enhancer-ori sequence. Residual DNA levels tested by PCR exceeded the TGA regulatory limit for both Pfizer lots.

Department of Pathobiology Ontario Veterinary College University of Guelph 50 Stone Road East Guelph, Ontario, Canada N1G 2W1 7 519-824-4120 ovc.uoquelph.ca/pathobiology

IMPROVE LIFE.

Dr. David J. Speicher

University of Guelph, Canada

+1-705-571-3898 speicher@uoguelph.ca

Full Detailed Report

B. Scientific Background

- In October 2023, I, Dr. David J. Speicher, co-authored a preprint¹ on the high levels of residual plasmid DNA present in the Pfizer and Moderna COVID-19 modified mRNA (modRNA) vaccine. This study confirmed the earlier work of Kevin McKernan² (Medicinal Genomics) and Dr. Philip Buckhaultz³. Our October 2023 paper independently tested 27 modRNA vials, the greatest number of unopened vials of COVID-19 vaccine to date.
- 2. The vials for this Canadian study¹ were obtained in Canada from 12 unique lots. Spike and ori DNA sequences were detected in all Pfizer and Moderna COVID-19 modRNA vaccine vials by quantitative PCR (qPCR). The amount of residual DNA varied substantially between lots (0.28 4.27 ng/dose for Pfizer ori, 0.22 2.43 ng/dose for Pfizer spike, 0.01 0.34 ng/dose for Moderna ori, 0.25-0.78 ng/dose for Moderna spike) when tested by qPCR. Fluorometer based measurements (e.g., Qubit[®]) of the vaccines show 2,567 ± 618 ng/dose (range: 1,896 to 3,720 ng/dose) for Pfizer and 4,280 ± 593 ng/dose (range: 3,270 to 5,100 ng/dose) for Moderna suggesting a high fraction of the DNA is highly fragmented (<100bp) and unable to be detected by qPCR.</p>
- 3. The Australian Therapeutic Goods Administration (TGA)⁴, USA Food and Drug Administration (FDA)⁵, and the World Health Organization (WHO)⁶ regulatory body guidelines allow up to 10 ng DNA/dose in the vaccines. These guidelines are for naked DNA fragments ≤200 bp and not for protected synthetic DNA inside lipid nanoparticles (LNPs). The guidelines also do not account for multiple dosing of the same vaccine or platform, the risk of regulatory sequences, integration of small DNA fragments (7bp to 200 bp), or nuclear entry/integration. As this report relates to COVID-19 vaccine vials distributed in Australia, throughout this document "the 10 ng/dose" guidelines" will be referred to as "TGA 10 ng DNA/dose Guidance".
- 4. Only the Pfizer-BioNTech COVID-19 modRNA vaccines contain an SV40 enhancerpromoter-ori, which is known to promote nuclear localization and host genomic integration when fragments containing the SV40 enhancer are inserted cytoplasmicly.⁷
- 5. A 1999 study by David Dean *et al*⁷ showed that as few as 3 to 10 copies of DNA fragments with a 72bp SV40 enhancer injected cytoplasmicly (e.g. how the DNA fragments inside the LNPs in the COVID modRNA vaccines are inserted into the cells) in non-dividing cells, greatly increases their ability to be transported into the nucleus.
- 6. To date, preliminary work conducted in Germany has found evidence of genomic integration of the whole COVID-19 vaccine spike DNA open reading frame. After human ovarian cancer cells (OVCAR-3) were exposed in cell culture overnight to the Pfizer modRNA vaccine, the whole SARS-CoV-2 spike DNA as sequenced in the Pfizer vaccine was found to have integrated into the genome at chromosomes 9 and 12.⁸ This study highlighted that integration of the DNA fragments in the Pfizer COVID-19 modRNA vaccine

Dr. David J. Speicher	+1-705-571-3898
University of Guelph, Canada	speicher@uoguelph.ca

into the human genome is possible, and it is important to investigate whether integration can take place in primary cells in the vaccinated population.

 Residual plasmid DNA has been found in vials from multiple countries.^{1-3 9} I am not aware of any other COVID-19 vaccine vials from Australia being tested, apart from the three vials described in this report, that have been independently examined for the presence of residual plasmid DNA.

C. Methods

1. COVID-19 Vaccine Vials Received

On May 14, 2024, I received three Australian vials of COVID-19 modRNA vaccines at the University of Guelph (Table 1; from Left to Right in Figure 1). These vials were shipped on 15kg of dry ice, but when the package was received there was no dry ice in the package and contents were cool to the touch, but not warm. Temperature of the package was not recorded. The vials were immediately placed in a laboratory fridge (+2-8°C) until tested. The Pfizer vials were unopened were untampered as they had intact flip-off plastic caps with printed lot numbers and expiration dates. The Moderna vial did not have an intact flip-off plastic cap and appears to have been used as the septum appeared to be punctured, and the contents of the vial was at half volume.

Table 1: List of C	COVID-19 modRNA	vaccines	from	Australia	that	were	received	at	the
University of Guelp	ph for testing.								

Sample ID	Manufacturer	Lot #	Mono/Bivalent	Cap Colour	Expiry Date
AP001	Pfizer-BioNTech	FN0565	Adult Monovalent	Purple	06/2022
AP002	Pfizer-BioNTech	FR4268	Child Monovalent	Orange	08/2022
AM001	Moderna	2100695	Child/Adult Monovalent	Missing	25/06/2022



Figure 1: Pfizer (adult monovalent, purple capped and child monovalent, orange capped vials) and Moderna (no cap, larger vial) COVID-19 modRNA vaccine vials received at the University of Guelph on May 14, 2024 (left). The May 23, 2024 photo (right) was taken immediately prior to testing and shows the top of the vials.

Dr. David J. Speicher	+1-705-571-3898
University of Guelph, Canada	speicher@uoguelph.ca

2. Quantitative PCR Testing

Each vial was tested by qPCR for the presence of plasmid derived SARS-CoV-2 spike, ori, and the SV40 promoter-enhancer-ori DNA sequences. Each sample was tested in duplicate with PCR primers targeting sequences shared by the Moderna and Pfizer expression plasmids (Table 2).

Table 2: Primer and probe sequences targeting spike, ori, and the SV40 promoter.

Primer-Probe Name	Sequence
MedGen-Moderna_Pfizer_Janssen_Vax-Spike_Forward	AGATGGCCTACCGGTTCA
MedGen-Moderna_Pfizer_Janssen_Vax-Spike_Reverse	TCAGGCTGTCCTGGATCTT
MedGen-Moderna_Pfizer_Janssen_Vax-Spike_Probe	/56-FAM/CGAGAACCA/ZEN/GAAGCTGATCGCCAA/3IABkFQ/
MedGen_Vax-vector_Ori_Forward	CTACATACCTCGCTCTGCTAATC
MedGen_Vax-vector_Ori_Reverse	GCGCCTTATCCGGTAACTATC
MedGen_Vax-vector_Ori_Probe	/5HEX/AAGACACGA/ZEN/CTTATCGCCACTGGC/3IABkFQ/
MedGen_SV40_Enhancer_Forward	GTCAGTTAGGGTGTGGAAAGT
	GGTTGCTGACTAATTGAGATGC
MedGen_SV40_Enhancer_Probe	/5TEX615/CCAGCAGGCAGAAGTATGCAAAGC/3IAbRQSp/

In brief, the qPCR assays used 2 μ L from each vial directly added to 8 μ L of master mix. qPCR kits were sourced from Medicinal Genomics (PathoSEEK® RT-qPCR Master Kit v2; Part# 420207, Beverly, USA) with the master mix containing 10 μ L reaction consisting of 5 μ L polymerase enzyme, and 1.0 μ L of Primer-Probe mix, and 2 μ L of ddH20. The vaccine was tested at 1:10 dilution as previous testing showed that this was the highest residual DNA concentration to investigate PCR inhibition by the LNPs since qPCR was performed directly without any treatment or extraction.¹

All qPCR assays used a synthetic gDNA control (gBlock, Integrated DNA Technologies (IDT), San Diego, USA) of known concentration $(1 \text{ ng}/\mu\text{L})$ to generate a 10-fold serial dilution derived calibration curve.

Cycling was performed on a QuantStudio 3 (ThermoFisher Scientific, Waltham, USA) with an initial denaturation of 95°C for 1 minutes followed by 40 cycles of 95°C for 5 seconds and 65°C for 30 seconds (Figure 2). As a calibration curve was used QuantStudio software v2.7.0 (ThermoFisher Scientific) produced Cycle of quantitation (Cq) scores ng/ μ L for each sample. Amplicon mass, as determined with the New England BioLabs DNA calculator,¹⁰ and length (105 bp for ori, 114 bp for spike, 72 bp for SV40 promoter-enhancer-ori) were used to estimate the total nanograms (ng) of DNA present by adjusting for the length of the plasmids (7,824bp for Pfizer and 6,777bp for Moderna). The PCR copy number/dose and the total DNA as determined by fluorometry was adjusted first for the dilutions (1:5 dilution for the Pfizer adult monovalent and 1:2 for the child monovalent) and then for the volume of each intramuscular vaccine injection dose used clinically (300 μ L for Pfizer Adult Monovalent, 200 μ L for Pfizer Child Monovalent, and 500 μ L for Moderna) to provide a final ng/dose value.

DA Data Gallery > AUD_SOSV40HRAP_qPCR_20240610.eds Run Method Plate Setup Run Summary Quality Check Standard Curve Instrument: QuantStudio™ 3 Block: 96-Well 0.1-mL Run Mode: Fast Analysis Module: Standard Curve Reaction Volume 20.0 µL Heated Cover Temperature 105.0 °C Hold PCR 95.5C 95.9C 95.9C 95.9C	avid J. Speicher			+1-705-571-38
Run Method Plate Setup Run Summary Quality Check Standard Curve Instrument: QuantStudio™ 3 Block: 96-Well 0.1-mL Run Mode: Fast Analysis Module: Standard Curve Reaction Volume 20.0 µL Heated Cover Temperature 105.0 °C Hold PCR 95.9C 95.9C 95.9C	ity of Guelph, Canad	la		speicher@uoguelph
Instrument: QuantStudio™ 3 Block: 96-Well 0.1-mL Run Mode: Fast Analysis Module: Standard Curve Reaction Volume 20.0 µL Heated Cover Temperature 105.0 °C Hold PCR 95.°C 95.°C	DA Data Gallery	» AUD_SOSV40	HRAP_qPCR_202	240610.eds
Reaction Volume 20.0 µL Heated Cover Temperature 105.0 °C	Run Method Plate S	etup Run Summary	Quality Check	Standard Curve
Hold PCR	Instrument: QuantStudio™ 3	Block: 96-Well 0.1-mL	Run Mode: Fast Ana	alysis Module: Standard Curve
05 °C 95 °C	Reaction Volume 20.0	Heated Cover Tempe	erature 105.0 °C	
95 °C 95 °C	Hold	PCF	1	
4.13°C/S	95 °C	95 ℃ 4.13℃/S		
00:01:00 00:00:05 3.16°C/S 65 ℃				
4.13°C/S 00:00:30	4.13°C/S			
Step 1 Step 1 Step 2	Step 1			
40x 🕕		40x		
Data Collection On Data Collection Off Advanced Setting Pause On Pause Off V VeriFlex TM A Auto Delta		_		

Figure 2: PCR cycling conditions used to test the COVID-19 modRNA vaccines for Spike, Ori and SV40 promoter-enhancer-ori DNA.

3. Qubit[®] Fluorometry Quantitation

AccuGreen[®] HS fluorometric reagents (AccuGreen #99820 and DNA Quantification Buffer #99979) and standards were acquired from Biotium (San Francisco, USA) for Qubit[®] analysis (ThermoFisher Scientific). Fluorometric reagents (190 μ L of a stock made from 995 μ L HS Buffer and 5 μ L 200X AccuGreen dye) were vortexed with 10 μ L of vaccine. These samples were heated to 95°C for 8 minutes and 4°C for 5 minutes to disrupt the LNPs and enable Fluorometric Dyes to access the DNA. Samples were read following the manufacturer's instructions on a Qubit 3.0 Fluorometer. To reduce the cross talk from AccuGreen[®] with modified RNA the samples were then treated with 1 μ L RNase A (New England BioLabs, #T3018-2) and then read over a period of 10 minutes (T=0, 1, 2, 5, 10 minutes).

Dr. David J. Speicher	+1-705-571-3898
University of Guelph, Canada	speicher@uoguelph.ca

D. Results

1. Quantitative PCR Testing

qPCR testing for spike, ori, and SV40 promoter-enhancer-ori DNA sequences was performed on June 10, 2024. All samples were found to contain sequences for COVID-19 vaccine spike and ori, but only the Pfizer samples contained sequences for the SV40 promoter-enhancerori (Figure 3). The levels of all targets were found to exceed the TGA 10 ng DNA/dose guidance in Pfizer FN0565.⁴ In Pfizer FR4268 only the spike DNA exceeded the TGA limit. The DNA concentration between vials varied greatly with the levels of spike DNA in both Pfizer vials being the highest of those reported globally to date.¹⁻³ The high degree of variance between the genomic targets (e.g. spike vs ori) is possibly due to incomplete digestion of the plasmid. Whilst the level of vaccine spike DNA in the Moderna vial was 6.5 - 8.1 ng/dose; just below the TGA 10 ng DNA/dose guidance this equates to ~30 billion DNA fragments per dose. While the number of these fragments entering a cell is unknown, it is known from Dean et al (1999) that only 3-10 copies of these spike DNA fragments containing the SV40 enhancer are needed to be inserted into a single cell for the risk of insertional mutagenesis to exist.⁷

As the DNA loads yielded in the initial testing were the highest seen globally to date, PCR testing was repeated on July 5, 2024, on a new aliquot of the vaccine and all new reagents to rule out any contamination or sources of error. The vaccine was also tested in duplicate. Two Pfizer vials and one Moderna vial from the Canadian study¹ were included in the run to rule out variability between the runs. Repeat testing of the new aliquot using new reagents produced very similar results as the previous run and the two Canadian vials run as a positive control produced the same Cq values as previously tested (data not shown). Again, for the Pfizer vials levels of spike and the SV40 promoter-enhancer-ori exceeded the TGA 10 ng/dose guideline, but ori was below. Therefore, the PCR assay performed optimally, and the DNA yield determined by the testing is valid and true.

Dr. David J. Speicher	+1-705-571-3898
University of Guelph, Canada	speicher@uoguelph.ca

Table 3: Quantitative PCR results of testing three Australian vials of COVID-19 modRNA vaccines for vaccine spike, origin of replication (ori), and the SV40 promoter-enhancer-ori (SV40).

Vaccine Spike DNA								
Sample ID	Manufacturer	Lot #	Run #	Spike (Cq)	Spike (ng/µL)	Spike (Copies/µL)	Total ng/dose	Total Copies/dose
AP001 Pfizer	EN0565	1	10.69	3.98E-03	1.70E+07	163.68	6.99E+11	
APUUI	Pfizer	FINUS05	2	10.88	3.81E-03	1.63E+07	156.85	6.70E+11
AP002	02 Pfizer FR4268		1	12.33	1.12E-03	4.77E+06	76.69	3.28E+11
AF002	Plizer	FR4268	2	12.80	1.00E-03	4.28E+06	68.70	2.93E+11
AM001	Moderna	2100695	1	18.47	2.17E-05	9.28E+04	6.46	2.76E+10
AMOUT	ivioderna	2100695	2	18.32	2.73E-05	1.16E+05	8.10	3.46E+10
Vaccine Origin of Replication (ori) DNA								
Sample ID	Manufacturer	Lot #	Run #	Ori (Cq)	Ori (ng/µL)	Ori (Copies/µL)	Total ng/dose	Total Copies/dose
AP001	Pfizer	FN0565	1	17.26	3.12E-04	2.89E+06	12.97	1.23E+11
AP001 Pfizer	Plizer		2	17.57	1.85E-04	1.71E+06	7.68	7.27E+10
AP002 Pfizer	59.4969	1	18.56	2.14E-05	1.98E+05	1.48	2.06E+10	
AP002	Pfizer	FR4268	2	18.99	1.09E-05	1.01E+05	0.76	1.05E+10
AM001	Moderna	2100695	1	23.40	2.34E-06	2.17E+04	0.76	7.02E+09
AMOUT	wouerna	2100695	2	24.58	1.67E-06	1.55E+04	0.54	5.00E+09
				Vaccine SV40 p	romoter-enhancer-o	ri DNA		
Sample ID	Manufacturer	Lot #	Run #	SV40 (Cq)	SV40 (ng/µL)	SV40 (Copies/µL)	Total ng/dose	Total Copies/dose
AP001	Pfizer	EN0565	1	14.87	2.35E-03	1.59E+07	9.79	5.29E+11
AP001 Pfizer	Plizer	FINUSUS	2	14.18	3.53E-03	2.39E+07	14.69	7.94E+11
AP002	Pfizer	er FR4268	1	17.27	3.56E-04	2.41E+06	3.70	2.00E+11
AFUU2	Prizer	FN4208	2	17.35	5.01E-04	3.39E+06	5.21	2.82E+11
414001	Moderna	2100005	1	NEGATIVE	NEGATIVE	NEGATIVE	NEGATIVE	NEGATIVE
AM001 I	iviouerna	2100695	2	NEGATIVE	NEGATIVE	NEGATIVE	NEGATIVE	NEGATIVE

Cq = cycle of quantitation

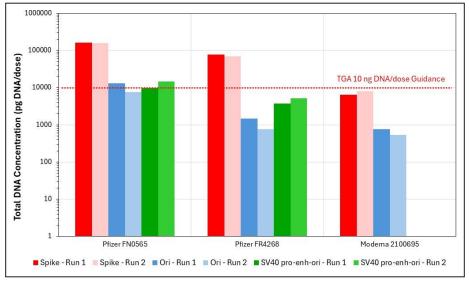


Figure 3: Graphical analysis of the DNA loads for spike, ori and SV40 as quantitated by qPCR. The dotted red line denotes the TGA 10 ng DNA/dose guidance.

Dr. David J. Speicher	+1-705-571-3898
University of Guelph, Canada	speicher@uoguelph.ca

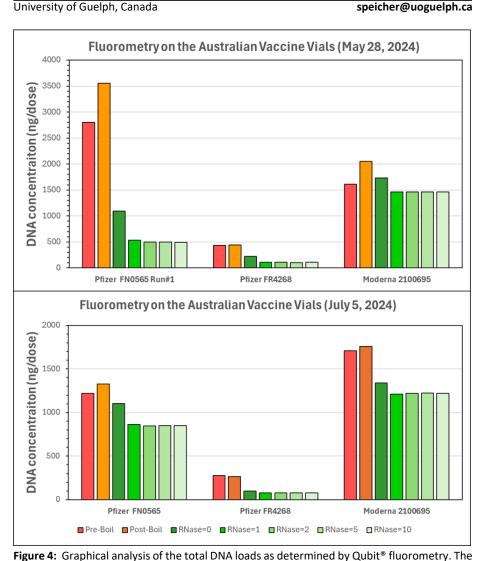
2. Qubit[®] Fluorometry Quantitation

As per instruction #2, the initial Qubit[®] Fluorometry testing was performed on May 28, 2024. For all vials the total residual DNA exceeded the TGA guideline of 10 ng/dose (Table 4, Figure 4). In the initial run (May 28, 2024) the total DNA ranged from 434 ng/dose (Pfizer FR4268) to 2803 ng/dose (Pfizer FR0565). Boiling of the samples increased the DNA yield because the boiling disrupted the LNPs and the AccuGreen[®] dye could contact both the modRNA and plasmid DNA protected inside the LNPs. Treatment with RNase A degraded the modRNA and reduced the cross talk from AccuGreen[®] with modRNA thus reducing the fluorescent signal. The concentration of only DNA still exceeded the TGA guideline of 10 ng/dose by 7 to 145-fold. The total DNA in Pfizer FR4268 is much lower than Pfizer FN0565 as this is a child monovalent vaccine and 200 μ L per dose is administered. Whereas Pfizer FN0565 is adult monovalent and 300 μ L is administered.

Table 4: Total DNA concentration of the vaccine vials as determined by Qubit[®] fluorometry. The RNase= values equate to the time since RNase A was added to the sample. Values displayed are in ng/dose.

r-

				RNase A					
Sample ID	Lot #	Run #	Pre-Boil	Post-Boil	RNase=0	RNase=1	RNase=2	RNase=5	RNase=10
AP001		1	2803	3552	1094	533	499	499	494
AP001 Pfizer FN0565	2	1219	1325	1104	864	845	849	848	
AP002	AP002 Pfizer FB4268	1	434	442	224	112	106	103	108
AF002 FIIZEI FR4208	FIIZEI FN4200	2	276	264	99	77	77	77	78
AM001 Mo	Moderna 2100695	1	1610	2050	1730	1460	1460	1460	1460
	Modellia 2100695	2	1710	1760	1340	1210	1220	1222	1221



Dr. David J. Speicher

+1-705-571-3898

RNase= values equate to the time since RNase A was added to the sample. Values are in ng/dose and the TGA 10 ng/dose guidance would be slightly above the X-axis.

As the total DNA of the vials determined by Qubit[®] Fluorometry for both Pfizer and Moderna were lower than the Canadian vials (i.e. 1,896 to 3,720 ng/dose for Pfizer and 3,270 to 5,100 ng/dose for Moderna)¹ the testing was repeated on July 5, 2024. Very similar results were produced for Pfizer FR4268 and Moderna 2100695 with the slight variance due to error in pipetting and handling the LNPs. For Pfizer FN0565 testing of the vaccine vial contents preand post-boil produced values only half of those in the initial testing but following the use of

Page | 9

Dr. David J. Speicher	+1-705-571-3898
University of Guelph, Canada	speicher@uoguelph.ca

RNase A the total DNA values are comparable (i.e. 494 ng/dose in Run 1 and 848 ng/dose in Run 2). The variability in the pre- and post-boil samples is possible due to sampling error and in increase in cross-talk due to a higher amount of modRNA present in the sample. Variability in pipetting of the LNPs would also attribute to the differences in test results.

E. Conclusions:

- Both Pfizer vials had spike DNA loads above the TGA 10 ng DNA/dose guidance when tested by qPCR. The spike, ori and SV40 promoter-enhancer-ori DNA sequences in Pfizer FN0565 were all above the TGA limits with the spike DNA being the highest concentration levels seen in vials independently tested globally to date.
- 2. Despite the extremely high DNA loads the results were repeatable suggesting the result is true and valid.
- 3. The DNA concentration varied greatly depending on the target highlighting the need for PCR assays assessing the residual plasmid DNA load in the COVID-19 vaccines to target multiple regions when determining DNA loads, and then extrapolating the total DNA for the whole plasmid and not individual regions.
- The Moderna vial had DNA loads, determined by qPCR, that were below the TGA 10 ng DNA/dose guidance.
- The total DNA concentration in all Australian vials when tested by Qubit[®] fluorometry far exceeded the TGA 10 ng DNA/dose guidance with Moderna having the highest total DNA levels.

Sincerely,

David J. Speicher, PhD DTM Canadian Virologist Senior Research Associate, Dept of Pathobiology, University of Guelph, Guelph Canada

Page | 10

Dr. David J. Speicher	+1-705-571-3898
University of Guelph, Canada	speicher@uoguelph.ca

References

- 1. Speicher DJ, Rose J, Gutschi LM, et al. DNA fragments detected in monovalent and bivalent Pfizer/BioNTech and Moderna modRNA COVID-19 vaccines from Ontario, Canada: Exploratory dose response relationship with serious adverse events. *OSF Preprints* 2023 doi: 10.31219/osf.io/mjc97
- McKernan K, Helbert Y, Kane LT, et al. Sequencing of bivalent Moderna and Pfizer mRNA vaccines reveals nanogram to microgram quantities of expression vector dsDNA per dose. OSFio 2023 doi: 10.31219/osf.io/b9t7m
- 3. South Carolina Senate. SC Senate Hearing USC Professor Dr. Phillip Buckhaults 2023 [updated 2023-09-13. Available from: https://www.youtube.com/watch?v=IEWHhrHiiTY.
- Therapeutic Goods Administration (TGA). Health Safety Regulation. Guidance 18: Impurities in drug substance and drug products, August 2013. 2013 [Available from: <u>https://www.tga.gov.au/sites/default/files/pm-argpm-guidance-18.pdf</u>.
- Food and Drug Administration. Chemistry, Manufacturing, and Control (CMC) Information for Human Gene Therapy Investigational New Drug Applications (INDs): U.S. Department of Health and Human Services; 2020 [Available from: <u>https://www.fda.gov/media/113760/download</u>.
- Shin J, Wood D, Robertson J, et al. WHO informal consultation on the application of molecular methods to assure the quality, safety and efficacy of vaccines, Geneva, Switzerland, 7-8 April 2005. *Biologicals* 2007;35(1):63-71. doi: 10.1016/j.biologicals.2005.12.005 [published Online First: 20060220]
- 7. Dean DA, Dean BS, Muller S, et al. Sequence requirements for plasmid nuclear import. *Exp Cell Res* 1999;253(2):713-22. doi: 10.1006/excr.1999.4716
- 8. McKernan K. Plasmid DNA replication in BNT162b2 vaccinated cell lines 2024 [Available from: <u>https://anandamide.substack.com/p/plasmid-dna-replication-in-bnt162b2</u>.
- 9. König B, Kirchner JO. Methodological Considerations Regarding the Quantification of DNA Impurities in the COVID-19 mRNA Vaccine Comirnaty(*). *Methods Protoc* 2024;7(3) doi: 10.3390/mps7030041 [published Online First: 20240508]
- 10. New England Biolabs. NEBioCalculator 2023 [Available from: https://nebiocalculator.neb.com/#!/dsdnaamt2023.

Page | 11



25 September 2024

The Hon Anthony Albanese MP Prime Minister Parliament House CANBERRA ACT 2600

By email: parliament@pm.gov.au

Dear Prime Minister

I refer to my <u>letter</u> of 20 September 2024 calling on the government to immediately suspend the use of Pfizer and Moderna Covid-19 products due to the evidence of significant synthetic DNA contamination, as detailed in Dr. David Speicher's <u>report</u>.

Unlike the Thalidomide tragedy, which resulted in over 10,000 victims globally, the Covid-19 vaccines have been administered to more than 20 million Australians, totalling over 63 million doses. The contamination detected in these vaccines, if not addressed, presents a substantial risk, with the potential for these dangers - such as genomic integration and potential long-term health impacts - to multiply with each additional dose administered. Immediate action through a suspension of these products is critical to mitigate further risk.

To assist in adopting a precautionary approach and minimizing further harm, I enclose a Science Summary created and endorsed by eminent Australian and international scientists and medical experts. The summary reinforces the known and potential dangers of DNA contamination and highlights the need for an urgent and independent investigation. As advised by the co-signatories, the Department of Health and Aged Care has produced no evidence to demonstrate why the detected DNA contamination will not produce the dire adverse health outcomes detailed in the Science Summary.

Additionally, I have reason to believe that multiple attempts by prominent scientists to warn the TGA of these risks have been disregarded since early 2021, raising serious questions about the agency's ability to protect the health and well-being of Australians.

Finally, I draw your attention to the Biosecurity Act 2015, which may now be relevant. Given the contamination evidence, I recommend the Minister for Agriculture initiate a Biosecurity Import Risk Analysis of these products, potentially leading to the suspension of these products due to the risks they pose to human health.

I gratefully acknowledge the assistance of the 52 co-signatories below in the preparation of this letter and reiterate my call seeking your urgent action to ensure the safety of all Australians.

46C Albert Street, Warragul VIC 3820 T. 03 5623 2064 E. russell.broadbent.mp@aph.gov.au W. www.russellbroadbent.com.au

Yours sincerely

Hussell Josethut

Russell Broadbent MP Member for Monash

Prof Angus Dalgleish

MD FRACP FRCP FRCPath FMedSci Principal of the Institute of Cancer Vaccines and Immunotherapy London, United Kingdom

Emeritus Prof Wendy Hoy

Professor of Medicine, FAA AO FRACP MBBS(H1) BScMed (H1) University of Queensland

Emeritus Professor Robert Clancy

AM FRS(N) BSc(Med) MB BS PhD DSc FRACP FRCP(A) FRCP(C) University of Newcastle, Australia

Prof Alexandra Henrion Caude

Geneticist, Director of Research INSERM French National Institute of Health and Medical Research Paris. France

Prof Sucharit Bhakdi MD

Chair em., Department of Medical Microbiology and Hygiene Johannes-Gutenberg University Mainz, Germany

Kevin McKernan

BSc Research Director (fmr) Human Genome Project

Prof lan Brighthope

Director, The World of Wellness International Advisor, The Aligned Council of Australia

Prof Gigi Foster

Co-Director, Australians for Science and Freedom University of New South Wales

Prof Robyn Cosford

MBBS(Hons), DipNutr, Dip Hom, FACNEM FASLM, Professor of Nutritional and Environmental Medicine Chair, Director Children's Health Defense

Prof Bonnie Mallard PhD

Professor of Immunogenetics Governor General Innovation Awardee Department Pathobiology University of Guelph Canada

Professor Augusto Zimmermann

PhD (Mon.), LLM summa cum laude LLB (Hons.), CIArb, DipEd. Sheridan College, Western Australia The University of Notre Dame Australia

Prof Brendan Vote

Director, Tasmanian Eye Institute Ltd Clinical Professor University of Tasmania

Prof Gabriel Moens AM

Emeritus Professor of Law The University of Queensland

Professor Paul Frijters PhD

Professor of Economics MBSC Emeritus Professor London School of Economics

A/Prof Byram W. Bridle

Immunology and Virology Department of Pathobiology University of Guelph Canada

A/Prof Peter Parry

MBBS, PhD, FRANZCP, Cert. Child & Adolesc. Psychiatry University of Queensland

A/Prof D Jonathan Gilthorpe

BSc (Hons), PhD, Docent Senior Lecturer Umeå University, Sweden

A/Prof Michael Sladden

MBChB, MAE, MRCP, FACD, FRACGP MRCGP, Consultant Dermatologist Associate Professor Medicine and Dermatology University of Tasmania

A/Prof Mark Jones

Biostatistician Institute for Evidence-Based Healthcare Faculty of Health Sciences & Medicine Bond University

Dr Tess Lawrie

MBBCh, PhD Director, Evidence-based Medicine Consultancy Ltd, EbMCsquared CIC

Dr Jessica Rose, PhD

Applied Mathematics, Immunology, Computational Biology Biochemistry, Molecular Biology

Dr Christopher Neil

MBBS, FRACP, PhD Cardiologist President, Australian Medical Professionals Society

Dr Jeyanthi Kunadhasan

MD (UKM), MMed (AnaesUM), FANZCA MMED (Monash)

Dr David J. Speicher Virologist, PhD DTM Senior Research Associate University of Guelph Canada

Dr Angela Jeanes BSc(Hons), PhD

Dr Julie Sladden MBBS(Hons), BMedSci PGDipMedEd

Dr Astrid Lefringhausen PhD Molecular Biology and Biochemistry Specialised in Virology and Immunology Board of Directors CHD Australia

Dr Luke McLindon MBBS FRACGP FRANZCOG Obstetrician & Gynaecologist Advanced Laparoscopy/Endometriosis/Infertility

Dr Conny Turni BSc, Hons, PhD Senior Research Fellow Microbiology Research QAAFI University of Queensland

Dr Nicholas J. Hudson, PhD Senior lecturer in Metabolic Biochemistry University of Queensland

Dr Andrew Madry BSc PhD

Dr Kylie O'Brien PhD Dr Kylie O'Brien PhD, MPH, BAppSc(Chin Med) BSc(Optom), Grad Cert Tertiary Education Consultant in Integrative Medicine Consultant in Higher Education

Dr Phillip Altman BPharm(Hons), MSc, PhD Clinical Trial and Regulatory Affairs Consultant

Dr Nicole Delépine Paediatric Oncologist Chief of Paediatric Oncologist Department (Retd) Hospital Garches, France

Dr Duncan Syme MBBS FRACGP DROGG Dip Practical

Dr Christopher Milburn MD Family & ER Medicine Canada Dr Andrew McIntyre Consultant Gastroenterologist FRACP MBBS(Hons)

Dr Monique O'Connor MBBS FRANZCP

Dr Paul Oosterhuis MBBS FANZCA (retired)

Dr Judy Wilyman PhD Master of Population Health

Dr Melissa McCann BPharm MBBS FRACGP

Dr Julian Fidge BPharm, Grad Dip App Sc (Comp Sc) MBBS, FRACGP, MMed (Pain Mgt)

Dr Geoff Pain PhD. B.Sc.(Hons.) Grad Dipl Business Management

Christof Plothe DO BSC.(OST), HONS

Kara Thomas BNurs, GCertNurs, MInt&CommDev

Jason Strecker BCompSci, DipEd

Ros Nealon-Cook BPsychSc(H1), BCompSc(H1)

Peter Fam LLB, Human Rights Lawyer, Principal Partner MAATs Methods

William D H Parry Lawyer LLB/LP, B.BehavSci(Psych), D.Bus

Tony Nikolic Director Ashley, Francina, Leonard & Associates

Katie Ashby-Koppens Lawyer PJ O'Brien & Associates

Julian Gillespie LLB, BJuris

Science Summary

Consequences of Synthetic DNA Contamination

Executive Summary: Excessive synthetic foreign DNA encapsulated in lipid nanoparticles can integrate into human cells, potentially leading to genomic instability, cancers, immune system disruption, and adverse hereditary effects.

The synthetic DNA contamination is present as both whole plasmid (circular) DNA and fragmented (linear) forms of the same plasmid DNA leftover from the production process.

The TGA has long recognised this must be filtered out before final products are injected into Humans because of known risks of integration into the Human genome, and severe diseases, as explained below.

This DNA contamination has been shown to be encapsulated in, and protected by, the Lipid Nanoparticles (LNPs) within the products, which together form **LNP-modDNA complexes**.

The LNP-modDNA complexes transfer their cargo of synthetic DNA throughout the Human body as follows:

- a) The LNP-modDNA complex transfers the whole (circular) and fragmented (linear) DNA from the injection site throughout the Human body, bio-distributing to virtually all organs via the bloodstream.
- b) The LNP-modDNA complex then transfers the whole (circular) and fragmented (linear) DNA across cell membranes of cells of affected organs, delivering the synthetic DNA into the cytoplasm of cells.
- c) The synthetic DNA is then further transferred from the cytoplasm into the cell nucleus where natural Human DNA is located.

The presence of synthetic DNA in the cytoplasm alone induces cancer¹.

The TGA limit of 10 nanograms *per dose* was made with the long out-dated understanding that any DNA contamination would be "naked" or "free" DNA, *not being encapsulated* in protective LNPs. Naked DNA is readily "mopped up" by our immune system when detected

¹ He et al: <u>Cytoplasmic DNAs: Sources, sensing, and roles in the development of lung inflammatory diseases</u> <u>and cancer</u> Front. Immunol., 12 April 2023; Kwon et al: <u>The Cytosolic DNA-Sensing cGAS–STING Pathway in</u> <u>Cancer</u> Cancer Discov (2020) 10 (1): 26–39.

in the blood. Synthetic DNA cloaked in LNPs is transferred throughout the Human body undetected.

Crucially, naked DNA has no ability to cross cell membranes and enter cells.

In contrast, synthetic DNA encapsulated in LNPs possess a high transfection efficiency, meaning, the LNP-modDNA complexes are efficient at delivering synthetic DNA into Human cells.

Once within the cytoplasm synthetic DNA gains entry to the nucleus during cell division, when the protective nuclear envelope temporarily breaks down, or much more easily, with the assistance of Simian Virus 40 (SV40) genetic sequences long known to assist entry into the nucleus, even when cells are not undergoing cell division². The Pfizer product contains these SV40 sequences.

The scientific literature is abundant on the subject of transfection of plasmid DNA encapsulated in LNPs into mammalian cells³, and the subsequent localization into the cell nucleus, showing transgene expression in all major organs including the heart, lung, liver, spleen, kidney, brain, testis, and ovaries.

The chromosomal integration of plasmid DNA into the natural DNA of mammalian cells was demonstrated as early as 1982⁴.

The integration of plasmid DNA demonstrated in 1982 shares multiple features with the synthetic DNA discovered in the Moderna and Pfizer Covid products.

The introduction of foreign or modified genes (DNA) into mammalian cells using this and similar techniques has since become commonplace in experimental research and in biotechnology. The methodology is referred to as *transfection*, and organisms modified in this manner as *transgenic*. Stable integration can occur with both linear and circular plasmid DNA⁵.

In this context, further consideration must be given to the previously published study by Aldén et al^6 (2022), who detected DNA copies of the spike protein gene in a Human liver cells exposed to the Pfizer product. Aldén et al's findings are now supported by the discoveries by

² Dean et al: <u>Sequence Requirements for Plasmid Nuclear Import</u> Experimental Cell Research Volume 253, Issue 2, 15 December 1999, Pages 713-722.

³ Kulkarni et al: <u>Design of lipid nanoparticles for in vitro and in vivo delivery of plasmid DNA</u> Nanomedicine 2017 May;13(4):1377-1387; Scalzo et al: Ionizable Lipid Nanoparticle-Mediated Delivery of Plasmid DNA in Cardiomyocytes. Int J Nanomedicine. 2022;17:2865-2881

Southern et al: Transformation of mammalian cells to antibiotic resistance with a bacterial gene under control of the SV40 early region promoter. J. Mol. Appl. Genet. 1 (1982), 327–41. ⁵ Stuchbury et al: Optimizing the generation of stable neuronal cell lines via pre-transfection restriction enzyme

 <u>digestion of plasmid DNA</u>. Cytotechnology 62 (2010), 189–94.
 ⁶ Aldén et al.: <u>Intracellular Reverse Transcription of Pfizer BioNTech COVID-19 mRNA Vaccine BNT162b2 In</u>

Vitro in Human Liver Cell Line. Curr. Issues Mol. Biol. 44 (2022), 1115-1126.

McKernan et al 2023, Speicher et al 2023, Konig et al 2024, and the Australian DNA contamination report of Dr Speicher that the Pfizer and Moderna products contain substantial amounts of synthetic DNA. In other words there is a *definite possibility* of cellular uptake of this DNA contamination.

Further, preliminary results returned by the former research director for the Human Genome Project, Kevin McKernan, working with cancer researcher Professor Ulrike Kämmerer, has confirmed the synthetic DNA contamination from Pfizer's Covid vaccine not only crossed into cells, but it also survived multiple cell divisions.

This is suggestive that the contaminant DNA is able to transfect (enter) the cell nucleus, and that it integrated with Human DNA. Further analysis is ongoing with details available here.

When genomic integration of foreign DNA occurs at the wrong place within the genome, it frequently induces malignant diseases, cancers, especially leukaemia⁷.

Oocytes - immature ovum - can be transfected with synthetic DNA at certain stages of maturation⁸, and so can sperm-producing cells within the testes⁹. The offspring of such treatment were shown to be transgenic.

It can therefore not be ruled out that persons injected with mRNA vaccines that also contain synthetic DNA will subsequently give rise to transgenic children. DNA insertion into germline cells might also interfere with early intrauterine development and thereby induce miscarriages or malformations.

In the study by Wang et al¹⁰, significant plasmid DNA transfection into cells was observed after intramuscular injection followed by electroporation (electric field applied to promote transfection/entry of plasmid DNA into cells) – up to a 34 fold increase.

While electroporation did increase the cellular uptake of the injected DNA, it was likely much less effective in this regard than the LNPs contained in the Pfizer and Moderna products would be¹¹, due to the extensive bio-distribution LNPs achieve throughout the Human body, enabling magnitudes more synthetic DNA to be presented to magnitudes more cell varieties, which

Gene Ther. 10 (2003), 580-4.

⁷ Staal et al.: <u>Sola dosis facit venenum. Leukemia in gene therapy trials: a question of vectors, inserts and</u> dosage? Leukemia 22 (2008), 1849–1852.

⁸ Laurema et al.: <u>Transfection of oocytes and other types of ovarian cells in rabbits</u> after direct injection into uterine arteries of adenoviruses and plasmid/liposomes.

⁹ Dhup et al: <u>Transgenesis via permanent integration of genes in</u> repopulating spermatogonial cells in vivo. Nat. Methods 5 (2008), 601-3.

¹⁰ Wang et al.: <u>Detection of integration of plasmid DNA into host genomic DNA following intramuscular</u> *injection and electroporation.* Gene Ther. 11 (2004), 711–21. ¹¹ Tanaka *et al: Improvement of mRNA Delivery Efficiency to a T Cell Line by Modulating PEG-Lipid Content.*

and Phospholipid Components of Lipid Nanoparticles. Pharmaceutics. 2021 Dec; 13(12): 2097.

DNA is then aided by the transfection properties of the LNPs, for cellular entry throughout the Human body.

Accordingly, it must be expected that there will be chromosomal integration of the contaminating synthetic DNA within Human recipients of the Pfizer and Moderna products containing DNA contaminants.

The SV40 promoter sequences found in the Pfizer product also includes an internal *origin of replication* that can potentially cause *copies* of the synthetic DNA to be made inside Human cells.

This replication would require either the SV40 virus itself, which already infects a minority of Humans, or replication by the Human BK or JC polyomaviruses¹². Any additional copies of the synthetic DNA generated would amplify the risk of genomic integration with Human DNA and increase the risk of malignant tumours (cancers) associated¹³ with the SV40 virus.

Genetic sequences of SV40 have long been known to facilitate entry into the nucleus and facilitate integration with Human genes, with SV40 genetic sequences long suspected and implicated¹⁴ in the explosion of cancers after having contaminated Polio vaccines last century.

The SV40 promoter sequence in the Pfizer product has long been known to *bind* to tumor suppressor p53¹⁵, known as the *Guardian of the Genome*. Contaminated Pfizer doses containing billions of SV40 molecules act as decoys by binding to p53, leaving insufficient p53 to protect against cancers.

Three Australian vials evidenced synthetic DNA contamination ranging between 78ng to 1,460ng *per dose*.

The TGA *limit* is 10ng *per dose*.

A Pfizer dose containing 500ng of synthetic DNA would contain approximately 2.4 - 24 Trillion¹⁶ synthetic DNA molecules. An adult Human has approximately 37 Trillion cells.

Within this range a recipient would receive between ~60 Billion and 575 Billion SV40 molecules.

¹² DeCaprio et al: <u>A cornucopia of human polyomaviruses</u>. Nat. Rev. Microbiol. 11 (2013), 264–76; I. Hussain et al.: <u>Human BK and JC polyomaviruses</u>: <u>Molecular insights and prevalence in Asia</u>. Virus Res. 278 (2020), 197860.

¹³ Rotondo et al.: <u>Association Between Simian Virus 40 and Human Tumors</u>. Front. Oncol. 9 (2019), 670.

¹⁴ Fisher *et al*: <u>Cancer risk associated with simian virus 40 contaminated polio vaccine</u> Anticancer Res. 1999 May-Jun;19(3B):2173-80.

¹⁵ Draymen *et al*: <u>p53 elevation in human cells halt SV40 infection by inhibiting T-ag expression</u> Oncotarget. 2016 Aug 16.

¹⁶ Assuming DNA molecules ranging in lengths 200 to 20 base pairs.

Only 3-10 copies of this synthetic DNA containing the SV40 enhancer are needed to be inserted into a single cell for the risk of insertional mutagenesis (cancers) to exist¹⁷. The remaining synthetic DNA fragments numbering in the Trillions also threaten or have likely produced severe disease. Studies must begin immediately.

Lastly, identification of the synthetic DNA contamination has also identified other adulterations requiring further study, including: Double stranded synthetic RNA (dsRNA); synthetic RNA:DNA hybrids; and an undisclosed *reverse* Open Reading Frame (ORF) closely related to genetic sequences for producing the spidroin (spider) proteins (MsSp1) known to cause blood clots. Each of these further adulterations are known causes of severe disease.

Summary & Further Peer Reviewed References

The following list of peer reviewed literature supports the following statements made in respect of the excessive DNA contamination detected in the Pfizer and Moderna products, *exacerbated by repeated doses*, which is associated with, and may result in:

- a) Extended duration of synthetic spike protein production for an unknown period of time, possibly years;
- b) Promotion of antibiotic resistance within the Human host and throughout communities;
- c) Replication of the synthetic (whole plasmid) DNA within the Human host;
- d) Genomic insertion of the synthetic DNA into natural Human chromosomal DNA;
- e) Genomic integration inducing malignant/cancerous diseases;
- f) Inactivation of the p53 leading to the proliferation of tumors;
- g) Presence of synthetic DNA in cytoplasm inducing malignant/cancerous diseases;
- h) Transfection into Oocytes and sperm-producing cells leading to:
 - i. Altered transgenic offspring;
 - ii. Interference with early intrauterine development;
 - iii. Induction of miscarriages and malformations.

¹⁷ Dean *et al*: <u>Sequence Requirements for Plasmid Nuclear Import</u> Experimental Cell Research Volume 253, Issue 2, 15 December 1999, Pages 713-722.

Liu et al 2021:	Gene Therapy with Plasmid DNA
Haraguchi et al 2022	: <u>Transfected plasmid DNA is incorporated into the nucleus via nuclear</u> <u>envelope reformation at telophas</u>
Zhu <i>et al</i> 2022:	Multi-step screening of DNA/lipid nanoparticles and co-delivery with siRNA to enhance and prolong gene expression
Moreau <i>et al</i> 1985:	The SV40 72 base repair repeat has a striking effect on gene expression both in SV40 and other chimeric recombinants
Prasad <i>et al</i> 2005:	The role of plasmid constructs containing the SV40 DNA nuclear- targeting sequence in cationic lipid-mediated DNA delivery
Miller <i>et al</i> 2008:	<u>Cell-specific nuclear import of plasmid DNA in smooth muscle requires</u> <u>tissue-specific transcription factors and DNA sequences</u>
Young et al 2003	Effect of a DNA nuclear targeting sequence on gene transfer and expression of plasmids in the intact vasculature
Escriou et al 1998:	Cationic lipid-mediated gene transfer: analysis of cellular uptake and nuclear import of plasmid DNA
Zanta <i>et al</i> 1999:	Gene delivery: A single nuclear localization signal peptide is sufficient to carry DNA to the cell nucleus
Tseng et al 1999:	Mitosis enhances transgene expression of plasmid delivered by cationic liposome
Hwang et al 2001:	Liver-targeted gene transfer into a human hepatoblastoma cell line and in vivo by sterylglucoside-containing cationic liposome
Hong <i>et al</i> 1997:	Stabilization of cationic liposome-plasmid DNA complexes by polyamines and poly(ethylene glycol)-phospholipid conjugates for efficient in vivo gene delivery
Uyechi <i>et al</i> 2001:	Mechanism of lipoplex gene delivery in mouse lung: binding and internalization of fluorescent lipid and DNA components
Li <i>et al</i> 1997:	In vivo gene transfer via intravenous administration of cationic lipid- protamine-DNA (LPD) complexes

Liu et al 1997:	Factors controlling the efficiency of cationic lipid-mediated transfection in vivo via intravenous administration			
Sakurai <i>et al</i> 2001:	Interaction between DNA-cationic liposome complexes and erythrocytes is an important factor in systemic gene transfer via the intravenous route in mice: the role of the neutral helper lipid			
Zhang <i>et al</i> 1998:	<u>Vector-specific complementation profiles of two independent primary</u> <u>defects in cystic fibrosis airways</u>			
Kariko <i>et al</i> 1998:	Phosphate-enhanced transfection of cationic lipid-complexed mRNA and plasmid DNA			
Midoux <i>et al</i> 2009:	<u>Chemical vectors for gene delivery: a current review on polymers,</u> <u>peptides and lipids containing histidine or imidazole as nucleic acids</u> <u>carriers</u>			



20 September 2024

The Hon Anthony Albanese MP Prime Minister Parliament House CANBERRA ACT 2600

By email: parliament@pm.gov.au

Dear Prime Minister

We the under-signed are writing to seek an immediate and urgent investigation following the discovery of DNA contamination in mRNA covid vaccines in Australia.

On 18 September 2024, an alarming <u>report</u> was released by Canadian virologist, Dr David Speicher, confirming significant synthetic DNA contamination in Pfizer and Moderna COVID-19 vaccines used in Australia. A copy of the report is attached.

The findings indicate DNA contamination levels up to 145 times higher than Australia's Therapeutic Goods Administration (TGA) safety limits. These findings have also been replicated in <u>Germany</u>, <u>Canada</u>, and the <u>United States</u>. This information adds to the growing safety concerns surrounding these vaccines.

Dr Speicher's findings suggest the Pfizer and Moderna vaccines were rushed to the public without adequate safety testing of the non-trial based batches. Now we are seeing alarming DNA contaminations levels coupled with the possibility of genomic integration. This could explain the reported rise in cancers and other severe health outcomes we are seeing in our highly vaccinated Australian population.

This evidence demands that a full and transparent inquiry be held into the safety of these vaccines.

Australians deserve answers. We strongly recommend that the use of all COVID-19 vaccines in Australia be immediately suspended while an urgent independent investigation is established to understand the broader implications for Australians of the erstwhile widespread use of these products. We are willing to donate our time and expertise to this investigation pro-bono if government authorities request our help and provide access to the necessary data.

It would appear that both the TGA and the Department of Health have failed the Australian people by ignoring repeated warnings by experts and pushing ahead by continuing to distribute these vaccines.

The Department of Health must be held accountable for these failures and we urge you to authorise an independent investigation of these products

This letter has been copied to Minister Butler, the TGA and the Human Rights Commissioner.

46C Albert Street, Warragul VIC 3820 T. 03 5623 2064 E. russell.broadbent.mp@aph.gov.au W. www.russellbroadbent.com.au

Yours Sincerely

Russell Broadbent MP Federal Member for Monash

Julian Gillespie LLB, BJuris

Duncan Syme MBBS FRACGP DROGG Dip Practical Dermatology (University of Cardiff)

Dr Jeyanthi Kunadhasan MD (UKM), MMed (AnaesUM), FANZCA MMED (Monash)

Dr Monique O'Connor MBBS FRANZCP

Dr Andrew Madry BSc PhD

Kara Thomas BNurs GCertNurs MInt&CommDev

Peter Fam LLB, Human Rights Lawyer, Principal Partner MAATs Methods

Dr Phillip Altman BPharm(Hons), MSc, PhD Clinical Trial and Regulatory Affairs Consultant

Prof lan Brighthope Director – The World of Wellness International Advisor – The Aligned Council of Australia

Wendy Hoy Emeritus Professor of Medicine, FAA AO FRACP MBBS(H1) BScMed (H1), University of Queensland

Prof Kylie O'Brien PhD

Consultant in Integrative Medicine, Consultant in Integrative Medicine, Consultant in Higher Education

Dr Paul Oosterhuis MBBS FANZCA (retired)

Prof Brendan Vote Director, Tasmanian Eye Institute Ltd Clinical Professor, University of Tasmania

A/Prof Peter Parry MBBS, PhD, FRANZCP, Cert. Child & Adolesc. Psychiatry

Tony Nikolic Director of Ashley, Francina, Leonard & Associates Katie Ashby-Koppens Lawyer PJ O'Brien & Associates

Astrid Lefringhausen PhD Molecular Biology and Biochemistry Specialised in Virology and Immunology Board of Directors CHD Australia

Dr Chris Neil MBBS, FRACP, PhD Cardiologist and President – Australian Medical Professionals' Society

Dr Judy Wilyman PhD Master of Population Health

Prof Gigi Foster Co-Director, Australians for Science and Freedom

Dr Julie Sladden MBBS(Hones), BMedSci PGDipMedEd

Associate Prof Michael Sladden MBChB, MAE, MRCP, FACD, FRACGP, MRCGP Consultant Dermatologist Associate Professor Medicine and Dermatology, University of Tasmania

Dr Melissa McCann BPharm MBBS FRACGP

Dr Ramesh Thakur Emeritus Professor and former United Nations Assistant Secretary-General

Luke McLindon MBBS FRACGP FRANZCOG Obstetrician & Gynaecologist Advanced Laparoscopy/Endometriosis/Infertility

Prof Robyn Cosford MBBS(Hons), DipNutr, Dip Hom, FACNEM FASLM Professor of Nutritional and Environmental Medicine Lifestyle and Wellness Coach Chair, Director Children's Health Defense (Australia Chapter) The Hon Anthony Albanese MP Prime Minister Parliament House CANBERRA ACT 2600

By email: parliament@pm.gov.au

Dear Prime Minister,

Re: Urgent Request to Suspend Pfizer and Moderna COVID-19 Products Due to DNA Contamination

I write on behalf of the Town of Port Hedland to bring to your immediate attention a <u>report</u> by Dr. David Speicher PhD, which presents disturbing findings of synthetic DNA contamination in Pfizer and Moderna COVID-19 vaccines.

Dr. Speicher's report reveals that the contamination levels in the vaccines exceed Australia's Therapeutic Goods Administration (TGA) limit by up to 145 times, with DNA fragments capable of integrating into human cells. Alarmingly, the Pfizer vaccines also contain SV40 promoter-sequences, which were not disclosed to regulators, and are known to facilitate genomic integration, posing severe risks such as cancer and other long-term health consequences.

Council acknowledges <u>the letters</u> from the Honorable Russell Broadbent MP dated 20 September 2024 and 25 September 2024 which were co-signed by over fifty of the world's leading Doctors, Professors, Scientists and Legal Experts from Europe, North America and Australia. We extend our gratitude to Mr. Broadbent for raising awareness of Dr. Speicher's critical findings.

It has become increasingly clear that the testing methods employed by the Therapeutic Goods Administration (TGA) have failed to adequately address the risks posed by synthetic DNA contamination in Pfizer and Moderna vaccines. The TGA's reliance on outdated guidelines such as ICH Q2(R2), which do not account for the unique nature of modRNA platforms, has resulted in significant shortcomings. These guidelines were <u>arbitrarily cited</u> by the TGA to dismiss findings by scientists like Dr. Speicher, rather than embracing the necessary new scientific approaches to detect synthetic DNA in these products.

Notably, the TGA has been using testing methodologies—as documented in TGA FOI <u>5286</u>—that only target a small segment of the plasmid DNA, failing to detect the bulk of the contamination, particularly those fragments under 200 base pairs where the highest risk lies. Alarmingly, Moderna, through its own <u>patent filings</u>, had specifically warned about the inadequacy of such testing methods for detecting residual DNA, especially DNA encapsulated in lipid nanoparticles (LNPs). Despite this warning, the TGA has relied on these insufficient methods, which grossly under-detect the true extent of contamination. Moderna's patents also highlighted the risks of insertional mutagenesis and carcinogenesis, yet these serious risks remain inadequately addressed by the TGA's current testing practices.

Further, despite prior warnings and international scrutiny, the TGA has not conducted proper tests to detect LNP-encapsulated DNA nor performed thorough investigations into the risks of DNA integration into human cells. This raises serious concerns about the TGA's capacity to protect the public from the known dangers of synthetic DNA contamination.

The only way to begin remedying this situation is for the TGA to acknowledge these failures and to urgently conduct comprehensive testing, in line with new scientific methods, to either confirm or disprove the findings of Dr. Speicher and other eminent scientists. Immediate action in the lab is necessary to prevent further harm.

Furthermore, after reviewing the Science Summary attached to Mr. Broadbent's <u>letter</u> of 25 September 2024, the Council shares grave concerns about the adverse health impacts that could arise from this contamination, including genomic instability, cancers, and potential effects on future generations.

In light of these findings, the Town of Port Hedland joins Mr. Broadbent and the multitude of global experts in urging the immediate suspension of these vaccines and calling for a thorough investigation into how this contamination has gone undetected by our regulatory agencies.

Additionally, the Council has taken steps to inform all Australian Local Government Councils, and health practitioners in the Port Hedland area, of these findings, ensuring that patients are provided the necessary information to warrant legally valid informed consent.

We respectfully request your urgent action to protect the health and safety of all Australians by suspending the use of these vaccines and commencing an investigation without delay.

SY017-02/25 PUBLIC INTEREST DISCLOSURE - REVIEW OF GUIDELINE AND POLICY G15

File Number:	4.7712		
Author:	Vanessa Green, Council & Executive Support Officer		
Authoriser:	Chris Linnell, Chief Executive Officer		
Previously before Council:	21 July 2021 (160721)		
Disclosure of Interest:	Nil		
Appendices:	 PID Guideline Review <u>↓</u> Policy G15 Review <u>↓</u> 		

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents a review of Policy G15 – Public Interest Disclosure (PID) and the PID Guideline to Council for consideration and, if satisfactory, adoption.

BACKGROUND

The purpose of the PID Guideline is to provide guidelines in relation to the receipt and investigation of Public Interest Information made under the *Public Interest Disclosure Act 2003* (PID Act). The PID Act requires the Principal Executive Officer (in the Shire's case, the Chief Executive Officer) of each public authority (which is the Shire of York) to prepare and publish guidelines relating to the authority's obligations under the PID Act. The PID Guidelines must be consistent with the model Guidelines produced by the Public Sector Commission (PSC).

COMMENTS AND DETAILS

The PID Guideline outlines the Shire's obligations under the PID Act and provides details on how a PID would be managed within the organisation. The PSC's model Guidelines have been updated since the last review of the Shire's PID Guideline hence those amendments have been incorporated into the review. A tracked-changes copy of the PID Guideline is presented in Appendix 1. The reviewed Guideline complies with the requirements of the PID Act and confirms the Shire's commitment to the reporting and investigating of misconduct, should it occur. It should be noted that depending on Council's resolution of the policy review, the Guideline may be further amended to incorporate the new Policy title.

Policy G15 – Public Interest Disclosure has similarly been reviewed in accordance with the Guidelines. Aspects of the review include amendments to the Policy Title, Objective and Principles to enable clarity on the policy's application, reference to Whistleblowers and reference to the Codes of Conduct. A tracked-changes copy of the reviewed policy is presented in Appendix 2.

The Shire's PID Officer is the Council & Executive Support Officer.

In addition to the Guideline and Policy, a page has been created on the Shire's website containing information for making a PID and links to the PSC and Crime and Corruption Commission as well as the Shire's Guideline and Policy.

Local governments are required to report annually to the PSC of PIDs made throughout the year. Since at least 2020/21 there have been no PIDs made for the Shire of York.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose to adopt the review of the PID Guidelines and Policy G15 Public Interest Disclosure.
- **Option 2:** Council could choose not to adopt the review of the PID Guidelines and Policy G15 Public Interest Disclosure.
- **Option 3:** Council could choose to suggest further changes to the review of the Policy and Guideline and identify what those changes are.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

PSC

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

G15 Public Interest Disclosure

The Shire's website will be updated if the reviews are adopted.

Financial

Nil

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 governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.
- (2) The council's governing role includes the following
 - (a) overseeing the allocation of the local government's finances and resources;
 - (b) determining the local government's policies;
 - (c) planning strategically for the future of the district;
 - (d) determining the services and facilities to be provided by the local government in the district;
 - (e) selecting the CEO and reviewing the CEO's performance;
 - (f) providing strategic direction to the CEO.
- (3) For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles —

- (a) the council's governing role is separate from the CEO's executive role as described in section 5.41;
- (b) it is important that the council respects that separation.
- (4) The council must make its decisions
 - (a) on the basis of evidence, on the merits and in accordance with the law; and
 - (b) taking into account the local government's finances and resources.
- (5) The council must have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees.
- (6) The council has the other functions given to it under this Act or any other written law."

Section 23 of the *Public Disclosure Act 2003* is applicable and states:

"23. Principal executive officer of public authority, duties of

- (1) The principal executive officer of a public authority must
 - (a) designate the occupant of a specified position with the authority as the person responsible for receiving disclosures of public interest information; and
 - (b) provide protection from detrimental action or the threat of detrimental action for any employee of the public authority who makes an appropriate disclosure of public interest information; and
 - (c) ensure that his or her public authority complies with this Act; and
 - (d) ensure that his or her public authority complies with the code established by the Commissioner under section 20; and
 - (e) prepare and publish internal procedures relating to the authority's obligations under this Act; and
 - (f) provide information annually to the Commissioner on
 - *(i) the number of public interest disclosures received by a responsible officer of the authority over the report period; and*
 - (ii) the results of any investigations conducted as a result of the disclosures and the action, if any, taken as a result of each investigation; and
 - (iii) such other matters as are prescribed.
- (2) Internal procedures prepared under subsection (1)(e) must be consistent with guidelines prepared by the Commissioner under section 21.
- (3) Subsection (1) does not apply to the Chief Justice or to the Presiding Officer of a House of Parliament."

Risk Related

There is a moderate risk to Council if it does not regularly review its Policies.

The PID Policy and Guidelines reflect the Shire's commitment of ensuring best practice governance principles and the protection of staff and resources, as well as the transparency and accountability in its operations.

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Public Interest Disclosure - Review of Guideline and Policy G15, Council:

- 1. Adopts the Public Interest Disclosure Guideline, as presented in Appendix 1.
- 2. Adopts the reviewed Policy G15 Whistleblower (Public Interest Disclosure), as presented in Appendix 2.
- 3. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the Guideline and/or Policy prior to publication.



Public Interest Disclosure Guidelines



Table of Contents

1.0	0	VERVIEW	4
2.0	PI	ROCEDURES	5
2.	1	Organisational commitment for reporting public interest information	5
2.	2	Purpose of the internal procedures	5
2.	3	Scope and application of internal procedures	5
2.	4	Overview of roles and responsibilities of parties involved in the disclosure process	6
2.	5	What is public interest information?	8
2.	6	Managing public interest disclosures	
	1.	Overarching requirements of the PID Act	
	2.	Confidentiality	
	3.	Confidentiality regarding the discloser	9
	4.	Confidentiality regarding the person that is the subject of the disclosure	
	5.	Protections and immunity	
	6.	Remedies available to a discloser against victimisation	<u>12</u> 11
	7.	Notification requirements	<u>12</u> 11
	8.	Recordkeeping	
	9.	PID Register	
2.	7	How to make a public interest disclosure	
	1.	Before you make a disclosure	
	2.	Making the disclosure	
	3.	Determining whether your matter is an appropriate disclosure	
	4.	Determining whether your public interest disclosure will be investigated	
	5.	Referring public interest matters	
	6.	Investigating the disclosure	
	7.	Taking action	<u>1715</u>
	8.	After the public interest disclosure process has been finalised	<u>17</u> 16
	9.	Making a disclosure to a journalist	
	10	0. Contact details and further information	
3.0	LE	GISLATION AND OTHER REFERENCES	
APPE	INC	DIX 1	
PI	DC	ODE OF CONDUCT AND INTEGRITY	
		DIX 2	
C	ON:	SENT TO DISCLOSURE OF IDENTIFYING INFORMATION FORM	
APPE	INC	DIX 3	
N	ΟΤΙ	FICATION OF DISCLOSURE OF IDENTIFYING INFORMATION FORM	
Shire	of	York – Public Interest Disclosure Guideline	2 P a g e

APPENDIX 4	
PUBLIC INTEREST DISCLOSURE LODGEMENT FORM	
APPENDIX 5	2524
FLOWCHART FOR RECEIVING AND ASSESSING DISCLOSURES	
	2625
APPENDIX 6	
FLOWCHART FOR INVESTIGATING INFORMATION DISCLOSED	

Shire of York – Public Interest Disclosure Guideline

3 | P a g e

1.0 OVERVIEW

This Guideline details the procedures which the Shire of York will comply with under the *Public Interest Disclosure Act 2003*.

