



# **UNCONFIRMED MINUTES**

## **Ordinary Council Meeting Tuesday, 25 March 2025**

**Date: Tuesday, 25 March 2025**

**Time: 5:00pm**

**Location: Council Chambers, York Town Hall, York**

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**MINUTES OF SHIRE OF YORK  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, YORK TOWN HALL, YORK  
ON TUESDAY, 25 MARCH 2025 AT 5:00PM**

**1 OPENING**

**1.1 Declaration of Opening**

*Cr Kevin Trent, Shire President, declared the meeting open at 5.00pm.*

**1.2 Acknowledgement / Disclaimer**

The Shire President advised the following:

*"The York Shire Council acknowledges the Ballardong people of the Noongar Nation who are the Traditional Owners of 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**

*Nil*

**1.4 Announcement of Visitors**

*Nil*

**1.5 Declaration of Proximity Interest**

*Nil*

**1.6 Declaration of Financial Interests**

*Nil*

**1.7 Disclosure of Impartiality Interest**

*Cr Kevin Trent - SY027-03/25 - Multiyear Funding Acquittal - York Motor Show*

*Cr Kevin Trent - SY028-03/25 - Request to vary Multi-Year Funding Agreement - York Motor Show*

## **2 ATTENDANCE**

### **2.1 Members**

*Cr Kevin Trent, Shire President; Cr Denis Warnick, Deputy Shire President*

*Cr Chris Gibbs; Cr Kevin Pyke; Cr Denese Smythe; Cr Peter Wright (via electronic means)*

*In accordance with Regulation 14C of the Local Government (Administration) Regulations 1996, the Shire President has authorised Cr Peter Wright to attend this meeting via electronic means, having given consideration to the location from which Cr Wright is attending the meeting and the equipment used to attend the meeting, confirming they are suitable to enable effective engagement in deliberations and communications, and ensuring confidentiality.*

### **2.2 Staff**

*Lindon Mellor, Acting Chief Executive Officer; Alina Behan, Executive Manager Corporate & Community Services; Rebecca Palumbo, Acting Executive Manager Infrastructure & Development Services; Paula Armstrong, Executive Support & Safety Officer*

### **2.3 Apologies**

*Chris Linnell, Chief Executive Officer - 10 March 2025 to 7 July 2025 inclusive; Vanessa Green, Council & Executive Support Officer*

### **2.4 Leave of Absence Previously Approved**

*Nil*

### **2.5 Number of People in the Gallery at Commencement of Meeting**

*There were eleven (11) people in the Gallery at the commencement of the meeting.*

## **3 QUESTIONS FROM PREVIOUS MEETINGS**

### **3.1 Response to Previous Public Questions Taken on Notice**

*Nil*

### **3.2 Response to Unasked Questions from the Previous Meeting**

*Nil*

## **4 PUBLIC QUESTION TIME**

Public Question Time is conducted in accordance with the *Local Government Act 1995* and Regulations. In addition to this the Shire's *Local Government (Council Meetings) Local Law 2016* states:

### **6.7 Other procedures for question time for the public**

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

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

*Public Question Time commenced at 5.05pm.*

4.1 Written Questions – Current Agenda

*Nil*

4.2 Public Question Time

**KAREN THOMAS**

***On behalf of York Business Association***

**Question 1**

*The butcher's shop in Pingelly is for sale and the Shire have offered \$20,000 to a purchaser who buys it and keeps it operating weekdays and Saturday mornings plus a few other conditions. If the YBA could formulate/promote a plan to encourage new businesses to come to York could consideration be given to something similar in the way of an incentive for both new businesses and businesses being sold?*

**Response provided by the Shire President**

*York is fortunate to be well serviced with current businesses and I don't know whether Council would consider a similar proposal but it could be worth consideration.*

**Response provided by the Executive Manager Corporate & Community Services**

*The Shire does not have a strategy on that as yet. However, a gap analysis will be conducted as part of the Tourism & Economic Development Strategy to identify what support may be provided to businesses. The plan is for that work to be conducted next year.*

**KAREN MARWICK****Question 1**

*I understand question time has limits for the person asking the questions. At the Audit & Risk Committee Meeting the questions did not take up the 5 minutes, it was the answers that took the time. Why can't the clock be stopped after the questions have been asked by the public then started again after the answers have been addressed by a member of the Council?*

**Response provided by the Acting Chief Executive Officer**

*There are limits for Public Question Time in accordance with the Local Government Act 1995 and Local Government (Administration) Regulations 1996. However, the time can be extended via Council resolution in accordance with the Standing Orders.*

**JANE FERRO****Question 1**

*Is it true that the Councillors did not have to take the Covid gene therapy injections – that were misclassified as vaccinations - nor were they coerced by the gov't and the medical establishment as were residents who wanted to refuse the injections?*

**Response provided by the Acting Chief Executive Officer**

*Councillors and staff were subject to the same mandates as any other member of the public. The Shire had to comply with the State Government directives for certain facilities.*

**Response provided by the Executive Manager Corporate & Community Services**

*There were no exemptions granted. Councillors and staff could make the decision themselves whether, or not, to accept the vaccine. Where mandated from the State Government, in circumstances where staff identified they did not want the vaccine they were redeployed to other operational areas.*

**SHARNA HILDER****Question 1**

*In the late agenda to request for tender VP433010 Young and Aged Rate Debt Collection, it states the preferred option is to accept McLeod's Lawyers. Will this mean evicting people from their homes/properties. Surely there are other avenues to take before employing a lawyer for three years or more and how much is said lawyer going to cost the people of York?*

**Response provided by the Acting Chief Executive Officer**

*The tender applies to the Shire collecting outstanding debts on rates.*

**Response provided by the Executive Manager Corporate & Community Services**

The preferred respondent is McLeods. In terms of eviction, the sale of property is one mechanism available to local governments to collect outstanding rates. It is a mechanism which has been used where many other mechanisms have failed. There is a process to be undertaken and there are many points through that process which a property owner has to address the outstanding debt. A Council resolution would be required and sale of land is the very last step which can be used in a long-standing outstanding debt collection process.

**KAREN MARWICK****Question 2**

*As we have observed whilst attending Shire meetings, there are two cameras positioned on top of the TV screen in the Chambers. After attending the 25 February Ordinary Council Meeting and listening to the audio we have noticed the recordings have been edited. This is not open and accountable for good governance. The comments in question were not part of a debate. Why is the Shire not visual recording the Ordinary Council Meetings as well as audio recording?*

**Response provided by the Acting Chief Executive Officer**

*The requirements for Band 3 local governments is only to audio record meetings and publish that recording on the website. Band 3 local governments are not required to video record meetings. In terms of editing the recordings, I'm not aware of that occurring and will take that on notice to review.*

**JANE FERRO****Question 2**

*Has the Council thought about what they will say to the community when residents become aware that 4 Councillors voted to do nothing to inform them of the risks of taking further Covid injections – including severe adverse reactions and death – and those 4 votes stopped any further efforts to provide informed consent by health providers who service York?*

**Response provided by the Acting Chief Executive Officer**

*It is difficult to respond of behalf of Council, except to say that Council have considered the matter and made its decision.*

**Response provided by the Shire President**

*I imagine that when you visited the doctor for the injection they would inform you.*

**SHARNA HILDER****Question 2**

*In the addendum SY030-03/25 added to the meeting for 25 March 2025 Item 1k – CEO to transfer \$19,196 from Long Service Leave Reserve to General Operational Funds, where will funds come from if an employee requests to have long service leave and therefore, will there need to be a transfer from the General Operational Funds back to the Long Service Leave Reserve?*

**Response provided by the Acting Chief Executive Officer**

*That transfer is to provide for a staff member to take long service leave.*

**Response provided by the Acting Chief Executive Officer**

*Every year the Shire allocates funds to the Long Service Leave Reserve and it is only used when a staff member requests to take long service leave. Normally we would do that at the*

*end of the financial year. However, this year there have been long-standing employees leave the organisation or retire and those entitlements are required to be paid out to them.*

*The Shire President closed Public Question Time at 5:18pm.*

## 5 APPLICATIONS FOR LEAVE OF ABSENCE

*Nil*

## 6 PRESENTATIONS

### 6.1 Petitions

*Nil*

### 6.2 Presentations

*Nil*

### 6.3 Deputations

#### 6.3.1 Jennifer Blasgund

*Jennifer Blasgund presented a deputation. A copy of the deputation is presented in Appendix 6.3.1 at the end of these minutes.*

### 6.4 Delegates' reports

#### 6.4.1 Cr Denese Smythe

*Cr Denese Smythe advised she had attended the following meetings and events during February 2025:*

DAY	MEETING/EVENT DESCRIPTION	VENUE
11/02/2025	Meeting with 3 residents	Mill Café
11/02/2025	Concept Forum	Council Chambers
17/02/2025	Avon-Midland Country Zone of WALGA Meeting	Via Zoom
18/02/2025	Agenda Briefing	Council Chambers
18/02/2025	Annual Electors Meeting	Lesser Hall
24/02/2025	YBA Forum	CRC
25/02/2025	York Honours Reference Group Meeting	Council Chambers
25/02/2025	Ordinary Council Meeting	Council Chambers
26/02/2025	Staff retirement morning tea	Shire Administration
26/02/2025	River Conservation	Environmental Centre

## 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### RESOLUTION

010325

Moved: Cr Chris Gibbs

Seconded: Cr Denese Smythe

**That the minutes of the Ordinary Council Meeting held on 25 February 2025 be confirmed as a correct record of proceedings.**

<b><u>In Favour:</u></b>	<b>Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright</b>
<b><u>Against:</u></b>	<b>Nil</b>
<b>CARRIED 6/0</b>	

## 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 February 2025:*

DAY	MEETING/EVENT DESCRIPTION	VENUE
04/02/2025	CEO Meeting	Shire Administration
05/02/2025	Meeting with a group of Ratepayers	My home
11/02/2025	CEO Meeting	Shire Administration
11/02/2025	Concept Forum	Council Chambers
17/02/2025	Avon-Midland Country Zone of WALGA Meeting	Via Zoom
18/02/2025	CEO Meeting	Shire Administration
18/02/2025	Agenda Briefing	Council Chambers
18/02/2025	Annual Electors Meeting	Lesser Hall
25/02/2025	CEO Meeting	Shire Administration
25/02/2025	Ordinary Council Meeting	Council Chambers



## 9 OFFICER'S REPORTS

### SY025-03/25 COMMUNITY GRANT FUNDING ACQUITTAL - YORK FAMILY PLAYGROUP PAINT YORK READ 2024 HATCHING EVENT

File Number:	4.7711
Author:	Sam Good, Manager Community & Place
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	28 November 2023 (111123)
Disclosure of Interest:	Nil
Appendices:	1. Acquittal Report <a href="#">↓</a>

### NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

### PURPOSE OF REPORT

This report presents the acquittal from York Family Playgroup (on behalf of Paint York REaD), for funding received through the November 2023 Community Grant Funding round for the delivery of the 2024 Hatching Event.

### 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 (2) rounds of sponsorship are opened to the community each year for a minimum four (4) 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

The York Family Playgroup, Paint York REaD application for funding was received as part of Community Grant Funding applications and was considered by Council at its November 2023 Ordinary Meeting where it resolved (111123):

***“That, with regard to Community Funding Applications, Council:***

1. **Approves the following community funding requests totalling \$9,000 to be funded from budget allocations as presented in confidential Appendix 2:**

<b>APPLICANT</b>	<b>PURPOSE OF FUNDING</b>	<b>REQUEST</b>
<b>Flour Mill Emporium Inc</b>	<b>Meet the Maker Workshops and drop-in sessions (December 2023 to June 2024)</b>	<b>\$2,000</b>
<b>York Family Playgroup on behalf of Paint York REaD</b>	<b>Assistance to deliver the Paint York REaD 2024 Hatching Event</b>	<b>\$2,000</b>
<b>York Golf Club</b>	<b>To improve the appearance of the club house and amenities facilities</b>	<b>\$2,000</b>
<b>Wheatbelt Wolves</b>	<b>To consult and provide specialised training with the West Australian Football Academy aimed at creating opportunities for young girls and women in York to participate in Australian Rules Football</b>	<b>\$3,000</b>

### COMMENTS AND DETAILS

The 2024 Paint York REaD Hatching event was held at the York Recreation Centre on Friday 28 June 2024 in the evening. It was a free community event open to all York families with young children but was targeted at families with children aged 0-10 years. Organisers hoped to attract a large and diverse collection of families from the York community and were thrilled with the result.

**Attendance** 90 Adults (mostly parents) & 140 Children

#### Outcomes / benefits

To engage the community with the early literacy message “Read, talk and sing from birth to ensure our children are ready to learn when they reach school”.

To build connections between families and the early years services available in York.

#### Key Lessons Learned

True community collaboration takes a lot of time, organisation and effort, but is worth it.

#### Community Engagement Undertaken

Paint the Town REaD has a committee of ten (10) but regularly collaborates with other services such as the York Early Years Network, York District High School, York Family Playgroup, York Childcare Centre and the York Child Health Nurse.

Leading up to the Hatching Event, the Paint York REaD team conducted numerous reading events, at the school and outreach, to engage the children and community in the program. These included:

1. Annual Reading Trail held at YDHS and supported by the Early Years Network and Saint John's Ambulance.
2. Community Reading Days at the Motor Museum and Settlers House Café
3. Community Reading event outside IGA and supported by York Police
4. Storytime at York Family Playgroup and York Childcare Centre

Funding from the Shire specifically paid for event catering, First Nations engagement, Hatchling soft toys, prizes & activities and venue hire.

York Co-op donated food which resulted in an overall underspend of funds.

#### Total Expenditure - \$1,876.80

This represents an underspend of \$123.20 which Officers recommend Council reconcile by reducing the final milestone payment of \$200 to \$76.80.

A copy of York Family Playgroups acquittal report is presented in Appendix 1.

## **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. In person de-brief with funded organisation.
2. 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**

**RESOLUTION  
020325**

**Moved: Cr Denis Warnick**

**Seconded: Cr Chris Gibbs**

**That, with regard to Community Grant Funding Acquittal - York Family Playgroup Paint York REaD 2024 Hatching Event, Council:**

- 1. Accepts the acquittal report from York Family Playgroup, as presented in Appendix 1.**
- 2. Directs the Chief Executive Officer to reduce the final milestone payment to \$76.80 to reconcile the underspend of funds.**

**In Favour: Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright**

**Against: Nil**

***CARRIED 6/0***



## 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):**

York Family Playgroup (on behalf of Paint York REaD)

**Date funding was granted:** 19<sup>th</sup> January 2024

**Date project was delivered:** 28<sup>th</sup> June 2024

**Describe the key outcomes of your project:**

Engage the community with the early literacy message "Read, talk and sing everyday from birth to ensure our children are ready to learn when they reach school."

Build connections between families and the early years services available in York.

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

True community collaboration takes a lot of time, organization and effort but is worth it!

**How many people benefited from your project?**

Attendance numbers 90 adults (mostly parents) & 140 children

Club / Group membership increases (if applicable) N/A

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

How was the Shire of York acknowledged throughout this project?

- ☐ Annual report      ☒ Social Media      ☐ Letters to supporters  
☒ Media release      ☒ Newsletter, flyers, brochures      ☐ Signage  
☒ Website      ☒ Speeches  
☐ Other

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

Did your organisation spend all sponsorship funds granted? If not, why? No.

We received a lot of donated food from the York Co-op that we had budgeted on buying. We have spent the \$1800 received but will only require \$76.80 of the \$200 remaining to be paid to cover costs.

Did your club or organisations derive revenue from the sponsorship?

No

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

Please list the income and expenditure relating to your project:

INCOME	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
SUBTOTAL	\$0
In Kind Support	
Food & Drink donation – York Co-op	\$375.00
SUBTOTAL	\$375.00
FUNDING AMOUNT FROM SHIRE OF YORK	\$1800
<b>TOTAL INCOME</b>	<b>\$2175.00</b>

EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Catering	\$992.64
First Nations Engagement	\$250.00
Hatchling soft toys	\$124.47
Prizes and Activity costs	\$368.19
Rec Centre venue hire	\$141.50
SUBTOTAL	\$1876.80
In Kind Support	
Food & Drink donation – York Co-op	\$375.00
SUBTOTAL	\$375.00
TOTAL EXPENDITURE	\$2251.8

**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.
- ☒ The 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: \_\_\_\_\_ Position Held: \_\_\_\_\_

Date: \_\_\_\_\_

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

*# Emailed by: Meg Boyle for Paint York READ.*

**Recipient Created Tax Invoice****From:**

York Family Playgroup  
ABN 95 760 107 913  
PP BOX 400  
York WA 6302

**Supplied To:**

Shire of York  
1 Joaquina Street  
York WA 6301

**Date of Issue** 21/10/2024

**Purchase Order Number** 15166

**Details:**

Community Grant funding 2023/2024 for Paint York REaD egg hatching	\$1,800.00
--	------------

Outstanding amount to be paid on acquittal	\$76.80
--	---------

<b>Total</b>	<b>\$1,876.80</b>
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**Please EFT payment to:**

York Family Playgroup  
BSB 633-000  
Account Number 142297381

Thank you for your support!

**Contact:**

Meg Boyle 0421420652







Paint York REaD

22 May 2024 · 🌐

Calling all families with children 0-5yrs!! 🧒🧑🧒🧑🧒🧑🧒🧑🧒🧑🧒



# Nin's Birthday Book Trail

Take a stroll down Avon Terrace,  
celebrate reading and eat cake!

Who: Children 0-5 yrs & parents

When: 9.30-11am Wed 29th May

Where: Start in Peace Park

Finish in Avon Park

Wear: Red

Free event!



RSVP: Meg Boyle  
0421420652



**SY026-03/25 COMMUNITY GRANT FUNDING ACQUITTAL - YORK WILDFLOWER SOCIETY**

**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 [↓](#)

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Executive

**PURPOSE OF REPORT**

This report presents the acquittal from the York Wildflower Society, for funding received through the April 2024 Community Grant Funding round for the purpose of purchasing a flail mower.

**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 (2) rounds of sponsorship are opened to the community each year for a minimum four (4) 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

The York Wildflower Society's application for funding 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:***

	<b>APPLICANT</b>	<b>APPROVED AMOUNT</b>
<b>a.</b>	<b>WestCycle 2024 Canola Classic</b>	<b>\$9,000</b>
<b>c.</b>	<b>Wildflower Society of York</b>	<b>\$3,000</b>
<b>d.</b>	<b>York &amp; Districts Archery Club</b>	<b>\$2,000</b>
<b>e.</b>	<b>Perth Gospel Choir of Curate Arts</b>	<b>\$3,120</b>

**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 Wildflower Society of Western Australia – York Branch (Wildflower Society) applied for funding to assist with the purchase of a flail mower for the seed orchard, to control weeds and reduce fire hazards. Approval of this funding was subject to:

1. a License Agreement with the Shire for use of the seed orchard
2. Successful grant funding from Lotterywest to construct a shed to store the flail mower

The Wildflower Society has satisfied the above conditions. A license agreement has been negotiated with the Shire and Lotterywest funding was secured. Planning and engineering approvals were sought and approved, and the Shire has issued a Building Permit for the shed. The Wildflower Society have paid the deposit for the shed and are currently awaiting construction

Needing to tackle weed growth in the 2024 season, the Wildflower Society sought approval from the Shire to purchase the flail mower in anticipation of the Lotterywest funds. Shire approval was granted and the flail mower was purchased using funds kindly loaned by Wildflower Society members. This is being re-imbursed once funds have been fully acquitted.

### **Outcomes / benefits**

Use of the mower results in an environmental benefit due to the reduction in chemical spraying and technological improvements make the work of volunteers easier and quicker.

### **Key Lessons Learned**

As reported by the Wildflower Society:

- To strive to achieve the Wildflower Society’s goals and being patient whilst those goals are realised.
- The Wildflower Society are appreciative of the Shire’s commitment to support community groups and are thankful that Officers followed through and remained flexible to achieve the end outcome.

### **Community Engagement Undertaken**

The Wildflower Society of WA (parent body), the River Conservation Society and Wheatbelt NRM were consulted and involved in this initiative.

The Shire of York’s contribution is acknowledged in media releases, on social media and in the River Conservation Society’s Newsletters and flyers.

- Total cost to purchase flail mower - \$4,432.73
- Total expenditure including pick-up, fuel and set-up - \$4,602.73

The Wildflower Society’s Acquittal report is presented in Appendix 1.

### **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. In person de-brief with funded organisation.
2. Review of received acquittal documents
3. Email correspondence with Council & Executive Support Officer

### **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**

**RESOLUTION**

**030325**

**Moved: Cr Denese Smythe**

**Seconded: Cr Chris Gibbs**

**That, with regard to Community Grant Funding Acquittal - York Wildflower Society, Council:**

- 1. Accepts the acquittal report from the York Wildflower Society, as presented in Appendix 1.**

**In Favour:**      **Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright**

**Against:**      **Nil**

***CARRIED 6/0***





## 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):**

COMMUNITY

**Organisation Name (name of group funded):**

WILDFLOWER SOCIETY OF WA. YORK BRANCH

**Date funding was granted:**

6-8-2024

**Date project was delivered:**

Flail Mower purchased 20-8-2024 Shed for Seed Orchard Ordered 29.1.2025

**Describe the key outcomes of your project:**

Thankyou to Bruce & Pat McGregor we were able to use the flail mower in the 2024 season. It was amazingly successful. As per our commitment a 8x8m shed has been ordered and deposit paid.

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

To strive to achieve our goals & be patient while these are realised. Be thankful that Shire staff have followed through and also remained flexible. We appreciate commitment of shire to support community groups.

**How many people benefited from your project?**

30. Attendance numbers - An environmental improvement - less spraying and a technological improvement making volunteers job much quicker & easier.

**Club / Group membership increases (if applicable)**

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

**Other**

Both our parent Wildflower Society of WA & River Conservation Society plus Wheatbelt NRM have been consulted & involved in this initiative. A great collaboration for an environmental improvement.

How was the Shire of York acknowledged throughout this project?

☐ Annual report ☒ Social Media ☐ Letters to supporters

☒ Media release ☒ Newsletter, flyers, brochures ☐ Signage

☐ Website *F/B.* ☐ Speeches

☐ Other

*Look out for acknowledgement in all of these areas now that funds are being allocated*

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



Did your 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 (\$)
ITEM/PROGRAM/PROJECT COSTS	
<i>Cosmo Bully Flail Mower</i>	<i>4,432.73</i>
SUBTOTAL	\$
In Kind Support	
SUBTOTAL	\$
FUNDING AMOUNT FROM SHIRE OF YORK	<i>\$3000.00</i>
TOTAL INCOME	\$



EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Cosmo Bully Flail Mower	4,432.73
Pick up by RCS. Volunteer	70.00
Fuel for Tractor	\$ 100.00
SUBTOTAL	\$4602.73
In Kind Support	
Set up buy Volunteer	\$ 200.00
SUBTOTAL	\$4602.73
TOTAL EXPENDITURE	\$4602.73

# 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.
- ☒ The 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: Audrey Sole Position Held: President

Date: 13.2.2025.

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

**Fred Hopkins WA**

PO Box 108 Bentley WA 6982  
288 Welshpool Rd, Welshpool, WA 6106

Ph: (08) 9351 9000 Fax: (08) 9451 2021

**TAX INVOICE**

<b>Bill To:</b>		<b>Invoice No:</b> 105824	
Cash		<b>Invoice Date:</b> 20/08/2024	
BR & PM McGregor, 6 Mountfield Street, York, WA, 6302		<b>Invoice Total:</b> \$4,876.00	
<b>Relates To:</b>		<b>Due Date:</b> 20/08/2024	
Sales Order (C45342)		<b>Payment Terms:</b> COD	
		<b>ABN :</b> 90,116 630 833	
		<b>Page:</b> 1 of 1	

<b>Sales Order</b>	<b>Reference:</b> TFLS125	<b>Purchase Ref:</b> Pat
C45342	<b>Customer:</b> Cash	
	<b>Address:</b> BR & PM McGregor, 6 Mountfield Street, York, WA, 6302	
	<b>Nett Amount:</b> \$4,432.73	<b>Nett Freight:</b> \$0.00

Code & Description	Unit	Qty	Disc %	Unit Price	Ext Price
TFLS125	Each	1	0.00	\$4,432.73	\$4,432.73
Cosmo Bully TFLS125 Flail Mower (20 to 30HP)					
Qty: 1 S/N: 22076 012					

<b>Make Payment to :</b> BSB 306-040 Account No 065-292-6	<b>Freight</b>	\$0.00	<b>Nett Total:</b>	\$4,432.73
			<b>Tax Total:</b>	\$443.27
			<b>Total:</b>	\$4,876.00
	<b>Amount Paid</b>	\$4,876.00	<b>Balance Due:</b>	\$0.00

<b>Remittance Slip</b> .....	
Cash	<b>Invoice No:</b> 105824 <b>Due Date:</b> 20/08/2024 <b>Invoice Total:</b> \$4,876.00 <b>Balance Due:</b> \$0.00
<b>Invoice From:</b> Fred Hopkins WA	<b>Amount Paid:</b> \$4,876.00

4/16/24 - 2876-00  
5/16/24 - 2000-00

PAID

**Payment Receipt**

**\$2,876.00**

Pat McGregor

Pay Anyone Payment

Paid

Status

633 000

BSB

118 022 67

Account No.

4 Nov 2024 at 6:07am

Payment Date

Purchase Fail Mowe

Description

18566273

Acknowledgement

30 Oct 2024

Created on

Approvals

2 of

Approvals

30 Oct

CHRISTINE MARGARET PERT (You)

31 Oct

KATHLEEN RAE BOLADERAS

Statement Account

FROM

633 000 / 166 167 45

Pat McGregor

Paid to

Make Payment to :  
BSB 306-040  
Account No 065-292-6

Freight

\$0.00

Nett Total:

\$4,432.73

Tax Total:

\$443.27

Total:

\$4,876.00

Amount Paid

\$4,876.00

Balance Due:

\$0.00

Remittance Slip

Cash

Invoice No:

105824

Due Date:

20/08/2024

Invoice Total:

\$4,876.00

Balance Due:

\$0.00

Invoice From: Fred Hopkins WA

Amount Paid:

\$4,876.00

4/16/24 - 2876.00

P.O.N

## The Shed Warehouse

Phone: 1800 007 433  
 sales@theshedwarehouse.com.au  
 www.theshedwarehouse.com.au  
 ABN: 11 670 771 383



### Tax invoice

Invoice number 00001834 Issue date 29/01/2025 Due date 12/02/2025

#### Bill to

Audrey Sole  
 Wildflower Society of York  
 Spencer Brook York Road  
 York WA 6302  
 Australia

#### Ship to

Audrey Sole  
 Wildflower Society of York  
 Spencer Brook York Road  
 York WA 6302  
 Australia

Description	Tax	Amount including
10% instalment for kit shed engineering documents as per design quote 96264743	GST	1,260
	Tax	\$114
	Total Amount (inc. tax)	\$1,260
	Total paid	\$0
	<b>Balance due</b>	<b>\$1,260</b>

### View your invoice online

[Click here to view](#)

### How to pay

Due date: 12/02/2025

#### View your invoice online

Scan the QR code or click the link above to view this invoice online.



#### Bank deposit via EFT

Bank COMMONWEALTH BANK  
 Name THE SHED WAREHOUSE  
 BSB 066500  
 AC# 10623070  
 Ref# 00001834

**View Transaction**

The Shed Warehouse	\$1,260.00
Osko Payment Sent	
Paid on	31 Jan 2025 at 9:51a
BSB	066 500
Account No.	106 230 70
Description	The Shed Warehouse
Reference	10% instalment Inv 183
Acknowledgement	61609384
<b>Approvals</b>	
Approvals	2 of 2
CHRISTINE MARGARET PERT (You)	30 Jan 2025
KATHLEEN RAE BOLADERAS	31 Jan 2025
FROM	
	Statement Account
	633 000 / 166 167 45
Paid to	The Shed Warehouse

**View your invoice online**

[Click here to view](#)

**How to pay**

Due date: 12/02/2025

**View your invoice online**

Scan the QR code or click the link above to view this invoice online.



**Bank deposit via EFT**

**Bank** COMMONWEALTH BANK

**Name** THE SHED WAREHOUSE

**BSB** 066500

**AC#** 10623070

**Ref#** 00001834

**SY027-03/25 MULTIYEAR FUNDING ACQUITTAL - YORK MOTOR SHOW****Disclosure of Interest – Cr Trent – Impartial – Multiyear Funding Acquittal - York Motor Show**

*Cr Trent read the Impartiality Declaration - ... With regard to Multiyear Funding Acquittal - York Motor Show, the matter in Item SY027-03/25, I disclose that I have an association with the applicant (or person seeking a decision). The association is I am a member of the Veteran Car Club of WA York Branch, the organisation who organised the York Motor Show. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.*

**File Number:** 4.7711

**Author:** Sam Good, Manager Community & Place

**Authoriser:** Alina Behan, Executive Manager Corporate & Community Services

**Previously before Council:** 25 May 2021 (080521)

**Disclosure of Interest:** Nil

**Appendices:** 1. Acquittal Report [↓](#)

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Executive

**PURPOSE OF REPORT**

This report presents the acquittal from the Veteran Car Club of WA, York Branch (VCC) for the delivery of the 2023 Motor Show, in the 2023/24 financial year, being the third and final year of their current Multiyear 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 (2) rounds of sponsorship are opened to the community each year for a minimum four (4) 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 multi-year funding agreement, to support delivery of the York Motor Show, was considered by Council at its Ordinary Council Meeting on 25 May 2021, where it 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.”**

Funding was approved in accordance with the following table:

TABLE 1.

RECIPIENT	START	EXPIRY	PROVISIONS (all amounts are ex GST)
York Motor Show	1 July 2021	30 June 2024	\$10,000 per annum paid as milestone payments Financial contribution to deliver the annual York Motor Show Hire of Shire buildings and reserves not included (charged at a not-for-profit rate) Agreement proposed to include extending the Motor Show into a two (2) day event

Table 2 below, summarises actual funding and event delivery for the three (3) years covered under the Motor Shows multi-year agreement.

TABLE 2.

YEAR OF MFA	PROVISION	EVENT DELIVERY
2021/22	\$ 10,000 ex GST	2021 Motor Show delivered. Objectives met
2022/23	<del>\$ 10,000 ex GST</del> Funds not paid	2022 Motor Show cancelled due to COVID
2023/24	\$ 10,000 ex GST	2023 Motor Show delivered. Objectives met. Acquittal from the VCC is presented in Appendix 1

In February of 2022, The VCC wrote to the Shire advising that due to COVID it would be unable to deliver the 2022 York Motor Show.

The following table summarises the VCC acquittal for the 2023 Motor Show.

TABLE 3.

ORGANISATION	PURPOSE	PROVISION	ACQUITTAL SUMMARY
Vintage Car Club of WA Inc. York Branch	2023/24 MFA Year 3 of 3  Sponsorship of the annual  York Motor Show 2023	\$10,000 ex GST  \$ 8,000 ex tax paid to-date	<ul style="list-style-type: none"> <li>The York Motor Show 2023 was held on 10 September 2023</li> <li>Attendance numbers estimated at 5,500</li> </ul> <p><b>Key Lessons Learned</b></p> <ul style="list-style-type: none"> <li>Late payment of funding resulted in some targeted advertising and planned signage renewals being postponed.</li> <li>Traffic Management costs were less than previous years</li> <li>Lessons were learned about the impacts of COVID on an event from 2022/23</li> </ul> <p><b>Community Engagement</b></p> <ul style="list-style-type: none"> <li>Volunteer training in Traffic Management (Event Traffic Controller) was conducted in March 2023</li> </ul>

**In Summary:**

- The VCC continue to meet the key objectives of providing a free York based, community event that promotes York as a destination, supports tourism and economic development and encourages community groups, residents and local businesses to participate.
- The Shire is acknowledged in social media posts, in media releases, on the website, letters to supporters, during opening speeches, in newsletters/flyers and signage.
- To date, Council have invested \$8,000, being the initial milestone payment of 80%, to support delivery of the 2023 York Motor Show. Whilst organisers have expressed gratitude for the support provided, delays in receiving payments (nearly two (2) months after the event) resulted in having to postpone planned spending on targeted advertising and much needed signage renewals. Organisers also reported that traffic management expenses were less than in previous years. This resulted in an underspend of funds of \$4,248.85 for 2023/24. The VCC will seek Council approval to carry over the underspent funds to support the 2024 Motor Show via separate report in the current agenda. Officers therefore recommend that Council withhold the final milestone payment of \$2,000 (20%) to offset the remaining underspend. The VCC have provided a breakdown of expenses and supporting documents. This is presented with their Acquittal Report in Appendix 1.

**OPTIONS**

Council has the following options:



**Option 1:** Council could choose to accept the acquittal report from the Vintage Car Club of WA Inc. – York Branch, as presented in Appendix 1 and request the Chief Executive Officer to withhold the final milestone payment of \$2,000 excluding GST to reconcile unspent funds for 2023/24.

**Option 2:** Council could choose not to accept the acquittal report from the Vintage Car Club of WA Inc. – York Branch, as presented in Appendix 1 and request the Chief Executive Officer to withhold the final milestone payment of \$2,000 excluding GST to reconcile unspent funds for 2023/24.

**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 and Shire Officers
2. Debrief meetings with the Shire Events Team and Manager of Tourism & Economic Development
3. Review of received acquittal documents and the organisations multi-year funding agreement

### **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**

#### **RESOLUTION**

**040325**

**Moved: Cr Chris Gibbs**

**Seconded: Cr Kevin Pyke**

**That, with regard to Multiyear Funding Acquittal - York Motor Show, Council:**

- 1. Accepts the acquittal report from the Vintage Car Club of WA Inc. – York Branch, as presented in Appendix 1.**
- 2. Requests the Chief Executive Officer to withhold the final milestone payment of \$2,000 excluding GST to reconcile unspent funds for 2023/24.**
- 3. Notes that the underspend on funding for 2023/24 already paid to the Vintage Car Club of WA Inc. York Branch will be dealt with under separate report in the current agenda.**

**In Favour: Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright**

**Against: Nil**

***CARRIED 6/0***



## 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 VETERAN CAR CLUB OF W.A (Inc.)  
- YORK Branch

**Date funding was granted:** 6.11.2023

**Date project was delivered:** 10.09.2023

**Describe the key outcomes of your project:** TO PROVIDE A FREE  
EVENT ENCOURAGING VISITORS TO YORK, ALONG  
WITH AN OPPORTUNITY FOR THE COMMUNITY TO  
BE INVOLVED IN A FAMILY EVENT. SHOWCASE  
TOWN OF YORK AS AN ATTRACTIVE PLACE TO VISIT.

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

AS PER LAST 13 TIMES OVER 14 YEARS  
IN RUNNING THE EVENT EACH YEAR HAD ITS  
CHALLENGES, INCLUDING THAT THE SPONSORSHIP  
ARRIVED NEARLY 2 MONTHS AFTER THE EVENT AND  
WE POSTPONED SOME SPENDING FOR ADVERTISING AND  
**How many people benefited from your project?** RENEW SIGNS TO 2024.

**Attendance numbers** 5500.

**Club / Group membership increases (if applicable)**

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

**Other**

Volunteer training in traffic management (event traffic)  
→ was provided in March 2023  
controller

How was the Shire of York acknowledged throughout this project?

- ☐ Annual report
 ☒ Social Media
 ☒ Letters to supporters  
☒ Media release
 ☒ Newsletter, flyers, brochures
 ☒ Signage  
☒ Website
 ☒ Speeches  
☐ Other

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

Did your organisation spend all sponsorship funds granted? If not, why? *NO, but will be spent for YHS 2024, sponsorship funds arrived after event made it difficult for us to pay for signs + advertising*  
 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 (\$)
ITEM/PROGRAM/PROJECT COSTS	
Penny Farthing Sweets (13.7.23)	100
Bendigo Bank (28.7.23)	1000
Vendors (09/2023)	396.00
Shannon Insurance (17.10.23)	1000
SUBTOTAL	\$ 2496
In Kind Support	
Volunteers doing traffic management	N/A
SUBTOTAL	\$
FUNDING AMOUNT FROM SHIRE OF YORK	\$ 8000
TOTAL INCOME	\$ 10496

EXPENDITURE	AMOUNT (\$)
ITEM/PROGRAM/PROJECT COSTS	
Insurance (additional for YMS paid to VCCC	900.00
Traffic controller training + Traffic management	2978.40
Advertising, printing, photography, trophies	2388.75
Meals for volunteers, music	580.00
SUBTOTAL	\$ 6,247.15
In Kind Support	
N/A	
SUBTOTAL	\$ 0
TOTAL EXPENDITURE	\$ 6,247.15

#### 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.
- ☒ The 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: Regina Michel-Huesy Position Held: Treasurer  
 Date: 9/12/23

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

**York Branch – Veteran and Classic Car Club (VCCC)  
Profit and Loss Statement York Motor Show 2023**

Date	Particulars	Expenditures	Income	Total
	<b>REVENUES</b>			
13.07.23	Sponsorship Penny Farthing Sweets		100.00	
28.07.23	Sponsorship Bendigo Bank		1,000.00	
05.09.23	Food stalls fee/payment		396.00	
17.10.23	Sponsorship Shannon		1,000.00	
06.11.23	York Shire Sponsorship		8,000.00	
<b>Total</b>	<b>Revenue /Sponsorship</b>			<b>10,496.00</b>
	<b>EXPENDITURES</b>			
02.10.23	Oliver Rural IT Solution – YMS domain renewal	55.00		
17.03.23	AusQ Training for Traffic controller training	998.00		
15.04.23	CSR Posters	30.00		
10.05.23	Costs for venue for Traffic Training – venue	430.00		
16.07.23	Advertising	392.00		
08.09.23	Advertising	392.00		
21.09.23	Bus Preservation Bus service	330.00		
21.09.23	Music	250.00		
21.09.23	Office, printing,	179.75		
21.09.23	Trophy's	940.00		
24.09.23	Additional YMS Insurance cost paid to VCCC	900.00		
01.10.23	Traffic Management	950.40		
01.10.23	Photography	400.00		
<b>Total</b>	<b>Expenditures</b>			<b>6,247.15</b>
	Profit to be used for YMS 2024			4,248.85

**From:** Michel-Huessy, Regina  
**Sent:** Tuesday, 12 December 2023 2:21 PM  
**To:** Records Team  
**Cc:** Stefan Huessy and Regina Michel-Huessy ; York Branch Veteran Club of WA ; Brad BUDISELIK ; Kevin Trent

Dear York Shire CEO and President and council members.

Please find attached the acquittal form for the York Motor Show (YMS) 2023 and a profit and loss statement.

You will notice, that we have an underspent of 4,248.85, this was mainly due to that the traffic management costed less this year than previous years.

We also were very careful not to spend too much upfront e.g. on advertising and signs, as the sponsorship funding from the York Shire and Shannon Insurance came into our account after the event

However, we plan to invest in more durable / multiyear signs and also some targeted advertising, but we will need to be mindful that the traffic management costs and other costs may go up again.

I have also attached the poster and some pictures below.

We are in the progress on uploading it onto the website too.

[York Motor Show](#)

I would like to acknowledge the outstanding work that Tricia and Gary Byfield did again for getting this event off the ground.

As well as Kevin Trent our president and other members and volunteers that made it happen.

Last, but not least a big thank you very much for your support as without your funding it would not be possible to do it at all.

**Regards**

**Regina**

**Regina Michel-Huessy**

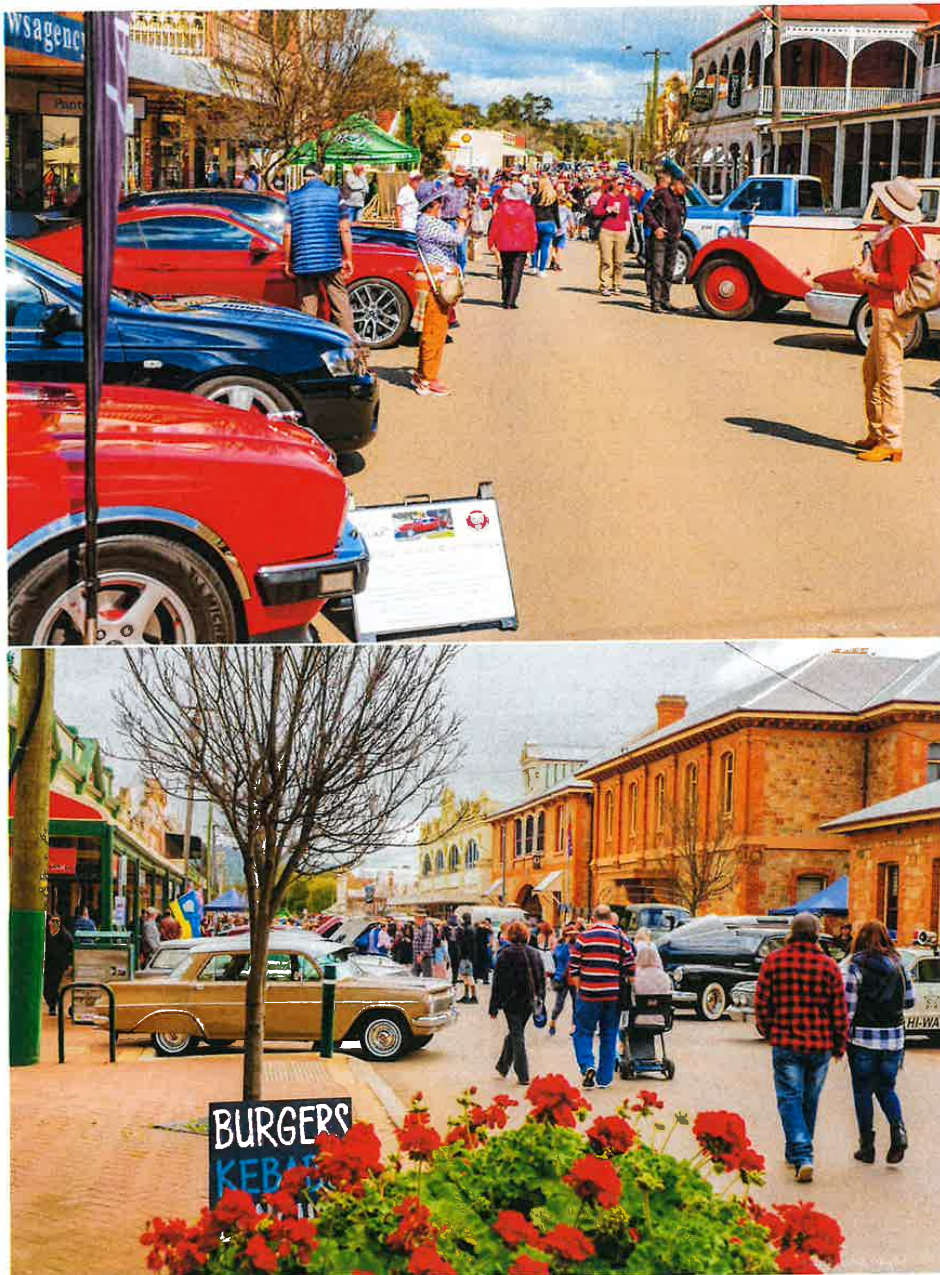
Treasurer York VCCC Branch



PROUDLY PRESENTED BY













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**SY028-03/25 REQUEST TO VARY MULTI-YEAR FUNDING AGREEMENT - YORK MOTOR SHOW****Disclosure of Interest – Cr Trent – Impartial – Request to vary Multi-Year Funding Agreement - York Motor Show**

*Cr Trent read the Impartiality Declaration - ... With regard to Request to vary Multi-Year Funding Agreement - York Motor Show, the matter in Item SY028-03/25, I disclose that I have an association with the applicant (or person seeking a decision). The association is I am a member of the Veteran Car Club of WA York Branch, the organisation who organised the York Motor Show. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.*

**File Number:** 4.7712

**Author:** Sam Good, Manager Community & Place

**Authoriser:** Alina Behan, Executive Manager Corporate & Community Services

**Previously before Council:** 25 May 2021 (080521)

**Disclosure of Interest:** Nil

**Appendices:** 1. Initial Advice Regarding the 2022 York Motor Show [↓](#)

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Executive

**PURPOSE OF REPORT**

This report seeks Council's consideration of the Vintage Car Club of WA - York Branch's (VCC) request to extend the Multiyear Funding Agreement (MFA), to deliver the York Motor Show.

In addition, this report seeks Council's consideration to carry over unspent funds from 2023/24 to 2024/25.

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

**BACKGROUND**

The request for an MFA to support delivery of the York Motor Show was considered by Council at its May 2021 Ordinary Meeting where it 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.”**

Funding was approved in accordance with the following table:

TABLE 1.

RECIPIENT	START	EXPIRY	PROVISIONS (all amounts are excluding GST)
York Motor Show	1 July 2021	30 June 2024	\$10,000 per annum paid as milestone payments Financial contribution to deliver the annual York Motor Show Hire of Shire buildings and reserves not included (charged at a not-for-profit rate) Agreement proposed to include extending the Motor Show into a two (2) day event

A summary of funding and event delivery for the three (3) years of the VCC's MFA.

TABLE 2.

YEAR OF MFA	PROVISION	EVENT DELIVERY
<b>2021/22</b>	\$ 10,000 ex GST	2021 Motor Show delivered. Objectives met. Acquitted November 2021 Resolution 011121
<b>2022/23</b>	<del>\$ 10,000 ex GST</del> No Funds Paid	2022 Motor Show cancelled due to COVID
<b>2023/24</b>	\$ 10,000 ex GST	2023 Motor Show delivered. Objectives met. Acquittal presented to Council's March 2025 Ordinary Meeting
<b>2024/25</b>	\$ 10,000 ex GST*	2024 Motor Show delivered. Approval subject to Council decision

\*Note to be comprised of requested carry forward and additional Municipal funds.

## COMMENTS AND DETAILS

In February of 2022, the Veteran Car Club of WA wrote to the Shire advising that due to COVID it would be unable to deliver the 2022 York Motor Show and discussed the possibility of re-allocating the funds to support the 2024 Motor Show instead. A copy of the correspondence is presented in Appendix 1.

Informal approval was given by previous Officers. However, due to two (2) successive staff changeovers, no formal request was presented to Council to vary the existing MFA.