It provides for the manner in which:

Disclosures of public interest information shall be made to the Public Interest Disclosure Officer (PID Officer).

- The PID Officer shall investigate the information disclosed, or cause that information to be
- investigated.The PID Officer may take action following the completion of the investigation.
- The PID Officer shall report to the discloser as to the progress and outcome of that investigation and the action taken as a consequence.
- The confidentiality of the discloser, and any person who may be the subject of a public interest disclosure, shall be maintained.
- Records as to public interest disclosures shall be maintained and reporting obligations complied with.

Shire of York – Public Interest Disclosure Guideline

4 | P a g e

2.0 PROCEDURES

2.1 Organisational commitment for reporting public interest information

The Shire of York does not tolerate corrupt or other improper conduct.

The Shire of York is committed to the aims and objectives of the *Public Interest Disclosure Act 2003* (PID Act). The PID Act recognises the value and importance of reporting as a means to identify and address wrongdoing.

We strongly support disclosures being made by employees about corrupt or other improper conduct. We also strongly support contractors and members of the community making disclosures about corrupt or improper conduct.

The Shire of York does not tolerate any of its elected members, employees, contractors or subcontractors taking reprisal action against anyone who makes or proposes to make a public interest disclosure.

The Shire of York will take all reasonable steps to protect employees from any detrimental action in reprisal for the making of a public interest disclosure.

The commitment to effectively manage public interest disclosures extends to a proper authority of the Shire of York. The persons responsible for receiving disclosures of public interest information designated under Section 23(1)(a) of the PID Act will abide by the <u>PID Code of Conduct and Integrity</u> in performing their duties.

The Shire of York is also committed to responding to the disclosure thoroughly and impartially. We will treat all people in the disclosure process fairly, including those who may be the subject of a disclosure.

The Shire of York will provide as much information as possible to people considering making a public interest disclosure. These internal procedures are accessible to all employees and contractors. Copies are available from the designated person appointed as the proper authority (PID Officer) and will be kept on the Shire's electronic records management system. A hard copy will also be available from the Shire's Library.

General information about public interest disclosures and how the Shire of York will manage a disclosure is available for external clients and members of the community on our website https://www.york.wa.gov.au/council/your-council/public-interest-disclosure.aspx.

While these procedures focus on public interest disclosures, we are committed to dealing with all reports of suspected wrongdoing. We encourage people to report if they witness any such behaviour. The Shire of York will consider each matter under the appropriate reporting pathway and make every attempt to protect employees_staff members_making reports from any reprisals.

2.2 Purpose of the internal procedures

Our Chief Executive Officer must prepare and publish these internal procedures under Section 23(1)(e) of the PID Act.

These procedures outline how we will meet our obligations under the PID Act. They cover the roles and responsibilities of the Chief Executive Officer, -the person designated as the proper authority in accordance with Section 23(1)(a) and Section 5(3)(h) (referred to in this document as the PID Officer), the discloser and the subject of the disclosure.

The procedures are to be read in conjunction with the PID Act, <u>Public Interest Disclosure Regulations 2003 and</u> <u>pon't be afraid to speak up.</u>

2.3 Scope and application of internal procedures

Shire of York – Public Interest Disclosure Guideline

5 | Page

Formatted: Hyperlink, Font: (Default) Gotham, Italic

Formatted: Hyperlink, Font: (Default) Gotham, Italic

Commented [VG1]: Policy name could change depending on outcome of review. This would be updated at that point

These procedures apply to all people involved in the public interest disclosure process, including our Chief Executive Officer, PID Officer, employees of the Shire of York and/or any person making a public interest disclosure and any subject(s) of a disclosure.

These procedures should be read in conjunction with:

- Public Interest Disclosure Act 2003
- Public Interest Disclosure Regulations 2003
 Shire of York Codes of Conduct Policy E1 –
- Shire of York Codes of Conduct Policy E1 Code of Conduct Council Members, Committee
- Members & Candidates; Policy O8 Employee Code of Conduct

 • Council-Policy G15 Public Interest Disclosure

The behaviour of all employees involved in the public interest disclosure process must be in accordance with our <u>Policy O8 – Employee</u> Code of Conduct at all times. A breach of the Code of Conduct may result in disciplinary action.

2.4 Overview of roles and responsibilities of parties involved in the disclosure process

Person / Role	Responsibilities	
Principal Executive Officer (s. 23) (in Shire of York, the Chief Executive Officer	 Designates the occupant of a specified position (a PID Officer) to receive public interest disclosures related to the Shire of York (s. 23(1)(a)). Provides protection from detrimental action or the threat of detrimental action for any employee of the Shire of York who makes a public interest disclosure (s. 23(1)(b)). Ensures the Shire of York complies with the PID Act and the Code of Conduct and Integrity established by the Public Sector Commissioner (ss. 23(1)(c) and (d)). Prepares and publishes internal procedures, consistent with those prepared by the Public Sector Commission, detailing how the Shire of York will meet its obligations under the PID Act (s. 23(1)(e)). Provides information (s. 23(1)(f)) to the Public Sector Commissioner on the: number of disclosures received by the Shire of York. results of any investigations conducted as a result of the disclosures. action, if any taken, as a result of each disclosure. any matters as prescribed. May have a role in enabling an investigation to be undertaken or taking disciplinary action against individuals under functions and powers separately from the PID Act. 	
The Proper Authority (s.5(3), s.7 and s.18) or PID Officer (s.23(1)(a)))	 As is designated by ss. 5(3)(a-g) or by the Chief Executive Officer of the Shire of York, under s. 23(1)(a) the PID Officer is to receive disclosures related to the Shire of York. Provides information to potential disclosers about their rights and responsibilities consistent with the Code of Conduct and Integrity established under s. 20(1). Receives and manages public interest disclosures in accordance with the PID Act (s. 5(3)). Notifies the discloser within three months of the disclosure being made about what action is planned in dealing with the disclosure (s. 10(1)). Where appropriate, investigates, or causes an investigation of, the matters in the disclosures (s. 8(1)). 	

Shire of York - Public Interest Disclosure Guideline

6 | P a g e

Person / Role	Responsibilities				
	 Where appropriate, provides information to subjects of a disclosure about their rights, responsibilities, duties and potential offences (s. 9(2), s. 14, s. 15, s. 16 and s. 24). Where appropriate, takes such action as is necessary and reasonable within their functions and powers in accordance with s. 9. Maintains confidentiality of the identity of the discloser and subject(s) of disclosures in accordance with the requirements of the PID Act (s. 11 and s. 16). Provides progress reports where requested and a final report to the discloser in accordance with s. 10. Creates and maintains proper and secure records in relation to the disclosures in accordance with the Code of Conduct and Integrity established under s. 20(1) and the <i>State Records Act 2000</i>. Completes a PID Register for each disclosure lodged (s. 23(1)(f)). Acts in accordance with the Code of Conduct and Integrity established by the Public Sector Commissioner (s. 20(1)) and any authority-specific 				
The discloser	 Code of Conduct established separately from the PID Act. Makes a public interest disclosure to a proper authority or our PID Officer if the matter relates to the Shire of York (s. 5(1)). 				
	 Believes on reasonable grounds the information in their disclosure is, or may be, true (s. 5(2)). Does not disclose information subject to legal professional privilege (s. 5(6)). Does not knowingly and recklessly make a false or misleading disclosure (a. 24(1)). 				
	 (s. 24(1)). Maintains confidentiality of the information disclosed and the identity of the person(s) to whom the information relates, in accordance with the requirements of the PID Act (s. 16 and s. 17(1)(b)). Assists any person investigating the matter to which the disclosure relates by supplying the person with any information requested (s. 17(1)(a)). 				
The subject of the disclosure (person about whom disclosure is made):	 Is afforded the opportunity to make a submission, either orally or in writing, in relation to the matter before preventative or disciplinary action is taken (s. 9(2)). Maintains confidentiality of the identity of the discloser in accordance with the requirements of the PID Act (s. 16(1)). Is to be treated in accordance with the rules of natural justice (s. 16(1)(b)). Does not take or threaten to take detrimental action (defined in s. 3) against a person because they have made or intend to make a disclosure (s. 14(1)). Does not incite another person to take detrimental action against another because they have made or intend to make a disclosure (s. 14(2)). Does not commit an act of victimisation by taking or threatening to 				
An investigating officer:	 take detrimental action against the person making or intending to make a disclosure (s. 15(1)). May investigate matters of public interest information on behalf of a proper authority of the Shire of York, in accordance with the terms of reference given to them. 				

Shire of York – Public Interest Disclosure Guideline

Perso	n / Role	Responsibilities				
		 person(s) sub Makes, and key undertaken. 	fidentiality of the identity of the ect to the disclosure, in accordance eeps secure, comprehensive reco	nce with s. 16.		
All refe	rences to Sections (that is, f	s' and 'ss.') in this table relate	to the PID Act, unless stated otherwise.			
. <u>5</u> 6	Managing public i	nterest disclosures				
he fol	lowing procedures des	cribe how the Shire of	York will manage the public inter	est disclosure process.		
	Overarching require	ments of the PID Act				
he PII			handling disclosures. These requ	irements separate the		
			ng or complaint handling process rements of the Corruption, Crime			
<i>003,</i> v	which are paramount.	The following section o	utlines how we will meet these r			
xpect	ations of you, as a disc	loser, and any subject(s) of your disclosure.			
.5	What is public inter	est information?				Formatted: Heading 3
	contractor (either be	efore or after the comm	tion by a public authority, public encement of the PID Act) and			
<u>2.</u>	Shows or tends to sh been or proposes to		rity, a public officer, or a public s	ector contractor is, has		
	a. Improper cond					
	b. An act or omiss	ion that constitutes an	offence under a written (State) la	aw or		
	c. Substantial una			ment of, public resources		
		<u>iuthorised or irregular i</u>	ise or, or substantial mismanage			
	or	iuthorised or irregular i	ise of, of substantial mismanage			
			a substantial and specific risk of			
	d. An act done or					
	d. An act done or Injury to p	omission that involves				
	d. An act done or Injury to p Prejudice	omission that involves public health or				
	d. An act done or Injury to p Prejudice Harm to t e. A matter of adu	omission that involves ublic health or to public safety or he environment or ninistration that can be	a substantial and specific risk of investigated under Section 14 o			
	d. An act done or Injury to r Prejudice Harm to t Commissioner A	omission that involves ublic health or to public safety or he environment or ninistration that can be	a substantial and specific risk of			Formatted: Normal No bullets or numbering
	d. An act done or Injury to r Prejudice Harm to t <u>A</u> matter of adr <u>Commissioner</u> An act or omission t	omission that involves hublic health or to public safety or he environment or ninistration that can be act 1971 by the Parliam hat constitutes an offer	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn		•	Formatted: Normal, No bullets or numbering
	d. An act done or Injury to r Prejudice Harm to t commissioner, Improper conduct. Aract or omission t Substantial unautho	omission that involves uublic health or to public safety or he environment or ninistration that can be Act 1971 by the Parliam hat constitutes an offer rised or irregular use of	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn ree against State Jaw, public resources,			Formatted: Normal, No bullets or numbering
	d. An act done or Injury to r Prejudice Harm to t commissioner An act or omission t Substantial unautho Substantial misman	omission that involves ublic health or to public safety or he environment or ninistration that can be Act 1971 by the Parliam hat constitutes an offer rised or irregular use of gement of public resou	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn ree against State Jaw, public resources,	nan Western Australia).		Formatted: Normal, No bullets or numbering
	d. An act done or Injury to r Prejudice Harm to t Commissioner An act or omission t Substantial unsutho Substantial unsutho Substantial unsutho Substantial unsutho Substantial unsutho	omission that involves public health or to public safety or he environment or ninistration that can be Act 1971 by the Parliam hat constitutes an offer rised or irregular use of ogement of public resor- substantial and specific	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn ree against State law. -public resources. rees. risk of injury to public health, pr	nan Western Australia). • ejudice to public safety or		Formatted: Normal, No bullets or numbering
	d. An act done or Injury to r Prejudice Harm to t <u>A</u> matter of adr <u>Commissioner</u> , Improper conduct, An act or omission t Substantial unautho Substantial mismant <u>Conduct</u> mvolving a <u>b</u> the environment, A matter of adminis	omission that involves ublic health or to public safety or he environment or ninistration that can be Act 1971 by the Parliam hat constitutes an offer rised or irregular use of gement of public reso substantial and specific ration that can be inve	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn ree against State law. public resources, rees.	nan Western Australia). • ejudice to public safety or Parliamentary		Formatted: Normal, No bullets or numbering
omm	d. An act done or Injury to r Prejudice Harm to t commissioner Improper conduct. An act or omission t Substantial unautho Substantial misman. Conduct involving a o the environment. A matter of adminis ssioner Act 1971 by th	omission that involves ublic health or to public safety or he environment or ninistration that can be Act 1971 by the Parliam hat constitutes an offer rised or irregular use of substantial and specific rration that can be inve e Parliamentary Comm	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn public resources, risk of injury to public health, pr stigated under Section 14 of the ssioner (Ombudsman Western P	nan Western Australia). ejudice to public cafety or Porliamentary ustralia).		Formatted: Normal, No bullets or numbering
omm publi	d. An act done or Injury to r Injury to r Prejudice Harm to t Commissioner // Improper conduct. An act or omission t Substantial unautho Substantialu	omission that involves ublic health or to public safety or he environment or ninistration that can be Act 1971 by the Parliam hat constitutes an offer rised or irregular use of gement of public recoil substantial and specific tration that can be inve e Parliamentary Comm e many different types	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn ree against State Jaw. public resources. rres. risk of injury to public health, pr stigated under Section 14 of the	nan Western Australia). ejudice to public safety or Parliamentary ustralia). om workplace disputes,	•	
`omm - publi hroug	d. An act done or Injury to r Prejudice Harm to t commissioner, Improper conduct. An act or omission t Substantial unautho Substantial mismani Conduct involving a o the environment. A matter of adminisi ssioner Act 1971 by th cauthority can receive harassment, bullying	omission that involves wblic health or to public safety or he environment or ninistration that can be Act 1971 by the Parliam hat constitutes an offer rised or irregular use of gement of public resor substantial and specific cration that can be inve e Parliamentary Comm compositional health	a substantial and specific risk of investigated under Section 14 o entary Commissioner (Ombudsn public resources. risk of injury to public health, pr stigated under Section 14 of the issioner (Ombudsman Western A	nan Western Australia). ejudice to public safety or <i>Parliamentary</i> ustralia). om workplace disputes, oper conduct or	•	

ance to which the PID Act

nd a nublic interest disclos

Grievance	Public interest disclosure
Aims to resolve a complaint or dispute	Does not aim to resolve a grievance or dispute
Aims to deal with the complaint as close to the source as possible, i.e. to resolve differences directly between the parties concerned	This principle is not relevant to the handling of a public interest disclosure
Usually a dispute between an employee and management, or between two parties	More than a dispute between two parties – relates to a matter of public interest
A complainant generally 'owns' the complaint and can withdraw it at any stage	The discloser doesn't 'own' the disclosure once it has been made and cannot withdraw it
Generally can be resolved by agreement between the parties	The aim is not to resolve the issue between two or more parties

The BID Act has

2. Confidentiality Maintaining confidentiality is an important part of managing a disclosure. The confidentiality requirements of the PID Act (Section 16) not only protects the discloser, but also any other people affected by the disclosure.

The confidentiality requirements do not apply to all information in a disclosure, although we are committed to maintaining confidentiality around:

- Any information that may identify the discloser or any person who may be the subject of a disclosure, including the fact a disclosure has been made.
- Information relating to a disclosure that, if known, may cause detriment.

Throughout the disclosure process, and after its completion, the PID Act provides for the discloser's identity, and the identity of any persons that is the subject of a disclosure, to be kept confidential, except in certain circumstances. Disclosing information which might identify, or tend to identify, the disclosers or any person that is the subject of a disclosure, except in accordance with the PID Act, is an offence in accordance with Sections 16(1) and 16(3) of the PID Act with a penalty of a \$24,000 fine or imprisonment for two years.

m penalty for the offence is a fine of \$24,000 or imprisonment for two ye The

Confidentiality regarding the discloser з.

Maintaining confidentiality is an important part of protecting the discloser from any detrimental action in reprisal for making or intending to make a disclosure.

Shire of York - Public Interest Disclosure Guideline

If the discloser consents to having their identity revealed to assist in dealing with the disclosure, our PID Officer will record this using the Consent to Disclosure of Identifying Information Form.

Sometimes we may need to identify the discloser without the discloser's consent in accordance with Section 16(1)(b)-(f) of the PID Act, but only where:

- It is necessary to do so having regard to the rules of natural justice.
- It is necessary to do so to enable the matter to be investigated effectively.
- We are ordered by a court or any other person or body having authority to hear, receive or examine evidence.
- We are required by Subsections 152 or 153 of the Corruption, Crime and Misconduct Act 2003.

Before we identify the discloser for any of the reasons above, our PID Officer will take all reasonable steps to inform the discloser that this will happen and the reasons why. Our PID Officer will use the <u>Notification of Disclosure of Identifying Information Form</u> to do this.

If we need to provide information about the identity of the discloser to another person for the reasons above, our PID Officer will inform the other person that further disclosure to a third person may put them at risk of committing an offence.

Our PID Officer will also consider whether it is necessary to inform any external investigator about the identity of the discloser. Where it is necessary to provide this identifying information, our PID Officer will notify as described above.

4. Confidentiality regarding the person that is the subject of the disclosure

The subject of a disclosure may consent to having their identity revealed to assist with the disclosure process in accordance with Section 16(3)(a). Our PID Officer will use the <u>Consent to Disclosure of Identifying</u> <u>Information Form</u> to record this.

Additionally, we may need to reveal identifying information about the subject(s) of a disclosure without their consent in accordance with Section 16(3)(b)-(g) where:

- It is necessary to do so to enable the matter to be investigated effectively.
- It is necessary to do so in the course of taking action under Section 9.
- There are reasonable grounds to believe that it is necessary to prevent or minimise the risk of injury to any person or damage to any property.
- We are ordered by a court or any other person or body having authority to hear, receive or examine evidence.
- We are required by Subsections 152 or 153 of the Corruption, Crime and Misconduct Act 2003.

There is no obligation to advise the subject of a disclosure that identifying information will be released.

5. Protections and immunity

- Part 3 of the PID Act provides a range of protections for disclosers by:
 - Providing for immunity from legal or other action in relation to the disclosure.
 - Providing for an offence of reprisal.
 - Providing for civil remedies for acts of victimisation.
 - Providing for confidentiality of the identity of the discloser, subject to exceptions
 - Requiring public authorities to provide protection from detrimental action for disclosers who are their employees.

It also requires that our Chief Executive Officer provides protection for any employees who make disclosures in accordance with Section 23(1)(b).

Shire of York - Public Interest Disclosure Guideline

Additionally, making an appropriate disclosure of public interest information to a proper authority does not result in a discloser:

- Incurring any civil or criminal liability.
 Being liable to any disciplinary action under State law.
- Being liable to be dismissed or have his or her services dis ad with ar ath Being liable for any breach of a duty of secrecy or confidentiality or any other applicable restriction on disclosure.

Don't be afraid to speak up contains general information about the protections provided by the PID Act.

rson must not take, or threaten to take, detrimental action against another because someone has made or intends to make, a disclosure under the PID Act. This is an offence of reprisal.

mental action for these purposes include

- Injury, damage, or loss. Intimidation or harassment.
- Adverse discrimination, disadvantage, or adverse treatment in relation to a person's care
- profession, employment, trade, or business.
- A reprisal.

A person who attempts to commit the offence of reprisal, or incites another to commit that offence, is also

The maximum penalty for the offence of reprisal is a fine of \$24,000 or imprisonment for two years.

We are committed to ensuring that no detrimental action, including reprisals by Councillors, managers or rs as a result of a person making a disclosure. If any of the above does occur, tell the PID mediately so that we can take action to protect them Office

The PID Act also provides that the discloser may lose the protections provided in Section 13 in some circumstances, including where they on-disclose information or fail, without reasonable excuse, to assist any person investigating the matters of the disclosure.

Shire of York – Public Interest Disclosure Guideline

6. Remedies available to a discloser against victimisation

A person who takes, or threatens to take, detrimental action against another because someone has made, o intends to make, a disclosure of public interest information commits an act of victimisation.

A person who is subject to detrimental action may either take civil proceedings for damages or make a complaint under the Equal Opportunity Act 1984. Instituting one of these alternative avenues of relief extinguishes the other.

Civil proceedings may be taken against either the perpetrator of the PID Act of victimisation or any employ of the perpetrator. For example, the employer of the perpetrator may be:

- The State, in the case of public service officers.
- The public authority which employs the perpetrator.
- A public sector contractor whose employees engage in victimisation.

However, an employer may have a defence to civil proceedings for damages where it proves that it:

- Was not knowingly involved in the act of victimisation.
- Did not know and could not reasonably be expected to have known about the act of victimisation.
 Could not by the exercise of reasonable care have prevented the act of victimisation.

Part 3 of the PID Act provides a range of protections for disclosers. It also requires that our Chief Executive Officer provides protection for any employees who make disclosures in accordance with Section 23(1(b)).

Don't be afraid to speak up contains general information about the protections provided by the PID Act. Our PID Officer will be able to expand on this information specific to the Shire of York.

We are committed to ensuring that no detrimental action, including workplace reprisals by managers or other employees, occurs as a result of a person making a disclosure. If any of the above does occur, the discloser can request that we take action to protect them. Tell the PID Officer who is handling the disclosure immediately.

The PID Act also provides that the discloser may lose the protections provided in Section 13 in some circumstances, including where they on-disclose information or fail, without reasonable excuse, to assist any person investigating the matters of the disclosure.

7. Notification requirements

The PID Officer will ensure that we complete all reporting in accordance with the legislative and administrative requirements of the PID Act.

Provided it is not an anonymous disclosure, our PID Officer will provide the following reports:

- Within three months of making a disclosure, the action taken, or proposed to take, in relation to the disclosure in accordance with Section. 10(1).
- When the disclosure process has concluded, the outcome of the investigation and the reasons for taking any action following the investigation in accordance with Section 10(4).

Our PID Officer may also provide a progress report during any investigation, either on their initiative or upon your request in accordance with Section 10(2)&(3).

Our PID Officer has some limits on what they can include in their reports. Section 11 prevents the provision of information that would be likely to adversely affect:

Shire of York - Public Interest Disclosure Guideline

- Any person's safety in accordance with Section (1)(a).
- The investigation of an offence or possible offences in accordance with Section (1)(b).
 Confidentiality as to the existence or identity of any other person who made a public interest disclosure in accordance with Section (1)(c).

Our PID Officer is also prevented from giving any information they must not disclose under Subsections 151, 152 or 153 of the *Corruption, Crime and Misconduct Act 2003*.

8. Recordkeeping

During an investigation our PID Officer may make comprehensive and contemporaneous records of any discussions and interviews. These records along with any other documentation or files relating to the disclosure, whether paper or electronic, will be stored securely and only accessed by authorised persons.

9. PID Register

To assist with annual reporting to the Public Sector Commissioner we will maintain a Public Interest Disclosure Register (the Register). We will assign a unique register number to each disclosure and record key information about the disclosure, any investigation and the outcome in the Register. The Register (paper and/or electronic) is kept strictly confidential and maintained in a secure location.

2.7 How to make a public interest disclosure

1. Before you make a disclosure

We strongly encourage anyone thinking about making a public interest disclosure to seek advice from our PID Officer ('proper authority') before they do. A disclosure must be made to a proper authority for it to be covered by the PID Act.

A number of other requirements apply to the discloser, so it is important to understand the rights and responsibilities in the process. This information is outlined generally in <u>Don't be ofraid to speak up</u>, available from the Public Sector Commission website at <u>www.publicsector.wa.gov.au</u>. A hard copy is also available in the Shire Library.

At the Shire of York the occupant of the following designated position is specified with the authority as the person responsible for receiving disclosures of public interest information in accordance with Section 23(1)(a).

For the purposes of this procedure, a PID Officer is the proper authority designated under Section 5(3)(h) for dealing with information that falls within the sphere of responsibility for the Shire of York.

Their name and contact details are:

Position	Name of PID Officer	Contact details
Council & Executive Support Officer	Vanessa Green	P: 08 9641 0500
		E: vanessa.green@york.wa.gov.au

Initial discussions between the discloser and the PID Officer should be general in nature and should not discuss the specific details of the disclosure until the discloser understands their rights and responsibilities under the PID Act. Our PID Officer will also let the discloser know that they need to make the disclosure voluntarily and consciously – we will never force a person to make a disclosure, our PID Officer is obliged to take action and we may continue to look into the matters within theyour disclosure, irrespective of the discloser'syour continued approval.

These initial discussions with our PID Officer may help in deciding whether to make a public interest disclosure and also enable the PID Officer to ascertain if the information would be covered by the PID Act. If the information appears not to be the type covered by the PID Act, our PID Officer will discuss other mechanisms through which issues may be made, for example, our general complaints or grievance resolution process.

Shire of York - Public Interest Disclosure Guideline

13 | Page

Formatted: Font: Italic

Our PID Officer will be able to provide more detailed information about the Shire of York's disclosure process and what people can expect from it.

You can also contact the Public Sector Commission Advisory Line on (08) 6552 8888 (or 1800 676 607 for country callers) for general information about the disclosure process.

What is 'sphere of responsibility'?

Under Section 5(3)(h) the PID Officer for an authority can receive information relating to a matter which falls within the 'sphere of responsibility' for their public authority. 'Sphere of responsibility' is not defined in the PID Act but may include:

- Matters that relate to the Shire of York.
- A public officer or public sector contractor of the Shire of York.
- A matter or person that the Shire of York has a function or power to investigate.

The proper authority to which you need to make the disclosure depends on the type of disclosure information. Where the information is outside of our PID Officer's sphere of responsibility, it may need to be made to another proper authority for it to be considered as a public interest disclosure and for the discloser to receive the protections of the PID Act. A list of proper authorities and the information they can receive is covered in <u>Don't be afraid to speak up</u>.

2. Making the disclosure

1

The PID Act does not specify a form in which an appropriate disclosure of public interest must be made.

However, aA discloser needs to clearly identify that they are making a public interest disclosure. For the purposes of accountability and certainty, persons wishing to make a disclosure of public interest information under the PID Act are encouraged to do so in writing. As it is reasonable to assume We expect that most disclosures will be made in writing, the Shire of York has developed a <u>Public Interest Disclosure Lodgement</u> Form which can be used for the purpose of making such a disclosure, <u>although t</u> here is no requirement to use the form. The form will help to define the details of the disclosure. A discloser may fill out the form them self or our PID Officer may complete the form if they are speaking with the discloser and then have them <u>discloser</u> sign the form to acknowledge they are making a disclosure voluntarily and consciously.

We must accept anonymous disclosures, but if a discloser decides to make an anonymous disclosure they should understand that it may be more difficult for our PID Officer to investigate or take action about the disclosure. This is because they cannot come back to seek any further information. We are also not required to provide any reports about the progress or final outcome of the disclosure, if the discloser chooses to remain anonymous.

An anonymous disclosure may not prevent the discloser from being identified during an investigation. Additionally, if our PID Officer does not know who made the disclosure, it will be difficult for them to ensure the discloser is protected and to prevent any reprisal or detrimental action.

3. Determining whether your matter is an appropriate disclosure

Once our PID Officer has received the disclosure they will assess whether it meets the requirements under the PID Act. It may be that our PID Officer undertakes initial inquiries and decides not to take the matter any further, as it does not constitute an appropriate public interest disclosure.

If the disclosure is not one to which the PID Act applies, our PID Officer will let the discloser know the reasons for their decision (unless you made an anonymous disclosure) and make proper and adequate records about it. Some matters raised within the disclosure may not be matters to which the PID Act applies and the PID Officer may discuss with the discloser other pathways to report these matters.

If the disclosure is one to which the PID Act applies, our PID Officer will ensure proper and adequate records are made and will communicate with the discloser further, unless it is an anonymous disclosure.

Shire of York - Public Interest Disclosure Guideline

Our PID Officer will notify the discloser within three months about what we plan to do in dealing with the disclosure, unless it is an anonymous disclosure.

4. Determining whether your public interest disclosure will be investigated

After assessing the disclosure as one to which the PID Act applies, our PID Officer will consider whether it will be investigated, guided by the requirements in Section 8. The reasons a PID Officer may not investigate the disclosure include:

- The matter is trivial.
- The disclosure is vexatious or frivolous.
- There is no reasonable prospect of obtaining sufficient evidence due to the time that has elapsed since the matter(s) occurred.
- The matter is being, or has been, adequately or properly investigated by another proper authority in accordance with Section 5(3).

Our PID Officer will make proper and adequate records of their decision and reasons about whether to investigate or not.

5. Referring public interest matters

Where our PID Officer assesses the disclosure as one to which the PID Act applies, but they do not have the functions or power to investigate one or more matters within the disclosure, they will refer the information to the appropriate authority for investigation as provided for under the PID Act. Alternatively, a discloser may also be able to make a disclosure directly to this new authority if they wish to receive reports from them about the disclosure. For example, our PID Officer may need to refer an allegation of an offence supported by evidence to the Western Australia Police for investigation.

6. Investigating the disclosure

Our PID Officer will investigate, or cause to be investigated, any matters in the disclosure within the sphere of responsibility. Our PID Officer may cause the disclosure to be investigated by engaging a suitably skilled staff member within the Shire of York or an externally contracted investigator.

If causing the disclosure to be investigated, our PID Officer will ensure that the person undertaking the investigation understands the requirements of the PID Act, in particular the confidentiality requirements and protections for disclosers. Our PID Officer will only provide the name of the discloser and that of the subject of the disclosure to the investigator in accordance with Section 16 of the PID Act.

When investigating the disclosure, our PID Officer or investigator is limited by the functions and powers derived from our operating legislation. The PID Act does not provide for any additional investigative powers.

If you are an employee, you are expected to cooperate with any investigation into the disclosure to maintain the protections under the PID Act. A discloser is also expected to act in accordance with our Codes of Conduct at all times.

Employees who are the subject of the disclosure can clarify the process and what to expect with our PID Officer.

Our PID Officer may also decide to discontinue an investigation in accordance with Section 8(2). If this happens, they will give the discloser the reasons for their decision in accordance with Section 8(3), unless the discloser made an anonymous disclosure. The PID Officer may also notify any subject(s) of the disclosure if they discontinue the investigation.

To ensure the disclosure is adequately and properly investigated our PID Officer, or other investigator, will be guided by the procedures contained in this Guidelinebelow.

Internal investigative procedures

1

Shire of York - Public Interest Disclosure Guideline

1

Where the PID Officer determines that the disclosure is a public interest disclosure that should be investigated, the PID officer must investigate the disclosed matter them self or engage another person to carry out the investigation.

In conducting an investigation relevant to the Shire of York, the following investigative procedures will apply:

- Drawing up terms of reference which should clarify the key issues identified by the disclosure.
- Specifying a date by which the investigation should be completed and a report provided to the discloser about the final outcome.
- Ensuring the objectives of the investigation, include collecting and collating information relating to the disclosure, considering the information collected and drawing conclusions, is carried out objectively and impartially.
- Maintaining procedural fairness for the person who is the subject of the disclosure.
- Giving information to the person who is the subject of a disclosure about their rights and obligations under the PID Act, the Shire of York's Codes of Conduct and PID Code of Conduct and Integrity and the law.
- The investigator making contemporaneous notes of discussions and interviews and, where practicable and appropriate, recording discussions and interviews-on-audio or videotape.
- Ensuring strict security with all investigations so as to maintain the confidentiality requirements of the PID Act.

What are your responsibilities if you are the subject of a disclosure?

A subject of a disclosure is a person of interest about whom an allegation of a public interest disclosure has been made.

We will treat the person fairly and impartially throughout the process and inform them of their rights and obligations. We will generally keep the parties involved informed during any investigation, although we cannot release any information to the person that may prejudice our investigation. As an employee it is expected that they will act in accordance with our Codes of Conduct at all times.

The PID Act provides the person with some rights and obligations as a person subject to a disclosure. Firstly, the subject has a right to have their identity kept confidential under Section 16(3), unless one of the following conditions apply:

- You consent to your identity being disclosed.
- It is necessary to enable the matter to be investigated effectively.
- It is necessary to do so in taking action within Section 9.
- There are reasonable grounds to believe that it is necessary to prevent or minimise the risk of injury to any person or damage to any property.
- It is made in accordance with a court order or other body having authority to hear evidence.
- It is made in accordance with Subsections 152 or 153 of the Corruption, Crime and Misconduct Act 2003.

We will also provide appropriate natural justice. This means that before we take any disciplinary or other action against the person under Section 9, we will give you the opportunity to:

- Be informed of the substance of the allegation(s).
- Make a submission, either verbally or in writing, in relation to the matter.

If you are the subject of a disclosure you must not identify, or tend to identify, the identity of the discloser or a person who they think might be the discloser, as they also have rights to confidentiality under the PID Act. It is an offence under Section 16 to identify or tend to identify any person who has made a disclosure under the PID Act.

Also, you must not engage in reprisal action, threaten anyone with reprisal action or have someone else conduct this action on your behalf because someone has made, or intends to make, a disclosure. It is still an

Shire of York - Public Interest Disclosure Guideline

offence to conduct this action against any person you believe has made the disclosure even if they were not the individual who actually made the disclosure. This is an offence under Section 14(1) of the PID Act.

The maximum penalty for the offence is a fine of \$24,000 or imprisonment for two years.

7. Taking action

Our PID Officer will take action where they form the opinion that a person may be, may have been or may in the future be involved in conduct which may be the subject of a public interest disclosure. Usually, our PID Officer will form this opinion at the conclusion of an investigation, although there may be instances where they need to take immediate action and the PID Act enables them to do this.

Action our PID Officer may take under Section 9 includes, but is not limited to:

- Preventing the matter disclosed from continuing or occurring.
- Referring the matter to the Western Australia Police or other appropriate body.
- Taking disciplinary action against a person responsible for the matter.

The options above are not mutually exclusive. Our PID Officer may take more than one action depending on the circumstances. For example, our PID Officer may seek to terminate the employment of an employee caught stealing and refer the matter to the Western Australia Police.

In taking action our PID Officer and/or the Shire of York is limited by the powers and functions derived from our operating legislation. The PID Act does not provide for any additional powers to take action. We are also guided by what is necessary and reasonable in the circumstances.

Before taking any action we will give the person against whom the action is to be taken (the subject of the disclosure) an opportunity to respond, either verbally or in writing, to ensure procedural fairness.

Confidentiality and record keeping when taking action

We will maintain confidentiality in accordance with the PID Act when taking action.

Our PID Officer will keep appropriate records about any action taken, as well as recording a summary of this action in the Public Interest Disclosure Register.

8. After the public interest disclosure process has been finalised

The PID Act places no further obligations on the Shire of York or our PID Officer after the disclosure process is complete. <u>However</u>, <u>However</u>, <u>However</u>, <u>Act</u> he confidentiality requirements of the PID Act, <u>However</u>, continue to apply to you and all other people involved with the disclosure.

The PID Act does not provide for you to appeal the outcome of the disclosure process. You may be able to make another disclosure to another proper authority, if the information relates to their functions or sphere of responsibility in accordance with Section 5. See <u>Don't be afraid to speak up</u> for the correct proper authority for your disclosure.

However, this 'new' proper authority may be able to decline to investigate the disclosure under Section 8, if they consider the matter(s) has already been properly or adequately investigated (as a public interest disclosure).

9. Making a disclosure to a journalist

The PID Act provides for certain circumstances where a discloser may be able to make a protected disclosure to a journalist in accordance with Section 7A(d). These circumstances apply where the discloser has first made a disclosure to the PID Officer or another proper authority named in the PID Act (as outlined in Section 5 or Don't be afraid to speak up).

Shire of York - Public Interest Disclosure Guideline

Formatted: Font: Italic

Importantly, the PID Act states that to attract the privileges and protections of the PID Act when disclosing to a journalist, the discloser must disclose information that is substantially the same as what was disclosed in the original disclosure and the PID Officer that received the original disclosure:

- Did not notify the discloser within three months of making the disclosure about the actions they
 propose to take or have already taken.
- Refused to investigate or discontinued the investigation of a matter raised in the disclosure.
- Did not complete an investigation within six months of the discloser making the disclosure.
- Completed an investigation but did not recommend that action be taken.
- Did not provide the discloser with a report stating the outcome of any investigation or any action
 proposed or taken and the reasons for those actions.

We are committed to ensuring that we provide the notifications required under the PID Act and that the discloser understands the reasons for our decisions and actions. If a discloser is considering making a disclosure to a journalist because they believe their circumstances meet one or more of the requirements outlined above, we would encourage the discloser to discuss this with the PID Officer prior to disclosure to a journalist.

It is also recommended that the discloser seek their own legal advice before taking any action in relation to matters that have been disclosed under the PID Act.

If a discloser makes an anonymous disclosure they may not be able to demonstrate they meet the above requirements and we are not obliged to provide the discloser with any notifications about what happens to the disclosure.

10. Contact details and further information For further information you may:

- contact the Shire's PID Officer on (08) 9641 0500.
- visit the Shire's website at <u>www.york.wa.gov.au</u>.
- visit the Public Sector Commission's website at <u>www.publicsector.wa.gov.au</u> or contact their Advisory Line on (08) 6552 8888 or (for country callers) 1800 676 607.

3.0 LEGISLATION AND OTHER REFERENCES

Shire of YorkPolicy E1 - Code of Conduct – Councillors, Committee Members & Candidates

Policy U8 – Employee Code of Conduct	
Council Policy G15 - Public Interest Disclosure	Commented [VG2]: As per earlier comment, if the Policy title is
Public Interest Disclosure Act 2003	changed following the review, this will also be updated here
Public Interest Disclosure Regulations 2003	
State Records Act 2000	
<u>Don't be afraid to speak up</u> – Public Sector Commission Publication	
Guidelines – Public Sector Commission	

Shire of York - Public Interest Disclosure Guideline

4.0 APPENDICIES

APPENDIX 1

PID CODE OF CONDUCT AND INTEGRITY

Code of Conduct and Integrity	 Established by the Public Sector Commissioner under Section 20 of the <i>Public Interest Disclosure Act 2003</i> (PID Act) the Code operates from 1 July 2003 and is to be complied with by any person to whom a disclosure is made under the PID Act. The Code The Code uses as its ethical base the principles of personal integrity, relationships with others and accountability as referred to in the Western Australian Public Sector Code of Ethics. Consistent with those principles, to meet the minimum standards of conduct and integrity, persons receiving disclosures, must: be professional and courteous to those involved in a disclosure, and give prompt attention to all their lawful requirements; not use any circumstance or information connected to a disclosure for personal profit or gain; take all reasonable steps to seek to ensure informants who make a public interest disclosure are protected in accordance with the provisions specified in the PID Act; take all reasonable steps to seek to ensure that persons who are the subject of a disclosure are also provided with appropriate safeguards and protections as specified in the PID Act;
	 interest disclosure are protected in accordance with the provisions specified in the PID Act; take all reasonable steps to seek to ensure that persons who are the subject of a disclosure are also provided with appropriate safeguards and protections as specified in the PID Act; maintain records that ensure all action taken about the receipt and processing of a disclosure is reviewable; declare to an appropriate person, in writing, any interests that may
	 conflict with their obligations to impartially receive and process disclosures; immediately report corrupt behaviour that has been, or may be occurring, to an appropriate authority; and provide information to the informant about their rights and responsibilities and the possible implications of lodging a public interest disclosure.

Source: Public Sector Commission

Shire of York – Public Interest Disclosure Guideline

APPENDIX 2

CONSENT TO DISCLOSURE OF IDENTIFYING INFORMATION FORM



Consent to Disclosure of Identifying Information Form Public Interest Disclosure Act 2003

 Personal details

 Family name

 Given name

 Disclosure No.

 (to be completed by proper authority/Public Interest Disclosure (PID) Officer)

Consent

Consent to disclosure of identifying information by discloser

I consent to the disclosure of information that might identify or tend to identify me as a person who has made an appropriate disclosure of public interest information under Section 16(1)(a) of the *Public Interest Disclosure Act 2003.*

Consent to disclosure of identifying information by subject

I consent to the disclosure of information that might identify or tend to identify me as a person in respect of whom a disclosure of public interest information has been made (subject) under Section 16(3)(a) of the *Public Interest Disclosure Act 2003*.

Limitations on consent	
This consent only applies to disclosures made to the following persons	
This consent only applies to the following information	

Authorisation	
Signature of discloser/subject: (delete as appropriate)	
Date	
Signature of property authority/PID Officer	
Date	

Shire of York – Public Interest Disclosure Guideline

NOTIFICATION OF D	DISCLOSURE OF	IDENTIFYING INF	ORMATION FOR	RM	
Y	k	Notificatio	on of Disclosu		ing Information Form rest Disclosure Act 2003
То					
Title	🗌 Mr	🗌 Ms	Mrs	🗌 Dr	Other:
Given name					
Family name					
Provided by	🗌 email 🗌	mail 🗌 in per	son		
					/ you as a person who has e Public Interest Disclosure
The disclosure of thi	is information				
Is necessary, having regard to the rules of natural justice (Section 16(1)(b))					
Is necessary to enable the matter to be investigated effectively (Section 16(1)(c))					
The reason(s) why the disclosure of this information is necessary is (specify reason(s))					
	making an iden				reasonable steps to provide
Important: A person this information to th 16(2).		ini a reasonable ti			in accordance with Section
this information to the				-	In accordance with Section
this information to the 16(2).	he discloser with				in accordance with Section
this information to the 16(2).	he discloser with				in accordance with Section
this information to the 16(2).	he discloser with				in accordance with Section
this information to the 16(2).	he discloser with				In accordance with Section

APPENDIX 4

PUBLIC INTEREST DISCLOSURE LODGEMENT FORM



Public Interest Disclosure Lodgement Form

Public Interest Disclosure Act 2003

The Shire of York strongly encourages anyone thinking about making a public interest disclosure to seek out a nominated proper authority to discuss their issues first. Our proper authority Public Interest Disclosure (PID) Officer is:

Position	
Name of PID Officer	
Contact details	

Ensure you understand your rights and responsibilities under the *Public Interest Disclosure Act 2003* (PID Act) before you sign this lodgement form. You may wish to seek external legal advice about those rights and responsibilities. Lodge your public interest disclosure form with the Shire of York's PID Officer, not the Public Sector Commission.

Perso	nal details					
Family	name					
Given r	name					
Title		🗌 Mr	🗌 Ms	Mrs	🗌 Dr	Other
Addres	s					·
Work p	hone					
Mobile	1					
Email						
	 it may be back to m it may be this anony 	an anonymous receive any info more difficult e for further in more difficult f	public interest ormation about for the proper formation; for the proper a re may not pro	disclosure. I un t what happens authority to h authority/publi	s to this disclos ook into the m ic authority to	

Categories of public interest information Tick relevant box(es)	
Improper conduct	
An offence under written State law	
Substantial unauthorised or irregular use of, or substantial mismanagement of, public resources	

Shire of York – Public Interest Disclosure Guideline

Conduct involving a substantial and specific risk of injury to public health, or prejudice to public safety or harm to the environment	
Administration matter(s) affecting you personally	

Administration matter(s) affecting you	personally
-------------------------	-----------------	------------

Disclosure details	
Name of the public authority(ies) the disclosure relates to	
	Yes No
Do you work for a public authority?	If yes, which public authority and what is your position title?
	Yes No
Does the disclosure relate to one or more individuals?	If yes, provide name(s) and position(s) held by person(s) in the public authority
When did the alleged events occur?	
Summary of the matters to disclose	

Additional information	
Description of any documents provided or names of witnesses	
Have you reported this information to any other person or agency?	Yes No
If yes, did you report this information as a Public Interest Disclosure matter?	Yes No

You should read the following information and sign this form prior to lodgement.

Acknowledgement

I believe on reasonable grounds that the information contained in this disclosure is or may be true. I have been informed and I am aware that:

- 1. I will commit an offence under Section 24 of the PID Act if I know that the information contained in this disclosure is false or misleading in a material particular, or I am reckless as to whether it is false or misleading in a material particular.
- Penalty: \$12,000 or imprisonment for one (1) year.
- 2. I will forfeit the protection provided by Section 13 of the PID Act if I fail, without reasonable excuse, to assist a person investigating the matter by supplying requested information (Section 17).
 I will forfeit the protection provided by Section 13 of the PID Act if I subsequently disclose this information
- to any person other than a proper authority under the PID Act (Section 17).

Shire of York – Public Interest Disclosure Guideline

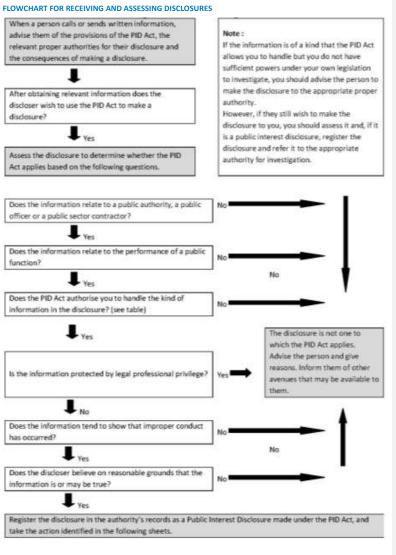
4. I will commit an offence if I subsequently make a disclosure of information that might identify or tend to identify anyone as a person in respect of whom this disclosure has been made under the PID Act, except in accordance with Section 16(3) of the PID Act. Penalty: \$24,000 or imprisonment for two (2) years.

5. I cannot withdraw my disclosure after I have made it.

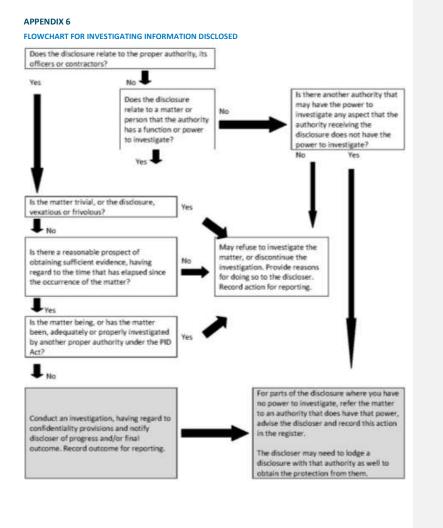
Authorisation	
Discloser's signature	
Date	

Shire of York – Public Interest Disclosure Guideline

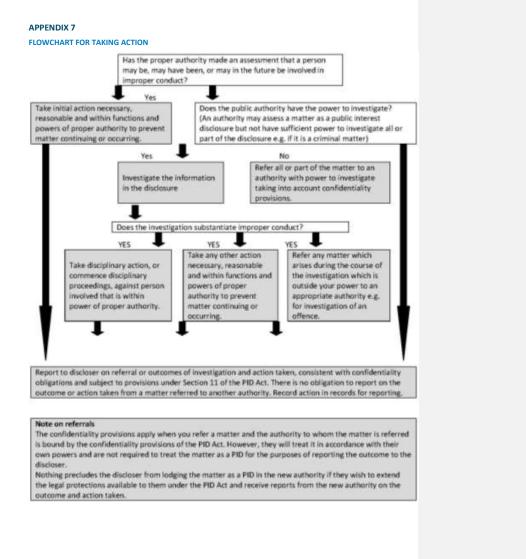
APPENDIX 5



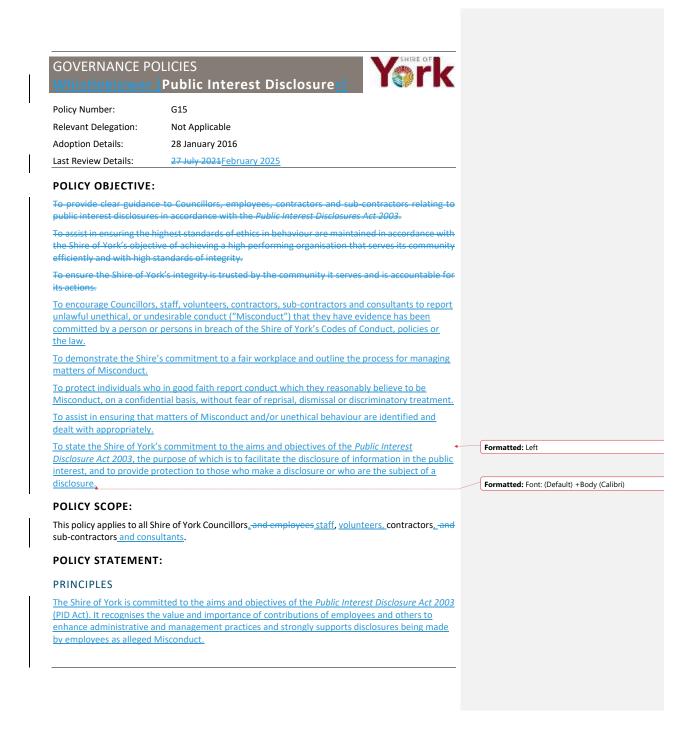
Shire of York – Public Interest Disclosure Guideline



Shire of York – Public Interest Disclosure Guideline



Shire of York - Public Interest Disclosure Guideline



The Shire of York does not tolerate corrupt or other improper conduct, including mismanagement of public resources, in the exercise of the public functions of the Shire of York and its elected members, employees and contractors.

The Shire of York is committed to the aims and objectives of the *Public Interest Disclosure Act 2003* (PID Act). It recognises the value and importance of contributions of employees to enhance administrative and management practices and strongly supports disclosures being made by employees as to corrupt or other improver conduct.

As a proper authority, the Shire of York is responsible for:

- Receiving disclosures
- Investigating disclosures
- Taking appropriate action
- Reporting

The Shire will not tolerate Misconduct and has developed its Whistleblower (Public Interest Disclosure) (PID) Policy and procedures to assist in raising concerns through a constructive and safe process.

The Shire will achieve this through the creation of an open working environment in which Councillors, employees (whether they are full-time, part-time or casual), volunteers, contractors and consultants, as well as members of the public, are able to raise concerns regarding actual or suspected Misconduct.

The Shire recognises that any genuine commitment to detecting and preventing Misconduct must include a mechanism whereby people can report their concerns freely and without fear of reprisal or intimidation. The Shire's Whistleblower Policy and PID Guideline provides such a mechanism and encourages the reporting of such conduct.

The Shire will endeavour to provide protection to "Whistleblowers" from any detrimental action in reprisal for the making of a public interest disclosure.

The Shire's Codes of Conduct (Policy E1 – Code of Conduct – Council Members, Committee Members and Candidates and Policy 08 – Employee Code of Conduct) require the observation of high standards of business and personal ethics in the conduct of people's duties and responsibilities. Councillors, employees, volunteers, contractors, and consultants have a responsibility to practice honesty and integrity in fulfilling their responsibilities to the Shire and to comply with all applicable laws and regulations.

All records relating to the investigation of reported Misconduct will be confidentially stored and retained in an appropriate and secure manner, in accordance with the *Public Disclosure Act 2003* and *State Records Act 2000*.

The Shire of York will take all reasonable steps to provide protection to employees who make such disclosures from any detrimental action in reprisal for the making of a public interest disclosure.

The Shire of York will not tolerate any of its elected members, employees or contractors engaging in acts of victimisation or reprisal against those who make public interest disclosures.

Public interest disclosures will be managed in accordance with the Public Interest Guidelines as published by the Shire of York. These Guidelines are available on the Shire's website.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Date Review Adopted:		Resolution Number
Review History:		
	Public Sector Commission	
	Shire of York Public Interest I	<u>Disclosure Guidelines</u>
Relevant Legislation:	Public Disclosure Act 2003	
Contact Officer:	Chief Executive OfficerCounc	cil & Executive Support Officer
Responsible Officer:	Chief Executive Officer	

Date Review Adopted:	Resolution Number
Adopted – 28 January 2016	
Reviewed – 24 October 2016	
Reviewed – 25 November 2019	291119
Reviewed – 27 July 2021	160721
Former Policy No:	G3.1

SY018-02/25 POLICY REVIEW - RECISSION OF POLICIES

File Number:	4.77 [°]	12
Author:	Vane	essa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer	
Previously before Council:	Not /	Applicable
Disclosure of Interest:	Nil	
Appendices:	1. 2.	Policy E6 - Provision of Governance Services <u>U</u> Policy G20 - Legislative Compliance <u>U</u>

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents the review of two (2) policies to Council for consideration with a recommendation they be rescinded.

BACKGROUND

Officers have undertaken a significant review of Council policies in accordance with the Chief Executive Officer's KPI to benchmark Council's policies. The following policies are presented to Council with the recommendation that they be rescinded and not replaced:

- 1. Policy E6 Provision of Governance Services, presented in Appendix 1.
- 2. Policy G20 Legislative Compliance, presented in Appendix 2.

COMMENTS AND DETAILS

Policy E6 – Provision of Governance Services was adopted in February 2016, following a tumultuous period for the Shire of York. The policy's intent is to provide Councillors with clarity on what direct governance support services they can expect to receive from the Administration, and direction to the Administration on what must be provided. It is thought that, at that time it was considered necessary for this information to be explicitly provided through Policy to guide the accepted behaviours and expectations of Council and the Administration.

However, since then the Local Government Act reform has expanded on the roles and responsibilities of Councillors and the CEO and the information to be provided to Councillors to assist them to fulfill their duties. Additionally, adoption of Policy E1 - Code of Conduct – Council Members, Committee Members and Candidates (based on the *Local Government (Model Code of Conduct) Regulations 2021*) and Policy E14 – Communications Protocol have specified the way interactions between Council and the Administration are to occur.

It is therefore recommended that Policy E6 – Provision of Governance Services be rescinded as it is superfluous to the existing legislation and other current policies.

Policy G20 – Legislative Compliance was adopted in September 2017 and its purpose is to ensure that the Shire of York complies with legislative requirements. The policy was adopted by recommendation from the Audit Regulation 17 Report conducted by Moore Stephens to 'guide the Shire in this area and to ensure that Officers with responsibility for legislative compliance are adequately trained.' It was noted in the Council report at the time that 'the report is consistent with other local governments, particularly where there has been a period of turmoil.'

Ensuring compliance with legislative requirements is a core function of the Administration and falls under the functions of the Chief Executive Officer in accordance with Section 5.41 of the *Local Government Act 1995*. Since 2017 the Administration has consistently and significantly improved its processes in relation to legislative compliance. This includes:

- 1. The appointment of external members to the Audit & Risk Committee, providing greater oversight to the internal controls, risk management and compliance activities of the Shire.
- 2. Implementing a thorough induction process for new staff and providing regular refresher training on compliance activities.
- 3. Procurement of the Attain platform enabling development of a Compliance Calendar to ensure regular compliance activities are monitored and reported on. The platform is updated by its developers with each legislative change, reducing risk to the organisation.
- 4. Successful completion and reporting on the annual Compliance Audit Return, which is presented to the Audit & Risk Committee and Council each year (prior 31 March).

Through current operational practices, the annual Compliance Audit Return reporting process, and requirement to complete the Audit Regulation 17 Report, as a function of the Chief Executive Officer it is considered there is no requirement for Policy G20 – Legislative Compliance and that it be rescinded as superfluous.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose to rescind Policy E6 Provision of Governance Services and Policy G20 Legislative Compliance.
- **Option 2:** Council could choose not to rescind Policy E6 Provision of Governance Services and Policy G20 Legislative Compliance.
- **Option 3:** Council could choose to suggest further changes to the review of the Policies and identify what those changes are.
- **Option 4:** Council could choose to rescind one policy but not the other and identify which policy was which.

Option 1 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

The Shire's website will be updated if the policies are rescinded.

Financial

Nil

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 governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.
- (2) The council's governing role includes the following
 - (a) overseeing the allocation of the local government's finances and resources;
 - (b) determining the local government's policies;
 - (c) planning strategically for the future of the district;
 - (d) determining the services and facilities to be provided by the local government in the district;
 - (e) selecting the CEO and reviewing the CEO's performance;
 - (f) providing strategic direction to the CEO.
- (3) For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles
 - (a) the council's governing role is separate from the CEO's executive role as described in section 5.41;
 - (b) it is important that the council respects that separation.
- (4) The council must make its decisions
 - (a) on the basis of evidence, on the merits and in accordance with the law; and
 - (b) taking into account the local government's finances and resources.
- (5) The council must have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees.
- (6) The council has the other functions given to it under this Act or any other written law."

Risk Related

There is a moderate risk to Council if it does not regularly review its Policies.

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Policy Review - Recission of Policies, Council:

- 1. Resolves to rescind the following Policies:
 - a. Policy E6 Provision of Governance Services.
 - b. Policy G20 Legislative Compliance.



Policy Number:	E6
Relevant Delegation:	Not Applicable
Adoption Details:	22 February 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

This policy provides Councillors with clarity about what direct governance support services they can expect to receive from the Shire of York administration, and direction to the administration as to what must be provided.

POLICY SCOPE:

This policy applies to all Councillors and to the Shire of York administration.

POLICY STATEMENT:

INTRODUCTION

It is essential to the effective operation of Council decision-making and the wider democratic process that Councillors are provided with a range of services which assist them to communicate with residents and ratepayers. It is also important in their roles as delegates to external organisations that they can discuss matters and receive advice where needed.

This policy identifies those governance services which will be provided as a matter of course to Shire of York councillors. This policy should be read in conjunction with the Council Delegates: Roles and Responsibilities Policy (E4) and the Council Members: Code of Conduct (E1).

PRINCIPLES

- (a) Councillors need to be able to communicate easily and efficiently with residents and ratepayers, between themselves and with the Shire of York administration in order to effectively discharge their governance role and responsibilities.
- (b) Councillors need to have access to advice and support in relation to any position they may hold as a Council delegate.

PROVISIONS

- 1.1 The Chief Executive Officer (CEO) will ensure that the following governance services will be made available to Councillors:
 - assistance with responses to complex resident and ratepayer enquiries.
 - support for delegates (e.g. advice/ discussion in preparation for meetings).
 - IT support services.
 - assistance with filling out any forms relevant to their role as Councillor.

- 1.2 In seeking support for responses to residents and ratepayers, a Councillor will discuss the matter with the Shire President to identify whether the matter requires support. The Shire President will liaise with the Chief Executive Officer to identify the nature of support to be provided.
- 1.3 Where relevant phone and IT hardware, along with associated software, will be funded from the governance communications budget. While particular Councillor circumstances will be taken into account (e.g. allowing for disability), procurement will be undertaken by the organisation.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer	
Contact Officer:	Chief Executive Officer	
Relevant Legislation:	Not applicable	
Review History:		
Date Review Adopted:		Resolution Number
Adopted – 22 February 2	2016	050216

Date Review Adopted:	Resolution Number
Adopted – 22 February 2016	050216
Reviewed – 24 October 2016	121016
Reviewed – 25 November 2019	291119
Former Policy No:	G1.6



Policy Number:	G20
Relevant Delegation:	Not Applicable
Adoption Details:	18 September 2017
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

The purpose of this policy is to ensure that the Shire of York complies with legislative requirements.

BACKGROUND:

A fundamental principle of good public administration is that public officials comply with both the letter and the spirit of the law.

The Shire has an obligation to ensure that legislative requirements are complied with. The community and those working at the Shire have an expectation that the Shire will comply with applicable legislation and that the Shire will take all appropriate measures to ensure that expectation is met.

Regulation 14 of the *Local Government (Audit) Regulations 1996* requires local governments to carry out a compliance audit for the period 1 January to 31 December in each year. The Compliance Audit is structured by the Department of Local Government, Sport and Cultural Industries (DLGSC) and relates to key provisions of the *Local Government Act 1995*.

Regulation 17 of the *Local Government (Audit) Regulations 1996* also requires a review of the appropriateness and effectiveness of systems and procedures in relation to legislative compliance at least once every two calendar years and a report to the Audit Committee on the results of that review.

POLICY STATEMENT:

The Shire will have appropriate processes and structures in place to ensure that legislative requirements are achievable and are integrated into the operations of the Shire. These processes and structures will aim to:

- 1. Develop and maintain a system for identifying the legislation that applies to the Shire's activities.
- 2. Assign responsibilities for ensuring that legislation and regulatory obligations are fully implemented.
- 3. Provide training for relevant staff, Councillors, volunteers and other relevant people within the legislative requirements that affect them.
- 4. Provide people with the resources to identify and remain up to date with new legislation.
- 5. Establish a mechanism for reporting non-compliance.
- 6. Review accidents, incidents and other situations where there may have been non-compliance.
- 7. Review audit reports, incident reports, complaints and other information to assess how the systems of compliance can be improved.

ROLES AND RESPONSIBILITIES

COUNCILLORS AND COMMITTEE MEMBERS

Councillors and Committee Members have a responsibility to be aware of and abide by legislation applicable to their role.

SENIOR MANAGEMENT

Senior Management should ensure that directions relating to compliance are clear and unequivocal and that legal requirements which apply to each activity for which they are responsible are identified.

Senior Management should have systems in place to ensure that all staff are given the opportunity to be kept fully informed, briefed and/or trained about key legal requirements relative to their work within their financial capacity to do so.

EMPLOYEES

Employees have a duty to seek information on legislative requirements applicable to their area of work and to comply with the legislation.

Employees shall report through their supervisors to Senior Management any areas of non-compliance that they become aware of.

IMPLEMENTATION OF LEGISLATION

The Shire will have procedures in place to ensure that when legislation changes, steps are taken to ensure that future actions comply with the amended legislation.

REVIEW

This policy is to be reviewed at least every two years.

LEGISLATIVE COMPLIANCE PROCEDURES

1. IDENTIFYING CURRENT LEGISLATION

(a) Electronic Versions of legislation

The Shire accesses up to date electronic versions of legislation through the Western Australian State Law Publisher website at <u>www.slp.wa.gov.au</u>.

(b) Hard copy versions of legislation

All Councillors and Executive Management are provided with a hard copy version of the *Local Government Act 1995* and associated legislation.

Hard copy versions all include a statement similar to the following:

"Current legislation including the Local Government Act and Regulations is available from the State Law Publisher website. To ensure that you are referencing the most recent versions of the Act and Regulations, it is essential that you access the State Law Publisher website using the following link:

http://www.slp.wa.gov.au/legislation/statutes.nsf/default.html".

2. IDENTIFYING NEW OR AMENDED LEGISLATION

(a) Western Australian Government Gazette

The Shire accesses the Government Gazette via the State Law Publisher website.

(b) Department of Local Government, Sport and Cultural Industries

The Shire receives regular circulars from the DLGSC on any new or amended legislation. Such advice is received and processed through the Shire's Records Department and is distributed to relevant Shire officers.

(c) Department of Planning

The Shire receives Planning Bulletins from the Department of Planning regarding any new or amended legislation. Such advice is received and processed through the Shire's Records Department and is distributed to the relevant Shire officers for implementation.

(d) Australian Local Governments Association (ALGA)

The Shire receives regular issues of the ALGA News. Such information is received and processed through the Shire's Records Department and distributed by Records staff to the relevant Shire officers for information.

(e) Western Australian Local Government Association (WALGA)

The Shire receives regular issues of the Local Government News from WALGA. Such information is received and processed through the Shire's Records Department and distributed to the relevant Shire officers for information.

3. OBTAINING ADVICE ON LEGISLATIVE PROVISIONS

The Shire will obtain advice on matters of legislation and compliance where necessary. Contact can be made with the DLGSC, WALGA or the relevant initiating government department for advice.

4. INFORMING COUNCIL OF LEGISLATIVE CHANGES

If appropriate, the Chief Executive Officer will, on receipt of advice of legislative amendments, advise the Council on new or amended legislation.

The Shire's format for all reports to Council meetings provides that all reports have headings **"Statutory Environment" and "Policy Implications"** which shall detail the current sections of any Act, Regulation or other legislation and any current Policy that is relevant to the report before Council.

5. REVIEW OF INCIDENTS AND COMPLAINTS OF NON-COMPLIANCE

The Shire shall review all incidents and complaints of non-compliance in accordance with Council Policies G2.1 *Comprehensive Complaints Response*, G1.1 *Code of Conduct: Councillors, Committee Members and Employees*, and where applicable G3.1 *Public Interest Disclosure*.

Such reviews will assess compliance with legislation, standards, policies and procedures that are applicable.

6. REPORTING OF NON-COMPLIANCE

All instances of non-compliance shall be reported immediately to the relevant Supervisor/Manager. The Supervisor/Manager shall determine the appropriate response and, if necessary, report the matter to the Chief Executive Officer.

The Chief Executive Officer may investigate any reports of significant non-compliance and if necessary, report the non-compliance to the Council and/or the DLGSC.

The Chief Executive Officer will then take the necessary steps to improve compliance systems.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer: Chief Executive Officer

Contact Officer: Chief Executive Officer

Relevant Legislation: Not applicable

Review History:

Date Review Adopted:	Resolution Number
Reviewed – 24 October 2016	
Reviewed – 25 November 2019	291119
Former Policy No:	G4.8

SY019-02/25 POLICY REVIEW - POLICY E9 - ATTENDANCE AT EVENTS: COUNCILLORS & CHIEF EXECUTIVE OFFICER, POLICY G3 - CIVIC FUNCTIONS, AWARDS & HOSPITALITY AND POLICY G11 - CONDUCT OF COUNCIL AGENDA BRIEFINGS & CONCEPT FORUMS

File Number:	4.7712
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	 Policy E9 - Original Policy E9 - Proposed Policy G3 - Original Policy G3 - Proposed Policy G1 - Original Policy G11 - Proposed

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents the review of three (3) Policies to Council for consideration with a recommendation that they be replaced in their entirety.

BACKGROUND

Officers have undertaken a significant review of Council policies in accordance with the Chief Executive Officer's KPI to benchmark Council's policies. The following policies are presented to Council with the proposal that they be replaced in their entirety due to the extent of the proposed amendments:

- 1. Policy E9 Attendance at Events: Councillors & Chief Executive Officer
- 2. Policy G3 Civic Functions, Awards & Hospitality (previously titled Civic Functions and Hospitality)
- 3. Policy G11 Conduct of Council Agenda Briefings & Concept Forums (previously titled Conduct of Council Forums)

COMMENTS AND DETAILS

The following table details the main amendments incorporated into the policy review.

TABLE 1.

POLICY	AMENDMENTS
	Referencing the correct Section of the Local Government Act 1995

Policy E9 – Attendance at Events: Councillors & Chief Executive Officer	• Removing references to employees, recognising the difference in roles specified in the <i>Local Government Act 1995</i> between Council and the Chief Executive Officer	
	 Including a list of Pre-Approved Events 	
	 Including a process for the approval of other Events 	
	 Providing clarity on the Disclosure of Interests 	
	Including a list of Definitions	
	 Including the Penalties applicable under the Local Government Act 1995 	
	A copy of the original Policy is presented in Appendix 1.	
	A copy of the proposed Policy is presented in Appendix 2.	
Policy G3 – Civic Functions,	Providing additional clarity on the Scope of the policy	
Awards & Hospitality	Identifying Categories of civic activities	
	Identifying known civic activities which occur from time to time	
	A copy of the original Policy is presented in Appendix 3.	
	A copy of the proposed Policy is presented in Appendix 4.	
Policy G11 – Conduct of Council Agenda Briefings & Concept Forums	Inclusion of Agenda Briefings	
	Expanding on the General Procedures for the conduct of Agenda Briefings and Concept Forums	
	A copy of the original Policy is presented in Appendix 5.	
	A copy of the proposed Policy is presented in Appendix 6.	

The proposed policies are intended to provide additional clarity to Councillors and the Administration and have been benchmarked across several other local governments. They are also more aligned with current operational practices and resources.

It is therefore recommended that Council adopt the proposed 'new' Policies.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose to adopt the review of Policy E9 Attendance at Events: Councillors & Chief Executive Officer; Policy G3 – Civic Functions, Awards & Hospitality and Policy G11 – Conduct of Council Agenda Briefings & Concept Forums.
- **Option 2:** Council could choose not to adopt the review of Policy E9 Attendance at Events: Councillors & Chief Executive Officer; Policy G3 – Civic Functions, Awards & Hospitality and Policy G11 – Conduct of Council Agenda Briefings & Concept Forums
- **Option 3:** Council could choose to suggest further changes to the review of the Policies and identify what those changes are.
- **Option 4:** Council could choose to rescind some policies but not others and identify which policy was which.

Option 1 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

The Shire's website will be updated if the policies are rescinded.

Financial

Nil

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 governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.
- (2) The council's governing role includes the following
 - (a) overseeing the allocation of the local government's finances and resources;
 - (b) determining the local government's policies;
 - (c) planning strategically for the future of the district;
 - (d) determining the services and facilities to be provided by the local government in the district;
 - (e) selecting the CEO and reviewing the CEO's performance;
 - (f) providing strategic direction to the CEO.
- (3) For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles
 - (a) the council's governing role is separate from the CEO's executive role as described in section 5.41;
 - (b) it is important that the council respects that separation.
- (4) The council must make its decisions
 - (a) on the basis of evidence, on the merits and in accordance with the law; and
 - (b) taking into account the local government's finances and resources.
- (5) The council must have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees.
- (6) The council has the other functions given to it under this Act or any other written law."

Section 5.90A of the *Local Government Act 1995* is applicable to the policy related to attendance at events and states:

"5.90A. Policy for attendance at events"

(1) In this section —

event includes the following —

- (a) a concert;
- (b) a conference;
- (c) a function;
- (d) a sporting event;
- (e) an occasion of a kind prescribed for the purposes of this definition.
- (2) A local government must prepare and adopt* a policy that deals with matters relating to the attendance of council members and the CEO at events, including
 - (a) the provision of tickets to events; and
 - (b) payments in respect of attendance; and
 - (c) approval of attendance by the local government and criteria for approval; and
 - (d) any prescribed matter.
 - * Absolute majority required.
- (3) A local government may amend* the policy.
 - * Absolute majority required.
- (4) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (5) The CEO must publish an up-to-date version of the policy on the local government's official website."

Risk Related

There is a moderate risk to Council if it does not regularly review its Policies.

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: Yes

RECOMMENDATION

That, with regard to Policy Review - Policy E9 - Attendance at Events: Councillors & Chief Executive Officer, Policy G3 - Civic Functions, Awards & Hospitality and Policy G11 - Conduct of Council Agenda Briefings & Concept Forums, Council:

- 1. Adopts the following reviewed Policies:
 - a. Policy E9 Attendance at Events: Councillors & Chief Executive Officer, as presented in Appendix 2.
 - b. Policy G3 Civic Functions, Awards & Hospitality, as presented in Appendix 4.
 - c. Policy G11 Conduct of Council Agenda Briefings & Concept Forums, as presented in Appendix 6.
- 2. Authorises the Chief Executive Officer to make any minor formatting and typographical changes to the Policies prior to publication.

ELECTED MEMBERS POLICIES Attendance at Events Policy: Elected Members & CEO's



Policy Number:	E9
Relevant Delegation:	Not Applicable
Adoption Details:	16 December 2019
Last Review Details:	16 December 2019

POLICY OBJECTIVE:

The purpose of this policy is to establish guidelines for appropriate disclosure and management of acceptance of invitations to events or functions, or other hospitality occasions, where elected members and employees are invited free of charge, whether as part of their official duties as council or Shire representatives or not.

POLICY SCOPE:

The policy provides guidance to elected members and employees when an invitation to an event or function, or other hospitality occasion, ticketed or otherwise, is offered free of charge. It does not provide guidance on the acceptance of a tangible gift or travel contribution.

<u>Travel and accommodation excluded</u>: This policy does not apply to tangible gifts or money, travel or accommodation. Any contribution to travel, subject to the exceptions in section 5.83 of the *Local Government Act 1995* (the Act), must be disclosed in writing to the CEO within 10 days of receipt of the contribution.

Contributions to travel costs, whether financial or otherwise are now incorporated within the definition of gift.

The following situations are specifically excluded where the event ticket (gift) is received from one of the following organisations:

- WALGA (but not LGIS)
- Local Government Professionals Australia (WA)
- Australian Local Government Association
- A department of the public service
- A government department of another State, a Territory or the Commonwealth
- A local government or regional local government

The gift is still required to be recorded on the "gift register".

POLICY STATEMENT:

INTRODUCTION

A. KEY ISSUES TO CONSIDER

In considering whether a benefit such as an invitation to an event or hospitality given to an elected member or an employee is a gift for the purposes of the Act and Regulations, the key issues include:

- Who is a donor, the person who is offering or giving the benefit?
- What is the value of the benefit?
- Does the elected member or employee of the benefit contribute anything of value to the donor in return for the benefit such as formally opening or speaking at the event or presenting prizes/awards?
- If so, does the value of that contribution outweigh the value of the benefit? If so, it will not be a gift for the purposes of the Act and Regulations.

B. COMMERCIAL ENTERTAINMENT EVENTS

Any tickets accepted by an elected member or employee without payment for any commercial entertainment event, for which a member of the public is required to pay whether sponsored by the Shire or not will generally be classified as a gift for the purposes of the Act and Regulations.

An exception to this is where the Shire President or his / her representative attends the event in an official capacity to perform a civic or presidential function.

Where there is a commercial entertainment event that, in the opinion of the Chief Executive Officer, it is in the interests of the Shire for one or more elected members or employees to attend in order to assess and understand first-hand the impacts on the community or business, then one or more tickets for that event will be purchased for the relevant elected member or employee by the Shire at full cost.

C. OTHER COMMERCIAL (NON-ENTERTAINMENT) EVENTS

For other commercial (non-entertainment) events, such as a conference or seminar, for which a member of the public is required to pay, where the Chief Executive Officer is of the opinion that it is in the interests of the Shire for one or more Elected Members or employees to attend (such as for their professional development or to undertake a function as an Elected Member or employee), then one or more registrations or other benefits for that event will be purchased for the relevant Elected Member or employee by the Shire at full cost to enable attendance.

If the Shire does not pay for the event, free registration or any other benefit (such as hospitality) given to an Elected Member or employee would be classified as a 'gift' unless the contribution of the Elected Member or employee to the event (such as by way of a paper or speaking engagement) is reasonably considered to outweigh the value of registration or other benefit given to the Elected Member or employee.

D. COMMUNITY/LOCAL BUSINESS EVENTS

Acceptance of reasonable and modest hospitality by an Elected Member or employee at an unpaid event run by a local community group for local business would not generally be classified as a 'gift' where the contribution by the Elected Member or employee to the event is reasonably considered to outweigh the value of the hospitality.

This is more likely where the Elected Member or employee attends the event in his or her capacity as an Elected Member or employee - preferably where the attendance has been specifically authorised by the Shire, but otherwise where the person is performing his or her functions as an Elected Member or employee.

E. PERCEIVED OR ACTUAL CONFLICT

Event attendance may create a perceived or actual conflict, which may preclude council members participating or employees providing advice at a future meeting.

If the amount of an event ticket (gift) is <u>less than</u> \$1,000, and relates to a matter before Council, under section 5.68 of the Act, Council may allow the disclosing council member to participate on the condition that the interest, the council's decision and the reasons for that decision are recorded in the minutes.

If the amount gift is above \$1,000 the council or CEO must apply to the Minister for permission to allow the member or employee to participate.

PRINCIPLES

Legislative and Strategic Context.

Legislation, directives, guidelines, Acts or Regulations that provide the broad framework within which the policy operates and/or with which it needs to comply follow:

• Local Government Act 1995.

RECEIPT OF GIFTS

In accordance with sections 5.87A and 5.87B of the Act, council members and CEOs are required to disclose gifts that are received in their capacity as a council member (or CEO) and –

- are valued over \$300.
- are of a cumulative value that exceeds \$300 where the gifts are received from the same donor in a 12-month period.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Executive Manager Corporate & Community Services
Contact Officer:	Executive Manager Corporate & Community Services
Relevant Legislation:	Local Government Act 1995 – Section 5.87A & 5.87B Local Government (Rules of Conduct) Regulations 2007
Relevant Documents:	E1 Code of Conduct: Council Members, Committee Members & Candidates Department Circular No 11-2019 – New Gifts Framework
Review History:	-p

Date Review Adopted:	Resolution Number
Adopted - 16 December 2019	121219
Former Policy No:	G1.15

COUNCILLORS POLICIES Attendance at Events: Councillors & Chief Executive Officer



Policy Number:	E9
Relevant Delegation:	Not Applicable
Adoption Details:	February 2025
Last Review Details:	

POLICY OBJECTIVE:

Section 5.90A of the *Local Government Act 1995* (the Act) requires that local governments prepare and adopt (by Absolute Majority) an Attendance at Events policy. This Policy is made in accordance with those provisions.

This Policy addresses attendance at any events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government. The purpose of the policy is to provide transparency about the attendance at events of Councillors and the Chief Executive Officer (CEO).

Attendance at an event in accordance with this policy will exclude the gift holder (Councillor or CEO) from the requirement to disclose an interest if the ticket is above \$300 in value and the donor has a matter before Council. Any gift received that is less than \$300 (either one gift or cumulative over twelve months from the same donor) also does not need to be disclosed as an Interest. However, declaration of the gift will still be required in accordance with the Act's gift register provisions.

POLICY SCOPE:

This policy applies to all Councillors and the CEO in attending an event in their official capacity.

This policy does not apply to Councillor attendance at professional development approved in accordance with Policy E2 – Councillors: Training & Continuing Professional Development.

POLICY STATEMENT:

A. OBJECTIVE

The purpose of the policy is for Council to actively consider the purpose of and benefits to the community from Councillors and the CEO attending events.

Where Councillor and CEO attendance delivers a benefit to the community, this policy provides a framework for Councillor and CEO acceptance of gifted tickets to events without affecting their capacity to participate in Council's decision-making process.

B. GIFTS

Any event tickets accepted by a Councillor or CEO without payment, where a member of the public is required to pay, will generally be classified as a Gift.

In accordance with Part 5, Division 6 of the Act, Councillors and CEOs are required to disclose Gifts with a value over \$300. This includes where two or more gifts are received from the same donor within twelve months, and the total value of those gifts exceeds \$300.

The Act recognises that a relationship is formed between a gift donor and the gift recipient, which could be perceived to affect the decisions made by the recipient.

The Act requires that Councillors must disclose an interest and not participate in any discussion or decision-making about a matter involving the donor of a Gift (or Gifts) valued at over \$300, unless the Gift is an Excluded Gift.

The Act also requires that the CEO must disclose an interest and not provide advice or a report (directly or indirectly) about a matter involving the donor of a Gift (or Gifts) valued at over \$300 unless the Gift is an Excluded Gift.

In accordance with Section 5.62(1)(b) of the Act, Gift tickets are an Excluded Gift if they relate to an event that is:

- 1. A Pre-Approved Event in accordance with Clause C of this policy, or
- 2. Approved in accordance with Clause D this policy.

C. PRE-APPROVED EVENTS

Events that meet any of the following criteria are considered Pre-Approved Events under this Policy:

- 1. Where the Councillor or the CEO is attending in an official capacity, such as:
 - a. Performing a speaking role or some other welcoming role
 - b. Participating as a member of a discussion panel or judging panel
 - c. Presenting at the event as part of the event program
 - d. Representing the Shire of at a sponsorship acknowledgement event or award ceremony, where the primary purpose of attendance is not for the entertainment of the individual Councillor or employee, but enable the Shire to fulfil its role, and exercise its rights and benefits, as a sponsor
 - e. Presenting awards or prizes to others on behalf of the Shire
 - f. Attending an exhibition or display where the Shire, its programs or services are being showcased at the event.
- 2. Where the ticket is offered by:
 - a. The Western Australian Local Government Association
 - b. The Australian Local Government Association
 - c. Local Government Professionals WA
 - d. A department of the Public Service
 - e. A government department of another State, a Territory or Commonwealth
 - f. A State or Federal Member of Parliament, other than for party political events or fundraisers
 - g. A local government, regional local government, or alliance of local governments
 - h. Major professional or industry association(s) relevant to local government activities
 - i. A stakeholder partner of the Shire
 - j. A civic/cultural/sporting/community organisation within the Shire
 - k. Educational institutions
 - I. A not-for profit organisation

m. A filming partner of the Shire

A list of regular local community events and attendees authorised by Council in advance is provided in the table below.

Event	Date of Event	Attendees
Heritage Weekend	April	Shire President, Councillors and CEO
Let's Rock	August	Shire President, Councillors and CEO
York Agricultural Show	September	Shire President, Councillors and CEO
York Antiques Fair	Easter	Shire President, Councillors and CEO
York Arts & Crafts Awards	September/October	Shire President, Councillors and CEO
York District High School End of Year Awards	December	Shire President, Councillors and CEO
The York Festival	March/April September/October	Shire President, Councillors and CEO
York Medieval Fayre	September	Shire President, Councillors and CEO
York Motorcycle Festival	April	Shire President, Councillors and CEO
York Motor Show	April or September	Shire President, Councillors and CEO

D. APPROVAL FOR EVENTS

Attendance at events not listed in Clause C of this Policy will require approval under this clause in order for a Gift ticket to that event to become an Excluded Gift.

Approval may be granted upon receipt of a written request for attendance by:

- 1. The CEO for the President's and Councillors' attendance at events,
- 2. The President for the CEO's attendance at events, or
- 3. Simple majority resolution of Council, if considered appropriate by the President or CEO.

The application for approval must address the following for the decision-maker to consider:

- 1. The donor (if a Gift ticket),
- 2. The location of the event in relation to the district of the Shire,
- 3. The role of the Councillor or CEO when attending the event (ie participant, observer, presenter) and the value of their contribution,
- 4. The Shire's position as a sponsor of the event (if applicable),
- 5. The benefit of Shire representation at the event, and
- 6. The number of invitations/tickets received or requested.

E. NON-APPROVED EVENTS

Any event that is not a Pre-Approved Event as per Clause C, or Approved under Clause D is considered a Non-Approved Event.

A Gift ticket to a Non-Approved Event is not an Excluded Gift and the Act's disclosure of interest provisions apply.

If the event is free to the public and no reimbursement is requested then no action is required. This ticket would not be considered a Gift.

If the event is a paid event and Councillor or CEO pays the full ticketed price and does not seek reimbursement or expenses, then no action is required.

F. DISCLOSURE REQUIREMENTS

Gift Disclosures

The Act's Gift disclosure obligations require Councillors (Section 5.87A) and the CEO (Section 5.87B) to disclose Gifts over the specified value threshold regardless of a Gift being an Excluded Gift in accordance with Section 5.62(1B).

The acceptance of an invitation to an event, including tickets, is considered a Gift and where required is to be disclosed and added to the Gift Register published on the Shire's website.

Interest Disclosures

Councillors and the CEO are required to disclose an Interest in a matter concerning a donor to be considered by Council unless the gift is an Excluded Gift.

A Gift is an Excluded Gift if:

- 1. The Gift relates to attendance at an event where attendance has been approved in accordance with this Policy (refer Section 5.62(1B) of the Act), or
- 2. The Gift is from specified entities detailed in Regulation 20B of the *Local Government* (Administration) Regulations 1996.

However, to support transparency in decision making, Councillors and the CEO are strongly encouraged to disclose an Impartiality Interest detailing attendance at an event if a relevant matter were to be considered by Council.

Voluntary Attendance Disclosures

Councillors may choose to provide details of events attended in their capacity as a Council Member.

These details will be published in the Council Agenda and Minutes (as applicable) at Item 6.4 – Delegates Reports.

PENALTIES:

Section 5.65 of the *Local Government Act 1995* prescribes the penalty applicable to Councillors' not disclosing interests in matters to be discussed at meetings.

Section 5.67 of the *Local Government Act 1995* prescribes the penalty applicable to Councillors' participating in meetings where an interest has been disclosed.

Section 5.69 of the *Local Government Act 1995* prescribes the penalty applicable to persons who contravene a condition imposed by the Minister for Local Government relating to participation in meetings where an interest has been disclosed.

Section 5.70 of the *Local Government Act 1995* prescribes the penalty applicable to a CEO (and employee) who does not declare an interest in any matter in respect of which they are providing advice or a report to Council or a Committee.

Section 5.71 of the *Local Government Act 1995* prescribes the penalty applicable to a CEO (and employee) who been delegated a power or duty relating to a matter and has an interest in the matter, if they then exercise the power or discharge the duty.

Section 5.71A of the *Local Government Act 1995* prescribes the penalty applicable to a CEO when disclosing interests relating to gifts in connection with advice or reports to Council or a Committee.

Section 5.87A of the *Local Government Act 1995* prescribes the penalty applicable to a Councillor who does not disclose a gift received.

Section 5.87B of the *Local Government Act 1995* prescribes the penalty applicable to a CEO who does not disclose a gift received.

Section 5.89 of the *Local Government Act 1995* prescribes the penalty applicable to making false, misleading or deceptive statements in relation to interest disclosures.

KEY TERMS/DEFINITIONS:

- 1. *Event* is defined in Section 5.90A(1) of the Act as including a:
 - a. Concert
 - b. Conference
 - c. Function
 - d. Sporting event
 - e. Prescribed occasion
- 2. **Excluded Gift** is defined in Section 5.62(1B) of the Act as a ticket to an event where attendance at the event is approved in accordance with this Policy OR the gift is made by prescribed entities (refer Regulation 20B of the *Local Government (Administration) Regulations 1996*).
- 3. *Gift* is defined in Section 5.57 of the Act as:
 - a. The conferral of financial benefit from one person to another, unless adequate consideration in money or money's worth is provided to the donor in return; or
 - b. A travel contribution (including accommodation incidental to a journey).
- 4. *Guest* for the purpose of this policy does not include a Councillor or Shire of York employee.
- 5. *Ticket* includes an admission ticket to an event, or an invitation to attend an event, or a complimentary registration to an event, that is offered by a third party.
- 6. *Stakeholder* means any person, group, business, organisation or interested party (internal and external) who can affect or is affected by a decision or activity.

Responsible Officer:	Chief Executive Officer
Contact Officer:	Council & Executive Support Officer
Relevant Legislation:	Local Government Act 1995 – Sections 5.87A, 5.87B & 5.90A Local Government (Model Code of Conduct) Regulations 2021 – Regulation 22 Local Government (Administration) Regulations 1996 – Regulation 20B
Relevant Documents:	E1 Code of Conduct: Council Members, Committee Members & Candidates Department Circular No 11-2019 – New Gifts Framework
Review History:	

Date Review Adopted:	Resolution Number
Adopted - 16 December 2019	121219
Reviewed (Significant Amendment) – February 2025	
Former Policy No:	G1.15



Policy Number:	G3
Relevant Delegation:	Not Applicable
Adoption Details:	22 February 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

This policy is intended to ensure that civic functions and hospitality is provided in an appropriate and consistent manner.

POLICY SCOPE:

This policy applies to all civic functions and hospitality provided by the Shire of York. This policy does not relate to events supported by the Council through its funding of community group activities or via its economic development funding.

POLICY STATEMENT:

INTRODUCTION

From time to time there will be circumstances where the Council wishes to provide hospitality or hold a function. For example, it may relate to the conferring of the Freeman of the Shire, meeting a delegation to the Shire, or hosting a Western Australian or Federal Minister. It is a formal event and as such is intended to convey the significance of the matter at hand.

It is important that such hospitality is undertaken to a consistent standard and follows a clear process.

PRINCIPLES

- (a) A civic event or function is a mechanism available to the Council to convey the importance and significance of a matter to the community.
- (b) Funding and resources used to support an event should be effectively used and appropriate to purpose.

PROVISIONS

1 GENERAL

- 1.1 The Shire President, in discussion with the Councillors, and in conjunction with the Chief Executive Officer (CEO) shall have discretion to identify whether a civic reception is to be held, when it will be held and who shall be invited.
- 1.2 The Shire President may host functions and receptions with light refreshments for visiting dignitaries, local residents who are recipients of awards or prizes from the Shire, exchange students, visitors and delegations from other local authorities from Australia and overseas. The invitation list shall be at their discretion.

- 1.3 The Chief Executive Officer is authorised under delegated authority to approve civic functions, ceremonies, receptions, provision of hospitality and the use of the Administration and Town Hall, subject to compliance with this Policy.
- 1.4 Provision of catering for a function will be according to guidelines attached at Appendix 1.
- 1.5 Catering will be procured from local suppliers and a contestable process shall be undertaken to select a provider on a six-monthly basis.

2 SPECIFIC FUNCTIONS

- 2.1 The Council will hold an Australia Day event and provide associated hospitality on an annual basis. The event will be funded via a specific provision in the Annual Budget.
- 2.2 The Council will support the RSL in its holding of the ANZAC Day event. The support will be funded via a specific provision in the Annual Budget.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer	
Contact Officer:	Council and Executive Support Officer	
Relevant Legislation:	Not applicable	
Review History:		
Date Review Adopted:		Resolution Number

Date Review Adopted:	Resolution Number
Date Adopted 22 February 2016	
Reviewed – 24 October 2016	
Reviewed – 25 November 2019	291119
Former Policy No:	G1.12



Policy Number:	G3
Relevant Delegation:	Not Applicable
Adoption Details:	22 February 2016
Last Review Details:	February 2025

POLICY OBJECTIVE:

This policy provides guidelines to ensure civic functions, awards and hospitality are provided in an appropriate and consistent manner.

POLICY SCOPE:

This policy applies to:

- 1. Civic events delivered by the Shire.
- 2. Civic Awards presented by the Shire, or by the Shire on behalf of specified organisations and government departments.
- 3. Use of Shire facilities as function spaces where relevant to civic functions, awards and hospitality.

This policy does not apply to:

- 1. Events supported through funding provided via multi-year funding agreements or the Community Funding program.
- 2. General duties associated with hosting guests or dignitaries within the Shire, such as Members of Parliament, where not associated with civic functions, awards and hospitality.

POLICY STATEMENT:

INTRODUCTION

The Shire of York is committed to celebrating and promoting civic pride within our community. To fulfill this objective, the Shire may deliver a variety of civic functions, awards and hospitality to cultivate positive relationships between the community and Council, connect the community in celebration, and recognise and celebrate individual and community achievements. Collectively, these are referred to as civic activities.

PROVISIONS

1 GENERAL

The President, in conjunction with the Chief Executive Officer shall have discretion to determine whether a civic activity is to be held consistent with budget allocations and conditions within this Policy. These activities are, ideally, to be identified eight (8) weeks in advance of the proposed date. The discretion to approve such activities should consider:

- a. Allocated budgets.
- b. Availability and suitability of venues.
- c. Officer capacity and resourcing requirements.

All civic activities delivered by the Shire are hosted by the President. In the President's absence, the Deputy President has the next right of refusal. Where neither representative is available, the President may nominate an alternative Councillor.

Unless otherwise stated in subsequent sections of this Policy, the date, time, location, invitation list (including the inclusion/exclusion of partners for invitees) and guest speakers shall be determined by the President in conjunction with the Chief Executive Officer.

Councillors and identified dignitaries are invited to attend civic activities, with the proceedings being mostly formal in nature. The venue is determined by the number of guests to be invited, and the Chief Executive Officer determines the final format and all other administrative arrangements associated with the organisation and conduct of civic activities.

Recognition of Australia's First Nation's people, particularly the Ballardong Noongar people, will form part of every civic activity.

Catering and refreshments, where required, will be procured from local businesses on a rotational basis to ensure equity and fairness, in line with budget allocations.

2 CATEGORIES

A civic activity (which may or may not include an Award Ceremony) may be held for the following reasons:

Community acknowledgement

For exceptional services by groups and/or individuals to the Shire of York community.

Recognition

For community services by individuals throughout the year or outstanding achievements/efforts in a special circumstance.

Commemorative

For individuals, groups or significant dates on the Australian calendar that have, or have had, an impact on the local community. This may include recognition to a community group for a significant anniversary/occasion.

Celebratory

For achievements by the Shire, or for a significant milestone such as the signing of agreements/accords with State and Federal Government or other organisations. The Shire may also host celebratory civic activities to commemorate the opening of, or significant upgrades to, public amenities.

Official delegations

To meet the requirements or obligations of a local government authority, and/or to recognise state, interstate or international relations. This includes Citizenship Ceremonies.

3 SPECIFIC CIVIC ACTIVITIES

The following civic activities are known within the Shire, itemised per Policy category:

Community acknowledgement

These events may change from year to year and include functions such as Thank a Volunteer or Senior's Appreciation Day (or similar). These types of events should cover a broad section of the community and are not intended to highlight the achievements of an individual person or business.

Recognition

Each year the Community Citizen of the Year Awards give local governments around the State the opportunity to acknowledge the contribution and celebrate community engagement of people within the community. This occurs via the Auspire Community Citizen of the Year Program.

There are four (4) award categories, with the criteria and nomination process being in accordance with Auspire protocols:

- 1. Community Citizen of the Year
- 2. Young Community Citizen of the Year (16-30 years of age)
- 3. Senior Community Citizen of the Year (over 65 years of age)
- 4. Active Citizenship group or event

The selection of award recipients for each category is undertake by the York Honours Reference Group via recommendation to Council in November each year. The final selected recipients of the Awards are announced at the presentation ceremony held in conjunction with the Australia Day breakfast on 26 January.

As part of the Shire's membership to Auspire, an Australia Day Ambassador is allocated to the Shire each year. The Ambassador changes from year to year and is appointed by Auspire. It is customary that accommodation is provided the evening prior to the Australia Day breakfast, as is a suitable gift (ie bouquet of flowers or assortment of local products) which is presented to the Ambassador as part of the Award ceremony. The Ambassador is generally the keynote speaker for the ceremony and may participate in other activities as requested from time to time.

Publicised and coordinated in conjunction with the Community Citizen of the Year Awards, the Shire conducts annual awards for Senior Sports Star of the Year and Junior Sports Star of the Year. The criteria and nomination process is specified on the nomination form. These awards are sponsored by Bendigo Bank with the selection of award recipients also undertaken by the York Honours Reference Group and presented at the Australia Day breakfast on 26 January.

For both Awards, previous winners are invited to present the current year's awards. A morning tea for dignitaries, award recipients and past winners is conducted at the conclusion of the Awards ceremony.

With regard to the civic activity recognising an Honorary Freeman of the Shire of York, refer to Policy C1 – Honorary Freeman of the Shire of York.

<u>Commemorative</u>

While both organised and conducted by the RSL York Sub Branch (RSL), ANZAC Day and Remembrance Day commemorative services are held on ANZAC Day and Remembrance Day annually. Wreaths are purchased by the Shire and laid by a Council representative at both services.

The Shire provides in-kind support to the RSL through the free provision of chairs, trestle tables, marquees and mobile lights for the delivery of the ANZAC Day and Remembrance Day services.

In addition, the President is normally invited to attend the York District High School ANZAC Day service, with a wreath purchased by the Shire and laid as part of the service.

<u>Celebratory</u>

Periodically, official openings of Shire facilities and amenities delivered by the Shire following significant investment (such as roads, trails, buildings and facilities) may occur to celebrate the occasion and to recognise the contribution of relevant stakeholders in the provision of a new/upgraded community asset. Stakeholders may include (but is not limited to) Federal and State

Government representatives, community representatives/groups, volunteers and funding bodies. Official openings shall be designed within the parameters or characteristics of the specific project.

Official delegations

The Department of Home Affairs is responsible for the administration, approval and processing of Australian citizenship applications. However, the Shire hosts the ceremonies as the arm of government closest to new citizens and the communities to which they below.

The invite list is dictated by the Department of Home Affairs who provides the names and details of the conferees, and the ceremony is to be conducted in accordance with the Australian Citizenship Ceremonies Code. The Presiding Officer has the lead role in a citizenship ceremony. It is a legal requirement that the Presiding Officer is authorised by the Australian Government Minister responsible for citizenship matters. The final invite list for each ceremony is at the sole discretion of the Chief Executive Officer, but is to include Local Members of Parliament, Councillors and, for conferee guests, a limited number of family/friends subject to venue capacity.

Any guest speakers proposed for the citizenship ceremonies are to be selected by the Chief Executive Officer, in consultation with the President.

The Shire will provide each conferee with a native Australian plant and a small gift bag consisting of iconic Australian items and locally sourced products.

4 OTHER/AD-HOC CIVIC ACTIVITIES

External requests or unforeseen opportunities for civic activities may arise and can be considered on their individual merits, where consistent with the provisions of this Policy and budget allocations. These requests are to be received in writing, ideally, no less than ten (10) weeks prior to the anticipated delivery date, allowing for appropriate consideration and organisation to occur.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer
Contact Officer:	Council and Executive Support Officer
Relevant Legislation:	Policy C1 – Honorary Freeman of the Shire of York
Review History:	

Review History:

Date Review Adopted:	Resolution Number
Date Adopted 22 February 2016	
Reviewed – 24 October 2016	
Reviewed – 25 November 2019	291119
Former Policy No:	G1.12



Policy Number:	G11
Relevant Delegation:	Not Applicable
Adoption Details:	28 January 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

To ensure Council Forums are held in a way that is consistent with principles of transparency and accountability.

POLICY SCOPE:

This policy applies to all Council Forums involving Councillors.

POLICY STATEMENT:

INTRODUCTION

The Local Government Act 1995 (Part 5) sets out the framework whereby Councillors meet as the governing body for the purpose of decision-making on behalf of the Shire.

It is the intention of the Act that Councils conduct business in a way that:

- is open and transparent.
- has a high level of accountability to their community.
- is efficient and effective.
- occurs with due probity and integrity.
- acknowledges relevant community input.
- has all available information and professional advice.
- occurs with the fullest possible participation of Elected Members.

Formal Council meetings are the mechanism by which elected representatives make decisions on behalf of the community. Agendas are primarily focused on reports requiring decision and there is little room, or sufficient flexibility under Standing Orders, to allow more general discussion and exploration of ideas. Traditionally there have been on going opportunities for general exchange of information between Councillors and Council staff under headings like workshops, information sessions or briefings. More recently and under the guidance of the Department of Local Government and Communities, these informal sessions have been collectively described as Council forums.

The absolute defining difference between a Council formal meeting and a Council forum is that Council can only make decisions in formal meetings held under the auspices of the Local Government Act and under Standing orders.

Councillors must also always be open to receiving information and to new ideas prior to making decisions. This means they must also avoid formal debate in a Council forum because of their

obligation to retain an open mind on a matter in a formal meeting. Any perception that there is a pre-determined position puts this basic democratic principle at risk. Council forums must be seen as essentially information exchange opportunities.

Even though these forums will not involve debate or decision, it is important that they are conducted in a way that is consistent with the intention of the Local Government Act in relation to the conduct of business.

This policy sets out the framework for the conduct of these Forums.

PRINCIPLES

- (a) debate does not occur at a Council forum.
- (b) decisions will not be made at a Council Forum.
- (c) Councillors will be required to adhere to the same probity standards that apply to formal meetings held under the Local Government Act 1995.
- (d) forums will be managed under the authority of the Chair in accordance with Standing Orders.

PROVISIONS

1. TYPES OF COUNCIL FORUMS

The Council will operate Forum sessions which will cover the following broad areas:

Concept Considerations

- 1.1 These will involve Councillors and Council staff meeting to discuss and explore philosophies, ideas, strategies and concepts relating to the development of the Shire. Examples of the type of matters concept forums might canvass are:
 - current matters of a local or regional significance.
 - matters relating to the future development of the Shire.
 - emerging changes to the local government sector and implications for the Shire.
 - cross-agency relationships.
- 1.2 Members of the public will not be present at these forums.

Agenda Considerations

- 1.3 These are opportunities for the Chief Executive Officer and Council staff to brief Councillors on upcoming agenda items for formal meetings.
- 1.4 Members of the public will not be present at these forums.

Public Interest Forums

1.5 The Council may from time to time hold separate Public Interest Forums whereby members of the public can attend to hear the information being provided about a particular matter.

2. GENERAL CONDUCT OF COUNCIL FORUMS

- 2.1 The following shall apply to all forums:
 - there will be no debate on any matter.
 - No decisions will be made.

- Standing Orders will be followed e.g. all matters will be directed through the Presiding Member.
- no member of the public will be present unless it is at a Public Interest Forum. Members of the public will have no right to speak unless invited to do so by the Chair.

Town Planning Matters

When a Council is dealing with a town planning matter that is the subject of a formal application, it does so under the powers conferred by the State planning legislation. Council assumes the role of a planning authority and a Councillor the role of a planning commissioner. It is essential that in that role the objectivity of the participating Councillors is maintained and protected, so as not to put any decision process at risk.

2.2 A precautionary approach will be taken to inclusion of information briefings on a town planning matter which is under application at a Forum. Information exchange and the ability to question on town planning matters will be included only on issues considered significant to a general locality or the Shire as a whole. This will occur under the Public Forum process only.

3. DEVELOPMENT OF KEY STATUTORY DOCUMENTS UNDER THE LOCAL GOVERNMENT ACT

Many local authorities have their initial discussions and undertake the early shaping of their key statutory documents such as the Strategic Community Plan and the Corporate Business Plan through a workshop process. This is highly desirable as it allows Councillors to absorb general information and gradually develop ideas and thinking. While there are no decisions made, it is important that the information provided and the developing ideas are documented.

3.1 A summary of key themes arising at a Council Forum involving discussion of integrated planning and reporting requirements or key planning documents will be made, for the purpose of input into any further sessions. This information will also be included as background material in any formal report to Council.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.	
Responsible Officer:	Chief Executive Officer
Contact Officer:	Executive Manager Corporate & Community Services
Relevant Legislation:	Department of Local Government & Community: Local Government Operational Guidelines, Number 05, 2004

Review History:

Date Review Adopted:	Resolution Number
Adopted – 28 January 2016	
Reviewed – 24 October 2016	
Reviewed – 25 November 2019	291119
Former Policy No:	G2.7

GOVERNANCE POLICIES Conduct of Council Agenda Briefings and Concept Forums



Policy Number:	G11
Relevant Delegation:	Not Applicable
Adoption Details:	28 January 2016
Last Review Details:	February 2025

POLICY OBJECTIVE:

A key role of a Councillor is to participate in the local government's decision-making processes at Council and Committee meetings. A key function of the Chief Executive Officer (CEO) is to ensure that advice and information is available to the Council so that informed decisions can be made.

The purpose of this Policy is to establish guidelines for the provision of information to Councillors at Agenda Briefings and Concept Forums, as well as how they will be managed.

POLICY SCOPE:

This policy applies to all Agenda Briefings and Concept Forums as well as the Councillors, staff, consultants and general public who attend.

POLICY STATEMENT:

INTRODUCTION

Part 5 of the *Local Government Act 1995* (the Act) sets out the framework whereby Council meets as the governing body for the purpose of decision-making on behalf of the district.

Formal Council meetings are the mechanism by which elected representatives make decisions on behalf of the community. Agendas are focused on reports requiring decision and there is little flexibility under the Act or Standing Orders to allow for more general discussion and exploration of ideas at a Special or Ordinary Council Meeting.

There is a need for Council to meet and discuss matters relating to the strategic directions, operations and affairs of the Shire outside the formal meeting framework prescribed by the Act and Standing Orders. The Shire of York conducts Agenda Briefings and Concept Forums for this purpose.

PROVISIONS

1. AGENDA BRIEFINGS

Agenda Briefings are non-decision-making briefings that involve Councillors and the Executive Leadership Team. They are open to the public and have been established to:

- 1. Provide Councillors with the opportunity to ask questions and seek points of clarification from the Administration on reports contained on the Council Agenda.
- 2. Provide a transparent, accountable and public forum for Councillors to better inform themselves on items on the Council Agenda.

This ensures Council is fully informed to consider and make impartial and transparent decisions on items presented to it at an Ordinary Council Meeting.

General Procedures

Agenda Briefings are held one week prior to the Ordinary Council Meeting, usually on the third Tuesday of the month (excluding January).

Agenda Briefings are generally open to members of the public. However, there is no opportunity for public participation during the Agenda Briefing. Public participation opportunities occur at a Special or Ordinary Council Meeting. Members of the public are required to be decorous and abide by the directions of the Presiding Member in relation to conduct at the Agenda Briefing. A failure to observe decorum or a direction of the Presiding Member will result in the member of the public being required to leave the premises.

Agenda Briefings will be closed to members of the public where matters are to be discussed that:

- 1. Are to be dealt with as confidential items under Section 5.23(2) of the Act, or
- 2. The Presiding Member considers, on the advice of the CEO, should be dealt with as a confidential item.

The dates, times and locations of Agenda Briefings will be set at the same time the schedule for the Ordinary Council Meeting dates are adopted annually by Council. Local Public Notice of Agenda Briefings will be provided in the same way and at the same time notice is given for the Ordinary Meetings of Council.

The agenda for the Agenda Briefing and Ordinary Meeting will be published on the Shire's website by the Friday prior to the Agenda Briefing. The matters listed on the agenda, including where necessary any Late Reports listed at Item 12 of the Agenda, will be the only matters for discussion at an Agenda Briefing.

The Shire President will be the Presiding Member at an Agenda Briefing. If the President is unable or unwilling to assume the role of Presiding Member, the Deputy Shire President may preside at an Agenda Briefing. If the Deputy President is unable or unwilling, then the Councillors present may by simple majority select a Presiding Member from amongst themselves to preside at an Agenda Briefing.

The Presiding Member decides all procedural matters and conduct at an Agenda Briefing.

There are no quorum requirements at an Agenda Briefing.

Debate, and/or vigorous discussion by a Councillor(s) that could be interpreted as debate, is not permitted on any matters raised during an Agenda Briefing.

All Councillors will be given a fair and equal opportunity to participate in an Agenda Briefing. However, statements, opinions and preamble are not permitted. Councillors should phrase their queries or concerns in the form of a question.

All questions are to be asked, and responses provided, through the Presiding Member. Freeflowing discussion between Councillors and/or Officers is not permitted.

All Councillors and Officers shall disclose their Interests on any item on the agenda at an Agenda Briefing. When disclosing an Interest the following will apply:

- 1. An Interest is to be disclosed in accordance with the Act and Regulations.
- 2. Councillors and Officers who disclose a Financial or Proximity Interest must not participate on discussions or questions on the item to which their Interest applies and shall leave the room. Notwithstanding, the Council may agree, by simple majority, to

allow a Councillor who has declared an Interest to remain in the room on an item, if the Councillors present agree:

- a. The Interest is trivial or insignificant as to be unlikely to influence the disclosing Councillor's conduct on the matter, or
- b. Is an Interest common to a significant number of electors or ratepayers.

Interests declared at an Agenda Briefing will be recorded in the Register of Interests required under Section 5.88 of the Act.

No formal decisions of Council are made at Agenda Briefings. The only decisions made at an Agenda Briefing are procedural and include to elect a Presiding Member where the President or Deputy President are unavailable, or to allow a Councillor to remain in the room after they have declared an Interest in accordance with the above.

The CEO will cause notes to be kept of the Agenda Briefing to include attendance, questions and responses to questions asked, requests for further information and Interests declared. These notes are intended for internal purposes only and are not publicly published.

2. CONCEPT FORUMS

Concept Forums are held two weeks prior to the Ordinary Council meeting, usually on the second Tuesday of the month (excluding January).

Concept Forums are informal, non-decision-making forums that involve Councillors, the Executive Leadership Team, other Officers as invited by the CEO and, where applicable and invited by the CEO, external consultants or members of the public. They are not open to the public.

Concept Forums are designed to propose, discuss and formulate philosophies, ideas, strategies and concepts for the future development of the local government and the district. Matters which may be canvassed at Concept Forums include:

- 1. Current matters of a local or regional significance
- 2. Matters relating to the future development of the Shire
- 3. Emerging changes to the local government sector and implications for the Shire
- 4. Cross-agency relationships
- 5. Significant projects, revenue-raising requirements and expenditure needs
- 6. The development of strategic, planning, management and financial documents

Such forums often involve projects that are in the early planning stage and are some time away from being formally presented to Council for a decision.

General Procedures

The agenda for Concept Forums will be provided to Councillors by the Friday prior to the Concept Forum.

The Shire President, or where the President is not available, the Deputy Shire President will open the Concept Forum and then hand over to the Chief Executive Officer to conduct of the Concept Forum. However, the Presiding Member still decides all procedural matters and conduct at Concept Forums and all discussion is to be directed through the Presiding Member.

There are no quorum requirements for Concept Forums.

All Councillors will be given a fair and equal opportunity to participate in Concept Forums.

All Councillors and Officers shall disclose their Interests on any item on the agenda at Concept Forums. When disclosing an Interest the following will apply:

- 1. An Interest is to be disclosed in accordance with the Act and Regulations.
- 2. Councillors and Officers who disclose a Financial or Proximity Interest must not participate on discussions or questions on the item to which their Interest applies and shall leave the room. Notwithstanding, the Council may agree, by simple majority, to allow a Councillor who has declared an Interest to remain in the room on an item, if the Councillors present agree:
 - a. The Interest is trivial or insignificant as to be unlikely to influence the disclosing Councillor's conduct on the matter, or
 - b. Is an Interest common to a significant number of electors or ratepayers.

Interests declared at Concept Forums will be recorded in the Register of Interests required under Section 5.88 of the Act.

No formal decisions of Council are made at Concept Forums. In discussing matters at a Concept Forum, Officers are looking for general guidance from Council as a matter is researched and a report for inclusion in a future Council Agenda is drafted.

While an agenda is provided to Councillors, no formal minutes, specific discussions, actions or outcomes as such will be recorded. Any documents and presentations made at a Concept Forum are for internal purposes only and are not intended for public distribution. Any release of such information to the public would only occur where it forms part of a report for an Ordinary or Special Council Meeting.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer
Contact Officer:	Council & Executive Support Officer
Relevant Legislation:	Local Government Act 1995
	Local Government (Administration) Regulations 1996
	Local Government (Model Code of Conduct) Regulations 2021
	Local Government Operational Guideline Council Forums
	Policy E1 – Code of Conduct – Council Members, Committee Members & Candidates
	Policy 08 – Employee Code of Conduct

Review History:

Date Review Adopted:	Resolution Number
Adopted – 28 January 2016	
Reviewed – 24 October 2016	
Reviewed – 25 November 2019	291119

Reviewed – February 2025	
Former Policy No:	G2.7

SY020-02/25 POLICY REVIEW - POLICY C1 - HONORARY FREEMAN OF THE SHIRE OF YORK, POLICY E4 - COUNCIL DELEGATES: ROLES & RESPONSIBILITIES, POLICY E8 - PAYMENT OF LEGAL COSTS FOR COUNCILLORS, POLICY G7 -DISRUPTIVE BEHAVIOUR AT COUNCIL MEETINGS, POLICY G8 - PETITIONS AND POLICY G9 - REFERENCE OR WORKING GROUPS

File Number:	4.7712
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	 Policy C1 Review ↓ Policy E4 Review ↓ Policy E8 Review ↓ Policy G7 Review ↓ Policy G8 Review ↓ Policy G9 Review ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents the review of several Policies to Council for consideration.

BACKGROUND

Officers have undertaken a significant review of Council policies in accordance with the Chief Executive Officer's KPI to benchmark Council's policies. The following policies are presented to Council for consideration:

- 1. Policy C1 Honorary Freeman of the Shire of York
- 2. Policy E4 Council Delegates: Roles & Responsibilities
- 3. Policy E8 Payment of Legal Costs for Councillors
- 4. Policy G7 Disruptive Behaviour at Council Meetings
- 5. Policy G8 Petitions
- 6. Policy G9 Reference or Working Groups

COMMENTS AND DETAILS

The following table details the main amendments incorporated into the policy review.

TABLE 1.

POLICY	AMENDMENTS
	 Recognising an individual's service or achievement and its lasting impact upon the Shire or community as a reason for

Policy C1 – Honorary Freeman of the Shire of York	nomination and that it is the most prestigious form of honour or recognition that can be conferred by Council.				
	 Providing additional parameters on the Eligibility Criteria to recognise the prestigious nature of the honour. 				
	Removal of gender references.				
	 Inclusion of Selection Criteria and an Assessment Sheet to enable transparent, equitable and consistent application of the decision-making process. 				
	A tracked changes copy of the reviewed policy is presented in Appendix 1.				
Policy E4 – Council Delegates: Roles & Responsibilities	• Defining that the policy falls outside the scope of the Development Assessment Panels which are established by the State Government.				
	Removal of gender references.				
	Terminology changes for improved clarity and consistency.				
	A tracked changes copy of the reviewed policy is presented in Appendix 2.				
Policy E8 – Payment of	Removal of gender references.				
Legal Costs for Councillors	Definition of an Approved Lawyer.				
	 Providing clarity on what criteria will be addressed for a request to be considered. 				
	 Providing clarity on circumstances where legal costs will not be paid for by the Shire. 				
	 Providing clarity on the types of costs to be covered and consideration of the likelihood of success in the case. 				
	A tracked changes copy of the reviewed policy is presented in Appendix 3.				
Policy G7 – Disruptive Behaviour at Council					
Meetings	• References to maintaining the dignity of a Council Meeting and the office of Councillor.				
	 Inclusion of consequences to a person or persons where they refuse to leave a meeting due to disruptive behaviour. 				
	A tracked changes copy of the reviewed policy is presented in Appendix 4.				
Policy G8 – Petitions	Removal of gender references.				
	• Provision of a timeframe for receipt of a petition.				
	 Provision of a standard Officer's Recommendation for receiving a petition to ensure equitable and consistent application of the decision-making process. 				
	 Inclusion of privacy considerations. 				
	• In addition to the policy review it is proposed to develop an Information Sheet which details, in layman's terms, what a petition is, what requirements must be met, who can start and sign a petition, how to get the petition presented, what				

	happens to a petition and privacy considerations. This would be published on the Shire's website.			
	• Further review of the Policy may be required on assent of the Local Government Act Reform relating to standardising meeting processes for all local governments and the subsequent implementation of Model Standing Orders across the sector. This will be addressed at that time.			
	A tracked changes copy of the reviewed policy is presented in Appendix 5.			
Policy G9 – Reference or Working Groups	Inclusion of Working Groups.			
	 Noting the Administration may establish a Reference or Working Group. 			
	 Including reference to Policy E1 – Code of Conduct for Council Members, Committee Members and Candidates. 			
	 Inclusion that members may be identified and approached on a selective or individual basis, not just by public advertising (particularly where that process has failed to identify potential members). 			
	Removal of gender references.			
	A tracked changes copy of the reviewed policy is presented in Appendix 6.			

The reviewed policies are intended to provide additional clarity to Councillors and the Administration and have been benchmarked across several other local governments. They are also more aligned with current operational practices and resources.

It is therefore recommended that Council adopt the reviewed Policies.

OPTIONS

Council has the following options:

- **Option 1:** Council could choose to adopt the review of Policy C1 Honorary Freeman of the Shire of York, Policy E4 Council Delegates: Roles & Responsibilities, Policy E8 Payment of Legal Costs for Councillors, Policy G7 Disruptive Behaviour at Council Meetings, Policy G8 Petitions and Policy G9 Reference or Working Groups.
- **Option 2:** Council could choose not to adopt the review of Policy C1 Honorary Freeman of the Shire of York, Policy E4 Council Delegates: Roles & Responsibilities, Policy E8 Payment of Legal Costs for Councillors, Policy G7 Disruptive Behaviour at Council Meetings, Policy G8 Petitions and Policy G9 Reference or Working Groups.
- **Option 3:** Council could choose to suggest further changes to the review of the Policies and identify what those changes are.
- **Option 4:** Council could choose to rescind some policies but not others and identify which policy was which.

Option 1 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

The Shire's website will be updated if the policy reviews are adopted.

Financial

Nil

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 governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the local government's functions.
- (2) The council's governing role includes the following
 - (a) overseeing the allocation of the local government's finances and resources;
 - (b) determining the local government's policies;
 - (c) planning strategically for the future of the district;
 - (d) determining the services and facilities to be provided by the local government in the district;
 - (e) selecting the CEO and reviewing the CEO's performance;
 - (f) providing strategic direction to the CEO.
- (3) For the purpose of ensuring proper governance of the local government's affairs, the council must have regard to the following principles
 - (a) the council's governing role is separate from the CEO's executive role as described in section 5.41;
 - (b) it is important that the council respects that separation.
- (4) The council must make its decisions
 - (a) on the basis of evidence, on the merits and in accordance with the law; and
 - (b) taking into account the local government's finances and resources.
- (5) The council must have regard to the need to support an organisational culture for the local government that promotes the respectful and fair treatment of the local government's employees.
- (6) The council has the other functions given to it under this Act or any other written law."

Risk Related

There is a moderate risk to Council if it does not regularly review its Policies.

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Policy Review - Policy C1 - Honorary Freeman of the Shire of York, Policy E4 - Council Delegates: Roles & Responsibilities, Policy E8 - Payment of Legal Costs for Councillors, Policy G7 - Disruptive Behaviour at Council Meetings, Policy G8 - Petitions and Policy G9 - Reference or Working Groups, Council:

- 1. Adopts the following reviewed Policies:
 - a. Policy C1 Honorary Freeman of the Shire of York, as presented in Appendix 1.
 - b. Policy E4 Council Delegates: Roles & Responsibilities, as presented in Appendix 2.
 - c. Policy E8 Payment of Legal Costs for Councillors, as presented in Appendix 3.
 - d. Policy G7 Disruptive Behaviour at Council Meetings, as presented in Appendix 4.
 - e. Policy G8 Petitions, as presented in Appendix 5.
 - f. Policy G9 Reference or Working Groups, as presented in Appendix 6.
- 2. Authorises the Chief Executive Officer to make any minor formatting and typographical changes to the Policies prior to publication.

COMMUNITY POLICIES

morary Freeman of the Shire of York

Policy Number:	C1
Relevant Delegation:	Not Applicable
Adoption Details:	22 February 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

This policy sets out the circumstances under which the Shire of York-Council may bestow the title of "Honorary Freeman of the Shire of York" upon individuals who have made an outstanding and exceptional contribution to the Shire or community.

SHIRE OF

POLICY SCOPE:

This policy is applicable to all nominations, applications and awards of the title "Honorary Freeman of the Shire of York". covers matters relating to the nomination and conferring of the honour.

POLICY STATEMENT:

INTRODUCTION

From time-to-time members_residents_of the York community_may demonstrate outstanding commitment and contribution to the Shire or York_community and it is recognised that this contribution should be acknowledged. The Council will do this by, in special circumstances that meet the criteria of this policy,_awarding to an individual the title of "Honorary Freeman of the Shire of York" in special circumstances that meet the criteria of this policy. The Council will recognise, under appropriate circumstances, individuals who have demonstrated an outstanding contribution. It is the highest honour available to the Shire. In bestowing the title, Council will give consideration to the nature of the individual's service or achievement and its lasting impact upon the Shire or community. The title of Honorary Freeman is the most prestigious form of honour or recognition that can be conferred by Council.

PRINCIPLES

(a) Outstanding contributions should be recognised by the community and the ShireCouncil.

(b) The status of the honour should be protected over time.

PROVISIONS

1. GENERAL

- 1.1 The conferring of the honour of the Freeman of the Shire of York will occur only in rare and exceptional circumstances to maintain both the significance and prestige of the title.
- 1.2 The nominee must have given extensive and distinguished service to the Shire or community in a largely voluntary capacity. The nominee must have made an outstanding contribution to the Shire or community such that the nominee's contribution can be seen to stand above the contributions made by most other people.

1.3 Bestowing the title of Honorary Freeman of the Shire-will only be by an Aabsolute Memajority decision of the Council and in accordance with this policy.

2.1.	The following shall be taken into account when consideration is being given to the		
	considering conferring of the title of Honorary Freeman of the Shire of York:		
	(a) The title shall not be bestowed on anyone who is a current employee or Councillor of the Shire of York.	_	Formatted: Font: Not Bold
	(a)(b) Tthe nominee's exceptional service must be recognised as a matter of public record.		
	(b)(c) The nominee must have lived in, worked or served the Shire of York for a significant		
	number of yearswill ordinarily be a resident of the Shire of York and have lived within		
	the Shire for a significant number of years, usually 20 years or greater, although this may be reduced by the significance of service.		
	(c) the nominee must have identifiable and long-standing connections with the community		
	in the Shire of York.		
	(d) <u>T</u> the nominee <u>must have providedshould have given long extensive</u> and distinguished service to the local community and made a contribution that is considered extraordinary.		
	above the contributions of most other persons.		
	(e) \underline{T} the nominee's endeavours must have clearly benefited the Shire of York community		
	and possibly the wider region.		Formatted: Font: Bold
	(e)(f) The nominee's achievements should be of a nature which would encourage the local		
	government to nominate that person for an honour under the Australian Honours System.		
	(f)(g) <u>T</u> the nominee must have demonstrated both outstanding leadership and personal integrity.		
	(c)(h) Pereference shall be given to a person who performs in a voluntary capacity, but this should not preclude the honour being awarded to a person whose dedication and contribution to their profession is significantly above that expected from others in their occupation.		
	(h)(i) <u>T</u> the contribution to the welfare of the community must involve one or <u>more_both</u> of the following factors:		
	•a. sSignificant contribution of the nominee's time in serving members of the Community for the improvement of their welfare.		Formatted: Indent: Left: 2.12 cm, Numbered + Leve + Numbering Style: a, b, c, + Start at: 1 + Alignmen Left + Aligned at: 5.4 cm + Indent at: 6.03 cm
	 <u>b. T</u>the promotion, achievement and/or delivery of community services in which a real, personal role and contribution is made. 		Leit + Alighed al. 3.4 cm + Indent al. 0.05 cm
	 while difficult to define, the contribution must be outstanding in that it can be seen to stand above the contributions of most other persons. 		
	 the title shall not be bestowed on anyone who is holding the office of Council Member of the Shire of York. 		
	IOMINATION PROCEDURE		
3. N	Formal nominations for the honour may can only be made by a Councillor of the Shire of York. A Councillor may make a nomination on his or hertheir own cognisance or act as a		
3. N 3.1	sponsor for a wider community desire to honour a person.		

3.3	The nomination must clearly outline the history of the nominee in chr outlining their history of the extraordinary community service.	onological order,	
3.4	Nominations must be made in the strictest confidence without the nominand-be sponsored by a Councillor and supported in writing by at lea Councillors.		
3.5	Nominations are to be submitted to the Chief Executive Officer. The Chief will submit a confidential report to a Council Meeting with details of the confidential report for the Council Meeting shall be delivered to all Council (2) weeks prior to the meeting date to all Councillors.	nomination. The	
3.6	If a Councillor expresses an objection to the nomination, that Councillo reasons for the objection in writing to the Chief Executive Officer, at le before-prior to the Council Meeting. The Chief Executive Officer shall sub (together with any other relevant information) to the Council Meeting.	ast one (1) week	
3.7	Deliberations on the matter will take place Beehind eclosed eDoors. In nominee's name shall be recorded in the Minutes of the Council M supported or not by the Council. Council are to utilise the Honorary Free Sheet presented in Appendix 1 to evaluate the suitability of the nominee for the suita	leeting, whether man Assessment	
3.8	_In the event Council approves the nomination, it shall be by an Absolute N	lajority decision.	
<u>3.9</u>	If it is considered appropriate to pursue the nomination further, it should 'that Council bestow the honour of Honorary Freeman of the Shire of Yo this report'. The Shire President is to send a letter advising of this Counc nominated Freeman.	rk as indicated in	
<u>3.10</u>	If it is considered by Council that it would not be appropriate to pursue su the resolution is to reflect that the nomination has not received the support does not have to name the nominee.		
<u>3.8</u> 3.1	1 If the candidate for Honorary Freeman declines the nomination, informed and the matter shall lapse.	Council is to be	
3.9	nominee to confirm their acceptance of the honour.	l contact with the	
<u>4. se</u>	LECTION CRITERIA		
<u>In ma</u> criteri	king a determination, Council is to give consideration of the following weigh a:	ted selection	
Crite	ria	Weighting (%)	Formatted: Fo
Leve	of dedication to their field of activity	20	Formatted: Fo
Outs	tanding personal leadership qualities and personal integrity	<u>20</u>	Formatted: Fo
Bene	fits to the local community and wider region	<u>40</u>	Formatted Tal
<u>Spec</u>	al achievements of the nominee	20	

4.<u>5</u>. ENTITLEMENTS

4.1 Any person declared an Honorary Freeman of the Shire of York:

• may designate themselves as an "Honorary Freeman of the Shire of York".

ont: Bold ont: Bold ont: Bold able

Formatted: Normal

- will be invited to all civic events and functions and be acknowledged as a dignitary.
- will have their photograph hung in the Shire's Council Chambers.
- will be provided with a plaque to commemorate receipt of their Award.
- will be conferred at an appropriate civic ceremony for the purpose hosted by the Shire of York.

5.6. LIMITATIONS ON HOLDERS OF THE AWARD

- 5.1 At any one-time, a maximum of four (4)_living persons only, unless otherwise decided by an Absolute Majority decision of the Council, may hold the title 'Honorary Freeman of the Shire of York'.
- 5.2 For avoidance of doubt, the honour-title shall not be awarded posthumously.

6-7. PERSONAL CONDUCT

- 6.1 A person who has been conferred with the honour of "Honorary Freeman of the Shire of York' shall display high standards of personal conduct and behaviour at all times and shall not bring the Shire of York <u>or the community</u> into disrepute.
- 6.2 The Council reserves the right to cancel the honour₇ in the event that the holder is convicted of a serious criminal offense or brings the Shire <u>or community</u> into disrepute. (Any such <u>decision-resolution</u> shall be by an <u>aA</u>bsolute <u>mM</u>ajority decision).