Motor Show organisers have since delivered the 2023 Motor Show (the acquittal being presented to Council in this agenda) and the 2024 Motor Show.

The VCC now seek formal permission to extend the MFA into 2024/25 allowing delivery of a third York Motor Show in accordance with the same agreement and using the funds previously allocated from the cancelled 2022/23 event.

In addition, the VCC seeks Council's approval to carry over unspent funds from 2023/24 to 2024/25. The total funds still held by the VCC to be reallocated to the 2024/25 event are \$4,248.85. Should Council approve an allocation of \$10,000 for 2024/25, the carry forward would reduce the funding requirement from the current budget to \$5,751.15, subject to acquittal.

The 2024/25 Motor Show was delivered in September 2024 with organisers using their personal funds whilst awaiting confirmation from the Shire. If Council approve this request, Motor Show organisers will be required to provide an acquittal for the 2024/25 event detailing how the funds were spent.

In 2023 the Veteran Car Club of WA advised that the York Branch would not be covered under its umbrella for future York Motor Show events. Members of the York Branch have since formed York Motoring Events Inc. to continue running the annual Motor Show however funds will be acquitted through the VCC as per the original agreement.

Local organisers intend to carry on developing the Motor Show into a two (2) day event and are currently working on a proposal for a new MFA for 2025–2027.

The York Motor show continues to meet the key objectives of providing a free York based, community event that promotes York as a destination, supports tourism and economic development and encourages community groups, residents and local businesses to participate. Profits from the event remain in York and are reinvested back into event delivery. It is already a significant event attracting visitors from Perth and beyond and has real potential for growth with the opportunity to develop into a weekend event.

## **OPTIONS**

Council has the following options:

- Option 1:** Council could choose to receive the request from York Motoring Events for the re-allocation of funds to support the delivery of the 2024 York Motor Show, approve the retention of \$4,248.85 in underspent funds from previous events to fund the delivery of the 2024/25 Motor Show and note the allocation of \$5,751.15 in the Mid-Year Budget Review to fund the 2024/25 Motor Show.
- Option 2:** Council could choose not to support the request to reallocate 2022/23 Motor Show funds (\$10,000) to support delivery of the 2024 Motor Show in 2024/25.
- 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. Meetings and discussions with the funded organisation and Shire Executives.
2. Meeting and discussion with the Shire's Manager of Tourism & Economic Development
3. Review of funding request, acquittal documents and the organisation's multi-year funding agreement

### **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 \$5,751.15 would be required to support this request. Funds have been allocated in GL: 132150 - Festivals and Event Funding as part of the Mid-year Review funding process in anticipation of this request.

**TABLE 3.**

<b>BUDGET ALLOCATION</b>	<b>GL ACCOUNT</b>	<b>AVAILABLE FUNDING</b>
Festivals and Event Funding	132150	\$20,000

Financial acquittals are required each year of the MFA detailing how the monies were expended.

**Legal and Statutory**

Nil

**Risk Related**

There is a low reputational risk should Council decide not to approve the re-allocation 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**

**RESOLUTION  
040325**

**Moved: Cr Denese Smythe**

**Seconded: Cr Chris Gibbs**

**That, with regard to the Request to vary Multi-Year Funding Agreement - York Motor Show, Council:**

- 1. Receives the request from York Motoring Events for the re-allocation of funds from 2022/23 to support the delivery of the 2024 York Motor Show in 2024/25.**
- 2. Approves the retention of \$4,248.85 in underspent funds from previous events to fund the delivery of the 2024/25 Motor Show.**
- 3. Notes there is a proposed allocation of \$5,751.15 in the Mid-Year Budget Review to fund the 2024/25 Motor Show.**

4. **Notes that funds will be made available to the Veteran Car Club of WA – York Branch upon acquittal of the 2024/25 funding allocation.**
5. **Directs the Chief Executive Officer to provide written notice of Council’s resolution to the Veteran Car Club of WA and York Motoring Events Inc.**

**In Favour:** Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright

**Against:** Nil

***CARRIED 6/0***





**Shire of York  
Joaquina Street  
YORK WA 6302**

**Dear Council,**

**Thank you to Shire and Councillors for your continued support of the annual YORK MOTOR SHOW.**

**This event was postponed in 2022 due to uncertainty of COVID restrictions and therefore the \$10,000 sponsorship, as per the Multi Year funding agreement, was not allocated.**

**Based on discussion with Shire of York, we respectfully request Council consider this funding be allocated to the 2024 York Motor Show.**

**The YORK MOTOR SHOW has been run successfully for the past 14 years (discounting 2022) by volunteers with support from local business's, The Shire of York and others interested parties.**

**We look forward to Shire of York's continued support to this iconic event.**

**Kind regards**

**Tricia Byfield  
Secretary  
YORK MOTORING EVENTS INC**



### SHIRE OF YORK SPONSORSHIP

2021	July	<i>Multiyear funding agreement approved With the then VCCCWA York Branch</i>
	Sept 19 <sup>th</sup>	<i>York Motor Show SOY s/ship rcvd</i>
2022		<i>Advised SOY of postponing Motor Show due to uncertainty of COVID etc (as per agreement)</i>
2023	Sept 10 <sup>th</sup>	<i>York Motor Show SOY s/shop\$8,000 rcvd</i>
	Nov	<i>Acquittal sent -balance of 2,000 not rcvd</i>

At this stage we believe Marcus left his position at SOY. The balance due was not followed up.

We were under the impression that the Multi year funding not used in 2022 would be carried over to 2024.

Unfortunately, we do not have any evidence of conversations with SOY as to this agreement.

2023	<p>The VCCCWA indicated that the York Branch would not be covered under their umbrella for future York Motor Show events. Despite having run it successfully for the past 13 years.</p> <p>The members of York Branch VCCCWA then formed York Motoring Events Inc to carry on the YORK MOTOR SHOW</p> <p>SOY was notified of change of name.</p>	
2024	July – Invoice sent to SOY – no response	
	Nov – Followed up – no response	
	Jan - Shire followed up	



## YORK MOTOR SHOW 2024

### Income:

Bendigo Community Bank	1000.00
Local Business's	600.00
Shannon's Insurance	1000.00
Vendors fees	<u>240.00</u>
Total	<u>2,840.00</u>

### In Kind:

Triple MMM Ad's	5000.00
Vouchers & gifts	500.00
	<u>5,500.00</u>

### Expenditure:

SOY fees	272.00
Printing Stationary	129.65
Signage	858.00
Event Insurance	1149.50
Website	227.00
Advertising	568.40
Trophies	220.00
Entertainment	700.00
First Aid Post	484.00
Traffic management	6375.33
Bus Preservation Society – fuel etc	530.00
Total	<u>11,513.88</u>

**The CEO Mr Chris Linnell  
SHIRE OF YORK  
PO Box 22  
YORK WA 6302**

**3<sup>rd</sup> February 2022**

**Dear Chris**

**The YORK BRANCH of the Veteran Car Club of WA (Inc) has made a difficult decision to postpone the annual YORK MOTOR SHOW for 2022.**

**Given the uncertainty around COVID requirements, the health and safety of our event holders, volunteers and visitors has been considered and we would find it too great a responsibility to ensure that a successful and enjoyable experience could be guaranteed.**

**The planning for this event includes the three year funding agreement with the Shire of York has so generously agreed to. We therefore (as part of the agreement) would like to advise that we will not require this funding for 2022. Thank you for your understanding and we look forward to everyone joining us in 2023.**

**Kind regards**

**Gary Byfield  
Chairperson – The VCC of WA (Inc) YORK BRANCH**

**SY029-03/25 POLICY REVIEW - FUNDING: GRANTS AND SPONSORSHIP**

*An Addendum to this Item was released on 20 March 2025 and is presented in Appendix 4.*

<b>File Number:</b>	<b>4.7712</b>
<b>Author:</b>	<b>Gemma Bovington, Project Officer</b>
<b>Authoriser:</b>	<b>Alina Behan, Executive Manager Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>27 April 2021 (050421)</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. C3 - Community Funding: Grants &amp; Sponsorship <a href="#">↓</a></b> <b>2. C4 - Sponsorship of Tourism Events <a href="#">↓</a></b> <b>3. C8 - Funding: Grants and Sponsorship Policy <a href="#">↓</a></b> <b>4. Addendum issued 20 March 2025 <a href="#">↓</a></b>

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Legislative

**PURPOSE OF REPORT**

This report presents the consolidation of two (2) Policies into one (1) to Council for consideration with a recommendation that they be replaced in their entirety by the resulting policy.

**BACKGROUND**

Policy C3 – Community Funding: Grants and Sponsored and Policy C4 – Sponsorship of Tourism Events was last presented to Council at its April 2021 Ordinary Meeting after a minor review where it resolved (050421):

***“That Council, with regards to Shire of York Policy Manual:***

- 1. *Adopts the following policies, as amended and included in this report, attached in Appendices 1 to 6:***
  - (a) C1.3 Community Funding & Grants and Sponsorship Policy***
  - (b) C1.4 Sponsorship of Tourism Events***
  - (c) C1.5 Public Events in York***
  - (d) F1.1 Revenue Collection***
  - (e) F1.2 Procurement***
  - (f) Temporary Accommodation Policy***
- 2. *In accordance with Section 5.41(d) and (g) of the Local Government Act 1995, transfers the following policies that fall under the function of the CEO into the new Operational section of the Council Policy Manual, as attached in Appendix 7:***
  - (a) G1.10 Workforce and Human Resources***
  - (b) G1.13 Alcohol and Other Drugs***
  - (c) G4.5 Asset Management***
  - (d) G4.7 Internal Controls***

- (e) **H1.2 Heat Management**
  - (f) **Miscellaneous - Staff Superannuation – WA Local Government Superannuation Plan – Contribution**
  - (g) **Miscellaneous - Volunteer Management**
3. **Revokes Local Planning Policy Retrospective Planning Applications, attached as Appendix 8 and in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 publishes a notice of the revocation on the Shire website and in a local newspaper and makes a hard copy of the notice available at the Shire Office.**
  4. **Removes the following policy, attached in Appendix 8 as it was previously revoked, but never removed from the Policy Manual:**
    - (a) **Town Planning – Restriction on Building Materials (PPI)**
  5. **Notes that policy development work is ongoing, and the Chief Executive Officer will continue to discuss policy priorities with the Council.**
  6. **Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes, new policy numbering to remove redundant numbering and improve the layout and rebranding prior to publication.”**

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

Following a review of the existing policies, it was decided that Council, Shire Officers and future applicants would be best served by an amalgamated policy encompassing funding for Community, Tourism, Economic Development and Outstanding Representation Sponsorship.

A desire to provide consistent messaging and an efficient application process meant it was agreed to produce new online application forms, guidelines and acquittal forms to accompany the new policy.

## COMMENTS AND DETAILS

Officers have conducted a significant review of these two (2) Council policies as part of the Community Funding review process undertaken prior to the next funding round opening in April 2025. This review will update the policy, applicant guidelines, create new online application forms and acquittal forms for Shire funding opportunities. It is recommended the existing policies listed below be replaced in their entirety due to the extent of the proposed amendments:

1. Policy C3 – Community Funding: Grants and Sponsorship (presented in Appendix 1)
2. Policy C4 – Sponsorship of Tourism (presented in Appendix 2)

It is proposed a new policy replaces the previous two (2) policies which now includes an additional funding stream for Economic Development.

3. Policy C8 – Funding: Grants and Sponsorship (presented in Appendix 3)

The following table details the main amendments incorporated into the new policy.

TABLE 1.

POLICY	AMENDMENTS
Policy C8 – Funding: Grants and Sponsorship	<ul style="list-style-type: none"> <li>• Consolidation of repetitive conditions in existing Policies C3 &amp; C4</li> <li>• Amendment of existing funding categories to create further clarity of allocation including: <ul style="list-style-type: none"> <li>○ Renaming Outstanding Representation Sponsorship</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Community funding (Minor and Major) descriptions streamlined</li> <li>• Addition of the Economic Development Funding category</li> <li>• Addition of Minor and Major funding brackets to Tourism Growth Sponsorship</li> <li>• The addition of a Lobbying of Councillors and Shire Officers section</li> </ul>
	<p>A copy of the rescinded Policy C3 is presented in Appendix 1.</p> <p>A copy of the rescinded Policy C4 is presented in Appendix 2.</p> <p>A copy of the proposed Policy C8 is presented in Appendix 3.</p>

The proposed policy is intended to provide additional clarity to Councillors, Shire Administration and funding applicants. The policy has been benchmarked across several other local governments and now more aligned with current operational practices and resources.

It is therefore recommended that Council adopt the proposed 'new' Policy.

## OPTIONS

Council has the following options:

- Option 1:** Council could choose to adopt the new Policy C8 – Funding: Grants and Sponsorship; rescinding Policy C3 – Community Funding: Grants and Sponsorship and Policy C4 – Sponsorship of Tourism.
- Option 2:** Council could choose not to adopt the new Policy C8 – Funding: Grants and Sponsorship; and request Policy C3 – Community Funding: Grants and Sponsorship and Policy C4 – Sponsorship of Tourism be updated and submitted to Council for adoption.
- Option 3:** Council could choose to suggest further changes to the new Policy and identify what those changes are.

Option 1 is the recommended option.

## IMPLICATIONS TO CONSIDER

### Consultative

Council Concept Forum 11 March 2025

Executive Leadership Team

Internal staff

Previous funding recipients

Government Frameworks

### Strategic

#### Strategic Community Plan 2020-2030

Goal 1: The Place to Be

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

Goal 2: Driving the York Economy Forward

The have a vibrant, diverse and prosperous local economy which create local jobs, business opportunities and a positive image for the Shire

Goal 3: A Leader in Sustainable Environment

To be a place which is renowned for the quality of the natural environment, the astounding beauty of the landscape, and the care taken by the community

Goal 4: Built for Lifestyle and Resilience

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

Goal 5: Strong Leadership and Governance

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

### Policy Related

The Shire's website will be updated with the new policy if adopted and the two superseded policies are rescinded.

### Financial

This Policy provides the mechanism where the Shire can support community priorities in a financial context. All applications for funding received as a result of this policy will be assessed against available budgeted funding in each financial year.

### 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**

**RESOLUTION****060325****Moved: Cr Denese Smythe****Seconded: Cr Chris Gibbs****That, with regard to Policy Review - Funding: Grants and Sponsorship, Council:**

- 1. Adopts the following new Policy as presented in Appendix 3:**
  - a. Policy C8 – Funding: Grants and Sponsorship**
- 2. Rescinds the following Policies:**
  - a. Policy C3 – Community Funding: Grants and Sponsorship, as presented in Appendix 1.**
  - b. Policy C4 – Sponsorship of Tourism, as presented in Appendix 2.**
- 3. Authorises the Chief Executive Officer to make any minor formatting and typographical changes to the Policy prior to publication.**
- 4. Notes that Policy C8 – Funding: Grants and Sponsorship will be updated upon adoption of the new Council Plan in any reference to strategic priorities.**

**In Favour:** Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright

**Against:** Nil

***CARRIED 6/0***

---

## COMMUNITY POLICIES

### Community Funding: Grants & Sponsorship



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Policy Number:	C3
Relevant Delegation:	Not Applicable
Adoption Details:	22 February 2016
Last Review Details:	27 April 2021

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#### **POLICY OBJECTIVE:**

The purpose of this policy is to outline the framework under which the Shire will enter into Community Funding arrangements for the purposes of facilitating the provision of a service, program, event, activity or endeavour that may contribute to the social, cultural, environmental and economic benefit of the Shire.

#### **POLICY SCOPE:**

This policy applies to all applications for sponsorship from the Shire of York.

Council may approve grants and sponsorship outside this policy as it sees fit. The policy does not prevent Council providing support for civic functions or one-off events in accordance with the relevant legislation.

It does not apply to:

- large scale events considered under the Sponsorship of Tourism Events Policy.
- support for civic functions.

#### **POLICY STATEMENT:**

#### **INTRODUCTION**

The Shire has a strategic objective to work with key partners in the provision of a range of services and programs that support people of all ages and backgrounds. One of the ways in which the Shire does this is in the provision of sponsorship.

Applications for Sponsorship should demonstrate an alignment to the social, economic, environmental and/or civic objectives of the Shire as outlined in the Shire's Strategic Community Plan.

In all cases, there is a need for accountability for use of funds by the community. This acquittal process needs to be transparent but also needs to be commensurate with the scale of the funding provided.

Sponsorship arrangements will only be entered into where a budget allocation exists or, when there is no budget allocation, where it has been approved by Council.

Specific criteria outlined in the relevant guideline will be applied against each sponsorship application.

Grants and Sponsorship are different from the purchases of services, where the Shire determines the type of project or service it requires and develops a contract to control how this is delivered. This process is covered by the Shire's procurement policy.

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This policy sets out the parameters for Council assistance, processes and accountability requirements.

## PRINCIPLES

- (a) Applications for Sponsorship should demonstrate an alignment to the social, economic, environmental and/or civic objectives of the Shire as outlined in the Shire's Strategic Community Plan.
- (b) Being accountable to the community for the use of public monies is essential but acquittal requirements should be commensurate with the scale of the assistance provided.
- (c) Access to funding should be equitable over time.
- (d) Assistance which involves in-kind support and/or waiver of fees has a value and is a cost to the Shire, such as: a time resource (labour), wear and tear on assets, or a loss of revenue. As such, the financial benefit to community groups and projects of this in-kind support needs to be understood and factored into decisions over time.

## PROVISIONS

### 1. THE COMMUNITY FUND

- 1.1 The Council will maintain a Community Funding; Grants & Sponsorship budget in the Long Term Financial Plan and Annual Budget which will comprise the available funding pool under this Policy on an annual basis.
- 1.2 The Community Funding budget will be used for:
  - allocation of direct financial support.
  - funding of fees waiver against the revenue requirements for community facilities.
- 1.3 re-imbursement of Council labour costs and payment of any 'use fee' for any Council equipment where in-kind value is provided by the Council. If the fund is exhausted before the end of the financial year, this will be notified to the community and applications will be closed for the remaining period.
- 1.4 Should there be a remaining amount at the end of the financial year, the Council may resolve to either:
  - (a) carry over that funding to the following financial year.
  - (b) allocate that funding to an agreed community project or initiative.

### 2. APPLICATIONS PROCESS

- 2.1 The Community Funding Grant & Sponsorship program will be advertised for a minimum four-week period for each round.
  - 2.2 Applications received within this timeframe, will be considered at the next available Ordinary Council meeting, provided that the application is received fourteen working days before the Agenda is published.
  - 2.3 Applicants will be required to fill in a simple application form. This will include providing information on:
    - who they are.
    - the nature, goals and mission of their organisation.
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- how the project aligns to Council's strategic objectives.
  - the nature of the planned project including advertising, community collaboration and the planned budget.
  - information, where relevant, about experience in managing budgets.
  - how they propose to report back to acquit the project.
  - external funding received for the project, if any, and whether the applicant has previously received assistance from the Community Funding, Grants & Sponsorship program.
- 2.4 Applicants will be encouraged to attend the relevant Council meeting where their application is being considered.
- 2.5 Should an application be received and it is clear that the application is more relevant to another Council budgeted funding pool, the applicant will be contacted to discuss the reassignment to that funding pool application process.

### **3. CATEGORIES FOR SUPPORT AND CRITERIA FOR DECISION-MAKING**

- 3.1 The Council will consider applications made under the following general headings. Projects which:
- encourage general involvement in local activities including sport.
  - improve collaboration and coordination of community support and services.
  - assist a community group to expand their ability to provide support for community and individual health and wellbeing.
  - Facilitate inclusion and equitable access to facilities, services, open spaces and activities.
  - increases community knowledge and understanding of their local built and natural environment.
  - are focused on protection and restoration of the Shire's natural environment including the Avon River and the protection and restoration of the built environment.
  - events which increase a sense of belonging, and of being socially connected to the community. Note: these are events not developed to leverage tourism or economic development benefit but having more of a purely community enjoyment focus.
  - support for individuals, particularly for youth, who have been selected to be involved in regional, state or national cultural and sporting activities.
  - requests by community groups to procure assistance to develop applications for external grants (seed funding).
- 3.2 The Council will not consider the following types of application under this Community Fund:
- Applications for activities outside the Shire of York.
  - applications for events intended to leverage tourism and economic development benefits. These will be considered under other funding provisions.
  - requests for on-going operating costs.
  - Consumables.
  - administration costs to deliver the project.
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- individual requests for purchase of sports uniforms (team requests will be considered).
  - individual applications for support that do not show parallel efforts to fundraise.
  - retrospective applications.
  - more than one application from the same source in the same funding round.

3.3 The following general criteria will be used to assess applications:

- the individual or community group is Shire of York based.
- any benefits arising from the activity accrue to the Shire of York community and/or environment in some form.
- proposed events facilitate inclusion and equitable access to facilities, services, open spaces and activities.
- a proposal, particularly for events, has been well thought through and the application for support is well ahead of any final decision to proceed.

**4. TYPES OF ASSISTANCE**

4.1 Grant & Sponsorship arrangements may be provided through the following funding types:

Minor: (including in-kind waiver requests) under \$2,000, provision of financial assistance to eligible groups and individuals that provide services or activities to the community.

Major: \$2,001 - \$10,000, provision of financial assistance to organisations that provide services or activities of a value greater than that provided under minor funding.

Tourism: \$10,001+: assistance to fund and attract year-round events to the region. Applications of this nature will be referred to Council's C4 Sponsorship of Tourism Events Policy and its associated guidelines for consideration and not this policy.

4.2 Where value in-kind labour assistance and waiver of fees is provided, a dollar value will be placed on the assistance and costed to the project amount total.

The setting of values for in-kind assistance will be set through the Annual Budget fees and charges review process.

Financial assistance includes:

- direct provision of money.
- waiver of fees (e.g. access to Council owned tables and chairs, Council facility hire).
- provision of in-kind support (support provided by the Shire for an activity where a scheduled fee or charge exists).

**5. DURATION OF ASSISTANCE**

5.1 The preference will be for provision of project support for the time period indicated in the advertised Grant & Sponsorship round only. In exceptional circumstances the Council may consider support for a project for a maximum period of three years where it considers the project presents major benefits to the community and it is consistent with strategic direction. Consideration must include the cost/ benefit of effectively reducing the available funding pool for other recipients over this period.

5.2 Should the situation arise where the 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

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process, inclusion as a Multi - Year Funding Agreement. Consideration does not imply approval.

## **6. LEVEL OF FUNDING FOR EACH APPLICATION**

- 6.1 Funding types detailed indicate the value amounts available for application.
- 6.2 The Council may, in order to maximise the availability of funding to a range of applicants, decide via a Council resolution to impose a maximum financial support limit per application. If it does so, this will be advertised in advance of the application period opening and made clear on the associated application forms.

## **7. REJECTED APPLICATIONS TO THE COMMUNITY FUNDING POOL**

- 7.1 If an application is rejected the Council will:
- (a) provide the applicant with the reasons why.
  - (b) redirect the application, if the recipient agrees, to another Council funding pool if it is deemed more appropriate for the application.
- 7.2 If the application relates to a matter that might be better considered for budgeted resourcing and the Council directs that it be considered as part of review and budgeting processes, this will be followed up with the applicant. Consideration as part of the budgeting process does not imply approval.

## **8. ACQUITTAL**

- 8.1 All successful recipients will be required to report to the Council on their project, event or individual activity on its completion. This acquittal process can occur in the following ways:
- speaking briefly at a Council meeting and providing visual record where appropriate.
  - if attendance at the meeting is not possible, submitting an acquittal report to the Shire for circulation to all Councillors.

Note: attendance to speak at a Council meeting is encouraged for all recipients, especially young people, as a way of learning about Council and Council processes.

- 8.2 The Council may require more extensive acquittal information for major, tourism and multiyear funding types if the amount provided is significant. Such requirements will be identified in the associated acquittal reports as a condition at the time of granting the approval.
- 8.3 Where in exceptional circumstances support up to a three year maximum is provided, the successful recipient must:
- speak annually at the Council meeting to provide an update.
  - provide an annual accompanying written summary of how the financial support was used, budget breakdown, stakeholder engagement (community & external), engagement numbers and final outcomes.
  - A projected budget for the following years activities.

## **PENALTIES:**

Not applicable.

## **KEY TERMS/DEFINITIONS:**

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Term	Meaning
Policy	This Shire of York Council policy titled 'Community Funding: Grants & Sponsorship'.
Recipients	An individual or organisation that receives a contribution in cash and/or in kind from Council.
Sponsorship Arrangement	An arrangement under which Council provides a contribution in cash and/or in kind to a recipient for the provision of a service, program, event, activity or endeavour that may contribute to the economic, social, environmental or cultural development of the Shire.

Responsible Officer: Executive Manager Corporate and Community Services

Contact Officer: Administration & Governance Coordinator

Relevant Legislation: Local Government Act 1995

Associated Documents: Community Funding Guidelines 2020/21  
Community Funding Application Form 2020/21  
Community Funding Acquittal Report 2020/21  
Community Funding Arrangement Acceptance Form  
Council Policy C3 Sponsorship of Tourism Events  
Council Policy C5 Public Events in York

Review History:

Date Review Adopted:	Resolution Number
Adopted – 22 February 2016	050216
Reviewed - December 2016	
Reviewed - 28 February 2017	
Reviewed - 25 November 2019	291119
Reviewed - 27 April 2021	050421
Former Policy No:	C1.3

## COMMUNITY POLICIES

### Sponsorship of Tourism Events



Policy Number:	C4
Relevant Delegation:	Not Applicable
Adoption Details:	18 April 2016
Last Review Details:	27 April 2021

#### **POLICY OBJECTIVE:**

To set out the framework and criteria for determining which tourism events proposals/applications the Council may sponsor.

#### **POLICY SCOPE:**

This policy applies to all proposals/applications for sponsorship for tourism events and/or sponsorship requests of \$10,001 or more.

#### **POLICY STATEMENT:**

#### **INTRODUCTION**

The Shire of York Council has identified that events designed to attract visitors to the Shire and provide consequent economic benefit to the Shire of York community, are an important part of its economic development strategy. These 'tourism events' are events which have been designed with the intent to attract visitors to the Shire and bring an economic benefit beyond revenue generation for the event organisers.

The Council recognises that showing support through sponsorship is an important mechanism for encouraging community based not-for-profit organisations or commercial entities to invest their time and resources. In doing so, the Council would expect that its sponsorship would be properly acknowledged in any promotional material.

Applications for Sponsorship should demonstrate an alignment to the social, economic, environmental and/or civic objectives of the Shire as outlined in the Shire's Strategic Community Plan.

Council may approve grants and sponsorship outside this policy as it sees fit. The policy does not prevent Council providing support for civic functions or one-off events in accordance with the relevant legislation.

It does not apply to:

- Community events and activities designed for local community enjoyment. Applications of this nature will be considered under the C3 Community Funding: Grants & Sponsorship Policy and not this policy.
- support for civic functions.

The Council is also interested in the development of tourism events which are linked to key themes of Shire, such as heritage, arts and the natural environment, and themes and sectors that may from time to time be identified in its economic development strategy.

This policy should be read in conjunction with Shire of York *C5 Public Events in York* Policy and its associated guidelines.



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## PRINCIPLES

- (a) Applications for Sponsorship should clearly demonstrate an alignment to the social, economic, environmental and/or civic objectives of the Shire as outlined in the Shire's Strategic Community Plan.
- (b) Requests for significant funding amounts of \$10,000 can be considered under the Sponsorship of Tourism policy.
- (c) Sponsorship will be on a case by case basis with levels determined by the overall level of funding available in any one year for dispersal.
- (d) A level of economic benefit (as defined in this policy) must be identified and delivered in order to receive sponsorship.
- (e) Early scan of feasibility, clear business and project planning and an explicit analysis and documentation of expected or proven revenue and/or economic benefits is essential.
- (f) On-going funding will be determined, in part, by analysis and feedback of identified economic benefits derived from the event, as part of the acquittal process.
- (g) Self-funding capability in the medium and longer term and growth of tourism event activity overall is desirable but levels and extent of funding over time will be determined on a case by case basis.
- (h) Events must be held in the Shire of York.
- (i) Events should add to visitor attraction rather than compete for existing visitors.

## PROVISIONS

### 1. APPLICATION FOR TOURISM EVENTS FUNDING

- 1.1 Applications for sponsorship funding may be made to the Shire at any time but the preference is that applications are made where possible before March in any calendar year so that the Council can consider the application in the context of its annual budget setting processes.
- 1.2 Applicants should provide the following information as part of their application:
  - (a) a description of the proposed event and a project plan with timeline.
  - (b) an outline of status as a not-for-profit or commercial/business organisation
  - (c) a budget showing an expenditure breakdown, funding, cashflow and expected revenue.
  - (d) expected visitor numbers, including an assessment of visitors from beyond the Shire, and an estimate of visitor growth with an explanation or rationale for numbers.
  - (e) probity mechanisms for management of funds.
  - (f) a marketing plan.
  - (g) past experience in running events, if any.
  - (h) how it is proposed to acknowledge Council sponsorship.
  - (i) any other information that the applicant considers relevant.

### 2. APPLICATION ASSESSMENT CRITERIA

- 2.1 The following criteria will be used to assess the applications:
  - (a) quality and depth of information provided in relation to the requirements under Clause 1.2.

- (b) amount of funding available to consider the application request.
- (c) potential to attract visitors to the Shire and to the town of York and to encourage overnight stay.
- (d) proven record of experience running similar events.
- (e) links to wider heritage and natural environment opportunities where relevant.
- (f) opportunities to work with/ include the wider Shire of York community
- (g) the extent to which the event adds/ complements the overall event calendar.

### **3. EVENTS PROPOSALS EXCLUDED FROM TOURISM EVENTS SPONSORSHIP**

- 3.1 The Council will not consider sponsorship for the following from the Tourism Events funding pool:
- (a) Events focused solely on fund raising or revenue raising for a community group or private business which provides no additional economic benefit (as defined in this policy).
  - (b) Events which are to be held outside the Shire.
  - (c) Events which compete with existing community or tourism events. Note: this does not preclude similar kinds of events being held but they must not be held at a time or in a way that undermines the viability of existing events.
- 3.2 Where an application is made which is more suitable to consideration under the Community Funding Policy, the applicant will be directed to that funding process.

### **4. ACQUITTAL**

- 4.1 The recipient of sponsorship will be required to provide a written report to Council within three months of the holding of the event, including for each event if the program is for more than one year. Acquittals will be presented to Council as soon as possible after submission. The report must show the following:
- (a) a description of the event and an outline of any modifications to the final product that may have occurred during the course of the event.
  - (b) estimated visitor numbers and place of origin, along with any information derived from visitors about their views on the event and any information on overnight stays as a result of the event.
  - (c) any issues that arose in the course of the event and lessons learnt.
  - (d) implications, if any, for future planned events (if applicable).
  - (e) a final financial report and, where a subsequent event is planned, how funding will be carried forward for the next event.
- 4.2 The Council reserves the right to withdraw sponsorship where there has been any failure to comply with requirements for holding events.

### **5. ACKNOWLEDGEMENT OF COUNCIL SPONSORSHIP**

- 5.1 Formal acknowledgement of sponsorship will be required of any recipient. The final form of acknowledgement will be negotiated and agreed prior to release of funding.

Term	Meaning
Tourism events	Events which have been designed with the intent of attracting visitors to the Shire or town of York and can show an economic benefit beyond revenue generation for the event organisers.

Economic benefit	<p>(a) direct financial spend in the Shire or York by visitors attending a tourism event which exceeds the level of spend that would normally be expected to occur if that event did not take place.</p> <p>(b) local jobs created by the event in the short, medium or long term.</p> <p>(c) any multiplier effect derived from the spend occurring under (a) or (b).</p> <p>(d) improved profile or marketing of the Shire or the town which can be shown to increase the likelihood of visitors beyond the event itself.</p> <p>(e) a financial contribution from the event revenue to the advancement of community projects within the Shire (exceeds by at least two-fold any sponsorship provided by the Shire for the event).</p>
Sponsorship	An arrangement under which Council provides a contribution in cash and/or in kind to a recipient for the provision of a service, program, event, activity or endeavour that may contribute to the economic, social, environmental or cultural development of the Shire.

#### PENALTIES:

Not applicable.

#### KEY TERMS/DEFINITIONS:

Not applicable.

Responsible Officer:	Chief Executive Officer
Contact Officer:	Chief Executive Officer
Relevant Legislation:	Local Government Act 1995
Associated Documents:	<p>Council Policy C3 Community Funding: Grants &amp; Sponsorship</p> <p>Council Policy C5 Public Events in York</p> <p>Community Funding Guidelines 2020/21</p> <p>Community Funding Application Form 2020/21</p> <p>Community Funding Acquittal Report 2020/21</p> <p>Community Funding Arrangement Acceptance Form</p>

#### Review History:

Date Review Adopted:	Resolution Number
Replaces Events Support Policy (Feb 2013)	
Adopted - 18 April 2016	
Reviewed - 24 October 2016	121016
Reviewed - 25 November 2019	291119
Reviewed - 16 December 2019	
Amendments adopted 27 April 2021	050421
Former Policy No:	C1.4

**COMMUNITY POLICIES****Funding: Grants and Sponsorship**

Policy Number:	C8
Relevant Delegation:	Not Applicable
Adoption Details:	Original C3 & C4 adopted 22 February 2016
Last Review Details:	Original C3 & C4 reviewed 27 April 2021
Current Review:	13 March 2025

**POLICY OBJECTIVE:**

This policy establishes a transparent and accountable framework for the allocation of funding by the Shire of York to support community initiatives, tourism events, and economic development projects that provide measurable benefits to the local region. The policy ensures a fair, consistent, and accountable distribution of public funds; safeguards alignment with the Shire's strategic objectives; and provides clarity on eligibility, application processes, assessment criteria, and funding obligations.

**POLICY SCOPE:**

This policy applies to applications for funding from the Shire of York. Council may approve funding and sponsorship outside this policy by resolution.

**POLICY STATEMENT:****INTRODUCTION**

The Shire has a strategic objective to support initiatives that enhance community participation, improve wellbeing and connection, promote cultural diversity, empower residents to contribute positively to their community, support economic development and foster business growth.

The Council recognises that providing financial support is an important mechanism for encouraging community based not-for-profit organisations or commercial entities to invest their time and resources.

This policy sets out the parameters for Council assistance, processes and accountability requirements.

**PRINCIPLES**

- a) Applications for funding should clearly demonstrate an alignment to the social, economic, environmental and/or civic objectives of the Shire as outlined in the Shire's [Strategic Community Plan 2020 - 2030](#).
- b) Assistance which involves in-kind support and/or waiver of fees has a value and is a cost to the Shire, such as: a time resource (labour), wear and tear on assets, or a loss of revenue.

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As such, the financial benefit to community groups and projects of this in-kind support needs to be understood and factored into decisions over time.

- c) Funding will be on a case-by-case basis with levels determined by the overall level of funding available in any one year for dispersal.
- d) A level of economic benefit must be identified and delivered to receive funding for Tourism Growth applications designed to attract visitors from outside of the local area.
- e) On-going funding will be determined, in part, by analysis and feedback, including identified economic benefits derived from the project or event, as part of the acquittal process.
- f) Self-funding capability in the medium and longer term, and growth of the project/event activity is desirable, but extent of funding over time will be on a case-by-case basis.
- g) All projects and events must be held in the Shire of York, unless a direct regional benefit is demonstrated.

## PROVISIONS

### 1. FUNDING CATEGORIES

Funding is available under the following categories:

#### 1.1 Outstanding Representation Sponsorship (ORS) (\$200 - \$500)

- a) Support for individuals who have been selected to represent in cultural or sporting activities at a regional, state or national level.

#### 1.2 Community Funding (*Events/projects benefiting local residents incl. environment and heritage*)

- a) Minor Community Funding (up to \$2,000): Small community projects or events with a clear local benefit.
- b) Major Community Funding (\$2,001 - \$10,000): Larger community initiatives that enhance services, events, or infrastructure.

#### 1.3 Economic Development Funding (up to \$2,000)

- a) Initiatives that stimulate economic activity, or enhance the investment appeal of the Shire.
- b) Assist with marketing campaigns, industry events, and regional development programs.
- c) Projects driving local business growth & investment.

#### 1.4 Tourism Growth Funding (*Events/projects that attract visitors/generate economic impact*)

- a) Designed to enhance the Shire's profile to a wider audience, and support local businesses through increased visitor spending.
  - b) Must demonstrate measurable economic benefits beyond revenue for the applicant.
  - c) Minor Tourism Growth Funding (up to \$10,000): Projects/events attracting visitors to York
  - d) Major Tourism Growth Funding (\$10,000 and over): Larger events demonstrating a greater economic impact.
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## **2. GENERAL ELIGIBILITY CRITERIA**

### **2.1 To be eligible, applicants must:**

- a) Be a legal entity (e.g., not-for-profit, incorporated association, business, or registered organisation).
- b) Demonstrate financial viability and capacity to deliver the project.
- c) Show clear alignment with the Shire's strategic objectives.
- d) Provide evidence of other funding sources or self-contribution where applicable.
- e) Have an ABN or a nominated Auspice organisation (ORS applications may be exempt)

### **2.2 Funding will NOT be provided for:**

- a) On-going operational costs of the applicant organisation (e.g. salaries, administration costs).
- b) Consumables and general running expenses.
- c) Retrospective applications (projects already completed).
- d) Activities outside the Shire of York (unless a direct regional benefit is demonstrated).
- e) Events or projects that compete with existing funded initiatives.
- f) Applications from individuals (except for Outstanding Representation Funding (ORS)).
- g) Individual requests for purchase of sports uniforms (team requests will be considered).
- h) Applications for support that do not show parallel efforts to raise other funds.
- i) More than one application from the same source in the same funding round.
- j) Events focused solely on fund raising or revenue raising for a community group or private business which provides no additional economic or community benefit (as defined in this policy).
- k) Events which compete with existing community or tourism events. This does not preclude similar kinds of events being held but they must not be held at a time or in a way that undermines the viability of existing events.
- l) Shire of York Councillors or employees

## **3. BUDGET AND TIMEFRAMES FOR FUNDING**

### **3.1 The Council will allocate funding within its Annual Budget to support these requests.**

### **3.2 The Funding budget will be used for:**

- a) allocation of direct financial support.
  - b) re-imbursement of Council labour costs and payment of any 'use fee' for any Council equipment where in-kind value is provided by the Council.
  - c) if the fund is exhausted before the end of the financial year, this will be notified to the community and applications will be closed for the remaining period.
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- 3.3 Should there be a remaining amount at the end of the financial year, the Council may resolve to either:
    - a) carry over that funding to the following financial year.
    - b) allocate that funding to an agreed community project or initiative.
  - 3.4 Applications for Community Funding (Minor and Major categories); and Economic Development Funding will be accepted in the designated funding rounds, typically April and September of each year. Each round is open from the first of the relevant month and closes on the last day of that month. The rounds will be advertised for a minimum four-week period during each round.
  - 3.5 Applications for Tourism Growth Funding and Outstanding Representation Sponsorship may be made to the Shire at any time. Preference is that applications are made, where possible, before March in any calendar year to enable Council consideration in context of its annual budget setting processes.
  - 3.6 Applications received will be considered at the next available Ordinary Council meeting. Allow for these processing time frames when assessing the delivery date of the project or event.

#### **4. APPLICATIONS PROCESS**

- 4.1 Applicants will be required to complete the online funding application form provided on the Shire of York Funding webpage. Selecting the most appropriate funding type and amount will dictate the level of detail and information required for each application.
- 4.2 Applications that demonstrate consideration and alignment with the *Shire of York Access and Inclusion Plan (AIP) 2024-2029* will be viewed favourably.
- 4.3 Applicants will be encouraged to attend the relevant Council meeting where their application is being considered. There is an opportunity for applicants to present to Council before the funding decision is finalised.
- 4.4 Should an application be received, and the application is more relevant to another Council budgeted funding pool than the one applied for, the applicant will be contacted to discuss the reassignment to that funding pool application process before the application period closes.

#### **5. DURATION OF ASSISTANCE**

- 5.1 The majority of funding will be for a single project which will be completed in an identified period. In exceptional circumstances the Council may consider support for a project for a maximum period of three years where it considers the project presents major benefits to the
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community and it is consistent with strategic direction. Consideration must include the cost vs benefit of effectively reducing the available funding pool for other recipients over this period.

- 5.2 Should Council see significant benefit to the community of maintaining support for a project or activity on an on-going basis, it may resolve to consider inclusion as a Multi - Year Funding Agreement to the Annual Budget process. Consideration does not imply approval.

## **6. LOBBYING OF COUNCILLORS AND SHIRE OFFICERS**

- 6.1 Applicants for funding (or their representatives) must not seek to influence their application through lobbying of Shire of York Councillors or Shire officers.
- 6.2 If an Applicant, whether personally or by an agent, canvasses any of the Shire's Councillors or Shire officers with a view to influencing the outcome of the application made by it or by any other Applicant, then regardless of whether the canvassing had or may have had any influence on the outcome of such application, the Shire may at its discretion omit the application from further consideration.
- 6.3 Applicants are encouraged to contact the nominated Shire Funding Representative outlined in the Funding Guidelines prior to application. Assistance to applicants can be provided in this way prior to submitting applications.

## **7. REJECTED APPLICATIONS**

- 7.1 If an application is rejected, the Council will:
- a) provide feedback to the applicant if requested.
  - b) redirect the application, if the recipient agrees, to another Council funding pool if it is deemed more appropriate for the application.
- 7.2 If the application relates to a matter that might be better considered for budgeted resourcing and the Council directs that it be considered as part of review and budgeting processes, this will be followed up with the applicant. Consideration as part of the budgeting process does not imply approval.

## **8. ACQUITTAL**

- 8.1 The recipient of funding will be required to provide a written acquittal report to the Shire within three months of completing the project or event, including for each year if it is part of multi-year funding approval. An acquittal report template will be provided to the recipient when the offer of funding is accepted.
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- 8.2 An income and expenditure statement, for the funded project only, is required in the acquittal and does not include information pertaining to the whole organisation. Supporting documentation, such as receipts and/or invoices, shall be included.
- 8.3 Outstanding Representation Sponsorship funding recipients are exempt from submitting a full acquittal report. A condensed version template will be supplied for submission post-representation.
- 8.4 Acquittal reports will be presented to Council for review and acceptance.
- 8.5 The Council reserves the right to withdraw funding where there has been any failure to comply with requirements set out in the funding agreement including the failure to submit a completed acquittal within the required timeframes.

#### **RELEVANT LEGISLATION:**

Local Government Act 1995

#### **PENALTIES:**

Not applicable.

#### **KEY TERMS/DEFINITIONS:**

Term	Meaning
Policy	This Shire of York Council policy titled 'Funding: Grants & Sponsorship'.
Recipients	An individual or organisation that receives a contribution in cash and/or in kind from Council.
Sponsorship or Funding	An arrangement under which Council provides a contribution in cash and/or in kind to a recipient for the provision of a service, program, event, activity or endeavour that may contribute to the economic, social, environmental or cultural development of the Shire.
Tourism Growth	Events or activities which have been designed with the intent of attracting visitors to the Shire or town of York and can show an economic benefit beyond revenue generation for the applicant/s.
Outstanding Representation Funding	Support for individuals who have been selected to represent in cultural or sporting activities at a state, national or international level.
Economic benefit	(a) direct financial spend in the Shire or York by visitors attending a tourism event which exceeds the level of spend that would normally be expected to occur if that event did not take place.  (b) local jobs created by the event in the short, medium or long term.  (c) any multiplier effect derived from the spend occurring under (a) or (b).

	<p>(d) improved profile or marketing of the Shire or the town which can be shown to increase the likelihood of visitors beyond the event itself.</p> <p>(e) a financial contribution from the event revenue to the advancement of community projects within the Shire (exceeds by at least two-fold any funding provided by the Shire for the event).</p>
Economic Development	The improvement of the Shire of York's economic landscape through job creation, increased revenue of local businesses, increased tourism spending with local providers, enhanced infrastructure or increased business opportunities within the district.

Responsible Officer: Executive Manager Corporate and Community Services

Contact Officer: Manager Tourism and Economic Development  
Manager Community and Place

Relevant Legislation: Local Government Act 1995

Associated Documents: Funding Guidelines 2025/26  
Funding Application Form 2025/26  
Funding Acquittal Report 2025/26  
Funding Arrangement Acceptance Form 2025/26  
Funding Assessment Form 2025/26  
Council Policy C5 Public Events in York

Review History:

Review History				
Council Adoption	Date		Resolution No.	
Reviewed	Date		Resolution No.	
Reviewed	Date		Resolution No.	
Reviewed	Date		Resolution No.	

Former Policy No: C3

Last Reviewed	Date	27 April 2021	Resolution No.	050421
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Former Policy No: C4

Last Reviewed	Date	27 April 2021	Resolution No.	050421
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Ordinary Council Meeting

25 March 2025

## ADDENDUMS

### **SY029-03/25 – Policy Review – Funding Grants and Sponsorships**

Following the release of the March 2025 Council Agenda, it has been identified that with the anticipated future adoption of the Council Plan, currently out for final community engagement, the proposed Policy C8 – Funding: Grants and Sponsorship references strategic priorities listed in the current Strategic Community Plan and Corporate Business Plan. Rather than waiting until the Council Plan has been considered by Council, and as the community funding round opens in April 2025, it is proposed that the Policy still be considered by Council at its March Ordinary Meeting.

As the agenda has been distributed there is a requirement to update the Recommendation to Council. The new Recommendation is as follows:

**“That, with regard to Policy Review - Funding: Grants and Sponsorship, Council:**

- 1. Adopts the following new Policy as presented in Appendix 3:**
  - a. Policy C8 – Funding: Grants and Sponsorship**
- 2. Rescinds the following Policies:**
  - a. Policy C3 – Community Funding: Grants and Sponsorship, as presented in Appendix 1.**
  - b. Policy C4 – Sponsorship of Tourism, as presented in Appendix 2.**
- 3. Authorises the Chief Executive Officer to make any minor formatting and typographical changes to the Policy prior to publication.**
- 4. Notes that Policy C8 – Funding: Grants and Sponsorship will be updated upon adoption of the new Council Plan in any reference to strategic priorities.”**

### **SY030-03/25 – Minutes and Recommendations of the Audit & Risk Committee Meeting held 11 March 2025**

Following the release of the March 2025 Council Agenda, a spelling mistake was identified in the name of a member of public at Item 4.2 Public Question Time.

As the agenda has been distributed there is a requirement to update the Recommendation to Council. The new Recommendation is as follows:

**“That, with regard to the Minutes and Recommendations of the Audit and Risk Committee Meeting held on 11 March 2025, Council:**

- 1. Receives the Unconfirmed Minutes of the Audit and Risk Committee (the ARC) Meeting held on 11 March 2025, as presented in Appendix 1, subject to correcting the spelling of the name of Sharna Hilda at Item 4.2 – Public Question Time, and by adopting the following recommendations of the ARC, Council:**
  - a. Resolves to adopt the completed 2024 Compliance Audit Return, as presented in Appendix 1, for certification by the Shire President and the Chief Executive Officer in accordance with Regulation 15(2) of the *Local Government (Audit) Regulations 1996*.**
  - b. Requests the Chief Executive Officer to submit the certified 2024 Compliance Audit Return to the Departmental CEO of the Department of Local Government,**

Ordinary Council Meeting

25 March 2025

**Sport and Cultural Industries prior to 31 March 2025 in accordance with Regulation 15(1) of the *Local Government (Audit) Regulations 1996*.**

- c. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the certified 2024 Compliance Audit Return prior to submission.**
- d. Notes the progress made to date in relation to the Strategic Risk Register.**
- e. Requests the Chief Executive Officer to present a Risk Management Update, including specific reporting on the Strategic Risk Register, to the Audit and Risk Committee at its June 2025 meeting.**
- f. Receives the status update on progress towards the remaining ten (10) Findings and eleven (11) new Findings from 2023/24 audit, as detailed in this report, noting those which are resolved or the intended timeframe for completion.**
- g. Requests the Chief Executive Officer to provide an update on the Findings identified during the 2022/23 and 2023/24 Audits to the Audit and Risk Committee at its June 2025 meeting.**
- h. Resolves to adopt the Mid-Year Budget Review and supporting information, as presented in Appendix 1.**
- i. Requests the Chief Executive Officer to reduce the transfer to Reserve by \$40,000 for Pioneer Memorial Lodge.**
- j. Requests the Chief Executive Officer to reduce the transfer to Plant Reserve by \$85,046 to support the acquisition of plant items.**
- k. Requests the Chief Executive Officer to transfer \$19,196 from the Long Service Leave Reserve to General Operational Funds.”**

**SY030-03/25 MINUTES AND RECOMMENDATIONS OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 11 MARCH 2025**

*An Addendum to this Item was released on 20 March 2025 and is presented in Appendix 2.*

<b>File Number:</b>	<b>4.7712</b>
<b>Author:</b>	<b>Vanessa Green, Council &amp; Executive Support Officer</b>
<b>Authoriser:</b>	<b>Lindon Mellor, Acting Chief Executive Officer</b>
<b>Previously before Council:</b>	<b>Not Applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. Unconfirmed Minutes - 11 March 2025 <a href="#">↗</a></b> <b>2. Addendum issued 20 March 2025 <a href="#">↗</a></b>

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Legislative

**PURPOSE OF REPORT**

This report presents the Unconfirmed Minutes of the Audit and Risk Committee (the ARC) Ordinary Meeting held on 11 March 2025 to Council for consideration.

**BACKGROUND**

At its Ordinary Meeting held on 11 March 2025, the ARC was presented with the following reports:

1. Compliance Audit Return
2. Risk Management Update
3. Update on Findings from 2022/23 and 2023/24 Audits
4. Mid-Year Budget Review 2024/25

The Unconfirmed Minutes of the ARC's Meeting are presented in Appendix 1.

**COMMENTS AND DETAILS**

Further details and implications of the reports are identified within the ARC's Minutes hence is not duplicated here. However, for ease of reference the ARC's recommendations were:

**TABLE 1.**

<b>ITEM</b>	<b>RECOMMENDATION</b>
Compliance Audit Return	<p>That, with regard to the Compliance Audit Return 2024, the Audit and Risk Committee recommends that Council:</p> <ol style="list-style-type: none"><li>1. Resolves to adopt the completed 2024 Compliance Audit Return, as presented in Appendix 1, for certification by the Shire President and the Chief Executive Officer in accordance with Regulation 15(2) of the <i>Local Government (Audit) Regulations 1996</i>.</li><li>2. Requests the Chief Executive Officer to submit the certified 2024 Compliance Audit Return to the Departmental CEO of the Department of Local Government, Sport and Cultural</li></ol>

	<p>Industries prior to 31 March 2025 in accordance with Regulation 15(1) of the <i>Local Government (Audit) Regulations 1996</i>.</p> <p>3. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the certified 2024 Compliance Audit Return prior to submission.</p>
Risk Management Update	<p>That, with regard to the Risk Management Update as at March 2025, the Audit and Risk Committee recommends that Council:</p> <ol style="list-style-type: none"> <li>1. Notes the progress made to date in relation to the Strategic Risk Register.</li> <li>2. Requests the Chief Executive Officer to present a Risk Management Update, including specific reporting on the Strategic Risk Register, to the Audit and Risk Committee at its June 2025 meeting.</li> </ol>
Update on Audit Findings	<p>That, with regard to the Update on the Findings Identified During the 2022/23 and 2023/24 Audits, the Audit and Risk Committee recommends that Council:</p> <ol style="list-style-type: none"> <li>1. Receives the status update on progress towards the remaining ten (10) Findings and eleven (11) new Findings from 2023/24 audit, as detailed in this report, noting those which are resolved or the intended timeframe for completion.</li> <li>2. Requests the Chief Executive Officer to provide an update on the Findings identified during the 2022/23 and 2023/24 Audits to the Audit and Risk Committee at its June 2025 meeting.</li> </ol>
Mid-Year Budget Review	<p>That, with regard to Mid-Year Budget Review 2024/25, the Audit and Risk Committee recommend to Council that it:</p> <ol style="list-style-type: none"> <li>1. Resolves to adopt the Mid-Year Budget Review and supporting information, as presented in Appendix 1.</li> <li>2. Requests the Chief Executive Officer to reduce the transfer to Reserve by \$40,000 for Pioneer Memorial Lodge.</li> <li>3. Requests the Chief Executive Officer to reduce the transfer to Plant Reserve by \$85,046 to support the acquisition of plant items.</li> <li>4. Requests the Chief Executive Officer to transfer \$19,196 from the Long Service Leave Reserve to General Operational Funds.</li> <li>5. Requests the Chief Executive Officer to forward the adopted 2024/25 Mid-Year Budget Review to the Department of Local Government, Sport and Cultural Industries within thirty (30) days of Council's adoption.</li> </ol>

## OPTIONS

Council has the following options:

**Option 1:** Council could choose to accept the ARC's recommendations.

**Option 2:** Council could choose to reject the ARC's recommendations.

**Option 3:** Council could choose to resolve differently to the ARC's recommendations.

Option 1 is the recommended option.

## IMPLICATIONS TO CONSIDER

### Consultative

Audit and Risk Committee Ordinary Meeting 11 March 2025

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.

Goal 4: Built for Lifestyle and Resilience

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

### Policy Related

G19 Risk Assessment and Management

G25 Compliance

### Financial

The financial impact of the items considered by the ARC is detailed within the meeting minutes and the individual appendices to each report.

In accordance with Section 5.100(2)(b) of the *Local Government Act 1995* and Council Resolution 100324, the external members of the ARC are paid a Meeting Fee for attendance with an allocation in the 2024/25 budget at GL: 042200.

### Legal and Statutory

Section 7.1A of the *Local Government Act 1995* is applicable and states:

#### **“7.1A. Audit committee**

- (1) *A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.*
- (2) *The members of the audit committee of a local government are to be appointed\* by the local government and at least 3 of the members, and the majority of the members, are to be council members.*

*\* Absolute majority required.*

- (3) *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- (4) *An employee is not to be a member of an audit committee.”*

Regulation 16 and 17 of the *Local Government (Audit) Regulations 1996* are applicable to the functions of an audit committee and state:

#### **“16. Functions of audit committee**

*An audit committee has the following functions —*

- (a) *to guide and assist the local government in carrying out —*
  - (i) *its functions under Part 6 of the Act; and*

- (ii) *its functions relating to other audits and other matters related to financial management;*
- (b) *to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) *to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to —*
  - (i) *report to the council the results of that review; and*
  - (ii) *give a copy of the CEO's report to the council;*
- (d) *to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —*
  - (i) *regulation 17(1); and*
  - (ii) *the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (e) *to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;*
- (f) *to oversee the implementation of any action that the local government —*
  - (i) *is required to take by section 7.12A(3); and*
  - (ii) *has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
  - (iii) *has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and*
  - (iv) *has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (g) *to perform any other function conferred on the audit committee by these regulations or another written law.*

**17. CEO to review certain systems and procedures**

- (1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —*
  - (a) *risk management; and*
  - (b) *internal control; and*
  - (c) *legislative compliance.*
- (2) *The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.*
- (3) *The CEO is to report to the audit committee the results of that review."*

**Risk Related**

The ARC plays a key role in overseeing the local government's responsibilities in relation to financial reporting, internal controls, risk management and legislative compliance. This report mitigates the risk of non-compliance.

**Workforce**

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



**VOTING REQUIREMENTS****Absolute Majority: Yes****RESOLUTION  
070325****Moved: Cr Denis Warnick****Seconded: Cr Denese Smythe****That, with regard to the Minutes and Recommendations of the Audit and Risk Committee Meeting held on 11 March 2025, Council:**

- 1. Receives the Unconfirmed Minutes of the Audit and Risk Committee (the ARC) Meeting held on 11 March 2025, as presented in Appendix 1, subject to correcting the spelling of the name of Sharna Hilder at Item 4.2 – Public Question Time, and by adopting the following recommendations of the ARC, Council:**
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  - b. Requests the Chief Executive Officer to submit the certified 2024 Compliance Audit Return to the Departmental CEO of the Department of Local Government, Sport and Cultural Industries prior to 31 March 2025 in accordance with Regulation 15(1) of the *Local Government (Audit) Regulations 1996*.**
  - c. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the certified 2024 Compliance Audit Return prior to submission.**
  - d. Notes the progress made to date in relation to the Strategic Risk Register.**
  - e. Requests the Chief Executive Officer to present a Risk Management Update, including specific reporting on the Strategic Risk Register, to the Audit and Risk Committee at its June 2025 meeting.**
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  - i. Requests the Chief Executive Officer to reduce the transfer to Reserve by \$40,000 for Pioneer Memorial Lodge.**
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  - k. Requests the Chief Executive Officer to transfer \$19,196 from the Long Service Leave Reserve to General Operational Funds.**

**In Favour:** Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright

**Against:** Nil

**CARRIED 6/0 BY ABSOLUTE MAJORITY**



# **UNCONFIRMED MINUTES**

## **Audit and Risk Committee Meeting Tuesday, 11 March 2025**

**Date: Tuesday, 11 March 2025**

**Time: 3:00pm**

**Location: Council Chambers, York Town Hall, York**

**Order Of Business**

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**MINUTES OF SHIRE OF YORK  
AUDIT AND RISK COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBERS, YORK TOWN HALL, YORK  
ON TUESDAY, 11 MARCH 2025 AT 3:00PM**

**1 OPENING**

**1.1 Declaration of Opening**

*Cr Kevin Trent, Presiding Member, declared the meeting open at 3.01pm.*

**1.2 Acknowledgement / Disclaimer**

The Presiding Member advised 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 Attendance via Electronic Means**

*In accordance with Regulation 14C of the Local Government (Administration) Regulations 1996, the Shire President has authorised the attendance of Cr Denis Warnick and Justin Lee via electronic means having given consideration to the location from which Cr Warnick and Justin are attending the meeting and the equipment used to attend the meeting, confirming they are suitable to enable effective engagement in deliberations and communications, and ensuring confidentiality.*

**1.4 Standing Orders**

*Nil*

**1.5 Announcement of Visitors**

*Nil*

## Audit and Risk Committee Meeting Minutes

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## 1.6 Declarations of Proximity Interest

*Nil*

## 1.7 Declaration of Financial Interests

*Nil*

## 1.8 Disclosure of Interests that May Affect Impartiality

*Nil***2 ATTENDANCE**

## 2.1 Members

*Cr Kevin Trent, Presiding Member; Cr Denis Warnick (via electronic means); Cr Peter Wright; Mr Justin Lee (via electronic means); Ms Shona Zulsdorf*

## 2.2 Staff

*Lindon Mellor, Acting Chief Executive Officer; Alina Behan, Executive Manager Corporate & Community Services; Rebecca Palumbo, Acting Executive Manager Infrastructure & Development Services; Vanessa Green, Council & Executive Support Officer*

## 2.3 Apologies

*Chris Linnell, Chief Executive Officer*

## 2.4 Leave of Absence Previously Approved

*Nil*

## 2.5 Number of People in the Gallery at Commencement of Meeting

*There were five (5) people in the Gallery at the commencement of the meeting.***3 QUESTIONS FROM PREVIOUS MEETING**

## 3.1 Response to Previous Public Questions Taken on Notice

**MRS M GOOD***Given the significant risks I have raised, including but not limited to legislative compliance with the Control of Vehicles (Off-road Areas) Act 1978, general health duty (Public Health Act 2016), and several other planning and governance policy areas, would the Audit and Risk Committee consider recommending to Council a temporary closure of the York off-road vehicle area until a thorough audit of all procedures, and risks assessment processes have been conducted according to relevant guidelines, to aid in mitigating further harm, risk and liability to the community?***Response provided by the Presiding Member:***The Audit & Risk Committee (the Committee) understands the York ORV track has been in its current position for over thirty (30) years with only a small number of complaints received in late 2024 regarding noise and dust.**The Shire has no plans to relocate the site and it is unlikely the Committee would consider such a request. Moving the track would not only be a significant cost for land purchase and*

*construction of a new track, being further out of town would increase maintenance and monitoring costs, as it would require additional travel for staff and plant.*

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

*The Committee understands soil samples have been taken and the results indicate these to be within acceptable limits. The environmental noise assessment is in progress to determine if there is a noise issue. The results of the assessments, conducted by independent experts, will be presented to Council once all are completed.*

#### **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.

## Audit and Risk Committee Meeting Minutes

11 March 2025

(10) Where any questions remain unasked at the end of public question time they may be submitted to the CEO who will reply in writing and include the questions and answers in the agenda for the next ordinary Council meeting.

(11) Where an answer to a question is given at a meeting, a summary of the question and the answer is to be included in the minutes.

*Public Question Time commenced at 3.06pm.*

4.1 Written Questions – Current Agenda

*Nil*

4.2 Public Question Time

**KAREN MARWICK**

**On behalf of Sharla Hilda**

**Question 1**

*In preparation and review of bank reconciliations, what is the longstanding discrepancy and the reason for it taking so long to complete?*

**Response provided by the Executive Manager Corporate & Community Services**

*The bank reconciliations have a number of unreconciled items because the transactions appear on the bank statements in a manner that does not necessarily match how those transactions present in the accounts. A reason for the delay is that many of the transactions are historical and so have not been reconciled over several years. The reconciliations are now up to date as per last financial year. There are still some items which cannot be matched so Officers are working with our financial advisors, Moore Australia, to determine how to record those transactions into the accounts. That work will likely result in a net positive position. Reconciliations are now conducted weekly and we expect to have a final position by the end of this financial year.*

*Another reason for the delay has been high staff turnover and a lack of resources within the Finance team over several years. However, there is now a stable workforce within the team hence this work is being completed.*

**Question 2**

*In preparation and review of property, plant and equipment reconciliation, why is there not a register on the Shire's computers to register every item the Shire owns?*

**Response provided by the Executive Manager Corporate & Community Services**

*The Shire has an assets register with all items matched to that. The Shire's register captures assets worth \$5,000 or over. However, there are some items which are longstanding, over a decade, that were not removed from the register when they were decommissioned and these are still being reconciled.*

*The Shire also has a Portable and Attractive Assets register which captures items valued under \$5,000. Anything that is immaterial, such as consumables and stationary, is not registered.*

**Question 3**

*Is that register available publicly via the website?*

**Response provided by the Executive Manager Corporate & Community Services**

*No, the register is not required to be publicly available.*

**PAUL GOOD****On behalf of Mrs M Good****Question 1**

*I refer to the public question time question taken on notice at the previous meeting dated 9 December 2024 (Question 2) directed to the presiding member and the response given in today's Shire of York Audit & Risk Committee Agenda, can you please confirm that this response was provided by you and can you please explain why it does not address the question asked and the significant similarity match to the answer provided by the Chief Executive Officer to public question time question 16 in the Ordinary Council Meeting minutes dated 17 December 2024?*

**Response provided by the Shire President**

*The response was framed around what I had said. Without looking back to the question asked in December I would have to refer back to that and get back to you.*

**Question 2**

*Can you please confirm that the Audit & Risk Committee has received a risk assessment report/is aware of risk register items pertaining to the significant public health risks (existing and new) associated with the upgrades to the York ORV area, in alignment with Policy G19 Risk Assessment and Management and the Shire of York Risk Management Framework?*

**Response provided by the Acting Chief Executive Officer**

*The risk assessment conducted as part of the works was done within the project management plan and has been reviewed by the Administration. The organisational risks have been presented to the Audit & Risk Committee.*

**Response provided by external member Shona Zulsdorf**

*It is important to understand the Audit & Risk Committee's role is to ensure good governance in line with the requirement for separation between the strategic and operational functions of a local government. In accordance with those legislated boundaries, the principles of good governance identify that an Audit & Risk Committee and Council oversight strategic risks, whereas operational risks are owned by the Chief Executive Officer and the Administration. It is not appropriate for an Audit & Risk Committee to be involved in operational matters.*

**Response provided by the Shire President**

*That responsibility applies to every local government in Western Australia. We are all governed by the same legislation that prohibits involvement in operational matters.*

**DIANE BUCKLEY****Question 1**

*Who was responsible for managing the Shire accounts and allowed them to be neglected to the point where they weren't completed in a timely manner?*

**Response provided by external member Shona Zulsdorf**

*Part of the Audit & Risk Committee's oversight involves internal audit and external audit processes which are signed off by the Office of the Auditor General. There is also the Regulation 17 review focussing on compliance and internal controls, and the Financial Management Regulation 5 review focussing on detailed analysis of financial data to ensure appropriateness.*

*There was one year where a number of findings were made that were not necessarily unanimously supported by the Audit & Risk Committee. The Audit & Risk Committee asked Management to conduct a risk assessment on those findings and advise the Committee on*



## Audit and Risk Committee Meeting Minutes

11 March 2025

*how they have been addressed, as well as timeframes for completion. That is being presented to the Committee at this meeting and is reported each quarter.*

**Question 2**

*Who is making sure this doesn't happen again?*

**Response provided by the Acting Chief Executive Officer**

*Essentially that responsibility falls to the Chief Executive Officer, to oversee the accounts with the work carried out by relevant Officers. These reports and audits are presented to the Audit & Risk Committee and Council for review.*

**MOTION****COMMITTEE RESOLUTION****Moved: Ms Shona Zulsdorf****Seconded: Cr Peter Wright**

**That at 3.19pm, Public Question Time be extended for a period of five (5) minutes.**

**In Favour: Crs Kevin Trent, Denis Warnick, Peter Wright, Justin Lee and Shona Zulsdorf**

**Against: Nil**

**CARRIED 5/0****Question 3**

*What are the qualifications of the current Finance Manager? Are they a fully qualified accountant?*

**Response provided by the Acting Chief Executive Officer**

*That matter is not relevant to this Audit & Risk Committee. It is an employment matter which is confidential and operational.*

**Response provided by external member Shona Zulsdorf**

*The Audit & Risk Committee is not responsible for operational matters. If an Audit & Risk Committee involves itself in operations there is a likelihood of findings being made against the Shire for breach of the legislation. Good governance is about separation and oversight.*

**Response provided by the Shire President**

*It is the Chief Executive Officer's role to employ qualified people.*

*There being no further questions, Public Question Time concluded at 3.21pm.*

**5 APPLICATIONS FOR LEAVE OF ABSENCE**

*Nil*

**6 PRESENTATIONS**

*Nil*

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS****COMMITTEE RECOMMENDATION****Moved: Ms Shona Zulsdorf****Seconded: Mr Justin Lee**

**That the minutes of the Audit and Risk Committee Meeting held on 9 December 2024 be confirmed as a correct record of proceedings.**

**In Favour: Crs Kevin Trent, Denis Warnick, Peter Wright, Justin Lee and Shona Zulsdorf**

**Against: Nil**

***CARRIED 5/0*****8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION***Nil*

## 9 OFFICER'S REPORTS

### 9.1 COMPLIANCE AUDIT RETURN 2024

<b>File Number:</b>	<b>4.0474</b>
<b>Author:</b>	<b>Vanessa Green, Council &amp; Executive Support Officer</b>
<b>Authoriser:</b>	<b>Chris Linnell, Chief Executive Officer</b>
<b>Previously before Council:</b>	<b>Not Applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. 2024 Compliance Audit Return</b>

### NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

### PURPOSE OF REPORT

This report presents the Compliance Audit Return (CAR) 2024 for the Audit and Risk Committee's (the Committee) consideration and recommendation to Council.

### BACKGROUND

Western Australian local governments are required to complete a CAR annually and submit it to the Department of Local Government, Sport and Cultural Industries (DLGSC) in accordance with the requirements of the *Local Government (Audit) Regulations 1996*, in relation to activities undertaken by the local authority in the preceding calendar year.

The CAR is a checklist of a local government's compliance with the requirements of the *Local Government Act 1995* (the Act) and its Regulations. The 2024 CAR content focuses on areas considered high risk. It examines whether the Council has complied with each action listed on the return under the following activities:

1. Commercial Enterprises (five (5) audit questions)
2. Delegation of Power (thirteen (13) audit questions)
3. Disclosure of Interest (twenty-one (21) audit questions)
4. Disposal of Property (two (2) audit questions)
5. Elections (three (3) audit questions)
6. Finance (seven (7) audit questions)
7. Integrated Planning and Reporting (three (3) audit questions)
8. Local Government Employees (five (5) audit questions)
9. Official Conduct (four (4) audit questions)
10. Optional Questions (nine (9) audit questions)
11. Tenders (twenty-two (22) audit questions)

The audit questions are specific in nature and require a yes/no/NA response. Officers have provided further comment where appropriate.

The CAR covers the period 1 January 2024 to 31 December 2024 and is presented in Appendix 1.

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**COMMENTS AND DETAILS**

The completed 2024 CAR is required to be:

1. Presented for review by the Committee before being presented for consideration and adoption by Council.
2. Returned to the DLGSC with a copy of the relevant Committee and Council Minutes by 31 March 2025.

The CAR has been undertaken as an internal audit, sourcing evidence of compliance through the Shire's record keeping systems and where required, through additional information held within respective sections of the organisation.

A summary of areas reviewed as part of the 2024 CAR is provided below:

<b>Audit Focus</b>	<b>Comment</b>
Commercial Enterprises	No areas on non-compliance
Delegation of Power	No areas on non-compliance
Disclosure of Interest	No areas on non-compliance
Disposal of Property	No areas on non-compliance
Elections	No areas on non-compliance
Finance	No areas on non-compliance
Integrated Planning and Reporting	No areas on non-compliance
Local Government Employees	No areas on non-compliance
Official Conduct	No areas on non-compliance
Other Questions	The Committee will note the comment in relation to consolidated versions of the Shire's Local Laws.  With the Act Reform stipulating that all local laws are to be reviewed prior to 7 December 2026 or they will be repealed it is not considered critical to address this area as a priority. It is anticipated that Model Local Laws will be developed by the Department of Local Government, Sport & Cultural Industries, which can inform the review process.
Tenders	No areas on non-compliance

**OPTIONS**

The Committee has the following options:

**Option 1:** The Committee could choose not to recommend acceptance of the CAR and request changes be made to the document prior to submission. Noting that the CAR is required to be presented to the Committee and Council prior to submission to the DLGSC by 31 March 2025.

**Option 2:** The Committee could choose to recommend Council accept the CAR and direct the Chief Executive Officer to submit it to the DLGSC by 31 March 2025.

Option 2 is the recommended option.

**IMPLICATIONS TO CONSIDER****Consultative**

Executive Leadership Team

Other Officers as required

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**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**

G19 Risk Assessment and Management

G20 Legislative Compliance

O6 Internal Controls

**Financial**

Nil

**Legal and Statutory**

Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* are applicable and state:

**“14. Compliance audits by local governments**

- (1) *A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.*
- (2) *After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.*
- (3A) *The local government’s audit committee is to review the compliance audit return and is to report to the council the results of that review.*
- (3) *After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be —*
  - (a) *presented to the council at a meeting of the council; and*
  - (b) *adopted by the council; and*
  - (c) *recorded in the minutes of the meeting at which it is adopted.*

**15. Certified copy of compliance audit return and other documents to be given to Departmental CEO**

- (1) *After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with —*
  - (a) *a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and*
  - (b) *any additional information explaining or qualifying the compliance audit,**is to be submitted to the Departmental CEO by 31 March next following the period to which the return relates.*
- (2) *In this regulation —*

**certified** *in relation to a compliance audit return means signed by —*

  - (a) *the mayor or president; and*
  - (b) *the CEO.”*

**Risk Related**

The requirement to lodge an adopted CAR with the DLGSC is a legislative requirement. Failure to do so exposes Council to non-compliance. This report and its appendix mitigate this risk.

**Workforce**

The CAR has been completed in-house within existing resources.

**VOTING REQUIREMENTS**

**Absolute Majority: No**

**COMMITTEE RECOMMENDATION**

**Moved: Ms Shona Zulsdorf**

**Seconded: Mr Justin Lee**

**That, with regard to the Compliance Audit Return 2024, the Audit and Risk Committee recommends that Council:**

- 1. Resolves to adopt the completed 2024 Compliance Audit Return, as presented in Appendix 1, for certification by the Shire President and the Chief Executive Officer in accordance with Regulation 15(2) of the *Local Government (Audit) Regulations 1996*.**
- 2. Requests the Chief Executive Officer to submit the certified 2024 Compliance Audit Return to the Departmental CEO of the Department of Local Government, Sport and Cultural Industries prior to 31 March 2025 in accordance with Regulation 15(1) of the *Local Government (Audit) Regulations 1996*.**
- 3. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the certified 2024 Compliance Audit Return prior to submission.**

**In Favour: Crs Kevin Trent, Denis Warnick, Peter Wright, Justin Lee and Shona Zulsdorf**

**Against: Nil**

***CARRIED 5/0***

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COMPLIANCE AUDIT RETURN 2024

Commercial Enterprises by Local Governments				
No	Reference	Question	Response	Comments
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2024?	Not applicable	There were no major trading undertakings conducted in 2024
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2024?	Not applicable	There were no major land transactions conducted in 2024
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2024?	Not applicable	Refer above
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2024?	Not applicable	Refer above
5	s3.59(5)	During 2024, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Not applicable	Refer above

Delegation of Power/Duty				
No	Reference	Question	Response	Comments
1	s5.16 (1)	Were all delegations to committees resolved by absolute majority?	Not applicable	No committees have delegated authority
2	s5.16 (2)	Were all delegations to committees in writing?	Not applicable	Refer above
3	s5.17	Were all delegations to committees within the limits specified in section 5.17 of the <i>Local Government Act 1995</i> ?	Not applicable	Refer above
4	s5.18	Were all delegations to committees recorded in a register of delegations?	Not applicable	Refer above
5	s5.18	Has council reviewed delegations to its committees in the 2023/2024 financial year?	Not applicable	Refer above

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6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the <i>Local Government Act 1995</i> ?	Yes	
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes	
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes	
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes	
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2023/2024 financial year?	Yes	June 2024 OCM Resolution 070624
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with <i>Local Government (Administration) Regulations 1996</i> , regulation 19?	Yes	Recorded in Attain and presented to Council at each Concept Forum

Disclosure of Interest				
No	Reference	Question	Response	Comments
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69 of the <i>Local Government Act 1995</i> , did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes	
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by the <i>Local Government (Administration) Regulations 1996</i> regulation 21A, recorded in the minutes of the relevant council or committee meeting?	Yes	
3	s5.73	Were disclosures under sections 5.65, 5.70 or 5.71A(3) of the <i>Local Government Act 1995</i> recorded in the minutes of the meeting at which the disclosures were made?	Yes	
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes	
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2024?	Yes	

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6	s5.77	On receipt of a primary or annual return, did the CEO, or the Mayor/President, give written acknowledgment of having received the return?	Yes	
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> ?	Yes	
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A of the <i>Local Government Act 1995</i> , in the form prescribed in the Local Government (Administration) Regulations 1996, regulation 28?	Yes	
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76 of the <i>Local Government Act 1995</i> , did the CEO remove from the register all returns relating to that person?	Yes	
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) of the <i>Local Government Act 1995</i> been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes	
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B of the <i>Local Government Act 1995</i> , in the form prescribed in the <i>Local Government (Administration) Regulations 1996</i> , regulation 28A?	Yes	Register recorded through Attain and published on the Shire's website
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	<a href="https://www.york.wa.gov.au/disclosure-of-gifts.aspx">https://www.york.wa.gov.au/disclosure-of-gifts.aspx</a>
13	s5.89A(6)	When people cease to be a person who is required to make a disclosure under section 5.87A or 5.87B of the <i>Local Government Act 1995</i> , did the CEO remove from the register all records relating to those people?	Yes	
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) <i>Local Government Act 1995</i> been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	

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16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under section 5.71A(1) of the <i>Local Government Act 1995</i> relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	Not applicable	No such applications were necessary/required during the reporting period
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under section 5.71B(6) of the <i>Local Government Act 1995</i> , recorded in the minutes of the council meeting at which the decision was considered?	Not applicable	Refer above
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates that incorporates the model code of conduct?	Yes	Policy E1 adopted 27 April 2021 (Resolution 060421), last reviewed 23 August 2022 (Resolution 150822)
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4) of the <i>Local Government Act 1995</i> ?	No	
20	s5.104(7)	Has the CEO published an up-to-date version of the code of conduct for council members, committee members and candidates on the local government's website?	Yes	Policy E1, available <a href="https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx">https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx</a>
21	s5.51A(1) & (3)	Has the CEO prepared and implemented a code of conduct to be observed by employee of the local government? If yes, has the CEO published an up-to-date version of the code of conduct for employees on the local government's website?	Yes	Policy O8, available <a href="https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx">https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx</a>

Disposal of Property				
No	Reference	Question	Response	Comments
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) of the <i>Local Government Act 1995</i> (unless section 3.58(5) applies)?	Yes	
2	s3.58(4)	Where the local government disposed of property under section 3.58(3) of the <i>Local Government Act 1995</i> , did it provide details, as prescribed by section	Yes	

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		3.58(4) of the Act, in the required local public notice for each disposal of property?		
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Elections				
No	Reference	Question	Response	Comments
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate in accordance with regulations 30G(1) and 30G(2) of the <i>Local Government (Elections) Regulations 1997</i> ?	Not applicable	No elections were held during the reporting period
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years in accordance with regulation 30G(4) of the <i>Local Government (Elections) Regulations 1997</i> ?	Not applicable	No elections were held during the reporting period
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with regulation 30G(5) of the <i>Local Government (Elections) Regulations 1997</i> ?	Not applicable	No elections were held during the reporting period

Finance				
No	Reference	Question	Response	Comments
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the <i>Local Government Act 1995</i> ?	Yes	Members last appointed in November 2023 Resolution 141123
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the <i>Local Government Act 1995</i> , did it do so by absolute majority?	Not applicable	No powers or duties are delegated to the Audit & Risk Committee

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3	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2024 received by the local government by 31 December 2024?	Yes	Received 17 December 2024 Resolution 131224
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under section 7.9(1) of the <i>Local Government Act 1995</i> required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	Yes	Management Letter presented to Audit & Risk Committee and Council in December 2024 (Resolution 131224), available <a href="https://www.york.wa.gov.au/council-meetings/ordinary-meeting-of-council/ordinary-meeting-of-council-17-december-2024/398">https://www.york.wa.gov.au/council-meetings/ordinary-meeting-of-council/ordinary-meeting-of-council-17-december-2024/398</a>
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	Yes	Significant Findings report presented to Audit & Risk Committee and Council in December 2024 (Resolution 131224), available <a href="https://www.york.wa.gov.au/news/findings-of-the-audit-management-report-for-the-202324-financial-year/10882">https://www.york.wa.gov.au/news/findings-of-the-audit-management-report-for-the-202324-financial-year/10882</a> Significant Findings report submitted to the Minister on 24 December 2024
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under section 7.12A(4)(b) of the <i>Local Government Act 1995</i> , did the CEO publish a copy of the report on the local government's official website?	Yes	Published 24 December 2024 Available <a href="https://www.york.wa.gov.au/news/findings-of-the-audit-management-report-for-the-202324-financial-year/10882">https://www.york.wa.gov.au/news/findings-of-the-audit-management-report-for-the-202324-financial-year/10882</a>
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June 2024 received by the local government within 30 days of completion of the audit?	Yes	Received on 13 December 2024

Integrated Planning and Reporting				
No	Reference	Question	Response	Comments
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	October 2023

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2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	October 2023
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of <i>Local Government (Administration) Regulations 1996</i> 19DA(2) & (3)?	Yes	

Local Government Employees				
No	Reference	Question	Response	Comments
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with <i>Local Government (Administration) Regulations 1996</i> , regulation 18A?	Not applicable	Recruitment for a CEO/Senior Employees was not required during the reporting period
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	Not applicable	Refer above
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4) of the <i>Local Government Act 1995</i> ?	Not applicable	Refer above
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Not applicable	Refer above
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	Not applicable	Refer above

Official Conduct				
No	Reference	Question	Response	Comments
1	s5.120	Has the local government designated an employee to be its complaints officer?	Yes	Council appointed the CEO at its February 2021 Meeting Resolution 130221. Council reaffirmed its delegation in relation to the appointment of persons to receive and withdraw complaints at its August 2023 Meeting Resolution 060823

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2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a) of the <i>Local Government Act 1995</i> ?	Yes	
3	S5.121(2)	Does the complaints register include all information required by section 5.121(2) of the <i>Local Government Act 1995</i> ?	Yes	
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	Available <a href="https://www.york.wa.gov.au/council/your-council/Council-Registers.aspx">https://www.york.wa.gov.au/council/your-council/Council-Registers.aspx</a>

Optional Questions				
No	Reference	Question	Response	Comments
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with the <i>Local Government (Financial Management) Regulations 1996</i> regulations 5(2)(c) within the three financial years prior to 31 December 2024? If yes, please provide the date of council's resolution to accept the report.	Yes	December 2023 Resolution 121223
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with <i>Local Government (Audit) Regulations 1996</i> regulation 17 within the three financial years prior to 31 December 2024? If yes, please provide date of council's resolution to accept the report.	Yes	December 2023 Resolution 121223
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B of the <i>Local Government Act 1995</i> , were the disclosures made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C of the Act?	Yes	Disclosures captured in Attain and published on the website Available <a href="https://www.york.wa.gov.au/council/your-council/Council-Registers.aspx">https://www.york.wa.gov.au/council/your-council/Council-Registers.aspx</a>
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes	Policy E9 adopted December 2019 available <a href="https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx">https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx</a>

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5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4) of the <i>Local Government Act 1995</i> ?	No	Section 5.96A(1)(b) is non-compliant in that the published local laws are not consolidated versions. Instead the original local law and the amendment local law are individually published. All other Sections are compliant.
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	Policy E2 last reviewed November 2023 available <a href="https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx">https://www.york.wa.gov.au/plan-build/planning/council-policies.aspx</a>
7	s5.127	Did the local government prepare a report on the training completed by council members in the 2022/2023 financial year and publish it on the local government's official website by 31 July 2024?	Yes	Available <a href="https://www.york.wa.gov.au/council/your-council/Council-Registers.aspx">https://www.york.wa.gov.au/council/your-council/Council-Registers.aspx</a>
8	s6.4(3)	By 30 September 2024, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2024?	Yes	
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes	

Tenders for Providing Goods and Services				
No	Reference	Question	Response	Comments
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy, adopted under the <i>Local Government (Functions and General) Regulations 1996</i> , regulations 11A(1) and (3) in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	All procurement policy requirements met
2	s3.57 F&G Reg 11	Subject to <i>Local Government (Functions and General) Regulations 1996</i> , regulation 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in regulation 11(1) of the Regulations?	Yes	Tenders for all procurement over \$250,000 include: Roads Construction Plant Hire

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3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 of the <i>Local Government Functions and General Regulations 1996</i> , required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Regulation 14(3) and (4)?	Yes	Tender Link – e tender portal Advertising in West Australian See Tender Selection report
4	F&G Reg 12	Did the local government comply with <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 12 when deciding to enter into multiple contracts rather than a single contract?	Not applicable	
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents, or each acceptable tenderer notice of the variation?	Yes	Addendums issued
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 15 and 16?	Yes	Electronic Tender Box
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of the <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	Register done Advertising on website – not up to date
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	Yes	Non compliant tender
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	Tender evaluation process undertaken and documented
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	Unsuccessful tenderers advised
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of the <i>Local Government (Functions and General) Regulations 1996</i> , Regulations 21 and 22?	Not applicable	Expressions of interest were not called during the reporting period
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	Not applicable	

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13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under the <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	Not applicable	
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 24?	Not applicable	
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with <i>Local Government (Functions &amp; General) Regulations 1996</i> regulations 24AD(4) and 24AE?	Yes	Plant Hire Panel Tender Tender Panel and West Australian See Tender Selection Report for details
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes	Tender Panel
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes	Electronic Tender Box
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 24AG?	Yes	
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	Not applicable	
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes	Tender Evaluation Report completed & documented
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	Yes	

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22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of <i>Local Government (Functions and General) Regulations 1996</i> , Regulation 24E and 24F?	Yes	See Procurement Policy
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\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

**9.2 RISK MANAGEMENT UPDATE AS AT MARCH 2025**

<b>File Number:</b>	<b>4.8787</b>
<b>Author:</b>	<b>Anneke Birleson, Manager Governance &amp; People</b>
<b>Authoriser:</b>	<b>Chris Linnell, Chief Executive Officer</b>
<b>Previously before Council:</b>	<b>28 June 2022 (020622) 27 September 2022 (100922) 20 December 2022 (141222) 21 March 2023 (420323) 19 December 2023 (121223) 26 March 2024 (100324) 24 September 2024 (100924) 17 December 2024 (131224)</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. Strategic Risk Progress - Dashboard 2. Strategic Risk Register - Snapshot - Confidential 3. Strategic Risk Register - Snapshot - Detailed - Confidential</b>

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Legislative

**PURPOSE OF REPORT**

This report provides the Audit and Risk Committee (ARC) with an update regarding progress on the Shire's Risk Management.

**BACKGROUND**

The Shire of York's Risk Assessment and Management Policy, in conjunction with the Risk Management Framework, sets out the Shire's approach to the identification, assessment, management and monitoring of risks.

The Shire's Risk Management Objectives are:

1. Optimise the achievement of our vision, experiences, strategies, goals and objectives.
2. Provide transparent and formal oversight of the risk and control environment to enable effective decision making.
3. Enhance risk versus return within our risk appetite.
4. Embed appropriate and effective controls to mitigate risk.
5. Achieve effective corporate governance and adherence to relevant statutory, regulatory and compliance obligations.
6. Enhance organisational resilience.
7. Identify and provide for the continuity of critical operations.

It is essential to monitor and review the management of risks as changing circumstances may result in some risks increasing or decreasing in significance. By regularly reviewing the effectiveness and efficiency of controls and appropriateness of treatment/action options selected, it can be determined if the organisation's resources are being put to the best use possible.

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Each Risk on the Strategic Risk Register has a set of key Controls which, in turn have Risk Actions. Each Risk, Action and Control has a Shire Officer allocated to it and an expected timeline for completion. Officers are required to report on progress at least monthly.

**COMMENTS AND DETAILS**

At its September 2024 and March 2024 meeting the ARC considered proposed reporting methods for progress updates against the Strategic Risk Register.

The ARC approved the use of the following tools generated from Government Frameworks' Strategic Planning and Reporting software, Cascade:

- Strategic Risk Register Dashboard
- Strategic Risk Register Snapshot
- Strategic Risk Register Snapshot (Detailed)

The Dashboard provides a visual overview of progress against each of the eight (8) Strategic Risks as well as an indication of how the risks are spread across the organisation.

The Snapshots provide more detail, including risk assessments and with officer comments in relation to progress of each Risk Control and Action.

The Snapshots and the Dashboard are live tools within Cascade and Officers can drill down on specific items using the charts and tables.

**OPTIONS**

The ARC has the following options:

**Option 1:** The ARC could recommend that Council notes the reporting progress made to date and requests the Chief Executive Officer to report on progress against the Strategic Risks at its June 2025 Ordinary Meeting.

**Option 2:** The ARC could recommend that Council notes the progress made to date, requests further development of the reporting tools and requests the Chief Executive Officer to present the final reporting tools for approval and report on progress against the Strategic Risks at its June 2025 Ordinary Meeting.

Option 1 is the recommended option.

**IMPLICATIONS TO CONSIDER****Consultative**

Executive Leadership Team

**Strategic**

Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

**Policy Related**

G19 Risk Assessment and Management

**Financial**

Financial implications of the proposed risk mitigation strategies are presented to Council as they emerge and inform the annual budget process.

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**Legal and Statutory**

Regulation 17 of the *Local Government (Audit) Regulations 1996* is applicable and states:

**“17. CEO to review certain systems and procedures**

- (1) *The CEO is to review the appropriateness and effectiveness of a local government’s systems and procedures in relation to —*
  - (a) *risk management; and*
  - (b) *internal control; and*
  - (c) *legislative compliance.*
- (2) *The review may relate to any or all of the matters referred to in subregulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review not less than once in every 3 financial years.*
- (3) *The CEO is to report to the audit committee the results of that review.”*

**Risk Related**

The development and regular update of an organisational Risk Register is a risk management tool.

**Workforce**

It is proposed that risk mitigation actions are undertaken within current resources. Where additional resources are required, this will be identified and submitted as part of the annual budget process.

**VOTING REQUIREMENTS**

**Absolute Majority: No**

**COMMITTEE RECOMMENDATION**

**Moved: Cr Peter Wright**

**Seconded: Ms Shona Zulsdorf**

**That, with regard to the Risk Management Update as at March 2025, the Audit and Risk Committee recommends that Council:**

- 1. Notes the progress made to date in relation to the Strategic Risk Register.**
- 2. Requests the Chief Executive Officer to present a Risk Management Update, including specific reporting on the Strategic Risk Register, to the Audit and Risk Committee at its June 2025 meeting.**

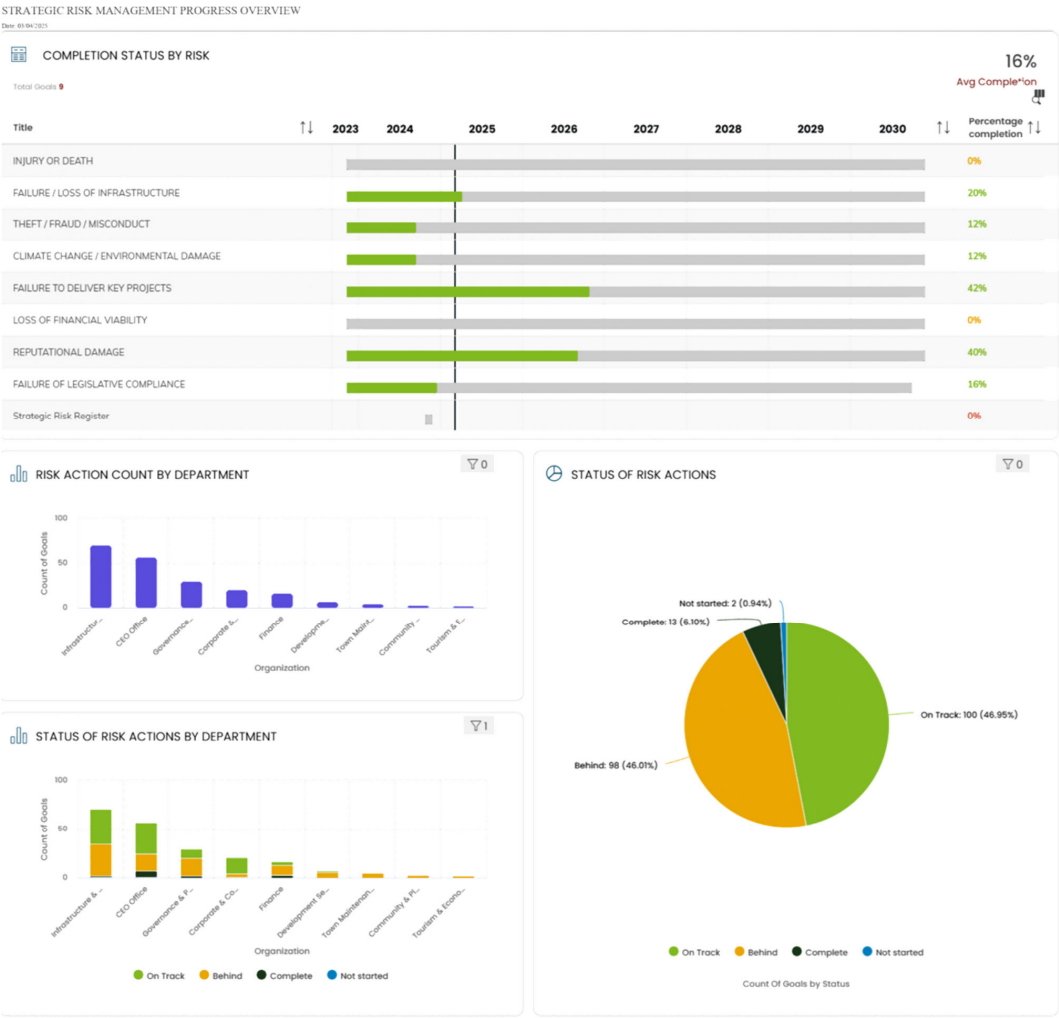
**In Favour: Crs Kevin Trent, Denis Warnick, Peter Wright, Justin Lee and Shona Zulsdorf**

**Against: Nil**

***CARRIED 5/0***

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**9.3 UPDATE ON THE FINDINGS IDENTIFIED DURING THE 2022/23 AND 2023/24 AUDITS**

<b>File Number:</b>	<b>4.0463, 4.4175</b>
<b>Author:</b>	<b>Codey Redmond, Manager Finance</b>
<b>Authoriser:</b>	<b>Alina Behan, Executive Manager Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>26 March 2024 (100324) 24 September 2024 (100924)</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. Audit Findings Snapshot</b>

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Executive

**PURPOSE OF REPORT**

This report presents an Update on the Findings Identified During the 2022/23 and 2023/24 Audits to the Audit and Risk Committee (ARC) for consideration and, if satisfactory, recommendation to Council.