PENALTIES:

Not applicable.

	ons:				Formatted: Normal, Space Before: 5 pt, A Line spacing: Multiple 1.15 li	fter: 10 pt,
Not applicable.					Line spacing. Multiple 1.15 ii	
Appendix 1 – He	onorary Freeman o	of the Shire Asse	ssment Sheet		Formatted: Font: 14 pt, Bold	
Eligibility Criteria (tick box to confirm compli	ance).			Formatted: Font: Bold	
(a) The title shall	not be bestowed on a	nyone who is a cur	rent employee or Co	uncillor of the Shire	Formatted: Font: 10 pt, Italic	
of York	s exceptional service r	nust be recognised	as a matter of publi	c record.	Formatted: Indent: Left: 0.12 cm, Number + Numbering Style: a, b, c, + Start at: 1 + Left + Aligned at: 6.81 cm + Indent at: 7.4	+ Alignmen
a significant nu significance of		y 20 years or great	er, although this ma	y be reduced by the	Numbered + Level: 1 + Numbering Style: a Start at: 1 + Alignment: Left + Aligned at: Indent at: 7.44 cm	a, b, c, +
	hould have given extension that is conside				-	
(e) The nominee' possibly the w	s endeavours must H ider region.	nave clearly benef	ited the Shire of Yo	ork community and		
	's achievements sho o nominate that perso				1	
(g) The nominee r	nust have demonstrat	ed both outstandir	ng leadership and pe	rsonal integrity.		
preclude the h	all be given to a perso nonour being awarde ignificantly above tha	d to a person who	se dedication and c	ontribution to their	-	
(i) The contributi factors:	on to the welfare of	<u>the community mu</u>	<u>ist involve one or b</u>	oth of the following		
the impro	t contribution of the vement of their welfa	re.			+ Numbering Style: a, b, c, + Start at: 1 + Left + Aligned at: 5.4 cm + Indent at: 6.03	+ Alignmen
	notion, achievement contribution is made.		<u>community</u> servic	<u>es in which a real,</u>		
Selection Criteria					Formatted: Font: Bold	
Each criteria is to exceptional.	be scored out of five	e (whole numbers	s only) with 1 being	g poor and 5 being		
<u>Councillor</u>	Level of	Outstanding	Benefits to the	Special	Formatted: Font: Bold	
	commitment to their field of	<u>personal</u> leadership	community of the district	achievements of the nominee	Formatted: Centered	
	activity	qualities and	(40%)	(20%)		
	(20%)	personal	1-0701	120/0]		
	1-0707	integrity				

1.	 	Formatted: Font: Bold
2.		Formatted: Font: Bold
3.		Formatted: Font: Bold
4.		Formatted: Font: Bold
5.		Formatted: Font: Bold
<u>5.</u>		Formatted: Font: Bold
7.		Formatted: Font: Bold

Responsible Officer:

Chief Executive Officer

Contact Officer:

Chief Executive Officer Not applicable Policy G3 – Civic Functions, Awards and Hospitality

Relevant Legislation: Review History:

Date Review Adopted:	Resolution Number	
Adopted - 22 February 2016	050216	
Reviewed - 24 October 2016	121016	
Reviewed - 25 November 2019	291119	
Former Policy No:	C 1.1	

ELECTED MEMBERS POLICIES Council Delegates: Roles & Responsibilities



Policy Number:	E4
Relevant Delegation:	Not Applicable
Adoption Details:	28 January 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

To provide guidance to Council on the selection of delegates to <u>external committees</u>, <u>organisations</u>, <u>bodies or agencies</u> <u>external organisations</u> and guidance to Councillors acting as delegates on their required roles and responsibilities in fulfilling their role as delegates.

POLICY SCOPE:

This policy applies to all delegates appointed by <u>Council resolution</u> to external bodies, agencies or <u>forums</u>committees, organisations, bodies or agencies.

Matters relating to the Joint Development Assessment Panel fall outside the scope of this policy.

POLICY STATEMENT:

INTRODUCTION

The Shire of York provides delegate representation on a range of external committees, organisations, bodies or agencies including but not limited to those outlined in the Shire of York Councillor Representation on Committees document.

This policy sets out the roles and responsibilities delegates must adhere to when fulfilling their role as a delegate.

The Shire of York community will be affected over time by decisions made by state and regional agencies, many of which will have a range of advisory or consultative forums, boards, and sometimes decision-making arms which allow for a local government presence at the table. From time to time, collaborative regional structures will be established to allow for cross boundary and cross-function discussion.

There will be a number of local organisations where the Council has either provided one off or ongoing financial assistance, or the Council has a strong interest in the outcome where a direct Shire of York Council presence is desirable.

The customary approach to each of these situations is for the Council to appoint a Councillor delegate, or occasionally a Council employee as a delegate, to attend on Council's behalf. Being a Council Delegate representing the Shire of York is an important role and carries with it a high level of responsibility. It is important to ensure that the most appropriate person is appointed for a delegate(<u>s</u>) position and that clear guidance is given as toon the obligations of the role.

This Policy prescribes the manner by which those nominated as delegates to external committees or organisations may fulfil their representative role. It provides guidance to Councillors and the CEO on the process to be used in selecting and making appointments to external bodies and forums. Formatted: Font:

PRINCIPLES

- (a) Appointees to external bodies and forums are delegates of the Council and as such will take a position on any matter consistent with any formally established Council position, or with the Council's known strategic vision or direction.
- (b)(a) Where a matter arises requiring a decision which may be inconsistent with established policies, strategies or vision, these matters will always be referred to the Council for discussion and direction and any pressures for <u>an</u> early decision on such matters will be withstood.
- (c)(b) Sign-off of any joint document involving the Shire of York must be achieved via formal Council resolution unless formally delegated by the Council.
- (d)(c) Where possible but within these parameters, delegates will have the ability to explore new ideas and possible solutions freely, and to achieve consensus with other members.
- (e)(d) Delegates to any organisation or forum will always advocate for their community but will also seek where possible wider outcomes which benefit other communities, provided the interests of the Shire of York community are not adversely affected.
- (f)(e) Councillors who are private members of an organisation or forum receiving financial assistance from the Council, or with a financial interest in the outcomes of any its deliberations, will not be appointed as a delegate to that organisation.

PROVISIONS

1. APPOINTMENT OF DELEGATES

- 1.1 Council will only consider the appointment of a delegate [fs] to another body or forum in the following circumstances:
 - (a) where the <u>external committees</u>, <u>organisations</u>, <u>bodies</u> or <u>agencies</u> <u>body/group/organisation or forum</u>-represents state or regional interests that are likely to have an impact on the Shire of York.
 - (b) where the <u>external committees</u>, <u>organisations</u>, <u>bodies or agencies</u> <u>body/ group/organisation or forum</u> is considering or working on a matter or issue of significant strategic interest to the Council. Note: this may be confined to local interests, involve state or regional matters, or be issue based at any level.
 - (c) where the <u>external committees</u>, <u>organisations</u>, <u>bodies</u> or <u>agencies</u> <u>body/group/organisation or forum</u> represents local interests and the Council has a direct financial or strategic interest in the affairs of that group.
 - (d) where the <u>external committees</u>, <u>organisations</u>, <u>bodies or agencies</u> <u>body/group/organisation</u>-represents local interests and the group occupies Council property.
- 1.2 The Council will review its appointment to external bodies and forums in conjunction with the regular ordinary local government election cycle.
- 1.3 The Chief Executive Officer (CEO) will call for the nomination of delegates to all relevant <u>external committees, organisations, bodies or agencies bodies, groups, organisations and</u> forums as soon as possible after the local government <u>ordinary</u> elections and appointment of Councillors to their positions <u>via a report to Council</u>. Where a position arises outside this

process, the CEO will call for nominations within five days a report will be presented to the next practicable Ordinary Meeting of Council following of notification of the position coming available.

1.4 At the next available meeting of the Council:

- (a) where the nominations equal available vacancies, the delegates will be appointed by resolution of Council.
- (b)(a) wWhere there are more nominations than vacancies, the Shire President will conduct a secret ballot using the first past the post system to establish the preferred delegate or delegates to fill the position. In the event of a tied vote for a position, lots will be drawn by the Shire President to determine the preferred delegate.
- 1.51.4 The Shire President will then call for a resolution of Council for Tthe preferred delegate(s) or delegates will to be appointed to the vacant position(s) and for the next preferred delegate(s) towill be appointed asthe deputy for the position(s). to carry out the duties of the appointed Councillor in his or her absence when required.
- 1.6 Where the external time for acceptance of nominations closes prior to the next available Council meeting, the Chief Executive Officer is to forward any relevant nomination and subsequently advise Council of the nomination, so that it can be considered and ratified through the normal process. Where number of nominations from Councillors exceeds the number of vacant positions, the Chief Executive Officer will consult with the President to determine an order of preference, based on experience in the position of Councillor and interest and merit in the vacant position.

2. DELEGATE ROLES AND RESPONSIBILITIES

- 2.1 Where a Councillor has been app<u>ointedroved</u> as Council's delegate for an external committee, body organisation or forum the delegate they shall:
 - (a) understand that their appointment <u>/ membership</u> is as a representative of <u>the</u>-Council and is by virtue of their position <u>with-on</u> Council.
 - (b) ensure their availability to attend scheduled meetings, and where they are unable to do so, provide <u>a</u>prior apology to the respective Presiding Member.
 - (c) provide timely notice of anticipated absences to any deputy delegate(<u>s</u>) where one is appointed.
 - (d) ensure that in participating and contributing to decision making of the <u>external</u> <u>committees</u>, <u>organisations</u>, <u>bodies</u> <u>or agenciesexternal</u> <u>organisation</u> the delegate communicates and <u>is cognisantyotes in accordance with</u> of <u>Council's</u> <u>determined</u> <u>position</u><u>formally</u> <u>established</u> <u>position</u> on matters <u>before</u><u>presented</u> <u>to</u> the <u>external</u> <u>committees</u>, <u>organisations</u>, <u>bodies</u> <u>or agenciesexternal organisation</u>.
 - (e) perform the functions and duties of a delegate in accordance with the principles set out in this policy and the standards set out in the Shire's Code of Conduct for Council <u>Members, Committee Members and Candidates (Policy E1)</u>.
 - (f) keep Council informed of the activities and achievements of the external organisation in a timely manner, <u>as required</u>.
 - (g) bring any significant matters to Council for discussion and direction where any matter may fall outside <u>current Council policy positionsany formally established Council position</u> or known strategic direction.

2.2 Where a delegate has failed to attend three (3) successive external organisation meetings, with or without apology, during a period where leave of absence has not been granted, the Council mayshall consider appointing a replacement delegate to ensure that the purpose and integrity of Council's participation in the external organisation is maintained.

2.3 If a delegate is unable to fulfil his or hertheir commitment to an external committee, organisation, body or agency external organisation then the delegate must advise the Chief Executive Officer so that organise Council's consideration of appointing a replacement delegate can be facilitated, and subsequent formal advice to the external organisation provided in a timely way.

PENALTIES:

22

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer			
Contact Officer:	Chief Executive Officer			
Relevant Legislation:	Local Government (Model Code of Conduct) Regulations 2021			
Review History:				
Date Review Adopted:		Resolution Number		
Adopted – 28 January 20	016			
Reviewed / Amendments – 24 October 2016		121016		
Reviewed / Amendments – 25 November 2019		291119		
Former Policy No:		G1.4		

ELECTED MEMBERS POLICIES Payment of Legal Costs for Councillors



Policy Number:	E8
Relevant Delegation:	Not Applicable
Adoption Details:	28 January 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

To provide guidelines for the Council when making decisions about payment of legal costs for present and past Councillors in relation to legal matters arising from their current or past official functions as Councillors of the Shire of York-guidance as to when the Shire may protect the interests of Councillors who become involved in legal proceedings because of their official functions.

POLICY SCOPE:

This policy applies to past and present Councillors of the Shire of York <u>subject to meeting the criteria</u> <u>set out in this Policy</u>.

This policy does not apply to legal advice and representation that is obtained by the Shire in the normal course of fulfilling the functions and exercising the powers of a local government.

POLICY STATEMENT:

INTRODUCTION

Circumstances may arise from time to time where <u>Past or present</u> Councillors (past or present) <u>may</u> find themselves the subject of legal <u>action proceedings</u> arising from formal decisions made in their roleas a result of carrying out their official functions. or required to participate in a legal matter (such as giving of evidence) on a Council matter.

Under tThe Local Government Act 1995_empowers, the Shire of York is empowered to protect the interests of individuals Councillors where they become involved in civil-legal proceedings because in the duty of carrying out of their official functions. In these situations, the Shire may assist the individual in meeting reasonable expenses and any-liabilities incurred in relation to those proceedings.

This policy sets outdetails the parameters for providing assistance either in the form of legal advice and representation, or reimbursement of legal costs incurred.

PRINCIPLES

- (a) Legal representation and support should be potentially available to Councillors on a matter arising from the discharge of their role and function provided that the Councillor has acted in good faith and according to the Councillor Code of Conduct, the Local Government Act, the Local Government (Rules of Conduct) Regulations or any other written law;
- (b) Financing of legal costs will not be:
 - paid retrospectively by the Shire in support of a Councillor
 - provided for defamation proceedings initiated by a Councillor

 provided to a Councillor on any matter to do with Council business or activity initiated by that Councillor independently of any formal Council decision. (See also the Elected Members Code of Conduct E1 and Employees Code of Conduct O8).

PROVISIONS	
 FINANCIAL ASSISTANCE CRITERIA The Shire may provide financial assistance for legal costs of a Councillor based on the following criteria: 	
 the legal costs must relate to a matter that arises from the performance, by the Councillor, of his or hertheir functionsrole as a Councillor. 	
• the legal cost must be in respect of legal proceedings that have been, or may be, commenced.	
 in performing his or her<u>their</u> functions to which the legal representation relates, the Councillor <u>must havehas</u> acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct, and according to provisions under the Code of Conduct: Council Members, Committee Members & Candidates E1, Local Government (Rules of Conduct) Regulations 2007 or other written law. 	
 the legal representation costs do not relate to a matter or dispute in respect of a Local Government Election process. 	
• The legal representation costs do not relate to a matter that is of a personal or private nature.	
 <u>Legal costs will not be:</u> paid retrospectively by the Shire in support of a Councillor. provided for defamation or negligence proceedings initiated by a Councillor. provided to a Councillor on any matter relating to Council business or an activity initiated by that Councillor independently of any formal Council decision. 	Formatted: Indent: Left: 1.12 cm, Bulleted + Level: Aligned at: 1.9 cm + Indent at: 2.54 cm
<u>1.3</u> <u>1.21.4</u> If the criteria in clause 1.1 are satisfied, the Council may approve the payment of legal costs:	
 where proceedings are brought against a member or employeea Councillor in connection with his or hertheir functions – for example, an action for defamation or negligence arising out of a decision made or action taken by the memberCouncillor. 	
 where proceedings are commenced by a Councillor to enable them to carry out their local government functions - for example, where a Councillor seeks a restraining order against a person using threatening behaviour to the Councillor. 	
 for involvement in a statutory or other inquiry that requires information to be given by, or to which information is given, by a <u>member Councillor</u> in connection with <u>his or</u> <u>hertheir</u> functions. 	
 Where exceptional circumstances are involved – for example, where a person or organisation is lessening the confidence of the community in the local government by publicly making adverse personal comments about Council or Councillors. 	
1.3 — The Shire will not make payment for legal representation costs to a member for a defamation	
or negligence action instituted by a member or for legal advice or activity initiated independent of a formal Council decision.	

2.1 A Councillor who seeks payment under this policy is to:

(a) make an application(s) in writing, to the CEO, providing with the following details:

Item SY020-02/25 - Appendix 3

1

I

	• the matter for which legal representation is sought.
	 how that matter relates to the functions of the <u>Member-Councillor</u> making the application.
	 the solicitor (or firm)<u>Approved Lawyer</u> who is to be asked to provide <u>the legal</u> representation.
	 the nature of legal representation to be sought (such as advice, representation in court, preparation of a document etc.).
	 the estimated cost (if known) of the legal representation.
	• why it is in the interests of the Shire for payment to be made.
	(b) and as so far as is possible, make the application in paragraph (a) before seeking the legal representation to which the application relates.
2.2	The application is to be accompanied by a signed declaration by the relevant member or employeeCouncillor that he or shethey:
	• haves read, and understands, the terms of this Policy.
	 haves acted in good faith and haves not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.
	 acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 5 and any other conditions to which the approval is subject.
	• <u>undertakes_agree</u> to repay to the Shire any legal costs in accordance with the provisions of clause 5, as may be required by the Shire and the terms of this Policy.
2.3	Once an application is received in accordance with this Policy a report is to be prepared by the CEO containing details of the application, an assessment of the request <u>including the likelihood of success</u> , an estimation of costs and a recommendation for consideration by the Council.
3 LE	GAL COSTS
3.1	Unless otherwise determined by the Council, payment of legal representation costs in respect of a single application is not to exceed \$15,000.
3.2	A Councillor may make an additional application(s) to the Council in respect of the same matter. The application must be made before any additional costs above the original approval are incurred.
4 CC	DUNCIL'S POWERS
4.1	The Council, in respect of an application for payment of legal representation costs,In determining an application, Council may:
	refuse the application.
	• grant_approve_payment.

- grant approve payment subject to conditions.
- 4.2 Conditions may include, but are not limited to In approving an application in accordance with this Policy, Council will set:

Conta	ict Officer:	Chief Executive Office	<u>rCouncil & Executiv</u>	e Support Officer			
Respo	onsible Officer:	Chief Executive Office	r				
	dered that this is no ufficient expertise.	<u>t appropriate – for examp</u>	ie where there is or	may be a conflict of I	nterest		
		n on WALGA's panel of le				-(Formatted: Font: Italic
		Lawyer means a Lawyer				-(Formatted: Font: Bold, Italic
KEY	TERMS/DEFINI	TIONS:					
Not a	pplicable.						
PEN	ALTIES:						
5.2	The Shire may tak it under this Policy	e action in a court of com /.	petent jurisdiction t	o recover any monies	due to		
	<u>Councillor</u> rec	ose costs as are available t eives monies paid for co ich the Shire paid the lega	sts, damages, or se	ettlement, in respect			
	., .	nose costs – in accordance					
5.1	A Councillor whose Shire:	se legal representation cc	osts have been paid	,	pay the		
	·	paid by the Shire are to b		nuer <u>councillor</u> .			
		n the Shire will be immed		mborCouncillor			
4.6	Commission find misconduct:	that a Councillor has a	cted unlawfully or				
	0	misleading information in					
	that constitute	es improper conduct .; or			<u>I a way</u>		
	costs has been ap	nquiry, resolve that a Cou proved has, in respect of t conably or in good faith in	the matter for whic	n legal costs were app	roved :		
4.5	The Council may.	subject to natural justice	and the second				
4.4		by resolution, cancel or va gal representation costs.	ry an approval, or ar	ny conditions of appro	oval, for		
		e applicant under the Shir plicies that may apply to t		ice policy (or its equi	valent).		
4.3	In assessing an ap	it, and repayment, of lega plication, the Council may	have regard to any	insurance benefits th			
	•	to enter into a formal agr			relating		

1

Date Review Adopted:	Resolution Number
Adopted – 28 January 2016	
Reviewed – 24 October 2016	121016
Reviewed – 25 November 2019	291119
Former Policy No:	G1.9

GOVERNANCE POLICIES Disruptive Behaviour at Council Meetings



Policy Number:	G7
Relevant Delegation:	Not Applicable
Adoption Details:	28 January 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

To establish clear stepsguidelines for management of managing disruptive behaviour by a member, or members, of the public at Council meetings and forums.

POLICY SCOPE:

This policy applies to all formal-Council meetings and Council-forums which are open to members of the public.

POLICY STATEMENT:

INTRODUCTION

The Council is committed to providing residents and ratepayersmembers of the public with as many opportunities as possible to attend meetings held by the Shire and to participate in specified meeting processes. The Public Question Time policy and the Conduct of Council Forums policy set out the parameters for attendance and participation at meetings and Forums.

<u>ItCouncil</u> recognises that at times people will feel strongly about issues that have been raised or questions that they wish to ask-of the Shire.

The general conduct of a <u>C</u>eouncil <u>mM</u>eeting <u>depends is based</u> upon mutual respect and good faith between elected members and the public. <u>However</u>, <u>T</u>there <u>can-may</u> be instances <u>at a council</u> <u>meeting</u> where a member of the public fails to show respect or consideration for the <u>P</u>presiding <u>mM</u>ember, elected members, <u>council</u>-staff and other members of the public. Such disruptive behaviour makes the conduct of <u>C</u>eouncil business <u>more</u>-difficult and stressful, reducing the efficiency and effectiveness of <u>C</u>eouncil meetings. Disruptive behaviour also denies other members of the public the opportunity to participate in and observe <u>eC</u>ouncil proceedings.

The Council is committed to conducting its business in an effective way. Disruptive behaviour and behaviour which shows disrespect for those involved in the conduct of Council business or other members of the public in attendance at meetings of the Council is not acceptable. This policy sets out how the Council will deal with disruptive behaviour will be dealt with should it occur, at meetings and forums.

PRINCIPLES

- (a) protection of the democracy, democratic processes and the ability of members of the community to participate, at the local level is a pre-eminent concern of Council.
- (b) Council will take a range of actions designed to reduce the impacts of disruptive behaviour as a first principle but may invoke statutory sanctions if all other avenues have failed.

(c) wherever possible, anyone who in the view of the presiding member at a meeting is exhibiting disruptive behaviour, that person will be asked to treat the meeting with respect and will be given the opportunity to continue, provided that respect is shown and the behaviour does not occur again.

(d) when a decision is being made about whether disruptive behaviour is being exhibited, consideration will be given to whether a person is under known stress or has experienced a recent bereavement.

PROVISIONS

- <u>..1</u> Decisions about whether disruptive behaviour is being exhibited and whether action should be taken will be made by the Presiding Member of the Council meeting or forum.
- 1.11.2 Most interjections whether from an individual or a group will be of limited duration. In such instances the dignity of the meeting can often be retained by the Presiding Member simply ignoring the interjection(s) and moving on to the next item of business.
- 1.21.3 If, in the view of the Presiding Member, behaviour is considered to be disruptive the person will be asked to cease. If the person is speaking in Public Question Time, the person may then be given the opportunity to continue to speak provided that the disruptive behaviour does not re-occur, or the <u>pP</u>residing <u>mM</u>ember may choose to move on to another speaker.
- 1.31.4 Should the behaviour continue and in the view of the presiding member is disrupting Council business, then the Presiding Member may adjourn the meeting may be adjourned for a stated period of time. During that time, the Chief Executive Officer will discuss the situationspeak with the offending party or partiesperson(s) requestingand ask them to behave more appropriately in a place of government. The President or Councillors will not engage with the person or people involved during this time should retain the dignity of their office by not interacting in any way with the interjector(s) during the adjournment.
- 1.41.5 If, after resuming the meeting the disruptive behaviour continues, it would be appropriate for the Presiding Member tomay_again adjourn the meeting. This may occur a number of times, but the presiding Member has the authority at any time to and instruct the CEO to ask the offending person or persons to leave the premises. This duty will_must_be undertaken by the CEO who, under_through sSection 5.41(d) of the Local Government Act, 1995 has control or management of the local government's buildings, including the Ceouncil Cehamber and meeting rooms and is the "person in authority" in relation to Section 70A of the Criminal Code.
- 1.51.6 Once the meeting has been adjourned and if the presiding Member has instructed that a person be asked to leave the premises, the CEO will advise the person or persons that they are requested to leave the premises and that if they remain, they will be committing the offence of trespass under Section 70A of the Criminal Code and could be prosecuted. The request to leave should be in the nature of a firm demand indicating the request is not open for debate. Should the person or persons refuse to leave the CEO will advise them that the Police will be called to apprehend them, and the local government will instigate legal proceedings.
- 1.61.7 Depending on the nature and intensity of the disruptive behaviour the Presiding Member may decide that more warnings will be issued before asking the CEO to request the person or persons to leave or the Police being called. Section 70A of the WA-Criminal Code authorises the CEO to request a person to leave not only the building where the meeting is taking place, but also the local government property.

Formatted: Font: Italic

1.7—	 Should the person or persons refuse to leave and at the instruction of the Presiding Member, the CEO will advise them that the Police will be called to apprehend them, and the Council 		
	will instigate legal proceedings.		
1.8	If the Police are not immediately available, the meeting will remain adjourned until they can attend.		
	Note: Under Section 49 of the Police Act 1892 the CEO, or a person authorised by him or her,		
	may apprehend and detain any person found committing an offence punishable in a summary manner until the person can be delivered into the custody of the Police. In the	Comme	ented [VG1]: S49 is no longer in force
	case of Council meetings and forums the direct assistance of the Police is the preferred action.		
1.9	The CEO may commence a prosecution for a breach of Section 70A of the Criminal Code. A		
	prosecution is initiated by a prosecution notice under Section 24 of the <i>Criminal Procedure Act 2004</i> . Such an action must only be taken after consultation with the Shire President and Councillors.	Format	t ed: Font: Italic
PEN	ALTIES:		
Not a	applicable.		
KEY	TERMS/DEFINITIONS:		
the P	uptive Behaviour means: behaviour exhibited by a member of the public which in the view of Presiding Member of the meeting or forum is preventing the discharge of intended business. The prevention of such behaviour include but are not confined to:		
•	constant interjection, particularly when the $p\underline{P}$ residing $\underline{m}\underline{M}$ ember or elected members present at the meeting are speaking.		
•	members of the public calling for points of order.		
•	refusal to give up the floor to allow other members of the public to ask questions.		
•	demanding to ask questions before others in contradiction of an order by the peresiding personMember.		
•	refusal to accede to a <u>pP</u> residing <u>Mm</u> ember's instructions, particularly when asked to desist from disruptive behaviour.		
•	use of abusive and/or inflammatory language when addressing <u>C</u> eouncil with a question or making a statement.		
•	unnecessarily repetitive questioning.		
•	aggressive/threatening behaviour towards either elected members, council staff or members of the public.		
	cil Meeting means: a meeting convened and conducted under the provisions of the Local rnment Act 1995.	Format	tted: Font: Italic
	Icil Forum means: an informal briefing, information session or workshop for elected members h may or may not be held on a regular basis.		

Responsible Officer: Chief Executive Officer		er	
Contact Officer:	Chief Executive Offic	er	
Relevant Legislation:	Local Government Ad WA-Criminal Code (S Police Act 1 <u>8</u> 992 (<u>Sec</u> Criminal Procedure A	ection 49)	
Review History:		· · · · ·	
Review History: Date Review Adopted:		Resolution Number	
•	016	Resolution Number	
Date Review Adopted:		Resolution Number	
Date Review Adopted: Adopted – 28 January 2	2016	Resolution Number	

GOVERNANCE polic

Petitions
Policy Number:

Relevant Delegation:

G8
Not Applicable

Last Review Details:	25 November 2019
Adoption Details:	28 January 2016

POLICY OBJECTIVE:

To <u>set outprovide</u> the standards for <u>submission of submitting</u> petitions to the Shire of York, their receipt and response to matters raised.

POLICY SCOPE:

This policy applies to all petitions to the Shire of York, other than<u>excluding</u> requests for the calling of special meetings in accordance with Regulation 16 of the under the Local Government (Administration) Regulations <u>1996</u>—Regulation <u>16</u>.

POLICY STATEMENT:

INTRODUCTION

Petitions inform-the Council, in a public way, of the views of a section of the community and serve as one means of placing community concerns before Council.

Electors of the Shire of YorkAny elector of the Shire of York, or a group of electors, may petition the Council to take some form of action over a particular issue. For example, petitions may ask the Council to change an existing policy, local law, or recent decision, or for the Council to take action for a certain purpose or for the benefit of particular persons.

The subject of a petition must be a matter on which the Council has the power to act.

Shire of York Standing Order 3.4. provides for the Council to receive petitions. This policy sets out the standards and requirements for petitions and the process for responding to matters raised.

PRINCIPLES

- (a) Petitions to the Shire will be received in a positive manner.
- (b) A response to a petition will be made in a timely manner.
- (c) Any response to a petition will actively seek positive outcomes which accommodate as much as possible the concerns of the petitioners, provided that response can be delivered in a way that is consistent with Shire budget decisions and approved annual programs and regulatory accountabilities.
- (d) If a petition relates to a matter currently under consideration by the Council for decision, or to a matter currently being consulted upon, the petition information will be included as an input into any report to Council on that process.

PROVISIONS

Formatted: Font: Italic

1. PREPARING AND PRESENTING A PETITION

1.1 Petitions must contain the information set out in Clause 6.10 of the Shire of York Local Law Council Meetings 2016.

Clause 6.10 Petitions

To be presented to Council, a petition is to:

- be addressed to the President of the Shire.
- be made by electors of the district.
- state the request on each page of the petition.
- contain the name, address and signature of each elector making the request, and the date each elector signed.
- contain a summary of the reasons for the request.
- state the name of the person to whom, and an address at which, notice to the
 petitioners can be given.
- be in the form prescribed by the Act and Local Government (Constitution) Regulations 1996 if it is:
 - (i) a proposal to change the method of filling the office of President.
 - (ii) a proposal to create a new district or the boundaries of the Local Government.
 - (iii) a request for a poll on a recommended amalgamation.
 - (iv) a submission about changes to wards, the name of a district or ward or the number of councillors for a district or ward.
 - (v) A petition for a Citizens' Initiated Referendum.

1.2 The petition should:

- as far as practicable be prepared in the prescribed form.
- be respectful and temperate in its language.<u>-and-not-contain language disrespectful to</u> Council.
- be legible.
- not contain any alterations.
- not have any letters or other documents attached to it, however a covering letter is permissible.

2. PETITION SIGNATURE REQUIREMENTS

2.1 A petition is more representative of public feeling if it is signed by as many electors as possible. Although anyone can sign a petition, only those Shire of York electors will be recorded in the <u>official_verified</u> signature count.

An elector is a person who owns or occupies rateable property within the Shire of York and is eligible <u>enrolled</u> to vote in Local Government and State Government Elections.

- 2.2 All the signatures on a petition must meet the following requirements:
 - every signature must be written on a page bearing the terms of the petition, or the action requested by the petition.

 signatures must not be copied, pasted or transferred on to the petition nor should they be placed on a blank page on the reverse of a sheet containing the terms of the petition.

• each signature must be made by the person signing in his or hertheir own handwriting.

3.	PETITION PRESENTATION	
3.1	A petition can only be presented to Council at an Ordinary Council Meeting by the Shire President, a Councillor, or the Chief Executive Officer.	
3.2	The <u>person initiatinglead petitioner</u> the petition is to forward the petition to the Chief Executive Officer, Shire President, or a Councillor prior to the commencement of the Ordinary Council Meeting at which they would like the petition presented approximately ten (10) business days prior to an Ordinary Council Meeting to allow it to be processed and verified.	
4.	RECEIPT OF AND RESPONSE TO PETITIONS	
<u>4.1</u>	One of the first items of business at a Council Meeting is for the Council to receive any petitions that have been presented. The Chief Executive Officer or Councillor presenting the petition will read out:	
	a. The name and locality of the lead petitioner	Formatted: Numbered + Level: 1 + Numbering Style:
	b. The number of verified signatures	b, c, + Start at: 1 + Alignment: Left + Aligned at: 1.9 cm + Indent at: 2.54 cm
	c. The text of the petition	
	d. The reasons provided for the petitiona summary of the reasons for the petition being submitted and the number of signatures within it (if possible)	
	4.1	Formatted: Font: Italic
4.2	When the petition is <u>receivedpresented to a Council Meeting</u> , no discussion on the matter will take place and the petition will be referred to the Chief Executive Officer for appropriate action. The Officer's Recommendation for receiving a petition will be as follows:	Formatted: Indent: Left: 2.54 cm, No bullets or numbering
	That Council note the petition received by xxx in relation to xxx will be forwarded to the relevant Officer for consideration in accordance with clause 6.10(2) of the Shire of York Local Government (Standing Orders) Local Law 2016.	Formatted: Indent: Left: 1.27 cm, No bullets or numbering
<u>4.3</u>	Every petition presented will be referred to a representative of the Chief Executive Officer responsible for the matter. The Chief Executive Officer will inform the petition initiator of the action proposed in dealing with the petition. All petitions received will be forwarded to the relevant Officer responsible for the matter. It is the business unit's responsibility to inform the lead petitioner of the action proposed in dealing with the petition and update report will be presented to the next Ordinary Mmeeting of Council, including the petition as an appendix, identifying the action undertaken in response, or proposed to be taken, for consideration by the Council.	
<u>4.24.4</u>	Following consideration by Council, the relevant Officer will provide a written response to the lead petitioner advising the outcome of Council's decision.	
12	Formal feedback via a letter from the Shire President/ CEO will be made to the initiator of	
4.5	the petition.	
5.	PRIVACY CONSIDERATIONS	
	All petitions presented at Council Meetings are public documents, available on the Shire's website and which can be inspected by members of the public at any time, in accordance with Section 5.94(p) of the Local Government Act 1995 As a public document, it is the responsibility of the lead petitioner to ensure that signatories to a petition are aware of the public nature of petitions submitted to Council.	Formatted: List Paragraph, Outline numbered + Leve 2 + Numbering Style: 1, 2, 3, + Start at: 1 + Alignment: Left + Aligned at: 0.63 cm + Indent at: 1.

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer				
Contact Officer:	Chief Executive OfficerCouncil & Executive Support Officer				
Relevant Legislation:	Shire of York Liocal iLaw (Council Meetings) 2016 Clause 6.10				
Review History:					
Date Review Adopted:		Resolution Number			
Adopted – 28 January 2016					
Reviewed – 24 October 2016					
Reviewed – 25 November 2019		291119			
Former Policy No:		G2.4			

GOVERNANCE POLICIES Reference or Working Groups

Policy Number:	G9
Relevant Delegation:	Not Applicable
Adoption Details:	22 February 2016
Last Review Details:	25 November 2019

POLICY OBJECTIVE:

To identify parameters for the establishment and operation of Reference or Working Groups.

POLICY SCOPE:

This policy applies to all groups <u>Council may establishestablished</u> to provide information, advice or input to <u>Council-Shire</u> projects, programs and activities.

POLICY STATEMENT:

INTRODUCTION

From time to time, the Council or the Administration may wish to establish groups made upconsisting of stakeholders and/or community members to provide information and advice to assist Council the decision-making process. This mechanism may be used as a general consultation tool, or it may relate to a particular issue or matter.

It is important that the role of any such group is clearly understood by the wider community, that any potential members are aware of and understand their role, the process for establishment is open and transparent, and that there is a regular process for review.

This policy sets out the principles to be applied, the process for establishment, the general way in which groups should operate and the mechanism for review.

PRINCIPLES

Reference or Working Groups:

- (a) are not <u>formalised</u> Committees <u>of Council</u> established under Section 5.8 of the <u>Local</u> Government Act 1995.
- (b) provide a valuable mechanism for Council to gain information which may be of use in decision-making.
- (c) cannot hold delegated Councildo not have delegated authority-powers.
- (d) may, depending on their individual Terms of Reference, make recommendations to the Council on a relevant matter.

PROVISIONS

1. ESTABLISHMENT

Formatted: Font: Italic

SHIRE OF

1.1. Reference <u>or Working</u> Groups may <u>only</u> be established by <u>simple majority</u> resolution of Council, on receiving a report from the Chief Executive Officer which sets out the reasons for establishing the Group and provides a draft Terms of Reference.

 1.1.1.2.
 Reference or Working Groups may also be established by the Administration with the establishment decision to include a Terms of Reference that specifies the purpose, scope and limitations of matters that may be considered by the Group.

<u>1.2.1.3</u>	A Reference or Working Group may be established to:
	 facilitate stakeholder and/or community input and involvementengagement opportunities.
	• provide advice <u>on a particular matter</u> .
	• support the Shire in regard to with its strategic, program or project activities.
1.3.<u>1</u>.4	1The Terms of Reference must provide for the following:
	a statement of objectives and the scope of activity to be undertaken.
	• an outline of membership_and/ stakeholder representation.
	• the operational and administrative framework by which activities are to occur.
1.4.<u>1.5</u>	5. <u>There will always be oneWhere a Shire of York-</u> Councillor <u>is</u> appointed to a Reference or Working Group, <u>they are to who will</u> conduct themselves according to the <u>Code of</u> <u>Conduct for Council Members, Committee Members and Candidates (Policy E1) and Council</u> Delegates: Role and Responsibilities <u>(Policy {E4)</u> .
2. MI 2.1	EMBERSHIP Membership of a Reference <u>or Working</u> Group is to be determined by the Council on the basis of relevance to the purpose for which the group has been established. <u>determined in</u> accordance with its Terms of Reference.
2.2	Where the Reference <u>or Working</u> Group includes representatives to stakeholder organisations, the <u>Council-Shire</u> shall seek written nominations from the organisations.
2.3	Where Reference <u>or Working</u> Group membership includes representatives to be drawn from the community, the <u>Council_Shire_shall_may</u> publicly advertise and call for nominations received within a defined period. Members are <u>generally</u> to be appointed by the <u>Council</u> on the basis of demonstrated knowledge, skills and/or understanding relevant to the purpose for which the Group was established. Where applicable, members may be identified and approached for membership on a selective and individual basis.
2.4	The term of membership is to <u>generally</u> align with the local government election cycle, with membership expiring at the next ordinary local government election <u>unless otherwise</u> <u>specified in the Groups' Terms of Reference</u> . If a Group's operations are likely to conclude within a period <u>that does</u> not exceeding <u>twelve</u> (12) months following the next ordinary local government elections the existing membership shall continue for that period. However, the Council's delegate shall be reappointed following the ordinary local government election.
2.5	Should a position on the Reference Group fall vacant, any new membership will be approved via a Council resolution after, where relevant, calling for nominations.
3. TE 3.1.	NURE OF APPOINTMENT The Reference <u>or Working</u> Group membership is normally for a period of two (2) years. Membership of a Reference Group terminates when an Ordinary Local government election occurs every two years in October. Members may subsequently be re-appointed (i.e: there is no maximum period of membership <u>unless otherwise specified in the Groups' Terms of</u>

Reference). 3.2. If a member fails to attend three (3) consecutive meetings his or hertheir membership will be automatically terminated, unless Leave of Absence has been approved by the Reference or Working Group.

3.3. The Council or the Administration may terminate the appointment of any member prior to the expiry of his or her<u>their</u> term, if:

- (a) any member is found to be in breach of the principles of the Shire of York Elected Members Code of Conduct (Policy E1) – Code of Conduct, Council Members, Committee Members and Candidates.
- (b) a member's conduct, action or comments brings the Shire of York into disrepute.

4. OPERATION

- 4.1 A Reference <u>or Working</u> Group will only consider matters as set out in its Terms of Reference or referred to it from time to time by the Council <u>or the Administration</u>.
- 4.2 A Reference <u>or Working</u> Group has no decision-making powers and does not have any authority to act on behalf of the Shire. A Group cannot direct Shire employees, call tenders, award contracts, expend monies, direct volunteers or do anything which is the responsibility of employees of the Shire.
- 4.3 The principles of the Elected Members Code of Conduct (E1) shall apply to the conduct of members of any Reference Group as it relates to the matters dealt with by the Reference Group.
- 4.44.3 Reference or Working Group members, either collectively or individually, are not authorised to speak on behalf of Council, or to provide comment to the media or other persons in respect of any item under consideration, unless authorised by the Chief Executive Officer.
- 4.54.4 A Chair shall be identified by the Council at the time of approving a Group's establishment. The Chair shall manage the meetings and liaise where necessary with Shire of York staff and the Council.
- 4-64.5_Reference_or Working Group meetings will be conducted in an informal manner providing an_opportunity for ideas to be raised and for general discussion. Members of the Reference or Working_Groups must disclose any conflicts of interest in relation to any matter under discussion.
- 4.74.6 Records of meetings are to be kept and all records retained in the Shire's record keeping systems.
- 4-84.7 The Reference <u>or Working</u> Group will approve by a resolution of the Group, any formal advice to be provided to the Council. The advice will be conveyed to the Council via a report to the Council by the sitting Councillor on the Reference Group prepared by the applicable Shire Officer. The Chair of the Reference <u>or Working</u> Group, or a nominee, will have the ability to speak <u>on</u>to the advice to Council at the relevant Council <u>mMeeting, via a</u> <u>Deputation</u> and to answer any questions raised. They will not participate in debate or discussion.

5. REFERENCE GROUP SUPPORT

- 5.1. A <u>senior manager-Shire Officer</u> will be appointed to liaise with the Reference<u>or Working</u> Group and in particular the Chair. The <u>manager_Officer</u> will attend meetings and <u>will</u> ensure the provision of secretarial support for the meetings (recording of minutes, organisation of venues and meeting notices).
- Where necessary, the appointed managerOfficer will work with the Chair to prepare reports to Council.

6. REVIEW PROCESS

6.1. <u>As a minimum requirement, the</u> Council <u>or the Administration willmay</u> review all Reference <u>or Working</u> Groups on a two-(2) year cycle, within three (3) months of an ordinary local government election, to determine whether the<u>y Group</u> should continue and if so, whether the Terms of Reference should be modified. A report will be prepared for Council <u>or the Chief Executive Officer</u>, including recommendations in relation to the future direction of <u>theany</u> Group.

PENALTIES:

Not applicable.

KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer		
Contact Officer:	Executive Manager Corporate & Community Services		
Relevant Legislation:	Not applicable		
Review History:			
Date Review Adopted:		Resolution Number	
Adopted – 22 February 2016			
Reviewed - 24 October 20	16		
Reviewed – 25 November 2019		291119	
Former Policy No:		G2.5	

SY021-02/25 INVESTMENTS - DECEMBER 2024

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

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

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

BACKGROUND

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

COMMENTS AND DETAILS

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

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

Municipal term deposit of \$1,003,684.94 matured on 12 December 2024 yielding \$54,347.48 in interest. Principal and interest where reinvested for a further six months.

2024/25 Year to Date (YTD) Municipal and Trust interest totalling \$110,914.22 has been received and receipted or reinvested as of 31 December 2024.

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

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER

Consultative

Standard and Poor's Australia - Global ratings

Financial institutions

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

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

Policy Related

F4 Investment

Delegation 1.1.19 - Power to Invest and Manage Investments

Financial

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

Legal and Statutory

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

"6.14. Power to invest

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

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

"19. Investments, control procedures for

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

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

(1) In this regulation -

authorised institution means —

(a) an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or (b) the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;

foreign currency means a currency except the currency of Australia.

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

Risk Related

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

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

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

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

SHIR		k			SHIRE	e of yo	F
nstitution	S & P's	Investment Date	Maturity Date		Investment Value	% of total portfolio	
g NCDs/TDs							
ng	BBB	Friday, 16 August 2024	Monday, 13 January 2025	150	500,311.65	6%	
s/TDs					500,311.65	6%	

DRK INVESTMENT PORTFOLIO

31 December 2024

Reference	Deposit Institution	S & P's	Investment Date	Maturity Date		Investment Value	% of total portfolio	Investment Rate	Value at maturity	Total Interest to be paid at maturity
MUNICIPAL - Inte	rest Bearing NCDs/TDs									
	AMP Banking	BBB	Friday, 16 August 2024	Monday, 13 January 2025	150	500,311.65	6%	5.15%	510,900.44	10,588.79
MUNICIPAL - Interes	t Bearing NCDs/TDs					500,311.65	6%	5.15%	510,900.44	10,588.79
MUNICIPAL - Oth	er funds									
	Municipal Account 118630623	BBB+				4,671,664.70	54%		518,663.44	0.00
	Westpac Flex-i	AA-				5,402.13	0%		5,402.13	0.00
	AMP Banking At call	BBB				28,795.86	0%		28,795.86	0.00
	AMP Banking Notice	BBB				301,889.89	3%		301,889.89	0.00
MUNICIPAL - Other						5,007,752.58	58%		854,751.32	0.00
RESERVE - Interes	st Bearing NCDs/TDs									
	AMP Banking	BBB	Tuesday, 12 December 2023	Thursday, 12 December 2024	366	1,003,684.94	12%	5.40%	1,058,032.49	54,347.55
	AMP Banking	BBB	Friday, 25 October 2024	Thursday, 23 January 2025	90	600,259.56	7%	4.65%	607,141.99	6,882.43
	Bendigo Reserve TD		Friday, 17 May 2024	Monday, 17 February 2025	276	509,573.65	6%	4.00%	524,986.51	15,412.86
RESERVE - Interest B	earing NCDs/TDs					2,113,518.15	24%	5.03%	2,190,160.98	76,642.83
RESERVE - Other	funds									
	Reserve Acct 119521748	BBB+				550,116.01	6%		550,116.01	0.00
RESERVE - Other						550,116.01	6%		550,116.01	0.00
TRUST - Interest I	Bearing NCDs/TDs									
T2/SUBDIVISIONS	Bendigo Bank	BBB+	Monday, 29 January 2024	Wednesday, 29 January 2025	366	36,000.36	0.42%	4.75%	37,715.06	1,714.70
T40 I/SECTIONS 2513	Bendigo Bank	BBB+	Monday, 29 January 2024 Monday, 29 January 2024	Wednesday, 29 January 2025 Wednesday, 29 January 2025	366	33,774.20	0.39%	4.75%	35,382.87	1,608.67
T77 C/OVERS 2514	Bendigo Bank	BBB+	Monday, 29 January 2024 Monday, 29 January 2024	Wednesday, 29 January 2025	366	64,976.56	0.75%	4.75%	68,071.40	3,094.84
TRUST - Interest Bea	ring NCDs/TDs					134,751.12	2%	4.75%	141,169.33	6,418.21

	Trust Acct 118630649	BBB+	335,959	.85 4%		335,959.85	0.0
RUST - Other			335,959	.85 4%		335,959.85	0.0
TOTALS			8,642,4	09 100%	4.98%	4,583,058	93,65
Reconcilation					Summary of Ame	ounts	
by rating	Value of Investments/Bank a	ccounts		TD's by bank		Bank Accounts - Be	ndigo Bank
AA- BBB+ BBB	5,402.13 5,692,491.68 2,434,941.90	0% 70% 30%	Bendigo Bank AMP Banking National Australia		5 94% 0 0%	Municipal Reserve Trust	5,508,064.2 2,663,634.2 330,332.4
OTAL	8,132,835.71	100%	Westpac Bank	0.0 2,239,007.2		AMP At call AMP Notice Wespac Flex-i 31-Dec-24 \$	28,795. 301,889. 5,402. 8,838,118.7

Int	ere	est Earnings		Total Cash by Fund			
Fund		Adopted Budget	Y	ear to Date Actual	Fund		
Municipal	\$	70,000.00	\$	-	Municipal		5,508,064.23
Reserve	\$	47,000.00	\$	-	Reserve		2,663,634.16
Trust	\$	-	\$	-	Trust		470,711.0
Total	\$	117,000.00	\$	-	Total	\$	8,642,409.36

SY022-02/25 FINANCIAL REPORT - DECEMBER 2024

File Number:	4.7714					
Author:	Codey Redmond, Manager Finance					
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services					
Previously before Council:	Not Applicable					
Disclosure of Interest:	Nil					
Appendices:	 Monthly Financial Statement - December 2024 J. Creditors Payment Listing - December 2024 J. Credit Card Report - November 2024 J. Fuel Card Transaction Listing - November 2024 J. 					

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents the statement of financial activity, creditors payment listing and purchasing card transactions to Council for noting.

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 within two months after the end of the month to which the statement relates. The Statement of Financial Activity summarises the Shire's operating activities and non-operating activities. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996,* a list of accounts paid is to be presented to Council and recorded in the minutes of the meeting at which the list was presented.

COMMENTS AND DETAILS

This report is presented for Council's consideration and provides information for the period ending 31 December 2024 and includes the following:

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

The following information provides balances for key financial areas for the Shire of York's financial position as at 31 December 2024. The opening figures for this month's report have been updated to reflect the annual financial report.

The movement in the opening surplus/deficit is due to invoices identified during the preparation of the annual financial report, which were journaled to the previous period as per the auditor's advice

List of Payments for December 2024

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

Outstanding Rates and Services

The total outstanding rates balance at the end of December 2024 was \$4,201,110 compared to \$3,522,160 at the end of December 2023. The percentage of current and older rates debts remain on par with the previous year.

TABLE 1.

CURRENT YEAR	PROPERTIES	31/12/2024	%	PROPERTIES	30/12/2023	%
3 years and over	98	\$893,463	21%	84	\$738,601	21%
2 years and over	133	\$272,171	6%	111	\$212,613	6%
1 year and over	250	\$475,428	11%	204	\$356,681	10%
Total Aged		\$1,641,062	39%*		\$1,307,894	37%
Current Rates	1532	\$2,560,048	61%	1,405	\$2,214,266	63%
Total Rates Outstanding		\$4,201,110			\$3,522,160	

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

*Minor differences in percentage calculations are due to rounding errors as percentages are displayed as whole numbers.

Outstanding Sundry Debtors

The figure for total outstanding sundry debtors as at 31 December 2024 was \$39,451 compared to \$57366 as at 31 December 2023.

TABLE 2.

CURRENT YEAR	31/12/2024	%	31/12/2023	%
90 days and over	\$12,868	28%	\$11,689	20%
60 days and over	\$14,414	31%	\$31,187	54%
30 days and over	\$3,056	7%	\$5,580	10%
Current	\$15,455	34%	\$8,910	16%
Total Debtors Outstanding	\$45,793	100%	\$57,366	100%
Credits	-\$6,342			
Total Including Credits	\$39,451			

Local Procurement

To support the local economy, Council commits to spending locally where possible and reasonably practicable. For the month of December 2024, Officers report the following in relation to local procurement, noting that 28% of payments were made to local businesses during December with the year-to-date (YTD) figure currently standing at 37%.

TOTAL PROCUR	Ement - December 2024				
TOTAL PAYMENTS - \$434,885	TOTAL REPORTABLE SPEND - \$345,989				
\$88,897 - 20% \$345,989 - 80%	\$250,054 - 72% \$95,934 - 28%				
EXCLUSIONS REPORTABLE PAYMENTS	NON-LOCAL PROCUREMENT = LOCAL PROCUREMENT				
TOTAL PROCUREMENT - YEAR TO DATE 2024/25					
TOTAL PAYMENTS - \$3,026,757	TOTAL REPORTABLE SPEND - \$2,455,744				
\$571,013 - 19% \$2,455,744 - 81%	\$1,557,441 - 63% \$898,303 - 37%				
= EXCLUSIONS = REPORTABLE PAYMENTS	NON-LOCAL PROCUREMENT IOCAL PROCUREMENT				

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

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

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER

Consultative

Not applicable

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

Policy Related

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

Financial

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

Legal and Statutory

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

"6.10. Financial management regulations

Regulations may provide for —

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

of a local government."

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

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

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

and

- (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

13A. Payments by employees via purchasing cards

(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment;
- (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must be
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

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

(1A) In this regulation —

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

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

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

35. Financial position statement required each month

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

Risk Related

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

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

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

1. Receives the Monthly Financial Report and the list of payments drawn from the Municipal and Trust accounts for the period ending 31 December 2024 as summarised below:

IUNICIPAL FUND	AMOUNT (\$)
Cheque Payments	0
ayroll Debits	302,604
lectronic Funds Payments	445,638
ayroll Debits - Superannuation	70,263
Bank Fees	1,762
Corporate Cards	2,750
Subtotal - Municipal	823,017
RUST FUND	
lectronic Funds Payments	3,300
Cheque Payments	0
Direct Debits Licensing	74,356
Subtotal - Trust	77,656
OTAL DISBURSEMENTS	900,673

SHIRE OF YORK

MONTHLY FINANCIAL REPORT (Containing the required statement of financial activity and statement of financial position) For the period ended 31 December 2024

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

TABLE OF CONTENTS

Statement of	of Financial Activity	2
Statement	of Financial Position	3
Note 1	Basis of Preparation	4
Note 2	Net Current Assets Information	5
Note 3	Explanation of Material Variances	6

YTD

Amended

SHIRE OF YORK STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2024

		Budget Estimates	Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
	Note	(a)	(b)	(c)		((c) - (b))/(b)	
OPERATING ACTIVITIES		\$	\$	\$	\$	%	
Revenue from operating activities							
General rates		8,121,167	4,060,572	8,049,238	3,988,666	98.23%	
Grants, subsidies and contributions		621,696	310,830	188,789	(122,041)	(39.26%)	
Fees and charges		1,915,379	957,588	1,637,846	680,258	71.04%	
Interest revenue		301,362	150,666	185,861	35,195		
Other revenue		293,259	146,598	295,033	148,435		
Profit on asset disposals		487,397	439,488	0	(439,488)		
		11,740,260	6,065,742	10,356,767	4,291,025	70.74%	·
Expenditure from operating activities		, ,			, . ,		
Employee costs		(6,771,772)	(3,385,590)	(3,023,431)	362,159	10.70%	
Materials and contracts		(4,533,983)	(2,266,320)	(1,734,882)	531,438	23.45%	
Utility charges		(508,499)	(254,136)	(125,676)	128,460	50.55%	
Depreciation		(6,817,295)	(3,408,612)	(580,678)	2,827,934	82.96%	
Finance costs		(49,335)	(24,666)	(25,715)	(1,049)	(4.25%)	
Insurance		(324,955)	(324,946)	(386,790)	(61,844)	(19.03%)	•
Other expenditure		(674,972)	(337,398)	(158,353)	179,045	53.07%	
Loss on asset disposals		(4,645)	(2,322)	(889)	1,433	61.71%	A
		(19,685,456)	(10,003,990)	(6,036,414)	3,967,576	39.66%	
							_
Non cash amounts excluded from operating activities	2(c)	6,334,543	2,971,446	581,567	(2,389,879)	(80.43%)	. 🔹
Amount attributable to operating activities		(1,610,653)	(966,802)	4,901,920	5,868,722	607.02%	
INVESTING ACTIVITIES Inflows from investing activities Proceeds from capital grants, subsidies and contributions						(70.0400)	_
Proceeds from capital grants, subsidies and contributions Proceeds from disposal of assets		3,652,340	1,664,862	450,429	(1,214,433)	(72.94%)	•
Proceeds from disposal of assets		879,000	-	450,429	0	0.00%	
Outflows from investing activities		4,531,340	1,664,862	450,429	(1,214,433)	(72.94%)	
Payments for property, plant and equipment		(1,698,000)	(648,535)	(31,493)	617,042	95.14%	
Payments for construction of infrastructure		(3,319,872)	(1,469,180)	(126,780)	1,342,400	91.37%	
		(5,017,872)	(2,117,715)	(158,273)	1,959,442		· •
		(-,,,	(_,,,	(,,	.,,		
Amount attributable to investing activities	1.1	(486,532)	(452,853)	292,156	745,009	164.51%	
-							
FINANCING ACTIVITIES							
Inflows from financing activities							
Transfer from reserves		75,000	0	0	0		
		75,000	0	0	0	0.00%	
Outflows from financing activities							
Repayment of borrowings Transfer to reserves		(147,320)	(72,613)	(72,613)	0		
I ransfer to reserves	-	(560,000)	0	0	0		
		(707,320)	(72,613)	(72,613)	0	0.00%	
Amount attributable to financing activities	-	(632,320)	(72,613)	(72,613)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	3,652,527	3,652,527	3,566,300	(86,227)	(2.36%)	
Amount attributable to operating activities	. /	(1,610,653)	(966,802)	4,901,920	5,868,722	607.02%	
Amount attributable to investing activities		(486,532)	(452,853)	292,156	745,009		
Amount attributable to financing activities		(632,320)	(72,613)	(72,613)	0	0.00%	
Surplus or deficit after imposition of general rates		923,022	2,160,259	8,687,763	6,527,504	302.16%	· 🔺

 KEY INFORMATION

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

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

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

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

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

SHIRE OF YORK STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDED 31 DECEMBER 2024

	Actual 30 June 2024	Actual as at 31 December 2024		
-	30 June 2024	ST December 2024		
CURRENT ASSETS	Ψ	Ψ		
Cash and cash equivalents	6,508,882	9,190,790		
Trade and other receivables	1,695,075	3,999,642		
Inventories	52,481	56,409		
TOTAL CURRENT ASSETS	8,256,438			
	0,200,400	10,240,041		
NON-CURRENT ASSETS				
Trade and other receivables	219,021	219,021		
Other financial assets	83,171	83,171		
Property, plant and equipment	47,493,206	47,406,954		
Infrastructure	138,257,476	137,921,323		
Right-of-use assets	975,323	975,323		
TOTAL NON-CURRENT ASSETS	187,028,197	186,605,792		
TOTAL ASSETS	195,284,635	199,852,633		
CURRENT LIABILITIES				
Trade and other payables	1,657,175	1,527,100		
Other liabilities	232,933	232,933		
Borrowings	147,321	74,708		
Employee related provisions	769,684			
TOTAL CURRENT LIABILITIES	2,807,113			
	2,007,110	2,001,020		
NON-CURRENT LIABILITIES	740.055	740.055		
Borrowings	712,655	712,655		
Employee related provisions	341,365	341,365		
TOTAL NON-CURRENT LIABILITIES	1,054,020	1,054,020		
TOTAL LIABILITIES	3,861,133	3,658,349		
NET ASSETS	191,423,502	196,194,284		
EQUITY				
Retained surplus	25,145,197	29,915,981		
Reserve accounts	2,537,273	2,537,273		
Revaluation surplus	163,741,032			
TOTAL EQUITY	191,423,502	196,194,284		

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

SHIRE OF YORK NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2024

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 11 February 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

MATERIAL ACCOUNTING POLICES

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

Critical accounting estimates and judgements

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

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

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

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

Fair value measurement of assets carried at reportable

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

SHIRE OF YORK NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2024

2 NET CURRENT ASSETS INFORMATION

		Amended		
		Budget	Actual	Actual
(a) Net current assets used in the Statement of Financial Activity		Opening	as at	as at
	Note	1 July 2024	30 June 2024	31 December 2024
Current assets	-	\$	\$	\$
Cash and cash equivalents		5,771,069	6,508,882	9,190,790
Trade and other receivables		1,722,299	1,695,075	3,999,642
Inventories		52,481	52,481	56,409
		7,545,849	8,256,438	13,246,841
Less: current liabilities				
Trade and other payables		(863,213)	(1,657,175)	(1,527,100)
Other liabilities		(267,735)	(232,933)	(232,933)
Borrowings		(147,320)	(147,321)	(74,708)
Employee related provisions		(680,904)	(769,684)	(769,588)
Other provisions	_	(51,124)	0	-
	_	(2,010,296)	(2,807,113)	(2,604,329)
Net current assets		5,535,553	5,449,325	10,642,512
Less: Total adjustments to net current assets	2(b)	(1,883,026)	(1,883,025)	(1,955,638)
Closing funding surplus / (deficit)		3,652,527	3,566,300	8,686,874
(b) Current assets and liabilities excluded from budgeted deficiency				
Adjustments to net current assets				
Less: Reserve accounts		(2,537,273)	(2,537,273)	(2,537,273)
Add: Current liabilities not expected to be cleared at the end of the year				
- Current portion of borrowings		147,320	147,321	,
 Current portion of employee benefit provisions held in reserve 	_	506,927	506,927	, .
Total adjustments to net current assets	2(a)	(1,883,026)	(1,883,025)	(1,955,638)
		Amended	YTD	
		Budget	Budget	YTD
		Estimates	Estimates	Actual
		30 June 2025	31 December 2024	31 December 2024
	-	\$	\$	\$
(c) Non-cash amounts excluded from operating activities		Ţ	·	·
Adjustments to operating activities				
Less: Profit on asset disposals		(487,397)	(439,488)	0
		· · /	· · · ·	
Add: Loss on asset disposals		4.645	2.322	889
Add: Loss on asset disposals Add: Depreciation		4,645 6,817,295	2,322 3,408,612	

CURRENT AND NON-CURRENT CLASSIFICATION

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

AASB 101.10(e) AASB 101.51	SHIRE OF YORK NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY			
AASB 101.112	FOR THE PERIOD ENDED 31 DECEMBER 2024			
FM Reg 34 (2)(b)	3 EXPLANATION OF MATERIAL VARIANCES			
	The material variance thresholds are adopted annually by Council as an indicator revenue varies from the year to date actual materially. The material variance adopted by Council for the 2024-25 year is \$10,000 or 10.0			
	Description	Var. \$ \$	Var. %	
	Revenue from operating activities			
	General rates Budget apportioned 6/12th	3,988,666	98.23% Timing	
	Rates Due 18/09/2024		Ū	_
	Grants, subsidies and contributions Budget apportioned 6/12th	(122,041)	(39.26%) Timing	
	Fees and charges	680,258	71.04% Timing	
	Interest revenue	35,195	23.36%	
	Budget apportioned 6/12th - revenue to drop with outstanding balance		Timing	
	Profit on asset disposals Budget apportioned 6/12th capital acquisitons process timing	(439,488)	(100.00%)	•
	Expenditure from operating activities			
	Employee costs Under budget in Admin salaries due to timing of employment engagement	362,159	10.70% Permanent	
	Materials and contracts Under budget in maintenance expenditure and consultant fees	531,438	23.45% Timing	
	Utility charges Budget apportioned 6/12th	128,460	50.55% Timing	
	Depreciation	2,827,934	82.96%	
	Depreciation was started after annual reports were audited and application is in progress		Timing	
	Insurance	(61,844)	(19.03%)	▼
	Insurances paid in August second instalment due October		Timing	
	Other expenditure	179,045	53.07%	
	Under budget in Community Resource Centre contribution and Rates write offs due to timing		Timing	
	Loss on asset disposals Budget apportioned 5/12th	1,433	61.71%	
	Non cash amounts excluded from operating activities Depreciation not to start until annual report approved	(2,389,879)	(80.43%) Timing	•
	Inflows from investing activities			
	Inflows from investing activities Proceeds from capital grants, subsidies and contributions Timing of term deposit maturity Budget apportioned 6/12th	(1,214,433)	(72.94%) Timing	•
	Outflows from investing activities			
	Payments for property, plant and equipment Budget apportioned 6/12th	617,042	95.14% Timing	
	Payments for construction of infrastructure Budget apportioned 6/12th capital acquisitons process timing	1,342,400	91.37% Timing	
	Surplus or deficit after imposition of general rates Budget apportioned 6/12th	6,527,504	302.16%	
	Rates levied in August			

|6

SHIRE OF YORK

SUPPLEMENTARY INFORMATION

TABLE OF CONTENTS

1	Key Information	2
2	Key Information - Graphical	3
3	Cash and Financial Assets	4
4	Reserve Accounts	5
5	Capital Acquisitions	6
6	Disposal of Assets	8
7	Receivables	9
8	Other Current Assets	10
9	Payables	11
10	Borrowings	12
11	Other Current Liabilities	13
12	Grants and contributions	14
13	Capital grants and contributions	15
14	Trust Fund	16
15	Budget Amendments	17