**BACKGROUND**

Council considered the 2022/23 and 2023/24 Audit Findings at its September 2024 Ordinary Meeting and resolved (100924):

**"That, with regard to the Minutes and Recommendations of the Audit and Risk Committee Meeting held on 10 September 2024, Council:**

- 1. Receives the Unconfirmed Minutes of the Audit and Risk Committee (the ARC) Meeting held on 10 September 2024, as presented in Appendix 1, and by adopting the following recommendations of the ARC, Council:**
  - a. Receives the status update on progress towards the remaining ten (10) Findings as detailed in the ARC Minutes, noting those which are resolved or the intended timeframe for completion.**
  - b. Requests the Chief Executive Officer to provide an update on the Findings identified during the 2022/23 Audit to the ARC at its March 2025 meeting.**
  - c. Notes the progress made to date in developing reporting methodologies in relation to the Strategic Risk Register.**
  - d. Approves the use of the proposed reporting tools, namely the Draft Strategic Risk Register Snapshot and the Draft Strategic Risk Progress Dashboard.**
  - e. Requests the Chief Executive Officer to present a Risk Management Update, including specific reporting on the Strategic Risk Register, to the ARC at its December 2024 meeting."**

In accordance with point b, an update on the status of the 2022/23 and 2023/24 Audit Findings is presented to the ARC for consideration and recommendation to Council.

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**COMMENTS AND DETAILS**

Staff have been working towards implementing processes and procedures to address the Findings with further details provided below.

**TABLE 1. Prior Findings**

<b>FINDING</b>	<b>COMMENT</b>	<b>STATUS / TIMEFRAME</b>
Untimely preparation and review of bank reconciliations	Bank reconciliations have been completed up to 30 June 2024. The process is being updated, and an adjustment will be presented to the council to acknowledge a long-standing discrepancy. Efforts are ongoing to achieve monthly municipal and trust reconciliations, with continuous staff training.	The 2024/25 bank reconciliations are expected to be completed by the end of July 2025.
Depreciation of assets	Depreciation calculations are conducted in accordance with Australian Accounting Standards. Errors that led to a misstatement have been identified and corrected.	Completed for the 2023/24 financial year.
Audit readiness and quality of financial and supporting documentation	The division of the former Senior Finance Role into two positions has allowed better prioritization of auditors' requests and freed up the Finance Manager for budget preparation. The interim audit was completed in July, and the full audit was completed in November 2024, with all requested samples provided to the external audit firm Nexia.	Full audit completed for the 2023/24 financial year.
Untimely preparation and review of the property, plant and equipment reconciliation	Delays in finalizing the Annual Financial Report have hindered timely completion of procedures for the 2022/23 financial year. This delay prevents the initiation of new fiscal year asset transactions and disposals until the previous year's financials are adopted. All asset reconciliations were completed prior to the audit and approved by external auditors Nexia.	Completed for the 2023/24 financial year.
Asset revaluations	Assets subject to revaluation have been examined, and all variances accounted for. This has highlighted the need for a thorough review of all asset classes regarding capturing asset information, naming, and classification. Guidance will be sought, and staff will be trained on asset capitalization to ensure sufficient data is captured in the finance system for revaluation.	Completed for the 2023/24 financial year.
Monitoring of grants income and expenses	A workbook maintained by the Manager of Finance and Senior Finance Officer captures all known grants income and expenses. Greater input from responsible officers is expected in developing the 2025/26 budget. Grant monitoring through Cascade is still in development, with procedures to be defined.	Grants and contract liabilities approved by external auditors Nexia for the 2024/25 financial year.
Plant recovery cost base rate and indirect/overhead cost allocation rate	Plant recovery cost rates and indirect overheads were assessed and adjusted before implementing the 2024/25 budget. Further process development	Completed for the 2023/24 financial year.



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	and staff training are being pursued through a contract with Moore Australia.	
Works in progress for capital projects	Efforts are being made to ensure WIP assets are kept separate in the asset register and not subject to depreciation until project completion.	Completed for the 2023/24 financial year, with ongoing training and procedure development.
No asset addition forms	New forms for asset additions and disposals were implemented in June 2023. Compliance will be monitored in the 2024/25 financial year.	Completed for the 2023/24 financial year.
Assets with no depreciation	Assets subject to revaluation have been examined, and all variances accounted for. This has highlighted the need for a thorough review of all asset classes regarding capturing asset information, naming, and classification. Guidance will be sought, and staff will be trained on asset capitalization to ensure sufficient data is captured in the finance system for revaluation.	Completed for the 2023/24 financial year.

TABLE 2. New Findings

Untimely preparation and review of bank reconciliation.	Significant progress has been made in addressing this issue in previous years. We are committed to completing the preparation and review of bank reconciliations by 30 June 2025, in time for the 2024/25 audit.	To be completed to 30 June 2025 before the 2024/25 audit.
Lack of segregation of duties with purchasing	The lack of segregation of duties in purchasing was addressed during the Audit Reg 17 and FMR Reg 5 Review in 2023. Recommendations were received by the Council in December 2023, leading to updates to Policy F2 - Procurement. The Audit and Risk Committee (ARC) reviewed the residual risk in June 2024 and recommended that appropriate adjustments had been made, acknowledging that complete segregation may not always be feasible. The Council accepted the residual risk for 2022/23 and 2023/24 at its June 2024 meeting.	Council accepted residual risk for 2022/23 and 2023/24.
Fortnightly payroll reconciliations	Fortnightly payroll reconciliations have been consistently conducted since December 2023. External auditors Nexia have confirmed that this issue has been resolved and will not pose a problem in the future.	External auditors Nexia acknowledged the issue has been addressed since December and will not be an issue going forward.
Unrecorded liabilities	A one-time error in posting periods occurred due to staff changes at the end of the year. Implementing robust bank reconciliation will help to promptly identify and address any future errors. The error was corrected by journaling to the appropriate period as directed by auditors.	Journalled to correct period at direction of auditors in December 2024

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Untimely approval of purchase orders	The Audit and Risk Committee (ARC) reviewed the untimely approval of purchase orders in June 2024 and recommended that appropriate controls were in place. The treatment for non-compliance includes education and training, followed by HR processes where applicable. The Council accepted the residual risk for 2022/23 and 2023/24 during its June 2024 meeting.	Council accepted residual risk for 2022/23 and 2023/24.
Lack of control on tracking usage of inventory	This was identified as a weakness particularly in relation to fuel supplies where the largest variance has been recorded. The installation of a new fuel tank will require the immediate recording of information and should prevent recurrence	New processes need to be developed by engineering team to identify and recognise any discrepancies in fuel stocktake and issues
Inappropriate User Access in Synergy	At its June 2024 meeting the Audit and Risk Committee (ARC) considered this item and recommended to Council that appropriate access was in place. At its June 2024 Ordinary Meeting, Council agreed with the recommendation of the ARC and voted to accept the residual risk.  Noting the recommendation of the auditors, the Shire will trial a restricted access for the Finance Manager for a period of 6 months from January 2025 assessing the impact upon financial operations. Should this be successful the restricted access will be put in place permanently.	Restricting bank signatories access to database will lower Council's risk of fraud.
Old PPE assets carried in the FAR	A review of older assets with low carrying values will be conducted to remove any that are no longer in use or have fallen below material threshold. While asset addition and disposal processes are already in place, we acknowledge that some items disposed of before these processes began may require investigation and appropriate treatment. These assets will be removed from the register before the end-of-year asset reconciliation in June 2024.	Assets to be removed from register prior to end of year asset reconciliation 30 June 2025.
Untimely review of the credit card policy	The review period for all policies was evaluated as the Shire transitioned to its Integrated Planning and Reporting software. It was determined that a two-year review of Policy F6 – Corporate Credit Card Policy was sufficient, and thus it was not due for review within the reporting period. The Executive Leadership Team reviewed the current policy and found no need for amendments. This was presented to the Council in December 2024, and the policy was adopted by Council (Resolution 061224).	Policy was reviewed and adopted by Council at its December 2024 Meeting.
Former Employee listed as authorised signatory in AMP Bank Confirmation	Officers have instructed the bank to remove the terminated employee as an authorised signatory. Additionally, Officers corrected the oversight of not adding the new Finance Manager as an authorised signatory per the Shire's May 2024 instruction. Bank access was updated in December 2024, and	Bank access updated December 2024. Continued effort to be made to remove signatories as staff changes.

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	Officers will continue to ensure that signatories are promptly updated as staff changes occur.	
Guidelines for general journals	The Shire's current journal procedures have been deemed satisfactory by the external auditors Nexia in its 2023/24 audit process. To ensure continued accuracy and compliance, Officers will formalise the Management Guidelines for General Journals based on these existing practices. This update will be completed by 30 June 2025.	Procedure to be updated and implemented before end of financial year 30 June 2025.

A copy of the audit findings report is presented in Appendix 1.

### OPTIONS

The ARC has the following options:

- Option 1:** The ARC could recommend that Council receives the status update on progress towards the remaining ten (10) Findings and eleven (11) new Findings from 2023/24 audit and requests the Chief Executive Officer to provide an update on the Findings at its June 2025 meeting.
- Option 2:** The ARC could recommend that Council does not receives the status update on progress towards the remaining ten (10) Findings and eleven (11) new Findings from 2023/24 audit and requests the Chief Executive Officer to provide an update on the Findings at its June 2025 meeting.
- Option 3:** The ARC could recommend that Council requests more information from the Chief Executive Officer on the remaining ten (10) Findings and eleven (11) new Findings from 2023/24 audit and identifies what that information is.

Option 1 is the recommended option.

### IMPLICATIONS TO CONSIDER

#### Consultative

Executive Leadership Team

Moore Australia

#### 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

G17 Integrated Planning and Reporting - Planning

G19 Risk Assessment and Management

#### Financial

There are no direct financial implications relating to the risk assessment of the Audit Findings.

#### Legal and Statutory

Section 7.12A of the *Local Government Act 1995* is applicable and states:

***"7.12A. Duties of local government with respect to audits***

*(1) A local government is to do everything in its power to —*

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- (a) *assist the auditor of the local government to conduct an audit and carry out the auditor's other duties under this Act in respect of the local government; and*
  - (b) *ensure that audits are conducted successfully and expeditiously.*
- (2) *Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.*
- (3) *A local government must —*
  - (aa) *examine an audit report received by the local government; and*
  - (a) *determine if any matters raised by the audit report, require action to be taken by the local government; and*
  - (b) *ensure that appropriate action is taken in respect of those matters.*
- (4) *A local government must —*
  - (a) *prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and*
  - (b) *give a copy of that report to the Minister within 3 months after the audit report is received by the local government.*
- (5) *Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website."*

The *Local Government (Audit) Regulations 1996* provides the legislative framework for the conduct of audits in local government and the role of the ARC in considering the results of those audits.

**Risk Related**

Failure to undertake the actions documented in the report could result in financial risk for the Shire.

**Workforce**

The scope of this report can be accommodated within current operational capacity and via contractor support which is already in place.

**VOTING REQUIREMENTS**

**Absolute Majority: No**

**COMMITTEE RECOMMENDATION**

**Moved: Ms Shona Zulsdorf**

**Seconded: Mr Justin Lee**

**That, with regard to the Update on the Findings Identified During the 2022/23 and 2023/24 Audits, the Audit and Risk Committee recommends that Council:**

- 1. Receives the status update on progress towards the remaining ten (10) Findings and eleven (11) new Findings from 2023/24 audit, as detailed in this report, noting those which are resolved or the intended timeframe for completion.**
- 2. Requests the Chief Executive Officer to provide an update on the Findings identified during the 2022/23 and 2023/24 Audits to the Audit and Risk Committee at its June 2025 meeting.**

**In Favour: Crs Kevin Trent, Denis Warnick, Peter Wright, Justin Lee and Shona Zulsdorf**

**Against: Nil**

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	<b><i>CARRIED 5/0</i></b>
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AUDIT FINDINGS  
06/03/2025



AUDITS PLAN

AUDIT FINDINGS 2022/23

Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
Untimely preparation and review of bank reconciliations	Significant	Yes	The timely preparation and independent review of monthly bank reconciliations is a key control for ensuring financial transactions are valid, complete and accurately reflected in the financial records and bank accounts. This absence of this key financial control may increase the risk of fraudulent transactions, errors or omission	Moderate	Possible	High	We recommend that the Shire review its bank reconciliation processes to ensure the monthly bank reconciliations are appropriately prepared and reviewed in a timely manner. The bank reconciliation process should include ensuring supporting documentation to the reconciliation is readily available to allow the Shire to	Agreed bank reconciliations were not conducted in a timely fashion in the 2022/23 Financial Year due to lack of staff. The financial services contract established with Moore Australia in 2023/24 has allowed for the review of the bank reconciliation process and training of finance team members. This has now been	Adequate	Moderate	Likely	High	Treat	Codey Redmond: 2023/24 bank records completed 28/02/2025  Vanessa Green: Continue to work towards weekly Municipal reconciliations and monthly Trust reconciliations. Ongoing staff training - 05/06/2024	100% 100 / 100

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		Current.
going undetected, resulting in misstatements within the Shire's financial statements	perform an effective review. The Shire should ensure an adequate level of training is provided to staff performing the reconciliations. The reviewer should also ensure that reconciling items are accurate and supported and evidence of independent review is maintained.	completed, and Trust accounts are up to date. The remainder of Municipal reconciliations will be completed in March 2024. This process will now be undertaken weekly for Municipal reconciliations and monthly for Trust due to the lower activity. This can be tested in the 2023/24 Interim Audit.

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Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
Depreciation of assets	Significant	No	Where assets are not depreciating in line with their useful lives, there is a risk that the depreciation expense and value of Property, Plant and Equipment and Infrastructure may be materially misstated. Further where depreciation applied does not reflect an assets use, this can cause difficulties in asset management planning.	Extreme	Possible	Extreme	The Shire review the depreciation rates applied to all assets to ensure that they are the correct rates in-line with revaluation reports or where appropriate, a updated useful life estimations .	The depreciation calculation s are undertaken in accordance with Australian Accounting Standards. Errors that resulted in misstatement of the depreciation n have been found and corrected.	Adequate	Major	Likely	High	Treat	Codey Redmond: completed no longer audit finding 28/02/2025  Codey Redmond: Asset depreciation up to date with review of all rates scheduled for October 03/09/2024	100% 100 / 100
Audit readiness and quality of financials and supporting documentat	Significant	No	As a result of the matters highlighted above, the financial statements approved to release by the Shire to the auditors were incorrect and did not agree to the underlying financial records. Significant additional time and effort has been committed	Major	Unlikely	High	We recommend the Shire review its key accounting function set up to ensure that it is fit for purpose and able to meet the required deliverables . The Shire must ensure all information to support the preparation of the financial	The Shire can demonstrate that it commenced collecting the information requested in the PBS in April of 2023. Prior to onsite testing the majority of the PBS requirement s had been collected and transmitted . There were numerous	Adequate	Major	Possible	High	Treat	Alina Behan: The splitting of the former Senior Finance Role into two positions - Senior Finance , and Rates and Debtors has allowed the Senior Finance	100% 100 / 100



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by the audit team to try and progress this audit to a point. Further, without timely consideration of the Shire's ability to fulfill its reporting responsibilities these may not be met. Additionally, a delay in receiving appropriate documents and evidence can create inefficiencies and productivity of the audit. In the absence of sufficient appropriate audit evidence, we may not be able to comfortably conclude on such transactions and balances.

report are complete, accurate and available for the audit team to inspect. Further, to ensure that the Shire is suitably audit ready at the commencement of each phase of the audit it is preferable that the Shire utilise the varying Better Practice Guides the OAG has developed and ensure all requested information is available.

instances where audit documents were transmitted, only to be subsequently re-requested by the audit team. This pattern persisted even after the audit recommendation in January 2024, with information submitted being immediately demanded again by the OAG. It is worth noting that OAG officers frequently failed to provide adequate time for thorough responses from Shire of York staff, this will be thoroughly discussed at the Exit Interview.

Officer to prioritise auditor's requests and has freed up the Finance Manager to concentrate on budget preparation. The interim audit was completed in July 2024, and the Shire was able to provide all requested samples to the external audit firm Nexia.

02/08/2024

**Vanessa Green:** Despite disputing this finding the Shire recognises that key staff FM and EMCCS have

Current...

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Current...
compet ing prioritie s at audit times and cannot fully service ongoing OAG request s. As part of the Workfor ce Plan recom mendat ions a further primary audit contact has been establis hed to ensure continu ity of service to the auditor s. This positio n has already been filled, and contact made with the 2023/2 4 Audit team. 05/06/2024

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Untimely preparation and review of the property, plant and equipment reconciliations	Significant	Yes	PPE account reconciliations not prepared and reviewed in a timely manner increase the risk of unreconciled items and errors being undetected and/or not promptly corrected.	Major	Possible	Extreme	We recommend the Shire prepare and review its Property, Plant & Equipment account reconciliations in a timely manner.	Persistent delays in finalising the Annual Financial Report have once more hindered the timely completion of procedures for the 22/23 Financial Year. This ongoing delay prevents the initiation of new fiscal year asset transactions and disposals until the previous year's financials have been officially adopted.	Adequate	Major	Likely	High	Treat	<b>Anneke Birleson:</b> As part of the Workforce Plan recommendations an additional resource has been established. This position has been filled with assets being a key focus area.  06/06/2024	100% 100 / 100
Asset revaluations	Significant	No	Without appropriate checks and reconciliations to demonstrate and verify the completeness of the revaluation process and the asset register, there is an increased risk of material misstatement in financial reports. Further, where clear	Major	Possible	Extreme	Management should ensure robust procedures are in place to ensure the accuracy and completeness of the fixed assets reported in the financial statements and captured through the revaluation process. Further, management	Assets subject to revaluation have been examined and all variances accounted for. This is now resolved. This has highlighted the need for a thorough review of all asset classes with regard to the capturing of asset information, naming and	Inadequate	Major	Likely	High	Treat	<b>Vanessa Green:</b> Identified need for review of all asset classes and asset management procedures including capture in asset registers  05/06/2024	50% 50 / 100 50% behind

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								nt should ensure documentat	classification. Guidance will be sought, and staff trained on the capitalisati								Current...
			documentat ion is unable to be provided to support movements between balances or amounts are unreconcile d there is a risk that assets may be duplicated or mistakenly removed from the asset register. Incorrect application of legislative and accounting standard requirement s increases the risk of a material misstateme nt within the financial report.														

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Audit R...	Prior Y...		Conseq...	Liabilitie...	Risk Ra...	Audit R...	would	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comen...	Current...
		commitmen ts in the financial statements. In addition current practice may result in non- compliance with AASB 15 or 1058 as no assessment has been made to determine the appropriate recognition of revenue of each grant, being either on receipt or over time. Incorrect revenue recognition may cause inaccuracie s in the annual financial statements and the Shire's monthly financial information meaning financial decision making may be ill- informed.				The Shire should retrospectiv ely complete a detailed revenue recognition assessmen t of its grant revenue streams. This is to conclude if a particular grant revenue stream or transaction arises from an enforceable contract with a customer and has sufficiently specific performanc e obligations. The assessmen t will trigger the revenue recognition requirement s under AASB 15, or if it falls outside this scope, under AASB 1058, so that revenue is not misstated for the 2023-24 financial year.	income and expenditure monthly and email register to all staff each month for review and update. This register has been superseded by the Govenmen t Framework s IPR software which will be implemente d in 2024. Progress can be tested during Interim and Final Audits for 2023/24.							

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Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
Plant recovery cost base rate and indirect/overhead cost allocation rate	Moderate	Yes	The use of outdated base rate for plant recovery cost and the application of indirect/overhead cost recovery rate increases the risk of the project/fixe d assets costs being misstated.	Moderate	Unlikely	High	The Shire should review the base rate for plant recovery costs and the indirect/overhead cost recovery rate to determine their currency and accuracy.	This work has not been completed but assistance in ensuring a robust process has been sought via the contract with Moore Australia.	Inadequate	Moderate	Likely	High	Treat	Vanessa Green: In progress 05/06/2024	20% 20 / 100 80% behind
Works in progress for capital projects	Moderate	No	Incorrect capitalisation could result in asset, depreciation and expense accounts being misstated.	Moderate	Unlikely	High	The Shire should ensure that only valid items are capitalised and develop a policy and procedure providing guidance on the accounting treatment for costs relating to capital projects.	Noted. The Shire will review this requirement to see whether it is applicable.	Inadequate	Moderate	Likely	High	Treat	Rebecca Palumbo: PPR progressing through Aust Govt processes 19/12/2024  Rebecca Palumbo: Ongoing. Risk plan developed 19/12/2024	100% 100 / 100

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Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
No asset addition forms	Minor	No	Use of asset addition forms allows the asset team to clearly communicate specific information such as useful lives and date assets were received to the finance team for input into the accounting records.	Minor	Possible	High	The Shire should implement the use of asset addition forms.	This recommendation is noted, we will look to implement this in 2024.	Inadequate	Minor	Almost Certain	High	Treat	<b>Codey Redmond:</b> Asset acquisition and disposal forms created and implemented 01/07/2024 for 2024/25 financial year <i>02/09/2024</i> <b>Rebecca Palumbo:</b> Draft close out process includes Asset Form <i>26/08/2024</i>	100% 100 / 100 -

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Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
Assets with no depreciation	Moderate	Yes	When assets are not assigned a depreciation rate, or when assets are not being depreciated this can lead to an understatement in depreciation expense and an overstatement in the net book value of assets being reported in the financial statements. This can also result in assets not reflecting their accurate future service potential.	Minor	Possible	High	The Shire should ensure that depreciation rates are assigned for asset additions on acquisition and that depreciation charge is consistent and accurately generated by the asset module. Furthermore, the Shire should review the depreciation rate of all assets to ensure they are aligned with the remaining economic benefits and future service potential of these assets.	Please see comments at Finding 11. Assets subject to revaluation have been examined and all variances accounted for. This is now resolved. This has highlighted the need for a thorough review of all asset classes with regard to the capturing of asset information, naming and classification. Guidance will be sought, and staff trained on the capitalisation of assets to ensure that sufficient data is captured in the finance system to ensure assets are able to be revalued.	Inadequate	Minor	Almost Certain	High	Treat	Vanessa Green: Identified need for review of all asset classes and asset management procedures including capture in asset registers  05/06/2024	50% 50 / 100 50% behind



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AUDIT FINDINGS 2023/24

Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
Untimely preparation and review of bank reconciliations	Significant	Yes	The timely preparation and independent review of monthly bank reconciliations is a key control for ensuring financial transactions are valid, complete and accurately reflected in the financial records and bank accounts. This absence of this key financial control may increase the risk of fraudulent transactions, errors or omission going undetected, resulting in misstatements within the Shire's financial statements	Moderate	Possible	High	We recommend that the Shire review its bank reconciliation processes to ensure the monthly bank reconciliations are appropriately prepared and reviewed in a timely manner. The bank reconciliation process should include ensuring supporting documentation to the reconciliation is readily available to allow the Shire to perform an effective review. The Shire should ensure an adequate level of training is provided to staff performing the reconciliation. The reviewer should also ensure that reconciling items are accurate	Significant progress has been made against this item, but works are yet to be completed. Finalisation of the outstanding bank reconciliation is on track for December 2024.	Adequate	Moderate	Likely	High	Treat		25% 25 / 100 75% behind

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																		Current...
							and supported and evidence of independent review is maintained.											
Lack of segregation of duties with purchasing	Significant	Yes	In the absence of sufficient and appropriate segregation of duties there is an increased risk of erroneous or fraudulent payments. Further there is a heightened risk of the Shire ordering and committing to unauthorised goods or services. Where purchases are centralised to the individual business units, this may hamper the effectiveness of the delegated financial authority control mechanism as well as the efficiency of business operations	Moderate	Possible	High	The Shire should review its underlying policies, procedures, systems and controls around ordering, receipting and approving payment of goods and services. Policies and procedures implemented should ensure sufficient and appropriate segregation of duties is achieved and these should be communicated to all staff. The Shire should also review its delegated financial authority to ensure it remains appropriate to meet the Shire's risk assessment and procurement	This was considered as part of the Audit Reg 17 and FMR Reg 5 Review in 2023. The recommendations regarding segregation of duties were received by Council at its December 2023 OCM and the corresponding updates to Policy F2 - Procurement adopted. The residual risk after the implementation of these recommendations was presented to the Audit and Risk Committee (ARC) at its June 2024 meeting. ARC considered this item and recommended to Council that appropriate	Effective	Minor	Likely	High	Treat	Vanessa Green: Council resolved to accept the residual risk 06/03/2025	100% 100 / 100			

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	Audit R...	Prior Y...	Implica...	Conseq...	Liabili...	Risk Ra...	Audit R...	adjustment	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
							requirement s. As part of ensuring segregation of duties, where purchases are initiated in business units that are not their own, relevant managers should undertake checks and make enquiries as necessary to verify and authorise each transaction.	s had been taken to segregate purchasing duties noting that this would not always be possible. At its June 2024 Ordinary Meeting, Council agreed with the recommendation and voted to accept the residual risk.							
Fortnightly payroll reconciliatio	Significant	Yes	Where payroll reconciliations are not completed, there is a risk the General Ledger is inaccurate and not a complete representation of payroll related payments. Inadequate independent review of the payroll reconciliations increases the risk of errors, omissions or fraud going undetected.	Major	Possible	High	We recommend management to ensure that fortnightly payroll reconciliations are adequately performed, and evidence of independent review is retained.	As noted by the auditors this process has been undertaken fortnightly since December 2023.	Effective	Major	Unlikely	High	Treat	Codey Redmond: Processes completed and undertaken before audit in December 2023. 28/02/2025	100% 100 / 100 -

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Unrecorded liabilities	Significant	No	If subsequent payments are not reviewed for additional liabilities at balance date, there is a risk of liabilities and other areas of the financial report being incomplete and materially misstated.	Major	Possible	High	We recommend that management puts in place a process to ensure that year-end invoices are captured appropriately in the correct period.	Noted. A process will be developed to prevent recurrence of this incorrect posting.	Effective	Major	Unlikely	High	Treat	Codey Redmond: one off error caused by change of staff at end of financial year. 28/02/2025	100% 100 / 100 -

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Untimely approval of purchase orders	Moderate	Yes	Purchases made without authorised purchase orders may increase the risk of unauthorised expenditure occurring and going undetected. Further it is more difficult for the Shire to track whether expenditure incurred is in line with budgets or expectations and is dependent on the receipt of a tax invoice.	Moderate	Possible	High	Purchase orders are an important control in the procurement process as they ensure purchases are appropriate, necessary and comply with procurement policies prior to the receipt of goods or services. The Shire should ensure that purchase orders are raised and approved prior to the ordering of goods and or services.	At its June 2024 meeting the Audit and Risk Committee (ARC) considered this item and recommended to Council that appropriate controls were in place and that the treatment for non-compliance would be education and training followed by a HR process where applicable. At its June 2024 Ordinary Meeting Council agreed with the recommendation of the ARC and voted to accept the residual risk.	Adequate	Moderate	Likely	High	Treat	Vanessa Green: Council resolved to accept the residual risk 06/03/2025	100% 100 / 100

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Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
Lack of control on tracking usage of inventory	Moderate	No	There is an increased risk of inappropriate usage of inventory in the absence of controls and inventory. There is a further risk that inventory may not be fairly stated at year-end.	Moderate	Possible	High	We recommend management puts in place a more stringent tracking mechanism for usage of inventory in order to mitigate any inappropriate usage and / or incorrect recognition of inventory balance.	Agreed. This was identified as a weakness particularly in relation to fuel supplies where the largest variance has been recorded. The installation of a new fuel tank will require the immediate recording of information and should prevent recurrence.	Inadequate	Moderate	Likely	High	Treat	Lindon Mellor: 24/02/2025 - New pump system in place which digitally records 24/02/2025	100% 100 / 100
Inappropriate User Access in Synergy	Moderate	No	Access privileges for users beyond those necessary to perform their assigned duties might result in the recording of unauthorised, non-existent or inaccurate transactions, improper changes to data, or destruction of data.	Moderate	Possible	High	Super user access should be limited to privileged users (ideally in the IT service providers/IT departments).	At its June 2024 meeting the Audit and Risk Committee (ARC) considered this item and recommended to Council that appropriate access was in place. At its June 2024 Ordinary Meeting, Council agreed with the recommendation of the ARC and voted to accept the residual risk. Noting the	Inadequate	Moderate	Likely	High	Treat	Vanessa Green: Council resolved to accept the residual risk 06/03/2025	100% 100 / 100

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recommend  
ation of the  
auditors,  
the Shire  
will trial a  
restricted  
access for  
the Finance  
Manager  
for a period  
of 6 months  
from  
January  
2025  
assessing  
the impact  
upon  
financial  
operations.  
Should this  
be  
successful  
the  
restricted  
access will  
be put in  
place  
permanentl  
y.

Current...

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Goal	Audit R...	Prior Y...	Implica...	Conseq...	Likeliho...	Risk Ra...	Audit R...	Manag...	Rating ...	Residu...	Residu...	Residu...	Risk Tr...	Comm...	Current...
Old PPE assets carried in the Fixed Asset Register	Moderate	No	The accumulation of numerous low value assets in the FAR can impact the efficiency of asset management and may lead to potential inaccuracies in financial reporting. Also, the FAR might be carrying assets which no longer physically exist at the Shire.	Moderate	Possible	High	It is recommended for the Management to periodically review the FAR along with physical existence of assets to ensure the FAR carries only those assets which are in use by the Shire.	For surety we will complete a review of all older assets with a low carrying value and remove any found to no longer be in use. Asset addition and disposal processes are already in use by the Shire however, we acknowledge there may be items that were disposed of prior to the commencement of these processes which warrant investigation and appropriate treatment.	Inadequate	Moderate	Likely	High	Treat		<div><div></div><div>0% 0 / 100 74% behind</div></div>



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Untimely review of the credit card policy	Minor	No	Untimely review and update of the credit card policy poses a risk that the control procedure is implemented is outdated or inappropriate.	Moderate	Possible	High	We recommend management to review the credit card policy on an annual basis and update the procedure in line with Shire's internal control.	The review period of all policies was considered as the Shire moved to its Integrated Planning and Reporting software. It was identified that a two year review of Policy F6 – Corporate Credit Card Policy was sufficient, thus Policy F6 was not due for review within the reporting period. The current policy has been reviewed by the Executive Leadership Team and there are no circumstances that require amendments. Officers will present this to Council for noting in December 2024.	Inadequate	Moderate	Likely	High	Treat	Vanessa Green: Council considered review of credit card policy at its December 2024 OCM 06/03/2025	100% 100 / 100

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Former employee listed as authorised signatory in AMP Bank Confirmation	Minor	No	There is the risk that the parties no longer associated with the Shire have access to the Shire's bank accounts and may result in unauthorised access or processing of unauthorised payments.	Moderate	Possible	High	It is recommended management remove the terminated employees as authorised bank signatories.	Noted. We have instructed the bank to remove the terminated employee. We note that our new Finance Manager was not added as an authorised signatory as per our May 2024 instruction and are seeking correction to this also.	Inadequate	Moderate	Likely	High	Treat	Codey Redmond: oversite by IAM banking who manages our AMP investments. problem rectified while auditor's where still onsite. 28/02/2025	100% 100 / 100
Guidelines for general journals	Minor	Yes	Where journal procedures are not regularly updated, there is a risk that they are no longer effective and do not reflect current requirements, internal practice or expectations.	Moderate	Possible	High	The Shire should ensure that the Management Guidelines General Journals procedure is updated.	Noted.	Inadequate	Moderate	Likely	High	Treat	Vanessa Green: During 2023/24 audit, external contract auditor's Nexia determined the general journal process was in good order but that this needed to be formally documented 06/03/2025	75% 75 / 100 25% behind

**9.4 MID-YEAR BUDGET REVIEW 2024/25**

<b>File Number:</b>	<b>4.0463</b>
<b>Author:</b>	<b>Iona Sheehan-Lee, Senior Finance Officer</b>
<b>Authoriser:</b>	<b>Alina Behan, Executive Manager Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>Not Applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. 2024/25 Budget Review</b>

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Legislative

**PURPOSE OF REPORT**

This report presents the Mid-Year Budget Review, for the period ending 28 February 2025 for the Audit and Risk Committee's (the ARC) consideration and recommendation to Council.

**BACKGROUND**

In accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*, Council is required to review the adopted budget and assess actual values against budgeted values for the period at least once a year, after the December quarter.

The 2024/25 budget was adopted by Council at its Special Council Meeting on 6 August 2024 (030824). As part of adopting the budget the following was also resolved (040824):

***"That, with regard to Material Variance Reporting for 2024/25, Council:***

- 1. Resolves in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards, to adopt the level for the reporting of material variance in 2024/25 as 10% or \$10,000, whichever is the greater."***

A comprehensive review of the 2024/25 Budget and year to date actuals to 28 February 2025 has been undertaken and is presented in Appendix 1. Officers have reported on major variances in accordance with the above resolution and provided comments where applicable.

**COMMENTS AND DETAILS**

As part of the annual budget preparation, Officers across the organisation are assigned projects and accounts within the budget for which they are responsible to monitor and manage. At the close of the second quarter, responsible Officers met with the Executive Leadership Team to analyse these accounts and consider any variations required to the adopted budget. The review considers progress during the first part of the financial year including actual spend up to 28 February 2025, the likely operating environment over the remaining months and the estimated impact on the Shire's financial position at year end.

Following this review process, a summary of all material variances was compiled for consideration by the ARC. The following table provides a summary of the anticipated year end position incorporating the proposed amendments with an anticipated surplus of \$6,612.00 expected as a result. Explanations for key variances are provided below.

**OPERATING ACTIVITIES*****Operating Revenues – net decrease of \$180,798***

- Operating Grants – No material variance
- Fees and Charges – Increase in revenue for hire of public facilities
- Service Charges – No material variance
- Interest Earnings – No material variance
- Other Revenue – Increase in revenue in relation to the Community Resource Centre
- Profit on Assets Disposal – Trade in value of major plant items reduced

***Expenses – net decrease of \$548,752***

- Employee Costs – Increase expenditure for rates, recreation, depot salaries and wages and staff training. Decrease expenditure for administration and public works salaries and wages.
- Materials and Contracts – Increase expenditure for contractors, waste management facility, verge clearing and strategic planning. Decrease in election expenditure
- Utility Charges – No material variance
- Depreciation on Non-Current Assets – No material variance
- Interest Expenses – No material variance
- Insurance Expenses – No material variance
- Other Expenditure – Increase expenditure towards sporting club sponsorships
- Loss on Assets Disposal - Trade in values updated
- Non-cash amounts excluded from operating activities - Disposal of plant and equipment

**INVESTING ACTIVITIES – net increase of \$136,791**

- Non-operating Grants, Subsidies and Contributions – Increased Local Roads & Community Infrastructure (LRCI) grant funding
- Purchase Land Held for Resale Expenses – No material variance
- Purchase Investment Property Expenses – No material variance
- Purchase Land and Buildings – Increase expenditure for the Forrest Oval Recreation Centre and Shire Depot upgrades
- Purchase Plant and Equipment – Adjustments in plant purchases due to reduction in trade in values
- Purchase and Construction of Infrastructure Roads – Increase in expenditure for LRCI projects. Reduced expenditure for Black Spot Funding projects and road infrastructure
- Purchase and Construction of Infrastructure Other – Expenditure for the CBD upgrades and Motorcross Track infrastructure
- Purchase of Right of Use Assets – No material variance
- Purchase of Investments – No material variance
- Proceeds from Self Supporting Loans – No material variance
- Proceeds from Disposal of Assets – Trade in value of major plant items reduced
- Proceeds from Sale of Investments – No material variance

**FINANCING ACTIVITIES – net increase of \$144,242**

- Repayment of debentures – No material variance

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- Principal Elements of Finance Lease Payments – No material variance
- Proceeds from New Borrowings – No material variance
- Proceeds from New Lease Liabilities – No material variance
- Advances of Self-Supporting Loans – No material variance
- Transfers to Cash Backed Reserves (Restricted Assets) – Plant and Pioneer Memorial Lodge Reserve transfer
- Transfers from Cash Backed Reserves (Restricted Assets) – Transfer from Long Service Leave Reserve

**OTHER ITEMS**

- Surplus or deficit at the start of the financial year - Difference between adopted 2024/25 budget and the closing balance of the 2023/24 audited statements
- Surplus or deficit after imposition of general rates - Difference between original adopted budget and the current closing
- Net Current Assets at Start of Financial Year Surplus (Deficit) – No material variance
- Non-Cash Amounts Excluded from Operating Activities – No material variance
- Non-Cash Amounts Excluded from Investing Activities – No material variance
- Rate Revenue – No material variance
- Estimated Amount to be Raised from General Rates – No material variance

Officers seek Council's permission to reduce:

- The transfer to Reserve by \$40,000 for Pioneer Memorial Lodge as this project is unlikely to commence within this financial year
- The transfer to Plant Reserve by \$85,046.00 to support the acquisition of new grader and other plant items

This will alter the Transfers to Cash Backed Reserves (Restricted Assets) from \$625,000 to \$499,954.

Officers seek Council's permission to transfer from:

- Long Service Leave Reserve to General Operational Funds

Officers seek permission from Council to transfer \$19,196.00 from the Long Service Leave Reserve to General Operational Funds in recognition of a long service leave balance paid out to departing employees.

**OPTIONS**

The ARC has the following options:

- Option 1:** To recommend to Council that it adopts the Mid-Year Budget Review for 2024/25 and supporting information, as presented in Appendix 1.
- Option 2:** To recommend to Council that it does not adopt the Mid-Year Budget Review for 2024/25 and supporting information, as presented in Appendix 1 and request further information from the Chief Executive Officer.

Option 1 is the recommended option.

**IMPLICATIONS TO CONSIDER****Consultative**

Executive Leadership Team

Other Officers as required

**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**

F3 Significant Accounting Policies

F11 Financial Planning and Sustainability

**Financial**

The financial impact of the Mid-Year Budget Review is presented in Appendix 1. A year end surplus of \$6,612.00 is anticipated following the review. The additional funds are to be held as a surplus upon receipt of Council approval.

**Legal and Statutory**

Section 6.2 of the *Local Government Act 1995* is applicable and states:

**“6.2. Local government to prepare annual budget**

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

*\* Absolute majority required.*

- (2) *In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
- (a) the expenditure by the local government; and*
  - (b) the revenue and income, independent of general rates, of the local government; and*
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*
- (3) *For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.*
- (4) *The annual budget is to incorporate —*
- (a) particulars of the estimated expenditure proposed to be incurred by the local government; and*
  - (b) detailed information relating to the rates and service charges which will apply to land within the district including —*
    - (i) the amount it is estimated will be yielded by the general rate; and*
    - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;*

## Audit and Risk Committee Meeting Minutes

11 March 2025

and

- (c) *the fees and charges proposed to be imposed by the local government; and*
  - (d) *the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and*
  - (e) *details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and*
  - (f) *particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and*
  - (g) *such other matters as are prescribed.*
- (5) *Regulations may provide for —*
- (a) *the form of the annual budget; and*
  - (b) *the contents of the annual budget; and*
  - (c) *the information to be contained in or to accompany the annual budget.”*

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* is applicable and states:

**“33A. Review of budget**

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
  - (2A) *The review of an annual budget for a financial year must —*
    - (a) *consider the local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
    - (b) *consider the local government’s financial position as at the date of the review; and*
    - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
  - (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
  - (3) *A council is to consider a review submitted to it and is to determine\* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- \*Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.”*

**Risk Related**

It is a legislative requirement to undertake a review of the budget and to lodge it with the Department of Local Government, Sport and Cultural Industries. Failure to monitor and financially manage budgeted projects exposes the Shire to significant risk. This report helps to mitigate this risk.

However, the review does not seek to make amendments below the materiality threshold unless strictly necessary. The materiality threshold is set at \$10,000 as adopted by Council. Should several accounts exceed their budget within these thresholds, it poses a risk that the forecasted year end position may be understated.

**Workforce**

The scope of this report can be accommodated within current operational capacity and via contractor support which is already in place.

**VOTING REQUIREMENTS**

**Absolute Majority: Yes**

**COMMITTEE RECOMMENDATION****Moved: Ms Shona Zulsdorf****Seconded: Cr Peter Wright**

**That, with regard to Mid-Year Budget Review 2024/25, the Audit and Risk Committee recommend to Council that it:**

- 1. Resolves to adopt the Mid-Year Budget Review and supporting information, as presented in Appendix 1.**
- 2. Requests the Chief Executive Officer to reduce the transfer to Reserve by \$40,000 for Pioneer Memorial Lodge.**
- 3. Requests the Chief Executive Officer to reduce the transfer to Plant Reserve by \$85,046 to support the acquisition of plant items.**
- 4. Requests the Chief Executive Officer to transfer \$19,196 from the Long Service Leave Reserve to General Operational Funds.**
- 5. Requests the Chief Executive Officer to forward the adopted 2024/25 Mid-Year Budget Review to the Department of Local Government, Sport and Cultural Industries within thirty (30) days of Council's adoption.**

**In Favour: Crs Kevin Trent, Denis Warnick, Peter Wright, Justin Lee and Shona Zulsdorf**

**Against: Nil**

***CARRIED 5/0 BY ABSOLUTE MAJORITY***



**SHIRE OF YORK**

**BUDGET REVIEW REPORT**

**FOR THE PERIOD ENDED 31 JANUARY 2025**

*LOCAL GOVERNMENT ACT 1995*

*LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*

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SHIRE OF YORK  
STATEMENT OF BUDGET REVIEW  
FOR THE PERIOD ENDED 31 JANUARY 2025

Note	Budget v Actual			Estimated Year at End Amount (b)	Predicted Variance (b) - (a)	
	Adopted Budget	Updated Budget Estimates (a)	Year to Date Actual			
	\$	\$	\$	\$	\$	
<b>OPERATING ACTIVITIES</b>						
<b>Revenue from operating activities</b>						
General rates	7,053,992	7,053,992	7,053,992	7,053,992	0	
Rates excluding general rates	1,023,321	1,023,321	995,246	1,023,321	0	
Grants, subsidies and contributions	621,696	621,696	188,789	621,696	0	
Fees and charges	1,915,379	1,915,379	1,677,422	1,944,156	28,777	▲
Interest revenue	301,362	301,362	186,603	301,362	0	
Other revenue	272,700	272,700	328,926	486,502	213,802	▲
Profit on asset disposals	487,397	487,397	0	64,020	(423,377)	▼
	11,675,847	11,675,847	10,430,978	11,495,049	(180,798)	
<b>Expenditure from operating activities</b>						
Employee costs	(6,771,772)	(6,771,772)	(3,533,060)	(6,675,593)	96,179	▲
Materials and contracts	(4,533,983)	(4,533,983)	(1,970,086)	(5,074,490)	(540,507)	▼
Utility charges	(508,499)	(508,499)	(149,308)	(508,499)	0	
Depreciation	(6,817,295)	(6,817,295)	(580,678)	(6,817,295)	0	
Finance costs	(49,335)	(49,335)	(25,715)	(49,335)	0	
Insurance	(324,955)	(324,955)	(428,962)	(324,955)	0	
Other expenditure	(610,559)	(570,559)	(177,250)	(574,559)	(4,000)	▼
Loss on asset disposals	(4,645)	(4,645)	(889)	(105,069)	(100,424)	▼
	(19,621,043)	(19,581,043)	(6,865,948)	(20,129,795)	(548,752)	
Non-cash amounts excluded from operating activities	6,334,543	6,334,543	581,567	6,858,344	523,801	▲
<b>Amount attributable to operating activities</b>	(1,610,653)	(1,570,653)	4,146,597	(1,776,402)	(205,749)	
<b>INVESTING ACTIVITIES</b>						
<b>Inflows from investing activities</b>						
Capital grants, subsidies and contributions	3,329,753	3,841,140	450,429	4,094,336	253,196	▲
Proceeds from disposal of assets	879,000	879,000	0	355,199	(523,801)	▼
	4,208,753	4,720,140	450,429	4,449,535	(270,605)	
<b>Outflows from investing activities</b>						
Purchase of land and buildings	(269,000)	(309,000)	(24,980)	(336,000)	(27,000)	▼
Purchase of plant and equipment	(1,429,000)	(1,429,000)	(6,556)	(1,023,364)	405,636	▲
Purchase of furniture and equipment	(152,000)	(152,000)	(250)	(152,000)	0	
Purchase and construction of infrastructure-roads	(3,139,740)	(3,771,035)	(185,474)	(3,664,275)	106,760	▲
Purchase and construction of infrastructure-other	(491,200)	(491,200)	(82,465)	(569,200)	(78,000)	▼
	(5,480,940)	(6,152,235)	(299,725)	(5,744,839)	407,396	
<b>Amount attributable to investing activities</b>	(1,272,187)	(1,432,095)	150,704	(1,295,304)	136,791	
<b>FINANCING ACTIVITIES</b>						
<b>Cash inflows from financing activities</b>						
Transfers from reserve accounts	75,000	75,000	0	94,196	19,196	▲
	75,000	75,000	0	94,196	19,196	
<b>Cash outflows from financing activities</b>						
Repayment of borrowings	(147,320)	(147,320)	(72,613)	(147,320)	0	
Transfers to reserve accounts	(679,908)	(560,000)	0	(434,954)	125,046	▲
	(827,228)	(707,320)	(72,613)	(582,274)	125,046	
<b>Amount attributable to financing activities</b>	(752,228)	(632,320)	(72,613)	(488,078)	144,242	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
<b>Surplus or deficit at the start of the financial year</b>	3,652,527	3,652,527	3,566,396	3,566,396	(86,131)	▼
Amount attributable to operating activities	(1,610,653)	(1,570,653)	4,146,597	(1,776,402)	(205,749)	
Amount attributable to investing activities	(1,272,187)	(1,432,095)	150,704	(1,295,304)	136,791	
Amount attributable to financing activities	(752,228)	(632,320)	(72,613)	(488,078)	144,242	
<b>Surplus or deficit after imposition of general rates</b>	17,459	17,459	7,791,084	6,612	(10,847)	▼

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**SHIRE OF YORK**  
**NOTES TO AND FORMING PART OF THE BUDGET REVIEW REPORT**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**1. BASIS OF PREPARATION**

This budget review 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 budget review 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 Leases which would have required the Shire of York to measure any vested improvements at zero cost.