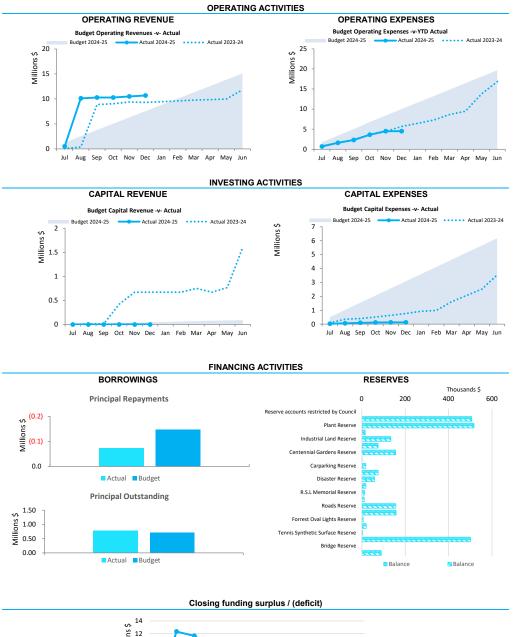
BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

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

1 KEY INFORMATION

	E	nding av		4)		1		
	Fu	naing su	rplus / (defici	t) YTD				
		Amended Budget	Budget (a)	Actual (b)	Var. \$ (b)-(a)			
Opening		\$3.65 M	\$3.65 M	\$3.57 M	(\$0.09 M)			
Closing		\$0.92 M	\$2.16 M	\$8.69 M	\$6.53 M			
Refer to Statement of Fin	ancial Activity							
Cash and c	ash equiv	alents		Payables		R	eceivable	es
	\$9.77 M	% of total		\$1.53 M	% Outstanding		\$0.54 M	% Collected
Unrestricted Cash		74.0% 26.0%	Trade Payables	\$0.12 M	253.9%	Rates Receivable	\$3.46 M	56.7% % Outstandin
Restricted Cash	\$2.54 M	26.0%	0 to 30 Days Over 30 Days		253.9% (153.9%)	Trade Receivable Over 30 Days	\$0.54 M	89.5%
			Over 90 Days		(171.5%)	Over 90 Days		69.4%
Refer to 3 - Cash and Fin	ancial Assets		Refer to 9 - Payables			Refer to 7 - Receivables		
			Key	Operating Act	tivities			
Amount attri	butable to	o operatii						
Amended Budget	Budget	Actual	Var. \$ (b)-(a)					
(\$1.61 M)	(\$0.97 M)	(b) \$4.90 M	\$5.87 M					
Refer to Statement of Fin	ancial Activity							
Ra	tes Revei	านe	Grants a	and Contri	butions	Fees	and Cha	rges
YTD Actual	\$8.05 M	% Variance	YTD Actual	\$0.19 M	% Variance	YTD Actual	\$1.64 M	% Variance
YTD Budget	\$4.06 M	98.2%	YTD Budget	\$0.26 M	(27.3%)	YTD Budget	\$0.96 M	71.0%
YTD Budget	\$4.06 M	98.2%			(27.3%)			71.0%
YTD Budget	\$4.06 M	98.2%	YTD Budget Refer to 12 - Grants an		(27.3%)	YTD Budget Refer to Statement of Finan		71.0%
YTD Budget	\$4.06 M	98.2%	Refer to 12 - Grants an					71.0%
YTD Budget	butable to	o investir	Refer to 12 - Grants an	d Contributions				71.0%
Amount attri	butable to	o investir	Refer to 12 - Grants an	d Contributions				71.0%
	butable to	o investir	Refer to 12 - Grants an Key	d Contributions				71.0%
Amount attri Amended Budget (\$0.49 M)	butable to YTD Budget (a) (\$0.45 M)	o investir YTD Actual	Refer to 12 - Grants an Key 1g activities Var. \$	d Contributions				71.0%
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin	butable to YTD Budget (a) (\$0.45 M) ancial Activity	o investir YTD Actual (b) \$0.29 M	Refer to 12 - Grants an Key ng activities Var. \$ (b)-(a) \$0.75 M	d Contributions	ivities	Refer to Statement of Finan	cial Activity	
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on	o investir YTD Actual (b) \$0.29 M sale	Refer to 12 - Grants an Key 1g activities Var. \$ (b)-(a) \$0.75 M	d Contributions	ivities	Refer to Statement of Finan	cial Activity	nts
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro YTD Actual	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M	o investir YTD Actual (b) \$0.29 M sale %	Refer to 12 - Grants an Key 1g activities Var. \$ (b)-(a) \$0.75 M Ass YTD Actual	d Contributions	ivities tion % Spent	Refer to Statement of Finan	cial Activity pital Gra \$0.46 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M \$0.88 M	o investir YTD Actual (b) \$0.29 M sale	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M ASS YTD Actual Amended Budget	d Contributions Investing Act Investing Act et Acquisi \$0.13 M \$3.32 M	ivities	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M \$0.88 M	o investir YTD Actual (b) \$0.29 M sale %	Refer to 12 - Grants an Key 1g activities Var. \$ (b)-(a) \$0.75 M Ass YTD Actual	d Contributions Investing Act Investing Act et Acquisi \$0.13 M \$3.32 M	ivities tion % Spent	Refer to Statement of Finan	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M \$0.88 M	o investir YTD Actual (b) \$0.29 M sale %	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M ASS YTD Actual Amended Budget Refer to 5 - Capital Acc	d Contributions Investing Act Investing Act et Acquisi \$0.13 M \$3.32 M	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro- YTD Actual Amended Budget Refer to 6 - Disposal of A	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M \$0.88 M ssets	0 investir YTD Actual (b) \$0.29 M Sale % (100.0%)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M ASS YTD Actual Amended Budget Refer to 5 - Capital Acq Key	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M wisitions	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M \$0.88 M ssets	o investir YTD Actual (b) \$0.29 M Sale % (100.0%)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M ASS YTD Actual Amended Budget Refer to 5 - Capital Acq Key	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M wisitions	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro- YTD Actual Amended Budget Refer to 6 - Disposal of A	butable to YTD Budget (a) (\$0.45 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget	o investir YTD Actual (b) \$0.29 M sale % (100.0%) o financir YTD Actual	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M wisitions	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro- YTD Actual Amended Budget Refer to 6 - Disposal of A Amount attri Amended Budget	butable to YTD Budget (a) (\$0.45 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a)	o investir YTD Actual (b) \$0.29 M sale % (100.0%) o financir YTD Actual (b)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$ (b)-(a)	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M wisitions	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro YTD Actual Amended Budget Refer to 6 - Disposal of A	butable to YTD Budget (a) (\$0.45 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M)	o investir YTD Actual (b) \$0.29 M sale % (100.0%) o financir YTD Actual	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M wisitions	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro YTD Actual Amended Budget Refer to 6 - Disposal of A Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fin	butable to YTD Budget (a) (\$0.45 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M)	D investir YTD Actual (b) \$0.29 M sale % (100.0%) D financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$ (b)-(a)	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M wisitions	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro- YTD Actual Amended Budget Refer to 6 - Disposal of A Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fin E Principal	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M \$0.88 M source Source	D investir YTD Actual (b) \$0.29 M sale % (100.0%) D financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$ (b)-(a)	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M usisitions Financing Act Reserves	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro- YTD Actual Amended Budget Refer to 6 - Disposal of A Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fin Principal repayments	butable to YTD Budget (a) (\$0.45 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M) ancial Activity	D investir YTD Actual (b) \$0.29 M sale % (100.0%) D financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M ASS YTD Actual Amended Budget Refer to 5 - Capital Acc Key Og activities Var. \$ (b)-(a) \$0.00 M	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M usisitions Financing Act Reserves \$2.54 M	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fin Pro- YTD Actual Amended Budget Refer to 6 - Disposal of A Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fin E Principal	butable to YTD Budget (a) (\$0.45 M) ancial Activity ceeds on \$0.00 M \$0.88 M source Source	D investir YTD Actual (b) \$0.29 M sale % (100.0%) D financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.75 M ASS YTD Actual Amended Budget Refer to 5 - Capital Acc Key Og activities Var. \$ (b)-(a) \$0.00 M	d Contributions Investing Act et Acquisi \$0.13 M \$3.32 M usisitions Financing Act Reserves	ivities tion % Spent (96.2%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received

2 KEY INFORMATION - GRAPHICAL





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

| 3

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

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

KEY INFORMATION

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

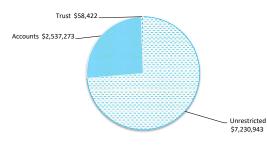
Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

- the asset is held within a business model whose objective is to collect the contractual cashflows, and

- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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



4 RESERVE ACCOUNTS

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

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

	Amer	Amended					
Capital acquisitions	Budget	YTD Budget	YTD Actual	YTD Variance			
	\$	\$	\$	\$			
Land - freehold land	31,500	13,125	0	(13,125)			
Buildings - specialised	237,500	83,330	24,937	(58,393)			
Plant and equipment	1,429,000	552,080	6,556	(545,524)			
Acquisition of property, plant and equipment	1,698,000	648,535	31,493	(617,042)			
Infrastructure - Roads	2,857,192	1,276,410	44,315	(1,232,095)			
Infrastructure - Bridges			173	173			
Infrastructure - Other	411,480	171,440	36,672	(134,768)			
Infrastructure - Drainage	51,200	21,330	45,620	24,290			
Acquisition of infrastructure	3,319,872	1,469,180	126,780	(1,342,400)			
Total of PPE and Infrastructure.	5,017,872	2,117,715	158,273	(1,959,442)			
Total capital acquisitions	5,017,872	2,117,715	158,273	(1,959,442)			
Capital Acquisitions Funded By:							
Capital grants and contributions	3,652,340	1,664,862	463,265	(1,201,597)			
Lease liabilities	0	0	(1,364,969)	(1,364,969)			
Other (disposals & C/Fwd)	879,000	0	0	0			
Reserve accounts							
Recreation Reserve	75,000		0	0			
Contribution - operations	411,532	452,853	1,059,977	607,124			
Capital funding total	5,017,872	2,117,715	158,273	(1,959,442)			

KEY INFORMATION

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

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

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

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

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

Measurement after recognition

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

Reportable Value

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

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

Initial recognition

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators



al Over 100%_

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

			Amended						
		Account Description	Budget	YTD Budget	YTD Actual	Variance (Under)/Over			
		•	Ū	Ū		0			
lha	068302	PML BUILDING CAPITAL	22,500	1,875	0	1,875			
dila	112302	SWIMMING POOL CAPITAL (STAGE 1) - BUILDINGS	200,000	16,666	16,880	(214)			
lite	113029	TOWN HALL BUILDING	0	0	1,123	(1,123)			
llia	143304	DEPOT BUILDIGNG CAPITAL	0	0	4,535	(4,535)			
lla	113329	FORREST OVAL REC CENTRE BUILDINGS	15,000	1,250	0	1,250			
lla	109383	CEMETRY INFRASTRUCTURE	0	0	17,859	(17,859)			
đ	113346	MOTOCROSS TRACK INFRASTRUCTURE	0	0	262	(262)			
dlb	042339	ADMINISTRATION VEHICLES	52,000	4,333	0	4,333			
dil	051339	RANGER VEHICLE FIRE CONTROL	52,000	4,333	6,156	(1,823)			
llia	127304	PLANT PURCHASES CAPITAL	1,221,000	101,750	0	101,750			
llha	133319	PLANT & EQUIP - VEHICLE (Y000)	52,000	4,333	0	4,333			
lha	143301	DEPOT PLANT CAPITAL PURCHASE	52,000	4,333	0	4,333			

Proceeds on Sale

Actual YTD

Budget

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

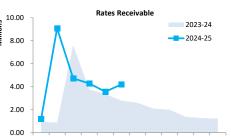
13503	AL UF ASSET	2								
				I	Budget			Y	TD Actual	
Asset			Net Book				Net Book			
Ref.	Asset descriptio	n	Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
			\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equip	ment								
	Plant and equipm	ent	396,248	879,000	487,397	(4,645)	0	0	0	0
			396,248	879,000	487,397	(4,645)	0	0	0	0
1,00	ך (
08 uqs) -									
Thousands) -									
È 40										
20										
()									

OPERATING ACTIVITIES

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 DECEMBER 2024

7 RECEIVABLES

Rates receivable	30 Jun 2024	31 Dec 2024	s
	\$	\$	Millions
Opening arrears previous year	1,057,710	1,170,219	Ē
Levied this year	8,100,167	8,049,238	~
Less - collections to date	(7,466,219)	(5,231,074)	
Gross rates collectable	1,691,658	3,988,383	
Allowance for impairment of rates			
receivable	(521,439)	(525,272)	
Net rates collectable	1,170,219	3,463,111	
% Collected	81.5%	56.7%	



Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun

Receivables - general	Credit Current 30		30 Days	60 Days	90+ Days	Total	
	\$	\$	\$	\$	\$	\$	
Receivables - general	(6,343)	15,456	3,057	14,414	60,331	86,915	
Percentage	(7.3%)	17.8%	3.5%	16.6%	69.4%		
Balance per trial balance							
Trade receivables						86,915	
Other receivables						373,698	
GST receivable						38,508	
Receivables for employee related pr	ovisions					37,410	
Total receivables general outstan	ding					536,531	
Amounts shown above include GST	(where applicable)						

KEY INFORMATION

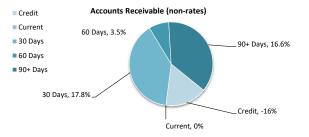
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



OPERATING ACTIVITIES

8 OTHER CURRENT ASSETS

	Opening	Asset	Asset	Closing
	Balance	Increase	Reduction	Balance
Other current assets	1 July 2024		31	December 202
	\$	\$	\$	\$
Inventory				
Fuel	52,481	53,414	(47,683)	56,409
Total other current assets	52,481	53,414	(47,683)	56,409
Amounts shown above include GST (where applicable)	Opening balance		nt doesn't	

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.

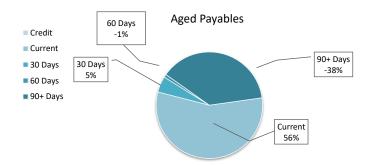
OPERATING ACTIVITIES

9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	2,826	243	(47)	(1,909)	1,113
Percentage	0.0%	253.9%	21.8%	-4.2%	-171.5%	
Balance per trial balance						
Sundry creditors						117,876
ATO liabilities						139,788
Other payables						137,967
Bonds & Deposits						1,125,776
Accrued interest on long term borrowings						5,693
Total payables general outstanding						1,527,100
Amounts shown above include GST (wh	nere 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.



FINANCING ACTIVITIES

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 DECEMBER 2024

10 BORROWINGS

Repayments - borrowings

					Prine	cipal	Princ	ipal	Inter	rest
Information on borrowings			New Lo	oans	Repay	ments	Outsta	nding	Repayı	ments
Particulars	Loan No.	1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Forrest Oval Stage 1	62	659,307	0	0	(38,196)	(77,596)	621,111	581,711	0	(40,333)
Forrest Oval Stage 2	63	78,390	0	0	(13,444)	(27,237)	64,946	51,153	(1,010)	(3,517)
Forrest Oval Stage 3	64	122,278	0	0	(20,973)	(42,487)	101,305	79,791	(1,574)	(5,485)
Total		859,975	0	0	(72,613)	(147,320)	787,362	712,655	(2,584)	(49,335)
Current borrowings		147,320					74,708			
Non-current borrowings		712,655					712,654			
		859,975					787,362			
All data water and a second and a second										

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

| 12

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2024 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 1 December 202 \$
Other liabilities						
Contract liabilities		232,933	0	0	0	232,933
Total other liabilities		232,933	0	0	0	232,933
Employee Related Provisions						
Provision for annual leave		509,194	0	0	0	509,194
Provision for long service leave		216,390	0	0	0	216,390
Other employee leave provisions		44,100	0	0	0	44,004
Total Provisions		769,684	0	0	0	769,588
Total other current liabilities		1,002,617	0	0	0	1,002,521
Amounts shown above include GST (where applicable)		Opening balance	ce plus moveme	nt doesn't equal	closing	

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

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

		Unspent grant, subsidies and contributions liability Increase in Decrease in Current Amended				Amondod	Grants, subsidies and contributions revenue				YTD
Provider	Liability	Liability	Liability	Liability	Liability	Budget	YTD	Annual	Budget		Revenue
	1 July 2024		(As revenue)	31 Dec 2024	31 Dec 2024	Revenue	Budget	Budget	Variations	Expected	Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies											
GRANT FUNDS (UNTIED)	0	0	0	0	0	182,210	75,920			0	55,768
GRANT LOCAL ROAD (UNTIED)	0	0	0	0	0	131,459	54,770			0	93,315
AUSTRALIA DAY COUNCIL	0	0	0	0	0	15,000	6,250			0	9,000
LGGS GRANTS	0	0	0	0	0	46,990	19,575			0	30,320
OTHER GRANTS	0	0	0	0	0	8,500	3,540			0	0
GRANT RRG - DIRECT	0	0	0	0	0	237,537	98,970		322,587	322,587	0
	0	0	0	0	0	621,696	259,025	0	322,587	322,587	188,403

OPERATING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

CAPITAL GRANTS, SUBSIDIES AND CONTRIBUT						Capital g	grants, subsid	dies and
		Capital gra	nt/contribution	liabilities		cont	ributions reve	enue
		Increase in	Decrease in		Current	Amended		YTD
	Liability	Liability	Liability	Liability	Liability	Budget	YTD	Revenue
Provider	1 July 2024		(As revenue)	31 Dec 2024	31 Dec 2024	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
CEMETERY GRANT INCOME	0	0	0	0	0	9,000	3,750	0
RECREATION GRANTS - TAXABLE	0	0	0	0	0	135,000	56,250	0
ROAD TO RECOVERY GRANTS	0	0	0	0	0	701,427	292,260	0
GRANT - RRG - ROADS	224,431	0	0	224,431	34,801	1,883,783	919,320	366,572
GRANT GOVT-BLACK SPOT FUNDING	0	0	0	0	0	437,240	182,180	96,693
GRANT - RRSP - ROADS	34,801	0	0	34,801	34,801	34,801	14,500	
GRANTS - LRCIP	8,502	0	0	8,502	8,502	128,502	53,540	0
	267,734	0	0	267,734	78,104	3,329,753	1,521,800	463,265

INVESTING ACTIVITIES

14 TRUST FUND

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

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 December 2024	
	\$	\$	\$	\$	
Cash in Lieu - Public Open Space	58,422	0	0	58,422	
	58,422	0	0	58,422	

15 BUDGET AMENDMENTS

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

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

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	1

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
31909	13/12/2024 JAMES ADAMINI	COUNCILLOR J ADAMINI - ATTENDANCE FEE, COMMUNICATIONS ALLOWANCE PRO-RATA - NOVEMBER 2024	1		997.43
INV 06122024	06/12/2024 JAMES ADAMINI	CR J ADAMIN - ATTENDANCE FEE PRO-RATA 3 WEEKS- NOVEMBER 2024, CR J ADAMIN - COMMUNICATION ALLOWANCE PRO-RATA 3 WEEKS - NOVEMBER 2024, CR J ADAMIN - TABLET - INTERNET CHARGES \$21.00 PLAN PRO-RATA 3 WEEKS - NOVEMBER 2024	1	997.43	
EFT33168	04/12/2024 BEVERLEY JANE BERKHOUT	BO BERKHOUT CAT TRAP BOND REFUND # 274980	1		100.00
INV T1	02/12/2024 BEVERLEY JANE BERKHOUT	BOBERKHOUT	2	100.00	
EFT33169	04/12/2024 DAVID EDWARD WHYTE	REFUND OF KERB BOND - LOT 11 (13) ELIZABETH ST, YORK - RECEIPT 270232 PAID 12/04/2024	1		1,500.00
INV T4	27/11/2024 DAVID EDWARD WHYTE	APP # 2003901 MELIADOR (WA) PTY LTD	2	1,500.00	
EFT33170	04/12/2024 NAN LLOYD	REFUND CAT TRAP BOND # 275013	1		100.00
INV T1	02/12/2024 NAN LLOYD	NAN LLOYD - CAT TRAP BOND	2	100.00	
EFT33171	04/12/2024 ROSS ANDREW AINSWORTH	ROSS AINSWORTH CAT TRAP BOND REFUND # 273933	1		100.00
INV T1	02/12/2024 ROSS ANDREW AINSWORTH	ROSS AINSWORTH CAT TRAP BOND	2	100.00	
EFT33173	04/12/2024 WAYNE LUXFORD	WAYNE LUXFORD CAT TRAP BOND REFUND # 274610	1		100.00
INV T1	02/12/2024 WAYNE LUXFORD	WAYNE LUXFORD - CAT TRAP BOND	2	100.00	
EFT33174	06/12/2024 AUTOPRO NORTHAM	SUPPLY AND DELIVER 1X HP2418 POWER HANDLE FOR STEERING WHEEL - TORO RIDE ON MOWER	1		17.07
INV 1181797	26/11/2024 AUTOPRO NORTHAM	SUPPLY AND DELIVER 1X HP2418 POWER HANDLE FOR STEERING WHEEL - TORO RIDE ON MOWER	1	17.07	
EFT33175	06/12/2024 AVON VALLEY TYRE SERVICE	SUPPLY AND INSTALL 3 X 1400R24 DOUBLE COIN REM1 GRADER TYRES	1		5,525.00
INV IV000000819	12/11/2024 AVON VALLEY TYRE SERVICE	SUPPLY AND INSTALL 3X 1400R24 DOUBLE COIN REM1 GRADER TYRES	1	4,950.00	
INV IV000000826	20/11/2024 AVON VALLEY TYRE SERVICE	COMPLETE A 30,000KM SERVICE OF THE 2022 EXTRA CAB UTE - Y6947 - ON WEDNESDAY 20.11.2024	1	575.00	
EFT33176	06/12/2024 BLUE FORCE PTY LTD	WORK REQUEST - CALLOUT TO YORK RESIDENCY MUSEUM 01/10/2024 - MULTIPLE ISSUES ON SITE	1		550.00

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	2

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 215158	07/10/2024 BLUE FORCE PTY LTD	WORK REQUEST - CALLOUT TO YORK RESIDENCY MUSEUM 01/10/2024 - MULTIPLE ISSUES ON SITE	1	550.00	
EFT33177	06/12/2024 CHRIS GIBBS	COUNCILLOR C GIBBS - ATTENDANCE FEE AND COMMUNICATIONS ALLOWANCE - NOVEMBER 2024	1		1,329.91
INV 06122024	06/12/2024 CHRIS GIBBS	CR C GIBBS - ATTENDANCE FEE - NOVEMBER 2024, CR C GIBBS - COMMUNICATIONS ALLOWANCE - NOVEMBER 2024, CR C GIBBS - TABLET - INTERNET CHARGES \$21.00 PLAN - NOVEMBER 2024	1	1,329.91	
EFT33178	06/12/2024 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 08/10/2024 - 11/11/2024	1		633.72
INV 221948	10/09/2024 COUNTRY COPIERS	YORK VISITOR CENTRE - SERVICE COST - PHOTOCOPIER - 12/08/2024 - 10/09/2024	1	161.98	
INV 222751	11/11/2024 COUNTRY COPIERS	YORK VISITOR CENTRE - SERVICE COST - PHOTOCOPIER - 08/10/2024 - 11/11/2024	1	153.09	
INV 222784	11/11/2024 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 08/10/2024 - 11/11/2024	1	318.65	
EFT33179	06/12/2024 DARRYS PLUMBING AND GAS	INSTALL 99 SPRINKLERS (SPRINKLERS SUPPLIED) ON FORREST OVAL AND SUPPLY POSSIBLE OF 99 RISERS FOR THE RETIC INCLUDING LABOUR AS PER QUOTE 214	1		3,643.20
INV IV02103	13/11/2024 DARRYS PLUMBING AND GAS	INSTALL 99 SPRINKLERS (SPRINKLERS SUPPLIED) ON FORREST OVAL AND SUPPLY POSSIBLE OF 99 RISERS FOR THE RETIC INCLUDING LABOUR AS PER QUOTE 214	1	3,643.20	
EFT33180	06/12/2024 DENESE EILEEN SMYTHE	COUNCILLOR D SMYTHE - ATTENDANCE AND COMMUNICATIONS ALLOWANCES FOR NOVEMBER 2024	1		1,329.91
INV 06122024	06/12/2024 DENESE EILEEN SMYTHE	CR D SMYTHE - ATTENDANCE FEE - NOVEMBER 2024, CR D SMYTHE - COMMUNICATIONS ALLOWANCE - NOVEMBER 2024, CR D SMYTHE - TABLET - INTERNET CHARGE \$21.00 PLAN - NOVEMBER 2024	1	1,329.91	
EFT33181	06/12/2024 DENIS CHARLES WARNICK	COUNCILLOR D WARNICK - DEPUTY PRESIDENTS ATTENDANCE FEE, DEPUTY PRESIDENTS ALLOWANCE & COMMUNICATIONS ALLOWANCE - NOVEMBER 2024	1		1,829.76
INV 06122024	06/12/2024 DENIS CHARLES WARNICK	CR D WARNICK - DEPUTY PRESIDENTS ATTENDANCE FEE - NOVEMBER 2024, CR D WARNICK - DEPUTY PRESIDENTS ALLOWANCE - NOVEMBER 2024, CR D WARNICK - COMMUNICATIONS ALLOWANCE - NOVEMBER 2024, CR D WARNICK - TABLET - INTERNET CHARGES \$21.00PLAN - NOVEMBER 2024	1	1,829.76	
EFT33182	06/12/2024 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	eslb 2nd quarter CONTRIBUTION 2024/2025 - emergency service levy section 36zj	1		87,040.27

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	3

Cheque /EFT	Date Name	Invoice Description	Bank Code	INV Amount	6
No INV 158509	21/11/2024 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	ESLB 2ND QUARTER CONTRIBUTION 2024/2025 - EMERGENCY SERVICE LEVY SECTION 36ZJ	1	87,040.27	Amount
EFT33183	06/12/2024 DESTINATION PERTH	AVON VALLEY ALLIANCE – CARAVAN AND CAMPING SHOW SITE – 1/5 OF COST FOR AVON VALLEY ALLIANCE PARTICIPATION	1		566.73
INV INV-10805	27/11/2024 DESTINATION PERTH	AVON VALLEY ALLIANCE – CARAVAN AND CAMPING SHOW SITE – 1/5 OF COST FOR AVON VALLEY ALLIANCE PARTICIPATION	1	566.73	
EFT33184	06/12/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY FOR COLLECTION 1X STV4784 012 4405 SE 62 WETVAC AS PER QUOTE #3278	1		237.15
INV 52866#4	27/11/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY FOR COLLECTION 1X STV4784 012 4405 SE 62 WETVAC AS PER QUOTE #3278	1	237.15	
EFT33185	06/12/2024 FLOUR MILL EMPORIUM INC	COMMUNITY FUNDING GRANT 23/24 FLOUR MILL EMPORIUM - MEET THE MAKERS 10% FINAL PAYMENT ON ACQUITTAL	1		200.00
INV 111	22/10/2024 FLOUR MILL EMPORIUM INC	COMMUNITY FUNDING GRANT 23/24 FLOUR MILL EMPORIUM - MEET THE MAKERS 10% FINAL PAYMENT ON ACQUITTAL	1	200.00	
EFT33186	06/12/2024 FOCUS NETWORKS	AGREEMENT MONTHLY MPS DEVICE SERVICE - FOC -MPS2 -COM, FOC-MPS2 SERVER, FOC MPS NETWORK AS PER SCHEDULE 7	1		6,199.71
INV MPSD-14348	04/11/2024 FOCUS NETWORKS	AGREEMENT MONTHLY MPS DEVICE SERVICE - FOC -MPS2 -COM, FOC-MPS2 SERVER, FOC MPS NETWORK AS PER SCHEDULE 7	1	6,128.10	
INV 14410	26/11/2024 FOCUS NETWORKS	AGREEMET BILLABLE TIME - MPS MONTHLY VISIT - 3HR - FOCUS SITE VISIT	1	71.61	
EFT33187	06/12/2024 IT VISION	DEFINITIV TRAINING SYSTEM ADMINISTRATOR - 2 DEC 12.30PM - GAIL D'ARCY	1		1,320.00
INV INITV41893	29/11/2024 IT VISION	DEFINITIVE TEAMS TRAINING VIA IT VISION 20/11/2024 - GAIL D'ARCY	1	495.00	
INV INITV41895	29/11/2024 IT VISION	DEFINITIV TRAINING SYSTEM ADMINISTRATOR - 2 DEC 12.30PM - GAIL D'ARCY	1	825.00	
EFT33188	06/12/2024 KEN DESIGNS	SUPPLY AND DELIVERY OF YORK TOWN HALL CALICO BAGS FOR RESALE AT THE YORK VISITOR CENTRE	1		65.00
INV 10	05/12/2024 KEN DESIGNS	SUPPLY AND DELIVERY OF YORK TOWN HALL CALICO BAGS FOR RESALE AT THE YORK VISITOR CENTRE	1	65.00	
EFT33189	06/12/2024 KEVIN PYKE	COUNCILLOR K PIKE - ATTENDANCE FEEE AND COMMUNICATIONS ALLOWANE - NOVEMBER 2024	1		1,329.91

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	4

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 06122024	06/12/2024 KEVIN PYKE	CR K PYKE ATTENDANCE FEE - NOVEMBER 2024, CR K PYKE - COMMUNICATIONS ALLOWANCE - NOVEMBER 2024, CR K PYKE TABLET - INTERNET CHARGES \$21.00 PLAN - NOVEMBER 2024	1	1,329.91	
EFT33190	06/12/2024 KEVIN RICHARD TRENT	CR K TRENT - PRESIDENTS ATTENDANCE FEE, PRESIDENTS ALLOWANCE AND COMMUNICATIONS ALLOWANCE - NOVEMBER 2024	1		3,976.97
INV 06122024	06/12/2024 KEVIN RICHARD TRENT	CR K TRENT - PRESIDENTS ATTENDANCE FEE - NOVEMBER 2024, CR K TRENT - PRESIDENTS ALLOWANCE - NOVEMBER 2024, CR K TRENT - COMMUNICATIONS ALLOWANCE - NOVEMBER 2024, CR K TRENT - TABLET- INTERNET CHARGES \$21.00 PLAN - NOVEMBER 2024	1	3,976.97	
EFT33191	06/12/2024 LANDGATE	REQUISITION NOTICE - YORK FOOTBALL CLUB LEASE - P960151	1		105.15
INV 1434448	02/12/2024 LANDGATE	REQUISITION NOTICE - YORK FOOTBALL CLUB LEASE - P960151	1	105.15	
EFT33192	06/12/2024 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	WORKS DEPOT - RCD TESTING, PORTABLE ELECTRICAL APPLIANCE TESTING AND TAGGING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING	1		3,422.60
INV 3813	26/11/2024 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	WORKS DEPOT - RCD TESTING, PORTABLE ELECTRICAL APPLIANCE TESTING AND TAGGING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING	1	3,422.60	
EFT33193	06/12/2024 NICHOLAS CURTIS - (YORK HOSES AND HYDRAULICS)		1		787.99
INV INV-0071	14/11/2024 NICHOLAS CURTIS - (YORK HOSES AND HYDRAULICS)		1	787.99	
EFT33194	06/12/2024 OFFICEWORKS	PURCHASE OF OFFICE CREDENZA WITH HUTCH FOR YORK COMMUNITY RESOURCE CENTRE INCLUDING DELIVERY \$59.95	1		1,186.88
INV 617679652	20/11/2024 OFFICEWORKS	PURCHASE OF OFFICE CREDENZA WITH HUTCH FOR YORK COMMUNITY RESOURCE CENTRE INCLUDING DELIVERY \$59.95	1	857.95	
INV 617677833	20/11/2024 OFFICEWORKS	PURCHASE OF PRODUCT JBR100A4BF J BURROWS RECYCLED MANILA FOLDERS A4 100 PACK, DYMO LABLE TAPE AND AVERY TUBECLIP FASTENERS, PURCHASE OF PRODUCT ES245013 DYMO D1 LABEL TAPE 12MMX7MM BLACK ON WHITE FOR USE AT YORK COMMUNITY RESOURCE CENTRE, PURCHASE OF PRODUCT AV440BE AVERY TUBECLIP FASTENERS BLUE 100 PACK FOR USE AT YORK COMMUNITY RESOURCE CENTRE INCLUDING DELIVERY	1	328.93	

 Date:
 31/12/2024
 Shire of York
 USER:
 Susan Krousecky

 Time:
 12:07:58PM
 PAGE:
 5

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33195	06/12/2024 OMNICOM MEDIA GROUP AUSTRALIA (OMGA)	PROPOSED BUSH FIRE BRIGADE LOCAL LAW ADVERTISEMENT - WEST AUSTRALIAN 02/10/2024	1		657.01
INV 1791356	31/10/2024 OMNICOM MEDIA GROUP AUSTRALIA (OMGA)	PROPOSED BUSH FIRE BRIGADE LOCAL LAW ADVERTISEMENT - WEST AUSTRALIAN 02/10/2024	1	657.01	
EFT33196	06/12/2024 PETER ALLAN WRIGHT	COUNCILLOR P WRIGHT - ATTENDANCE FEE, COMMUNICATIONS ALLOWANCE - NOVEMBER 2024	1		1,329.91
INV 06122024	06/12/2024 PETER ALLAN WRIGHT	CR P WRIGHT - ATTENDANCE FEE - NOVEMBER 2024, CR P WRIGHT - COMMUNICATIONS ALLOWANCE - NOVEMBER 2024, CR P WRIGHT - TABLET - INTERNET CHARGES \$21.00 PLAN - NOVEMBER 2024	1	1,329.91	
EFT33197	06/12/2024 PUREWATER POOL SERVICES	PURCHASE OF MANIFOLD STRAINER BOWL AND SEAL FOR MAINTENANCE REQUIREMENTS AT YORK PIONEER SWIMMING POOL	1		277.20
INV 2895	30/11/2024 PUREWATER POOL SERVICES	PURCHASE OF MANIFOLD STRAINER BOWL AND SEAL FOR MAINTENANCE REQUIREMENTS AT YORK PIONEER SWIMMING POOL, DELIVERY COSTS ASSOCIATED WITH PURCHASE OF MANIFOLD STRAINER BOWL AND SEAL FOR MAINTENANCE REQUIREMENTS AT YORK PIONEER SWIMMING POOL	1	277.20	
EFT33198	06/12/2024 RIVER CONSERVATION SOCIETY INC	PURCHASE FROM RIVER CONSERVATION SOCIETY INC - FUNDRAISING CALENDARS - 2025 FOR THE VISTORS CENTRE	1		400.00
INV 133	23/11/2024 RIVER CONSERVATION SOCIETY INC	PURCHASE FROM RIVER CONSERVATION SOCIETY INC - FUNDRAISING CALENDARS - 2025 FOR THE VISTORS CENTRE	1	400.00	
EFT33199	06/12/2024 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES OCTOBER 2024 - CREDIT NOTE RECEIVED AS RATE WAS INCORRECT	1		30,764.30
INV 31256	04/11/2024 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES OCTOBER 2024 - CREDIT NOTE RECEIVED AS RATE WAS INCORRECT	1	30,764.30	
EFT33200	06/12/2024 TRAVELWEST PUBLICATIONS WA PTY LTD	HELLO PERTH ANNUAL ADVERTISING FOR 2025 IN HELLO PERTH AVON VALLEY PROMOTIONAL MATERIAL AND WEBSITE	1		665.50
INV INV-5014	02/12/2024 TRAVELWEST PUBLICATIONS WA PTY LTD	HELLO PERTH ANNUAL ADVERTISING FOR 2025 IN HELLO PERTH AVON VALLEY PROMOTIONAL MATERIAL AND WEBSITE	1	665.50	
EFT33201	06/12/2024 VANESSA JAYDE GREEN	STAFF REIMBURSEMENT OF ACCOMMODATION IGNITE PROGRAM FROM 24/11/2024 - 26/11/2024 3 NIGHTS	1		737.40
INV 02122024	02/12/2024 VANESSA JAYDE GREEN	STAFF REIMBURSEMENT OF ACCOMMODATION IGNITE PROGRAM FROM 24/11/2024 - 26/11/2024 3 NIGHTS	1	737.40	

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	6

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33202	06/12/2024 WATERLOGIC AUSTRALIA PTY LTD	ADMINISTRATION WATER FILTRATION UNIT FOR 01/12/2024-31/12/2024	1		78.45
INV 4575054	04/12/2024 WATERLOGIC AUSTRALIA PTY LTD	ADMINISTRATION WATER FILTRATION UNIT FOR 01/12/2024-31/12/2024	1	78.45	
EFT33203	06/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	SUPPLY OF MISCELLANEOUS ITEMS/REFRESHMENTS FOR YORK RESIDENCY MUSEUM - OCTOBER 2024	1		85.59
INV 000064120721	31/10/2024 YORK & DISTRICT CO-OPERATIVE LTD	SUPPLY OF MISCELLANEOUS ITEMS/REFRESHMENTS FOR YORK RESIDENCY MUSEUM - OCTOBER 2024	1	85.59	
EFT33204	06/12/2024 YORK & DISTRICTS ARCHERY CLUB INC	YORK DISTRICT ARCHERY CLUB INC GRANT FUNDING - 10% ON ACQUITTAL OF FUNDS - BOX TRAILER	1		200.00
INV 011	04/11/2024 YORK & DISTRICTS ARCHERY CLUB INC	YORK DISTRICT ARCHERY CLUB INC GRANT FUNDING - 10% ON ACQUITTAL OF FUNDS - BOX TRAILER	1	200.00	
EFT33205	06/12/2024 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	PURCHASE OF STOCK - YORK WILDFLOWER SOCIETY CALICO BAGS - FOR RESALE AT THE YORK VISITOR CENTRE	1		80.00
INV 22/11/2024	22/11/2024 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	PURCHASE OF STOCK - YORK WILDFLOWER SOCIETY CALICO BAGS - FOR RESALE AT THE YORK VISITOR CENTRE	1	80.00	
EFT33206	06/12/2024 YORK DISTRICT HIGH SCHOOL	YORK DISTRICT HIGH SCHOOL - MULTIYEAR FUNDING AGREEMENT SPONSORSHIP TO BE PAID IN MILESTONE INSTALMENTS OF 90% OF \$2500	1		2,250.00
INV 8493	03/12/2024 YORK DISTRICT HIGH SCHOOL	YORK DISTRICT HIGH SCHOOL - MULTIYEAR FUNDING AGREEMENT SPONSORSHIP TO BE PAID IN MILESTONE INSTALMENTS OF 90% OF \$2500	1	2,250.00	
EFT33207	06/12/2024 YORK MITRE 10	PURCHASE OF SUPPLIES FOR THE SHIRE OF YORK FOR OCTOBER 2024	1		1,973.44

Date: 31/12/2024

Time: 12:07:58PM

Shire of York

USER: Susan Krousecky PAGE: 7

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
INV 31102024	31/10/2024 YORK MITRE 10	1 X DUSPAN EXTRA LARGE - MITRE 10 DOCKET 100184001 1/10/2024 - YORK CRC, 1	1	824.85	
		X 9 VOLT ENERGISER BATTERY - MITRE 10 DOCKET 10018499 - 02/10/2024 - SPRAY			
		VEHICLE, 1 X RIVET ALUMINUM TRUSS - MITRE 10 DOCKET 10018554 - 02/10/2024 -			
	HINO TRUCK, MITRE 10 OCTOBER 2024 PURCHASES FOR MINOR PLANT AND				
		EQUIPMENT - WHEEL TROLLEY (10018627) 03/10/2024, VINYL TUBING (10020639)			
		14/10/2024, 8 X COACH HEX SCREWS (10020925) 15/10/2024, MITRE 10 OCTOBER			
		2024 PURCHASES FOR SUNDRY PARKS AND RESERVE - 1 X HILLS GARDEN TRIGGER			
		(10019401) 7/10/2024, 2 X ROSE GUNS (10022450) 14/10/2024, 8 X PLASTIC			
		BUCKETS (10022453) 24/10/2024, 1 X HI FLEX GARDEN HOSE (10022692)			
		25/10/2024 AND 1 X GARDEN HOSE FITTED & CLEANING FAST DRY (10023952)			
		31/10/2024, 1 X DOOR HANDLE CHROME - 10019614 08/10/2024 MITRE 10			
	OCTOBER 2024 PURCHASES FOR HOWICKS STREET TOILETS, MITRE 10 OCTOBER				
		2024 PURCHASES FOR YRCC OVAL - 2 X SAFE KEY STORAGE WALL CABINET - 10019785 10/10/2024, 1 X LUBRICANT AEROSOL - MITRE 10 DOCKET 10019969			
		10/10/2024 - JOHN DEER GRADER, 1 X EARTHCORE HOSE SOAKER - MITRE 10			
		DOCKET 112158 11/10/2024 - SWIMMING POOL, 1 X TOILET SEAT WHITE - MITRE 10			
		DOCKET 10020672 14/10/2024 - AVON PARK TOILET, 1 X POWERBOARD 4 OUTLET			
		USB - MITRE 10 TO DOCKET 14002174 17/10/2024 - ENGINEERING OFFICE, 1 X HOOK			
		MOULDING'S - MITRE 10 DOCKET 10022128 22/10/2024 - TOWN HALL, 3 X PCE			
		FISHING LINE AND 1 SNAP KNIFE - MITRE 10 DOCKET 10022150 22/10/2024 -			
		MUSEUM, 1 X BUCKET HAT FLY VEIL - MITRE 10 DOCKET 10022321 23/10/2024 -			
		DEPOT, 1 X MOP WRINGER AND 1 X DUSTER - MITRE 10 DOCKET 10023562 -			
		29/10/2024 - FORREST OVAL CONVENTION CENTRE, 4 X TUB FLEXIBLE 60 LTR &			
		(10023631) 30/10/024 AND 1 X EAR MUFFS CLASS 5 (10018610) 03/10/2024 -			
INV 31102024	31/10/2024 YORK MITRE 10	CONTAINERS FOR CHANGE	1	15.50	
INV 31102024	31/10/2024 YORK MITRE 10	NATIVE PLANTS - MITRE 10 DOCKET 10019676 09/10/2024 - CITIZENSHIP CEREMONY	1	20.40	
11102024	51/10/2024 TORK MITRE 10	YORK MITRE 10 OCTOBER 2024 - 2 X ROSE GARDEN HOSE (10021166) 17/10/2024 -	1	20.40	
		YORK RESIDENCY MUSEUM		64.00	
INV 31102024	31/10/2024 YORK MITRE 10	4 X MONKEY GRIP FLAT RUBBER STRAP AND 1 X EXTRA DUTY TARP MITRE 10	1	61.29	
		DOCKET 10020077 11/10/2024 DEPOT			
INV 31102024	31/10/2024 YORK MITRE 10	SUPPLY 1X 6409858 TW001GZ WRENCH IMPACT 40V MAX BRUSHLESS 3/4 INCH SKIN	1	586.87	
		-MITRE 10 DOCKET 10020923 15/10/2024 - JOHN DEER GRADER			
INV 31102024	31/10/2024 YORK MITRE 10		1	334.32	
		4 X DEP 1 KEYS, 4 X DEP 2 KEYS - MITRE 10 DOCKET 10023579 29/10/2024 - DEPOT OFFICE			
INV 31102024	31/10/2024 YORK MITRE 10		1	11.38	
		1 X ADHESIVE LIQUID NAILS - MITE 10 DOCKET 10023442 28/10/2024 -			
		ADMINISTRATION BUILDING			

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	8

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amoun
INV 31102024	31/10/2024 YORK MITRE 10	3 X BICYCLE REPAIR KITS IN A TIN - MITRE 10 DOCKET 10020653 -14/10/2024 - PRIZES FOR BIKE WEEK	1	118.83	
EFT33208	13/12/2024 ALL PLANT MECHANICAL	COMPLETE A SERVICE ONSITE AT THE SHIRE OF YORK WORKS DEPOT - 800HRS GIANNI FERARRI MOWER	1		1,430.39
INV INV-0924	09/12/2024 ALL PLANT MECHANICAL	REPAIR DAMAGE TO THE TURF TEC VERTI CUTTER ONSITE AT THE SHIRE OF YORK WORKS DEPOT	1	383.02	
INV INV-0925	09/12/2024 ALL PLANT MECHANICAL	COMPLETE A SERVICE ONSITE AT THE SHIRE OF YORK WORKS DEPOT - 800HRS GIANNI FERARRI MOWER	1	793.82	
INV INV-0926	09/12/2024 ALL PLANT MECHANICAL	SUPPLY PARTS AND REPAIR THE HONDA GENERATOR AT THE SHIRE OF YORK WORKS DEPOT	1	253.55	
EFT33209	13/12/2024 AUSCO MODULAR PTY LTD	HIRE OF MULTIPURPOSE 6.0M X 3.0M AT DEPOT FROM 1/12/2024-31/12/2024	1		889.37
INV 7464041	02/12/2024 AUSCO MODULAR PTY LTD	HIRE OF MULTIPURPOSE 6.0M X 3.0M AT DEPOT FROM 1/12/2024-31/12/2024	1	889.37	
EFT33210	13/12/2024 AUTOPRO NORTHAM	SUPPLY AND DELIVER 4X U3556 GAS STRUTS 350MM LONG	1		486.47
INV 1178097	08/11/2024 AUTOPRO NORTHAM	SUPPLY AND DELIVER 4X U3556 GAS STRUTS 350MM LONG - INCLUDING FREIGHT	1	232.50	
INV 1178752	12/11/2024 AUTOPRO NORTHAM	SUPPLY AND DELIVER 1X RCTBM7227 AS PER QUOTE 36758 INCLUDING FREIGHT	1	93.99	
INV 1183830	06/12/2024 AUTOPRO NORTHAM	SUPPLY AND DELIVER 2X RCWS136 WHEEL STEPS	1	159.98	
EFT33211	13/12/2024 AVON VALLEY AG	SUPPLY FOR COLLECTION 1X SOLENOID	1		289.96
INV YI38083	06/12/2024 AVON VALLEY AG	SUPPLY FOR COLLECTION 5X PACK OF 100 CABLE TIE 400MM X 5MM	1	130.46	
INV YI38082	06/12/2024 AVON VALLEY AG	SUPPLY FOR COLLECTION 1X SOLENOID	1	159.50	
EFT33212	13/12/2024 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT - 29/10/2024 - 27/11/2024	1		40.73
INV 5006522929	28/11/2024 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT - 29/10/2024 - 27/11/2024, SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - SWIMMING POOL - 29/10/2024 - 27/11/2024	1	40.73	
EFT33213	13/12/2024 BUSH CONTRACTING	WET HIRE 14000LITRE WATER CART 28/11/202419/11/2024 - 28/11/2024 - FOR DUCKPOOL RD, QUELLINTON RD, CUBBINE RD, SPENCER BROOK RD , ULSTER RD, BLAND RD AND MORRIS EDWARDS	1		7,722.00

 Date:
 31/12/2024
 Shire of York
 USER:
 Susan Krousecky

 Time:
 12:07:58PM
 PAGE:
 9

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV INV-0476	29/11/2024 BUSH CONTRACTING	FLOAT THE ROLLERS FROM FROM QUELLINGTON RD TO CUBBINE RD - THURSDAY 21.11.2024, FLOAT THE ROLLER FROM DOODENANNING RD TO SPENCER BROOK RD - FRIDAY 22.11.2024	1	792.00	
INV INV-0479	30/11/2024 BUSH CONTRACTING	WET HIRE 14000LITRE WATER CART 19/11/2024 - DUCKPOOL, WET HIRE 14000LITRE WATER CART 21/11/2024 - QUELLINGTON ROAD, WET HIRE 14000LITRE WATER CART 22/11/2024 - CUBBINE ROAD, WET HIRE 14000LITRE WATER CART 25/11/2024 - SPENCER BROOK ROAD, WET HIRE 14000LITRE WATER CART 26/11/2024 - SPENCER BROOK ROAD, WET HIRE 14000LITRE WATER CART 27/11/2024 - ULSTER ROAD, WET HIRE 14000LITRE WATER CART 27/11/2024 - BLAND ROAD, WET HIRE 14000LITRE WATER CART 28/11/2024 - MORRIS EDWARDS	1	6,930.00	
EFT33214	13/12/2024 CANON FINANCE AUSTRALIA PTY LTD	ANNUAL LEASE FOR CANON DX \$38302 PHOTOCOPIERS - 05/10/2024 TO 05/10/2025 AT MUSEUM, VISITORS CENTRE AND DEPOT	1		3,024.99
INV 559637	06/09/2024 CANON FINANCE AUSTRALIA PTY LTD	ANNUAL LEASE FOR CANON DX S38302 PHOTOCOPIER FOR THE SHIRE OF YORK MUSEUM CONTRACT NUMBER MW81199965 -05/10/2024 TO 05/10/2025, ANNUAL LEASE FOR CANON DX S38302 PHOTOCOPIER FOR THE SHIRE OF YORK VISITORS CENTRE CONTRACT NUMBER MW81199965 - 05/10/2024 TO 05/10/2025, ANNUAL LEASE FOR CANON DX S38302 PHOTOCOPIER FOR THE SHIRE OF YORK OPERATIONS CONTRACT NUMBER MW81199965 - 05/10/2024 TO 05/10/2025	1	3,024.99	
EFT33215	13/12/2024 CONPLANT PTY LTD	EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK - 01/10/2024 - 31/10/024 ON BOYERCUTTYY RD, WAMBYN RD, HELENA RD AND QUALEN WEST	1		12,327.70
INV 448565	31/10/2024 CONPLANT PTY LTD	EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK - 1/10/2024-03/10/2024 - BOYERCUTTYY ROAD, EXTENSION OF HIRE OF THE 18T MULIT TYRE RILLER TO THE SHIRE OF YORK - 7/10/2024-17/10/2024 - WAMBYN ROAD, EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK -20/10/2024 - WAMBYN ROAD, EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK - 23/10/2024 - 25/10/2024 - HELENA ROAD, EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK -28/10/2024 -31/10/2024 - QUALEN WEST ROAD	1	6,098.40	
INV 450752	30/11/2024 CONPLANT PTY LTD	DEMOBILISATION AND HIRE PICK UP 30/11/2024	1	962.50	

 Date:
 31/12/2024
 USER:
 Susan Krousecky

 Time:
 12:07:58PM
 PAGE:
 10

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
INV 450752	30/11/2024 CONPLANT PTY LTD	EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK -	1	5,266.80	
		04/11/2024 TO 06/11/2024 - QUALEN WEST, EXTENSION OF HIRE OF THE 18T MULTI			
		TYRE ROLLER TO THE SHIRE OF YORK - 07/11/2024 TO 08/11/2024 - TALBOT ROAD,			
		EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK -			
		11/11/2024 - TOP BEVERLEY, EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER			
		TO THE SHIRE OF YORK - 12/11/2024 - GOLDFIELDS, EXTENSION OF HIRE OF THE 18T			
		MULTI TYRE ROLLER TO THE SHIRE OF YORK - 13/11/2024 - QUELLINGTON,			
		EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK -			
		18/11/2024 TO 20/11/2024 - DUCKPOOL ROAD, EXTENSION OF HIRE OF THE 18T			
		MULTI TYRE ROLLER TO THE SHIRE OF YORK - 21/11/2024 - QUELLINGTON,			
		EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK -			
		22/11/2024 - CUBINE, EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE			
		SHIRE OF YORK - 25/11/2024-26/11/2024 SPENCER BROOK, EXTENSION OF HIRE OF			
		THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK - 27/11/2024 - ULSTER,			
		EXTENSION OF HIRE OF THE 18T MULTI TYRE ROLLER TO THE SHIRE OF YORK -			
		28/11/2024- 29/11/2024 - MORRIS EDWARDS			
EFT33216	13/12/2024 COTERRA PTY LTD T/A COTERRA	PROJECT MEETINGS - LIAISON WITH DCCEEW AND SOY RE PUBLICATION	1		3,643.18
	ENVIRONMENT	AND ASSESSMENT PROCESS IN WET AUSTRALIAN			
INV 10005528	08/11/2024 COTERRA PTY LTD T/A COTERRA	PROJECT MEETINGS - LIAISON WITH DCCEEW AND SOY RE PUBLICATION	1	3,643.18	
	ENVIRONMENT	AND ASSESSMENT PROCESS IN WET AUSTRALIAN, POST SUBMISSION			
		TECHNICAL SUPPORT - ALLOWANCE AS REQUIRED			
EFT33217	13/12/2024 CREDIT MANAGEMENT AUSTRALIA POST	6338 CHRISTMAS BULK MAILOUT	1		3,404.41
INV 1013667739	03/12/2024 CREDIT MANAGEMENT AUSTRALIA POST	MONTHLY POSTAGE CHARGES - 2024/25 (ADMIN OFFICE)	1	552.31	
INV 1013667739	03/12/2024 CREDIT MANAGEMENT AUSTRALIA POST	6338 CHRISTMAS BULK MAILOUT	1	2,852.10	
EFT33218	13/12/2024 DARRYS PLUMBING AND GAS	SUPPLY AND INSTALL FLOAT VALVE FOR THE IRRIGATION TANKS FORREST OVAL	1		3,209.85
INV IN02046	01/11/2024 DARRYS PLUMBING AND GAS	CALL OUT ON SATURDAY 26/10/2024 DAMAGED TAP AND ISOLATED LEAK AND	1	528.00	
		RETURNED 28/10/2024 REPLACE FOUNTAIN TAP	_		
INV IV02047	01/11/2024 DARRYS PLUMBING AND GAS	CALLED OUT ON SATURDAY 28/10 BLOCKED TOILETS AT LOWE STREET	1	198.00	
INV IV02048	01/11/2024 DARRYS PLUMBING AND GAS	CALLED OUT ON SATURDAY 28/10/2024 BURST PIPE AT EARLY LEARNING HUB (OLD	1	344.74	
1111 1102048	01/11/2024 DAMATS FLOWIDING AND GAS	BOWLING CLUB) ISOLATED AND RETURNED MONDAY	1	344.74	
INV IN02155	02/12/2024 DARRYS PLUMBING AND GAS	CLEAR BLOCKAGE AT RV DUMP POINT	1	132.00	
INV IV02173	03/12/2024 DARRYS PLUMBING AND GAS	SUPPLY REPAIRS TO THE PUMP AT THE EARLY YEARS HUB	1	151.95	

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	11

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV IV02171	03/12/2024 DARRYS PLUMBING AND GAS	INVESTIGATE, CLEAR DEBRIS FROM TEMPERING VALVE FEMALE AND SUPPLIED AND REPLACED TEMPERING VALVE MALE AT THE SWIMMING POOL	1	466.84	
INV IV02169	03/12/2024 DARRYS PLUMBING AND GAS	BLOCKED RV DUMP POINT CLEAR PAPER AND WET WIPES	1	118.80	
INV IV02172	03/12/2024 DARRYS PLUMBING AND GAS	SUPPLY AND INSTALL FLOAT VALVE FOR THE IRRIGATION TANKS FORREST OVAL	1	792.00	
INV IV02174	03/12/2024 DARRYS PLUMBING AND GAS	REPLACED PILLAR TAPS, HOSE TAP AND REPAIRED LEAKING TAP AND FIXED BASIN	1	477.52	
		TO WALL AT YORK SWIMMING POOL			
EFT33219	13/12/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY FOR COLLECTION 4X STP4003 710 2115 - AUTO CUT MOWING HEADS	1		234.00
INV 52876#4	28/11/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY FOR COLLECTION 4X STP4003 710 2115 - AUTO CUT MOWING HEADS	1	234.00	
EFT33220	13/12/2024 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES FOR NOVEMBER 2024	1		327.42
INV URP-4592	01/12/2024 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES FOR NOVEMBER 2024	1	327.42	
EFT33221	13/12/2024 FLOUR MILL EMPORIUM INC	MULTI-YEAR FUNDING FOR MEET THE MAKERS WORKSHOPS 2024/25 FINANCIAL YEAR [RESOLUTION 110824]	1		3,200.00
INV 112	22/10/2024 FLOUR MILL EMPORIUM INC	MULTI-YEAR FUNDING FOR MEET THE MAKERS WORKSHOPS 2024/25 FINANCIAL YEAR [RESOLUTION 110824]	1	3,200.00	
EFT33222	13/12/2024 FOCUS NETWORKS	AGREEMENT MONTHLY MPS DEVICES - SCHEDULE 7 - DECEMBER 2024	1		6,209.50
INV MPSD-14397	03/12/2024 FOCUS NETWORKS	AGREEMENT MONTHLY MPS DEVICES - SCHEDULE 7 - DECEMBER 2024	1	6,209.50	
EFT33223	13/12/2024 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 7,500 LITRES OF DISTILLATE TO THE SHIRE OF YORK WORKS DEPOT - OPENING DIP 1,500 CLOSING DIP 9,000	1		12,798.75
INV 59101931	05/11/2024 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 7,500 LITRES OF DISTILLATE TO THE SHIRE OF YORK WORKS DEPOT - OPENING DIP 1,500 CLOSING DIP 9,000	1	12,798.75	
EFT33224	13/12/2024 HERRING STORER ACOUSTICS ROCHDALE HOLDINGS PTY LTD	NOISE ASSESSMENT AT THE CDC SHED AND PROVIDED NOISE SURVEY REPORT	1		4,048.00
INV 00024870	02/12/2024 HERRING STORER ACOUSTICS ROCHDALE HOLDINGS PTY LTD	NOISE ASSESSMENT AT THE CDC SHED AND PROVIDED NOISE SURVEY REPORT	1	4,048.00	
EFT33225	13/12/2024 INDUSTRIAL AUTOMATION	REPLACE 12VDC ACTUATOR WITH STAR DRIVE FOR BURGESS SIDING - WARRANTY NO CHARGE - LABOUR ONLY	1		203.50

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	12

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
INV SINV-15749	02/12/2024 INDUSTRIAL AUTOMATION	REPLACE 12VDC ACTUATOR WITH STAR DRIVE FOR BURGESS SIDING - WARRANTY NO CHARGE - LABOUR ONLY	1	203.50	
EFT33226	13/12/2024 INK STRATEGY	MAJOR STRATEGIC REVIEW PHASE 2 STAKEHOLDER ENGAGEMENT - 23/11 AND 2ND-3RD DECEMBER SITE VISITS	1		18,150.00
INV INV-0140	05/12/2024 INK STRATEGY	MAJOR STRATEGIC REVIEW PHASE 2 STAKEHOLDER ENGAGEMENT - 23/11 AND 2ND-3RD DECEMBER SITE VISITS	1	18,150.00	
EFT33227	13/12/2024 IT VISION	DEFINITIV TRAINING COURSE - RUN YOUR PAYROLL IONA SHEEHAN-LEE	1		825.00
INV INITV41894	29/11/2024 IT VISION	DEFINITIV TRAINING COURSE - RUN YOUR PAYROLL IONA SHEEHAN-LEE	1	825.00	
EFT33228	13/12/2024 JUSTIN MARTIN LEE	AUDIT AND RISK COMMITTEE ATTENDANCE FEE ON 9/12/2024	1		172.00
INV 10122024	10/12/2024 JUSTIN MARTIN LEE	AUDIT AND RISK COMMITTEE ATTENDANCE FEE ON 9/12/2024	1	172.00	
EFT33229 INV 05122024	13/12/2024 KEVIN RICHARD TRENT 02/12/2024 KEVIN RICHARD TRENT	COUNCILLOR EXPENSE REIMBURSEMENT FOR TRAVEL 18/11/2024-05/12/2024 - CR K TRENT - ACROC MEETING 18/11 TOODYAY, AVON MIDLAND ZONE MEETING 22/11,RENEWABLE ENERGY FORUM 29/11, NATIONAL LOCAL ROAD, TRANSPORT AND INFRASTRUCTURE CONGRESS 2/12/ AND YORK FOLLOWAY CONGRESS 5/12. COUNCILLOR EXPENSE REIMBURSEMENT FOR TRAVEL 18/11/2024-05/12/2024 - CR K TRENT - ACROC MEETING 18/11 TOODYAY, AVON MIDLAND ZONE MEETING 22/11,RENEWABLE ENERGY FORUM 29/11, NATIONAL LOCAL ROAD, TRANSPORT AND INFRASTRUCTURE CONGRESS 2/12/ AND YORK FOLLOWAY CONGRESS 5/12.	1	494.88	494.88
EFT33230	13/12/2024 KLEENWEST DISTRIBUTORS	SUPPLY AND DELIVER AS PER QUOTE 101818 - 1X GLEKLE20 - 1X GRIBUS20LT - 4X WRIOFF5 AND 1X KON25	1		636.46
INV 00101818	27/11/2024 KLEENWEST DISTRIBUTORS	SUPPLY AND DELIVER AS PER QUOTE 101818 - 1X GLEKLE20 - 1X GRIBUS20LT - 4X WRIOFF5 AND 1X KON25	1	636.46	
EFT33231	13/12/2024 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	COMMUNITY MATTERS FOR DECEMBER 2024 EDITION	1		1,652.70
INV 3837	01/12/2024 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	COMMUNITY MATTERS FOR DECEMBER 2024 EDITION	1	1,652.70	
EFT33232	13/12/2024 MAL AUTOMOTIVES	UNPLANNED REPAIRS TO GREENHILLS 3.4U AFTER DAMAGED RECEIVED FROM FENCING WIRE BECOMING WRAPPED AROUND THE DRIVE SHAFT WHILST OPERATING ON A FIRE GROUND	1		10,490.09