*Local Government (Financial Management) Regulations 1996*, regulation 33A prescribes contents of the budget review.

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

**THE LOCAL GOVERNMENT REPORTING ENTITY**

All funds through which the Shire of York 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.

**Judgements and estimates**

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

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

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

- estimated fair value of certain financial assets
- impairment of financial assets
- estimation of fair values of land and buildings, infrastructure and investment property
- estimation uncertainties made in relation to lease accounting
- estimation of fair values of provisions

**SIGNIFICANT ACCOUNTING POLICIES**

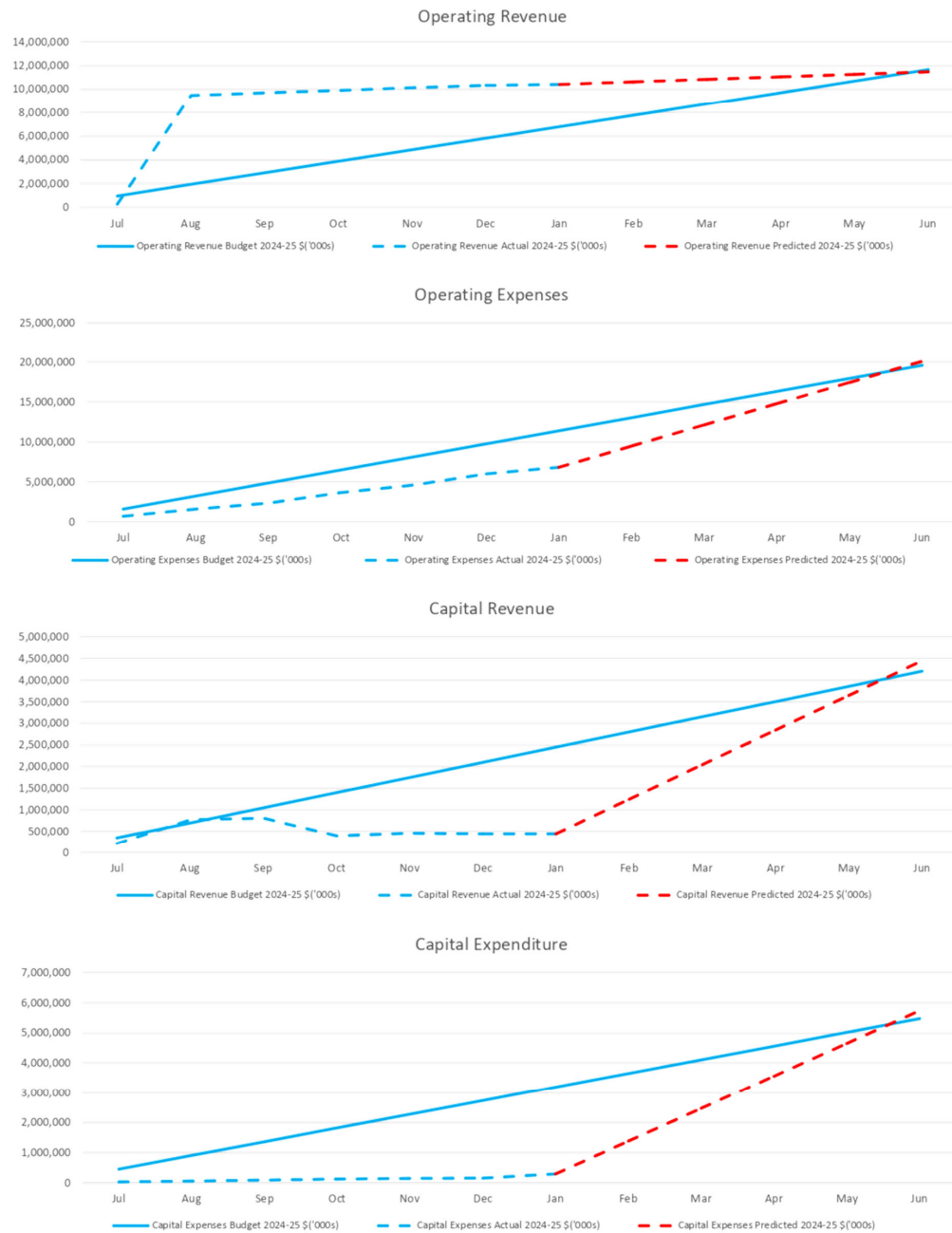
Significant accounting policies utilised in the preparation of these statements are as described within the 2024-25 Annual Budget. Please refer to the adopted budget document for details of these policies.

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11 March 2025

SHIRE OF YORK  
SUMMARY GRAPHS - BUDGET REVIEW  
FOR THE PERIOD ENDED 31 JANUARY 2025

2. SUMMARY GRAPHS - BUDGET REVIEW



This information is to be read in conjunction with the accompanying financial statements and notes.

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## Audit and Risk Committee Meeting Minutes

11 March 2025

SHIRE OF YORK  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31 JANUARY 20253 NET CURRENT FUNDING POSITION  
EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 January 2025	Estimated Year at End Amount 30 June 2025
(a) Composition of estimated net current assets	\$	\$	\$	\$	\$
<b>Current assets</b>					
Cash and cash equivalents	4,424,839	3,156,461	3,156,461	9,007,341	2,981,464
Financial assets	2,084,043	0	0	0	0
Trade and other receivables	1,675,962	1,419,012	1,419,012	3,279,321	1,419,012
Inventories	52,481	52,481	52,481	60,961	52,481
	8,237,325	4,627,954	4,627,954	12,347,623	4,452,957
<b>Less: current liabilities</b>					
Trade and other payables	(1,638,062)	(1,243,213)	(1,243,213)	(1,524,657)	(1,243,213)
Contract liabilities	(232,933)	0	0	(232,933)	0
Borrowings	(147,321)	(155,946)	(155,946)	(74,708)	(155,946)
Employee related provisions	(769,588)	(680,904)	(680,904)	(769,588)	(680,904)
Other provisions	0	(51,124)	(51,124)	0	(51,124)
	(2,787,904)	(2,131,187)	(2,131,187)	(2,601,886)	(2,131,187)
<b>Net current assets</b>	5,449,421	2,496,767	2,496,767	9,745,737	2,321,770
Less: Total adjustments to net current assets	(1,883,025)	(2,479,308)	(2,479,308)	(1,955,638)	(2,315,158)
<b>Closing funding surplus / (deficit)</b>	3,566,396	17,459	17,459	7,790,099	6,612

## (b) Current assets and liabilities excluded from budgeted deficiency

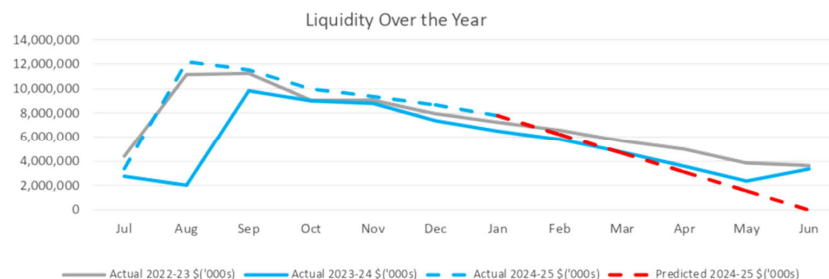
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with Financial Management Regulation 32 to agree to the surplus/(deficit) after imposition of general rates.

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 January 2025	Estimated Year at End Amount 30 June 2025
<b>Adjustments to net current assets</b>	\$	\$	\$	\$	\$
Less: Reserve accounts	(2,537,273)	(3,142,181)	(3,142,181)	(2,537,273)	(2,978,031)
Add: Current liabilities not expected to be cleared at end of year					
- Current portion of borrowings	147,321	155,946	155,946	74,708	155,946
- Employee benefit provisions	506,927	506,927	506,927	506,927	506,927
<b>Total adjustments to net current assets</b>	(1,883,025)	(2,479,308)	(2,479,308)	(1,955,638)	(2,315,158)

## (c) Non-cash amounts excluded from operating activities

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

	Audited Actual 30 June 2024	Adopted Budget 30 June 2025	Updated Budget Estimates 30 June 2025	Year to Date Actual 31 January 2025	Estimated Year at End Amount 30 June 2025
<b>Adjustments to operating activities</b>	\$	\$	\$	\$	\$
Less: Profit on asset disposals	(18,751)	(487,397)	(487,397)	0	(64,020)
Less: Fair value adjustments to financial assets at fair value through profit or loss	(1,681)	0	0	0	0
Add: Loss on disposal of assets	13,481	4,645	4,645	889	105,069
Add: Depreciation on assets	6,836,472	6,817,295	6,817,295	580,678	6,817,295
Non-cash movements in non-current assets and liabilities:					
Pensioner deferred rates	(58,093)	0	0	0	0
Employee benefit provisions	194,552	0	0	0	0
<b>Non-cash amounts excluded from operating activities</b>	6,965,980	6,334,543	6,334,543	581,567	6,858,344



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## Audit and Risk Committee Meeting Minutes

11 March 2025

SHIRE OF YORK  
NOTES TO THE BUDGET REVIEW REPORT  
FOR THE PERIOD ENDED 31 JANUARY 2025

## 3 COMMENTS/NOTES - NET CURRENT FUNDING POSITION (CONTINUED)

**SIGNIFICANT ACCOUNTING POLICIES****CASH AND CASH EQUIVALENTS**

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

Bank overdrafts are shown as short term borrowings in current liabilities.

**FINANCIAL ASSETS AT AMORTISED COST**

The Shire of York 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.

**TRADE AND OTHER RECEIVABLES**

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

Trade and other receivables are recognised initially at the amount of consideration that is unconditional, unless they contain significant financing components, when they are recognised at fair value.

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

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

The Shire of York applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

**INVENTORIES****General**

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.

**CONTRACT ASSETS**

Contract assets primarily relate to the Shire of York's right to consideration for work completed but not billed at the end of the period.

**CONTRACT LIABILITIES**

Contract liabilities represent the Shire of York's obligation to transfer goods or services to a customer for which the Shire of York has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

**PROVISIONS**

Provisions are recognised when the Shire of York 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.

**CURRENT AND NON-CURRENT CLASSIFICATION**

An asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire of York's operational cycle. In the case of liabilities where the Shire of York does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire of York's intentions to release for sale.

**TRADE AND OTHER PAYABLES**

Trade and other payables represent liabilities for goods and services provided to the Shire of York prior to the end of the financial year that are unpaid and arise when the Shire of York 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.

**PREPAID RATES**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire of York recognises revenue for the prepaid rates that have not been refunded.

**EMPLOYEE BENEFITS****Short-Term Employee Benefits**

Provision is made for the Shire of York'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 of York'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 net current funding position. Shire of York's current obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the net current funding position.

**Other long-term employee benefits**

Long-term employee benefits provisions 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 of York's obligations for long-term employee benefits where the Shire of York does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, are presented as current provisions in the net current funding position.

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Audit and Risk Committee Meeting Minutes

11 March 2025

**SHIRE OF YORK**  
**NOTES TO THE REVIEW OF THE ANNUAL BUDGET**  
**FOR THE PERIOD ENDED 31 JANUARY 2025**

**4 PREDICTED VARIANCES**

	<b>Variance</b>
	<b>\$</b>
<b>Revenue from operating activities</b>	
4.1 <b>Fees and charges</b>	28,777 ▲
Increase in revenue for hire of public facilities.	
4.2 <b>Other revenue</b>	213,802 ▲
Increase in revenue in relation to the Community Resource Centre.	
4.3 <b>Profit on asset disposals</b>	(423,377) ▼
Trade in value of major plant items reduced.	
<b>Expenditure from operating activities</b>	
4.4 <b>Employee costs</b>	96,179 ▲
Increase expenditure for rates, recreation, depot salaries and wages.	
Decrease expenditure for administration and public works salaries and wages.	
4.5 <b>Materials and contracts</b>	(540,507) ▼
Increase expenditure for contractors, waste management facility, verge clearing and strategic planning.	
Decrease in election expenditure.	
4.6 <b>Other expenditure</b>	(4,000) ▼
Increase expenditure towards sporting club sponsorships.	
4.7 <b>Loss on asset disposals</b>	(100,424) ▼
Trade in values updated.	
4.8 <b>Non-cash amounts excluded from operating activities</b>	523,801 ▲
Disposal of plant and equipment.	
<b>Inflows from investing activities</b>	
4.9 <b>Capital grants, subsidies and contributions</b>	253,196 ▲
Increased LRCI grant funding.	
4.10 <b>Proceeds from disposal of assets</b>	(523,801) ▼
Trade in value of major plant items reduced.	
<b>Outflows from investing activities</b>	
4.11 <b>Purchase of land and buildings</b>	(27,000) ▼
Increase expenditure for the Forrest Oval Recreation Centre and the shire depot upgrades.	
4.12 <b>Purchase of plant and equipment</b>	405,636 ▲
Purchase of 4 new vehicles. Isuzu side tipper, Volvo roller and Volvo G930 purchase price reduced.	
Hino side tipper not being purchased.	
4.13 <b>Purchase and construction of infrastructure-roads</b>	106,760 ▲
Increase expenditure for LRCI projects.	
Reduced expenditure for BSF projects and road infrastructure.	
4.14 <b>Purchase and construction of infrastructure-other</b>	(78,000) ▼
Expenditure for the CBD upgrades and Motorcross Track infrastructure.	
<b>Cash inflows from financing activities</b>	
4.15 <b>Transfers from reserve accounts</b>	19,196 ▲
Reduce transfer from PML reserves. Transfer from Long Service Leave reserve.	
<b>Cash outflows from financing activities</b>	
4.16 <b>Transfers to reserve accounts</b>	125,046 ▲
Plant and PML reserve transfer.	
4.17 <b>Surplus or deficit at the start of the financial year</b>	(86,131) ▼
Difference between adopted 2024/25 budget and the closing balance of the 2023/24 audited statements.	
4.18 <b>Surplus or deficit after imposition of general rates</b>	(10,847) ▼
Difference between original adopted budget and the current closing.	

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**10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

*Nil*

**11 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

*Nil*

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

*Nil*

**13 CLOSURE**

*The Presiding Member thanked everyone for their attendance and closed the meeting at 3.39pm.*



Ordinary Council Meeting

25 March 2025

## ADDENDUMS

### **SY029-03/25 – Policy Review – Funding Grants and Sponsorships**

Following the release of the March 2025 Council Agenda, it has been identified that with the anticipated future adoption of the Council Plan, currently out for final community engagement, the proposed Policy C8 – Funding: Grants and Sponsorship references strategic priorities listed in the current Strategic Community Plan and Corporate Business Plan. Rather than waiting until the Council Plan has been considered by Council, and as the community funding round opens in April 2025, it is proposed that the Policy still be considered by Council at its March Ordinary Meeting.

As the agenda has been distributed there is a requirement to update the Recommendation to Council. The new Recommendation is as follows:

**“That, with regard to Policy Review - Funding: Grants and Sponsorship, Council:**

- 1. Adopts the following new Policy as presented in Appendix 3:**
  - a. Policy C8 – Funding: Grants and Sponsorship**
- 2. Rescinds the following Policies:**
  - a. Policy C3 – Community Funding: Grants and Sponsorship, as presented in Appendix 1.**
  - b. Policy C4 – Sponsorship of Tourism, as presented in Appendix 2.**
- 3. Authorises the Chief Executive Officer to make any minor formatting and typographical changes to the Policy prior to publication.**
- 4. Notes that Policy C8 – Funding: Grants and Sponsorship will be updated upon adoption of the new Council Plan in any reference to strategic priorities.”**

### **SY030-03/25 – Minutes and Recommendations of the Audit & Risk Committee Meeting held 11 March 2025**

Following the release of the March 2025 Council Agenda, a spelling mistake was identified in the name of a member of public at Item 4.2 Public Question Time.

As the agenda has been distributed there is a requirement to update the Recommendation to Council. The new Recommendation is as follows:

**“That, with regard to the Minutes and Recommendations of the Audit and Risk Committee Meeting held on 11 March 2025, Council:**

- 1. Receives the Unconfirmed Minutes of the Audit and Risk Committee (the ARC) Meeting held on 11 March 2025, as presented in Appendix 1, subject to correcting the spelling of the name of Sharna Hilda at Item 4.2 – Public Question Time, and by adopting the following recommendations of the ARC, Council:**
  - a. Resolves to adopt the completed 2024 Compliance Audit Return, as presented in Appendix 1, for certification by the Shire President and the Chief Executive Officer in accordance with Regulation 15(2) of the *Local Government (Audit) Regulations 1996*.**
  - b. Requests the Chief Executive Officer to submit the certified 2024 Compliance Audit Return to the Departmental CEO of the Department of Local Government,**

Ordinary Council Meeting

25 March 2025

**Sport and Cultural Industries prior to 31 March 2025 in accordance with Regulation 15(1) of the *Local Government (Audit) Regulations 1996*.**

- c. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to the certified 2024 Compliance Audit Return prior to submission.**
- d. Notes the progress made to date in relation to the Strategic Risk Register.**
- e. Requests the Chief Executive Officer to present a Risk Management Update, including specific reporting on the Strategic Risk Register, to the Audit and Risk Committee at its June 2025 meeting.**
- f. Receives the status update on progress towards the remaining ten (10) Findings and eleven (11) new Findings from 2023/24 audit, as detailed in this report, noting those which are resolved or the intended timeframe for completion.**
- g. Requests the Chief Executive Officer to provide an update on the Findings identified during the 2022/23 and 2023/24 Audits to the Audit and Risk Committee at its June 2025 meeting.**
- h. Resolves to adopt the Mid-Year Budget Review and supporting information, as presented in Appendix 1.**
- i. Requests the Chief Executive Officer to reduce the transfer to Reserve by \$40,000 for Pioneer Memorial Lodge.**
- j. Requests the Chief Executive Officer to reduce the transfer to Plant Reserve by \$85,046 to support the acquisition of plant items.**
- k. Requests the Chief Executive Officer to transfer \$19,196 from the Long Service Leave Reserve to General Operational Funds.”**

**SY031-03/25 YORK HONOURS REFERENCE GROUP - MEETING NOTES OF 25 FEBRUARY 2025 AND REVIEW OF TERMS OF REFERENCE**

<b>File Number:</b>	<b>4.9180</b>
<b>Author:</b>	<b>Vanessa Green, Council &amp; Executive Support Officer</b>
<b>Authoriser:</b>	<b>Lindon Mellor, Acting Chief Executive Officer</b>
<b>Previously before Council:</b>	<b>Not applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. Meeting Notes - 25 February 2025 <a href="#">↓</a></b> <b>2. Reviewed Terms of Reference <a href="#">↓</a></b>

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Executive

**PURPOSE OF REPORT**

This report presents the meeting notes from the York Honours Reference Group (YHRG) and a review of the YHRG's Terms of Reference (ToR) to Council for consideration.

**BACKGROUND**

The YHRG met on Tuesday 25 February 2025 to debrief the 2025 Australia Day event. A copy of the meeting's notes is presented in Appendix 1.

**COMMENTS AND DETAILS**

The YHRG made some suggestions for the 2026 Australia Day event, which have been circulated to Officers for implementation in the event(s) organisation.

It should also be noted that for the 2026 event, the Bendigo Bank Board has approved further support for the Senior & Junior Sports Star of the Year Awards by providing the club of the winner of Senior Sports Star of the Year with \$1,000 and \$500 for the club of Junior Sports Star of the Year. This is a wonderful prize and the Shire thanks the Bendigo Bank for its generosity. It is also hoped that offering the prize money will attract more nominations.

In considering its ToR, the YHRG are recommending a change to clause 5.2 Tenure of Membership to clarify membership is for a two-year period to align with the ordinary local government election cycle, as opposed to an annual disbanding of the Group.

The YHRG resolved:

**"That the York Honours Reference Group recommend to Council that its Terms of Reference be amended at clause 5.2 to read:**

***The YHRG is not disbanded following the biennial October Local Government Elections. Instead, the Group's membership will be considered biennially following the Australia Day event of an ordinary election year."***

A tracked changes copy of the reviewed ToR is presented in Appendix 2.

**OPTIONS**

Council has the following options:

- Option 1:** Council could choose to receive the meeting notes of the YHRG from 25 February 2025, thank the Bendigo Bank (Community Bank York & Districts) for its donation of towards the Senior and Junior Sports Star of the Awards and endorse the reviewed Terms of Reference for the YHRG.
- Option 2:** Council could choose not to receive the meeting notes of the YHRG from 25 February 2025, thank the Bendigo Bank (Community Bank York & Districts) for its donation of towards the Senior and Junior Sports Star of the Awards and endorse the reviewed Terms of Reference for the YHRG.
- Option 3:** Council could choose to receive the meeting notes of the YHRG from 25 February 2025, thank the Bendigo Bank (Community Bank York & Districts) for its donation of towards the Senior and Junior Sports Star of the Awards and suggest amendments to the reviewed Terms of Reference for the YHRG and identify what those amendments are.
- Option 4:** Council could choose to receive the meeting notes of the YHRG from 25 February 2025, thank the Bendigo Bank (Community Bank York & Districts) for its donation of towards the Senior and Junior Sports Star of the Awards and not endorse the reviewed Terms of Reference for the YHRG.

Option 1 is the recommended option.

## IMPLICATIONS TO CONSIDER

### Consultative

YHRG

### 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

G9 Reference & Working Groups

### Financial

Nil

### Legal and Statutory

Nil as the YHRG is not a committee established in accordance with Section 5.8 of the *Local Government Act 1995*.

### Risk Related

Nil

### Workforce

The scope of this report and administrative support for the YHRG can be managed within current operational capacity.

## VOTING REQUIREMENTS

**Absolute Majority: No**

**RESOLUTION  
080325****Moved: Cr Denese Smythe****Seconded: Cr Chris Gibbs****That, with regard to York Honours Reference Group - Meeting Notes of 25 February 2025 and Review of Terms of Reference, Council:**

- 1. Receives the meeting notes of the York Honours Reference Group Meeting held on 25 February 2025, as presented in Appendix 1.**
- 2. Thank the Bendigo Bank (Community Bank York & Districts) for its donation of \$1,000 towards the Senior Sports Star of the Year and \$500 towards the Junior Sports Star of the Year Awards.**
- 3. Endorses the reviewed Terms of Reference, as presented in Appendix 2.**

**In Favour:** Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright

**Against:** Nil

***CARRIED 6/0***




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# MEETING NOTES

## York Honours Reference Group

Held in Council Chambers  
1 Joaquina Street, York WA 6302  
Tuesday 25 February 2025 at 10.00am



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<p style="text-align: center;"><b>Shire of York</b></p> <p style="text-align: center;"><b>York Honours Reference Group</b></p> <p style="text-align: center;"><b>Tuesday 25 February 2025</b></p>	
<p><b>1. Opening &amp; Acknowledgement</b></p>	

The Chairperson declared the Meeting open at 10.05am, welcomed those in attendance and read the Acknowledgement of Country.

*We acknowledge 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.*

<p><b>2. Record of Attendance / Apologies / Leave of Absence</b></p>	
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**Councillor:**

Cr Denese Smythe	Chairperson
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**Group Members:**

Bendigo Bank	Tash Purnell
York Co-op	Peter Carden
Margaret Wallace	

**Staff:**

Vanessa Green	Council & Executive Support Officer
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**Apologies:** Cr Kevin Trent; Gwen Gentle

<p><b>3. General Business</b></p>	
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**3.1 Debrief of 2025 Australia Day activities**

The Group considered there should be acknowledgement of the people who were nominated for their achievements. A brief descriptor of the reason why they were nominated, and who nominated them (unless they have chosen to remain confidential) should be included in the ceremony proceedings.

Bendigo Bank have graciously donated \$1,000 for the club of the Senior Sports Star and \$500 for the club of the Junior Sports Star. We thank the Bendigo Bank Board for their generosity and hope the award prizes will result in more nominations being made. The nomination forms should include an online and hard copy option, with the link available through the Bendigo Bank website as well as the Shire's.



The CRC could assist nominators to make a submission electronically and hard copies of the nomination forms could be distributed throughout town (ie at the IGA, Bakery, YRCC, Bendigo Bank etc).

### 3.2 Disbanding York Honours Reference Group

In accordance with its Terms of Reference, the Group disbands in February each year following the Australia Day event.

The Group requested a review of its Terms of Reference to clarify membership for a two-year period to align with the ordinary local government election cycle, as opposed to an annual disbanding of the Group.

#### Recommendation

Moved: Peter Carden

Seconded: Tash Purnell

That the York Honours Reference Group recommend to Council that its Terms of Reference be amended at clause 5.2 to read:

*The YHRG is not disbanded following the biennial October Local Government Elections. Instead, the Group's membership will be considered biennially following the Australia Day event of an ordinary election year.*

CARRIED 4/0

### 3.3 Any further General Business

Nil

## 4. Closure

There being no further business the Chairperson closed the Meeting at 10.40am.

## York Honours Reference Group Terms of Reference



<b>Councillors</b>	-	Up to two (2) Councillors as nominated by Council where three (3) community members are appointed; or Up to three (3) Councillors as nominated by Council where two (2) community members are appointed; or Up to four (4) Councillors as nominated by Council where one (1) community member is appointed; or As nominated by Council where no community members are able to be appointed
<b>Community Representation</b>	-	1x representative from York & Districts Community Branch of Bendigo Bank 1x representative from York & Districts Co-Operative Ltd Up to 4x community members
<b>Ex Officio</b>	-	Council & Executive Support Officer
<b>Chairperson</b>	-	The Chairperson shall be an Elected Member Delegate
<b>Officer Responsible</b>	-	Chief Executive Officer
<b>Meeting Schedule</b>	-	Annually (November) or more frequently as otherwise required
<b>Meeting Location</b>	-	Council Chambers, York Town Hall
<b>Quorum</b>	-	Four (4) Members
<b>Secretariat</b>	-	The Secretariat functions will be provided by an Officer of the Shire
<b>Delegated Authority</b>	-	Nil
<b>Purpose</b>	-	The purpose of the York Honours Reference Group is to: <ul style="list-style-type: none"> <li>Determine what honours and awards are relevant and appropriate for the Shire of York and make recommendations to Council</li> <li>Develop the criteria relevant to various local community awards</li> <li>Provide advice and recommendations to Council on matters relating to community honours and awards and volunteer recognition. This may be at a local, regional, state and federal level</li> <li>Select the recipients of honours and awards in accordance with the designated criteria applicable to each and make recommendations to Council</li> </ul>

### 1. Name

The name of the Group is the York Honours Reference Group (YHRG).

## York Honours Reference Group Terms of Reference



### 2. District/Area of Control

Local Government boundaries of the Shire of York.

### 3. Vision/Purpose

The purpose of the York Honours Reference Group is to:

1. Provide advice to Council regarding:
  - a. Community and other awards
  - b. Volunteer recognition

2. Provide nominations for award candidates.

### 4. Establishment

The Group is not a formally constituted Committee under Section 5.8 of the *Local Government Act 1995*.

### 5. Membership

#### 5.1 General

Council will appoint members to the Group in accordance with the following criteria:

- Resident within the Shire of York
- Committed to working as a team member for the effective operation of the Reference Group
- Knowledge of York and its community

Staff will be invited to participate in the Group by the Chief Executive Officer as required.

Council will appoint elected member(s) as Delegate(s) in accordance with these Terms of Reference.

#### 5.2 Tenure of Membership

Where a person is appointed as a member of the YHRG membership of the Group continues until:

- The person no longer holds office by virtue of which the person became a member.
- The person resigns from membership of the Group.
- The Group is disbanded (see note below).
- Council removes the person from the Group by resolution of Council.

In a difference to other Committees and Working Groups, the YHRG is not disbanded following the biennial October Local Government Elections. Instead, the YHRG's membership will be considered biennially following the Australia Day event of an ordinary election year, the YHRG is not disbanded following the biennial October Local Government Elections. This is because at that time the Group will be in the process of organising the next Honour Award recipients for presentation on Australia Day. Instead, the Group's membership will be considered each year following the Australia Day event.

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#### 5.3 Appointment of Community Representatives

Where timing allows, the Group may seek nominations from community members who meet the criteria referenced at 5.1 by way of local advertising. Alternatively, community members who

## York Honours Reference Group Terms of Reference



meet the criteria referenced at 5.1 may be identified and approached for membership on a selective and individual basis.

In a situation where up to four (4) community members are not able to be appointed, Council can elect to appoint a Councillor(s) to fill that position ie up to three (3) Councillors where two (2) community members are appointed or up to four (4) Councillors where one (1) community member is appointed.

### 6. Delegated Authority

The Group has no delegated authority.

### 7. Membership

#### 7.1 Chairperson

The role of Chairperson is to be vacated in February each year and be reappointed by the Group at its next meeting.

A Councillor of the Shire of York will be the Chairperson.

#### 7.2 Secretariat

This role is to be fulfilled by Shire Officers.

#### 7.3 Standing Ex-Officio Members

Chief Executive Officer and/or his delegate and the Council and Executive Support Officer.

### 8. Meetings

#### 8.1 Group Meetings

The Chairperson shall call meetings as required.

#### 8.2 Quorum

Quorum shall be four (4) members including at least one (1) Councillor.

#### 8.3 Voting

Voting shall be by consensus or by a show of hands as directed by the Chairperson.

#### 8.4 Minutes of Meetings

The Chairperson is to ensure that Notes are kept of the meeting proceedings.

**SY032-03/25 MINUTES OF THE ANNUAL ELECTORS MEETING HELD ON 18 FEBRUARY 2025**

**File Number:** 4.9181

**Author:** Vanessa Green, Council & Executive Support Officer

**Authoriser:** Lindon Mellor, Acting Chief Executive Officer

**Previously before Council:** Not applicable

**Disclosure of Interest:** Nil

**Appendices:** 1. Unconfirmed AEM Minutes [↓](#)

**NATURE OF COUNCIL'S ROLE IN THE MATTER**

Legislative

**PURPOSE OF REPORT**

This report presents the minutes of the Annual Electors Meeting (AEM) held on 18 February 2025.

**BACKGROUND**

Council conducted its AEM in the Lesser Hall on Tuesday 18 February 2025 with eleven (11) members of the public attending.

The Minutes of the AEM are presented in Appendix 1 for Council's consideration.

**COMMENTS AND DETAILS**

Seven (7) people raised questions at the AEM as detailed in General Business, with the majority of those being answered at the meeting.

Questions related to the new aquatic facility, wayfinding project, old Hardware site/CBD revitalisation, testing and tagging costs, audit costs, elected member representation, Pioneer Memorial Lodge, Town of Port Hedland motions, Light Industrial Area project and repairs to the old pharmacy building.

One question was Taken on Notice regarding maintenance costs for the current pool. The question and response provided at the AEM was:

***“Question 3***

*When was the last time the pool was painted or any maintenance done?*

***Response from the Chief Executive Officer***

*We can provide those details direct to you, I will take that on notice. A lot of the management has been simply to keep the pool operational as it is coming to the end of its life.”*

To complete the answer, the following response is now provided:

*“Despite the intent to replace the existing pool, funds are allocated every year for the purpose of conducting maintenance. An amount of \$36,870 was budgeted specifically for pool maintenance in this financial year.*

*Maintenance is conducted by pool staff or qualified contractors predominantly during the winter months when the pool is closed or during swim season when reactive repairs are required. Recent items have included the repair of the balance tank foot valve, the installation of a new chlorine dosing*

*pump, new shade sails, and the repair of the pool vacuum. Off season maintenance items include repairing fence lines, vegetation trimming, sprinkler repair, replacement of shower heads, repairing and oiling picnic benches, removal and repair of cracked or broken tiles as well as high-pressure cleaning of the pool shell and paving. Officers also respond to audit requests from Royal Life Saving WA such as improving lane and depth markers, and painting caution lines on drainage to improve visibility.*

*The pool shell itself has not been painted in recent years however ancillary structures such as the change rooms, and shade sail supporting structure have been.”*

## OPTIONS

Council has the following options:

**Option 1:** Council could choose to confirm the minutes of the AEM.

**Option 2:** Council could choose not to confirm the minutes of the AEM.

**Option 3:** Council could choose to confirm the minutes of the AEM with amendments and identify what those amendments are.

Option 1 is the recommended option.

## IMPLICATIONS TO CONSIDER

### Consultative

Executive Leadership Team

### Strategic

#### Strategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

### Policy Related

Not applicable

### Financial

Not applicable

### Legal and Statutory

Section 5.33 of the *Local Government Act 1995* relates to decisions made at electors' meetings and states:

#### **“5.33. Decisions made at electors' meetings**

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
  - (a) *at the first ordinary council meeting after that meeting; or*
  - (b) *at a special meeting called for that purpose,**whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.”*

Although no decisions were made at the AEM, the matter is still presented to Council and considered at the first practicable ordinary meeting after the AEM in accordance with openness and transparency.

**Risk Related**

There may be a low reputational risk if a response is not provided to the questions asked. This is mitigated by responses being provided and the minutes published on the Shire's website.

**Workforce**

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

**VOTING REQUIREMENTS**

**Absolute Majority: No**

**RESOLUTION****090325****Moved: Cr Denese Smythe****Seconded: Cr Chris Gibbs**

**That, with regard to Minutes of the Annual Electors Meeting held on 18 February 2025, Council:**

- 1. Confirms the Minutes of the Annual Electors Meeting held on Tuesday 18 February 2025, as presented in Appendix 1, as a true and correct record of proceedings.**

**In Favour: Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright**

**Against: Nil**

***CARRIED 6/0***



# **UNCONFIRMED MINUTES**

## **Annual Electors Meeting Tuesday, 18 February 2025**

**Date: Tuesday, 18 February 2025**

**Time: 6:30pm**

**Location: Lesser Hall, Joaquina Street, York**



**Order Of Business**

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**MINUTES OF SHIRE OF YORK  
ANNUAL ELECTORS MEETING  
HELD AT THE LESSER HALL, JOAQUINA STREET, YORK  
ON TUESDAY, 18 FEBRUARY 2025 AT 6:30PM**

**1 OPENING**

## 1.1 Declaration of Opening

*Cr Kevin Trent, Shire President, declared the meeting open at 6.30pm.*

## 1.2 Acknowledgement / Disclaimer

The Shire President advised the following:

*"The York Shire Council acknowledges the Ballardong people of the Noongar Nation who are the Traditional Owners of 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.*

*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

*Nil*

## 1.4 Announcement of Visitors

*Nil*

## 1.5 Declarations of Proximity Interest

*Nil*

## 1.6 Declaration of Financial Interests

*Nil*

## 1.7 Disclosure of Interests that May Affect Impartiality

*Nil*

**2 ATTENDANCE**

## 2.1 Members

Annual Electors Meeting Minutes

18 February 2025

*Cr Kevin Trent, Shire President*

*Cr Chris Gibbs; Cr Denese Smythe; Cr Peter Wright*

2.2 Staff

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

2.3 Apologies

*Cr Denis Warnick, Deputy Shire President; Cr Kevin Pyke*

2.4 Leave of Absence Previously Approved

*Nil*

2.5 Number of People in the Gallery at Commencement of Meeting

*There were eleven (11) people in the Gallery at the commencement of the meeting.*

Annual Electors Meeting Minutes

18 February 2025

### 3 OFFICER'S REPORTS

#### SY001-02/25 ANNUAL REPORT FOR THE SHIRE OF YORK FOR THE YEAR ENDED 30 JUNE 2024

**File Number:** 4.4175, 4.0463

**Author:** Vanessa Green, Council & Executive Support Officer

**Authoriser:** Chris Linnell, Chief Executive Officer

**Previously before Council:** 28 January 2025 (050125)

**Disclosure of Interest:** Nil

**Appendices:** 1. 2023/24 Annual Report

#### NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

#### PURPOSE OF REPORT

This report presents the 2023/24 Annual Report and audited financial statements to the Annual Electors Meeting for consideration.

#### BACKGROUND

The annual financial report for the year ended 30 June 2024 have been completed, as has the annual audit of the financial report by the Office of the Auditor General (OAG).

The Shire's Auditors, Nexia Perth Audit Services Pty Ltd (Nexia), provided the draft audit findings, Exit Board Report and draft copies of the Shire's Annual Financial Report on Friday 6 December 2024 for consideration at the exit meeting held on Monday 9 December 2024 between the Audit & Risk Committee (ARC), Shire Officers, the OAG and Nexia.

Council considered the 2023/24 Annual Report, which incorporates the annual financial report, at a Special Council Meeting held on 28 January 2025 and resolved (050125):

***"That, with regard to the Annual Report for the Shire of York for the Year Ended 30 June 2024, Council:***

- 1. Resolves to accept the Annual Report for the year ended 30 June 2024, as presented in Appendix 1, noting that it incorporates the Audited Financial Report.***
- 2. Authorises the Chief Executive Officer to make any minor typographical and formatting changes to the 2023/24 Annual Report prior to publication.***
- 3. Requests the Chief Executive Officer to provide local public notice of the availability of the 2023/24 Annual Report.***
- 4. Authorises the Chief Executive Officer to convene the Annual Electors Meeting to be held on Tuesday 18 February 2025 at 6.30pm in the Lesser Hall, York Town Hall, York."***

The 2023/24 Annual Report is presented in Appendix 1.

#### COMMENTS AND DETAILS

Highlights from the Shire's activities in 2023/24 include:

1. Filming opportunities of Runt and The Twelve creating significant economic development

Annual Electors Meeting Minutes

18 February 2025

2. Completion of the Mackie Siding Crossing reconstruction
3. Successful transition of the Community Resource Centre service to the Shire
4. Access and Inclusion upgrades through the CBD area
5. Development of concept designs and commencement of extensive community engagement to inform the location and size of the new aquatic facility
6. Launch of the Street Greening Program
7. Successful delivery of the Traditional Aboriginal Mosaic Burning Program on Wongborel/Mt Brown and along the Gogulyar Bilya/Avon River
8. Completion of the Cemetery drainage upgrade including identifying the location of historic unmarked graves
9. Adoption of Asset Management Plans for transport assets

**OPTIONS**

Not applicable

**IMPLICATIONS TO CONSIDER**

**Consultative**

The Annual Electors Meeting and availability of the 2023/24 Annual Report was advertised through the Shire's website, social media, newsletters and in the York & Districts Community Matters newspaper.

**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**

- F3 Significant Accounting Policies
- G18 Integrated Planning and Reporting – Reporting
- G19 Risk Assessment and Management
- G25 Compliance
- O5 Asset Management

**Financial**

The Annual Report was submitted to a graphic designer to collate within current budget allocations.

**Legal and Statutory**

Sections 5.53 to 5.55A of the *Local Government Act 1995* are applicable and state:

**“5.53. Annual reports**

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
  - (a) *a report from the mayor or president; and*
  - (b) *a report from the CEO; and*
  - [(c), (d) deleted]*

## Annual Electors Meeting Minutes

18 February 2025

- (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
- (f) *the financial report for the financial year; and*
- (g) *such information as may be prescribed in relation to the payments made to employees; and*
- (h) *the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and*
- (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
- (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
  - (i) *the number of complaints recorded in the register of complaints; and*
  - (ii) *how the recorded complaints were dealt with; and*
  - (iii) *any other details that the regulations may require;*
- and*
- (i) *such other information as may be prescribed.*

**5.54. Acceptance of annual reports**

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted\* by the local government no later than 31 December after that financial year.*

*\* Absolute majority required.*

- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

**5.55. Notice of annual reports**

*The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.*

**5.55A. Publication of annual reports**

*The CEO is to publish the annual report on the local government's official website within 14 days after the report has been accepted by the local government."*

Section 5.27 of the Act is applicable to Annual Electors Meetings and states:

**"5.27. Electors' general meetings**

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) *The matters to be discussed at general electors' meetings are to be those prescribed."*

**Risk Related**

Compliance – the requirement to accept the Shire's Annual Report and to hold an Annual Electors Meeting is a legislative requirement. Failure to do so exposes Council to significant risk. This report and appendices mitigate that risk.

## Annual Electors Meeting Minutes

18 February 2025

**Workforce**

The publishing of the Annual Report and the holding of the Annual Electors Meeting is undertaken within current operational capacity.

**VOTING REQUIREMENTS**

**Absolute Majority: No**

**RESOLUTION  
010225**

**Moved: Cr Chris Gibbs**

**Seconded: Cr Denese Smythe**

**That, with regard to Annual Report for the Shire of York for the Year Ended 30 June 2024, the Shire of York's Shire President's Report, Chief Executive Officer's Report and the Annual Report for the 2023/24 financial year be received.**

**In Favour: Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright**

**Against: Nil**

**CARRIED 6/0**

**QUESTIONS FROM THE FLOOR RE SY001-02/25 - ANNUAL REPORT FOR THE SHIRE OF YORK FOR THE YEAR ENDED 30 JUNE 2024****DIANE BUCKLEY**

*The cost for the audit is listed as \$75,000, is that correct?*

**Response provided by the Chief Executive Officer**

*Yes, although the Shire believes that is excessive. The cost estimate was provided at the start up meeting with the auditors. However, at the end of the audit, as it was undertaken within statutory timeframes with no delays the Shire expected a lesser amount to be charged and has queried this with the Office of the Auditor General (OAG). The OAG have disagreed with the Shire's position. The Shire hope to see a reduced audit fee for the 2024/25 financial year.*

**DAVID SPARROW**

*Has that information been documented, and it can be revisited?*

**Response provided by the Chief Executive Officer**

*The Shire has met with, and there are email exchanges with, the OAG. The estimated cost of conducting the audit is based on the previous year but should be based on the amount of work undertaken for the audit in question. It is the Shire's opinion that the fees are excessive, but it is also a matter affecting the local government sector more widely.*

**DIANNE BUCKLEY**

*Can anyone else undertake the audit?*

**Response provided by the Chief Executive Officer**

*It is legislated that only the OAG can oversee the audits of local governments. The OAG may sub-contract that process with this being the first year the Shire has worked with Nexia Australia to conduct the audit on behalf of the OAG audit.*









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 experienceyork    shireofyork   [york.wa.gov.au](http://york.wa.gov.au)  
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Message from the Shire President

## Message from the Shire President

### Local Government Elections

October 2023 saw the Local Government Ordinary Elections with strong interest from the community for the four positions available. We welcomed Councillors James Adami and Kevin Pyke to Council, with Councillor Denese Smythe being successful in re-election. Blake Luxford was also elected, although he resigned in April 2024. This enabled Councillor Chris Gibbs to be elected without the need for an extra-ordinary election, utilising the reforms recently introduced to the Local Government Act.

The election process also saw a change in Shire President, with Council voting to elect me to the role. I would like to acknowledge the dedication and strong leadership Councillor Denese Smythe has shown in the role since 2019 and thank her for her ongoing service to the community.

### Hollywood of the Wheatbelt

As the location for filming motion picture Runt and series 2 for the TV show The Twelve, York is becoming renowned as the 'Hollywood of the Wheatbelt', resulting in a direct cash injection at the time into the local economy worth \$1.1 million. The publicity and economic benefit is continuing as both are being screened to the public.

Adding to the excitement around town during the filming, many locals were used as extras in both productions. This not only gave aspiring actors an opportunity to add to their resume, but it will serve as a story that people can tell their families for generations to come.

Both productions greatly supported local businesses and feedback indicates they really enjoyed their time in York. Our community can be proud of that feedback, with further filming opportunities expected in the next financial year as a result and we are thrilled to be a part of it.

### Delivery of Community Resource Centre (CRC) Service

In May 2023 the Shire was alerted to financial concerns at the York Community Resource Centre (YCRC). The YCRC Committee voted to enter voluntary administration in July 2023 and Administrators were appointed, with the YCRC ceasing operations. Recognising the importance of the CRC service to the



### Message from the Shire President

community, the Shire worked closely with the Administrators and the Department of Primary Industries and Regional Development to ensure the CRC was not lost altogether.

By taking on the debt from the YCRC in exchange for the property and building at 83 Avon Terrace, the Shire reopened the CRC in November 2023, with full operation commencing from January 2024.

This is a fantastic outcome for our community as it ensures the continuation of the service, as well as hosting the Regional University Campus. It also enables the Shire to deliver an expanded series of community programs and activities from the facility.

### Supporting our Farmers

Via a Notice of Motion from myself to Council's June 2024 Ordinary Meeting, Council resolved its support for Western Australian farmers with their campaign to continue the export of live sheep. Aside from tourism, agriculture is a major industry in our district, with many family-owned and operated farms. Also, as York is Western Australia's first inland town, farming has formed part of the European settlement landscape for generations. We hope the Federal Government recognises the importance of the Keep the Sheep campaign to our farmers and the effect it will have on their livelihoods and families, with likely flow on effects to their communities.

### In Closing

I want to express my heartfelt appreciation to you, the residents, and stakeholders of York, for your ongoing support, engagement, and partnership. Together, we have achieved remarkable milestones and overcome challenges. A sincere thank you also to the Chief Executive Officer and the dedicated team of staff who work tirelessly for the betterment of our wonderful community. As we look forward, I have no doubt that York will continue to shine as a vibrant and welcoming community, offering opportunities for all.

*Kevin Trent*  
CR KEVIN TRENT  
SHIRE OF YORK PRESIDENT

“

I am pleased to present my first Annual Report as Shire President of the Shire of York and join with you in celebrating our successes.”

”



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Message from the CEO

## Message from the CEO

### Adoption of Key Strategic and Informing Documents

One of the key milestones of the past year was the development of several informing documents. Staff applied considerable effort to producing the Wellbeing Plan, 'Reflect' Reconciliation Action Plan, Transport Asset Management Plans and Long Term Financial Plan. A major review of the Workforce Plan was also completed.

This comprehensive planning is aimed at shaping the future of our Shire, ensuring it remains vibrant, sustainable, and inclusive. We recognise the importance of strategic planning to meet the future needs of our dynamic community.

Also in the reporting period, we undertook a minor review of the Shire's Strategic Community Plan (SCP) and Corporate Business Plan (CBP). As the SCP and CBP were adopted at the beginning of 2020, actions and priorities have changed slightly since then. This minor review removed any actions which have been completed or are no longer relevant and included new focus areas the community has identified as a priority and would like to see future action occurring.