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	13

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
INV 31382	27/11/2024 MAL AUTOMOTIVES	SUPPLY, REPAIR, AND INSTALL SEVERAL PARTS FOR 2022 ISUZU EXTRA CAB Y770 - AS PER QUOTE 31382	1	4,434.70	
INV 31397	29/11/2024 MAL AUTOMOTIVES	UNPLANNED REPAIRS TO GREENHILLS 3.4U AFTER DAMÂGED RECEIVED FROM FENCING WIRE BECOMING WRAPPED AROUND THE DRIVE SHAFT WHILST OPERATING ON A FIRE GROUND	1	6,055.39	
EFT33233	13/12/2024 MINT COLLABORATIVE	STAFF CULTURAL PROGRAM DELIVERY OF WORKSHOP 3 STAFF VALUES	1		6,798.00
INV INV-20241210	10/12/2024 MINT COLLABORATIVE	STAFF CULTURAL PROGRAM DELIVERY OF WORKSHOP 3 STAFF VALUES	1	6,798.00	
EFT33234	13/12/2024 NICHOLAS CURTIS - (YORK HOSES AND HYDRAULICS)	SUPPLY PARTS AND REPAIR THE SKIDSTEER P170 1GJZ237 ON FRIDAY 29.11.2024	1		862.29
INV INV-0089	29/11/2024 NICHOLAS CURTIS - (YORK HOSES AND HYDRAULICS)	SUPPLY PARTS AND REPAIR THE SKIDSTEER P170 1GJZ237 ON FRIDAY 29.11.2024	1	862.29	
EFT33235	13/12/2024 NORTHAM MAZDA	ANNUAL SERVICE MAZDA CX 5 1HVF884	1		398.80
INV 146633	02/12/2024 NORTHAM MAZDA	ANNUAL SERVICE MAZDA CX 5 1HVF884	1	398.80	
EFT33236	13/12/2024 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION - 6X 20LITRE SURFIRE SPECTRUM	1		4,697.00
INV 911587063	08/10/2024 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION - 6X 20LITRE SURFIRE SPECTRUM	1	2,409.00	
INV 911714362	31/10/2024 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 1X ALL CLEAR TANK CLEANER	1	220.00	
INV 911724286	01/11/2024 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 1X SD400-X1 400 LITRE DIESELPAK	1	2,068.00	
EFT33237	13/12/2024 OFFICEWORKS	OFFICE DESK AND CHAIR FOR CESO OFFICE	1		619.00
INV 616440499	11/09/2024 OFFICEWORKS	OFFICE DESK AND CHAIR FOR CESO OFFICE	1	619.00	
EFT33238	13/12/2024 OMNICOM MEDIA GROUP AUSTRALIA (OMGA)	PROPOSED BUSH FIRE BRIGADE LOCAL LAW ADVERTISEMENT - WEST AUSTRALIAN - 04/09/2024	1		514.59
INV 1798880	30/11/2024 OMNICOM MEDIA GROUP AUSTRALIA (OMGA)	PROPOSED BUSH FIRE BRIGADE LOCAL LAW ADVERTISEMENT - WEST AUSTRALIAN - 04/09/2024	1	514.59	
EFT33239	13/12/2024 OXTER SERVICES	SUPPLY OF CELLOPHANE AND PAPER BAGS FOR USE BY THE YORK VISITOR CENTRE	1		44.17
INV 29580	28/11/2024 OXTER SERVICES	SUPPLY OF PAPER BAGS FOR USE BY THE YORK VISITOR CENTRE - C598S0009 MILAN	1	44.17	
		BROWN BAG WITH HANDLES X 50 - 380 X 290MM, SUPPLY OF CELLOPHANE BAGS FOR USE BY THE YORK VISITOR CENTRE - 25-0063 RE-SALABLE BAGS X 100 - 190 X 290MM			

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	14

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33240	13/12/2024 PETER BAILEY	DEPOSIT FOR WORKS TO RE-SECURE PANELS IN WALKWAYS AT RECREATION CENTRE	1		3,000.00
INV 0011	29/11/2024 PETER BAILEY	REMOVE INTERNAL WALL AND RELOCATE AT THE SHIRE ADMINISTRATION BUILDING	1	1,000.00	
INV 0012A	05/12/2024 PETER BAILEY	DEPOSIT FOR WORKS TO RE-SECURE PANELS IN WALKWAYS AT RECREATION CENTRE	1	2,000.00	
EFT33241	13/12/2024 PRESSURE MASTERS	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 1X HYD BM160 DRIVE COUPLING	1		50.82
INV 74074	02/12/2024 PRESSURE MASTERS	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 1X HYD BM160 DRIVE COUPLING	1	50.82	
EFT33242	13/12/2024 REBECCA LOUISE PALUMBO	STAFF REIMBURSEMENT - CHRISTMAS PARTY ITEMS - REBECCA PALUMBO	1		213.63
INV 06122024	06/12/2024 REBECCA LOUISE PALUMBO	STAFF REIMBURSEMENT - CHRISTMAS PARTY ITEMS - REBECCA PALUMBO	1	213.63	
EFT33243	13/12/2024 ROUS ELECTRICAL	MOVING COUNTERS AT THE TOWN HALL	1		651.20
INV 00004053	06/11/2024 ROUS ELECTRICAL	MOVING COUNTERS AT THE TOWN HALL	1	651.20	
EFT33244	13/12/2024 RYAN MASTERS	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - YORK TOWN HALL LEGO BUILDS	1		885.00
INV 242024	09/12/2024 RYAN MASTERS	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - YORK TOWN HALL LEGO BUILDS	1	885.00	
EFT33245	13/12/2024 SHIRE OF NORTHAM	AVON REGIONAL ORGANISATION OF COUNCILS (AROC) 2024/25 MEMBERSHIP	1		5,500.00
INV 061	21/11/2024 SHIRE OF NORTHAM	AVON REGIONAL ORGANISATION OF COUNCILS (AROC) 2024/25 MEMBERSHIP	1	5,500.00	
EFT33246	13/12/2024 SHONA ZULSDORF	AUDIT AND RISK COMMITTEE ATTENDANCE FEE - MEETING DATE 09/12/2024	1		172.00
INV 10122024	10/12/2024 SHONA ZULSDORF	AUDIT AND RISK COMMITTEE ATTENDANCE FEE - MEETING DATE 09/12/2024	1	172.00	
EFT33247	13/12/2024 SMITHS SHELL SERVICE	SUPPLY TRAILER ADAPTOR 7 FLAT 7SML ROUND	1		27.99
INV 18280305	19/11/2024 SMITHS SHELL SERVICE	SUPPLY TRAILER ADAPTOR 7 FLAT 7SML ROUND	1	27.99	
EFT33248	13/12/2024 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF ST JOHNS HALL ON THURSDAY 1/8/2024 - STAFF TRAINING	1		220.00
INV FAINV0121519	06/08/2024 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF ST JOHNS HALL ON THURSDAY 1/8/2024 - STAFF TRAINING	1	110.00	
INV FAINV0124179	31/10/2024 ST JOHN AMBULANCE ASSOCIATION - YORK	ROOM HIRE FOR STAFF WORKSHOP 30/10/2024 - STAFF TRAINING	1	110.00	
EFT33249	13/12/2024 STATEWIDE TRAFFIC SERVICES	CONTINUATION TO PO 16058 - FOR THE SUPPLY OF TRAFFIC MANAGEMENT AND CONTROL FOR THE SHIRE OF YORK SHOULDER WORKS PROGRAM - 19/11/2024 TO 22/11/2024 - QUELLINGTON ROAD	1		9,095.59

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	15

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 00000797	31/10/2024 STATEWIDE TRAFFIC SERVICES	SUPPLY 1X TOW BEHIND SWEEPER BROOM 4 DAYS 28TH -31ST OCTOBER 2024	1	1,100.00	
INV 00000836	27/11/2024 STATEWIDE TRAFFIC SERVICES	CONTINUATION OF HIRE OF THE TOW BEHIND BROOM AND TRAFFIC CONTROL 19TH - 22ND NOVEMBER 2024	1	1,100.00	
INV 00000837	27/11/2024 STATEWIDE TRAFFIC SERVICES	CONTINUATION TO PO 16058 - FOR THE SUPPLY OF TRAFFIC MANAGEMENT AND CONTROL FOR THE SHIRE OF YORK SHOULDER WORKS PROGRAM - 19/11/2024 TO 22/11/2024 - QUELLINGTON ROAD	1	6,895.59	
EFT33250	13/12/2024 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	INSPECT AND REPAIR REAR PASSENGER SIDE TAIL LIGHT AS IT IS NOT WORKING - Y397 P157 - DUAL CAB HINO TRUCK - FRIDAY 29.11.2024	1		301.40
INV INV-3471	29/11/2024 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	INSPECT AND REPAIR REAR PASSENGER SIDE TAIL LIGHT AS IT IS NOT WORKING - Y397 P157 - DUAL CAB HINO TRUCK - FRIDAY 29.11.2024	1	301.40	
EFT33251	13/12/2024 THE FLOUR MILL CAFE YORK	CATERING STAFF WORKSHOPS 10 DECEMBER 2024, MORNING TEA, LUNCH & AFTERNOON TEA	1		644.00
INV 15293	07/12/2024 THE FLOUR MILL CAFE YORK	CATERING STAFF WORKSHOPS 10 DECEMBER 2024, MORNING TEA, LUNCH & AFTERNOON TEA	1	644.00	
EFT33252	13/12/2024 WESTWIDE WINDSCREENS	COMPLETE WINDSCREEN REPAIR ON THE WATER CART ON FRIDAY 29.11.2024	1		121.00
INV 26969	01/12/2024 WESTWIDE WINDSCREENS	COMPLETE WINDSCREEN REPAIR ON THE WATER CART ON FRIDAY 29.11.2024	1	121.00	
EFT33253	13/12/2024 WHEATBELT NATURAL RESOURCE MANAGEMENT	AROC & WHEATBELT NATURAL RESOURCE MANAGEMENT - CORELLA PROJECT. YEAR 2 QUARTER 1 & 2	1		2,750.00
INV 00301663	04/12/2024 WHEATBELT NATURAL RESOURCE MANAGEMENT	AROC & WHEATBELT NATURAL RESOURCE MANAGEMENT - CORELLA PROJECT. YEAR 2 QUARTER 1 & 2	1	2,750.00	
EFT33254	13/12/2024 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER SERVICE CHARGES (ADMIN) - 07/10/2024 - 11/11/2024	1		1,175.89
INV 222646	11/11/2024 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER SERVICE CHARGES (ADMIN) - 07/10/2024 - 11/11/2024	1	1,175.89	
EFT33255	13/12/2024 WINC AUSTRALIA PTY LIMITED	4 X BELKIN HEADPHONES W/USB	1		303.85
INV 9046581188	07/11/2024 WINC AUSTRALIA PTY LIMITED	3 X BTE TROP DISPLAY BOOKS A4 - ADMINISTRATION	1	13.23	
INV 9046778484	03/12/2024 WINC AUSTRALIA PTY LIMITED	4 X BELKIN HEADPHONES W/USB	1	290.62	
EFT33256	13/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	EBA 2022 – 14.8 SAFETY BONUS FOR OUTSIDE STAFF - SUPPLY FOR COLLECTION 2X VOUCHERS - ROB MACKENZIE \$200.00 AND CLINT STRICKLAND \$100.00	1		667.79
INV 000064120734	31/10/2024 YORK & DISTRICT CO-OPERATIVE LTD	EBA 2022 – 14.8 SAFETY BONUS FOR OUTSIDE STAFF - SUPPLY FOR COLLECTION 2X VOUCHERS - ROB MACKENZIE \$200.00 AND CLINT STRICKLAND \$100.00	1	300.00	

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	16

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 000064120734	31/10/2024 YORK & DISTRICT CO-OPERATIVE LTD	PURCHASES FROM IGA FOR THE MONTH OF OCTOBER 2024 - WORKS DEPOT	1	153.85	
INV 000064120733	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	CONSUMABLES FOR YORK COMMUNITY RESOURCE CENTRE - NOVEMBER PURCHASES	1	76.65	
INV 000064120733	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	CONSUMABLES FOR YORK COMMUNITY RESOURCE CENTRE - PURCHASE 28/11 CRC CLUSTER CATERING	1	123.59	
INV 000064120733	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	CATERING FOR SENIORS WEEK IGA 14/11/2024	1	13.70	
EFT33257	13/12/2024 YORK BOWLING CLUB	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - NOVEMBER 2024	1		7,000.00
INV INV-0043	03/11/2024 YORK BOWLING CLUB	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - NOVEMBER 2024	1	7,000.00	
EFT33258	13/12/2024 YORK FRIENDSHIP CLUB	SUPPLY AND DELIVER 2X BAGS OF RAGS TO THE SHIRE OF YORK WORKS DEPOT	1		30.00
INV 10	27/11/2024 YORK FRIENDSHIP CLUB	SUPPLY AND DELIVER 2X BAGS OF RAGS TO THE SHIRE OF YORK WORKS DEPOT	1	30.00	
EFT33259	13/12/2024 YORK MENS SHED INC	SUPPLY ALL MATERIALS AND BUILD A PICKET FENCE FOR THE SHIRE CHRISTMAS TREE MATERIALS	1		1,048.31
INV 30112024	30/11/2024 YORK MENS SHED INC	SUPPLY ALL MATERIALS AND BUILD A PICKET FENCE FOR THE SHIRE CHRISTMAS TREE MATERIALS	1	1,048.31	
EFT33260	13/12/2024 YORK PHARMACY	FIRST AID KIT SUPPLIES - YORK SWIMMING POOL	1		252.74
INV 243	30/11/2024 YORK PHARMACY	FIRST AID KIT SUPPLIES - YORK SWIMMING POOL	1	252.74	
EFT33261	16/12/2024 BUILDING AND ENERGY	BSL COLLECTION FOR NOVEMBER 2024	2		1,363.21
INV T6	06/12/2024 BUILDING AND ENERGY	BSL COLLECTION FOR NOVEMBER 2024	2	1,363.21	
EFT33262	16/12/2024 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR NOVEMBER 2024	2		398.65
INV T9	06/12/2024 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR NOVEMBER 2024	2	398.65	
EFT33263	16/12/2024 RURAL DANCE SCHOOLS WA PTY LTD	RDSWA REFUND HALL BOND # 274261	2		1,100.00
INV T83	26/11/2024 RURAL DANCE SCHOOLS WA PTY LTD	RURAL DANCE SCHOOL WA	2	1,100.00	
EFT33264	16/12/2024 SHIRE OF YORK	BSL COLLECTION AGENCY FEE FOR NOVEMBER 2024	2		94.75
INV T6	06/12/2024 SHIRE OF YORK	BSL COLLECTION AGENCY FEE FOR NOVEMBER 2024	2	70.00	
INV T9	06/12/2024 SHIRE OF YORK	CTF COLLECTION - AGENCY FEE FOR NOVEMBER 2024	2	24.75	

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	17

EFT33265 23/12/2024 ALL PLANT MECHANICAL COMPLETE A SERVICE ON THE GIANNI FERRARI T2 MOWER AS PER QUOTE 0721 INV INV-0938 12/12/2024 ALL PLANT MECHANICAL COMPLETE A SERVICE ON THE GIANNI FERRARI T2 MOWER AS PER QUOTE 0721 INV INV-0937 12/12/2024 ALL PLANT MECHANICAL COMPLETE A SERVICE ON THE GIANNI FERRARI T2 MOWER AS PER QUOTE 0721 INV INV-0937 12/12/2024 ALL PLANT MECHANICAL COMPLETE SERVICES AND PROVIDE PARTS FOR ALL HUSQVARAN MINOR PLANT AND STIHL BLOWERS AND HEDGE TRIMMERS AS PER QUOTE 0722 EFT33266 23/12/2024 ATI-MIRAGE TRAINING AND BUSINESS SOLUTIONS PTY LTD TRADING AS ATI-MIRAGE STAFF TRAINING - 5 DAY HEALTH AND SAFETY REPRESENTATIVE COURSE - REBECCA REID	. 1	401.01 376.75	1,155.00
INV INV-0937 12/12/2024 ALL PLANT MECHANICAL COMPLETE SERVICES AND PROVIDE PARTS FOR ALL HUSQVARAN MINOR PLANT AND STILL BLOWERS AND HEDGE TRIMMERS AS PER QUOTE 0722 EFT33266 23/12/2024 ATI-MIRAGE TRAINING AND BUSINESS STAFF TRAINING - 5 DAY HEALTH AND SAFETY REPRESENTATIVE COURSE - REBECCA	D 1		
EFT33266 23/12/2024 ATI-MIRAGE TRAINING AND BUSINESS STAFF TRAINING - 5 DAY HEALTH AND SAFETY REPRESENTATIVE COURSE - REBECCA	. 1	376.75	1,155.00
			1,155.00
	1		
INV INV-8669 04/12/2024 ATI-MIRAGE TRAINING AND BUSINESS STAFF TRAINING - 5 DAY HEALTH AND SAFETY REPRESENTATIVE COURSE - REBECCA SOLUTIONS PTY LTD TRADING AS ATI-MIRAGE REID		1,155.00	
EFT33267 23/12/2024 AVON WASTE TRANSFER STATION MANAGEMENT	1		26,756.83
INV 00066222 29/11/2024 AVON WASTE 29/11/2024 AVON WASTE 2002 GENERAL WASTE SERVICES PER WEEK, 440 GENERAL WASTE ONLY SERVICES PER WEEK - A60739, A2300, A3029, A50051, A682, A4950, A6503 AND A680, 31 TALBOT GENERAL WASTE SERVICES PER WEEK, 10 QUELLINGTON GENERAL WASTE ONLY SERVICES PER WEEK, A60663, A60423, A60205, A2704, A3271, A2301, A3618, A60244 & A3110, 1978 RECYCLING SERVICES PER FORTNIGHT, 31 TALBOT RECYCLINPER FORTNIGHT, 8X 1.5M3 BIN PER WEEK, 2X 3.0M3 BIN PER WEEK, 3X 4.5M3 BIN PER WEEK, 67 STREET BINS PER WEEK, 2X 3.0M3 BIN PER WEEK, 3X 4.5M3 BIN PER WEEK, 67 STREET BINS PER WEEK, 67 STREET BINS PER WEEK, 8HIRE DEPOT 1.5M3 BULK BIN PER WEEK, RESIDENTIAL VERGE SIDE BULK BIN SERVICE, SERVICE SHIRE OFFICE CARDBOARD ONLY BIN PER FORTNIGHT, SERVICE CONTAINER DEPOSIT CARDBOARD ONLY BIN X 2 - SERVICED FORTNIGHT, FROCESSING CHARGES - KERBSIDE RECYCLING PER FORTNIGHT, TRANSFER STATION MANAGEMENT	1	26,756.83	
EFT33268 23/12/2024 BELLISSIMO YORK CATERING FOR STAFF WORKSHOP 23/08/2024	1		580.00
INV 00000252 12/12/2024 BELLISSIMO YORK CATERING FOR MAJOR STRATEGIC REVIEW - COUNCILLOR SESSION 23/11/2024	1	170.00	
INV 00000253 12/12/2024 BELLISSIMO YORK CATERING FOR STAFF WORKSHOP 23/08/2024	1	410.00	
EFT33269 23/12/2024 BLUE FORCE PTY LTD MAINTENANCE OF ELECTRONIC MONITORING SYSTEMS/CAMERAS AT YRCC	1		390.50
INV 216788 16/10/2024 BLUE FORCE PTY LTD MAINTENANCE OF ELECTRONIC MONITORING SYSTEMS/CAMERAS AT YRCC	1	390.50	
EFT33270 23/12/2024 CALTEX AUSTRALIA PTY LTD CALTEX STARCARD - FUEL CARDS NOVEMBER 2024	1		2,104.52
INV 141718338-9 31/10/2024 CALTEX AUSTRALIA PTY LTD DOCKET NUMBER 61524 23/10/2024 CHARGED 4 TIMES ON OCTOBER STATEMENT	1	-295.26	

 Date:
 31/12/2024
 Shire of York
 USER:
 Susan Krousecky

 Time:
 12:07:58PM
 PAGE:
 18

Cheque /EFT	Date Name	Invoice Description	Bank	INIV Amount	Amount
No INV `4`718338-9	Date Name	Invoice Description CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - LINDON MELLOR, CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - GEORGE JOHNSON, CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - REBECCA PALUMBO, CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - CHRIS LINNDELL, CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - CHRIS LINNDELL (GST FREE), CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - CODEY REDMOND, CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - CODEY REDMOND, CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - ALINA BEHAN, CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - ALINA BEHAN (GST FREE), CALTEX STARCARD - FUEL CARDS NOVEMBER 2024 - MALEBELLING FIRE BRIGADE TRUCK	1	INV Amount 2,399.78	Amoun
EFT33271	23/12/2024 CAMERON FIDOCK	BOND GYM TOGGLE 806 RETURNED - WENT THROUGH BELGRAVIA NOT IN TRUST	1		50.00
INV 17/12/2024	17/12/2024 CAMERON FIDOCK	BOND GYM TOGGLE 806 RETURNED - WENT THROUGH BELGRAVIA NOT IN TRUST	1	50.00	
EFT33272 INV 12122024	23/12/2024 CAROL LITTLEFAIR 12/12/2024 CAROL LITTLEFAIR	STAFF REIMBURSEMENT - ABORIGINAL ADVISORY GROUP 12/12/2024 - CAROL LITTLEFAIR - NGUYENS BAKERY DKT OOO167 - INCLUDING TRANSACTION FEE \$0.68 STAFF REIMBURSEMENT - ABORIGINAL ADVISORY GROUP 12/12/2024 - CAROL	1	62.68	62.68
EFT33273	23/12/2024 CARTER ROAD FARM	LITTLEFAIR - NGUYENS BAKERY DKT OOO167 - INCLUDING TRANSACTION FEE \$0.68 PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - MINI BOWS, HAIR TIES & COSMETIC BAGS	1		234.00
INV #29	04/12/2024 CARTER ROAD FARM	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - MINI BOW HAIR TIES, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - MINI BUTTON HAIR TIES, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - MINI BUTTON HAIR CLIPS, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - COSMETIC BAGS - SMALL, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - COSMETIC BAGS - MEDIUM, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - COSMETIC BAGS - LARGE	1	234.00	
EFT33274	23/12/2024 CEMETERIES & CREMATORIA ASSOCIATION OF WA	SUPPLY CEMETERY SAFETY TRAINING AT THE KARRAKATTA CEMETERY FOR 3X STAFF MEMBERS - ROBERT MACEY, SHANE FEWSTER AND JAYDEN STRAHAN ON MONDAY 15.10.2024 AND TUESDAY 16.10.2024	1		450.00
INV 1755	01/10/2024 CEMETERIES & CREMATORIA ASSOCIATION OF WA	SUPPLY CEMETERY SAFETY TRAINING AT THE KARRAKATTA CEMETERY FOR 3X STAFF MEMBERS - ROBERT MACEY, SHANE FEWSTER AND JAYDEN STRAHAN ON MONDAY 15.10.2024 AND TUESDAY 16.10.2024	1	450.00	

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
EFT33275	23/12/2024 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	REMOVE AND DISPOSE OLD AC AND PIPEWORK, SUPPLY AND REPLACE A NEW	1		3,380.00
		REVERSE CYCLE AC UNIT REMOTE CONTROLLER, REFRIGERATED PIPEWORK			
		TO RECORDS CONTAINER - ARCHIVE ROOM			
INV 00022259	16/12/2024 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	REMOVE AND DISPOSE OLD AC AND PIPEWORK, SUPPLY AND REPLACE A NEW	1	3,380.00	
		REVERSE CYCLE AC UNIT REMOTE CONTROLLER, REFRIGERATED PIPEWORK			
		TO RECORDS CONTAINER - ARCHIVE ROOM			
EFT33276	23/12/2024 CENTRAL REGIONAL TAFE - NORTHAM	STAFF TRAINING - 5 DAY HEALTH AND SAFETY REPRESENTATIVE TRAINING	1		1,145.00
		25TH-29TH NOVEMBER 2024 - ANNEKE BIRLESON			
INV 10030252	03/12/2024 CENTRAL REGIONAL TAFE - NORTHAM	STAFF TRAINING - 5 DAY HEALTH AND SAFETY REPRESENTATIVE TRAINING	1	1,145.00	
		25TH-29TH NOVEMBER 2024 - ANNEKE BIRLESON			
EFT33277	23/12/2024 CHG-MERIDIAN AUSTRALIA PTY LTD	RENTAL AGREEMENT CHG MERIDIAN FOR HIRE OF GYM EQUIPMENT AT YORK	1		2,684.04
	,,	RECREATION AND CONFERENCE CENTRE AS PER CONTRACT 01/0/2024 - 30/09/2024			_,
INV 690002618	12/07/2024 CHG-MERIDIAN AUSTRALIA PTY LTD	RENTAL AGREEMENT CHG MERIDIAN FOR HIRE OF GYM EQUIPMENT AT YORK	1	1,342.02	
		RECREATION AND CONFERENCE CENTRE AS PER CONTRACT 01/0/2024 - 30/09/2024		,	
INV 690004027	19/09/2024 CHG-MERIDIAN AUSTRALIA PTY LTD	RENTAL AGREEMENT CHG MERIDIAN FOR HIRE OF GYM EQUIPMENT AT YORK	1	1,342.02	
		RECREATION AND CONFERENCE CENTRE 01/10/2024 - 31/12/2024			
EFT33278	23/12/2024 CLINIPATH PATHOLOGY	10 X ONSITE DRUG & ALCOHOL TESTS AND 2 X GCMS - 06/11/2024	1		297.00
INV 119361	29/12/2024 CLINIPATH PATHOLOGY	10 X ONSITE DRUG & ALCOHOL TESTS (INCLUDING TEN TEST SETS, LABOUR &	1	297.00	
		CONSUMABLES), ADDITIONAL TESTING - LABORATORY CONFIRMATION, ADDITIONAL			
		SERVICES			
EFT33279	23/12/2024 CORSIGN WA	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 500 FGP-PVC-PK PARK	1		7,287.50
		PVC FLEXIBLE GUIDEPOSTS 1400MM WITH RED AND WHITE DELINEATION (MRWA			,
		APPROVED) AS PER QUOTE 90755			
INV 00090755	05/12/2024 CORSIGN WA	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 500 FGP-PVC-PK PARK	1	7,287.50	
		PVC FLEXIBLE GUIDEPOSTS 1400MM WITH RED AND WHITE DELINEATION (MRWA			
		APPROVED) AS PER QUOTE 90755			
EFT33280	23/12/2024 COTERRA PTY LTD T/A COTERRA	PROJECT MEETINGS - ALLOWANCE FOR MEETING LIAISE WITH DCCEE RE FINAL	1		827.75
	ENVIRONMENT	PRELIMINARY DOCUMENTATION - NOVEMBER 2024	-		
INV 10005579	10/12/2024 COTERRA PTY LTD T/A COTERRA	PROJECT MEETINGS - ALLOWANCE FOR MEETING LIAISE WITH DCCEE RE FINAL	1	827.75	
	ENVIRONMENT	PRELIMINARY DOCUMENTATION - NOVEMBER 2024			

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	20

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33281	23/12/2024 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK	1	inter Amount	569.15
EF133281	23/12/2024 COUNTRY COPIERS	COMMUNITY RESOURCE CENTRE - 11/11/2024-09/12/2024	T		209.12
INV 222930	09/12/2024 COUNTRY COPIERS	CONTINUATION FOR STANDING ORDER MAINTENANCE FOR THE SHIRE OF YORK DEPOTS PRINTER - 11/11/2024-09/12/2024	1	138.92	
INV 222931	09/12/2024 COUNTRY COPIERS	YORK VISITOR CENTRE - SERVICE COST - PHOTOCOPIER - 11/11/2024-09/12/2024	1	106.94	
INV 222966	09/12/2024 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 11/11/2024-09/12/2024	1	323.29	
EFT33282	23/12/2024 DARMAN PTY LTD T/AS SETTLERS CAFE	CATERING FOR EVENT - WEDNESDAY 11 DECEMBER - 20 PEOPLE @ \$25 EACH. DELIVERY INCLUDED	1		500.00
INV 0000035	11/12/2024 DARMAN PTY LTD T/AS SETTLERS CAFE	CATERING FOR EVENT - WEDNESDAY 11 DECEMBER - 20 PEOPLE @ \$25 EACH. DELIVERY INCLUDED	1	500.00	
EFT33283	23/12/2024 DARRYS PLUMBING AND GAS	REPAIR TOILET THAT WAS CONTENTLY RUNNING IN MALE TOILETS - SUPPLIED AND INSTALLED CISTERN	1		1,242.65
INV IV02162	03/12/2024 DARRYS PLUMBING AND GAS	INSTALLED CISTERN CLEAR BLOCKAGE AT THE AVON PARK TOILET BLOCK ON WEEKEND X1	1	330.00	
INV IV02194	03/12/2024 DARRYS PLUMBING AND GAS	ANNUAL INSPECTION OF ALL SHOWERS AND TOILETS AT YORK SWIMMING POOL REPAIR	1	381.41	
INV IV012190	03/12/2024 DARRYS PLUMBING AND GAS	TOILET THAT WAS CONSTANTLY RUNNING IN MALE TOILETS AT YORK SWIMINING FOOL REPAIR	1	387.26	
INV IV02200	03/12/2024 DARRYS PLUMBING AND GAS	CISTERN REPLACE FLUSH VALVE RUBBER CHECKED BLOCKAGE	1	143.98	
EFT33284	23/12/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY FOR COLLECTION X1 STB4147 200 0601 - 4X STP4003 710 2115	1		1,631.90
INV 52901#4	04/12/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY FOR COLLECTION X1 STB4147 200 0601 - 4X STP4003 710 2115	1	1,309.75	
INV 52936#5	11/12/2024 EASTERN HILLS CHAINSAWS AND MOWERS PTY LTD	SUPPLY STV484 012 4405 - WET VAC - ADMINISTRATION BUILDING	1	322.15	
EFT33285	23/12/2024 FIRE AND SAFETY AUSTRALIA PTY LTD	FIRE WARDEN/CHIEF FIRE WARDEN TRAINING AT YCRC 13/12/2024	1		2,300.00
INV TX037462	09/12/2024 FIRE AND SAFETY AUSTRALIA PTY LTD	FIRE WARDEN/CHIEF FIRE WARDEN TRAINING AT YCRC 13/12/2024	1	2,300.00	
EFT33286	23/12/2024 FOCUS NETWORKS	AGREEMENT MONTHLY SAAS (SOFTWARE AS A SERVICE) - DECEMBER 2024	1		8,728.24
INV SAAS-14446	10/12/2024 FOCUS NETWORKS	AGREEMENT MONTHLY SAAS (SOFTWARE AS A SERVICE) - DECEMBER 2024	1	8,728.24	
EFT33287	23/12/2024 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 5000LITRES DISTILLATE TO THE SHIRE OF YORK WORKS DEPOT- OPENING DIP 900 CLOSING DIP 5900	1		8,753.45

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	21

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 59102015	03/12/2024 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 5000LITRES DISTILLATE TO THE SHIRE OF YORK WORKS DEPOT - OPENING DIP 900 CLOSING DIP 5900	1	8,753.45	
EFT33288	23/12/2024 HATWORLD PTY LTD	36 X HATS - VARIOUS STYLES - REFER ATTACHED - PURCHASE OF RETAIL STOCK FOR RESALE AT YORK VISITOR CENTRE PLUS FREIGHT	1		477.51
INV INV-4140	29/11/2024 HATWORLD PTY LTD	36 X HATS - VARIOUS STYLES - REFER ATTACHED - PURCHASE OF RETAIL STOCK FOR RESALE AT YORK VISITOR CENTRE, FREIGHT	1	477.51	
EFT33289	23/12/2024 IONA SHEEHAN-LEE	STAFF REIMBURSEMENT UNIFORMS - IONA SHEEHAN-LEE	1		149.60
INV 17122024	17/12/2024 IONA SHEEHAN-LEE	STAFF REIMBURSEMENT UNIFORMS - IONA SHEEHAN-LEE	1	149.60	
EFT33290	23/12/2024 KLEENHEAT GAS	QUARTERLY BULK GAS TOP-UPS OF TANK AT YRCC	1		1,886.95
INV 670865	30/11/2024 KLEENHEAT GAS	QUARTERLY BULK GAS TOP-UPS OF TANK AT YRCC	1	1,886.95	
EFT33291	23/12/2024 KLEENWEST DISTRIBUTORS	JUMBO TOILET ROLLS PREMIUM AU300	1		1,497.93
INV 00102980	12/12/2024 KLEENWEST DISTRIBUTORS	KWD 2PLY TOILET ROLLS 6001 (CTN 48), KWD 2PLY TOILET ROLLS 6001 (CTN 48), KWD 2PLY TOILET ROLLS 6001 (CTN 48), SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, JUMBO TOILET ROLLS PREMIUM AU300, JUMBO TOILET ROLLS PREMIUM AU300, 240L BIN LINERS, NEUTRA KLEEN 20L (PH7 FLOOR CLEANER & STROBE), NEUTRA KLEEN 20L (PH7 FLOOR CLEANER & STROBE), NEUTRA KLEEN 20L (PH7 FLOOR CLEANER & STROBE), NEUTRA KLEEN 20L (PH7 FLOOR CLEANER & STROBE), NITRILE BLUE PF LARGE GLOVES (100 PACK), NITRILE BLUE PF LARGE GLOVES (100 PACK), NITRILE BLUE PF LARGE GLOVES (100 PACK), NITRILE BLUE PF LARGE GLOVES (100 PACK)	1	1,497.93	
EFT33292	23/12/2024 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	SUPPLYING THE FIRE HYDRANT TO THE TRANSFER STATION OFFICE	1		440.00
INV 3851	10/12/2024 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	SUPPLYING THE FIRE HYDRANT TO THE TRANSFER STATION OFFICE	1	440.00	
EFT33293	23/12/2024 MAL AUTOMOTIVES	SUPPLY AND INSTALL THE DRIVE BELT FOR THE EWP (P125)	1		175.50
INV 31445	12/12/2024 MAL AUTOMOTIVES	SUPPLY AND INSTALL THE DRIVE BELT FOR THE EWP (P125)	1	175.50	
EFT33294	23/12/2024 MARGARET SERMON	MARGARET SERMON - PIGS, TANKS AND GOANNAS - BOOKS FOR RESALE AT THE YORK VISITOR CENTRE	1		175.00
INV 20122024	20/12/2024 MARGARET SERMON	MARGARET SERMON - PIGS, TANKS AND GOANNAS - BOOKS FOR RESALE AT THE YORK VISITOR CENTRE	1	175.00	

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	22

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33295	23/12/2024 MCLEODS LAWYERS	PROVISION OF LEGAL ADVICE & SERVICES, GREAT SOUTHERN LANDFILL (ALLAWUNA FARM) 2024/25 - 29/11/2024	1		2,937.22
INV 140992	30/08/2024 MCLEODS LAWYERS	PROVISION OF LEGAL ADVICE & SERVICES, GREAT SOUTHERN LANDFILL (ALLAWUNA FARM) 2024/25	1	253.22	
INV 142628	29/11/2024 MCLEODS LAWYERS	PROVISION OF LEGAL ADVICE & SERVICES, GREAT SOUTHERN LANDFILL (ALLAWUNA FARM) 2024/25 - 29/11/2024	1	2,684.00	
EFT33296	23/12/2024 MICHEAL ANTHONY BRYANT	CLEAR GUTTERS FOR SHIRE HOUSE IN DRINSDALE STREET YORK	1		250.00
INV 365	28/11/2024 MICHEAL ANTHONY BRYANT	CLEAR GUTTERS FOR SHIRE HOUSE IN DRINSDALE STREET YORK	1	250.00	
EFT33297	23/12/2024 NATASHA BARBARA HILI	REFUND OF YORK HOCKEY CLUB ANNUAL FEE CHARGED TWICE - CAME OUR OF PERSONAL CREDIT CARD NOT YORK HOCKEY CLUB	1		1,747.00
INV 17122024	17/12/2024 NATASHA BARBARA HILI	REFUND OF YORK HOCKEY CLUB ANNUAL FEE CHARGED TWICE - CAME OUR OF PERSONAL CREDIT CARD NOT YORK HOCKEY CLUB	1	1,747.00	
EFT33298	23/12/2024 NORTHAM BEARINGS SALES - APPLIED INDUSTRIAL TECHNOLOGIES PTY LTD	SUPPLY FOR COLLECTION 4X A14513 - HYD GREASE GUN COUPLER ALEMLU - QUOTE 490960-0000269741	1		71.28
INV 7357896	10/06/2024 NORTHAM BEARINGS SALES - APPLIED INDUSTRIAL TECHNOLOGIES PTY LTD	SUPPLY FOR COLLECTION 4X A14513 - HYD GREASE GUN COUPLER ALEMLU - QUOTE 490960-0000269741	1	71.28	
EFT33299	23/12/2024 OXTER SERVICES	HIRE OF SERVICES TO RESTORE WHITE LETTERING ON TWO PLAQUES ON THE SHIRE OF YORKS WW1 MEMORIAL IN RAILWAY STREET.	1		1,000.00
INV 29509	08/11/2024 OXTER SERVICES	HIRE OF SERVICES TO RESTORE WHITE LETTERING ON TWO PLAQUES ON THE SHIRE OF YORKS WW1 MEMORIAL IN RAILWAY STREET.	1	1,000.00	
EFT33300	23/12/2024 PAULA ARMSTRONG	STAFF REIMBURSEMENT - STEEL CAP SAFETY BOOTS - PAULA ARMSTRONG	1		184.95
INV 22112024	22/11/2024 PAULA ARMSTRONG	STAFF REIMBURSEMENT - STEEL CAP SAFETY BOOTS - PAULA ARMSTRONG	1	184.95	
EFT33301	23/12/2024 PETER BAILEY	HIRE OF SERVICES FOR RE-SECURING PANELS IN THE WALKWAYS AT THE YRCC	1		4,993.84
INV 012B	17/12/2024 PETER BAILEY	HIRE OF SERVICES FOR RE-SECURING PANELS IN THE WALKWAYS AT THE YRCC	1	4,993.84	
EFT33302	23/12/2024 POTHOLES PERTH	COMPLETE REPAIRS ON QUALEN WEST RD, TALBOT - SLK 11.48 WORKS TO INCLUDE TRAVEL FROM DEPOT TO WORKS SUPPLY TC AND TRUCK, WORKS AND MATERIALS AND THE SERVICE FEE AS PER QUOTE 7761	1		6,174.85
INV 7761	11/12/2024 POTHOLES PERTH	COMPLETE REPAIRS ON QUALEN WEST RD, TALBOT - SLK 11.48 WORKS TO INCLUDE TRAVEL FROM DEPOT TO WORKS SUPPLY TC AND TRUCK, WORKS AND MATERIALS AND THE SERVICE FEE AS PER QUOTE 7761	1	6,174.85	

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33303	23/12/2024 PREMIERE EVENTS	SPONSORSHIP AGREEMENT - PREMIERE EVENTS ANNUAL DELIVERY OF YORK MOTORCYCLE FESTIVAL - MULTI-YEAR AGREEMENT COUNCIL RESOLUTION 050520 TO BE PAID IN MILESTONE PAYMENTS - 20% ACQUITTAL	1		4,950.00
INV 02024021	13/06/2024 PREMIERE EVENTS	SPONSORSHIP AGREEMENT - PREMIERE EVENTS ANNUAL DELIVERY OF YORK MOTORCYCLE FESTIVAL - MULTI-YEAR AGREEMENT COUNCIL RESOLUTION 050520 TO BE PAID IN MILESTONE PAYMENTS - 20% ACQUITTAL	1	4,950.00	
EFT33304	23/12/2024 PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	YORK AGENCY - TRANSWA BOOKING FARES INCLUDING COMMISSION - NOVEMBER 2024	1		184.80
INV 30112024	30/11/2024 PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	YORK AGENCY - TRANSWA BOOKING FARES INCLUDING COMMISSION \$49.80 - NOVEMBER 2024	1	184.80	
EFT33305	23/12/2024 REBECCA MAY REID	STAFF REIMBURSEMENT FOR TRAINING EXPENSE IN PERTH FOR 5 DAYS - PARKING AND MEALS - REBECCA REID	1		421.39
INV 16122024	16/12/2024 REBECCA MAY REID	STAFF REIMBURSEMENT FOR TRAINING EXPENSE IN PERTH FOR 5 DAYS - PARKING AND MEALS - REBECCA REID	1	421.39	
EFT33306	23/12/2024 RURAL DANCE SCHOOLS WA PTY LTD	REFUND FOR SPACETOCO CHARGES AS RDSWA WERE CHARGED TWICE FOR THE MONTH OF OCTOBER - SOY AND SPACETOCO	1		97.50
INV 18122024	18/12/2024 RURAL DANCE SCHOOLS WA PTY LTD	REFUND FOR SPACETOCO CHARGES AS RDSWA WERE CHARGED TWICE FOR THE MONTH OF OCTOBER - SOY AND SPACETOCO	1	97.50	
EFT33307	23/12/2024 SANOKIL	MONTHLY SUPPLY AND SERVICE OF SANITARY AND NAPPY WASTE DISPOSAL UNITS - YRCC - DECEMBER 2024	1		37.40
INV SI024817	02/12/2024 SANOKIL	MONTHLY SUPPLY AND SERVICE OF SANITARY WASTE DISPOSAL UNITS - YRCC - DECEMBER 2024, MONTHLY SUPPLY AND SERVICE OF NAPPY WASTE DISPOSAL UNITS - YRCC - DECEMBER 2024	1	37.40	
EFT33308	23/12/2024 SEEK LIMITED	JOB ADVERTISEMENT FOR CLUB DEVELOPMENT OFFICER	1		335.50
INV 700923877	05/12/2024 SEEK LIMITED	JOB ADVERTISEMENT FOR CLUB DEVELOPMENT OFFICER	1	335.50	
EFT33309	23/12/2024 SMITHS SHELL SERVICE	SUPPLY ASSORTED SPARK PLUGS FOR DEPOT	1		8.99
INV 18274578	30/08/2024 SMITHS SHELL SERVICE	SUPPLY ASSORTED SPARK PLUGS FOR DEPOT	1	8.99	
EFT33310	23/12/2024 SPILL STATION AUSTRALIA PTY LTD	INSTALL STAINLESS STEEL COMBINATION EMERGENCY EYE WASH & SHOWER STATION - DEPOT	1		1,340.60

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 107032	12/12/2024 SPILL STATION AUSTRALIA PTY LTD	INSTALL STAINLESS STEEL COMBINATION EMERGENCY EYE WASH & SHOWER STATION - DEPOT	1	1,340.60	
EFT33311	23/12/2024 ST JOHN AMBULANCE WESTERN AUSTRALIA LTD (BELMONT)	SERVICING AND REPLENISHMENT OF FIRST AID KITS ACROSS THE SHIRE OF YORK SITES - MARCH 2024	1		1,212.79
INV FAINV0117866	03/04/2024 ST JOHN AMBULANCE WESTERN AUSTRALIA LTD (BELMONT)	SERVICING AND REPLENISHMENT OF FIRST AID KITS ACROSS THE SHIRE OF YORK SITES - MARCH 2024	1	1,212.79	
EFT33312	23/12/2024 STATEWIDE TRAFFIC SERVICES	EXTENSION OF HIRE OF THE TOW BEHIND SWEEPER BROOM FROM FRIDAY 29.11.2024	1		275.00
INV 00000844	30/11/2024 STATEWIDE TRAFFIC SERVICES	EXTENSION OF HIRE OF THE TOW BEHIND SWEEPER BROOM FROM FRIDAY 29.11.2024	1	275.00	
EFT33313	23/12/2024 TALIS CONSULTANTS	PROVIDE PROJECT MANAGEMENT SUPPORT SERVICES TO ASSIST WITH THE 2024/25 ROAD CONSTRUCTION PROGRAM. AN AVERAGE OF 12 HOURS PER WEEK FOR 20 WEEKS UP TO AGREED AMOUNT REFER TO LETTER OF AWARD FOR DETAILS	1		5,860.25
INV 33183	30/11/2024 TALIS CONSULTANTS	PROVIDE PROJECT MANAGEMENT SUPPORT SERVICES TO ASSIST WITH THE 2024/25 ROAD CONSTRUCTION PROGRAM. AN AVERAGE OF 12 HOURS PER WEEK FOR 20 WEEKS UP TO AGREED AMOUNT REFER TO LETTER OF AWARD FOR DETAILS	1	5,860.25	
EFT33314	23/12/2024 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - CORSIGN 05/12/2024	1		477.11
INV 0573-S337610	08/12/2024 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - TOTALLY WORKWEAR 28/11/2024, PRESSURE MASTERS 02/12/2024 AND AFGRI 03/12/2024	1	145.06	
INV 0574-S337610	15/12/2024 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - CORSIGN 05/12/2024	1	332.05	
EFT33315	23/12/2024 THE FLOUR MILL CAFE YORK	CATERING FOR YORK COMMUNITY RESOURCE CENTRE CLUSTER MEETING 28 NOV 2024 (ORIGINAL PURCHASE ORDER 16328 MADE OUT TO GATHER YORK) 2 X LARGE SANDWICH PLATTERS	1		217.00
INV #15292	05/12/2024 THE FLOUR MILL CAFE YORK	CATERING FOR YORK COMMUNITY RESOURCE CENTRE CLUSTER MEETING 28 NOV 2024 (ORIGINAL PURCHASE ORDER 16328 MADE OUT TO GATHER YORK) 2 X LARGE SANDWICH PLATTERS, CATERING FOR YORK COMMUNITY RESOURCE CENTRE CLUSTER MEETING 28 NOV 2024 (ORIGINAL PURCHASE ORDER 16328 MADE OUT TO GATHER YORK) 1 MEDIUM FRUIT PLATTER	1	217.00	

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	25

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
EFT33316	23/12/2024 THE OLIVE PEOPLE (AUST.) PTY LTD	SUPPLY OF YORK OLIVE OIL - 500ML EXTRA VIRGIN PLAIN AND VARIOUS OTHER OILS - FOR RESALE AT THE YORK VISITOR CENTRE	1		149.10
INV 00025418	05/12/2024 THE OLIVE PEOPLE (AUST.) PTY LTD	SUPPLY OF YORK OLIVE OIL - 500ML EXTRA VIRGIN PLAIN - FOR RESALE AT THE YORK VISITOR CENTRE, SUPPLY OF YORK OLIVE OIL - 250ML LEMON INFUSED - FOR RESALE AT THE YORK VISITOR CENTRE, SUPPLY OF YORK OLIVE OIL - 500ML LEMON INFUSED - FOR RESALE AT THE YORK VISITOR CENTRE, SUPPLY OF YORK OLIVE OIL - 500ML CHILLI INFUSED - FOR RESALE AT THE YORK VISITOR CENTRE	1	149.10	
EFT33317	23/12/2024 THE PEACEFUL HEART	REFUND OF REVENUE BOND WAS NOT RECEIPTED TO TRUST T83 WAS CREDITED DIRECTLY TO 138201 - BOND REFUNDED	1		135.00
INV 09122024	09/12/2024 THE PEACEFUL HEART	REFUND OF REVENUE BOND WAS NOT RECEIPTED TO TRUST T83 WAS CREDITED DIRECTLY TO 138201 - BOND REFUNDED	1	135.00	
EFT33318	23/12/2024 THE TRUSTEE FOR NOVOFIT UNIT TRUST	SERVICE MAINTAIN AND REPAIR GYM EQUIPMENT AT YORK RECREATION AND CONFERENCE CENTRE WORK ORDER #53704 #53877	1		198.00
INV INV0048265	30/10/2024 THE TRUSTEE FOR NOVOFIT UNIT TRUST	SERVICE MAINTAIN AND REPAIR GYM EQUIPMENT AT YORK RECREATION AND CONFERENCE CENTRE WORK ORDER #53704 #53877	1	198.00	
EFT33319	23/12/2024 TITE SECURITY	GPRS SECURITY MONITORING JAN - JUN 2025 - ADMINISTRATION BUILDING	1		271.70
INV 618010	03/12/2024 TITE SECURITY	GPRS SECURITY MONITORING JAN - JUN 2025 - ADMINISTRATION BUILDING	1	271.70	
EFT33320	23/12/2024 TOTALLY WORK WEAR	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT THE UNIFORM ORDER FOR THE WORKS DEPOT - SECOND PARCEL	1		665.19
INV MD46791.D3	16/10/2024 TOTALLY WORK WEAR	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT THE UNIFORM ORDER FOR THE WORKS DEPOT - SECOND PARCEL	1	989.01	
INV MD47194	23/10/2024 TOTALLY WORK WEAR	TOTALLY WORKWEAR - CREDIT NOTE MD47194 RETURNED - PO15983 REFER INVOICE MD46791.D1 - 4 X WORKCOOL STRETCH PANT 92R BLACK	1	-323.82	
EFT33321	23/12/2024 VOCUS PTY LTD	MONTHLY LANDLINE PHONE SERVICE - DECEMBER 2024	1		966.83
INV 81021	02/12/2024 VOCUS PTY LTD	MONTHLY LANDLINE PHONE SERVICE - DECEMBER 2024	1	581.83	
INV P1234979	22/12/2024 VOCUS PTY LTD	VOCUS PTY LTD - MONTHLY INTERNET SERVICE - DECEMBER 2024	1	385.00	
EFT33322	23/12/2024 WILDFLORA FACTORY PTY LTD	WILDFLORA FACTORY - PURCHASE OF WILDFLOWER SEEDS FOR RESALE AT YORK VISITOR CENTRE - SEED PACKETS AS PER ATTACHED LIST	1		190.08
INV INV-103725	02/12/2024 WILDFLORA FACTORY PTY LTD	WILDFLORA FACTORY - PURCHASE OF WILDFLOWER SEEDS FOR RESALE AT YORK VISITOR CENTRE - SEED PACKETS AS PER ATTACHED LIST, POSTAGE AND HANDLING - MEDIUM BOX	1	190.08	

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33323	23/12/2024 WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY SUPPLIES FOR ADMINISTRATION OFFICE 02/12/2024	1		305.04
INV 9046772222	02/12/2024 WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY SUPPLIES FOR ADMINISTRATION OFFICE 02/12/2024	1	190.58	
INV 9046889465	16/12/2024 WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY SUPPLIES ADMINISTRATION BUILDING - 16/12/2024	1	114.46	
EFT33324	23/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	SAFETY BONUS – 28.07.2024 – 27.10.2024 EBA 2022 – 14.8 SAFETY BONUS FOR OUTSIDE STAFF SUPPLY A \$100 VOUCHER 6 STAFF MEMBERS - ROB MACKENZIE (24), ROB WINDSOR (33). TREVOR BARRATT (76), MIKE GLEDHILL (390), MARK APPLETON (407), CAMERON HEPBURN (451)	1		1,336.88
INV 000064120592	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	CATERING FOR GREENHILLS BFB TRAINING MEETING 01/11/2024	1	189.66	
INV 000064120592	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN) - NOVEMBER 2024	1	236.64	
INV 000064120592	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	CONSUMABLES FOR YORK COMMUNITY RESOURCE CENTRE - NOVEMBER 2024	1	54.29	
INV 000064120592	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	SAFETY BONUS – 28.07.2024 – 27.10.2024 EBA 2022 – 14.8 SAFETY BONUS FOR OUTSIDE STAFF, SUPPLY A \$100 VOUCHER 6 STAFF MEMBERS - ROB MACKENZIE (24), ROB WINDSOR (33). TREVOR BARRATT (76), MIKE GLEDHILL (390), MARK APPLETON (407), CAMERON HEPBURN (451)	1	600.00	
INV 000064120592	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	SUPPLY FOR COLLECTION ON MONDAY 18.11.2024 @ 8AM - 48X SAUSAGES - 3X BAGS OF FROZEN CHOPPED ONIONS - 48X HOT DOG BUNS - 1X 24 600ML WATER FOR THE SHIRE OF YORK WORKS DEPOT	1	102.24	
INV 000064120592	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	PURCHASE OF CONSUMABLES FOR THE SHIRE OF YORK - WORKS DEPOT 20/11/2024	1	69.30	
INV 000064120592	30/11/2024 YORK & DISTRICT CO-OPERATIVE LTD	PURCHASE OF FLYSPRAY FOR CFC, PURCHASE OF TABLECLOTHS, TINSEL, CANDY CANES FOR CHRISTMAS PARTY - IGA 28/11/2024	1	84.75	
EFT33325	23/12/2024 YORK BOWLING CLUB	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - 28/10/2024 TO 23/11/2024	1		7,000.00
INV INV-0054	02/12/2024 YORK BOWLING CLUB	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - 28/10/2024 TO 23/11/2024	1	7,000.00	
EFT33326	23/12/2024 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	PURCHASE OF STOCK - YORK WILDFLOWER SOCIETY CLOTH BADGES - FOR RESALE AT THE YORK VISITOR CENTRE	1		280.00
INV 09122024	09/12/2024 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	PURCHASE OF STOCK - YORK WILDFLOWER SOCIETY CALICO BAGS - FOR RESALE AT THE YORK VISITOR CENTRE	1	80.00	
INV 09122024	09/12/2024 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	PURCHASE OF STOCK - YORK WILDFLOWER SOCIETY CLOTH BADGES - FOR RESALE AT THE YORK VISITOR CENTRE	1	200.00	

Cheque /EFT	Data Nama	lucia Desciptor	Bank	1813 / Anno 1914	
No	Date Name	Invoice Description	Code	INV Amount	Amount
EFT33327	23/12/2024 YORK MITRE 10	SAFETY BONUS – 28.07.2024 – 27.10.2024 EBA 2022 – 14.8 SAFETY BONUS FOR	1		1,606.84
		OUTSIDE STAFF SUPPLY 8 \$100 VOUCHER			
		NEIL THOMAS (29), ROB MACEY (259), SHANE FEWSTER (307), DAVE WARR (342),			
		CLINT STRICKLAND (118), LUKE CURTIS (381)			
		JAYDEN STRAHAN (433) AND GRAHAM WILKES (448)			
INV 30112024	30/11/2024 YORK MITRE 10	SAFETY BONUS – 28.07.2024 – 27.10.2024 EBA 2022 – 14.8 SAFETY BONUS FOR	1	800.00	
		OUTSIDE STAFF SUPPLY 8 \$100 VOUCHER , NEIL THOMAS (29), ROB MACEY (259),			
	SHANE FEWSTER (307), DAVE WARR (342), CLINT STRICKLAND (118), LUKE CURTIS				
		(381), JAYDEN STRAHAN (433) AND GRAHAM WILKES (448)			
INV 30112024	30/11/2024 YORK MITRE 10	MONTHLY MAINTENANCE SUPPLIES (DEPOT) - NOVEMBER 2024	1	124.31	
INV 30/11/2024 30/11/2024 YORK MITRE 10	PURCHASE OF MATERIALS FROM MITRE 10 - 05/11/2024 FOR RV PARK, PURCHASE	1	585.78		
1172024	50/11/2024 FORK WITHE 10	OF MATERIALS FROM MITRE 10 - 06/11/2024 FOR RV PARK, PURCHASE OF	-	565.76	
		MATERIALS FROM MITRE 10 - 07/11/2024 - MINOR PLANT, PURCHASE OF			
	MATERIALS FROM MITRE 10 - 08/11/2024 - MINOR PLANT, PURCHASE OF				
	MATERIALS FROM MITRE 10 - 12/11/2024 - DOODENANNING ROAD, PURCHASE OF				
	MATERIALS FROM MITRE 10 - 14/11/2024 - HINO TUCK 7 PIN METAL PLUG,				
	PURCHASE OF MATERIALS FROM MITRE 10 - 20/11/2024, PURCHASE OF MATERIALS				
	FROM MITRE 10 - RESIDENCY MUSEUM 21/11/2024, PURCHASE OF MATERIALS				
		FROM MITRE 10 - RESIDENCY MUSEUM 21/11/2024, PURCHASE OF MATERIALS			
		FROM MITRE 10 - CHRISTMAS DECORATIONS 26/11/2024, PURCHASE OF MATERIALS			
	FROM MITRE 10 - CHRISTMAS DECORATIONS 26/11/2024, PURCHASE OF MATERIALS				
	FROM MITRE 10 - SAFETY MANAGEMENT 27/1/2024, PURCHASE OF MATERIALS				
		FROM MITRE 10 - CHRISTMAS DECORATIONS 27/11/2024, PURCHASE OF MATERIALS			
	FROM MITRE 10 - CHRISTMAS DECORATIONS 27/11/2024, PURCHASE OF MATERIALS				
		FROM MITRE 10 - CHRISTMAS DECORATIONS 27/11/2024, PURCHASE OF MATERIALS			
		FROM MITRE 10 - CHRISTMAS DECORATIONS 27/11/2024, PURCHASE OF MATERIALS			
		FROM MITRE 10 - CHRISTMAS DECORATIONS 27/11/2024			
INV 30112024	30/11/2024 YORK MITRE 10	PURCHASE OF MATERIALS FROM MITRE 10 7/11/2024 - SWIMMING POOL,	1	82.05	
	00,11,202 ***0*******************************	PURCHASE OF MATERIALS FROM MITRE 10 - 12/11/2024 - AVON PARK TOILETS,	-	02105	
		PURCHASE OF MATERIALS FROM MITRE 10 - 21/11/2024 - CONTAINERS FOR			
		CHANGE, PURCHASE OF MATERIALS FROM MITRE 10 - 26/11/2024 - STANDPIPE			
		WATER MAINTENANCE			
NV 30113024	30/11/2024 YORK MITRE 10	SUPPLY OF MISCELLANEOUS ITEMS FOR YORK VISITOR CENTRE MITRE 10 15/11/2024	1	14.70	
EFT33328	23/12/2024 YORK NEWSAGENCY	PURCHASE FROM YORK NEWSAGENCY FOR THE MONTH OF OCTOBER 2024	1		56.65

Date:	31/12/2024	Shire of York	USER:	Susan Krousecky
Time:	12:07:58PM		PAGE:	28

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 01112024	01/11/2024 YORK NEWSAGENCY	PURCHASE OF GET WELL CARD 24/11/2024 - YCRC, PURCHASE OF STATIONERY FOR BIKE WEEK	1	32.80	
INV 01112024	01/11/2024 YORK NEWSAGENCY	OFFICE STATIONERY & SUPPLIES (ADMIN) - PACKET OF 10 MAGNETS 15/10/2024	1	23.85	
EFT33329	24/12/2024 BEVERLEY BADMINTON CLUB	BEVERLEY BADMINTON CLUB REFUND BOND INDOOR STADIUM # 274322	2		150.00
INV T83	17/12/2024 BEVERLEY BADMINTON CLUB	BEVERLEY BADMINTON CLUB	2	150.00	
EFT33330	24/12/2024 JOSEPHINE RUBY PRUNSTER	JOSEPHINE RUBY PRUNSTER REFUND BUS BOND # 272040	2		50.00
INV T33	17/12/2024 JOSEPHINE RUBY PRUNSTER	JOSIE PRUNSTER VOLUNTEER EXCURSION 21/8/24 BOOKING 1931	2	50.00	
EFT33331	24/12/2024 LIVING FARM PTY LTD	LIVING FARM REFUND BUS BOND # 187663	2		50.00
INV T33	17/12/2024 LIVING FARM PTY LTD	BUS BOND LIVING FARM USE MON 14/7/14	2	50.00	
EFT33332	24/12/2024 SE & WT COLLINS	W & S COLLINS REFUND BUS BOND# 205530	2		50.00
INV T33	17/12/2024 SE & WT COLLINS	W & S COLLINS STANDING BUS BOND	2	50.00	
EFT33333	24/12/2024 SMITHS SHELL SERVICE	SMITHS SHELL SERVICE REFUND BUS BOND # 214481	2		50.00
INV T33	17/12/2024 SMITHS SHELL SERVICE	GLEN SMITH BUS HIRE 31 JAN - 02 FEB 17	2	50.00	
DD17524.1	12/12/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL 10/12/2024	1		34,700.79
INV SUPERANNUA	12/12/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL 10/12/2024	1	34,700.79	
DD17535.1	04/12/2024 SYNERGY	ELECTRICITY CHARGES - 09/10/2024 - 12/11/2024 - 70% ADMINISTRATION BUILDING, 30% TOWN HALL AND 10% VISITORS CENTRE	1		1,541.36
INV 335462800	14/11/2024 SYNERGY	ELECTRICITY CHARGES - 09/10/2024 TO 12/11/2024 - 70% ADMINISTRATION BUILDING, ELECTRICITY CHARGES - 09/10/2024 TO 12/11/2024 - 30% TOWN HALL, ELECTRICITY CHARGES - 09/10/2024 TO 12/11/2024 - 10% VISITORS CENTRE	1	1,541.36	
DD17536.1	04/12/2024 SYNERGY	ELECTRICITY CHARGES 09/10/2024 TO 12/11/2024 - LT 17 BALLADONG - OLD CEMETERY	1		123.30
INV 430153700	14/11/2024 SYNERGY	ELECTRICITY CHARGES 09/10/2024 TO 12/11/2024 - LT 17 BALLADONG - OLD CEMETERY	1	123.30	
DD17542.1	04/12/2024 PETTY CASH	PETTY CASH REIMBURSEMENT - RESIDENCY MUSEUM 4/12/2024	1		146.90

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 04120204	04/12/2024 PETTY CASH	SUPPLY SOAPS, HONEY & JAMS FOR RESALE - THE GOOD LIFE STORE INV 60960877 7/8/2024, SUPPLY SOAPS, MARMALADE, JAMS & LEMON BUTTER FOR RESALE - THE GOOD LIFE STORE INV 54 31/10/2024, SUPPLY EXPIRED FIRST AID BURN-AID - YORK PHARMACY DKT 941657 04/12/2024, SUPPLY EXPIRED FIRST AID RE-CLENS - YORK PHARMACY DKT 941657 04/12/2024	1	146.90	
DD17551.2	02/12/2024 TELSTRA	TELSTRA DIRECTORY CHARGES, ADMINISTRATION, SWIMMING POOL, TOWN HALL LIFT MESSAGE RENTAL 25/11/2024 - 24/12/2024	1		284.14
INV 9434282000	02/12/2024 TELSTRA	TELSTRA DIRECTORY CHARGES - 25/11/2024 - 24/12/2024, TELSTRA MESSAGE RENTAL SWIMMING POOL - 25/11/2024 - 24/12/2024, TELSTRA MESSAGE RENTAL ADMINISTRATION OFFICE - 25/11/2024 - 24/12/2024, TELSTRA MESSAGE RENTAL TOWN HALL LIFT - 25/11/2024 - 24/12/2024	1	284.14	
DD17560.1	23/12/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 24122024	1		35,354.82
INV SUPERANNUA ⁻	23/12/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 24122024	1	35,354.82	
DD17562.1	23/12/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS PAYROLL ENDING 10122024	1		207.39
INV SUPERANNUA	23/12/2024 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS PAYROLL ENDING 10122024	1	207.39	
DD17565.1	23/12/2024 SYNERGY	ELECTRICITY CHARGES FROM 25/10/2024 -24/11/2024 - 404 STREET LIGHTS	1		7,733.68
INV 467568350	02/12/2024 SYNERGY	ELECTRICITY CHARGES FROM 25/10/2024 -24/11/2024 - 404 STREET LIGHTS	1	7,733.68	
DD17567.1	20/12/2024 SYNERGY	ELECTRICITY CHARGES FROM 01/11/2024 TO 30/11/2024 - POWER WATCH	1		1,151.97
INV 785488350	02/12/2024 SYNERGY	ELECTRICITY CHARGES FROM 01/11/2024 TO 30/11/2024 - POWER WATCH	1	1,151.97	

Date: Time:	31/12/2024 12:07:58PM		Shire of York		USER: Susan Krous PAGE: 30	secky
Cheque / No		te Name	Invoice Description	Bank Code	INV Amount	Amount
	REPORT TOTALS					
	Bank Code	Bank Name	TOTAL			
	1	MUNICIPAL FUND BANK	511,543.16			
	2	TRUST FUND BANK	3,306.61			
	TOTAL		514,849.77			



SHIRE OF YORK

BUSINESS CREDIT CARD SUMMARY NOVEMBER 2024

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

Total purchases November 2024			
06.11.2024	Australian Local Government Association - ALGA National Roads Congress – Transport Airport to Margaret River - Cr Trent	\$150.00	
13.11.2024	Australian Local Government Association - ALGA National Roads Congress – Transport Desalination Plan & Waste-to-energy - Cr Trent	\$125.00	
20.11.2024	Department of Transport – Registration 1UAE919 – Trailer	\$23.75	
29.11.2024	Monthly Card Fee – Bendigo Bank	\$4.00	

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

<u>Total balance N</u>	lovember 2024	\$2,447. <u>38</u>
01.11.2024	Nisbets – Chopping board set and steel ticket rails for YRCC	\$287.25
06.11.2024	Local Government Professionals – Staff Training in Time Management Workshop	\$460.00
09.11.2024	Rydges Perth – Staff Training Accommodation for WHS Representatives Workshop	\$1,294.13
14.11.2024	K-Mart – Outdoor games for Seniors Week	\$237.00
28.11.2024	Subiaco Orthopaedics – Return to Work Plan – Swimming Pool Employee	\$165.00
29.11.2024	Monthly Card Fee – Bendigo Bank	\$4.00

www.bendigobank.com.au





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

ATC	SUPPLIER				
DATE	SOPPLIER	REGO	MODEL	ODOMETER	AMOUNT
1/02/2024	AMPOL MUNDARING	1ICQ468	MAZDA CX-8 SPORT AUTO	31991	77.16
2/12/2024	CALTEX WOOROLOO	1HSZ886	HYUNDAI ELETE SUV SEDAN	63641	63.24
2/12/2024	BP CONNECT WEMBLEY	1IBY541	SUBARU OUTBACK WAGON	31971	88.88
2/12/2024	PUMA ENERGY YORK ROADHO	1HIF924	MAZDA 3 TOURING SEDAN	9776	75.51
5/12/2024	PUMA ENERGY YORK ROADHO	1HVF884	MAZDA CX5 MAXX AWD WAGON	9175	75.01
6/12/2024	S24 SAWYERS VALLEY	1IBY541	SUBARU OUTBACK WAGON	32360	69.39
9/12/2024	CALTEX WOOROLOO	1HSZ886	HYUNDAI ELETE SUV SEDAN	65223	65.54
10/12/2024	S24 SAWYERS VALLEY	1IBY541	SUBARU OUTBACK WAGON	32888	81.49
10/12/2024	PUMA ENERGY YORK ROADHO	1HIF924	MAZDA 3 TOURING SEDAN	10265	70.98
12/12/2024	CALTEX MUNDARING	1HSA231	MAZDA CX5 SEDAN WAGON	51088	91.22
12/12/2024	CALTEX WOOROLOO	1HSZ886	HYUNDAI ELETE SUV SEDAN	65784	79.23
12/12/2024	PUMA ENERGY YORK ROADHO	1ICQ468	MAZDA CX-8 SPORT AUTO	32692	103.51
15/12/2024	BP CONNECT WEMBLEY	1IBY541	SUBARU OUTBACK WAGON	32314	77.78
16/12/2024	S24 SAWYERS VALLEY	1ICQ468	MAZDA CX-8 SPORT AUTO	33286	60.50
17/12/2024	SMITHS SHELL SERVICE	1DZJ487	ISUZU NPS300 BURGESS FIRE TRUCK		122.09
18/12/2024	CALTEX GLEN FORREST	1HSA231	MAZDA CX5 SEDAN WAGON	42537	96.56
18/12/2024	PUMA ENERGY YORK ROADHO	1HIF924	MAZDA 3 TOURING SEDAN	10752	70.55
18/12/2024	PUMA ENERGY YORK ROADHO	1HMZ024	FORD RANGER DUAL CAB UTILITY	76503	91.85
18/12/2024	SMITHS SHELL SERVICE	Y7971	ISUZU FTS 2018 GREENHILLS FIRE TRUCK		138.86
20/12/2024	S24 SAWYERS VALLEY	1IBY541	SUBARU OUTBACK WAGON	33825	99.74
20/12/2024	BP THE LAKES 1903	1ICQ468	MAZDA CX-8 SPORT AUTO	33861	106.17
23/12/2024	CALTEX MUNDARING	1HSA231	MAZDA CX5 SEDAN WAGON	53030	88.92
23/12/2024	CALTEX MUNDARING	1HSZ886	HYUNDAI ELETE SUV SEDAN	66258	58.89
24/12/2024	BP CONNECT WEMBLEY	1IBY541	SUBARU OUTBACK WAGON	34277	69.37
24/12/2024	BP THE LAKES 1903	1ICQ468	MAZDA CX-8 SPORT AUTO	34601	100.96
24/12/2024	DUNNINGS NORTHAM	1HSR598	TATRA T815-7 4 X4 MALEBELLING FIRI	TRUCK	267.95
28/12/2024	AMPOL MUNDARING	1ICQ468	MAZDA CX-8 SPORT AUTO	35297	100.51
30/12/2024	AMPOL BELMONT	1HMZ024	FORD RANGER DUAL CAB UTILITY	77766	94.95
31/12/2024	REPLACEMENT CARD	1HIF924			8.00
31/12/2025	LATE PAYMENT FEE				23.86
			•	TOTAL	\$ 2,618.67

SY023-02/25 INVESTMENTS - JANUARY 2025

File Number:	4.7714
Author:	Codey Redmond, Manager Finance
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	Not Applicable
Disclosure of Interest:	Nil
Appendices:	1. Investment Register - January 2025 😃

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

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

BACKGROUND

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

COMMENTS AND DETAILS

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

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

Municipal term deposit of \$500,311.65 matured on 13 January 2025 yielding \$10,588.79 in interest. Principal and interest where reinvested for another three months

Municipal term deposit of \$607,141.99 matured on 23 January 2025 yielding \$6,882.43 in interest. Principal and interest where reinvested for another three months

Three Trust investments totalling \$134,751.12 matured on 29 January 2025 yielding \$6,402.02 in interest and where reinvested with interest for a further twelve months.