### Collaboration for Joint Outcomes

The demolition of the old Hardware building in York's CBD presented a wonderful opportunity for the York & District Co-operative Ltd (York Co-op), as owners of the site, and the Shire to work together to realise value for the community in activating the space. This was highlighted as a priority by the community through the recent SCP/CBP engagement and consultation.

A Memorandum of Understanding has been agreed with the York Co-op detailing the shared objectives and commitments of both parties for the future use of all or part of the land. Additionally, a Concept Plan has been developed for the site following a community co-design process, with the work being informed by the broader York CBD revitalisation plan.

We look forward to continuing to work with the York Co-op and the community in energising this prime piece of CBD real estate.

“

“2023/24 was a great year for the Shire, with several key projects delivered and community outcomes achieved”

Message from the CEO

### Filming in York

Following on from the Shire President's comments, I would like to acknowledge the support, assistance and patience of our local businesses and community during the recent filming productions in York. While previously we may not have been exposed to film productions, the way in which the community embraced the experience and opportunity it provides has been really pleasing.

That support and enthusiasm, which is already filtering through the film industry via word of mouth, will enhance further opportunities for York to showcase itself to the world. The Shire is excited to facilitate these productions as they become available.

### Major Projects

I'm thrilled to report that many major projects and business functions were delivered during 2023/24, including completion of the Mackie Siding Crossing reconstruction, upgrades to the Off-road Vehicle Track, improved drainage works in various areas, Access and Inclusion upgrades in the CBD and integrating operations of the York Community Resource Centre to the Shire just to name a few.

Further details on our achievements are provided later in this document, but the Shire and our community can be proud of what has been accomplished.

### In Closing

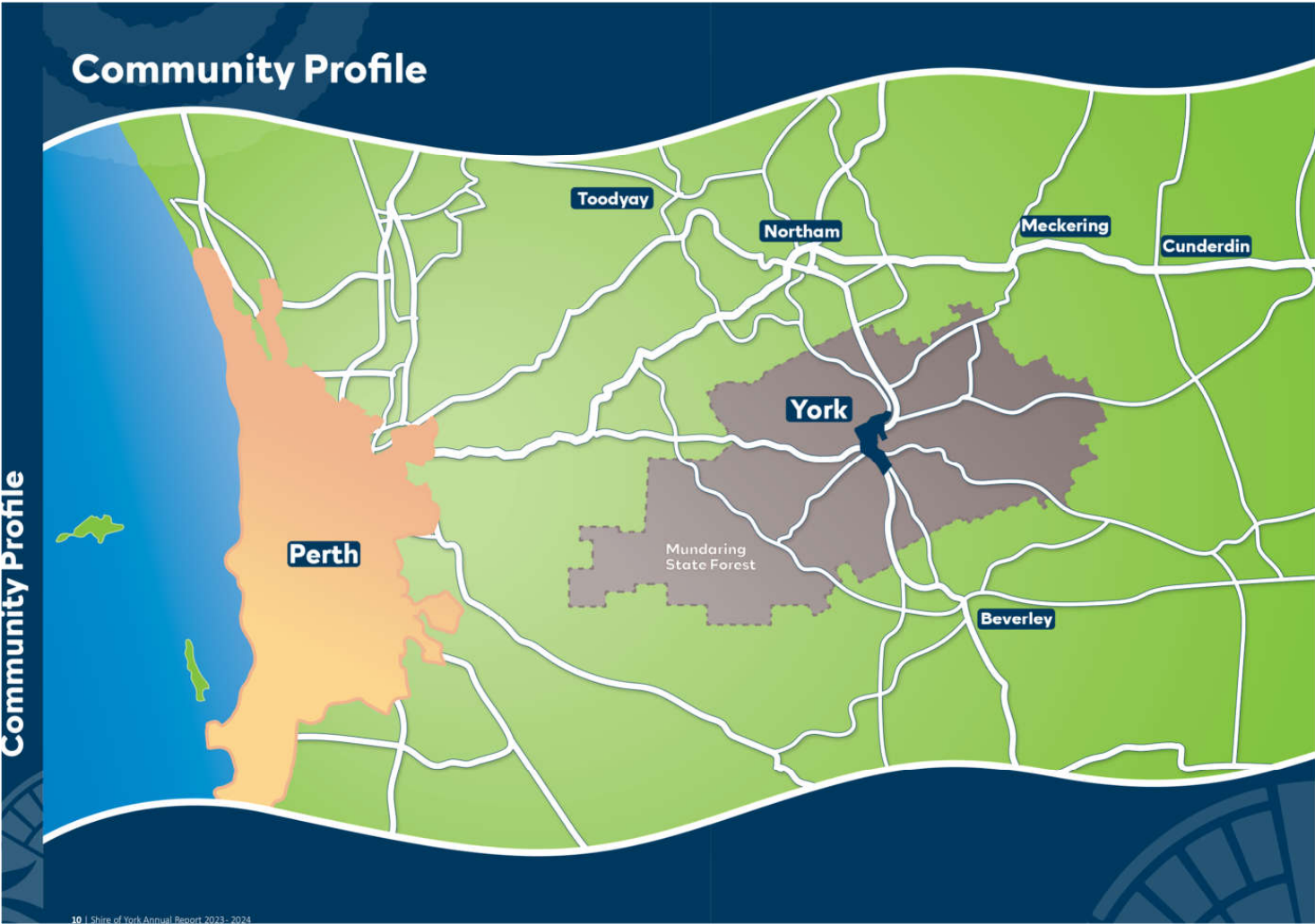
I am extremely appreciative of our hardworking Shire staff, whose dedication and relentless effort is integral to the smooth functioning of our district. Without the unwavering commitment of our staff, York wouldn't have evolved into the great place to live, work and visit that it is today. Thank you also to our Council Members and community for your support and participation throughout the year. Looking ahead, we remain resolute in our dedication to the prosperity of our Shire.



CHRIS LINNELL  
SHIRE OF YORK CEO









Our Councillors

Shire President  
Cr Kevin Trent OAM RFD JP  
Term Expires: October 2025

Deputy Shire President  
Cr Denis Warnick  
Term Expires: October 2025

Cr James Adamini  
Term Expires: October 2027

Cr Chris Gibbs  
Term Expires: October 2027

Cr Kevin Pyke  
Term Expires: October 2027

Cr Denese Smythe  
Term Expires: October 2027

Cr Peter Wright  
Term Expires: October 2025

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Our Decision-making Process

1

Second Tuesday of the month

Concept Forum  
Closed to public  
4.30pm - 6.30pm

To discuss:

- Current matters of local or regional significance
- Matters relating to future direction of the Shire
- Emerging changes to the local government sector and implications to the Shire

The following applies:

- There is no debate on any matter
- No decisions will be made
- Conflicts of Interest are to be declared

Agenda provided to Councillors by COB Friday before Concept Forum.

2

Third Tuesday of the month

Agenda Briefing  
Open to the public  
5.00pm start

Opportunity for Councillors to ask questions or seek clarification on items included in the Agenda

Members of the public may attend but there is no opportunity for public participation

The following applies:

- No debate on any matter
- No decisions will be made
- Conflicts of Interest are to be declared

Agenda provided to Councillors and published on Shire's website by COB Friday before Agenda Briefing.

3

Fourth Tuesday of the month

Ordinary Council Meeting  
Open to the public  
5.00pm start

Councillors to consider items on the agenda comprising of Officer's reports and recommendations

Members of the public may participate through Petitions, Deputations and Public Question Time

The following applies:

- Conflicts of Interest are to be declared
- Meeting procedures in accordance with Standing Orders Local Law

Agenda provided to Councillors and published on Shire's website by COB Friday before Agenda Briefing.

Any updates (Addendums) following Agenda Briefing are provided to Councillors and published on Shire's website as soon as practicable prior to the Ordinary Council Meeting (OCM).

\*December OCM is held on 3rd Tuesday and no OCM is held in January

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### Our Vision



Diverse Heritage



Vibrant Community



Prosperous Future



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### We aspire to be:

	GOALS	ASPIRATION
<div><div>Our Community</div></div>	<div><div>The Place To Be</div></div>	To be a close-knit community, full of life, in a welcoming and accessible place for all.
<div><div>Our Local Economy</div></div>	<div><div>Driving the York Economy Forward</div></div>	To have a vibrant, diverse and prosperous local economy which creates local jobs, business opportunities and a positive image for the Shire.
<div><div>Our Natural Environment</div></div>	<div><div>A Leader in Sustainable Environment</div></div>	To be a place which is renowned for the quality of its natural environment, the astounding beauty of the landscape, and the care taken by the community.
<div><div>Our Built Environment</div></div>	<div><div>Built for Lifestyle and Resilience</div></div>	To have a built environment which supports community, economy and the environment, respects the past and creates a resilient future.
<div><div>Leadership and Governance</div></div>	<div><div>Strong Leadership and Governance</div></div>	To have effective and responsive leadership and governance, where a sense of collective purpose and shared direction combine to work together.

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## Our Role

The Shire of York exists to provide, facilitate and advocate for services, infrastructure and facilities to improve the quality of life for everyone in the district. It has varying roles to play when working towards achieving the vision and goals set by our community.



### Lead

Plan and provide direction through policy and practices



### Advocate

Being the voice for the local community, promoting local interests, responsible development and more



### Provide

Directly provide a range of services, facilities and infrastructure to meet community needs, for example, swimming pools and libraries



### Facilitate

Helping to make it possible or easier to meet community needs



### Partner

Form strategic alliances and collaborate with external stakeholders to deliver services and projects



### Regulate

Ensure compliance with legislation, regulations and local laws related to town planning, animal management, public health, parking and much more



### Fund

Provide grant funding or other resources to community groups or organisations to enable them to provide services to the community

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# Our Values

## Courage

## Empathy

## Respect

## Excellence

The importance of organisational values cannot be underestimated. They are the essence of our identity and are the unseen drivers of all decision-making within the Shire. Our values represent ‘who we are and how we do things around here’.



**Courage** - Face that challenge. Bring a solution. We have each other's back.



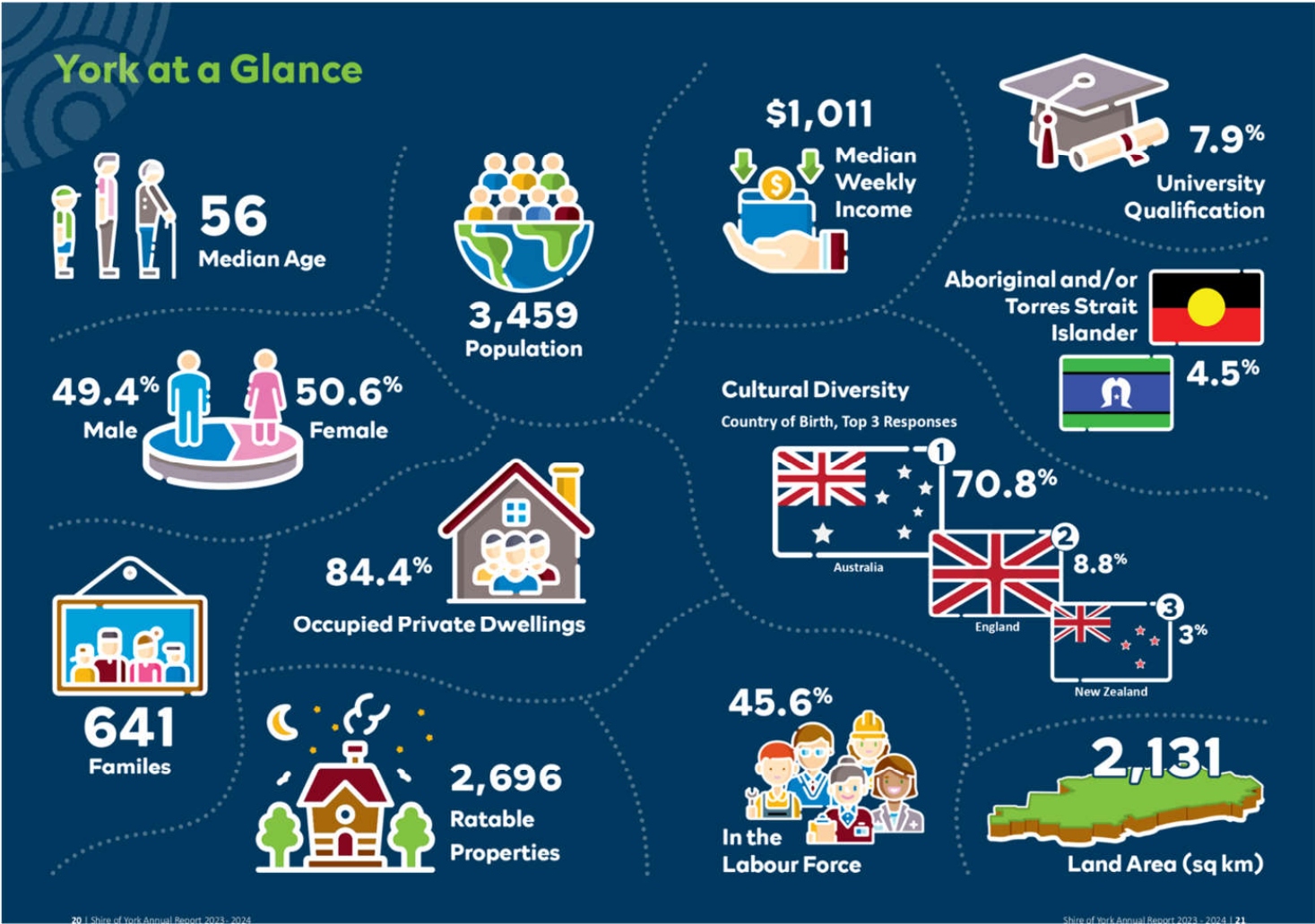
**Respect** - Respect the work of others, past – present – future. Make the Shire a better place.



**Empathy** - Kindness is not a weakness. Pause. Listen. Understand.

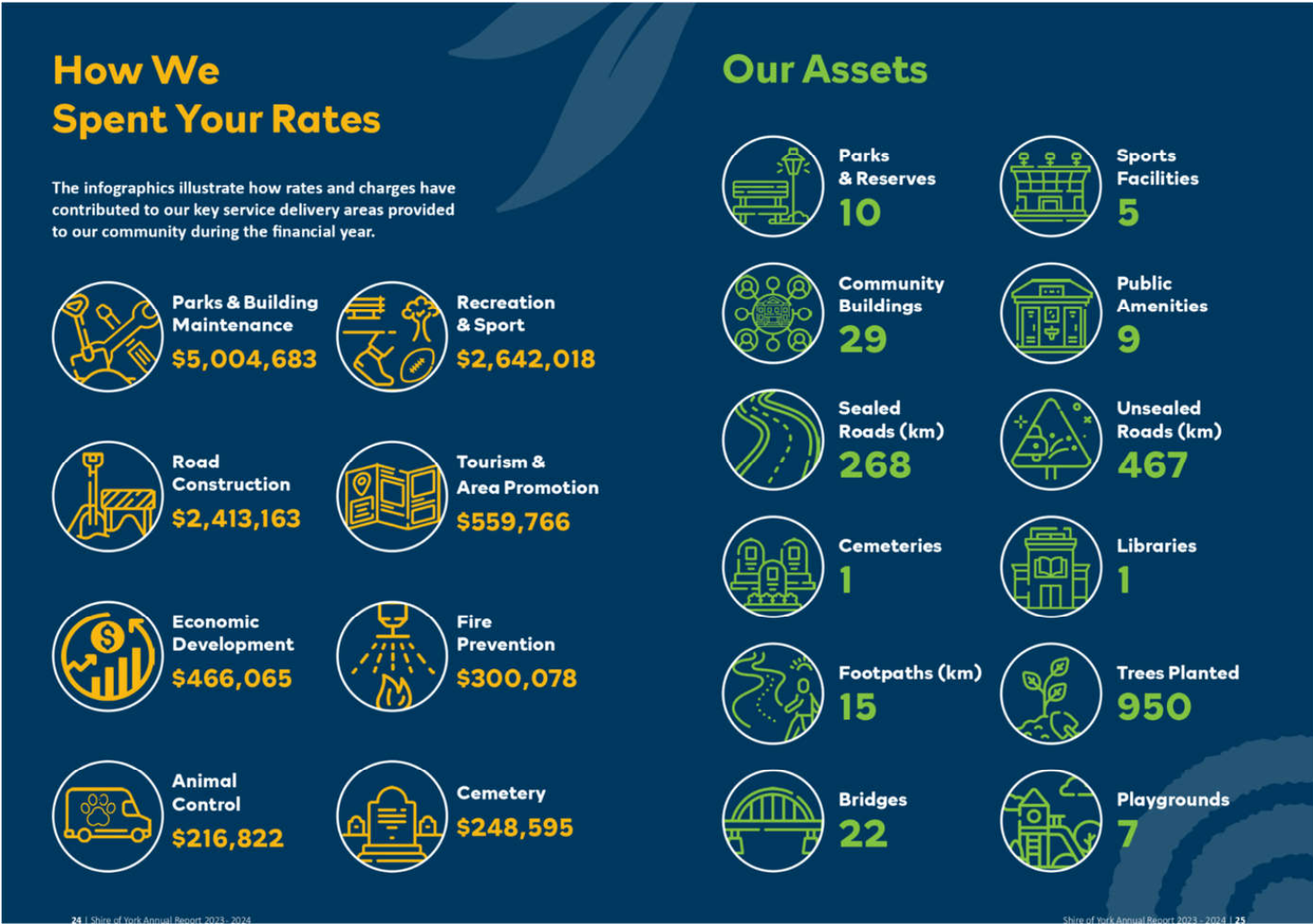


**Excellence** - Taking pride in our work. To the best of my ability. Asking for input. Asking what else I can do.













# The Place to Be

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

### PRIORITIES

Engage children and young people in their place and future

Increase disability access and senior's services to facilitate accessibility, diversity and inclusion

Support and empower community led development and self-sufficiency

### HIGHLIGHTS

- Development of concept designs and commencement of extensive community engagement to inform the location and size of the new aquatic facility.
- The reforming of the Shire of York's Access & Inclusion Advisory Group and community consultations throughout May 2024 to guide the update of the Access & Inclusion Plan.
- The Living Well York Seniors Expo & Forum held in May 2024, returning after a two-year hiatus.
- Volunteer Week 2024 – thanks to grant funding from Lotterywest and Volunteering WA, the Shire of York CRC hosted a morning tea to thank all Volunteers across the Shire for their contribution to our community.
- FreeKick returned for 2024, running over four consecutive Wednesday evenings, this collaboration between the Shire of York CRC and Perth Football Club, provided football skills training, guest speakers and dinner to 44 local football enthusiasts aged 10 - 15 years.
- Transition of the Community Resource Centre services to the Shire of York in consultation with the Administrators and Department of Primary Industries and Regional Development.

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The Place to Be



### Funding provided to support community focused activities

York Family Playgroup on behalf of Paint York REaD	Assistance to deliver the Paint York REaD 2024 Hatching Event	\$2,000
York Golf Club	To improve the appearance of the club house and amenities facilities	\$2,000
Flour Mill Emporium Inc	Meet the Maker workshops and drop-in sessions	\$4,000
York District Archery Club Inc.	Support the purchase of equipment for the Club	\$2,000
York & Districts Seniors Appreciation Day	Senior's Appreciation Day	\$3,000
York RSL	Multi-year Agreement – ANZAC Day	\$2,000
York District High School	Multi-year Agreement – End of Year Award Presentations	\$2,000
River Conservation Society	Multi-year Agreement – Caring for York's natural environment	\$12,594
York Agricultural Society	Multi-year Agreement – York Show	\$11,000
Voice of the Avon (York Community Radio)	Multi-year Agreement – delivery of community announcements and broadcast planning	\$3,000
The York Society Inc.	Multi-year Agreement - York Photographic Awards, York Art & Craft Awards and continued support of the York Research and Archive Centre	\$10,000
Regional University Centre Lumen	Support towards provision of services from the Community Resource Centre	\$10,000

### Looking forward to 2024/25:

- Adoption of the Shire's updated Access & Inclusion Plan 2024–2029.
- Review of the Shire's Age Friendly Community Plan.
- Establishment of a Youth Advisory Board and the development of a Youth Action Plan to guide future youth initiatives in York.
- The successful sourcing of grant funding to facilitate a CRC Traineeship with a focus on Tourism &/or Community Services.
- An extensive review of the Community Grant Funding application and acquittal processes.
- Continuing the transition of the YRCC Liquor License to a Club license under a combined sports club committee management model and the reactivation of the Recreation & Convention Centre as a hub for community recreational and sporting pursuits.

The Place to Be

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# Driving the York Economy Forward






Photo Credit: Court McAlister, Runt

**Driving the York Economy Forward**

**PRIOITIES**

 **Support tourism and business development**

 **Support diversification of the local economy**

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

**HIGHLIGHTS**

**Filming success**

- The Twelve Season 2 was filmed over three and a half weeks in York, to date Western Australia's largest filming crew production.
- Runt was filmed in York over six weeks, transforming York into the world of Upson Downs.
- An economic spend of over \$1.1 million was injected into the community over both filmings.

**Avon Valley Alliance**

- An MOU was signed by all five shires with the Avon Valley Alliance – Shire of York, Shire of Toodyay, Shire of Beverley, Shire of Goomalling, and Shire of Northam which formalised a united Avon Valley tourism presence and drive to further the advertising and promotion of the area and its offerings.
- Staff attendance at the Caravan and Camping Show, with an estimated attendance of 850,000 people, promoting all things Avon Valley and York.

**YORKids**

- YORKids added to the winter long weekend festivities with Saturday evening activations that were well attended and encouraged visitors to spend the night in local accommodation options.
- Thirteen local not-for-profit organisations and local business took an active part in the YORKids weekend, showcasing the expanse and diversity our community has to offer. This was greatly received and highly commented on.
- Despite predicted bad weather the entire weekend was very well attended, with extra activation locations.
- Attendance was up 33.8% on last year's YORKids.

**Visiting numbers**

- Visitor numbers have increased by 14% - total visitors between 1 July 2023 and 30 June 2024 totalling 63,621.
- New people counters have been installed for better data capture in the Town Hall/Visitor Centre.

Driving the York Economy Forward



IMAGE | David Dare Parker



Town Hall Tours

167

Events Held

22

Experience York App Downloads

925

NEW BUSINESSES

Christmas Gift Guides

8,000

New Take Overs

4

New Independents Opened

2

Funding provided to drive economic growth

York Business Association	Multi-year Agreement – promote economic development, business capacity building & business collaboration	\$8,675
Premiere Events	Multi-year Agreement – York Motorcycle Festival	\$22,500
Wheatbelt Arts & Events	Multi-year Agreement – York Festival	\$28,500
York Friendship Club	Multi-year Agreement – York Medieval Fayre	\$4,000
York Veteran Car Club	Multi-year Agreement – York Motor Show	\$10,000
Gallery 152	Marketing and PR promotion of the York Botanic Art exhibition and collection and evaluation of the data by Culture Counts	\$15,000
WestCycle	To support the 2024 Canola Classic	\$9,000
SP Productions	Support towards the filming of Runt	\$50,000
Easy Tiger Productions	Support towards the filming of The Twelve (in-kind)	\$5,000

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Driving the York Economy Forward



Photo Credit: Court McAlister, Runt



Photo Credit: Court McAlister, Runt

**Looking forward to 2024/25:**

**Filming success**

- Thanks to the excellent media exposure York has received as a key film location, we anticipate a significant boost in tourism and economic growth. Productions like The Twelve and Runt are drawing visitors eager to explore the filming sites, and this momentum is expected to continue driving increased visitor numbers.

**Avon Valley Alliance**

- A new website and social media platforms for the Avon Valley to launch by the end of 2024 – offering more advertising and visitor interactions.

**YORKids**

- YORKids 2025 is in preparation with exciting activations already booked.

**Visitor numbers**

- Increasing visitor numbers are set to be our highest yet.




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Driving the York Economy Forward





# A Leader in Sustainable Environment




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To be a place which is renowned for the quality of its natural environment, the astounding beauty of the landscape, and the care taken by the community

**PRIORITIES**



Improve the ecology and enjoyment of the river and natural environment



Define the Shire's climate and sustainability position and commitments

**HIGHLIGHTS**

- Traditional Aboriginal Mosaic Burning Programme started with ten participants getting to know about how fire behaves and the safety precautions when undertaking planned burning. The group undertook practice burns on Wongborel/Mt Brown and along the Gogulyar Bilya/Avon River under the supervision of DFES personnel and with a fire truck and bushfire volunteers.
- Launch of the Street Greening Program with the objective to increase the number of street trees in the townsite with a focus on native species from the Wheatbelt. Participants were provided with a suitable water-wise native tree to plant on their street verge.
- The 'On the Rocks Symposium' held in conjunction with University of Western Australia and Perth Natural Resource Management combined cultural and natural heritage, with environmental practitioners, Indigenous knowledge holders and land managers to share and learn about the flora, fauna and geology of granite, as well as ancient and recent human histories.

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A Leader in Sustainable Environment







IMAGE | Bruce McGregor



**A Leader in Sustainable Environment**

**CONTAINERS FOR CHANGE**  
Total Containers Collected  
**1,867,281**

**Mobile Phones Collected**  
**12.73kg**

**Waste Transported to the Shire of Northam Landfill Site**  
**1,423t**

**Recyclable Material Collected**  
**307t**

**Looking forward to 2024/25:**  
Planned continuation of the Traditional Aboriginal Mosaic Burning Programme with more burns on Wongborel/Mt Brown and along the Gogulyar Bilya/Avon River in May/June 2025, it is hoped in conjunction with Ballardong Aboriginal Corporation's new Ranger team.

**A Leader in Sustainable Environment**

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# Built for Lifestyle and Resilience

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

**PRIORITIES**

Upgrade roads and complete footpaths network

Enhance streetscape with a focus on trees

Revitalise Avon Terrace and restore heritage

**HIGHLIGHTS**

- Tree Pruning Program delivered on Ashworth Road, North Road, Marwick Road, Berrybrow Road, Northbourne Road, Station Road, Quellington Road, Doodenanning Road, Wambyn Road, Qualen West Road & Seabrook Road – total 109km.
- Shoulder Grading Program delivered on Talbot Road, Qualen West Road, York-Tammin Road, Doodenanning Road, Osborn Road, Quellington Road, Cubbine Road and Top Beverley Road – total 77km.
- Restoration of the Mackie Siding Crossing.
- Upgrade of accessible ramps and parking along Avon Terrace.
- Completion of the Cemetery drainage upgrade including identifying the location of historic unmarked graves, providing interpretation and landscaping improvements.
- Completion of upgrades to the Oliver Battista Motocross Track and Off-road Vehicle Area.
- Adoption of the Asset Management Plans for transport assets.

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**Built for Lifestyle and Resilience**



**Built for Lifestyle and Resilience**

**BEFORE: Access Upgrade**



**AFTER: Access Upgrade**



**Cemetery Drainage**



**Mackie Siding**



**Looking forward to 2024/25:**

- Progressing the Light Industrial Area upgrade now the funding agreement has progressed.
- Major road construction improvements to Quellington Road and Goldfields Road.
- Commencing the development of a community space on part of the old Home Hardware site on Avon Terrace in partnership with the York Co-op.

**CAPITAL ROAD PROGRAM**

**2023/2024 Roads Program**

Goldfields Rd Upgrade	Detailed design (multiple years)
Quellington Rd Upgrade	Detailed design (multiple years)
Spencers Brook Rd	Detailed design
Mackie Siding Bridge	Upgrade
Glebe St Bridge	Upgrade
Greenhills South Rd	Bridge drainage repair
Major Bridge Repairs	Quellington Rd, Spencers Brook Rd, Mannavale Rd
Talbot West Rd	Line marking, culvert extension and safety improvements
Talbot Rd	Road safety assessment
Harvey St	Reseal
Avon Terrace	Access upgrades
Talbot Rd	Road safety report completed
Drainage upgrades	Neville St, Andrews Ave, Tenth Rd

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# Strong Leadership and Governance



#australiaday  
#reflectrespectcelebrate

Australia Day

WE'RE ALL PART OF THE STORY.

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

PRIORITIES



Continuous improvement of community engagement



Continuous improvement of governance

HIGHLIGHTS

- Councillor Smythe successfully completed the modules required to achieve the Diploma of Local Government – Elected Member (Course Code LGA50220).
- Transition of the Risk Register and Audit Findings to Cascade to improve reporting and oversight.
- Increase in digital content and community engagement through establishing a YouTube channel and videos on key milestones and achievements.
- Taking back in-house management of the Experience York Instagram and Facebook pages.



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Strong Leadership and Governance



Strong Leadership and Governance



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IMAGE | Bruce McGregor

Shire of York Annual Report 2023 - 2024 | 65

Strong Leadership and Governance

### Community Engagement

In 2023/24, the Shire of York strengthened its community engagement through both digital and traditional platforms. Residents were able to stay informed and involved via the Shire of York Facebook page, our recently launched YouTube channel, the Shire's monthly eNewsletter, and regular updates in the Community Matters newspaper.

We continue to prioritise open communication and invite feedback from the community. Residents are encouraged to share ideas and suggestions on how they would like to engage with the Shire.



Strong Leadership and Governance

Rec Centre Aerial



Governance

One new FOI application was received with no internal reviews being carried out

Adoption of six new policies:	Review of six existing policies:
<ul style="list-style-type: none"><li>Temporary Road Closures – Wet Weather</li><li>Recording of Council and Committee Meetings</li><li>Electronic Meetings and Attendance at Council and Committee Meetings via Electronic Means</li><li>Communications Protocol</li><li>Road Hierarchy</li><li>Financial Reserves</li></ul>	<ul style="list-style-type: none"><li>E7 – Councillors – Recognition of Service</li><li>E2 – Councillors – Training and Continuing Professional Development</li><li>G19 – Risk Assessment and Management</li><li>F2 – Procurement</li><li>E14 – Communications Protocol</li><li>H1 – Work Health and Safety</li></ul>

Two leases approved or renewed:

- York Senior Football Club Inc
- Healthy Self Wellness York Inc

Disposals: Local Government Act 1995, Section 3.58 Disposing of Property

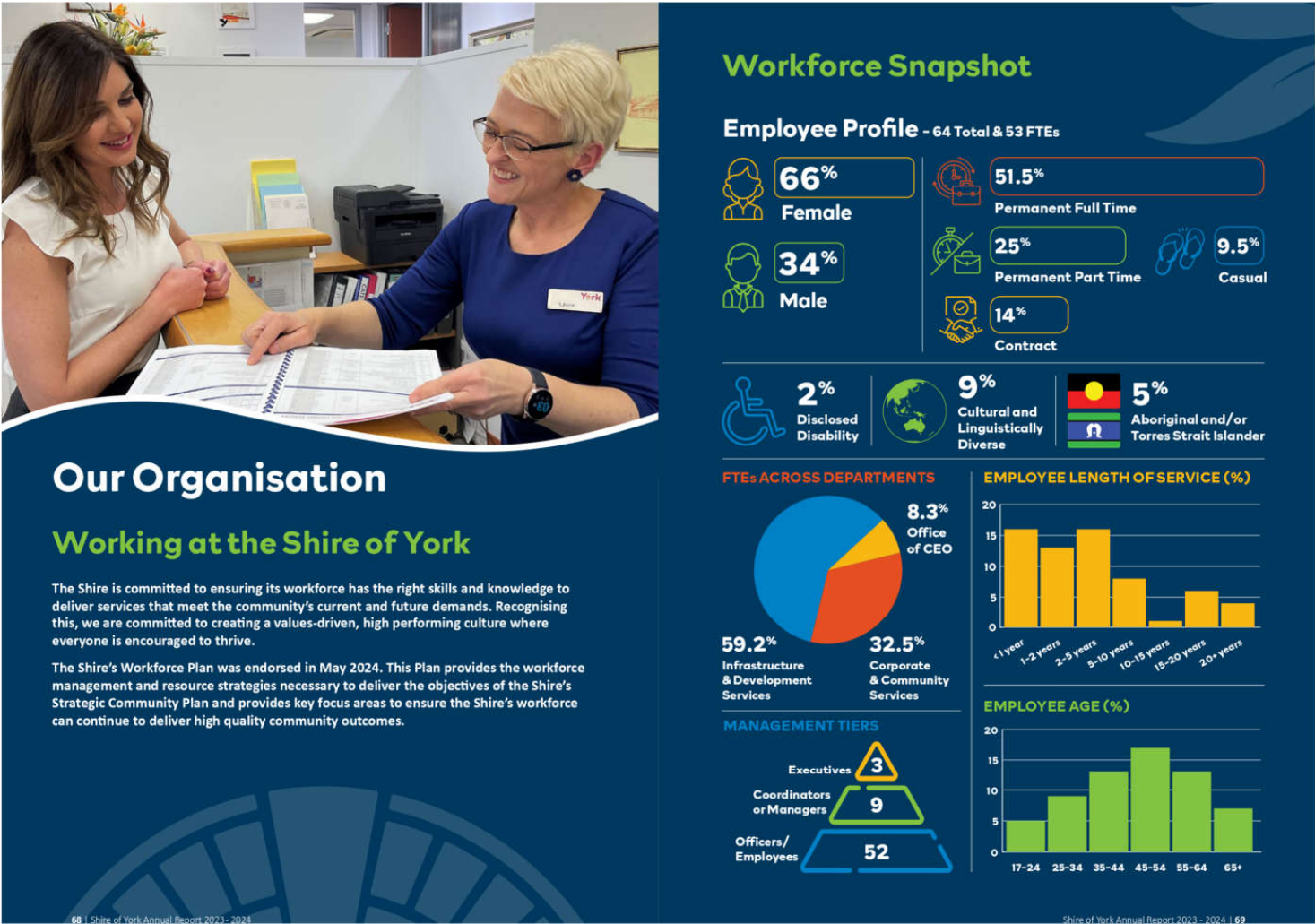
- Portion of Reserve 9203 – Community Garden

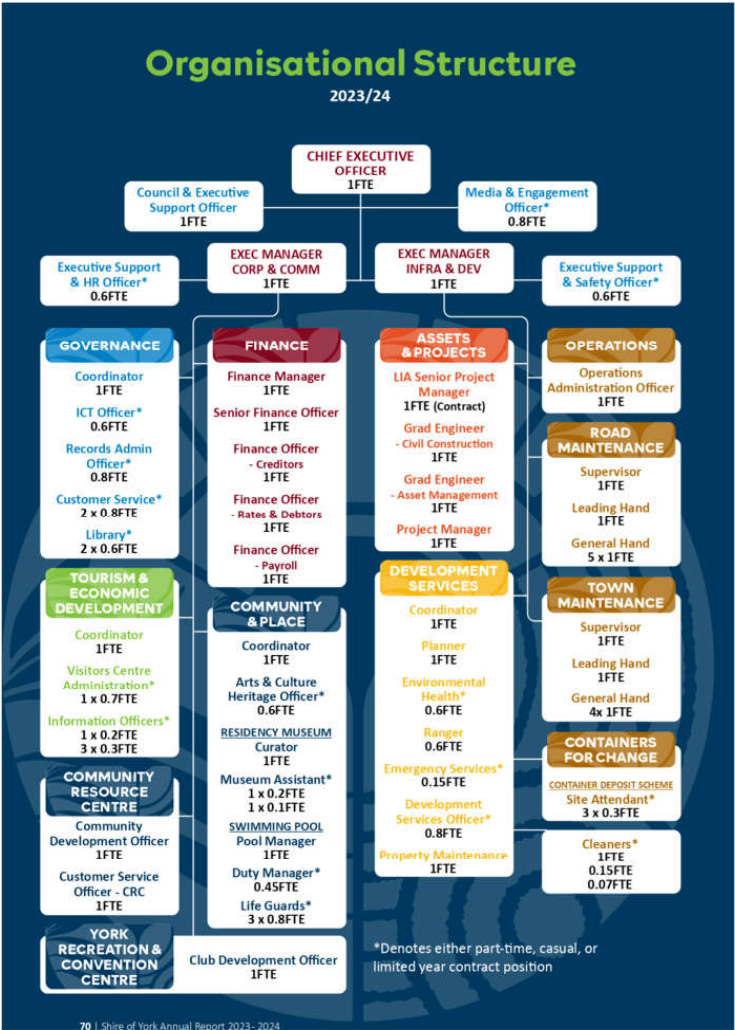
Looking forward to 2024/25:

- Implementation of an online Booking System for venues and facilities, improving the customer experience and streamlining the booking process.
- Streamlined reporting to Audit & Risk Committee and Council using Cascade Dashboards and Snapshots.
- Increase in use of various communications platforms and digital promotion tools to inform the community.

Strong Leadership and Governance

Shire of York Annual Report 2023- 2024 | 67





Statutory Reporting

Official Conduct

Section 5.121 of the *Local Government Act 1995* requires the complaints officer of the local government to maintain a register of complaints which records all complaints that result in a finding under Section 5.110(2)(a) that a minor breach has occurred.

One complaint was received on 19 April 2024 which was referred to the Local Government Standards Panel. As of 30 June 2024, no outcome or finding from the Standards Panel had been advised.

Councillor Demographics

Regulation 19B(2)(h) of the *Local Government (Administration) Regulations 1996* requires a local government to include in its Annual Report the age of Councillors (if available).

Age Range 30 June 2024	Elected Members
Between 18 years and 24 years	0
Between 25 years and 34 years	1
Between 35 years and 44 years	2
Between 45 years and 54 years	1
Between 55 years and 64 years	0
Over 64 years	3

Councillor & Committee Meeting Attendance

For 2023/24 the number of Council and Committee meetings held and the numbers of those meetings attended by each Councillor is as follows:

Councillor	Ordinary (11)	Special (3)	Annual Electors (1)	Audit & Risk Committee (5)
Cr Kevin Trent	11	3	0	5
Cr Denis Warnick	10	2	1	4
Cr James Adamini	4	2	0	N/A
Cr Chris Gibbs*	3	1	1	N/A
Cr Blake Luxford**	4	1	N/A	N/A
Cr Kevin Pyke	6	2	1	N/A
Cr Denese Smythe	10	3	1	3
Cr Peter Wright	11	3	1	2
Cr Ashley Garratt^	3	1	N/A	N/A
Cr Pam Heaton^^	3	1	N/A	N/A

\*Cr Gibbs was elected in April 2024 following the resignation of Cr Luxford\*\*

^Cr Garratt and Cr Heaton^^ did not nominate for the 2023 Ordinary Elections



Annual Electors Meeting Minutes

18 February 2025

Statutory Reporting

Regulation 19B(2)(g) & (i) of the *Local Government (Administration) Regulations 1996* requires a local government to report on the gender, linguistic background, country of birth and the number of Councillors who identify as Aboriginal or Torres Strait Islander (if available):

Councillor	Gender	Linguistic Background	Country of Birth	Aboriginal or Torres Strait Islander
Cr Kevin Trent*				
Cr Denis Warnick	Male	English	Australia	No
Cr James Adamini*				
Cr Chris Gibbs	Male	English	Australia	No
Cr Kevin Pyke*				
Cr Denese Smythe	Female	Australian	Australia	No
Cr Peter Wright	Male	Australian	Australia	No

\*Information not provided

**Workforce**

In accordance with Section 5.53(2)(g) of the *Local Government Act 1995* and Regulation 19B of the *Local Government (Administration) Regulations 1996*, a local government is required to report the number of employees earning an annual salary of \$130,000 or more and the number of employees of the local government entitled to an annual salary that falls within each band of \$10,000 over \$130,000:

Salary Range	Total
\$130,000 - \$139,999	0
\$140,000 - \$149,999	1
\$150,000 - \$159,999	0
\$160,000 - \$169,999	0
\$170,000 - \$179,999	1
\$180,000 - \$189,999	0
\$190,000 - \$199,999	1



**Access and Inclusion Plan (AIP)**

Highlights for the reporting period include:

- A call for nominations was undertaken in March 2024 seeking community members, education and service organisations that would be able to provide valid and valuable input into the Shire's plans, programs and projects. The new Access & Inclusion Advisory Group was formed and had its inaugural meeting on 2 April 2024. The Group comprises Officers, local community members with lived experience, and service providers.
- Engagement of Equal Disability Consultants to undertake community consultations and prepare the new AIP.
- The Community Development Officer attended the Digital Accessibility in the Workplace Centre for Accessibility Australia and the Social Inclusion and Disability Awareness workshop led by Inclusion Solutions.
- The Living Well Seniors' Expo and Forum was held on 17 May 2024 and was well attended.
- Completion of the Avon Terrace Access & Inclusion upgrades enabled better access for those with mobility issues.

**Record Keeping**

Under the *State Records Act 2000*, the Shire and its employees are obliged to comply with the Shire's Record Keeping Plan. Record keeping training in undertaken as part of the on-boarding process for new employees, as well as conducting annual refresher training for all employees. The Plan is next due for review in late 2025.