2024/25 Year to Date (YTD) Municipal and Trust interest totalling \$134,787.46 has been received and receipted or reinvested as of 31 January 2025.

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

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER

Consultative

Standard and Poor's Australia - Global ratings

Financial institutions

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

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

Policy Related

F4 Investment

Delegation 1.1.19 - Power to Invest and Manage Investments

Financial

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

Legal and Statutory

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

"6.14. Power to invest

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

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

"19. Investments, control procedures for

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

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

(1) In this regulation —

authorised institution means —

- (a) an authorised deposit-taking institution as defined in the Banking Act 1959 (Commonwealth) section 5; or
- (b) the Western Australian Treasury Corporation established by the Western Australian Treasury Corporation Act 1986;

foreign currency means a currency except the currency of Australia.

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

Risk Related

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

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to Investments - January 2025, Council:

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

ary 202	31 Janu									
Total Interest to be paid at maturity	Value at maturity	Investment Rate	% of total portfolio	Investment Value		Maturity Date	Investment Date	S & P's	Deposit Institution	ference
									terest Bearing NCDs/TDs	UNICIPAL - Int
10,588.	510,900.44	5.15%	6%	500,311.65	150	Monday, 13 January 2025	Friday, 16 August 2024	BBB	AMP Banking	
10,588	510,900.44	5.15%	6%	500,311.65					est Bearing NCDs/TDs	JNICIPAL - Intere
									her funds	UNICIPAL - Otl
0.	518,663.44		52%	4,378,817.43				BBB+	Municipal Account 118630623	
0	5,402.13		0%	5,402.13				AA-	Westpac Flex-i	
0	28,795.86		0%	28,795.86				BBB	AMP Banking At call	
0	301,889.89		4%	301,889.89				BBB	AMP Banking Notice	
0.	854,751.32		56%	4,714,905.31						JNICIPAL - Other
									est Bearing NCDs/TDs	SERVE - Intere
25,573	1,029,258.35	5.00%	12%	1,003,684.94	186	Monday, 16 June 2025	Thursday, 12 December 2024	BBB	AMP Banking	
6,882	607,141.99	4.65%	7%	600,259.56	90	Thursday, 23 January 2025	Friday, 25 October 2024	BBB	AMP Banking	
15,412	524,986.51	4.00%	6%	509,573.65	276	Monday, 17 February 2025	Friday, 17 May 2024		Bendigo Reserve TD	
47,868	2,161,386.85	4.83%	25%	2,113,518.15					Bearing NCDs/TDs	ERVE - Interest I
									r funds	SERVE - Other
0	550,116.01		7%	550,116.01				BBB+	Reserve Acct 119521748	
0	550,116.01		7%	550,116.01						ERVE - Other
									: Bearing NCDs/TDs	UST - Interest
	37,715.06	4.75%	0.43%	36,000.36	366	Wednesday, 29 January 2025	Monday, 29 January 2024	BBB+	Bendigo Bank	T2/SUBDIVISIONS
1,714										
1,714 1,608	35,382.87	4.75%	0.40%	33,774.20	366	Wednesday, 29 January 2025	Monday, 29 January 2024	BBB+	Bendigo Bank	T40 I/SECTIONS 2513

TRUST - Other fur	nds						
	Trust Acct 118630649	BBB+	342,281.5	0 4%		342,281.50	0.0
TRUST - Other			342,281.5	0 4%		342,281.50	0.0
TOTALS			8,355,88	1 100%	4.91%	4,560,605	64,876
Reconcilation					Summary of Ar	nounts	
by rating	Value of Investments/Bank ac	counts		TD's by bar	k	Bank Accounts - Be	ndigo Bank
AA- BBB+ BBB	5,402.13 5,405,966.06 2,434,941.90	0% 69% 31%	Bendigo Bank AMP Banking National Australia Bi Westpac Bank			6 Reserve 6 Trust	5,215,216.9(2,663,634.1(330,332.4: 28,795.8(301,889.89 5,402.1:
TOTAL	7,846,310.09	100%		2,239,00	7.27 1009		8,545,271.43
						Total Cash	10,784,278.70

10,764,276.7	1

Interest Earnings				Total Cash by F	und	
Fund		Adopted Budget	Y	ear to Date Actual	Fund	
Municipal	\$	70,000.00	\$	-	Municipal	5,215,216.96
Reserve	\$	47,000.00	\$	-	Reserve	2,663,634.16
Trust	\$	-	\$	-	Trust	477,032.6
Total	\$	117,000.00	\$	-	Total \$	8,355,883.74

SY024-02/25 FINANCIAL REPORT - JANUARY 2025

File Number:	4.7714				
Author:	Codey Redmond, Manager Finance				
Authoriser:	lina Behan, Executive Manager Corporate & Community Services				
Previously before Council:	Not Applicable				
Disclosure of Interest:	Nil				
Appendices:	 Monthly Financial Statement - January 2025 J. Creditors Payment Listing - January 2025 J. Credit Card Report - December 2024 J. Fuel Card Transaction Listing - December 2024 J. 				

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

PURPOSE OF REPORT

This report presents the statement of financial activity, creditors payment listing and purchasing card transactions to Council for noting.

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 months after the end of the month to which the statement relates. The Statement of Financial Activity summarises the Shire's operating activities and non-operating activities. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid is to be presented to Council and be recorded in the minutes of the meeting at which the list was presented.

COMMENTS AND DETAILS

This report is presented for Council's consideration and provides information for the period ending 31 January 2025 and includes the following:

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

The following information provides balances for key financial areas for the Shire of York's financial position as at 31 January 2025. The opening figures for this month's report have been updated to reflect the annual financial report.

List of Payments for January 2025

A list of accounts paid from the Municipal Fund and Trust Fund under the Chief Executive Officer's delegated authority for the month of January 2025 is presented to Council for noting.

Outstanding Rates and Services

The total outstanding rates balance at the end of January 2025 was \$2,773,010 compared to \$3,325,579 at the end of January 2024. Earlier budget adoption meant rates were levied in August this year compared to September last year resulting in earlier payments.

TABLE 1.

CURRENT YEAR	PROPERTIES	31/01/2025	%	PROPERTIES	31/01/2024	%
3 years and over	96	\$558,370	20%	84	\$736,591	22%
2 years and over	126	\$177,760	7%	110	\$211,096	6%
1 year and over	220	\$337,981	12%	192	\$347,381	10%
Total Aged		<u>\$1,074,110</u>	39%		<u>\$1,295,068</u>	39%*
Current Rates	1,121	\$1,698,899	61%	1,406	\$2,030,511	61%
Total Rates Outsta	anding	\$2,773,010			\$3,325,579	

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

*Minor differences in percentage calculations are due to rounding errors as percentages are displayed as whole numbers.

Outstanding Sundry Debtors

The figure for total outstanding sundry debtors as at 31 January 2025 was \$84,306.98 compared to \$62,248.61 as at 31 January 2024.

TABLE 2.

CURRENT YEAR	31/1/2025	%	31/1/2024	%
90 days and over	\$21,637	25%	\$44,426	71%
60 days and over	\$2,787	3%	\$1,775	3%
30 days and over	\$9,052	11%	\$3,393	5%
Current	\$52,728	61%	\$12,653	20%
Total Debtors Outstanding	\$86,205	100%	\$62,247	100%
Credits	-\$1,899			
Total Including Credits	\$84,305			

Local Procurement

To support the local economy, Council commits to spending locally where possible and reasonably practicable. For the month of January 2025, Officers report the following in relation to local procurement, noting that 28% of payments were made to local businesses by the end of January with the year-to-date (YTD) figure currently standing at 34%.

TOTAL PROCUREMENT - JANUARY 2025						
TOTAL PAYMENT	'S - \$1,047,076	TOTAL REPORTABLE SPEND - \$466,399				
\$580,677 - 55%	\$466,399 - 45%	\$371,558 - 80%	<mark>\$9</mark> 4,841 - 20%			
= EXCLUSIONS • REPO	ORTABLE PAYMENTS	NON-LOCAL PROCUREMENT = LOCA	L PROCUREMENT			
	TOTAL PROCUREM	ENT - YEAR TO DATE 2024/25	5			
TOTAL PAYMENT	S - \$4,073,834	TOTAL REPORTABLE SPEND	- \$2,922,144			
\$1,151,6905 - 28% \$2	2,992,144 - 72%	\$1,928,999 - 66%	\$993,145 - 34%			
= EXCLUSIONS = REPO	ORTABLE PAYMENTS	NON-LOCAL PROCUREMENT LOCAL	L PROCUREMENT			

• EXCLUSIONS • REPORTABLE PAYMENTS • NON-LOCAL PROCUREMENT • LOCAL PROCUREMENT The above figures provide an indication of the levels of local procurement as a percentage of reportable payments. It is important to note that in the development of the above tables, several exclusions apply and are not included in the reportable totals. These include, but are not limited to,

payments made for the following:

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

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER

Consultative

Not applicable

Strategic

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

Policy Related

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

Financial

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

Legal and Statutory

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

"6.10. Financial management regulations

Regulations may provide for —

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

of a local government."

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

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

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

and

- (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

13A. Payments by employees via purchasing cards

(1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment;
- (d) sufficient information to identify the payment.
- (2) A list prepared under subregulation (1) must be
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

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

(1A) In this regulation —

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

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

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

35. Financial position statement required each month

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

Risk Related

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

Workforce

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

VOTING REQUIREMENTS

Absolute Majority: No

January 2025

RECOMMENDATION

That, with regards to the Financial Report - January 2025, Council:

1. Receives the Monthly Financial Report and the list of payments drawn from the Municipal and Trust accounts for the period ending 31 January 2025 as summarised below:

IUNICIPAL FUND	AMOUNT (\$)
Cheque Payments	0
Payroll Debits	299,757
Electronic Funds Payments	707,081
Payroll Debits - Superannuation	72,285
Bank Fees	971
Corporate Cards	8,384
Subtotal - Municipal	1,088,478
TRUST FUND	
Electronic Funds Payments	5,406
Cheque Payments	0
Direct Debits Licensing	98,327
Subtotal - Trust	103,733
TOTAL DISBURSEMENTS	1,192,211

SHIRE OF YORK

MONTHLY FINANCIAL REPORT (Containing the required statement of financial activity and statement of financial position) For the period ended 31 January 2025

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

TABLE OF CONTENTS

Statement of	of Financial Activity	2
Statement	of Financial Position	3
Note 1	Basis of Preparation	4
Note 2	Net Current Assets Information	5
Note 3	Explanation of Material Variances	6

YTD

Amended

SHIRE OF YORK STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2025

		Budget Estimates	Budget Estimates	YTD Actual	Variance* \$	Variance* %	Var.
	Note	(a)	(b)	(c)		((c) - (b))/(b)	
OPERATING ACTIVITIES		\$	\$	\$	\$	%	
Revenue from operating activities							
General rates		8.121.167	4.737.334	8.049.238	3.311.904	69.91%	
Grants, subsidies and contributions		621.696	362.635	188.789	(173,846)	(47.94%)	-
Fees and charges		1,915,379	1,117,186	1,677,422	560,236	50.15%	
Interest revenue		301.362	175,777	186,603	10,826	6.16%	
Other revenue		293,259	171,031	328,926	157,895	92.32%	
Profit on asset disposals		487,397	284,298	0	(284,298)	(100.00%)	•
	1.1	11,740,260	6,848,261	10,430,978	3,582,717	52.32%	
Expenditure from operating activities							
Employee costs		(6,771,772)	(3,949,855)	(3,533,060)	416,795	10.55%	
Materials and contracts		(4,533,983)	(2,644,040)	(1,970,086)	673,954	25.49%	
Utility charges		(508,499)	(296,492)	(149,308)	147,184	49.64%	
Depreciation		(6,817,295)	(3,976,714)	(580,678)	3,396,036	85.40%	
Finance costs		(49,335)	(28,777)	(25,715)	3,062	10.64%	
Insurance		(324,955)	(324,946)	(428,962)	(104,016)	(32.01%)	•
Other expenditure		(674,972)	(393,631)	(177,250)	216,381	54.97%	
Loss on asset disposals		(4,645)	(2,709)	(889)	1,820	67.18%	
		(19,685,456)	(11,617,164)	(6,865,948)	4,751,216	40.90%	
Non cash amounts excluded from operating activities	2(c)	6,334,543	3,695,125	581,567	(3,113,558)	(84.26%)	•
Amount attributable to operating activities		(1,610,653)	(1,073,778)	4,146,597	5,220,375	486.17%	
INVESTING ACTIVITIES Inflows from investing activities Proceeds from capital grants, subsidies and contributions		3,652,340	1,942,339	450,429	(1,491,910)	(76.81%)	•
Proceeds from disposal of assets		879,000	0	0	0	0.00%	
		4,531,340	1,942,339	450,429	(1,491,910)	(76.81%)	
Outflows from investing activities							
Payments for property, plant and equipment		(1,698,000)	(648,535)	(31,786)	616,749	95.10%	
Payments for construction of infrastructure		(3,319,872)	(1,469,180)	(267,939)	1,201,241	81.76%	
		(5,017,872)	(2,117,715)	(299,725)	1,817,990	85.85%	
Amount attributable to investing activities		(486,532)	(175,376)	150,704	326,080	185.93%	
Amount attributable to investing activities		(400,532)	(175,376)	150,704	328,080	105.93%	
FINANCING ACTIVITIES Inflows from financing activities							
Transfer from reserves		75,000	0	0	0		
		75,000	0	0	0	0.00%	
Outflows from financing activities		(1.17.000)	(70.040)	(70.040)			
Repayment of borrowings Transfer to reserves		(147,320)	(72,613)	(72,613)	0		
Transfer to reserves		(560,000)	9	0	0		
		(707,320)	(72,613)	(72,613)	U	0.00%	
Amount attributable to financing activities		(632,320)	(72,613)	(72,613)	0	0.00%	
MOVEMENT IN SURPLUS OR DEFICIT							
Surplus or deficit at the start of the financial year	2(a)	3,652,527	3.652.527	3.566.300	(86,227)	(2.36%)	•
Amount attributable to operating activities	=()	(1,610,653)	(1,073,778)	4,146,597	5,220,375		A
Amount attributable to investing activities		(486,532)	(175,376)	150,704	326,080		
Amount attributable to financing activities		(632,320)	(72,613)	(72,613)	020,000	0.00%	-
Surplus or deficit after imposition of general rates	1.1	923.022	2,330,760	7,790,988	5,460,228	234.27%	
· · · · · · · · · · · · · · · · · · ·		,5==	_,,. 00	.,,	-,,-	/	_

 KEY INFORMATION

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

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

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

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

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

SHIRE OF YORK STATEMENT OF FINANCIAL POSITION FOR THE PERIOD ENDED 31 JANUARY 2025

	Actual 30 June 2024	Actual as at 31 January 2025
	\$	\$
CURRENT ASSETS		
Cash and cash equivalents	6,508,882	9,007,341
Trade and other receivables	1,695,075	3,279,321
Inventories	52,481	60,961
TOTAL CURRENT ASSETS	8,256,438	12,347,623
NON-CURRENT ASSETS		
Trade and other receivables	219,021	219,021
Other financial assets	83,171	83,171
Property, plant and equipment	47,493,206	47,407,247
Infrastructure	138,257,476	138,062,482
Right-of-use assets	975,323	975,323
TOTAL NON-CURRENT ASSETS	187,028,197	186,747,244
TOTAL ASSETS	195,284,635	199,094,867
CURRENT LIABILITIES		
Trade and other payables	1,657,175	1,524,657
Other liabilities	232,933	232,933
Borrowings	147,321	74,708
Employee related provisions	769,684	769,588
TOTAL CURRENT LIABILITIES	2,807,113	2,601,886
NON-CURRENT LIABILITIES		
Borrowings	712,655	712,655
Employee related provisions	341,365	341,365
TOTAL NON-CURRENT LIABILITIES	1,054,020	1,054,020
TOTAL LIABILITIES	3,861,133	3,655,906
NET ASSETS	191,423,502	195,438,961
EQUITY		
Retained surplus	25,145,197	29,160,658
Reserve accounts	2,537,273	2,537,273
Revaluation surplus	163,741,032	163,741,030
TOTAL EQUITY	191,423,502	195,438,961

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

SHIRE OF YORK NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2025

1 BASIS OF PREPARATION AND MATERIAL ACCOUNTING POLICIES

BASIS OF PREPARATION

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

Local Government Act 1995 requirements

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

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

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

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

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 14 February 2025

THE LOCAL GOVERNMENT REPORTING ENTITY

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

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

MATERIAL ACCOUNTING POLICES

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

Critical accounting estimates and judgements

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

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

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

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

Fair value measurement of assets carried at reportable

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

SHIRE OF YORK NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2025

2 NET CURRENT ASSETS INFORMATION

		Amended		
		Budget	Actual	Actual
(a) Net current assets used in the Statement of Financial Activity		Opening	as at	as at
	Note	1 July 2024	30 June 2024	31 January 2025
Current assets		\$	\$	\$
Cash and cash equivalents		5,771,069	6,508,882	9,007,341
Trade and other receivables		1,722,299	1,695,075	3,279,321
Inventories		52,481	52,481	60,961
	-	7,545,849	8,256,438	12,347,623
Less: current liabilities				
Trade and other payables		(863,213)	(1,657,175)	(1,524,657)
Other liabilities		(267,735)	(232,933)	(232,933)
Borrowings		(147,320)	(147,321)	(74,708)
Employee related provisions		(680,904)	(769,684)	(769,588)
Other provisions		(51,124)	0	0
		(2,010,296)	(2,807,113)	(2,601,886)
Net current assets	-	5,535,553	5,449,325	9,745,737
Less: Total adjustments to net current assets	2(b)	(1,883,026)	(1,883,025)	(1,955,638)
Closing funding surplus / (deficit)		3,652,527	3,566,300	7,790,099
(b) Current assets and liabilities excluded from budgeted deficiency				
Adjustments to net current assets				
Less: Reserve accounts		(2,537,273)	(2,537,273)	(2,537,273)
Add: Current liabilities not expected to be cleared at the end of the year				
 Current portion of borrowings 		147,320	147,321	74,708
 Current portion of employee benefit provisions held in reserve 	_	506,927	506,927	506,927
Total adjustments to net current assets	2(a)	(1,883,026)	(1,883,025)	(1,955,638)
		Amended	YTD	
		Budget	Budget	YTD
		Estimates	Estimates	Actual
	_	30 June 2025	31 January 2025	31 January 2025
		\$	\$	\$
(c) Non-cash amounts excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals		(487,397)	(284,298)	0
Add: Loss on asset disposals		4,645	2,709	889
Add: Depreciation	_	6,817,295	3,976,714	580,678
Total non-cash amounts excluded from operating activities		6,334,543	3,695,125	581,567

CURRENT AND NON-CURRENT CLASSIFICATION

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

AASB 101.10(e) AASB 101.51 AASB 101.112	SHIRE OF YORK NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2025			
FM Reg 34 (2)(b)	3 EXPLANATION OF MATERIAL VARIANCES			
FWI Neg 34 (2)(0)	The material variance thresholds are adopted annually by Council as an indicate revenue varies from the year to date actual materially. The material variance adopted by Council for the 2024-25 year is \$10,000 or 10			
	Description	Var. \$	Var. %	
		\$	%	-
	Revenue from operating activities General rates Budget apportioned 7/12th	3,311,904	69.91% Timing	
	Rates Due 18/09/2024 Grants, subsidies and contributions Budget apportioned 7/12th	(173,846)	(47.94%) Timing	
	Fees and charges	560,236	50.15% Timing	
	Interest revenue Budget apportioned 7/12th - revenue to drop with outstanding balance	10,826	6.16% Timing	
	Profit on asset disposals Budget apportioned 7/12th capital acquisitons process timing	(284,298)	(100.00%)	•
	Expenditure from operating activities Employee costs Under budget in Admin salaries due to timing of employment engagement	416,795	10.55% Permanent	
	Materials and contracts Under budget in maintenance expenditure and consultant fees	673,954	25.49% Timing	
	Utility charges Budget apportioned 7/12th	147,184	49.64% Timing	
	Depreciation The application of Depreciation commenced after the annual financial reports were audited and adopted.	3,396,036	85.40% Timing	
	Finance costs Timing of payments Rudget apportioned 7(12th	3,062	10.64% Timing	
	Budget apportioned 7/12th Insurance Insurances paid in August second instalment due October	(104,016)	(32.01%) Timing	
	Other expenditure Under budget in Community Resource Centre contribution and Rates write offs due to timing	216,381	54.97% Timing	
	Loss on asset disposals Budget apportioned 7/12th	1,820	67.18%	
	Non cash amounts excluded from operating activities Depreciation not to start until annual report approved	(3,113,558)	(84.26%) Timing	
	Inflows from investing activities Proceeds from capital grants, subsidies and contributions Timing of term deposit maturity Budget apportioned 7/12th	(1,491,910)	(76.81%) Timing	
	Outflows from investing activities Payments for property, plant and equipment Budget apportioned 7/12th	616,749	95.10% Timing	
	Payments for construction of infrastructure Budget apportioned 7/12th capital acquisitons process timing	1,201,241	81.76% Timing	
	Surplus or deficit after imposition of general rates Budget apportioned 7/12th Rates levied in August	5,460,228	234.27%	

SHIRE OF YORK

SUPPLEMENTARY INFORMATION

TABLE OF CONTENTS

1	Key Information	2
2	Key Information - Graphical	3
3	Cash and Financial Assets	4
4	Reserve Accounts	5
5	Capital Acquisitions	6
6	Disposal of Assets	8
7	Receivables	9
8	Other Current Assets	10
9	Payables	11
10	Borrowings	12
11	Other Current Liabilities	13
12	Grants and contributions	14
13	Capital grants and contributions	15
14	Trust Fund	16
15	Budget Amendments	17

BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION

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

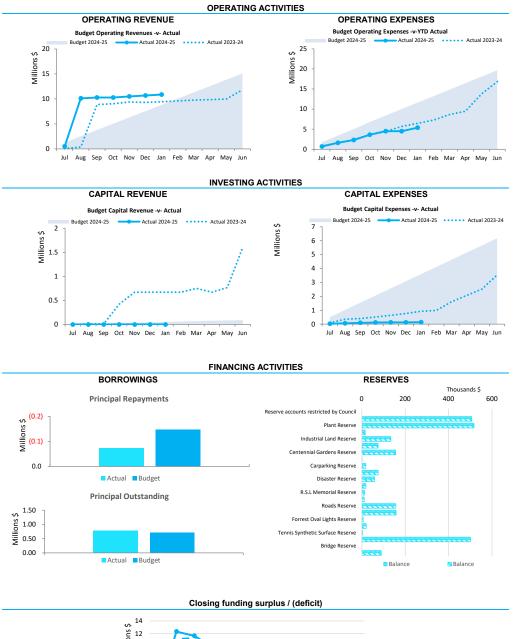
SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

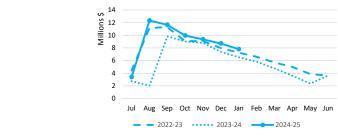
1 KEY INFORMATION

						1		
	Fu	nding su	rplus / (defici	· ·				
		Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)			
Opening Closing		\$3.65 M \$0.92 M	\$3.65 M \$2.33 M	\$3.57 M \$7.79 M	(\$0.09 M) \$5.46 M			
Refer to Statement of Fina	ancial Activity	ψ0.32 IVI	φ2.55 W	ψ1.15 W	ψ 0. ΨΟ ΙΝΙ			
Ceeb and a	aab aauli	alente		Develope			a a a b ca la la	
Cash and ca	sn equiv \$9.77 M			Payables \$1.52 M		R	eceivable \$0.53 M	S % Collected
Unrestricted Cash	-	% of total 74.0%	Trade Payables	\$1.52 W \$0.38 M	% Outstanding	Rates Receivable	\$0.55 W \$2.75 M	64.4%
Restricted Cash	\$2.54 M	26.0%	0 to 30 Days		66.6%	Trade Receivable	\$0.53 M	% Outstandin
			Over 30 Days		33.3%	Over 30 Days		92.2%
			Over 90 Days		1.8%	Over 90 Days		26.8%
Refer to 3 - Cash and Fin	ancial Assets		Refer to 9 - Payables			Refer to 7 - Receivables		
			Key	Operating Act	ivities			
Amount attri			ng activities					
Amended Budget	YTD Budget	YTD Actual	Var. \$					
Amended Budget	(a)	(b)	(b)-(a)					
(\$1.61 M)	(\$1.07 M)	\$4.15 M	\$5.22 M					
Refer to Statement of Fina								
	tes Revei			and Contri			and Cha \$1.68 M	Variance
YTD Actual	\$8.05 M	% Variance	YTD Actual	\$0.19 M	% Variance	YTD Actual		
YTD Budget	\$4.74 M	69.9%	YTD Budget	\$0.26 M	(27.3%)	YTD Budget	\$1.12 M	50.1%
YTD Budget	\$4.74 M	69.9%	YTD Budget Refer to 12 - Grants an	•••	(27.3%)	Refer to Statement of Finan		50.1%
YTD Budget	\$4.74 M	69.9%	Refer to 12 - Grants an	d Contributions				50.1%
	·		Refer to 12 - Grants an	•••				50.1%
YTD Budget	·		Refer to 12 - Grants an Key	d Contributions				50.1%
	butable to YTD Budget	o investir YTD Actual	Refer to 12 - Grants an Key 1g activities Var. \$	d Contributions				50.1%
Amount attri Amended Budget	butable to YTD Budget (a)	o investir YTD Actual (b)	Refer to 12 - Grants an Key ng activities Var. \$ (b)-(a)	d Contributions				50.1%
Amount attri Amended Budget (\$0.49 M)	butable to YTD Budget (a) (\$0.18 M)	o investir YTD Actual	Refer to 12 - Grants an Key 1g activities Var. \$	d Contributions				50.1%
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina	butable to YTD Budget (a) (\$0.18 M)	o investir YTD Actual (b) \$0.15 M	Refer to 12 - Grants an Key og activities Var. \$ (b)-(a) \$0.33 M	d Contributions	vities	Refer to Statement of Finan	icial Activity	
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina	butable to YTD Budget (a) (\$0.18 M) ancial Activity	o investir YTD Actual (b) \$0.15 M	Refer to 12 - Grants an Key og activities Var. \$ (b)-(a) \$0.33 M	d Contributions	vities	Refer to Statement of Finan		
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Find	butable to YTD Budget (a) (\$0.18 M) ancial Activity ceeds on	o investir YTD Actual (b) \$0.15 M sale	Refer to 12 - Grants an Key og activities Var. \$ (b)-(a) \$0.33 M	d Contributions	vities	Refer to Statement of Finan	ncial Activity	nts
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.18 M) ancial Activity ceeeds on \$0.00 M \$0.88 M	o investir YTD Actual (b) \$0.15 M sale %	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual	et Acquisi \$0.27 M \$3.32 M	vities tion % Spent	Refer to Statement of Finan	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.18 M) ancial Activity ceeeds on \$0.00 M \$0.88 M	o investir YTD Actual (b) \$0.15 M sale %	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget	et Acquisi \$0.27 M \$3.32 M	vities tion % Spent	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.18 M) ancial Activity ceeeds on \$0.00 M \$0.88 M	o investir YTD Actual (b) \$0.15 M sale %	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acc	et Acquisi \$0.27 M \$3.32 M	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget	butable to YTD Budget (a) (\$0.18 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to	o investir YTD Actual (b) \$0.15 M sale % (100.0%) o financir	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acc Key	et Acquisi \$0.27 M \$3.32 M publicions	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget Refer to 6 - Disposal of As	butable to YTD Budget (a) (\$0.18 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget	o investir YTD Actual (b) \$0.15 M sale % (100.0%) o financir YTD Actual	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$	et Acquisi \$0.27 M \$3.32 M publicions	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget Refer to 6 - Disposal of Ast Amount attri Amended Budget (\$0.63 M)	butable to YTD Budget (a) (\$0.18 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M)	o investir YTD Actual (b) \$0.15 M sale % (100.0%) o financir YTD	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities	et Acquisi \$0.27 M \$3.32 M publicions	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget Refer to 6 - Disposal of Ar Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fina	butable to YTD Budget (a) (\$0.18 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M) ancial Activity	o investir YTD Actual (b) \$0.15 M sale % (100.0%) o financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$ (b)-(a)	et Acquisi \$0.27 M \$3.32 M julisitions	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget Refer to 6 - Disposal of Ar Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fina	butable to YTD Budget (a) (\$0.18 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M)	o investir YTD Actual (b) \$0.15 M sale % (100.0%) o financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$ (b)-(a)	et Acquisi \$0.27 M \$3.32 M publicions	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proc YTD Actual Amended Budget Refer to 6 - Disposal of Ar Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fina	butable to YTD Budget (a) (\$0.18 M) ancial Activity Ceeds on \$0.00 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M) ancial Activity	o investir YTD Actual (b) \$0.15 M sale % (100.0%) o financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M Ass YTD Actual Amended Budget Refer to 5 - Capital Acq Key Og activities Var. \$ (b)-(a)	et Acquisi \$0.27 M \$3.32 M julisitions	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received
Amount attri Amended Budget (\$0.49 M) Refer to Statement of Fina Proce YTD Actual Amended Budget Refer to 6 - Disposal of Ast Amount attri Amended Budget (\$0.63 M) Refer to Statement of Fina E Principal	butable to YTD Budget (a) (\$0.18 M) ancial Activity Ceeeds on \$0.00 M \$0.88 M \$0.88 M ssets butable to YTD Budget (a) (\$0.07 M) ancial Activity Borrowing	o investir YTD Actual (b) \$0.15 M sale % (100.0%) o financir YTD Actual (b) (\$0.07 M)	Refer to 12 - Grants an Key Og activities Var. \$ (b)-(a) \$0.33 M ASS YTD Actual Amended Budget Refer to 5 - Capital Acc Key Og activities Var. \$ (b)-(a) \$0.00 M	et Acquisit \$0.27 M \$3.32 M uuisitions Financing Act	tion % Spent (91.9%)	Refer to Statement of Finan Ca YTD Actual Amended Budget	pital Gra \$0.46 M \$3.65 M	nts % Received

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

2 KEY INFORMATION - GRAPHICAL





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

| 3

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

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

KEY INFORMATION

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

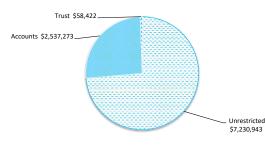
Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

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

- the asset is held within a business model whose objective is to collect the contractual cashflows, and

- the contractual terms give rise to cash flows that are solely payments of principal and interest.

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



4 RESERVE ACCOUNTS

		Budg	jet	
	Opening	Transfers	Transfers	Closing
eserve account name	Balance	ln (+)	Out (-)	Balance
	\$	\$	\$	\$
eserve accounts restricted by Council				
ave Reserve	506,927	0	0	506,927
ant Reserve	516,688	85,046	0	601,734
on River Mtce Reserve	15,426	0	0	15,426
dustrial Land Reserve	134,010	0	0	134,010
fuse Site Develop Reserve	75,519	0	0	75,519
entennial Gardens Reserve	156,162	0	0	156,162
oneer Memorial Lodge Reserve	533	60,000	0	60,533
rparking Reserve	18,623	0	0	18,623
uilding Reserve	75,380	100,000	0	175,380
aster Reserve	59,281	0	0	59,281
d Grant Funds Reserve	19,557	0	0	19,557
S.L Memorial Reserve	12,600	0	0	12,600
enhills Townsite Development Reserve	11,221	0	0	11,221
ads Reserve	156,884	0	0	156,884
nd & Infrastructure Reserve	158,104	0	0	158,104
rest Oval Lights Reserve	6,161	0	0	6,161
wls Synthetic Surface Reserve	20,444	0	0	20,444
nnis Synthetic Surface Reserve	3,155	0	0	3,155
creation Reserve	500,598	0	(75,000)	425,598
idge Reserve	0	100,000	0	100,000
mming Pool Reserve	90,000	214,954	0	304,954
	2,537,273	560,000	(75,000)	3,022,273

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Amer	nded		
Budget	YTD Budget	YTD Actual	YTD Variance
\$	\$	\$	\$
31,500	13,125	0	(13,125)
237,500	83,330	24,980	(58,350)
		250	250
1,429,000	552,080	6,556	(545,524)
1,698,000	648,535	31,786	(616,749)
2,857,192	1,276,410	185,474	(1,090,936)
		173	173
411,480	171,440	36,672	(134,768)
51,200	21,330	45,620	24,290
3,319,872	1,469,180	267,939	(1,201,241)
5,017,872	2,117,715	299,725	(1,817,990)
5,017,872	2,117,715	299,725	(1,817,990)
3,652,340	1,942,339	463,265	(1,479,074)
0	0	(1,364,969)	(1,364,969)
879,000	0	0	0
75,000		0	0
,		, ,	1,026,053
5,017,872	2,117,715	299,725	(1,817,990)
	Budget \$ 31,500 237,500 1,429,000 2,857,192 411,480 51,200 3,319,872 5,017,872 3,652,340 0 879,000	\$ \$ 31,500 13,125 237,500 83,330 1,429,000 552,080 1,698,000 648,535 2,857,192 1,276,410 411,480 171,440 51,200 21,330 3,319,872 1,469,180 5,017,872 2,117,715 3,652,340 1,942,339 0 0 879,000 0 411,532 175,376	Budget YTD Budget YTD Actual \$ \$ \$ 31,500 13,125 0 237,500 83,330 24,980 237,500 83,330 24,980 1,429,000 552,080 6,556 1,698,000 648,535 31,786 2,857,192 1,276,410 185,474 173 411,480 171,440 36,672 51,200 21,330 45,620 3,319,872 1,469,180 267,939 5,017,872 2,117,715 299,725 3,652,340 1,942,339 463,265 0 0 0 75,000 0 0 75,000 0 0

KEY INFORMATION

Initial recognition

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

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

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

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

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

Measurement after recognition

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

Reportable Value

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

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

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators



al Over 100%_

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

						Variance
		Account Description	Budget	YTD Budget	YTD Actual	(Under)/Over
						0
lha	068302	PML BUILDING CAPITAL	22,500	1,875	0	1,875
lha	112302	SWIMMING POOL CAPITAL (STAGE 1) - BUILDINGS	200,000	16,666	16,880	(214)
lita	113029	TOWN HALL BUILDING	0	0	1,123	(1,123)
lha	143304	DEPOT BUILDIGNG CAPITAL	0	0	4,535	(4,535)
lha	113329	FORREST OVAL REC CENTRE BUILDINGS	15,000	1,250	0	1,250
lha	109383	CEMETRY INFRASTRUCTURE	0	0	17,859	(17,859)
lha	113346	MOTOCROSS TRACK INFRASTRUCTURE	0	0	262	(262)
lha	042339	ADMINISTRATION VEHICLES	52,000	4,333	0	4,333
ail)	051339	RANGER VEHICLE FIRE CONTROL	52,000	4,333	6,156	(1,823)
lha	127304	PLANT PURCHASES CAPITAL	1,221,000	101,750	0	101,750
lha	133319	PLANT & EQUIP - VEHICLE (Y000)	52,000	4,333	0	4,333
dib	143301	DEPOT PLANT CAPITAL PURCHASE	52,000	4,333	0	4,333

Amended

Proceeds on Sale

Actual YTD

Budget

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

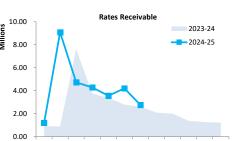
13PU3	AL UF ASSET	>								
				I	Budget			Y	TD Actual	
Asset			Net Book				Net Book			
Ref.	Asset descriptio	n	Value	Proceeds	Profit	(Loss)	Value	Proceeds	Profit	(Loss)
			\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equip	nent								
	Plant and equipm	ent	396,248	879,000	487,397	(4,645)	0	0	0	0
			396,248	879,000	487,397	(4,645)	0	0	0	0
1,000	ך נ									
Sp 800) -									
Thousands) -									
È 400										
200) -									
()									

OPERATING ACTIVITIES

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

7 RECEIVABLES

Rates receivable	30 June 2024	31 Jan 2025
	\$	\$
Opening arrears previous year	1,057,710	1,170,219
Levied this year	8,100,167	8,049,238
Less - collections to date	(7,466,219)	(5,940,439)
Gross rates collectable	1,691,658	3,279,018
Allowance for impairment of rates		
receivable	(521,439)	(525,272)
Net rates collectable	1,170,219	2,753,746
% Collected	81.5%	64.4%



Jul Aug Sep Oct Nov Dec Jan Feb Mar Apr May Jun

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total	
	\$	\$	\$	\$	\$	\$	
Receivables - general	(1,899)	8,475	46,115	9,053	22,563	84,307	
Percentage	(2.3%)	10.1%	54.7%	10.7%	26.8%		
Balance per trial balance							
Trade receivables						84,307	
Other receivables						365,350	
GST receivable						38,508	
Receivables for employee related pr	ovisions					37,410	
Total receivables general outstand	ding					525,575	
Amounts shown above include GST	(where applicable)						

KEY INFORMATION

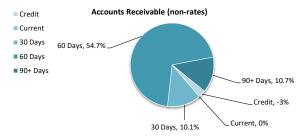
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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.



OPERATING ACTIVITIES

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

8 OTHER CURRENT ASSETS

Other current assets	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 31 January 202!	
	\$	\$	\$	\$	
Inventory					
Fuel	52,481	53,414	(47,683) 60,961	
Total other current assets	52,481	53,414	(47,683	60,961	
Amounts shown above include GST (where applicable)	Opening balance				

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.

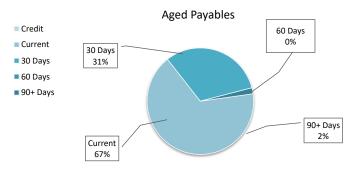
OPERATING ACTIVITIES

9 PAYABLES

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	42,920	20,319	0	1,165	64,404
Percentage	0.0%	66.6%	31.5%	0.0%	1.8%	
Balance per trial balance						
Sundry creditors						377,008
ATO liabilities						(233,780)
Other payables						150,222
Bonds & Deposits						1,225,514
Accrued interest on long term borrowings						5,693
Total payables general outstanding						1,524,657
Amounts shown above include GST (with	nere 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.



FINANCING ACTIVITIES

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

10 BORROWINGS

Repayments - borrowings

					Principal		Principal		Interest	
Information on borrowings			New Lo	oans	Repay	ments	Outstanding		Repayments	
Particulars	Loan No.	1 July 2024	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Forrest Oval Stage 1	62	659,307	0	0	(38,196)	(77,596)	621,111	581,711	0	(40,333)
Forrest Oval Stage 2	63	78,390	0	0	(13,444)	(27,237)	64,946	51,153	(1,010)	(3,517)
Forrest Oval Stage 3	64	122,278	0	0	(20,973)	(42,487)	101,305	79,791	(1,574)	(5,485)
Total		859,975	0	0	(72,613)	(147,320)	787,362	712,655	(2,584)	(49,335)
Current borrowings		147,320					74,708			
Non-current borrowings		712,655					712,654			
		859,975					787,362			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

| 12

OPERATING ACTIVITIES

11 OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2024 \$	Liability transferred from/(to) non current \$	Liability Increase \$	Liability Reduction \$	Closing Balance 31 January 2025 \$	
Other liabilities							
Contract liabilities		232,933	0	0	0	232,933	
Total other liabilities		232,933	0	0	0	232,933	
Employee Related Provisions							
Provision for annual leave		509,194	0	0	0	509,194	
Provision for long service leave		216,390	0	0	0	216,390	
Other employee leave provisions		44,100	0	0	0	44,004	
Total Provisions		769,684	0	0	0	769,588	
Total other current liabilities		1,002,617	0	0	0	1,002,521	
Amounts shown above include GST (where applicable) Opening balance plus movement doesn't equal closing balance							

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

KEY INFORMATION

Provisions

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

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

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

Other long-term employee benefits

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

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

Contract liabilities

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

Capital grant/contribution liabilities

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

OPERATING ACTIVITIES

SHIRE OF YORK SUPPLEMENTARY INFORMATION FOR THE PERIOD ENDED 31 JANUARY 2025

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

			ubsidies and concerning the second se	Amended	Grants, subsidies and contributions revenue				YTD		
Provider	Liability	Liability	Liability	Liability	Current Liability	Budget	YTD	Annual	Budget		Revenue
	1 July 2024		(As revenue)	31 Jan 2025	31 Jan 2025	Revenue	Budget	Budget	Variations	Expected	Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Grants and subsidies											
GRANT FUNDS (UNTIED)	0	0	0	0	0	182,210	75,920			0	55,768
GRANT LOCAL ROAD (UNTIED)	0	0	0	0	0	131,459	54,770			0	93,315
AUSTRALIA DAY COUNCIL	0	0	0	0	0	15,000	6,250			0	9,000
LGGS GRANTS	0	0	0	0	0	46,990	19,575			0	30,320
OTHER GRANTS	0	0	0	0	0	8,500	3,540			0	0
GRANT RRG - DIRECT	0	0	0	0	0	237,537	98,970		322,587	322,587	0
	0	0	0	0	0	621,696	259,025	C	322,587	322,587	188,403

| 14

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

						Capital g	grants, subsid	dies and
		Capital gra	nt/contribution	liabilities		contributions revenue		
		Increase in	Decrease in		Current	Amended		YTD
	Liability	Liability	Liability	Liability	Liability	Budget	YTD	Revenue
Provider	1 July 2024		(As revenue)	31 Jan 2025	31 Jan 2025	Revenue	Budget	Actual
	\$	\$	\$	\$	\$	\$	\$	\$
Capital grants and subsidies								
CEMETERY GRANT INCOME	0	0	0	0	0	9,000	3,750	0
RECREATION GRANTS - TAXABLE	0	0	0	0	0	135,000	56,250	0
ROAD TO RECOVERY GRANTS	0	0	0	0	0	701,427	292,260	0
GRANT - RRG - ROADS	224,431	0	0	224,431	34,801	1,883,783	919,320	366,572
GRANT GOVT-BLACK SPOT FUNDING	0	0	0	0	0	437,240	182,180	96,693
GRANT - RRSP - ROADS	34,801	0	0	34,801	34,801	34,801	14,500	
GRANTS - LRCIP	8,502	0	0	8,502	8,502	128,502	53,540	0
	267,734	0	0	267,734	78,104	3,329,753	1,521,800	463,265

INVESTING ACTIVITIES

14 TRUST FUND

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

Description	Opening Balance 1 July 2024	Amount Received	Amount Paid	Closing Balance 31 January 2025
	\$	\$	\$	\$
Cash in Lieu - Public Open Space	58,422	0	0	58,422
	58,422	0	0	58,422

15 BUDGET AMENDMENTS

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

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

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	1

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33336	10/01/2025 PHILIPPA GALBRAITH	REIMBURSEMENT NON TAXABEL - PAYROLL REIMBUREMENT OF AMOUNT PAID INTO SHIRE LOTTO CLUB IN ERROR	1		5.00
INV 09012025	09/01/2025 PHILIPPA GALBRAITH	REIMBURSEMENT NON TAXABEL - PAYROLL REIMBUREMENT OF AMOUNT PAID INTO SHIRE LOTTO CLUB IN ERROR	1	5.00	
EFT33337	13/01/2025 ALINA BEHAN	STAFF REIMBURSEMENT UNIFORMS - ALINA BEHAN	1		145.95
INV 09012025	09/01/2025 ALINA BEHAN		1	145.95	
INV TAX09012025	09/01/2025 ALINA BEHAN	WITHHOLDING TAX ON INVOICE 09012025		-67.87	
INV 09012025	09/01/2025 ALINA BEHAN	STAFF REIMBURSEMENT UNIFORMS - ALINA BEHAN	1	145.95	
INV 09012025	09/01/2025 ALINA BEHAN	REVERSAL PART BATCH 17580 WITHOLDING TAX NOT APPLICABLE AND UNABLE TO PROCESS CREDIT NOTE	1	-145.95	
INV TAX09012025	09/01/2025 ALINA BEHAN	WITHHOLDING TAX ON INVOICE 09012025		67.87	
EFT33338	13/01/2025 ANNE JEFFERYS	ANNE JEFFERYS - BOOK FOR RESALE AT THE YORK VISITOR CENTRE - FROM THE AVON TO THE IRWIN	1		50.00
INV 4/2024	29/12/2024 ANNE JEFFERYS	ANNE JEFFERYS - BOOK FOR RESALE AT THE YORK VISITOR CENTRE - FROM THE AVON TO THE IRWIN	1	50.00	
EFT33339	13/01/2025 AUSCO MODULAR PTY LTD	ANNUAL HIRE OF OFFICE. CONTRACT 0060006565 - MULTI PURPOSE DONGA 1/1/2025-31/1/2025	1		916.06
INV 7467479	01/01/2025 AUSCO MODULAR PTY LTD	ANNUAL HIRE OF OFFICE. CONTRACT 0060006565 - MULTI PURPOSE DONGA 1/1/2025-31/1/2025	1	916.06	
EFT33340	13/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		612.00
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		24.50	
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 107	12/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		20.50	

 Date:
 13/02/2025
 Shire of York

 Time:
 9:11:49AM

USER: Susan Krousecky PAGE: 2

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		24.50	
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 109	23/12/2024 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		20.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		24.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		26.50	
INV 110	09/01/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS		20.50	
EFT33341	13/01/2025 AVON MIDLAND COUNTRY ZONE WALGA	2024/25 MEMBERSHIP TO AVON-MIDLAND COUNTRY ZONE OF WALGA	1		2,420.00
INV 00000400	16/12/2024 AVON MIDLAND COUNTRY ZONE WALGA	2024/25 MEMBERSHIP TO AVON-MIDLAND COUNTRY ZONE OF WALGA	1	2,420.00	
EFT33342	13/01/2025 AVON VALLEY TYRE SERVICE	SUPPLY AND ALIGN 4 HANKOOKS TYRES - RANGER VEHICLE	1		1,164.00
INV IV000000840	20/12/2024 AVON VALLEY TYRE SERVICE	SUPPLY AND ALIGN 4 HANKOOKS TYRES - RANGER VEHICLE	1	1,164.00	
EFT33343	13/01/2025 BELLISSIMO YORK	CATERING FOR FIRST AID AND WARDEN TRAINING	1		2,200.00
INV 00000254	18/12/2024 BELLISSIMO YORK	CATERING FOR FIRST AID AND WARDEN TRAINING	1	1,050.00	
INV 00000254	18/12/2024 BELLISSIMO YORK	CATERING FOR COMMUNITY ENGAGEMENT SESSIONS - MAJOR STRATEGIC REVIEW, BUSINESS SESSION CRC 02/12/2024 AND FARMERS BREAKFAST - GREEN HILL HALL 4/12/2024	1	900.00	
INV 00000255	18/12/2024 BELLISSIMO YORK	COUNCIL CATERING OCM MEETING - TUESDAY 17TH DECEMBER 2024	1	250.00	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	3

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33344	13/01/2025 BITUMEN DISTRIBUTORS PTY LTD	SUPPLY FOR COLLECTION 800LITRES OF EMULSION 3X DRUMS AND 1X DRUM TO BE	1	inv Anount	979.00
INV 0002191	17/12/2024 BITUMEN DISTRIBUTORS PTY LTD	SUPPLY FOR COLLECTION 800LITRES OF EMULSION 3X DRUMS AND 1X DRUM TO BE SUPPLIED	1	979.00	
EFT33345	13/01/2025 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT AND SWIMMING POOL	1		42.08
INV 5006543506	29/12/2024 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT AND SWIMMING POOL	1	42.08	
EFT33346	13/01/2025 BUGMAN PEST SERVICES (GREENPALM HOLDINGS P/L)	PIGEON CONTOL AT THE YORK RECREATION CENTRE	1		385.00
INV INV_20241217	17/12/2024 BUGMAN PEST SERVICES (GREENPALM HOLDINGS P/L)	PIGEON CONTOL AT THE YORK RECREATION CENTRE	1	385.00	
EFT33347	13/01/2025 BUNNINGS WAREHOUSE	PURCHASE OF 4 PAIRS OF CLASS 5 EARMUFFS - DEVELOPMENT SERVICES	1		88.16
INV 2182/0032133	12/12/2024 BUNNINGS WAREHOUSE	PURCHASE OF PEDESTAL FAN FOR RESIDENCY MUSEUM	1	15.96	
INV 2182/0034681	07/01/2025 BUNNINGS WAREHOUSE	PURCHASE OF 4 PAIRS OF CLASS 5 EARMUFFS - DEVELOPMENT SERVICES	1	72.20	
EFT33348	13/01/2025 CODEY REDMOND	STAFF REIMBURSEMENT - UNIFORMS - TONY BARLOW PURCHASE - CODEY REDMOND	1		467.00
INV 13122024	13/12/2024 CODEY REDMOND	STAFF REIMBURSEMENT - UNIFORMS - TONY BARLOW PURCHASE - CODEY REDMOND	1	467.00	
EFT33349	13/01/2025 COTERRA PTY LTD T/A COTERRA ENVIRONMENT	POST SUBMISSION TECHNICAL SUPPORT - MEETING WITH DCCEEW 11/7/2024 C NORMAN AND W OVERSBY	1		1,033.73
INV 10005392	06/08/2024 COTERRA PTY LTD T/A COTERRA ENVIRONMENT	POST SUBMISSION TECHNICAL SUPPORT - MEETING WITH DCCEEW 11/7/2024 C NORMAN AND W OVERSBY	1	1,033.73	
EFT33350	13/01/2025 CROMMELIN AIR & POWER PTY LTD T/A AIR & POWER	COMPLETE A SERVICE ON THE K30 AIR COMPRESSOR AND INSPECTION WITH REPORT	1		701.91
INV 82394	31/12/2024 CROMMELIN AIR & POWER PTY LTD T/A AIR & POWER	COMPLETE A SERVICE ON THE K30 AIR COMPRESSOR AND INSPECTION WITH REPORT	1	701.91	
EFT33351	13/01/2025 CYGNET WORKPLACE INVESTIGATIONS	WORKPLACE INVESTIGATION - TO INCLUDE INTERVIEWS, TRAVEL TO AND FROM YORK, REVIEW OF POLICIES, PREPARATION OF REPORT (FINDINGS AND RECOMMENDATIONS) FOR THE CEO	1		4,840.00

Date:13/02/2025Shire of YorkUSER:Susan KrouseckyTime:9:11:49AMPAGE:4

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV INV0105	17/12/2024 CYGNET WORKPLACE INVESTIGATIONS	WORKPLACE INVESTIGATION - TO INCLUDE INTERVIEWS, TRAVEL TO AND FROM YORK, REVIEW OF POLICIES, PREPARATION OF REPORT (FINDINGS AND RECOMMENDATIONS) FOR THE CEO	1	4,840.00	
EFT33352	13/01/2025 DARRYS PLUMBING AND GAS	BACKFLOW TESTING IN 13 LOCATIONS IN THE SHIRE	1		1,859.00
INV IV02041	29/10/2024 DARRYS PLUMBING AND GAS	BACKFLOW TESTING IN 13 LOCATIONS IN THE SHIRE	1	1,859.00	
EFT33353	13/01/2025 ENVIRONEX INTERNATIONAL PTY LTD	4 200LT SODIUM HYPOCHLORITE CHLORINE (LIQUID) \$230.00 EA - \$920.00	1		1,817.20
INV 328375	03/01/2025 ENVIRONEX INTERNATIONAL PTY LTD	4 200LT SODIUM HYPOCHLORITE CHLORINE (LIQUID) \$230.00 EA - \$920.00	1	1,012.00	
INV 328376	03/01/2025 ENVIRONEX INTERNATIONAL PTY LTD	4 X 10KG GRANULATED CHLORINE 70% (CALCIUM) \$65.00 EA - \$260.00	1	286.00	
INV 328377	03/01/2025 ENVIRONEX INTERNATIONAL PTY LTD	1 X 200LT SULFURIC ACID \$230.00 EA - \$230.00, 2 X 20KG CYANURIC ACID (QUICK DISSOLVE) \$170.00 EA - \$340.00 PLUS FREIGHT	1	519.20	
EFT33354	13/01/2025 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES FOR DECEMBER 2024 RFQ 01-2324)	1		381.15
INV URP-4606	02/01/2025 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES FOR DECEMBER 2024 RFQ 01-2324)	1	381.15	
EFT33355	13/01/2025 FOCUS NETWORKS	JANUARY 2024 MONTHLY MPS DEVICE SERVICE	1		6,046.70
INV MPSD-14510	02/01/2025 FOCUS NETWORKS	JANUARY 2024 MONTHLY MPS DEVICE SERVICE	1	6,046.70	
EFT33356	13/01/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 6000LITRES OF DISITILLATE TO THE SHIRE OF YORK WORKS DEPOT OPENING DIP 1,300 - CLOSING DIP 7300	1		16,339.33
INV 59102058	18/12/2024 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 6000LITRES OF DISITILLATE TO THE SHIRE OF YORK WORKS DEPOT OPENING DIP 1,300 - CLOSING DIP 7300	1	10,635.66	
INV 00613596	20/12/2024 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY FOR RENT 1X 12000 LITRE SELF BUNDLED TANK WITH BOWSER FOR 12 MONTHS	1	5,570.04	
INV L20122024GA	20/12/2024 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 1X 20 LTR WR DEGREASER	1	133.63	
EFT33357	13/01/2025 HEARTLANDS VET HOSPITAL	DISPOSAL AND EUTHANASIA OF FERAL CATS JUNE - AUGUST 2024	1		598.00
INV 1616662	12/09/2024 HEARTLANDS VET HOSPITAL	DISPOSAL AND EUTHANASIA OF FERAL CATS JUNE - AUGUST 2024	1	528.00	
INV 1915518	05/12/2024 HEARTLANDS VET HOSPITAL	EUTHANASIA TABBY CAT 4/12/024	1	130.00	
EFT33358	13/01/2025 ISOBEL ELLEN CAMERON	STAFF REIMBURSEMENT - PURCHASED 4 X CARTONS OF WATER FOR RESALE VISITORS CENTRE - PURCHASE PERSONALLY ISOBEL CAMERON	1		46.20

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	5

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 27122024	27/12/2024 ISOBEL ELLEN CAMERON	STAFF REIMBURSEMENT - PURCHASED 4 X CARTONS OF WATER FOR RESALE VISITORS CENTRE - PURCHASE PERSONALLY ISOBEL CAMERON	1	46.20	
EFT33359	13/01/2025 ITR PACIFIC PTY LTD	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 10X 5D9554B GRADER BLADE 7FTX6X5/8X5/8BLT-HTR WITH MATCHING HARDWARE AS PROVIDED IN QUOTE 747524	1		1,643.95
INV 747524	02/01/2025 ITR PACIFIC PTY LTD	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 10X 5D9554B GRADER BLADE 7FTX6X5/8X5/8BLT-HTR WITH MATCHING HARDWARE AS PROVIDED IN QUOTE 747524	1	1,643.95	
EFT33360	13/01/2025 KLEENWEST DISTRIBUTORS	JUMBO TOILET ROLLS PREMIUM AU300	1		700.26
INV 00102372	27/11/2024 KLEENWEST DISTRIBUTORS		1	700.26	
EFT33361	13/01/2025 LAURA APPLETON	STAFF REIMBURSEMENT UNIFORMS - LAURA APPLETON	1		92.44
INV 06/01/2024	06/01/2024 LAURA APPLETON	STAFF REIMBURSEMENT UNIFORMS - LAURA APPLETON	1	92.44	
EFT33362	13/01/2025 LEEANNE LESLEY BATES	STAFF REIMBURSEMENT - POLICE CLEARANCE WITH ACIC GOVERNMENT FEE - LEEANNE BATES	1		99.00
INV 06012025	24/12/2024 LEEANNE LESLEY BATES	STAFF REIMBURSEMENT - POLICE CLEARANCE WITH ACIC GOVERNMENT FEE - LEEANNE BATES	1	99.00	
EFT33363	13/01/2025 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	COMMUNITY MATTERS FOR JANUARY 2025	1		2,007.70
INV 3856	06/01/2025 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	ADVERTISING 2025 COUNCIL & COMMITTEE MEETING DATES - JANUARY 2025 EDITION	1	355.00	
INV 3856	06/01/2025 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	COMMUNITY MATTERS FOR JANUARY 2025	1	1,652.70	
EFT33364	13/01/2025 MAL AUTOMOTIVES	GENERAL SERVICE TO RANGER VEHICLE P138	1		1,027.05
INV 31453	13/12/2024 MAL AUTOMOTIVES	GENERAL SERVICE TO RANGER VEHICLE P138	1	612.05	
INV 31468	17/12/2024 MAL AUTOMOTIVES	COMPLETE A 51000KM SERVICE ON THE MAZDA CX5 - 1HSA231 - ON TUESDAY 17.12.2024	1	415.00	
EFT33365	13/01/2025 MCLEODS LAWYERS	LEGAL ADVICE ON LIQUIDATION OF SETTLERS HOUSE STRATA UNITS	1		1,065.24
INV 143040	23/12/2024 MCLEODS LAWYERS	LEGAL ADVICE ON LIQUIDATION OF SETTLERS HOUSE STRATA UNITS	1	1,065.24	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	6