Statutory Reporting

Item SY001-02/25 - Appendix 1

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Item SY032-03/25 - Appendix 1

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**SHIRE OF YORK  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**

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The Shire of York conducts the operations of a local government with the following community vision:

*A vibrant and inviting agriculture, heritage and tourist town and a Shire community that is focused on and works collaboratively to improve and promote the town and the Shire of York as a destination and wonderful place to live.*

Principal place of business:  
1 Joaquina Street  
York WA 6302

Nexia Perth Audit Services Pty Ltd

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**SHIRE OF YORK  
FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2024**


*Local Government Act 1995  
Local Government (Financial Management) Regulations 1996*

**STATEMENT BY CEO**

The accompanying financial report of the Shire of York has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2024 and the financial position as at 30 June 2024.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the 11 day of December 2024

  
\_\_\_\_\_  
CEO

Chris Linnell  
\_\_\_\_\_  
Name of CEO



Nexia Perth Audit Services Pty Ltd

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Annual Electors Meeting Minutes

18 February 2025

**SHIRE OF YORK  
STATEMENT OF COMPREHENSIVE INCOME  
FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>Revenue</b>				
Rates	2(a),24	7,616,016	7,640,862	7,023,831
Grants, subsidies and contributions	2(a)	2,156,700	386,388	2,619,885
Fees and charges	2(a)	1,375,159	1,266,389	1,209,024
Interest revenue	2(a)	281,883	225,034	145,704
Other revenue	2(a)	384,574	241,397	276,895
		11,814,332	9,760,070	11,275,339
<b>Expenses</b>				
Employee costs	2(b)	(5,856,912)	(5,859,408)	(5,134,501)
Materials and contracts		(3,711,976)	(4,503,124)	(3,604,548)
Utility charges		(409,977)	(307,167)	(331,142)
Depreciation		(6,836,472)	(7,259,298)	(6,480,269)
Finance costs		(58,632)	(62,706)	(70,640)
Insurance		(341,071)	(265,246)	(241,996)
Other expenditure	2(b)	(791,293)	(811,729)	(706,312)
		(18,006,333)	(19,068,678)	(16,569,408)
		(6,192,001)	(9,308,608)	(5,294,069)
Capital grants, subsidies and contributions	2(a)	2,221,593	3,879,505	903,413
Profit on asset disposals		18,751	6,400	59,658
Loss on asset disposals		(13,481)	(255,898)	(34,285)
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	1,681	0	7,683
		2,228,544	3,630,007	936,469
<b>Net result for the period</b>		<b>(3,963,457)</b>	<b>(5,678,601)</b>	<b>(4,357,600)</b>
<b>Other comprehensive income for the period</b>				
<i>Items that will not be reclassified subsequently to profit or loss</i>				
Changes in asset revaluation surplus	16	0	0	16,762,080
<b>Total other comprehensive income for the period</b>		<b>0</b>	<b>0</b>	<b>16,762,080</b>
<b>Total comprehensive (loss) / income for the period</b>		<b>(3,963,457)</b>	<b>(5,678,601)</b>	<b>12,404,480</b>

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



Nexia Perth Audit Services Pty Ltd

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## Annual Electors Meeting Minutes

18 February 2025

**SHIRE OF YORK**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 30 JUNE 2024**

	NOTE	2024	2023
		\$	\$
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	3	4,424,839	7,390,886
Trade and other receivables	5	1,675,962	1,236,849
Other financial assets	4(a)	2,084,043	0
Inventories	6	52,481	46,329
Assets classified as held for sale	7	0	272,727
<b>TOTAL CURRENT ASSETS</b>		<b>8,237,325</b>	<b>8,946,791</b>
<b>NON-CURRENT ASSETS</b>			
Trade and other receivables	5	219,021	160,928
Other financial assets	4(b)	83,171	81,490
Property, plant and equipment	8	47,493,206	47,953,673
Infrastructure	9	138,257,476	141,223,631
Right-of-use assets	11(a)	975,323	1,003,382
<b>TOTAL NON-CURRENT ASSETS</b>		<b>187,028,197</b>	<b>190,423,104</b>
<b>TOTAL ASSETS</b>		<b>195,265,522</b>	<b>199,369,895</b>
<b>CURRENT LIABILITIES</b>			
Trade and other payables	12	1,638,062	1,056,957
Other liabilities	13	232,933	858,734
Borrowings	14	147,321	207,801
Employee related provisions	15	769,588	745,328
<b>TOTAL CURRENT LIABILITIES</b>		<b>2,787,904</b>	<b>2,868,820</b>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	14	712,655	967,207
Employee related provisions	15	341,365	146,813
<b>TOTAL NON-CURRENT LIABILITIES</b>		<b>1,054,020</b>	<b>1,114,020</b>
<b>TOTAL LIABILITIES</b>		<b>3,841,924</b>	<b>3,982,840</b>
<b>NET ASSETS</b>		<b>191,423,598</b>	<b>195,387,055</b>
<b>EQUITY</b>			
Retained surplus		25,145,293	29,060,750
Reserve accounts	27	2,537,273	2,585,273
Revaluation surplus	16	163,741,032	163,741,032
<b>TOTAL EQUITY</b>		<b>191,423,598</b>	<b>195,387,055</b>

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



Nexia Perth Audit Services Pty Ltd

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## Annual Electors Meeting Minutes

18 February 2025

**SHIRE OF YORK  
STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	RETAINED SURPLUS \$	RESERVE ACCOUNTS \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
<b>Balance as at 1 July 2022</b>		<b>33,418,350</b>	<b>2,585,273</b>	<b>146,978,952</b>	<b>182,982,575</b>
Comprehensive income for the period					
Net result for the period		(4,357,600)	0	0	(4,357,600)
Other comprehensive income for the period	16	0	0	16,762,080	16,762,080
Total comprehensive income for the period		(4,357,600)	0	16,762,080	12,404,480
<b>Balance as at 30 June 2023</b>		<b>29,060,750</b>	<b>2,585,273</b>	<b>163,741,032</b>	<b>195,387,055</b>
Comprehensive income for the period					
Net result for the period		(3,963,457)	0	0	(3,963,457)
Total comprehensive income for the period		(3,963,457)	0	0	(3,963,457)
Transfers from reserve accounts	27	88,000	(88,000)	0	0
Transfers to reserve accounts	27	(40,000)	40,000	0	0
<b>Balance as at 30 June 2024</b>		<b>25,145,293</b>	<b>2,537,273</b>	<b>163,741,032</b>	<b>191,423,598</b>

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



Nexia Perth Audit Services Pty Ltd

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Annual Electors Meeting Minutes

18 February 2025

**SHIRE OF YORK  
STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2024 Actual \$	2023 Actual \$
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
<b>Receipts</b>			
Rates		7,233,387	6,813,467
Grants, subsidies and contributions		2,084,339	2,683,822
Fees and charges		1,378,992	1,094,222
Interest revenue		281,883	145,704
Goods and services tax received		797,097	616,334
Other revenue		384,574	276,895
		12,160,272	11,630,444
<b>Payments</b>			
Employee costs		(5,621,354)	(5,168,828)
Materials and contracts		(2,915,053)	(3,687,175)
Utility charges		(409,977)	(331,142)
Finance costs		(58,632)	(70,640)
Insurance paid		(341,071)	(241,996)
Goods and services tax paid		(809,135)	(667,579)
Other expenditure		(791,293)	(468,414)
		(10,946,515)	(10,635,774)
<b>Net cash provided by operating activities</b>		1,213,757	994,670
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for purchase of property, plant & equipment	8(a)	(1,145,472)	(1,306,330)
Payments for construction of infrastructure	9(a)	(2,476,931)	(1,079,645)
Capital grants, subsidies and contributions		1,595,792	748,617
Payments for financial assets at amortised cost		(2,084,043)	0
Proceeds from sale of property, plant & equipment		245,882	228,000
<b>Net cash (used in) investing activities</b>		(3,864,772)	(1,409,358)
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Repayment of borrowings	26(a)	(315,032)	(197,908)
<b>Net cash (used in) financing activities</b>		(315,032)	(197,908)
<b>Net (decrease) in cash held</b>		(2,966,047)	(612,596)
Cash at beginning of year		7,390,886	8,003,482
<b>Cash and cash equivalents at the end of the year</b>		4,424,839	7,390,886

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

Nexia Perth Audit Services Pty Ltd

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## Annual Electors Meeting Minutes

18 February 2025

**SHIRE OF YORK**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE YEAR ENDED 30 JUNE 2024**

	NOTE	2024 Actual \$	2024 Budget \$	2023 Actual \$
<b>OPERATING ACTIVITIES</b>				
<b>Revenue from operating activities</b>				
General rates	24	6,642,543	7,619,459	7,003,151
Rates excluding general rates	24	973,473	21,403	20,680
Grants, subsidies and contributions		2,156,700	386,388	2,619,885
Fees and charges		1,375,159	1,266,389	1,209,024
Interest revenue		281,883	225,034	145,704
Other revenue		384,574	241,397	276,895
Profit on asset disposals		18,751	6,400	59,658
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	1,681	0	7,683
		11,834,764	9,766,470	11,342,680
<b>Expenditure from operating activities</b>				
Employee costs		(5,856,912)	(5,859,408)	(5,134,501)
Materials and contracts		(3,711,976)	(4,503,124)	(3,604,548)
Utility charges		(409,977)	(307,167)	(331,142)
Depreciation		(6,836,472)	(7,259,298)	(6,480,269)
Finance costs		(58,632)	(62,706)	(70,640)
Insurance		(341,071)	(265,246)	(241,996)
Other expenditure		(791,293)	(811,729)	(706,312)
Loss on asset disposals		(13,481)	(255,898)	(34,285)
		(18,019,814)	(19,324,576)	(16,603,693)
Non cash amounts excluded from operating activities	25(a)	6,965,980	7,508,796	6,984,818
<b>Amount attributable to operating activities</b>		780,930	(2,049,310)	1,723,805
<b>INVESTING ACTIVITIES</b>				
<b>Inflows from investing activities</b>				
Capital grants, subsidies and contributions		2,221,593	3,879,505	903,413
Proceeds from disposal of assets		245,882	425,454	228,000
		2,467,475	4,304,959	1,131,413
<b>Outflows from investing activities</b>				
Purchase of property, plant and equipment	8(a)	(1,145,472)	(1,026,304)	(1,306,330)
Purchase and construction of infrastructure	9(a)	(2,476,931)	(4,504,754)	(1,079,645)
		(3,622,403)	(5,531,058)	(2,385,975)
<b>Amount attributable to investing activities</b>		(1,154,928)	(1,226,099)	(1,254,562)
<b>FINANCING ACTIVITIES</b>				
<b>Inflows from financing activities</b>				
Transfers from reserve accounts	27	88,000	78,000	0
		88,000	78,000	0
<b>Outflows from financing activities</b>				
Repayment of borrowings	26(a)	(315,032)	(207,802)	(197,908)
Transfers to reserve accounts	27	(40,000)	(387,957)	0
		(355,032)	(595,759)	(197,908)
<b>Amount attributable to financing activities</b>		(267,032)	(517,759)	(197,908)
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>				
<b>Surplus or deficit at the start of the financial year</b>	25(b)	4,207,426	3,823,168	3,936,091
Amount attributable to operating activities		780,930	(2,049,310)	1,723,805
Amount attributable to investing activities		(1,154,928)	(1,226,099)	(1,254,562)
Amount attributable to financing activities		(267,032)	(517,759)	(197,908)
<b>Surplus or deficit after imposition of general rates</b>	25(b)	3,566,396	30,000	4,207,426

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

Nexia Perth Audit Services Pty Ltd

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**SHIRE OF YORK  
FOR THE YEAR ENDED 30 JUNE 2024  
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## Annual Electors Meeting Minutes

18 February 2025

**SHIRE OF YORK**  
**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT**  
**FOR THE YEAR ENDED 30 JUNE 2024**

**1. BASIS OF PREPARATION**

The financial report of the Shire of York which is a Class 3 local government comprises general purpose financial statements which have 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 *Local Government Act 1995*, 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 except for disclosure requirements of:

- AASB 7 Financial Instruments Disclosures
- AASB 16 Leases paragraph 58
- AASB 101 Presentation of Financial Statements paragraph 61
- AASB 107 Statement of Cash Flows paragraphs 43 and 45
- AASB 116 Property, Plant and Equipment paragraph 79
- AASB 137 Provisions, Contingent Liabilities and Contingent Assets paragraph 85
- AASB 140 Investment Property paragraph 75(f)
- AASB 1052 Disaggregated Disclosures paragraph 11
- AASB 1054 Australian Additional Disclosures paragraph 16

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 Leases which would have required the Shire to measure any vested improvements at zero cost.

The *Local Government (Financial Management) Regulations 1996* provide that:

- land and buildings classified as property, plant and equipment, or
- infrastructure; or
- vested improvements that the local government controls; and measured at reportable value, are only required to be revalued every five years. Revaluing these non-financial assets every five years is a departure from AASB 116 *Property, Plant and Equipment*, which would have required the Shire to assess at each reporting date whether the carrying amount of the above mentioned non-financial assets materially differs from their fair value and, if so, revalue the class of non-financial assets.

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.

**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 that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying amounts 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 - note 8
  - Infrastructure - note 9
- Expected credit losses on financial assets - note 5
- Assets held for sale - note 7
- Measurement of employee benefits - note 15

Fair value hierarchy information can be found in note 23

**The local government reporting entity**

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

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 28 of the financial report.

**Initial application of accounting standards**

During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.

- AASB 2021-2 *Amendments to Australian Accounting Standards*
- *Disclosure of Accounting Policies or Definition of Accounting Estimates*

This standard resulted in terminology changes relating to material accounting policies (formerly referred to as significant accounting policies).

**New accounting standards for application in future years**

The following new accounting standards will have application to local government in future years:

- AASB 2014-10 *Amendments to Australian Accounting Standards*
- *Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*

- AASB 2020-1 *Amendments to Australian Accounting Standards*
- *Classification of Liabilities as Current or Non-Current*

- AASB 2021-7c *Amendments to Australian Accounting Standards*
- *Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections (deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply)*

- AASB 2022-5 *Amendments to Australian Accounting Standards*
- *Lease Liability in a Sale and Leaseback*

- AASB 2022-6 *Amendments to Australian Accounting Standards*
- *Non-current Liabilities with Covenants*

These amendments are not expected to have any material impact on the financial report on initial application.

- AASB 2022-10 *Amendments to Australian Accounting Standards*
- *Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities*

These amendment may result in changes to the fair value of non-financial assets. The impact is yet to be quantified.

- AASB 2023-1 *Amendments to Australian Accounting Standards*
- *Supplier Finance Arrangements*

These amendments may result in additional disclosures in the case of applicable finance arrangements.



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**SHIRE OF YORK**  
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**2. REVENUE AND EXPENSES**

**(a) Revenue**

**Contracts with customers**

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Timing of revenue recognition
Grants, subsidies and contributions	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management.	Single point in time	Full payment prior to issue	None	On payment of the licence, registration or approval
Fees and charges - facility entry fees	Permission to use facilities	Single point in time	Full payment prior to use	None	On entry to facility

Consideration from contracts with customers is included in the transaction price.

**Revenue Recognition**

Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

**For the year ended 30 June 2024**

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	21,403	0	7,594,613	0	7,616,016
Grants, subsidies and contributions	92,445	0	0	2,064,255	2,156,700
Fees and charges	1,200,837	0	112,590	61,732	1,375,159
Interest revenue	0	0	135,868	146,015	281,883
Other revenue	165,001	0	0	219,573	384,574
Capital grants, subsidies and contributions	0	2,221,593	0	0	2,221,593
<b>Total</b>	<b>1,479,686</b>	<b>2,221,593</b>	<b>7,843,071</b>	<b>2,491,575</b>	<b>14,035,925</b>

**For the year ended 30 June 2023**

Nature	Contracts with customers	Capital grant/contributions	Statutory Requirements	Other	Total
	\$	\$	\$	\$	\$
Rates	0	0	7,023,831	0	7,023,831
Grants, subsidies and contributions	244,655	0	0	2,375,230	2,619,885
Fees and charges	344,722	0	836,594	27,708	1,209,024
Interest revenue	0	0	116,980	28,724	145,704
Other revenue	96,065	0	0	180,830	276,895
Capital grants, subsidies and contributions	0	903,413	0	0	903,413
<b>Total</b>	<b>685,442</b>	<b>903,413</b>	<b>7,977,405</b>	<b>2,612,492</b>	<b>12,178,752</b>

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**2. REVENUE AND EXPENSES (Continued)**

**(a) Revenue (Continued)**

Note	2024 Actual \$	2023 Actual \$
<b>Interest revenue</b>		
Interest on reserve account	87,084	9,802
Trade and other receivables overdue interest	135,868	116,979
Other interest revenue	58,931	18,923
	<u>281,883</u>	<u>145,704</u>

The 2024 original budget estimate in relation to:  
Trade and other receivables overdue interest was \$78,672.

**Fees and charges relating to rates receivable**

Charges on instalment plan	15,790	15,380
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The 2024 original budget estimate in relation to:  
Charges on instalment plan was \$15,790.

**(b) Expenses**

**Auditors remuneration**

- Audit of the Annual Financial Report	75,000	85,750
	<u>75,000</u>	<u>85,750</u>

**Employee Costs**

Employee benefit costs	5,386,193	4,116,185
Other employee costs	470,719	1,018,316
	<u>5,856,912</u>	<u>5,134,501</u>

**Other expenditure**

Impairment loss on non-current assets held for sale	7	0	237,898
Sundry expenses		791,293	468,414
		<u>791,293</u>	<u>706,312</u>

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**3. CASH AND CASH EQUIVALENTS**

Note	2024 \$	2023 \$
Cash at bank and on hand	3,924,527	4,198,060
Term deposits	500,312	3,192,826
<b>Total cash and cash equivalents</b>	<b>4,424,839</b>	<b>7,390,886</b>
Held as		
- Unrestricted cash and cash equivalents	3,738,676	3,946,879
- Restricted cash and cash equivalents	686,163	3,444,007
17	<b>4,424,839</b>	<b>7,390,886</b>

**MATERIAL ACCOUNTING POLICIES****Cash and cash equivalents**

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 financial position.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

**Restricted financial assets**

Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement and for which no liability has been recognised.

**4. OTHER FINANCIAL ASSETS**

Note	2024 \$	2023 \$
<b>(a) Current assets</b>		
Financial assets at amortised cost	2,084,043	0
	<b>2,084,043</b>	<b>0</b>
<b>Other financial assets at amortised cost</b>		
Term deposits	2,084,043	0
	<b>2,084,043</b>	<b>0</b>
Held as		
- Restricted other financial assets at amortised cost	2,084,043	0
	<b>2,084,043</b>	<b>0</b>
<b>(b) Non-current assets</b>		
Financial assets at fair value through profit or loss	83,171	81,490
	<b>83,171</b>	<b>81,490</b>
<b>Financial assets at fair value through profit or loss</b>		
Units in Local Government House Trust - opening balance	81,490	73,807
Movement attributable to fair value increment	1,681	7,683
Units in Local Government House Trust - closing balance	<b>83,171</b>	<b>81,490</b>

Fair value of financial assets at fair value through profit or loss is determined from the net asset value of the units held in the Trust at balance date as compiled by WALGA.

**MATERIAL ACCOUNTING POLICIES****Other financial assets at amortised cost**

The Shire 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.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierarchy (see Note 23 (i)) due to the observable market rates).

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

**Financial assets at fair value through profit or loss**

The Shire has elected to classify the following financial assets at fair value through profit or loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the Shire has elected to recognise as fair value gains and losses through profit or loss.

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**5. TRADE AND OTHER RECEIVABLES**

	2024	2023
	\$	\$
<b>Current</b>		
Rates and statutory receivables	1,691,658	1,333,111
Trade receivables	227,815	173,166
Other receivables	95,051	77,339
GST receivable	149,300	137,262
Receivables for employee related provisions	37,410	37,410
Allowance for credit losses of rates and statutory receivables	(525,272)	(518,457)
Allowance for credit losses of trade receivables	0	(2,982)
	1,675,962	1,236,849
<b>Non-current</b>		
Rates and statutory receivables	219,021	160,928
	219,021	160,928

**Disclosure of opening and closing balances related to contracts with customers**

Information about receivables from contracts with customers along with financial assets and associated liabilities arising from transfers to enable the acquisition or construction of recognisable non financial assets is:

	30 June 2024 Actual	30 June 2023 Actual	1 July 2022 Actual
	\$	\$	\$
Trade and other receivables from contracts with customers	193,115	250,505	305,013
Allowance for credit losses of trade receivables	0	(2,982)	(851)
Total trade and other receivables from contracts with customers	193,115	247,523	304,162

**MATERIAL ACCOUNTING POLICIES**

**Rates and statutory receivables**

Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

**Trade receivables**

Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations or for the construction of recognisable non financial assets as part of the ordinary course of business.

**Other receivables**

Other receivables are amounts receivable from contractual arrangements with third parties other than contracts with customers and amounts received as grants for the construction of recognisable non financial assets.

**Measurement**

Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

**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.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

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**6. INVENTORIES**

	Note	2024 \$	2023 \$
<b>Current</b>			
Fuel and materials		52,481	46,329
		52,481	46,329
The following movements in inventories occurred during the year:			
<b>Balance at beginning of year</b>		46,329	34,223
Inventories expensed during the year		(131,976)	(142,063)
Additions to inventory		138,128	154,169
<b>Balance at end of year</b>		52,481	46,329

**MATERIAL ACCOUNTING POLICIES**

**General**

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.

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**7. OTHER ASSETS**

**Non-current assets held for sale**

Non-current assets held for sale  
Impairment loss

2024	2023
\$	\$
0	510,625
0	(237,898)
0	272,727

**Land classified as held for sale**

During 2023/24 council disposed of Land held for re-sale being, St Patrick's Convent School - Lots 800-801, 25-27 South Street York. A deposit of \$30,000 was received in September 2022 and the remaining funds of \$242,727 were received in November 2023.

**MATERIAL ACCOUNTING POLICIES**

**Other current assets**

Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

**Non-current assets held for sale**

Assets are classified as held for sale where the carrying amount will be recovered through a sale rather than continuing use and the asset is available for immediate sale with a sale being highly probable.

**Non-current assets held for sale (Continued)**

Non-current assets classified as held for sale are valued at the lower of the carrying amount and fair value less costs to sell.

The fair value of land and buildings was determined using the sales comparison approach using comparable properties in the area. This is a level 2 measurement as per the fair value hierarchy set out in Note 23(i).

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**8. PROPERTY, PLANT AND EQUIPMENT**

**(a) Movements in Balances**

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Total Property Buildings - non-specialised			Plant and equipment		Total property, plant and equipment
	Land		Total Property	Furniture and equipment	Plant and equipment	
	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2022</b>	5,580,550	23,467,821	29,048,371	208,925	2,613,354	31,870,650
Additions	0	42,747	42,747	45,612	1,217,971	1,306,330
Disposals	0	0	0	0	(202,627)	(202,627)
Revaluation increments / (decrements) transferred to revaluation surplus	4,031,850	12,914,454	16,946,304	0	0	16,946,304
Transfer to non-current assets classified as held for sale**	(235,000)	(275,625)	(510,625)	0	0	(510,625)
Depreciation	0	(583,445)	(583,445)	(50,754)	(345,307)	(979,506)
Transfers	0	(476,853)	(476,853)	0	0	(476,853)
<b>Balance at 30 June 2023</b>	9,377,400	35,089,099	44,466,499	203,783	3,283,391	47,953,673
<b>Comprises:</b>						
Gross balance amount at 30 June 2023	9,377,400	35,089,099	44,466,499	1,087,983	3,991,999	49,546,481
Accumulated depreciation at 30 June 2023	0	0	0	(884,200)	(708,608)	(1,592,808)
<b>Balance at 30 June 2023</b>	9,377,400	35,089,099	44,466,499	203,783	3,283,391	47,953,673
Additions	0	300,772	300,772	12,097	832,603	1,145,472
Disposals	0	0	0	0	(240,612)	(240,612)
Depreciation	0	(822,889)	(822,889)	(47,259)	(495,179)	(1,365,327)
<b>Balance at 30 June 2024</b>	9,377,400	34,566,982	43,944,382	168,621	3,380,203	47,493,206
<b>Comprises:</b>						
Gross balance amount at 30 June 2024	9,377,400	35,389,871	44,767,271	1,100,080	4,498,391	50,365,742
Accumulated depreciation at 30 June 2024	0	(822,889)	(822,889)	(931,459)	(1,118,188)	(2,872,536)
<b>Balance at 30 June 2024</b>	9,377,400	34,566,982	43,944,382	168,621	3,380,203	47,493,206

\*\* Non-current assets classified as held for sale are reflected in Note 7.



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8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying Amount Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
(i) Fair Value - as determined at the last valuation date					
Land and buildings					
Land	2	Market approach using recent observable market data for similar assets	Independent	June 2023	Price per square metre
Buildings	3	Cost approach using current replacement cost	Independent	June 2023	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs. The valuation techniques applied to property subject to lease was the same as that applied to property not subject to lease.

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**9. INFRASTRUCTURE**

**(a) Movements in Balances**

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - roads	Infrastructure - drainage	Infrastructure - bridges	Infrastructure - footpaths	Infrastructure - other structures	Infrastructure - parks & reserves	Total Infrastructure
	\$	\$	\$	\$	\$	\$	\$
<b>Balance at 1 July 2022</b>	113,430,071	6,878,437	18,283,500	1,634,953	1,655,939	3,441,162	145,324,062
Additions	803,667	110,114	27,204	17,300	71,797	49,563	1,079,645
Revaluation increments / (decrements) transferred to revaluation surplus	0	0	0	0	(184,224)	0	(184,224)
Depreciation	(4,097,247)	(151,817)	(837,947)	(75,217)	(198,176)	(112,301)	(5,472,705)
Transfers	0	122,838	0	0	3,732,439	(3,378,424)	476,853
<b>Balance at 30 June 2023</b>	110,136,491	6,959,572	17,472,757	1,577,036	5,077,775	0	141,223,631
<b>Comprises:</b>							
Gross balance at 30 June 2023	158,114,302	12,386,572	50,203,704	2,813,392	7,223,322	0	230,741,292
Accumulated depreciation at 30 June 2023	(47,977,811)	(5,427,000)	(32,730,947)	(1,236,356)	(2,145,547)	0	(89,517,661)
<b>Balance at 30 June 2023</b>	110,136,491	6,959,572	17,472,757	1,577,036	5,077,775	0	141,223,631
Additions	680,810	273,654	717,295	0	805,172	0	2,476,931
Depreciation	(4,113,067)	(157,589)	(838,402)	(75,601)	(258,427)	0	(5,443,086)
<b>Balance at 30 June 2024</b>	106,704,234	7,075,637	17,351,650	1,501,435	5,624,520	0	138,257,476
<b>Comprises:</b>							
Gross balance at 30 June 2024	158,795,111	12,660,226	50,920,999	2,813,392	8,028,494	0	233,218,222
Accumulated depreciation at 30 June 2024	(52,090,877)	(5,584,589)	(33,569,349)	(1,311,957)	(2,403,974)	0	(94,960,746)
<b>Balance at 30 June 2024</b>	106,704,234	7,075,637	17,351,650	1,501,435	5,624,520	0	138,257,476

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**9. INFRASTRUCTURE (Continued)**

**(b) Carrying Amount Measurements**

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
<b>(i) Fair Value - as determined at the last valuation date</b>					
Infrastructure - roads	3	Cost approach using current replacement cost	Management valuation	June 2022	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - drainage	3	Cost approach using current replacement cost	Management valuation	June 2022	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - bridges	3	Cost approach using current replacement cost	Management valuation	June 2022	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - footpaths	3	Cost approach using current replacement cost	Management valuation	June 2022	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs
Infrastructure - other structures	3	Cost approach using current replacement cost	Management valuation	June 2023	Construction costs and current condition (Level 2), residual values and remaining useful life assessments (Level 3) inputs

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used to determine the fair value of infrastructure using level 3 inputs.

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**10. FIXED ASSETS**

**(a) Depreciation**

**Depreciation rates**

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

<b>Asset Class</b>	<b>Useful life</b>
Buildings	40 to 100 years
Furniture and equipment	8 to 10 years
Plant and equipment	5 to 15 years
Intangible assets	5 years
Infrastructure roads	
- formation	not depreciated
- sealed pavement	5 to 55 years
- unsealed pavement	1 to 20 years
- subgrade	200 years
Infrastructure drainage	1 to 190 years
Infrastructure bridges	4 to 32 years
Infrastructure footpaths	1 to 34 years
Infrastructure other	6 to 100 years
Right-of-use assets - buildings	40 to 100 years

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10. FIXED ASSETS (Continued)

**MATERIAL ACCOUNTING POLICIES**

**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.

**Revaluation**

Land and buildings classified as property, plant and equipment, *infrastructure or vested improvements that the local government controls* and measured at reportable value, are only required to be revalued every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on land vested in the Shire.

Whilst the regulatory framework only requires a revaluation to occur every five years, it also provides for the Shire to revalue earlier if it chooses to do so.

For land, buildings and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity.

Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

**Depreciation**

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

**Depreciation on revaluation**

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

- (i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset.
- (ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

**Impairment**

In accordance with *Local Government (Financial Management) Regulations 17A(4C)*, the Shire is not required to comply with *AASB 136 Impairment of Assets* to determine the recoverable amount of its non-financial assets that are land or buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls in circumstances where there has been an impairment indication of a general decrease in asset values.

In other circumstances where it has been assessed that one or more of these non-financial assets are impaired, the asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

**Gains or losses on disposal**

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

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**11. LEASES**

**(a) Right-of-Use Assets**

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.

Note	Right-of-use assets - buildings	Right-of-use assets Total
	\$	\$
<b>Balance at 1 July 2022</b>	1,031,440	1,031,440
Depreciation	(28,058)	(28,058)
<b>Balance at 30 June 2023</b>	1,003,382	1,003,382
Gross balance amount at 30 June 2023	1,122,342	1,122,342
Accumulated depreciation at 30 June 2023	(118,960)	(118,960)
<b>Balance at 30 June 2023</b>	1,003,382	1,003,382
Depreciation	(28,059)	(28,059)
<b>Balance at 30 June 2024</b>	975,323	975,323
Gross balance amount at 30 June 2024	1,122,342	1,122,342
Accumulated depreciation at 30 June 2024	(147,019)	(147,019)
<b>Balance at 30 June 2024</b>	975,323	975,323

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the Shire is the lessee:

	2024 Actual	2023 Actual
	\$	\$
Depreciation on right-of-use assets	(28,059)	(28,058)
<b>Total amount recognised in the statement of comprehensive income</b>	(28,059)	(28,058)

**MATERIAL ACCOUNTING POLICIES**

**Leases**

At inception of a contract, the Shire assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Shire uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Details of individual lease liabilities required by regulations are provided at Note 26(a).

**Right-of-use assets - measurement**

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 10 under revaluation for details on the material accounting policies applying to vested improvements.

**Right-of-use assets - depreciation**

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the Shire anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

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**12. TRADE AND OTHER PAYABLES**

	2024	2023
	\$	\$
<b>Current</b>		
Sundry creditors	792,483	357,586
Prepaid rates	175,755	141,744
Accrued payroll liabilities	50,454	44,966
ATO liabilities	89,242	77,984
Bonds and deposits held	524,435	27,273
Cash held for distribution - previously Trust	0	397,968
Accrued interest on long term borrowings	5,693	9,436
	<b>1,638,062</b>	<b>1,056,957</b>

**MATERIAL ACCOUNTING POLICIES**

**Financial liabilities**

Financial liabilities are initially recognised at fair value when the Shire becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

**Trade and other payables**

Trade and other payables represent liabilities for goods and services provided to the Shire prior to the end of the financial year 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 usually 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.

**Prepaid rates**

Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the Shire recognises income for the prepaid rates that have not been refunded.



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**13. OTHER LIABILITIES**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Current</b>		
Capital grant/contributions liabilities	232,933	858,734
	<b>232,933</b>	<b>858,734</b>
<b>Reconciliation of changes in capital grant/contribution liabilities</b>		
Opening balance	858,734	1,013,530
Additions	(34,801)	0
Revenue from capital grant/contributions held as a liability at the start of the period	(591,000)	(154,796)
	<b>232,933</b>	<b>858,734</b>

Performance obligations in relation to capital grant/contribution liabilities are satisfied as project milestones are met or completion of construction or acquisition of the asset.

**MATERIAL ACCOUNTING POLICIES**

**Capital grant/contribution liabilities**

Capital grant/contribution liabilities represent the Shire's obligations to construct recognisable non-financial assets to identified specifications to be controlled by the Shire which are yet to be satisfied. Capital grant/contribution liabilities are recognised as income when the obligations in the contract are satisfied.

Fair values for non-current capital grant/contribution liabilities, not expected to be extinguished within 12 months, are based on discounted cash flows of expected cashflows to satisfy the obligations using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

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**14. BORROWINGS**

	Note	2024			2023		
		Current	Non-current	Total	Current	Non-current	Total
<b>Secured</b>		\$	\$	\$	\$	\$	\$
Debentures		147,321	712,655	859,976	207,801	967,207	1,175,008
<b>Total secured borrowings</b>	26(a)	147,321	712,655	859,976	207,801	967,207	1,175,008

**Secured liabilities and assets pledged as security**

Debentures are secured by a floating charge over the assets of the Shire of York.

The Shire of York has complied with the financial covenants of its borrowing facilities during the 2024 year.

**MATERIAL ACCOUNTING POLICIES**

**Borrowing costs**

The Shire has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

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. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierarchy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

**Risk**

Details of individual borrowings required by regulations are provided at Note 26(a).

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**15. EMPLOYEE RELATED PROVISIONS**

**Employee Related Provisions**

	<b>2024</b>	<b>2023</b>
	<b>\$</b>	<b>\$</b>
<b>Current provisions</b>		
<b>Employee benefit provisions</b>		
Annual leave	509,194	461,129
Long service leave	216,390	233,075
Sick leave	44,004	51,124
<b>Total current employee related provisions</b>	<b>769,588</b>	<b>745,328</b>
<b>Non-current provisions</b>		
<b>Employee benefit provisions</b>		
Long service leave	341,365	146,813
<b>Total non-current employee related provisions</b>	<b>341,365</b>	<b>146,813</b>
<b>Total employee related provisions</b>	<b>1,110,953</b>	<b>892,141</b>

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period.

**MATERIAL ACCOUNTING POLICIES**

**Employee benefits**

The Shire's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

**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 statement of financial position.

**Other long-term employee benefits**

Long-term employee benefits provisions 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.

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**16. REVALUATION SURPLUS**

	<b>2024 Opening Balance</b>	<b>2024 Closing Balance</b>	<b>2023 Opening Balance</b>	<b>2023 Transfer Asset Class</b>	<b>Total Movement on Revaluation</b>	<b>2023 Closing Balance</b>
	\$	\$	\$		\$	\$
Revaluation surplus - Land - freehold land	8,033,650	8,033,650	4,001,800	0	4,031,850	8,033,650
Revaluation surplus - Buildings	30,723,028	30,723,028	17,808,574	0	12,914,454	30,723,028
Revaluation surplus - Furniture and equipment	61,757	61,757	61,757	0	0	61,757
Revaluation surplus - Plant and equipment	772,011	772,011	772,011	0	0	772,011
Revaluation surplus - Infrastructure - roads	95,312,696	95,312,696	95,312,696	0	0	95,312,696
Revaluation surplus - Infrastructure - drainage	8,138,526	8,138,526	8,138,526	0	0	8,138,526
Revaluation surplus - Infrastructure - bridges	16,876,832	16,876,832	16,876,832	0	0	16,876,832
Revaluation surplus - Infrastructure - footpaths	889,766	889,766	889,766	0	0	889,766
Revaluation surplus - Infrastructure - other structures	2,932,766	2,932,766	533,633	2,583,357	(184,224)	2,932,766
Revaluation surplus - Infrastructure - parks & reserves	0	0	2,583,357	(2,583,357)	0	0
	<b>163,741,032</b>	<b>163,741,032</b>	<b>146,978,952</b>	<b>0</b>	<b>16,762,080</b>	<b>163,741,032</b>

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**17. RESTRICTIONS OVER FINANCIAL ASSETS**

	Note	2024 Actual \$	2023 Actual \$
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents	3	686,163	3,444,007
- Financial assets at amortised cost	4	2,084,043	0
		2,770,206	3,444,007
The restricted financial assets are a result of the following specific purposes to which the assets may be used:			
Restricted reserve accounts	27	2,537,273	2,585,273
Capital grant liabilities	13	232,933	858,734
<b>Total restricted financial assets</b>		2,770,206	3,444,007

**18. UNDRAWN BORROWING FACILITIES AND CREDIT  
STANDBY ARRANGEMENTS**

Bank overdraft limit		200,000	200,000
Bank overdraft at balance date		0	0
Credit card limit		10,000	10,000
Credit card balance at balance date		(1,580)	(1,818)
<b>Total amount of credit unused</b>		208,420	208,182
<b>Loan facilities</b>			
Loan facilities - current		147,321	207,801
Loan facilities - non-current		712,655	967,207
<b>Total facilities in use at balance date</b>		859,976	1,175,008
<b>Unused loan facilities at balance date</b>		NIL	NIL

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**19. CONTINGENT LIABILITIES**

The Shire of York has identified the following sites in relation to land owned, vested or leased that is known to be or suspected of being contaminated. At the date of this report the value and timing of remediation has not been ascertained.

- 4, 5, 6, 36 and 38 Avon Terrace, York 6302 comprising of lots 2, 3, 4, 5 and 6 Avon Terrace.
- 15 Redmile Road, York 6302 comprising of lot 13 Redmile Road.

**20. CAPITAL COMMITMENTS**

	2024	2023
	\$	\$
Contracted for:		
- capital expenditure projects	318,675	224,509
- plant & equipment purchases	10,468	0
	329,143	224,509
Payable:		
- not later than one year	329,143	224,509

The capital expenditure projects outstanding at the end of the current reporting period represent the construction of road infrastructure.

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**21. RELATED PARTY TRANSACTIONS**

**(a) Elected Member Remuneration**

Fees, expenses and allowances to be paid or reimbursed to elected council members.

Note	2024 Actual \$	2024 Budget \$	2023 Actual \$
President's annual allowance	17,039	17,085	17,086
President's meeting attendance fees	21,138	21,195	21,196
President's ICT expenses	2,020	2,020	0
President's annual allowance for ICT expenses	0	0	1,747
President's travel and accommodation expenses	212	500	0
	40,409	40,800	40,029
Deputy President's annual allowance	4,283	4,271	4,271
Deputy President's meeting attendance fees	13,735	13,698	13,698
Deputy President's ICT expenses	2,020	2,020	0
Deputy President's annual allowance for ICT expenses	0	0	1,747
Deputy President's travel and accommodation expenses	500	500	0
	20,538	20,489	19,716
All other council member's meeting attendance fees	64,286	68,490	63,311
All other council member's ICT expenses	9,275	10,100	8,076
All other council member's travel and accommodation expenses	130	500	250
	73,691	79,090	71,637
21(b)	134,638	140,379	131,382

**(b) Key Management Personnel (KMP) Compensation**

The total of compensation paid to KMP of the Shire during the year are as follows:

Short-term employee benefits	600,830	644,978
Post-employment benefits	69,050	59,946
Employee - other long-term benefits	54,352	60,047
Employee - termination benefits	0	2,297
Council member costs	134,638	131,382
21(a)	858,870	898,650

*Short-term employee benefits*

These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

*Post-employment benefits*

These amounts are the current-year's cost of the Shire's superannuation contributions made during the year.

*Other long-term benefits*

These amounts represent annual leave and long service leave entitlements accruing during the year.

*Termination benefits*

These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

*Council member costs*

These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.



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**21. RELATED PARTY TRANSACTIONS**

**Transactions with related parties**

Transactions between related parties and the Shire are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

No outstanding balances or provisions for doubtful debts or guarantees exist in relation to related parties at year end.

In addition to KMP compensation above the following transactions occurred with related parties:

	2024 Actual \$	2023 Actual \$
Sale of goods and services	0	0
Purchase of goods and services	0	0

**Related Parties**

**The Shire's main related parties are as follows:**

*i. Key management personnel*

*Any person(s) having authority and responsibility for planning, directing and controlling the activities of the Shire, directly or indirectly, including any council member, are considered key management personnel and are detailed in Notes 21(a) and 21(b).*

*ii. Other Related Parties*

*Outside of normal citizen type transactions with the Shire, there were no other related party transactions involving key management personnel and/or their close family members and/or their controlled (or jointly controlled) entities.*

*iii. Entities subject to significant influence by the Shire*

*There were no such entities requiring disclosure during the current or previous year.*

**22. EVENTS OCCURRING AFTER THE END OF THE REPORTING PERIOD**

There have been no material events after the reporting period which would affect the financial report of the Shire for the year ended 30 June 2024 or which would require a separate disclosure.

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**23. OTHER MATERIAL ACCOUNTING POLICIES**

**a) Goods and services tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

**b) Current and non-current classification**

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Shire's operational cycle. In the case of liabilities where the Shire does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the Shire's intentions to release for sale.

**c) Rounding off figures**

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

**d) Comparative figures**

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Shire applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

**e) Budget comparative figures**

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

**f) Superannuation**

The Shire contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Shire contributes are defined contribution plans.

**g) Fair value of assets and liabilities**

Fair value is the price that the Shire would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

**h) Interest revenue**

Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

**i) Fair value hierarchy**

*AASB 13 Fair Value Measurement* requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

**Level 1**

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

**Level 2**

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

**Level 3**

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

**Valuation techniques**

The Shire selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Shire are consistent with one or more of the following valuation approaches:

**Market approach**

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

**Income approach**

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

**Cost approach**

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Shire gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

**j) Impairment of assets**

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount except for non-financial assets that are:

- land and buildings classified as property, plant and equipment;
- infrastructure; or
- vested improvements that the local government controls, in circumstances where there has been an impairment indication of a general decrease in asset values.

These non-financial assets are assessed in accordance with the regulatory framework detailed in Note 10.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. *AASB 116 Property, Plant and Equipment*) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

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24. RATING INFORMATION

(a) General Rates

RATE TYPE				2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	2022/23
Rate Description	Basis of valuation	Rate in \$	Number of Properties	Actual Rateable Value*	Actual Rate Revenue	Actual Interim Rates	Actual Total Revenue	Budget Rate Revenue	Budget Interim Rate	Budget Total Revenue	Actual Total Revenue
				\$	\$	\$	\$	\$	\$	\$	\$
GRV General rate	Gross rental valuation	0.134045	1,493	25,485,881	3,416,255	3,687	3,419,942	3,416,255	0	3,416,255	3,302,965
UV General rate	Unimproved valuation	0.008859	407	364,072,031	3,225,314	(2,713)	3,222,601	3,225,314	0	3,225,314	2,809,613
Interim Rates and Back Rates				0	0	0	0	0	21,000	21,000	0
<b>Total general rates</b>			1,900	389,557,912	6,641,569	974	6,642,543	6,641,569	21,000	6,662,569	6,112,578
<b>Minimum payment</b>											
GRV General rate	Gross rental valuation	1320	477	1,577,413	629,640	0	629,640	629,640	0	629,640	448,800
UV General rate	Unimproved valuation	1320	292	28,348,622	385,440	0	385,440	385,440	0	385,440	498,960
<b>Total minimum payments</b>			769	29,926,035	1,015,080	0	1,015,080	1,015,080	0	1,015,080	947,760
<b>Total general rates and minimum payments</b>			2,669	419,483,947	7,656,649	974	7,657,623	7,656,649	21,000	7,677,649	7,060,338
<b>Ex-gratia Rates</b>											
Co-operative Bulk Handling						21,403	21,403	21,403	0	21,403	20,680
<b>Total amount raised from rates (excluding general rates)</b>			0	0	0	21,403	21,403	21,403	0	21,403	20,680
Discounts							(63,010)			(58,190)	(57,187)
<b>Total Rates</b>							7,616,016			7,640,862	7,023,831
Rate instalment interest							26,708			25,772	24,500
Rate overdue interest							108,832			52,900	92,480

The rate revenue was recognised from the rate record as soon as practicable after the Shire resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

\*Rateable Value at time of raising of rate.

**SHIRE OF YORK  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**25. DETERMINATION OF SURPLUS OR DEFICIT**

		2023/24 (30 June 2024 Carried Forward)	2023/24 Budget (30 June 2024 Carried Forward)	2022/23 (30 June 2023 Carried Forward)
	Note	\$	\$	\$
<b>(a) Non-cash amounts excluded from operating activities</b>				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> .				
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals		(18,751)	(6,400)	(59,658)
Less: Fair value adjustments to financial assets at fair value through profit or loss		(1,681)	0	(7,683)
Add: Loss on disposal of assets		13,481	255,898	34,285
Add: Depreciation	10(a)	6,836,472	7,259,298	6,480,269
Non-cash movements in non-current assets and liabilities:				
Pensioner deferred rates		(58,093)	0	(21,517)
Assets held for sale	7	0	0	510,625
Employee benefit provisions		194,552	0	48,497
<b>Non-cash amounts excluded from operating activities</b>		<b>6,965,980</b>	<b>7,508,796</b>	<b>6,984,818</b>
<b>(b) Surplus or deficit after imposition of general rates</b>				
The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
<b>Adjustments to net current assets</b>				
Less: Reserve accounts	27	(2,537,273)	(2,895,230)	(2,585,273)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	14	147,321	218,223	207,801
- Employee benefit provisions		506,927	506,927	506,927
<b>Total adjustments to net current assets</b>		<b>(1,883,025)</b>	<b>(2,170,080)</b>	<b>(1,870,545)</b>
<b>Net current assets used in the Statement of Financial Activity</b>				
Total current assets		8,237,325	4,387,657	8,946,791
Less: Total current liabilities		(2,787,904)	(2,187,577)	(2,868,820)
Less: Total adjustments to net current assets		(1,883,025)	(2,170,080)	(1,870,545)
<b>Surplus or deficit after imposition of general rates</b>		<b>3,566,396</b>	<b>30,000</b>	<b>4,207,426</b>

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**26. BORROWING AND LEASE LIABILITIES**

**(a) Borrowings**

Purpose	Note	Actual							Budget			
		Principal at 1 July 2022	New Loans During 2022-23	Principal Repayments During 2022-23	Principal at 30 June 2023	New Loans During 2023-24	Principal Repayments During 2023-24	Principal at 30 June 2024	Principal at 1 July 2023	New Loans During 2023-24	Principal Repayments During 2023-24	Principal at 30 June 2024
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Forrest Oval Stage 1		800,781	0	(68,543)	732,238	0	(72,929)	659,309	732,256	0	(72,929)	659,327
Forrest Oval Stage 2		128,857	0	(24,588)	104,269	0	(25,879)	78,390	104,269	0	(25,879)	78,390
Forrest Oval Stage 3		200,998	0	(38,354)	162,644	0	(40,367)	122,277	162,644	0	(40,368)	122,276
Old Convent School		242,280	0	(66,423)	175,857	0	(175,857)	0	175,858	0	(68,626)	107,232
<b>Total</b>		<b>1,372,916</b>	<b>0</b>	<b>(197,908)</b>	<b>1,175,008</b>	<b>0</b>	<b>(315,032)</b>	<b>859,976</b>	<b>1,175,027</b>	<b>0</b>	<b>(207,802)</b>	<b>967,225</b>

**Borrowing Finance Cost Payments**

Purpose	Loan Number	Institution	Interest Rate	Date final payment is due	Actual for year ending 30 June 2024	Budget for year ending 30 June 2024	Actual for year ending 30 June 2023
Forrest Oval Stage 1	62	WATC	6.30%	26/05/2031	\$ (45,000)	\$ (45,000)	\$ (48,952)
Forrest Oval Stage 2	63	WATC	5.15%	8/02/2027	(4,875)	(4,875)	(5,980)
Forrest Oval Stage 3	64	WATC	5.15%	8/02/2027	(7,606)	(7,605)	(9,329)
Old Convent School	67	WATC	3.29%	8/07/2025	(5,856)	(5,226)	(6,379)
<b>Total Finance Cost Payments</b>					<b>(63,337)</b>	<b>(62,706)</b>	<b>(70,640)</b>

\* WA Treasury Corporation

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	2024 Actual Opening Balance	2024 Actual Transfer to	2024 Actual Transfer (from)	2024 Actual Closing Balance	2024 Budget Opening Balance	2024 Budget Transfer to	2024 Budget Transfer (from)	2024 Budget Closing Balance	2023 Actual Opening Balance	2023 Actual Transfer to	2023 Actual Transfer (from)	2023 Actual Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
27. RESERVE ACCOUNTS												
Restricted by council												
(a) Leave reserve	506,927	0	0	506,927	506,927	0	0	506,927	506,927	0	0	506,927
(b) Plant reserve	476,688	40,000	0	516,688	476,688	40,000	0	516,688	476,688	0	0	476,688
(c) Land & Infrastructure reserve	158,104	0	0	158,104	158,104	0	0	158,104	158,104	0	0	158,104
(d) Avon river maintenance reserve	15,426	0	0	15,426	15,426	0	0	15,426	15,426	0	0	15,426
(e) Industrial land reserve	134,010	0	0	134,010	134,010	0	0	134,010	134,010	0	0	134,010
(f) Refuse site reserve	75,519	0	0	75,519	75,519	0	0	75,519	75,519	0	0	75,519
(g) Centennial garden reserve	156,162	0	0	156,162	156,162	0	0	156,162	156,162	0	0	156,162
(h) Forrest Oval Lights reserve	6,161	0	0	6,161	6,161	0	0	6,161	6,161	0	0	6,161
(i) Bowls Synthetic surface reserve	20,445	0	0	20,445	20,445	0	0	20,445	20,445	0	0	20,445
(j) Pioneer Memorial Lodge reserve	78,533	0	(78,000)	533	78,533	0	(78,000)	533	78,533	0	0	78,533
(k) Carparking reserve	18,623	0	0	18,623	18,623	0	0	18,623	18,623	0	0	18,623
(l) Building reserve	75,380	0	0	75,380	75,380	0	0	75,380	75,380	0	0	75,380
(m) Disaster reserve	59,281	0	0	59,281	59,281	0	0	59,281	59,281	0	0	59,281
(n) Tennis Synthetic surface reserve	3,155	0	0	3,155	3,155	0	0	3,155	3,155	0	0	3,155
(o) Tied grant funds reserve	19,557	0	0	19,557	19,557	0	0	19,557	19,557	0	0	19,557
(p) RSL Memorial reserve	12,600	0	0	12,600	12,600	0	0	12,600	12,600	0	0	12,600
(q) Greenhills Townsite development reserve	11,221	0	0	11,221	11,221	0	0	11,221	11,221	0	0	11,221
(r) Roads reserve	156,884	0	0	156,884	156,884	0	0	156,884	156,884	0	0	156,884
(s) Swimming Pool reserve	0	100,000	(10,000)	90,000	100,000	0	0	100,000	0	0	0	0
(t) Recreation reserve	600,597	(100,000)	0	500,597	500,597	0	0	500,597	600,597	0	0	600,597
(u) Bridge reserve	0	0	0	0	0	347,957	0	347,957	0	0	0	0
	2,585,273	40,000	(88,000)	2,537,273	2,585,273	387,957	(78,000)	2,895,230	2,585,273	0	0	2,585,273

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

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27. RESERVE ACCOUNTS (Continued)

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

Name of reserve account	Purpose of the reserve account
<b>Restricted by council</b>	
(a) Leave reserve	To fund annual and long service leave requirements.
(b) Plant reserve	To be used to fund plant purchases or major capital repairs.
(c) Land & Infrastructure reserve	For the purpose of funding the purchase of land and or buildings or the construction of buildings.
(d) Avon river maintenance reserve	To maintain and protect the Avon River and its environs.
(e) Industrial land reserve	For the continued development and expansion of an industrial subdivision within the Shire.
(f) Refuse site reserve	To be used for ongoing maintenance and development of Council's waste management facilities.
(g) Centennial garden reserve	To be used for further expansion and capital repairs of the existing units.
(h) Forrest Oval Lights reserve	To provide for the replacement and upgrading of the oval lights.
(i) Bowls Synthetic surface reserve	To provide for the future replacement of bowls synthetic surface.
(j) Pioneer Memorial Lodge reserve	To finance capital improvements and extensions to the seniors village (funded by the operational surplus of the Lodge).
(k) Carparking reserve	To fund the management and control of parking facilities in accordance with Councils Parking Plan.
(l) Building reserve	For the construction and major capital improvements to all Council buildings.
(m) Disaster reserve	A contingency reserve to help fund recovery from any natural disaster.
(n) Tennis Synthetic surface reserve	To provide for the future replacement of tennis synthetic surface.
(o) Tied grant funds reserve	To segregate grant funds provided for specific projects until those projects are carried out.
(p) RSL Memorial reserve	To provide for the upgrading of the RSL Memorial.
(q) Greenhills Townsite development reserve	To provide funds to enhance the amenity and economic potential of the Greenhills Townsite with such funds to be expended in.
(r) Roads reserve	To provide for future road resealing requirements.
(s) Swimming Pool reserve	To provide for the maintenance and upgrade of the swimming pool.
(t) Recreation reserve	To be used to fund capital improvements and ongoing development of recreational facilities, including sporting facilities, halls and trails.
(u) Bridge reserve	To provide for the maintenance of bridges.