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33366	13/01/2025 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 1X PADDOCK FERTILISER SPREADER	1		974.00
INV 912000114	30/12/2024 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 1X PADDOCK FERTILISER SPREADER	1	974.00	
EFT33367	13/01/2025 O'BRIEN HARROP ACCESS PTY LTD	CONSULTATION TO CONFIRM WHEELCHAIR ACCESSIBLE DESK SPECIFICATIONS, INCLUDING DEPTHS, WIDTH AND HEIGHT FOR A SERVICE DESK MODIFICATION AT THE SHIRE OF YORK.	1		275.00
INV 10741614	07/01/2025 O'BRIEN HARROP ACCESS PTY LTD	CONSULTATION TO CONFIRM WHEELCHAIR ACCESSIBLE DESK SPECIFICATIONS, INCLUDING DEPTHS, WIDTH AND HEIGHT FOR A SERVICE DESK MODIFICATION AT THE SHIRE OF YORK.	1	275.00	
EFT33368	13/01/2025 OFFICEWORKS	STATIONERY ITEMS FOR THE VISITORS CENTRE IN DECEMBER 2024	1		102.07
INV 618645127	31/12/2024 OFFICEWORKS	STATIONERY ITEMS FOR THE VISITORS CENTRE IN DECEMBER 2024	1	102.07	
EFT33369	13/01/2025 ROUS ELECTRICAL	REPLACE AUTO VALVE ON STANDPIPE - 17/12/2024	1		759.00
INV 00004101	17/12/2024 ROUS ELECTRICAL	REPAIR LIGHTS AT TOILET AT AVON PARK - 17/12/2024	1	176.00	
INV 00004102	17/12/2024 ROUS ELECTRICAL	REPLACE AUTO VALVE ON STANDPIPE - 17/12/2024	1	308.00	
INV 00004103	17/12/2024 ROUS ELECTRICAL	REPAIR THE RETIC AT PEACE PARK	1	275.00	
EFT33370	13/01/2025 SAMANTHA MARY GOOD	STAFF REIBURSEMENT SAM GOOD - COUNCIL CONTRIBUTION LEANNE LEE RETIREMENT GIFTS	1		100.00
INV 23122024	23/12/2024 SAMANTHA MARY GOOD	STAFF REIBURSEMENT SAM GOOD - COUNCIL CONTRIBUTION LEANNE LEE RETIREMENT GIFTS	1	100.00	
EFT33371	13/01/2025 SANITY MUSIC STORES	PURCHASE OF THE RUNT - DVD	1		24.99
INV 110009	15/12/2024 SANITY MUSIC STORES	PURCHASE OF THE RUNT - DVD	1	24.99	
EFT33372	13/01/2025 SANOKIL	JANUARY 2025 SUPPLY AND SERVICE 12 X SANITARY WASTE DISPOSAL UNITS - YRCC	1		625.90
INV 20170346	01/01/2025 SANOKIL		1	625.90	
EFT33373	13/01/2025 SHIRE OF QUAIRADING	TRAFFIC MANAGMENT TRAINING - VARIATION PAID INVOICE 2100 PAID CREDIT NOTE TO FOLLOW	1		381.57
INV 20104	09/10/2024 SHIRE OF QUAIRADING	TRAFFIC MANAGMENT TRAINING - VARIATION PAID INVOICE 2100 PAID CREDIT NOTE TO FOLLOW	1	2,541.57	
INV 646	21/10/2024 SHIRE OF QUAIRADING	TRAINING CREDIT NOTE PAID 18/10/2024 INVOICE 20100 A VARIATION WAS RASIED AND A NEW INVOICE RAISED.	1	-2,160.00	

Date:13/02/2025Shire of YorkUSER:Susan KrouseckyTime:9:11:49AMPAGE:7

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33374	13/01/2025 STATEWIDE TRAFFIC SERVICES	TRAFFIC MANAGEMENT ON 25/11 & 26/11 SPENCER ROAD AND 28/11 MORRIS EDWARDS DRIVE	1		11,294.45
INV 00000842	30/11/2024 STATEWIDE TRAFFIC SERVICES	HIRE OF ROAD BROOM 4 DAYS 25-28 NOVEMBER 2024 VARIOUS LOCATIONS	1	1,100.00	
INV 00000843	30/11/2024 STATEWIDE TRAFFIC SERVICES	TRAFFIC MANAGEMENT ON 25/11 & 26/11 SPENCER ROAD AND 28/11 MORRIS EDWARDS DRIVE	1	6,301.66	
INV 00000843	30/11/2024 STATEWIDE TRAFFIC SERVICES	TRAFFIC MANAGEMENT BLAND AND ULSTER ROAD 27/11/2024	1	2,299.70	
INV 00000853	11/12/2024 STATEWIDE TRAFFIC SERVICES	EXTENSION OF HIRE OF THE TOW BEHIND SWEEPER BROOM FROM FRIDAY 29.11.2024 TO BE COLLECTED THURSDAY 5.12.2024	1	1,593.09	
EFT33375	13/01/2025 STUART MACLEOD	REFUND OF FULL GYM MEMBERSHIP UNABLE TO ACCESS GYM OFER CHRISTMAS AND NEW YEAR - STUART MACLEOD	1		109.00
INV 06012025	06/01/2025 STUART MACLEOD	REFUND OF FULL GYM MEMBERSHIP UNABLE TO ACCESS GYM OFER CHRISTMAS AND NEW YEAR - STUART MACLEOD	1	109.00	
EFT33376	13/01/2025 TALIS CONSULTANTS	CONSULTANT TO PROVIDE PROJECT MANAGEMENT SUPPORT SERVICES TO ASSIST WITH THE 2024/25 ROAD CONSTRUCTION PROGRAM PERIOD ENDING 31/12/2024	1		10,400.50
INV 33562	31/12/2024 TALIS CONSULTANTS	CONSULTANT TO PROVIDE PROJECT MANAGEMENT SUPPORT SERVICES TO ASSIST WITH THE 2024/25 ROAD CONSTRUCTION PROGRAM PERIOD ENDING 31/12/2024	1	10,400.50	
EFT33377	13/01/2025 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	REPAIR AND SUPPLY PARTS FOR THE SHIRE OF YORKS Y8284 WATER CART (P174) FRIDAY 20.12.2024	1		404.25
INV INV- 3547	20/12/2024 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	REPAIR AND SUPPLY PARTS FOR THE SHIRE OF YORKS Y8284 WATER CART (P174) FRIDAY 20.12.2024	1	404.25	
EFT33378	13/01/2025 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - ITR WA 02/01/2025	1		427.13
INV 0575-S337610	22/12/2024 TEAM GLOBAL EXPRESS PTY LTD		1	191.00	
INV 0577-S337610	05/01/2025 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - ITR WA 02/01/2025	1	236.13	
EFT33379	13/01/2025 TOTALLY WORK WEAR	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT - 5X K54913-YNA-S - 4X BPC6152T-NAV-82R - 2X K55054-YNA-S - 1X K55300-YNA-S - 1X 610180658-BLK - 1X 6606MC-GCBLA - 1X K19046-BLA-S-M - 1X K27172-BLA-9 - 10X LOGO WORX - 8X NAME LOGO GRAHAM - AS PER QUOTE QMD4029	1		1,360.71
INV MD43215	11/09/2023 TOTALLY WORK WEAR	CREDIT NOTE - RANGER UNIFORMS - 11/09/23	1	-152.90	
INV MD47522.D1	28/11/2024 TOTALLY WORK WEAR	SUPPLY 3 X WOOKCOOL PRO STRECH PANTS 117S BLACK	1	242.87	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	8

Cheque /EFT			Bank		
NV MD47501.D1	Date Name 05/12/2024 TOTALLY WORK WEAR	Invoice Description SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT - 5X K54913-YNA-S - 4X BPC6152T-NAV-82R - 2X K55054-YNA-S - 1X K55300-YNA-S - 1X 610180658-BLK - 1X 6606MC-GCBLA - 1X K19046-BLA-S-M - 1X K27172-BLA-9 - 10X LOGO WORX - 8X NAME LOGO GRAHAM - AS PER QUOTE QMD4029	Code 1	INV Amount 1,270.74	Amount
EFT33380	13/01/2025 TUTT BRYANT EQUIPMENT	INVESTIGATE AN ISSUE ON THE BOMAG BW28RH - Y830 ONISTE - SITE TO BE ADVISED PRIOR TO FRIDAY 13.12.2024	1		588.50
INV 008912739	17/12/2024 TUTT BRYANT EQUIPMENT	INVESTIGATE AN ISSUE ON THE BOMAG BW28RH - Y830 ONISTE - SITE TO BE ADVISED PRIOR TO FRIDAY 13.12.2024	1	588.50	
EFT33381	13/01/2025 VOCUS PTY LTD	VOCUS CHARGES LANDLINE JANUARY 2025 - IP VOICE CALL CHARGES, IP TELE NUMBERS AND SIP PREMIUM	1		953.59
INV P1247372	01/01/2025 VOCUS PTY LTD		1	385.00	
INV 81021-020125	02/01/2025 VOCUS PTY LTD	VOCUS CHARGES LANDLINE JANUARY 2025 - IP VOICE CALL CHARGES, IP TELE NUMBERS AND SIP PREMIUM	1	568.59	
EFT33382	13/01/2025 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT JANUIARY 2025 ADMINISTRATION BUILDING	1		78.45
INV 10648423	05/01/2025 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT JANUIARY 2025 ADMINISTRATION BUILDING	1	78.45	
EFT33383	13/01/2025 WESTWIDE WINDSCREENS	SUPPLY AND INSTALL 1X SOLAR FRONT WINDSCREEN INCLUDING ADDITIONAL PARTS FOR THE FORD TRANSIT VAN - 1HJB866 - THURSDAY 19.12.2024	1		1,239.70
INV 25072	27/12/2024 WESTWIDE WINDSCREENS	SUPPLY AND INSTALL 1X SOLAR FRONT WINDSCREEN INCLUDING ADDITIONAL PARTS FOR THE FORD TRANSIT VAN - 1HJB866 - THURSDAY 19.12.2024	1	1,239.70	
EFT33384	13/01/2025 WOODBRIDGE DRAFTING SERVICE	CREATE AN ACCURATE DWG FILE OF THE SHIRE ADMIN BUILDING FOR USE IN AUTOCAD	1		650.00
INV 29	06/12/2024 WOODBRIDGE DRAFTING SERVICE	CREATE AN ACCURATE DWG FILE OF THE SHIRE ADMIN BUILDING FOR USE IN AUTOCAD	1	650.00	
EFT33385	13/01/2025 WOOLWORTHS GROUP LIMITED	PURCHASE OF NEW RELEASE BOOKS AS REQUESTED ITEMS FOR THE LIBRARY	1		243.00
INV TI-018B2-1790	20/10/2024 WOOLWORTHS GROUP LIMITED	CREDIT NOTE FOR BOOKS RETURNED - REFER TO INVOICE TXN100000010523386 - BK JUCE CHANGE OF MIND AND BK WE SOLVE MURDERS CHANGES OF MIND	1	-47.00	
INV TI-018B2-1790	29/12/2024 WOOLWORTHS GROUP LIMITED	PURCHASE OF NEVER LIE FOR LIBRARY STOCK	1	14.00	
INV TI-018B2-1790	29/12/2024 WOOLWORTHS GROUP LIMITED	PURCHASE OF 20 BOOKS FOR LIBRARY STOCK	1	276.00	
EFT33386	13/01/2025 WREN OIL	OIL WASTE DISPOSAL & ADMIN/COMPLIANCE FEES FOR 13/12/2025	1		572.00

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	9

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 181989	18/12/2024 WREN OIL	OIL WASTE DISPOSAL & ADMIN/COMPLIANCE FEES FOR 13/12/2025	1	572.00	
EFT33387	13/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	CATERING FOR STAFF LEAVING - LEANNE LEE	1		95.25
INV 000064120733	31/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	CONSUMABLES FOR YORK COMMUNITY RESOURCE CENTRE FOR THE MONTH OF DECEMBER 2024	1	13.09	
INV 000641207332	31/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	CATERING FOR STAFF LEAVING - LEANNE LEE	1	82.16	
EFT33388	13/01/2025 YORK BUSINESS ASSOCIATION INC	ADVERTISING IN THE 2025 BUSINESS DIRECTORY FULL PAGE	1		2,000.00
INV INV-1142	09/12/2024 YORK BUSINESS ASSOCIATION INC	ADVERTISING IN THE 2025 BUSINESS DIRECTORY FULL PAGE	1	2,000.00	
EFT33389	13/01/2025 YORK NEWSAGENCY	CHRISTMAS ITEMS FOR STAFF CHRISTMAS PARY 15/11/2024	1		204.95
INV 02122024	02/12/2024 YORK NEWSAGENCY	CHRISTMAS ITEMS FOR STAFF CHRISTMAS PARY 15/11/2024	1	84.60	
INV 02122024	02/12/2024 YORK NEWSAGENCY	STATIONERY PRUCHASE NOVEMBER 2024	1	53.70	
INV 02122024	02/12/2024 YORK NEWSAGENCY	STATIONERY PURCHASES FOR YORK VISITOR CENTRE - LAMINATIING POUCHERS 5/11/2024	1	19.90	
INV 02122024	02/12/2024 YORK NEWSAGENCY	PURCHAS OF STATIONERSY FOR NOVERM 2024	1	8.95	
INV 69929	02/12/2024 YORK NEWSAGENCY	PURCHASE OF STATIONERY FOR DECEMBER 2024	1	42.90	
INV 70107	30/12/2024 YORK NEWSAGENCY	PURCHASE OF STATIONERY AND CLEAR CELLO 04/12/2024	1	24.90	
EFT33390	13/01/2025 BUILDING AND ENERGY	BSL COLLECTION FOR DECEMBER 2024	2		1,736.48
INV T6	12/01/2025 BUILDING AND ENERGY	BSL COLLECTION FOR DECEMBER 2024	2	1,736.48	
EFT33391	13/01/2025 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR DECEMBER 2024	2		1,235.25
INV T9	12/01/2025 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR DECEMBER 2024	2	1,235.25	
EFT33392	13/01/2025 JENNY GAYE MALIKA GARROUN	JENNY GARROUN THE ROOKERYREFUND TH BOND # 272464	2		260.00
INV T83	24/12/2024 JENNY GAYE MALIKA GARROUN	JENNY GARROUN THE ROOKERYREFUND TH BOND # 272464	2	150.00	
INV T8	24/12/2024 JENNY GAYE MALIKA GARROUN	JENNY GARROUN THE ROOKERY REFUND KEY BOND # 272464	2	110.00	
EFT33393	13/01/2025 LAURELVILLE - THE TRUSTEE FOR COWIN PASKETT FAMILY TRUST	REFUND BUS BOND LAURELVILLE #196982	2		50.00
INV T33	24/12/2024 LAURELVILLE - THE TRUSTEE FOR COWIN PASKETT FAMILY TRUST	REFUND BUS BOND LAURELVILLE #196982	2	50.00	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	10

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33394	13/01/2025 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR DECEMBER 2024	2		74.75
INV T6	12/01/2025 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR DECEMBER 2024	2	50.00	
INV T9	12/01/2025 SHIRE OF YORK	CTF COLLECTION - AGENCY FEE FOR DECEMBER 2024	2	24.75	
EFT33395	13/01/2025 THE STEPHEN MICHAEL FOUNDATION	STEVEN MICHAEL FOUNDATION REFUND BUS BOND # 249599	2		50.00
INV T33	24/12/2024 THE STEPHEN MICHAEL FOUNDATION	STEVEN MICHAEL FOUNDATION REFUND BUS BOND # 249599	2	50.00	
EFT33396	16/01/2025 AUSTRALIAN TAXATION OFFICE	BUSINESS ACTIVITY STATMENT JULY 2024 - GST COLLECTED, GST PAID, PAYG AND FUEL CREDITS	1		47,657.00
INV BAS - JULY 202	26/08/2024 AUSTRALIAN TAXATION OFFICE	BUSINESS ACTIVITY STATMENT JULY 2024 - GST COLLECTED, GST PAID, PAYG AND FUEL CREDITS	1	47,657.00	
EFT33397	17/01/2025 ABI PARKER	STAFF REIMBURSEMENT - POLICE CLEARANCE AND PRE-MEDICAL - ABI PARKER	1		105.95
INV 13012025	13/01/2025 ABI PARKER	STAFF REIMBURSEMENT - POLICE CLEARANCE AND PRE-MEDICAL - ABI PARKER	1	105.95	
EFT33398	17/01/2025 ASKWITH SAFE COMPANY THE TRUSTEE FOR ASKWITH SAFE COMPANY UNIT TRUST	CALL OUT FEE FOR ACCESS TO SAFE	1		660.00
INV 43004	10/01/2025 ASKWITH SAFE COMPANY THE TRUSTEE FOR ASKWITH SAFE COMPANY UNIT TRUST	CALL OUT FEE FOR ACCESS TO SAFE	1	660.00	
EFT33399	17/01/2025 AVON WASTE	GENERAL WASTE SERVICES FOR - 17/12/2024 - 27/12/2024	1		37,875.18
INV 00066730	13/12/2024 AVON WASTE	GENERAL WASTE SERVICES FROM 03/12/2024 TO 13/12/2024	1	11,541.97	
INV 00066982	27/12/2024 AVON WASTE	GENERAL WASTE SERVICES FOR - 17/12/2024 - 27/12/2024	1	26,333.21	
EFT33400	17/01/2025 BLUE FORCE PTY LTD	ANNUAL MONITORING FEES IP AND GPRS COMMERCIAL ALARM MONITORING SERVICE FOR YORK RECREATION CONFERENCE CENTRE	1		269.05
INV 222104	02/01/2025 BLUE FORCE PTY LTD	ANNUAL MONITORING FEES IP AND GPRS COMMERCIAL ALARM MONITORING SERVICE FOR YORK RECREATION CONFERENCE CENTRE	1	269.05	
EFT33401	17/01/2025 BUNNINGS WAREHOUSE	PINNACLE 1830 X 860 X 410 GLOSS BLACK LOCKABLE GARAGE CABINET - I/N 2583602 - SWIMMING POOL	1		282.38
INV 2182/0057024	08/01/2025 BUNNINGS WAREHOUSE	PINNACLE 1830 X 860 X 410 GLOSS BLACK LOCKABLE GARAGE CABINET - I/N 2583602 - SWIMMING POOL	1	282.38	
EFT33402	17/01/2025 BUSH CONTRACTING	FIRE REDUCTION VARIOUS PROPERTIES - ONFORWARD COSTS	1		4,070.00
INV INV-0492	21/12/2024 BUSH CONTRACTING	FIRE REDUCTION VARIOUS PROPERTIES - ONFORWARD COSTS	1	4,070.00	

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33403	17/01/2025 CHRIS GIBBS	COUNCILLOR PAYMENT - DECEMBER 2024 - CR C GIBBS	1		1,329.91
INV DEC 2024	17/01/2025 CHRIS GIBBS	COUNCILLOR PAYMENT - DECEMBER 2024 - CR C GIBBS	1	1,329.91	
EFT33404	17/01/2025 CLINT JOHN STRICKLAND	STAFF REIMBURSEMENT - HIGH RISK LICENCE RENEWAL - CLINT STRICKLAND	1		44.00
INV 17122024	17/12/2024 CLINT JOHN STRICKLAND	STAFF REIMBURSEMENT - HIGH RISK LICENCE RENEWAL - CLINT STRICKLAND	1	44.00	
EFT33405	17/01/2025 CORSIGN WA	SUPPLY AND DELIVER 1X SNP-150 ST NAME PLATE 1200X150MM BURG ON WHITE CL100 REFL D/SD EXT ALUM AND SQUARE ENDS - NEW YORK STYLIST BARBER SHOP	1		86.90
INV 00091294	16/12/2024 CORSIGN WA	SUPPLY AND DELIVER 1X SNP-150 ST NAME PLATE 1200X150MM BURG ON WHITE CL100 REFL D/SD EXT ALUM AND SQUARE ENDS - NEW YORK STYLIST BARBER SHOP	1	86.90	
EFT33406	17/01/2025 CREDIT MANAGEMENT AUSTRALIA POST	AUSTRALIA POST CHARGES FOR AUSTRALIA DAY AND RATES NOTICES - DECEMBER 2024	1		1,246.77
INV 1013732887	03/01/2025 CREDIT MANAGEMENT AUSTRALIA POST	AUSTRALIA POST CHARGES FOR ADMINISTRATION - DECEMBER 2024	1	474.95	
INV 1013732887	03/01/2025 CREDIT MANAGEMENT AUSTRALIA POST	AUSTRALIA POST CHARGES FOR AUSTRALIA DAY AND RATES NOTICES - DECEMBER 2024	1	771.82	
EFT33407	17/01/2025 CS LEGAL	DISCHARGE OF PSSO ON TITLE A6001 TARTUFFO - 12/12/2024	1		330.00
INV 034130	20/12/2024 CS LEGAL	DISCHARGE OF PSSO ON TITLE A6001 TARTUFFO - 12/12/2024	1	330.00	
EFT33408	17/01/2025 CSSTECH	CLOUD SMS TOP-UP X 40,000 CREDITS - EMERGENCY ALERTS INCLUDING HARVEST BANS	1		3,520.00
INV 10004075	17/12/2024 CSSTECH	CLOUD SMS TOP-UP X 40,000 CREDITS - EMERGENCY ALERTS INCLUDING HARVEST BANS	1	3,520.00	
EFT33409	17/01/2025 DENESE EILEEN SMYTHE	COUNCILLOR PAYMENT - DECEMBER 2024 - CR D SMYTHE	1		1,329.91
INV DEC 2024	17/01/2025 DENESE EILEEN SMYTHE	COUNCILLOR PAYMENT - DECEMBER 2024 - CR D SMYTHE	1	1,329.91	
EFT33410	17/01/2025 DENIS CHARLES WARNICK	DEPUTY PRESIDENT'S COUNCILLOR PAYMENT - DECEMBER 2024 - DEPUTY PRESIDENT D WARNICK	1		1,829.76
INV DEC 2024	17/01/2025 DENIS CHARLES WARNICK	DEPUTY PRESIDENT'S COUNCILLOR PAYMENT - DECEMBER 2024 - DEPUTY PRESIDENT D WARNICK	1	1,829.76	
EFT33411	17/01/2025 DENNIS FREDERICK KICKETT	WELCOME TO COUNTRY ADDRESS 26.01.25 AUSTRALIA DAY 2025	1		400.00

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	12

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 24	11/12/2024 DENNIS FREDERICK KICKETT	WELCOME TO COUNTRY ADDRESS 26.01.25 AUSTRALIA DAY 2025	1	400.00	
EFT33412	17/01/2025 DRACO AIR	REPAIR COOL ROOM AT YRCC - 22/12/2024	1		2,701.66
INV 17683	22/12/2024 DRACO AIR	REPAIR COOL ROOM AT YRCC - 22/12/2024	1	2,701.66	
EFT33413	17/01/2025 EMMA KEENAN	REFUND ADULT GYM MEMBERSHIP 1 MONTH - EMMA KEENAN	1		109.00
INV 16012025	16/01/2025 EMMA KEENAN	REFUND ADULT GYM MEMBERSHIP 1 MONTH - EMMA KEENAN	1	109.00	
EFT33414	17/01/2025 EUROFINS ARL PTY LTD	SOIL SAMPLES FOR THE MOTOR BIKE TRACK IN YORK	1		273.90
INV AU14-917448	16/01/2025 EUROFINS ARL PTY LTD	SOIL SAMPLES FOR THE MOTOR BIKE TRACK IN YORK	1	273.90	
EFT33415	17/01/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 500LITRES OF DISTILLATE TO THE SHIRE OF YORK WORKS DEPOT - OPENING DIP 5,000 CLOSING DIP 10,000	1		9,158.50
INV 53104686	10/01/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD		1	9,158.50	
EFT33416	17/01/2025 GREENHILLS PROGRESS ASSOCIATION	MAJOR STRATEGIC REVEIW - COMMUNITY CONSULTIION - HALL HIRE FARMERS BREAKFAST 04/12/2024	1		50.00
INV 32	31/12/2024 GREENHILLS PROGRESS ASSOCIATION	MAJOR STRATEGIC REVEIW - COMMUNITY CONSULTIION - HALL HIRE FARMERS BREAKFAST 04/12/2024	1	50.00	
EFT33417	17/01/2025 GURU PRODUCTIONS GURU PRODUCTIONS PTY LTD	DESTINATION WA - TWO STORIES IN SERIES 16	1		11,000.00
INV 00008882	23/12/2024 GURU PRODUCTIONS GURU PRODUCTIONS PTY LTD	DESTINATION WA - TWO STORIES IN SERIES 16	1	11,000.00	
EFT33418	17/01/2025 ISOBEL ELLEN CAMERON	STAFF REIMBURSEMENT - PURCHASE OF REMOTE FOR TOWN HALL TV - ISOBEL CAMERON	1		21.89
INV 13012025	13/01/2025 ISOBEL ELLEN CAMERON	STAFF REIMBURSEMENT - PURCHASE OF REMOTE FOR TOWN HALL TV - ISOBEL CAMERON	1	21.89	
EFT33419	17/01/2025 JUSTIN MILLER	FIREBREAK AND HAZARD REDUCTIONS - 87 NEWCASTLE STREET, YORK	1		1,450.00
INV INV-0049	10/01/2025 JUSTIN MILLER	FIREBREAKS AND HAZRD REDUCTIONS - 27 POOL STREET, YORK	1	200.00	
INV INV-0044	10/01/2025 JUSTIN MILLER	FIREBREAKS AND HAZARD REDUCTIONS - 12 HERBERT ROAD, YORK	1	200.00	
INV INV-0045	10/01/2025 JUSTIN MILLER	FIREBREAKS AND HAZARD REDUCTIONS - 41 AVON TERRACE	1	250.00	
INV INV0046	10/01/2025 JUSTIN MILLER	FIREBREAK AND HAZARD REDUCTIONS - 87 NEWCASTLE STREET, YORK	1	500.00	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	13

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV INV-0047	10/01/2025 JUSTIN MILLER	FIREBREAKS AND HAZARD REDUCTIONS - 19 NEW STREET	1	300.00	
EFT33420	17/01/2025 KEVIN PYKE	COUNCILLOR PAYMENT - DECEMBER 2024 - CR K PYKE	1		1,329.91
INV DEC 2024	17/01/2025 KEVIN PYKE	COUNCILLOR PAYMENT - DECEMBER 2024 - CR K PYKE	1	1,329.91	
EFT33421	17/01/2025 KEVIN RICHARD TRENT	PRESIDIENT'S COUNCILLOR PAYMENT -DECEMBER 2024 - PRESIDENT CR K TRENT	1		3,976.97
INV DEC 2024	17/01/2025 KEVIN RICHARD TRENT	PRESIDIENT'S COUNCILLOR PAYMENT -DECEMBER 2024 - PRESIDENT CR K TRENT	1	3,976.97	
EFT33422	17/01/2025 LANDGATE	LANDGATE - SUPPLY A COPY OF MEMORIALS LISTED (MB22-1155 & MB29-277) AND COPY OF DEPOSTITED PLAN 189625	1		94.80
INV 1442448	02/01/2025 LANDGATE	LANDGATE - SUPPLY A COPY OF MEMORIALS LISTED (MB22-1155 & MB29-277) AND COPY OF DEPOSTITED PLAN 189625	1	63.20	
INV 1442448	02/01/2025 LANDGATE	LANDGATE PURCHAS OF FURTHER MEMORIAL BOOKS MB29-277	1	31.60	
EFT33423	17/01/2025 LAURELVILLE - THE TRUSTEE FOR COWIN PASKETT FAMILY TRUST	COOL ROOM HIRE FROM LAURELVILLE MANOR FOR AUSTRALIA DAY 24-26 JANUARY 2025	1		495.00
INV 24012025	24/01/2025 LAURELVILLE - THE TRUSTEE FOR COWIN PASKETT FAMILY TRUST	COOL ROOM HIRE FROM LAURELVILLE MANOR FOR AUSTRALIA DAY 24-26 JANUARY 2025	1	495.00	
EFT33424	17/01/2025 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	STAFF TRAINING - CONTRACT MANAGMENT WORKSHOP - FEBRUARY 2025 KYLIE WILLIAMS	1		2,600.00
INV 41777	20/12/2024 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	STAFF TRAINING - CONTRACT MANAGMENT WORKSHOP - FEBRUARY 2025 KYLIE WILLIAMS	1	1,300.00	
INV 41778	20/12/2024 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	STAFF TRAINING - CONTRACT MANAGMENT WORKSHOP - FEBRUARY 2025 - REBECCA PALUMBO	1	1,300.00	
EFT33425	17/01/2025 MAL AUTOMOTIVES	COMPELTE A 30,000KM SERVICE ON THE HINO EXTRA LONG BEAVER TAIL Y1660 ON FRIDAY 13.12.2024	1		1,911.02
INV 31454	16/12/2024 MAL AUTOMOTIVES	COMPELTE A 30,000KM SERVICE ON THE HINO EXTRA LONG BEAVER TAIL Y1660 ON FRIDAY 13.12.2024	1	1,483.74	
INV 31476	18/12/2024 MAL AUTOMOTIVES	P140 - 30000KM SERVICE SUBARU OUTBACK 1IBY-541	1	427.28	
EFT33426	17/01/2025 MCLEODS LAWYERS	PROVISION OF LEGAL ADVICE & SERVICES, GREAT SOUTHERN LANDFILL (ALLAWUNA FARM) - 23/12/2025	1		134.20
INV 142970	23/12/2024 MCLEODS LAWYERS	PROVISION OF LEGAL ADVICE & SERVICES, GREAT SOUTHERN LANDFILL (ALLAWUNA FARM) - 23/12/2025	1	134.20	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	14

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33427	17/01/2025 NUTRIEN AG SOLUTIONS	PURCHASE OF 3 X BAGS OF ALERT PLUS BISCUITS	1		145.20
INV 911884613	04/12/2024 NUTRIEN AG SOLUTIONS	PURCHASE OF 3 X BAGS OF ALERT PLUS BISCUITS	1	145.20	
EFT33428	17/01/2025 OFFICEWORKS	DE40013 - DESKMATE STAMP PAD REFILL INK 30ML BLACK	1		64.01
INV 618776622	07/01/2025 OFFICEWORKS	DE40013 - DESKMATE STAMP PAD REFILL INK 30ML BLACK	1	64.01	
EFT33429	17/01/2025 PETER ALLAN WRIGHT	COUNCILLOR PAYMENT - DECEMBER 2024 - CR P WRIGHT	1		1,329.91
INV DEC 2024	17/01/2025 PETER ALLAN WRIGHT	COUNCILLOR PAYMENT - DECEMBER 2024 - CR P WRIGHT	1	1,329.91	
EFT33430	17/01/2025 ROUS ELECTRICAL	INSTALL NEW DATA CABLES AND PLUGS AT ADMINISTRATION BUILDING	1		1,284.60
INV 00004113	23/12/2024 ROUS ELECTRICAL	INSTALL NEW DATA CABLES AND PLUGS AT ADMINISTRATION BUILDING	1	750.00	
INV 00004125	10/01/2025 ROUS ELECTRICAL	REPLACE 5 EXTERIOR LIGHT TO YRCC MAIN BUILDING	1	534.60	
EFT33431	17/01/2025 RURAL WATER COUNCIL OF WA INC	2024/25 MEMBERSHIP - RURAL WATER COUNCIL	1		200.00
INV 00000275	20/12/2024 RURAL WATER COUNCIL OF WA INC	2024/25 MEMBERSHIP - RURAL WATER COUNCIL	1	200.00	
EFT33432	17/01/2025 SANOKIL	SANITY WASTE DISPOSAL UNITS IN COUNCIL BUILIDINGS EXCLUDING YRCC FOR DECEMBER 2024	1		588.50
INV 20168014	01/12/2024 SANOKIL	SANITY WASTE DISPOSAL UNITS IN COUNCIL BUILIDINGS EXCLUDING YRCC FOR DECEMBER 2024	1	336.60	
INV 20168014	01/12/2024 SANOKIL	SUPPLY SANITARY WASTE AND NAPPY WASTE DISPOSAL BINS - YRCC DECEMBER 2024	1	251.90	
EFT33433	17/01/2025 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES NOVEMBER 2024	1		39,211.52
INV 31471	20/12/2024 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES NOVEMBER 2024	1	20,172.80	
INV 31499	08/01/2025 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES DECEMBER 2024	1	19,038.72	
EFT33434	17/01/2025 SHOP FOR SHOPS	ACRYLIC CARD DISPLAY FOR THE YORK VISITOR CENTRE - 3 TIER CARD UNIT - 295W X 145D X 310H AND SLATWALL ACRYLIC CONNECTOR FOR BROCHURE HOLDERS	1		115.20
INV INV1056928	18/12/2024 SHOP FOR SHOPS	ACRYLIC CARD DISPLAY FOR THE YORK VISITOR CENTRE - 3 TIER CARD UNIT - 295W X 145D X 310H AND SLATWALL ACRYLIC CONNECTOR FOR BROCHURE HOLDERS	1	115.20	
EFT33435	17/01/2025 SMITHS SHELL SERVICE	2 X AUTOCUT 36-2 BUMP FEED HEADS	1		152.00
INV 18181225	03/12/2024 SMITHS SHELL SERVICE	2 X AUTOCUT 36-2 BUMP FEED HEADS	1	128.00	
INV 18281853	12/12/2024 SMITHS SHELL SERVICE	4 X ASSORTED FILES	1	24.00	

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33436	17/01/2025 THE TRUSTEE FOR NOVOFIT UNIT TRUST	SERVICE MAINTAIN AND REPAIR GYM EQUIPMENT AT YORK RECREATION AND CONFERENCE CENTRE - WORK ORDER #54765	1		660.00
INV INV0048315	31/10/2024 THE TRUSTEE FOR NOVOFIT UNIT TRUST	SERVICE MAINTAIN AND REPAIR GYM EQUIPMENT AT YORK RECREATION AND CONFERENCE CENTRE - WORK ORDER #54765	1	660.00	
EFT33437	17/01/2025 WHEATBELT ARTS & EVENTS	BALLARDONG FIRST 2024 COMMUNITY GRANT FUNDING [COUNCIL RESOLUTION 141224 - 80% FIRST MILESTONE PAYMENT	1		1,760.00
INV 00000134	23/12/2024 WHEATBELT ARTS & EVENTS	BALLARDONG FIRST 2024 COMMUNITY GRANT FUNDING [COUNCIL RESOLUTION 141224 - 80% FIRST MILESTONE PAYMENT	1	1,760.00	
EFT33438	17/01/2025 WOODSLANE PTY LTD	SUPPLY AND DELIVERY OF PUBLICATION - BIRDS OF WESTERN AUSTRALIA BY SIMON NEVILL - 2ND EDITION - FOR RESALE AT YORK VISITOR CENTRE INCLUSIVE OF FREIGHT	1		127.90
INV 04848985	09/12/2024 WOODSLANE PTY LTD	SUPPLY AND DELIVERY OF PUBLICATION - BIRDS OF WESTERN AUSTRALIA BY SIMON NEVILL - 2ND EDITION - FOR RESALE AT YORK VISITOR CENTRE INCLUSIVE OF FREIGHT	1	127.90	
EFT33439	17/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	MAJOR STRATEGIC REVIEW CATERING	1		625.52
INV 000064120592	31/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN) - DECEMBER 2024	1	118.05	
INV 000064120592	31/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	MAJOR STRATEGIC REVIEW CATERING	1	222.90	
INV 000064120592	31/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	SUPPLY FOR FOOD FOR DEPOT CHRISTMAS LUNCH 20.12.2024	1	201.97	
INV 000064120592	31/12/2024 YORK & DISTRICT CO-OPERATIVE LTD	SHIRE OF YORK - WORKS DEPOT PURCHASES FOR DECEMBER 2024	1	82.60	
EFT33440	17/01/2025 YORK BOWLING CLUB INC	SUPPLY CATERING AND DRINKS FOR THE SHIRE OF YORK CHRISTMAS PARTY FRIDAY 06.12.2024 FOR 74 PEOPLE - YRCC FUNCTION SPACE -	1		4,500.00
INV INV-0058	11/12/2024 YORK BOWLING CLUB INC	SUPPLY CATERING AND DRINKS FOR THE SHIRE OF YORK CHRISTMAS PARTY FRIDAY 06.12.2024 FOR 74 PEOPLE - YRCC FUNCTION SPACE -	1	3,900.00	
INV INV-0059	11/12/2024 YORK BOWLING CLUB INC	CATERING FOR SHIRE OF YORK COMMUNITY CONSULTATIONS WED 4 DEC 2024 @ YORK RECREATION ANJD CONVENTION CENTRE	1	300.00	
INV INV-0060	11/12/2024 YORK BOWLING CLUB INC	SUPPLY IN ADDITION TO PO 16278 - 4X GRAZING BOARDS @ \$75.00 EACH	1	300.00	
EFT33441	17/01/2025 YORK CROQUET CLUB	CLUBHOUSE ROOF RENOVATION COMMUNITY GRANT FUNDING COUNCIL RESOLUTION 141224 - 80% MILESTONE PAYMENT	1		3,405.00
INV 2024-4	20/12/2024 YORK CROQUET CLUB	CLUBHOUSE ROOF RENOVATION COMMUNITY GRANT FUNDING COUNCIL RESOLUTION 141224 - 80% MILESTONE PAYMENT	1	3,405.00	

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33442	17/01/2025 YORK ELECTRICAL SERVICE	REPAIR SPLIT AIRCONDITIONER IN LESSER HALL FOR LEAK - MICE HAVE CHEWED END OF DRAIN TRAY AND BOGGED UP THE END OF THE DRAIN AND REPAIRED SENSOR LEAD. CHECKED EVAPOATIVE CONDITIONER AND REPLACED BRASS ARM FLOAT	1		232.71
INV INV-0034	13/01/2025 YORK ELECTRICAL SERVICE	REPAIR SPLIT AIRCONDITIONER IN LESSER HALL FOR LEAK - MICE HAVE CHEWED END OF DRAIN TRAY AND BOGGED UP THE END OF THE DRAIN AND REPAIRED SENSOR LEAD. CHECKED EVAPOATIVE CONDITIONER AND REPLACED BRASS ARM FLOAT	1	232.71	
EFT33443	17/01/2025 YORK VOLUNTEER FIRE & EMERGENCY SERVICES WESTERN AUSTRALIA	CLEANING FEES AFTER USE OF MEETING ROOM FACILITIES FOR BFB TRAINING COURSES	1		100.00
INV 51224	14/12/2024 YORK VOLUNTEER FIRE & EMERGENCY SERVICES WESTERN AUSTRALIA	CLEANING FEES AFTER USE OF MEETING ROOM FACILITIES FOR BFB TRAINING COURSES	1	100.00	
EFT33444	21/01/2025 AUSTRALIAN TAXATION OFFICE	BAS DECEMBER 2025 - GST COLLECTED, PAID, PAYG, FUEL TAX CREDIT AND FBT 2ND QTR	1		255,099.00
INV BAS NOV 2024	21/01/2025 AUSTRALIAN TAXATION OFFICE	BAS NOVEMBER 2024 - GST COLLECTED, PAID, PAYG, FUEL TAX REBATE	1	107,965.00	
INV BAS DEC 2024	21/01/2025 AUSTRALIAN TAXATION OFFICE	BAS DECEMBER 2025 - GST COLLECTED, PAID, PAYG, FUEL TAX CREDIT AND FBT 2ND QTR	1	111,742.00	
INV FBT 1ST QTR 2	21/01/2025 AUSTRALIAN TAXATION OFFICE	PAYMENT OF FRINGE BENEFIT TAX 1ST QTR - 01/07/2024 TO 31/09/2024	1	35,392.00	
EFT33445	23/01/2025 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 01/11/20204 - 31/12/2024 - 51 SOUTH STREET - FORREST OVAL	1		23,632.43
INV 900751694	13/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 1/11/2024 - 31/12/2024 - MANNAVALE DRIVE STANDPIPE	1	1,890.49	
INV 9007946377	25/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGE CREDITED 24/09/2024 - 22/11/2024 - BURGES STANDPIPE	1	758.26	
INV 9007965287	26/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 1/11/2024 - 31/12/2024 - TRANSFER STATION	1	35.27	
INV 9007890502	26/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGE - 01/11/2025 - 31/12/2024 - LINCON STANDPIPE	1	3,476.84	
INV 9007946887	26/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 1/11/2024 - 31/12/2024 - RAILWAY STANDPIPE	1	8,371.44	
INV 9007947169	26/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 1/11/2024 - 31/12/2024 - GWAMBYGINE TOILETS	1	102.87	
INV 9007881673	28/11/2024 WATER CORPORATION OF WA	WATER SERVICE CHARGE - 01/11/2024 TO 31/12/2024 - 26 BAKER STREET - RADIO STATION	1	96.82	

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007882545	28/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 01/11/20204 - 31/12/2024 - 51 SOUTH STREET - FORREST OVAL	1	8,475.85	
INV 9007884268	29/11/2024 WATER CORPORATION OF WA	WATER SERVICE CHARGES - 1/11/2024 - 31/12/2024 - 38 FRASER STREET - STAFF HOUSING - DEVELOPMENT SERVICES	1	48.41	
INV 9007884305	29/11/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 1/11/2024 - 31/12/2024 - 2 DRINSDALE STREET - SHIRE HOUSE	1	48.41	
INV 9007884524	29/11/2024 WATER CORPORATION OF WA	WATER SERVICE CHARGE - 1/11/2-24-31/12/2024 - 24 FORD STREET - 24 FORD STREET - STAFF HOUSING SWIMMING POOL MANAGER GH	1	48.41	
INV 9016178461	03/12/2024 WATER CORPORATION OF WA	WATER SERVICE CHARGE - 1/11/20204 - 31/12/2024 - STAFF HOUSING - 51 ROE STRET YORK - AB	1	48.41	
INV 9016178488	03/12/2024 WATER CORPORATION OF WA	WATER SERVICE CHARGE - 01/11/2024 - 31/12/2024 - 75 OSNABERG STREET - STAFF HOUSING LM	1	48.41	
INV 9007890035	04/12/2024 WATER CORPORATION OF WA	WATER USAGE AND SERVICE CHARGES - 10/11/2024 - 31/12/2024 - 17 FORBES STREET - STAFF HOUSING - CL	1	182.54	
EFT33446	23/01/2025 SYDNEY ALEXANDER BIGNELL	REFUND OF KERB BOND - LOT 29 (12) FORD ST, YORK - REC 250776 PAID 22/06/2021	2		500.00
INV T4	14/01/2025 SYDNEY ALEXANDER BIGNELL	REFUND OF KERB BOND - LOT 29 (12) FORD ST, YORK - REC 250776 PAID 22/06/2021	2	500.00	
EFT33447	23/01/2025 TASK (WA) PTY LTD	REFUND OF KERB BOND - LOT 12 (7) GEORGE ST, YORK - REC 273603 PAID 24.09.2024	2		1,500.00
INV T4	20/01/2025 TASK (WA) PTY LTD	REFUND OF KERB BOND - LOT 12 (7) GEORGE ST, YORK - REC 273603 PAID 24.09.2024	2	1,500.00	
EFT33448	23/01/2025 AFGRI EQUIPMENT AUSTRALIA PTY LTD	SUPPLY FOR COLLECTION 1X 20 LITRE DRUM OF COOL-GUARD II COOLANT	1		162.35
INV 2909587	12/11/2024 AFGRI EQUIPMENT AUSTRALIA PTY LTD	SUPPLY FOR COLLECTION 1X 20 LITRE DRUM OF COOL-GUARD II COOLANT	1	162.35	
EFT33449	23/01/2025 BLUE ASSIST PTY LTD T/A THE TRUSTEE FOR BLUE ASSIST TRUST	BLUE ASSIST - HOME ASSIST PACKAGE - UPDATED DURESS ALARM - SEVEN - FOR YORK VISITOR CENTRE - QUOTE NUMBER Q-01653 - SHIPPING INCLUDED	1		589.00
INV INV-11146	12/12/2024 BLUE ASSIST PTY LTD T/A THE TRUSTEE FOR BLUE ASSIST TRUST	BLUE ASSIST - HOME ASSIST PACKAGE - UPDATED DURESS ALARM - SEVEN - FOR YORK VISITOR CENTRE - QUOTE NUMBER Q-01653 - SHIPPING INCLUDED	1	569.00	
INV INV-11146	12/12/2024 BLUE ASSIST PTY LTD T/A THE TRUSTEE FOR BLUE ASSIST TRUST	BLUE ASSIST ANNUAL ALARM MONITORING SERVICES - YORK VISITOR CENTRE - JANUARY 2025	1	20.00	
EFT33450	23/01/2025 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT	1		40.78
INV 5006457068	29/08/2024 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT	1	40.78	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	18

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33451	23/01/2025 CHIPPER & CO	REPLACE AND REPAIR DAMAGED GATE AND STRAINER POST BY SHIRE LOADER	1		2,351.64
INV 41	05/12/2024 CHIPPER & CO	REPLACE AND REPAIR DAMAGED GATE AND STRAINER POST BY SHIRE LOADER	1	2,351.64	
EFT33452	23/01/2025 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 09/12/2024 - 16/01/2025	1		389.67
INV 223236	16/01/2025 COUNTRY COPIERS	MAINTENANCE FOR THE SHIRE OF YORK DEPOTS PRINTER - 09/12/2024 - 16/01/2025	1	114.58	
INV 223320	16/01/2025 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 09/12/2024 - 16/01/2025	1	275.09	
EFT33453	23/01/2025 DARRYS PLUMBING AND GAS	ADJUST URINAL SETTING TO INCREASE FLOW - 16/12/2024	1		264.00
INV IV02251	16/01/2025 DARRYS PLUMBING AND GAS	ADJUST URINAL SETTING TO INCREASE FLOW - 16/12/2024	1	132.00	
INV IV02266	17/01/2025 DARRYS PLUMBING AND GAS	UNBLOCK MALE TOILETS OVERFLOW BLOCKED - TOWN HALL TOILETS	1	132.00	
EFT33454	23/01/2025 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	RECOUP OF INSURANCE CLAIM FOR TALBOT BFB 2.4 BOARDACRE 1CMQ210 - VEHICLE ROLLOVER DAMAGED AND WRITTEN-OFF INS CLAIM TALBOT BFB 2.4BA 1CMQ210	1		34,700.00
INV 158295	16/10/2024 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	RECOUP OF INSURANCE CLAIM FOR TALBOT BFB 2.4 BOARDACRE 1CMQ210 - VEHICLE ROLLOVER DAMAGED AND WRITTEN-OFF INS CLAIM TALBOT BFB 2.4BA 1CMQ210	1	34,700.00	
EFT33455	23/01/2025 FOCUS NETWORKS	AGREEMENT MONTHLY SAAS SOFTWARE SERVICE - JANUARY 2025	1		8,200.57
INV SAAS-14536	07/01/2025 FOCUS NETWORKS	AGREEMENT MONTHLY SAAS SOFTWARE SERVICE - JANUARY 2025	1	7,953.07	
INV 14554	13/01/2025 FOCUS NETWORKS	AGREEMENT MONTHLY MPS DEVICE - SUPPORT 4-AH REMOTE	1	247.50	
EFT33456	23/01/2025 GRANNYS GUNS & AMMO - GRANNY'S GUNS PTY LTD	1500MM HIGH X 460MM DEP X 540MM WIDE GUN SAFE (TO BE USED FOR ADMINISTRATION BUILDING MONEY SAFE)	1		850.00
INV INV-7989	21/01/2025 GRANNYS GUNS & AMMO - GRANNY'S GUNS PTY LTD	1500MM HIGH X 460MM DEP X 540MM WIDE GUN SAFE (TO BE USED FOR ADMINISTRATION BUILDING MONEY SAFE)	1	850.00	
EFT33457	23/01/2025 HEARTLANDS VET HOSPITAL	EUTHANASED FERAL TABBY CAT - 14/11/2024	1		130.00
INV 1901956	28/11/2024 HEARTLANDS VET HOSPITAL	EUTHANASED FERAL TABBY CAT - 14/11/2024	1	130.00	
EFT33458	23/01/2025 JUSTIN MILLER	FIREBREAKS AND HAZARD REDUCTIONS - 46 HERBERT ROAD, YORK	1		813.33
INV INV-0037	19/12/2024 JUSTIN MILLER	FIREBREAKS AND HAZARD REDUCTIONS - 46 HERBERT ROAD, YORK	1	813.33	

Date:13/02/2025Shire of YorkUSER:Susan KrouseckyTime:9:11:49AMPAGE:19

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT33459	23/01/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	CENTENIAL UNITS (6 UNITS) 40 MACCARTNEY STREET. SMOKE ALARM TESTING, RCD TESTING AND INFRARED SWITCHBOARD TESTING.	1		1,020.50
INV 3883	17/01/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	CENTENIAL UNITS (6 UNITS) 40 MACCARTNEY STREET. SMOKE ALARM TESTING, RCD TESTING AND INFRARED SWITCHBOARD TESTING.	1	682.00	
INV 3886	20/01/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	COMMUNITY RESOURCE CENTRE - RCD TESTING, PORTABLE ELECTRICAL APPLIANCE TESTING AND TAGGING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING	1	338.50	
EFT33460	23/01/2025 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	INDUCTION TO LOCAL GOVERNMENT WORKSHOP FEBRUARY 2025 – REGISTRATION FOR PAULA ARMSTRONG	1		460.00
INV 41855	23/01/2025 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	INDUCTION TO LOCAL GOVERNMENT WORKSHOP FEBRUARY 2025 – REGISTRATION FOR PAULA ARMSTRONG	1	460.00	
EFT33461	23/01/2025 NETLINK GROUP PTY LTD	2 HOUR REMOTE SUPPORT PRVIDED BY BEN (CO-ORDINATION/CONSULTING) AND LEVI (MITEL ENGINEER) REPORT SOME PHONES CANNOT MAKE MAKE AND RECEIVE CALLS.	1		407.00
INV 70390	09/01/2025 NETLINK GROUP PTY LTD	2 HOUR REMOTE SUPPORT PRVIDED BY BEN (CO-ORDINATION/CONSULTING) AND LEVI (MITEL ENGINEER) REPORT SOME PHONES CANNOT MAKE MAKE AND RECEIVE CALLS.	1	407.00	
EFT33462	23/01/2025 ROUS ELECTRICAL	SUPPLY AND INSTALL 1X DAVEY DYNAFLO 62303-4 INCLUDED DELIVERY AND INSTALLATION TO THE PEACE PARK RETIC	1		4,000.00
INV 00004126	17/01/2025 ROUS ELECTRICAL	SUPPLY AND INSTALL 1X DAVEY DYNAFLO 62303-4 INCLUDED DELIVERY AND INSTALLATION TO THE PEACE PARK RETIC	1	4,000.00	
EFT33463	23/01/2025 SEEK LIMITED	JOB ADVERTISEMENT - SHIRE OF YORK DEPOT ADMINISTRATION OFFICER	1		759.00
INV 700971771	13/01/2025 SEEK LIMITED	JOB ADVERTISEMENT - SHIRE OF YORK DEPOT ADMINISTRATION OFFICER	1	456.50	
INV 70097171	13/01/2025 SEEK LIMITED	JOB ADVERTISEMENT - PROJECT TECHNICAL OFFICER	1	302.50	
EFT33464	23/01/2025 SHERIDANS	3 X LASER ENGRAVED TROPHIES TO BE SUPPLIED FOR THE AUSTRALIA DAY BREAKFAST AND AWARDS CEREMONY ON SUNDAY 26TH JANUARY 2025. 1 X CITIZEN OF THE YEAR AWARD, 1 X SENIOR CITIZEN OF THE YEAR AWARD & 1 X ACTIVE CITIZENSHIP AWARD	1		220.83

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	20

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
INV INV-7680	20/01/2025 SHERIDANS	3 X LASER ENGRAVED TROPHIES TO BE SUPPLIED FOR THE AUSTRALIA DAY	1	220.83	
		BREAKFAST AND AWARDS CEREMONY ON SUNDAY 26TH JANUARY 2025. 1 X CITIZEN			
		OF THE YEAR AWARD, 1 X SENIOR CITIZEN OF THE YEAR AWARD & 1 X ACTIVE CITIZENSHIP AWARD			
EFT33465	23/01/2025 SHRED-X PTY LTD	HIRE OF BIN, COLLECTION & DISPOSAL FOR NOVEMBER, DECEMBER AND JANUARY	1		39.01
INV 02313961	31/12/2024 SHRED-X PTY LTD	HIRE OF BIN, COLLECTION & DISPOSAL FOR NOVEMBER, DECEMBER AND JANUARY	1	39.01	
EFT33466	23/01/2025 TARRAN NELSON PTY LTD T/A YORK AUTO	DRIVE TO SITE AT WAMBYN ROAD TO ASSESS AND REPAIR IF POSSIBLE THE VOLVO	1		895.55
	ELECTRICS	G930 GRADER HEAD LIGHTS, BEACONS, INDICATORS AND POSSIBLE OTHER REPAIRS			
INV INV-3651	13/01/2025 TARRAN NELSON PTY LTD T/A YORK AUTO	DRIVE TO SITE AT WAMBYN ROAD TO ASSESS AND REPAIR IF POSSIBLE THE VOLVO	1	895.55	
	ELECTRICS	G930 GRADER HEAD LIGHTS, BEACONS, INDICATORS AND POSSIBLE OTHER REPAIRS			
EFT33467	23/01/2025 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FOR THE USED EXCHANGES - STATE LIBRARY 19/12/2024	1		72.13
INV 0576-S337610	29/12/2024 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FOR THE USED EXCHANGES - STATE LIBRARY 19/12/2024	1	72.13	
EFT33468	23/01/2025 WCP CIVIL PTY LTD	PROGESS CLAIM 1 - WITH RENTNTION - ROAD CONSTRUCTION WORKS FOR SP3	1		142,911.57
		SPENCERS BROOK ROAD. CONDITIONS AS SPECIFIED IN CONTRACT.			
INV 32612	31/12/2024 WCP CIVIL PTY LTD	PROGESS CLAIM 1 - WITH RENTNTION - ROAD CONSTRUCTION WORKS FOR SP3	1	142,911.57	
		SPENCERS BROOK ROAD. CONDITIONS AS SPECIFIED IN CONTRACT.			
EFT33469	23/01/2025 WINC AUSTRALIA PTY LIMITED	ADMINISTRATION OFFICE STATIONERY - 1 X COMSOL 5M HDMI CABLE, 5 X WINC	1		749.65
		PREMIUM A4 80GSM, 1 X STAMPER 5020100 CXB2 PNC, 1 X STAMPER 5011300 CB1			
		CONFIDENTIAL RED, 1 X WINC BINDER COV LGRAIN BLU PK/100 AND 2 X BROTHR			
		TN-2450 BK TNR CART			
INV 9046892918	17/12/2024 WINC AUSTRALIA PTY LIMITED	STATIONERY ADMINISTRATION - MONO LASER DRUM	1	144.28	
INV 9047004779	08/01/2025 WINC AUSTRALIA PTY LIMITED	ADMINISTRATION OFFICE STATIONERY - 1 X COMSOL 5M HDMI CABLE, 5 X WINC	1	605.37	
		PREMIUM A4 80GSM, 1 X STAMPER 5020100 CXB2 PNC, 1 X STAMPER 5011300 CB1			
		CONFIDENTIAL RED, 1 X WINC BINDER COV LGRAIN BLU PK/100 AND 2 X BROTHR			
		TN-2450 BK TNR CART			
DD17572.1	09/01/2025 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 07/01/2025	1		35,576.01
INV SUPERANNUA	09/01/2025 PRECISION ADMINISTRATION SERVICES PTY	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 07/01/2025	1	35,576.01	
	LTD (BEAM SUPER)		-	,	

Date:	13/02/2025	Shire of York	USER:	Susan Krousecky
Time:	9:11:49AM		PAGE:	21

Cheque /EFT			Bank		
No	Date Name	Invoice Description	Code	INV Amount	Amount
DD17612.1	23/01/2025 PRECISION ADMINISTRATION SERVICES PTY	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 23/01/2025	1		36,709.19
	LTD (BEAM SUPER)				
INV SUPERANNUA	23/01/2025 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 23/01/2025	1	36,709.19	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	825,526.06
2	TRUST FUND BANK	5,406.48
TOTAL		830,932.54



SHIRE OF YORK

BUSINESS CREDIT CARD SUMMARY DECEMBER 2024

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

Total purchase	s DECEMBER 2024	\$4,272.61				
03.12.2024	Margarets in Town Apartments – ALGA National Roads Congress -Accommodation Cr Trent	\$924.00				
03.12.2024	Margarets in Town Apartments – ALGA National Roads Congress -Accommodation - EMDS	\$924.00				
13.12.2024	Monday.com – 5 subscriptions to Project Management Software	\$1,716.00				
15.12.2024	Western Power – Application fee for service relocation for LIA	\$498.91				
26.12.2025	Department of Transport – Registration 1ICQ468 – Mazda CX-8A	\$205.70				
30.12.2024	Monthly Card Fee – Bendigo Bank	\$4.00				
BUSINESS CARD 2 (M203) – EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES						
<u>Total balance [</u>	DECEMBER 2024	\$4,112.28				
<u>Total balance E</u> 06.12.2024	DECEMBER 2024 Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894					
	Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894	\$1,461.70				
06.12.2024	Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894 1HSA231, Y96, Y8496, Y4894 & 1IBY541	\$1,461.70				
06.12.2024	Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894 1HSA231, Y96, Y8496, Y4894 & 1IBY541 JB HI-FI – 2 X I-Phone 13, 1 X Samsung Galaxy A16, 3 x Screen Protecto	\$1,461.70 r \$1,920.84				
06.12.2024 08.12.2024 17.12.2024	Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894 1HSA231, Y96, Y8496, Y4894 & 1IBY541 JB HI-FI – 2 X I-Phone 13, 1 X Samsung Galaxy A16, 3 x Screen Protecto Harcor Security Seals – Security tags for bank bags	\$1,461.70 r \$1,920.84 \$213.40				
06.12.2024 08.12.2024 17.12.2024 19.12.2024	Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894 1HSA231, Y96, Y8496, Y4894 & 1IBY541 JB HI-FI – 2 X I-Phone 13, 1 X Samsung Galaxy A16, 3 x Screen Protecto Harcor Security Seals – Security tags for bank bags Department of Transport – Registration Y15937 F/Top Trailer	\$1,461.70 r \$1,920.84 \$213.40 \$23.75				
06.12.2024 08.12.2024 17.12.2024 19.12.2024 21.12.2024	Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894 1HSA231, Y96, Y8496, Y4894 & 1IBY541 JB HI-FI – 2 X I-Phone 13, 1 X Samsung Galaxy A16, 3 x Screen Protector Harcor Security Seals – Security tags for bank bags Department of Transport – Registration Y15937 F/Top Trailer Landgate – Application Wildflower Society of WA	\$1,461.70 r \$1,920.84 \$213.40 \$23.75 \$210.30				
06.12.2024 08.12.2024 17.12.2024 19.12.2024 21.12.2024 21.12.2024	Department of Transport – Registration 1HMZ024, 1HHY308, 1GRZ894 1HSA231, Y96, Y8496, Y4894 & 1IBY541 JB HI-FI – 2 X I-Phone 13, 1 X Samsung Galaxy A16, 3 x Screen Protector Harcor Security Seals – Security tags for bank bags Department of Transport – Registration Y15937 F/Top Trailer Landgate – Application Wildflower Society of WA Landgate – Application Bushland Gardens & Seed Orchard	\$1,461.70 r \$1,920.84 \$213.40 \$23.75 \$210.30 \$210.30				

www.bendigobank.com.au





MONTHLY LIST OF FUEL CARD TRANSACTIONS JANUARY 2025 REPORT

	ALL ON T					
DATE	SUPPLIER	REGO	MODEL	ODOMETER	AMOUNT	
31/12/2024	REPLACEMENT CARD	Y8804	MAZDA 3 TOURING SEDAN		\$8.00	
3/01/2025	CALTEX MUNDARING	1ICQ468	MAZDA CX-8 SPORT AUTO	35884	\$92.00	
5/01/2025	PUMA ENERGY YORK ROADHO	1HVF884	MAZDA CX5 MAXX AWD WAGON	9341	\$60.00	
6/01/2025	CALTEX WOOROLOO	1HSZ886	HYUNDAI ELETE SUV SEDAN	66816	\$72.30	
7/01/2025	S24 SAWYERS VALLEY	1IBY541	SUBARU OUTBACK WAGON	34807	\$100.18	
7/01/2025	AMPOL MUNDARING	1ICQ468	MAZDA CX-8 SPORT AUTO	36475	\$92.30	
9/01/2025	CALTEX BELLEVUE	1HSZ886	HYUNDAI ELETE SUV SEDAN	6741788	\$80.04	
11/01/2025	BP CONNECT WEMBLEY	1IBY541	SUBARU OUTBACK WAGON	35390	\$96.98	
13/01/2025	CALTEX WOOROLOO	1HSZ886	HYUNDAI ELETE SUV SEDAN	68060	\$67.10	
13/01/2025	CALTEX GLEN FORREST	1ICQ468	MAZDA CX-8 SPORT AUTO	37092	\$83.00	
13/01/2025	NIGHTOWL BELLEVUE	1HMZ024	FORD RANGER DUAL CAB UTILIT	78872	\$140.16	
24/01/2025	BP COLLINS RD	1HSA231	MAZDA CX5 SEDAN WAGON	35364	\$101.15	
24/01/2025	BP THE LAKES 1903	1ICQ468	MAZDA CX-8 SPORT AUTO	37699	\$105.16	
28/01/2025	BP CONNECT WEMBLEY	1IBY541	SUBARU OUTBACK WAGON	35893	\$82.89	
30/01/2025	PUMA ENERGY YORK ROADHO	1HVF884	MAZDA CX5 MAXX AWD WAGON	9777	\$81.00	
30/01/2025	BP THE LAKES 1903	1ICQ468	MAZDA CX-8 SPORT AUTO	38365	\$98.34	
31/01/2025	LATE PAYMENT FEE				\$93.56	
				TOTAL	\$1,454.16	

- 10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
- 11 QUESTIONS FROM MEMBERS WITHOUT NOTICE
- 12 BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

13 MEETING CLOSED TO THE PUBLIC

- 13.1 Matters for which the Meeting may be closed *Nil*
- 13.2 Public Reading of resolutions to be made public
- 14 CLOSURE