**SHIRE OF YORK  
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT  
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**28. TRUST FUNDS**

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

	1 July 2023	Amounts Received	Amounts Paid	30 June 2024
	\$	\$	\$	\$
Cash in Lieu - Public open Space	58,422	0	0	58,422
	58,422	0	0	58,422



## Auditor General

### INDEPENDENT AUDITOR'S REPORT 2024 Shire of York

To the Council of the Shire of York

#### Opinion

I have audited the financial report of the Shire of York (Shire) which comprises:

- the statement of financial position as at 30 June 2024, the statement of comprehensive income, statement of changes in equity, statement of cash flows and statement of financial activity for the year then ended
- notes comprising a summary of material accounting policies and other explanatory information.

In my opinion, the financial report:

- is based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the Shire for the year ended 30 June 2024 and its financial position at the end of that period
- is in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

#### Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial report section below.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### Other information

The Chief Executive Officer (CEO) is responsible for the preparation and the Council for overseeing the other information. The other information is the information in the entity's annual report for the year ended 30 June 2024, but not the financial report and my auditor's report.

My opinion on the financial report does not cover the other information and accordingly, I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial report, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or my knowledge obtained in the audit or otherwise appears to be materially misstated.

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If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact. I did not receive the other information prior to the date of this auditor's report. When I do receive it, I will read it and if I conclude that there is a material misstatement in this information, I am required to communicate the matter to the CEO and Council and request them to correct the misstated information. If the misstated information is not corrected, I may need to retract this auditor's report and re-issue an amended report.

#### **Responsibilities of the Chief Executive Officer and Council for the financial report**

The Chief Executive Officer (CEO) of the Shire is responsible for:

- keeping proper accounts and records
- preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards
- managing internal control as required by the CEO to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for:

- assessing the Shire's ability to continue as a going concern
- disclosing, as applicable, matters related to going concern
- using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

#### **Auditor's responsibilities for the audit of the financial report**

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

#### **My independence and quality management relating to the report on the financial report**

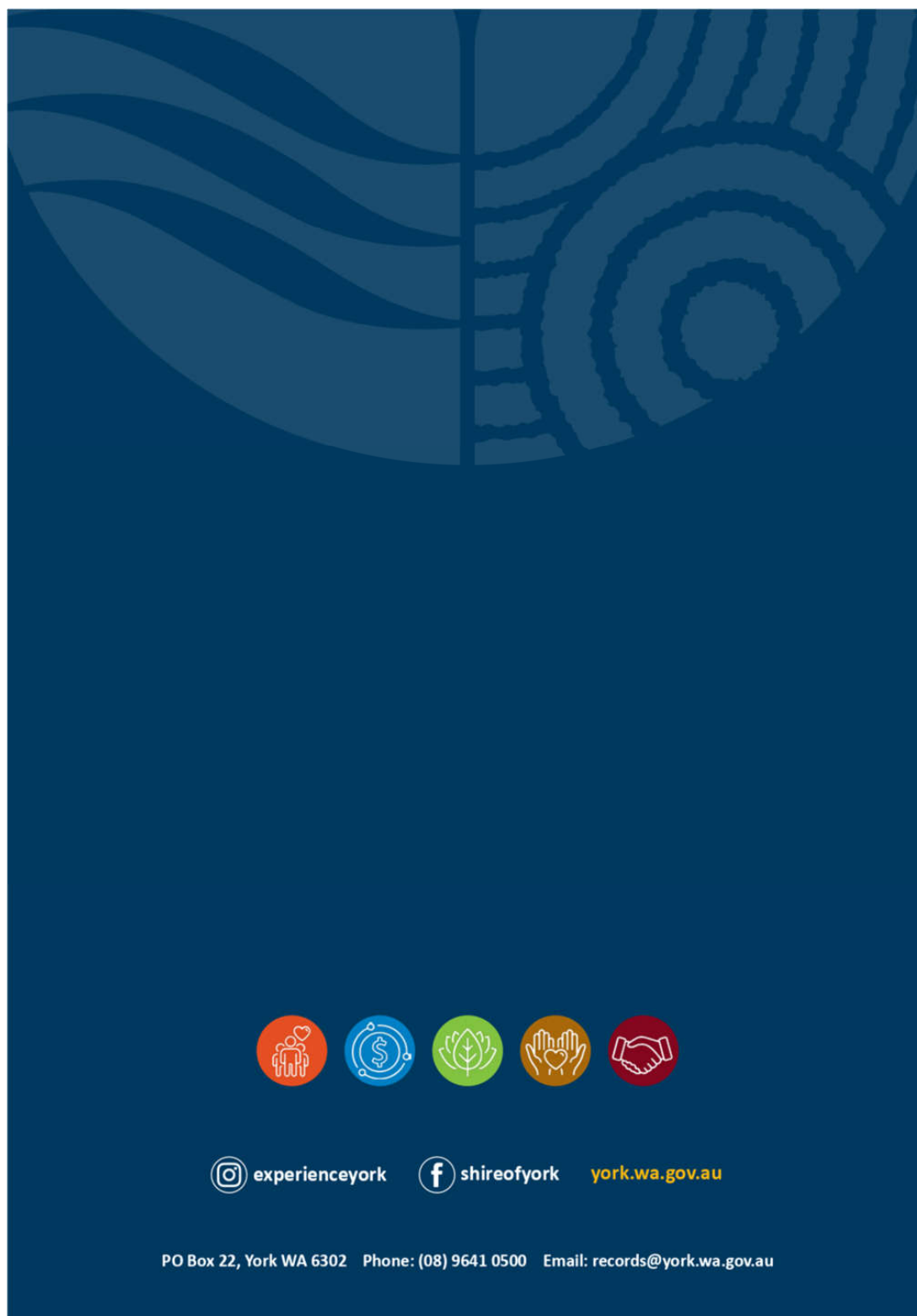
I have complied with the independence requirements of the *Auditor General Act 2006* and the relevant ethical requirements relating to assurance engagements. In accordance with ASQM 1 Quality Management for Firms that Perform Audits or Reviews of Financial Reports and Other Financial Information, or Other Assurance or Related Services Engagements, the Office of the Auditor General maintains a comprehensive system of quality management including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

**Matters relating to the electronic publication of the audited financial report**

This auditor's report relates to the financial report of the Shire of York for the year ended 30 June 2024 included in the annual report on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report. It does not provide an opinion on any other information which may have been hyperlinked to/from the annual report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to contact the Shire to confirm the information contained in the website version.



Grant Robinson  
Assistant Auditor General Financial Audit  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
13 December 2024



**4 GENERAL BUSINESS**

*The Shire President called for questions from the floor.*

**CRAIG SKELTON****Question 1**

*Regarding the York Pool Renewal Project, is the council including new basketball courts and a new Early Years Hub in its planning, costing and delivery as part of the 'Site B' proposal?*

**Response from the Shire President**

*The agenda for Council's Ordinary Meeting to be held on Tuesday 25 February 2025 includes a report on the new aquatic facility. The report discusses the impacts of Site B on the outside basketball courts and Early Years Hub facilities, both of which are reaching their end of life. The report also details proposals to address those impacts.*

*However, Council first need to make a decision on the preferred site location to enable the Administration to commence the development of detailed designs to address these questions in detail. The detailed work will also include engagement with affected user groups to ensure user requirements are addressed.*

**DIANE BUCKLEY****Question 1**

*I have been unable to find the proper cost analysis for the new aquatic facility, where would I find that?*

**Response from the Chief Executive Officer**

*The detailed costs will be identified in the next stage of the project once a preferred site is determined. Those details will be provided in the Business Case, as the detailed designs are required in order to provide accurate costings.*

*The Shire's website includes a page detailing the major projects, with all relevant information on the new aquatic facility and other major works being undertaken. Updates will be made to the published information as the project progresses. The page is available <https://www.york.wa.gov.au/major-projects/york-swimming-pool-renewal.aspx>.*

**Question 2**

*Are there detailed costings for refurbishing the existing pool?*

**Response from the Chief Executive Officer**

*There are costings for the current pool. However, refurbishment of the site is not viable due to the extent of works required to the facility. The most cost effective way moving forward is with a new facility which can be expected to last the community for 50-60 years.*

**Question 3**

*When was the last time the pool was painted or any maintenance done?*

**Response from the Chief Executive Officer**

*We can provide those details direct to you, I will take that on notice. A lot of the management has been simply to keep the pool operational as it is coming to the end of its life.*

**Question 4**

*There are no opening hours listed on the outside of the facility, can that be rectified?*

**Response from the Shire President**

*The Shire can investigate updating the signage to include operating hours of the facility.*

**Question 5**

*Has the Shire undertaken a survey of the community in relation to the pool?*

**Response from the Shire President**

*The Shire has undertaken extensive community consultation which included locations for the pool*

**Response from the Chief Executive Officer**

*Community engagement was undertaken approximately eighteen months ago and was reported back to Council. Further work was undertaken in relation to the geotechnical work which informed the preferred site location. There will also be a lot more engagement in relation to the Business Case, detailing where items will be located to inform costs for the detailed design and QS stages. There are still significant milestone decisions to be made with stop points along the way.*

**Question 6**

*Die testing was approved in 2019 but was not undertaken, why?*

**Response from the Chief Executive Officer**

*In 2019 Council resolved to investigate a range of issues at the facility. A leading aquatic engineer was appointed and a scope of works determined. Following that investigation their advice was not to proceed with upgrades as the facility is at its end of life. In 2021 Council resolved to proceed with other investigations which is the point at which we are now.*

**DAVID SPARROW****Question 1**

*Why is the cost of testing and tagging so high, the price paid seems exorbitant?*

**Response from the Chief Executive Officer**

*The Shire has to follow its procurement policy (Policy F2) in seeking quotes for works. The Shire would be happy to receive responses to Requests for Quotes (RFQ) from other providers.*

**Response from the Executive Manager Corporate & Community Services**

*The Shire recently answered this question for Cr Smythe. The invoice related to that expense did not list every facility included in the amount. The invoice covered several facilities and an extensive amount of equipment was required to be tested and tagged.*

**Question 2**

*By not conducting an extraordinary election it could be argued that you have benefited yourselves. Do you believe there is suitable elected representation in York?*



**Response from the Shire President**

*When the time comes for the election, if those who are up for election choose to nominate again they will have the same opportunity as anyone else. Council operated with one vacancy in the lead up to the 2023 ordinary elections without issue, this scenario is no different.*

**KAREN MARWICK****Question 1**

*What is the delay with the back up generator for Pioneer Memorial Lodge?*

**Response from the Shire President**

*The Shire has been pursuing WA Country Health Service (WACHS) to follow up with Western Power to get the matter resolved.*

**Response from the Chief Executive Officer**

*For the generator to be installed and connected, an upgrade to the power switch board and installation of underground power is required. Western Power's timeframe for that work to be considered is between twelve to eighteen months. We hope we are very close to the design stage and once that is approved by Western Power the Shire is ready to deliver the project. WACHS has been requested to seek Western Power's approval for considering the project as a higher priority.*

**KAREN THOMAS****ON BEHALF OF YORK BUSINESS ASSOCIATION****Question 1**

*In relation to the old Hardware site, what plans are in place to address the aesthetics of the site prior to visitor season?*

*Cr Smythe and Cr Wright declared a Financial Interest in this matter and left the meeting at 7.05pm.*

**Response from the Executive Manager Infrastructure & Development Services**

*The Shire is negotiating a lease agreement with the York Co-op and has undertaken some landscape design work. The initial planting work will be subject to the designs being received and approved. There is also community consultation on the design to occur.*

**Question 2**

*What area is the lease covering and who will be responsible for the site?*

**Response from the Executive Manager Infrastructure & Development Services**

*The Shire will be responsible for the community open space, which includes greening and a connection with Avon Park. The Co-op will be responsible for the parking area.*

**Question 3**

*Can the umbrellas be reinstated as the area is being used as a parking space?*

**Response from the Executive Manager Infrastructure & Development Services**

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*The Shire can work with the York Business Association to investigate temporary measures at the site.*

**Question 4**

*What is happening with the town signage and will the information boards, which are not regularly updated, be removed?*

**Response from the Chief Executive Officer**

*The signage will be replaced as part of the wayfinding project. The designs have taken some time to develop as they need to be in the style of the town and match the Shire's branding. The final designs have recently been received and it is hoped they can be rolled out shortly. The Shire can look at removing the unused signage as part of that process.*

**Question 5**

*Would the businesses be consulted on the signage? The York Business Association has not had any involvement.*

**Response from the Executive Manager Infrastructure & Development Services**

*The consultation was undertaken as part of Town Teams engagement on the Macartney Street site.*

**DAVID SPARROW****Question 3**

*What has been spent on the Macartney Street site to date and how much more is expected to be spent?*

**Response from the Chief Executive Officer**

*The current spend is approximately \$5,000 on the landscape design. The cost of the traffic engineering will be split 50/50 between the Shire and the Co-op with costs estimated at \$50,000.*

*The lease will be the legal arrangement which provides for the long term use and right to the land into the future. Prior community engagement identified the site is important to the community and the Shire has taken that on board. The Coop has its own plans for site and carpark, with the top third of the site being utilised as community open space, with connection to Avon Park.*

*Cr Smythe and Cr Wright returned to the meeting at 7.18pm.*

**DIANE BUCKLEY****Question 7**

*In relation to the Town of Port Hedland motions, have you considered why the TGA have not carried out its own testing?*

**Response from the Shire President**

*The matter is being considered by Council next Tuesday.*

**Response from the Chief Executive Officer**

*The matter is being presented to Council for a decision, with the information contained in the agenda report. As mentioned at Agenda Briefing, there are other options highlighted in the report if Council chooses to resolve differently to the Officer's recommendation.*

**MELISSA WELSH****Question 1**

*Can you give an update on the industrial area project?*

**Response from the Chief Executive Officer**

*The Shire was successful in obtaining funding three years ago. However, the new Federal Government announced a review of all funding applications. In late 2023 the review results were announced and we were very pleased the funding for the project remained intact. Since that time we have been working with the Federal Government and Main Roads WA to finalise the funding agreement. We will soon be seeking tenders for the design phase of the project and have held initial meetings with landowners in the area to update them on the impacts of the project.*

**DARREN CONLIN****Question 1**

*What is the Shire doing to pressure the owners of the old pharmacy building to repair the recent damage and why is it taking so long?*

**Response from the Shire President**

*The Shire have put a cage around the affected area to restrict public access due to safety concerns. I understand the matter is between the insurance company of the property owner and the insurance company of the truck owner.*

**Response from the Chief Executive Officer**

*The Shire has raised the matter with the property owner a few times with the latest update being as recently as last week. The property owner advised they had not heard from the truck owner's insurance company and that unfortunately the insurance companies were not forthcoming with a prompt response. The property owner has liaised with a local contractor to perform the remedial works but cannot commence those works until the matter of insurance has been resolved.*

**5 CLOSURE**

*There being no further questions from the floor, the Shire President thanked everyone for their attendance and closed the meeting at 7.25pm.*

**SY033-03/25 FINANCIAL REPORT - FEBRUARY 2025**

<b>File Number:</b>	<b>4.7714</b>
<b>Author:</b>	<b>Codey Redmond, Manager Finance</b>
<b>Authoriser:</b>	<b>Alina Behan, Executive Manager Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>Not Applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<ol style="list-style-type: none"><li>1. <b>Monthly Financial Statement - February 2025</b> <a href="#">↓</a></li><li>2. <b>Creditors Payment Listing - February 2025</b> <a href="#">↓</a></li><li>3. <b>Credit Card Report - January 2025</b> <a href="#">↓</a></li><li>4. <b>Fuel Card Transaction Listing - January 2025</b> <a href="#">↓</a></li></ol>

**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 28 February 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 28 February 2025. The opening figures for this month's report have been updated to reflect the annual financial report.

**List of Payments for February 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 February 2025 is presented to Council for noting.

Outstanding Rates and Services

The total outstanding rates balance at the end of February 2025 was \$2,773,010 compared to \$2,791,772 at the end of February 2024. Earlier budget adoption meant rates were levied in August this year compared to September last year resulting in earlier payments. Total outstanding rates are trending at roughly the same levels as last year.

TABLE 1.

CURRENT YEAR	PROPERTIES	28/02/2025	%		PROPERTIES	28/02/2024	%
3 years and over	98	\$891,841	27%		84	\$736,591	26%
2 years and over	131	\$269,495	8%		108	\$211,096	7%
1 year and over	233	\$457,009	14%		184	\$347,381	12%
<b>Total Aged</b>		<b>\$1,618,345</b>	<b>49%</b>			<b>\$1,295,068</b>	<b>46%*</b>
Current Rates	1450	\$1,698,899	51%		1,399	\$2,030,511	54%
<b>Total Rates Outstanding</b>		<b>\$2,773,010</b>				<b>\$2,791,772</b>	

Officers have sought an appropriately qualified and experienced debt collection contractor to assist in resolving both younger and older outstanding debts in 2024/25. The results of this procurement will be presented to Council in the near future. 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

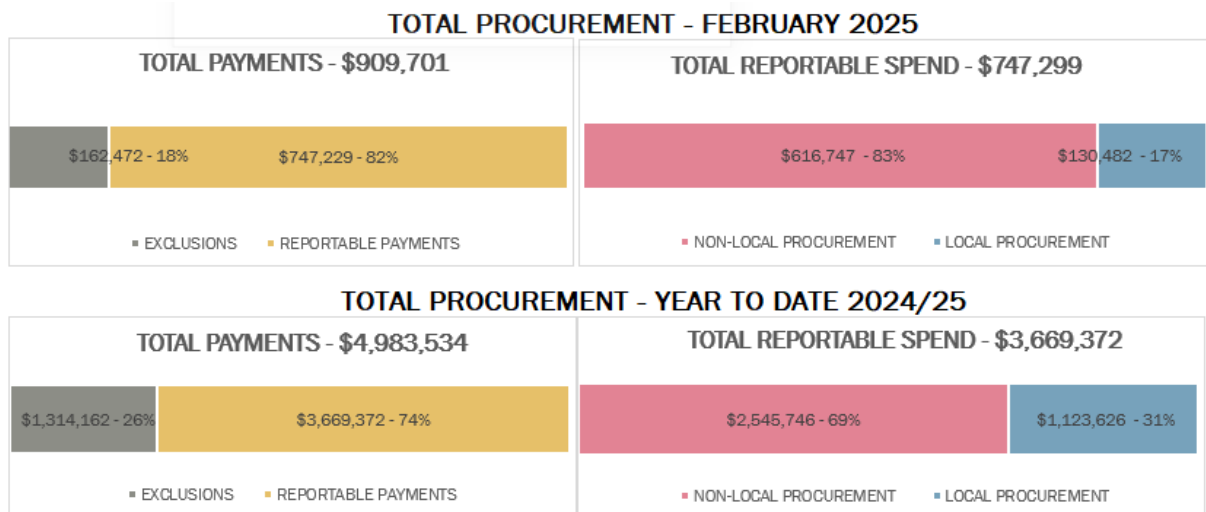
The figure for total outstanding sundry debtors as at 28 February 2025 was \$53,473 compared to \$36,768 as at 28 February 2024.

TABLE 2.

CURRENT YEAR	28/02/2025	%		28/02/2024	%
90 days and over	\$16,603	29%		\$5,596	15%
60 days and over	\$1,497	3%		\$440	1%
30 days and over	\$10,003	17%		\$5,013	14%
Current	\$29,400	51%		\$25,719	70%
<b>Total Debtors Outstanding</b>	<b>\$57,503</b>	<b>100%</b>		<b>\$36768</b>	<b>100%</b>
<b>Credits</b>	<b>-\$4,030</b>				
<b>Total Including Credits</b>	<b>\$53,473</b>				

Local Procurement

To support the local economy, Council commits to spending locally where possible and reasonably practicable. For the month of February 2025, Officers report the following in relation to local procurement, noting that 17% of payments were made to local businesses by the end of February with the year-to-date (YTD) figure currently standing at 31%.



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**

**RESOLUTION  
100325**

**Moved: Cr Denese Smythe**

**Seconded: Cr Peter Wright**

**That, with regards to the Financial Report - February 2025, Council:**

- 1. Receives the Monthly Financial Report and the list of payments drawn from the Municipal and Trust accounts for the period ending 28 February 2025 as summarised below:**

**February 2025**

<b>MUNICIPAL FUND</b>	<b>AMOUNT</b>
<b>Cheque Payments</b>	<b>0</b>
<b>Payroll Debits</b>	<b>368,469.77</b>
<b>Electronic Funds Payments</b>	<b>919,497.27</b>
<b>Payroll Debits - Superannuation</b>	<b>74,547.72</b>
<b>Bank Fees</b>	<b>2,055.79</b>
<b>Corporate Cards</b>	<b>7,028.49</b>
<b>Sub total - Municipal</b>	<b>1,371,599.04</b>

**TRUST FUND**

<b>Electronic Funds Payments</b>	<b>8,487.79</b>
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<b>Cheque Payments</b>	<b>0</b>
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<b>Direct Debits Licensing</b>	<b>121,990.80</b>
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<b>Sub total - Trust</b>	<b>130,478.59</b>
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<b>TOTAL DISBURSEMENTS</b>	<b>1,502,077.63</b>
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**In Favour:**    Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright

**Against:**      Nil

***CARRIED 6/0***

**SHIRE OF YORK**  
**MONTHLY FINANCIAL REPORT**  
(Containing the required statement of financial activity and statement of financial position)  
**For the period ended 28 February 2025**

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

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SHIRE OF YORK  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

	Amended Budget Estimates	YTD Budget Estimates	YTD Actual	Variance* \$ (c) - (b)	Variance* % ((c) - (b))/(b)	Var.
Note	(a) \$	(b) \$	(c) \$	(c) - (b) \$	((c) - (b))/(b) %	
<b>OPERATING ACTIVITIES</b>						
Revenue from operating activities						
General rates	8,121,167	5,414,096	8,049,137	2,635,041	48.67%	▲
Grants, subsidies and contributions	621,696	414,440	254,853	(159,587)	(38.51%)	▼
Fees and charges	1,915,379	1,276,784	1,733,407	456,623	35.76%	▲
Interest revenue	301,362	200,888	205,310	4,422	2.20%	▲
Other revenue	293,259	195,464	352,742	157,278	80.46%	▲
Profit on asset disposals	487,397	324,912	0	(324,912)	(100.00%)	▼
	11,740,260	7,826,584	10,595,449	2,768,865	35.38%	
Expenditure from operating activities						
Employee costs	(6,771,772)	(4,514,120)	(4,108,333)	405,787	8.99%	▲
Materials and contracts	(4,533,983)	(3,021,760)	(2,348,382)	673,378	22.28%	▲
Utility charges	(508,499)	(338,848)	(261,415)	77,433	22.85%	▲
Depreciation	(6,817,295)	(4,544,816)	(580,678)	3,964,138	87.22%	▲
Finance costs	(49,335)	(32,888)	(27,856)	5,032	15.30%	▲
Insurance	(324,955)	(324,946)	(433,181)	(108,235)	(33.31%)	▼
Other expenditure	(674,972)	(449,864)	(192,138)	257,726	57.29%	▲
Loss on asset disposals	(4,645)	(3,096)	(889)	2,207	71.29%	▲
	(19,685,456)	(13,230,338)	(7,952,872)	5,277,466	39.89%	
Non cash amounts excluded from operating activities	2(c) 6,334,543	4,223,000	581,567	(3,641,433)	(86.23%)	▼
Amount attributable to operating activities	(1,610,653)	(1,180,754)	3,224,144	4,404,898	373.06%	
<b>INVESTING ACTIVITIES</b>						
Inflows from investing activities						
Proceeds from capital grants, subsidies and contributions	3,652,340	2,219,816	450,429	(1,769,387)	(79.71%)	▼
Proceeds from disposal of assets	879,000	0	0	0	0.00%	
	4,531,340	2,219,816	450,429	(1,769,387)	(79.71%)	
Outflows from investing activities						
Payments for property, plant and equipment	(1,698,000)	(648,535)	(85,657)	562,878	86.79%	▲
Payments for construction of infrastructure	(3,319,872)	(1,469,180)	(325,889)	1,143,291	77.82%	▲
	(5,017,872)	(2,117,715)	(411,546)	1,706,169	80.57%	
Amount attributable to investing activities	(486,532)	102,101	38,883	(63,218)	(61.92%)	
<b>FINANCING ACTIVITIES</b>						
Inflows from financing activities						
Transfer from reserves	75,000	0	0	0	0.00%	
	75,000	0	0	0	0.00%	
Outflows from financing activities						
Repayment of borrowings	(147,320)	(90,154)	(90,154)	0	0.00%	
Transfer to reserves	(560,000)	0	0	0	0.00%	
	(707,320)	(90,154)	(90,154)	0	0.00%	
Amount attributable to financing activities	(632,320)	(90,154)	(90,154)	0	0.00%	
<b>MOVEMENT IN SURPLUS OR DEFICIT</b>						
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)	(1,180,754)	3,224,144	4,404,898	373.06%	▲
Amount attributable to investing activities	(486,532)	102,101	38,883	(63,218)	(61.92%)	▼
Amount attributable to financing activities	(632,320)	(90,154)	(90,154)	0	0.00%	
Surplus or deficit after imposition of general rates	923,022	2,483,720	6,739,173	4,255,453	171.33%	▲

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data outside the adopted materiality threshold.  
▲ Indicates a variance with a positive impact on the financial position.  
▼ Indicates a variance with a negative impact on the financial position.  
Refer to Note 3 for an explanation of the reasons for the variance.

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

**SHIRE OF YORK**  
**STATEMENT OF FINANCIAL POSITION**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

	<b>Actual 30 June 2024</b>	<b>Actual as at 28 February 2025</b>
	<b>\$</b>	<b>\$</b>
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	6,508,882	8,121,602
Trade and other receivables	1,695,075	3,259,672
Inventories	52,481	72,097
<b>TOTAL CURRENT ASSETS</b>	<b>8,256,438</b>	<b>11,453,371</b>
<b>NON-CURRENT ASSETS</b>		
Trade and other receivables	219,021	219,021
Other financial assets	83,171	83,171
Property, plant and equipment	47,493,206	47,461,118
Infrastructure	138,257,476	138,120,432
Right-of-use assets	975,323	975,323
<b>TOTAL NON-CURRENT ASSETS</b>	<b>187,028,197</b>	<b>186,859,065</b>
<b>TOTAL ASSETS</b>	<b>195,284,635</b>	<b>198,312,436</b>
<b>CURRENT LIABILITIES</b>		
Trade and other payables	1,657,175	1,682,124
Other liabilities	232,933	232,933
Borrowings	147,321	57,167
Employee related provisions	769,684	769,684
<b>TOTAL CURRENT LIABILITIES</b>	<b>2,807,113</b>	<b>2,741,908</b>
<b>NON-CURRENT LIABILITIES</b>		
Borrowings	712,655	712,655
Employee related provisions	341,365	341,365
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>1,054,020</b>	<b>1,054,020</b>
<b>TOTAL LIABILITIES</b>	<b>3,861,133</b>	<b>3,795,928</b>
<b>NET ASSETS</b>	<b>191,423,502</b>	<b>194,516,508</b>
<b>EQUITY</b>		
Retained surplus	25,145,197	28,238,205
Reserve accounts	2,537,273	2,537,273
Revaluation surplus	163,741,032	163,741,030
<b>TOTAL EQUITY</b>	<b>191,423,502</b>	<b>194,516,508</b>

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 28 FEBRUARY 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 06 March 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 POLICIES**

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

**Critical accounting estimates and judgements**

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

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

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

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

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



**SHIRE OF YORK**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**2 NET CURRENT ASSETS INFORMATION**

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

**Current assets**

Cash and cash equivalents  
Trade and other receivables  
Inventories

**Less: current liabilities**

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

Net current assets

Less: Total adjustments to net current assets

**Closing funding surplus / (deficit)**

Note	Amended Budget Opening 1 July 2024	Actual as at 30 June 2024	Actual as at 28 February 2025
	\$	\$	\$
	5,771,069	6,508,882	8,121,602
	1,722,299	1,695,075	3,259,672
	52,481	52,481	72,097
	7,545,849	8,256,438	11,453,371
	(863,213)	(1,657,175)	(1,682,124)
	(267,735)	(232,933)	(232,933)
	(147,320)	(147,321)	(57,167)
	(680,904)	(769,684)	(769,684)
	(51,124)	0	0
	(2,010,296)	(2,807,113)	(2,741,908)
	5,535,553	5,449,325	8,711,463
2(b)	(1,883,026)	(1,883,025)	(1,973,179)
	<b>3,652,527</b>	<b>3,566,300</b>	<b>6,738,284</b>

**(b) Current assets and liabilities excluded from budgeted deficiency**

**Adjustments to net current assets**

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

**Total adjustments to net current assets**

	(2,537,273)	(2,537,273)	(2,537,273)
	147,320	147,321	57,167
	506,927	506,927	506,927
2(a)	<b>(1,883,026)</b>	<b>(1,883,025)</b>	<b>(1,973,179)</b>

**(c) Non-cash amounts excluded from operating activities**

**Adjustments to operating activities**

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

**Total non-cash amounts excluded from operating activities**

Amended Budget Estimates	YTD Budget Estimates	YTD Actual
30 June 2025	28 February 2025	28 February 2025
\$	\$	\$
(487,397)	(324,912)	0
4,645	3,096	889
6,817,295	4,544,816	580,678
<b>6,334,543</b>	<b>4,223,000</b>	<b>581,567</b>

**CURRENT AND NON-CURRENT CLASSIFICATION**

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

AASB 101.10(e) **SHIRE OF YORK**  
AASB 101.51 **NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
AASB 101.112 **FOR THE PERIOD ENDED 28 FEBRUARY 2025**

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

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

Description	Var. \$	Var. %	
	\$	%	
<b>Revenue from operating activities</b>			
<b>General rates</b>	2,635,041	48.67%	▲
Budget apportioned 8/12th		Timing	
Rates Due 18/09/2024			
<b>Grants, subsidies and contributions</b>	(159,587)	(38.51%)	▼
Budget apportioned 8/12th		Timing	
<b>Fees and charges</b>	456,623	35.76%	▲
greater than budgeted revenue at new sites CRC & Reccent		Timing	
<b>Profit on asset disposals</b>	(324,912)	(100.00%)	▼
Budget apportioned 8/12th capital acquisitions process timing			
<b>Expenditure from operating activities</b>			
<b>Employee costs</b>	405,787	8.99%	▲
Under budget in Admin salaries due to timing of employment engagement		Permanent	
<b>Materials and contracts</b>	673,378	22.28%	▲
Under budget in maintenance expenditure and consultant fees		Timing	
<b>Utility charges</b>	77,433	22.85%	▲
Budget apportioned 8/12th		Timing	
<b>Depreciation</b>	3,964,138	87.22%	▲
Depreciation was started after annual reports were audited and application is in progress		Timing	
<b>Finance costs</b>	5,032	15.30%	▲
Timing of payments		Timing	
Budget apportioned 8/12th			
<b>Insurance</b>	(108,235)	(33.31%)	▼
Insurances paid in August second instalment due October		Timing	
<b>Other expenditure</b>	257,726	57.29%	▲
Under budget in Community Resource Centre contribution and Rates write offs due to timing		Timing	
<b>Loss on asset disposals</b>	2,207	71.29%	▲
Budget apportioned 8/12th			
<b>Non cash amounts excluded from operating activities</b>	(3,641,433)	(86.23%)	▼
Depreciation not to start until annual report approved		Timing	
<b>Inflows from investing activities</b>			
<b>Proceeds from capital grants, subsidies and contributions</b>	(1,769,387)	(79.71%)	▼
Timing of term deposit maturity		Timing	
Budget apportioned 8/12th			
<b>Outflows from investing activities</b>			
<b>Payments for property, plant and equipment</b>	562,878	86.79%	▲
Budget apportioned 8/12th		Timing	
<b>Payments for construction of infrastructure</b>	1,143,291	77.82%	▲
Budget apportioned 8/12th capital acquisitions process timing		Timing	
<b>Surplus or deficit after imposition of general rates</b>	4,255,453	171.33%	▲
Budget apportioned 8/12th			
Rates levied in August			

**SHIRE OF YORK**  
**SUPPLEMENTARY INFORMATION**  
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**BASIS OF PREPARATION - SUPPLEMENTARY INFORMATION**

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

SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

1 KEY INFORMATION

Funding Surplus or Deficit Components

	Funding surplus / (deficit)			
	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
Opening	\$3.65 M	\$3.65 M	\$3.57 M	(\$0.09 M)
Closing	\$0.92 M	\$2.48 M	\$6.74 M	\$4.26 M

Refer to Statement of Financial Activity

Cash and cash equivalents			Payables			Receivables		
	\$	% of total		\$	% Outstanding		\$	% Collected
Unrestricted Cash	\$5.45 M	67.1%	Trade Payables	\$0.05 M		Rates Receivable	\$2.61 M	65.9%
Restricted Cash	\$2.67 M	32.9%	0 to 30 Days		54.6%	Trade Receivable	\$0.65 M	% Outstanding
			Over 30 Days		45.4%	Over 30 Days		52.5%
			Over 90 Days		0.0%	Over 90 Days		31.0%

Refer to 3 - Cash and Financial Assets

Refer to 9 - Payables

Refer to 7 - Receivables

Key Operating Activities

Amount attributable to operating activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$1.61 M)	(\$1.18 M)	\$3.22 M	\$4.40 M

Refer to Statement of Financial Activity

Rates Revenue			Grants and Contributions			Fees and Charges		
YTD Actual	\$	% Variance	YTD Actual	\$	% Variance	YTD Actual	\$	% Variance
YTD Budget	\$5.41 M	48.7%	YTD Budget	\$0.41 M	(38.5%)	YTD Budget	\$1.28 M	35.8%

Refer to 12 - Grants and Contributions

Refer to Statement of Financial Activity

Key Investing Activities

Amount attributable to investing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.49 M)	\$0.10 M	\$0.04 M	(\$0.06 M)

Refer to Statement of Financial Activity

Proceeds on sale			Asset Acquisition			Capital Grants		
YTD Actual	\$	%	YTD Actual	\$	% Spent	YTD Actual	\$	% Received
Amended Budget	\$0.88 M	(100.0%)	Amended Budget	\$3.32 M	(90.2%)	Amended Budget	\$3.65 M	(87.7%)

Refer to 6 - Disposal of Assets

Refer to 5 - Capital Acquisitions

Refer to 5 - Capital Acquisitions

Key Financing Activities

Amount attributable to financing activities			
Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)
(\$0.63 M)	(\$0.09 M)	(\$0.09 M)	\$0.00 M

Refer to Statement of Financial Activity

Borrowings			Reserves		
Principal repayments	(\$0.09 M)		Reserves balance	\$2.54 M	
Interest expense	(\$0.03 M)		Net Movement	\$0.00 M	
Principal due	\$0.77 M				

Refer to 10 - Borrowings

Refer to 4 - Cash Reserves

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

SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

2 KEY INFORMATION - GRAPHICAL



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

SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

3 CASH AND FINANCIAL ASSETS AT AMORTISED COST

Description	Classification	Unrestricted	Reserve Accounts	Total	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on Hand	Cash and cash equivalents	1,330	0	1,330	0	N/A	N/A	N/A
Muni Bank		3,388,320	0	3,388,320	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	510,900	0	510,900	0	AMP	5.40%	Aug 24
		731,014		731,014				
Reserves Bank	Cash and cash equivalents	0	2,670,516	2,670,516	0	NAB	Variable	Dec 24
Trust Bank	Cash and cash equivalents	483,434	0	483,434	58,422	N/A	N/A	N/A
<b>Total</b>		<b>5,451,086</b>	<b>2,670,516</b>	<b>8,121,602</b>	<b>58,422</b>			
<b>Comprising</b>								
Cash and cash equivalents		5,451,086	2,670,516	8,121,602	58,422			
		<b>5,451,086</b>	<b>2,670,516</b>	<b>8,121,602</b>	<b>58,422</b>			

KEY INFORMATION

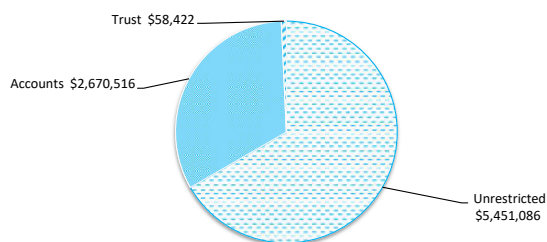
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of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

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

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

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

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



SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

4 RESERVE ACCOUNTS

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



SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS

Capital acquisitions	Amended		YTD Actual	YTD Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Land - freehold land	31,500	13,125	0	(13,125)
Buildings - specialised	237,500	83,330	31,375	(51,955)
Furniture and equipment			47,726	47,726
Plant and equipment	1,429,000	552,080	6,556	(545,524)
<b>Acquisition of property, plant and equipment</b>	<b>1,698,000</b>	<b>648,535</b>	<b>85,657</b>	<b>(562,878)</b>
Infrastructure - Roads	2,857,192	1,276,410	225,822	(1,050,588)
Infrastructure - Bridges			266	266
Infrastructure - Other	411,480	171,440	53,471	(117,969)
Infrastructure - Drainage	51,200	21,330	46,330	25,000
<b>Acquisition of infrastructure</b>	<b>3,319,872</b>	<b>1,469,180</b>	<b>325,889</b>	<b>(1,143,291)</b>
<b>Total of PPE and Infrastructure.</b>	<b>5,017,872</b>	<b>2,117,715</b>	<b>411,546</b>	<b>(1,706,169)</b>
<b>Total capital acquisitions</b>	<b>5,017,872</b>	<b>2,117,715</b>	<b>411,546</b>	<b>(1,706,169)</b>
<b>Capital Acquisitions Funded By:</b>				
Capital grants and contributions	3,652,340	2,219,816	450,429	(1,769,387)
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	(102,101)	1,326,086	1,428,187
<b>Capital funding total</b>	<b>5,017,872</b>	<b>2,117,715</b>	<b>411,546</b>	<b>(1,706,169)</b>

**KEY INFORMATION**

**Initial recognition**

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

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

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

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

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

**Measurement after recognition**

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

**Reportable Value**

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

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

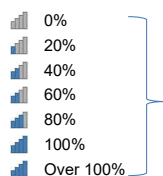
SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

INVESTING ACTIVITIES

5 CAPITAL ACQUISITIONS (CONTINUED) - DETAILED

Capital expenditure total

Level of completion indicators



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

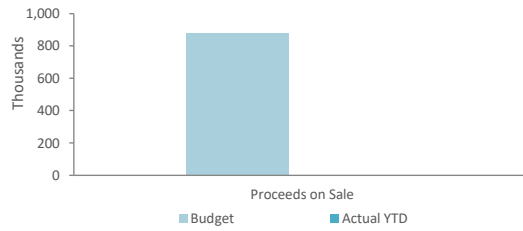
			Amended		Variance
Account Description			Budget	YTD Budget	(Under)/Over
					0
068302	PML BUILDING CAPITAL		22,500	1,875	0
112302	SWIMMING POOL CAPITAL (STAGE 1) - BUILDINGS		200,000	16,666	16,880
113029	TOWN HALL BUILDING		0	0	1,123
143304	DEPOT BUILDING CAPITAL		0	0	4,535
113329	FORREST OVAL REC CENTRE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

SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

OPERATING ACTIVITIES

6 DISPOSAL OF ASSETS

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

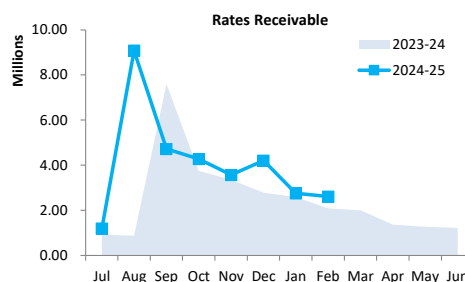


**SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**OPERATING ACTIVITIES**

**7 RECEIVABLES**

Rates receivable	30 June 2024	28 Feb 2025
	\$	\$
Opening arrears previous year	1,057,710	1,170,219
Levied this year	8,100,167	8,049,137
Less - collections to date	(7,466,219)	(6,080,040)
Gross rates collectable	<b>1,691,658</b>	<b>3,139,316</b>
Allowance for impairment of rates receivable	(521,439)	(525,272)
<b>Net rates collectable</b>	<b>1,170,219</b>	<b>2,614,044</b>
% Collected	81.5%	65.9%



Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	(4,030)	29,400	10,003	1,497	16,602	53,472
Percentage	(7.5%)	55.0%	18.7%	2.8%	31.0%	
<b>Balance per trial balance</b>						
Trade receivables						53,472
Other receivables						369,616
GST receivable						185,130
Receivables for employee related provisions						37,410
<b>Total receivables general outstanding</b>						<b>645,628</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

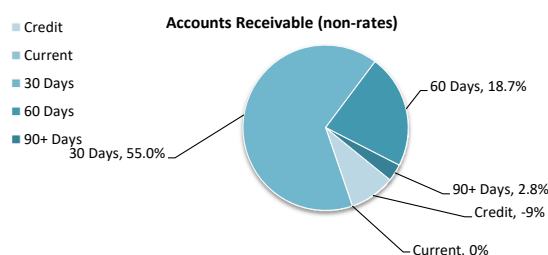
Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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

**Classification and subsequent measurement**

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

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



**SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**OPERATING ACTIVITIES**

**8 OTHER CURRENT ASSETS**

	Opening Balance 1 July 2024	Asset Increase	Asset Reduction	Closing Balance 28 February 202
<b>Other current assets</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Inventory</b>				
Fuel	52,481	122,806	(103,190)	72,097
<b>Total other current assets</b>	<b>52,481</b>	<b>122,806</b>	<b>(103,190)</b>	<b>72,097</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

**Inventory**

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

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

**SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**OPERATING ACTIVITIES**

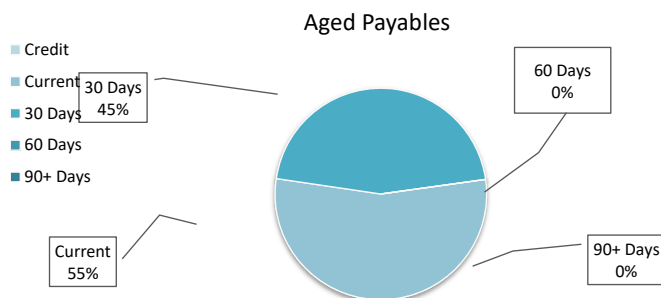
**9 PAYABLES**

<b>Payables - general</b>	<b>Credit</b>	<b>Current</b>	<b>30 Days</b>	<b>60 Days</b>	<b>90+ Days</b>	<b>Total</b>
	\$	\$	\$	\$	\$	\$
Payables - general	0	27,506	22,896	0	0	50,402
Percentage	0.0%	54.6%	45.4%	0.0%	0.0%	
<b>Balance per trial balance</b>						50,402
Sundry creditors						130,517
ATO liabilities						156,476
Other payables						1,339,036
Bonds & Deposits						5,693
Accrued interest on long term borrowings						
<b>Total payables general outstanding</b>						<b>1,682,124</b>

Amounts shown above include GST (where applicable)

**KEY INFORMATION**

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



SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

FINANCING ACTIVITIES

10 BORROWINGS

Repayments - borrowings

Information on borrowings Particulars	Loan No.	1 July 2024	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Forrest Oval Stage 1	62	659,307	0	0	(38,196)	(77,596)	621,111	581,711	(20,768)	(40,333)
Forrest Oval Stage 2	63	78,390	0	0	(20,296)	(27,237)	58,094	51,153	(2,769)	(3,517)
Forrest Oval Stage 3	64	122,278	0	0	(31,662)	(42,487)	90,616	79,791	(4,319)	(5,485)
<b>Total</b>		<b>859,975</b>	<b>0</b>	<b>0</b>	<b>(90,154)</b>	<b>(147,320)</b>	<b>769,821</b>	<b>712,655</b>	<b>(27,856)</b>	<b>(49,335)</b>
Current borrowings		147,320					57,167			
Non-current borrowings		712,655					712,654			
		<b>859,975</b>					<b>769,821</b>			

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

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

**SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**OPERATING ACTIVITIES**

**11 OTHER CURRENT LIABILITIES**

	Note	Opening Balance 1 July 2024	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 28 February 2025
		\$	\$	\$	\$	\$
<b>Other current liabilities</b>						
<b>Other liabilities</b>						
Contract liabilities		232,933	0	0	0	232,933
<b>Total other liabilities</b>		232,933	0	0	0	232,933
<b>Employee Related Provisions</b>						
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	44,100
<b>Total Provisions</b>		769,684	0	0	0	769,684
<b>Total other current liabilities</b>		1,002,617	0	0	0	1,002,617

Amounts shown above include GST (where applicable)

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

**KEY INFORMATION**

**Provisions**

Provisions are recognised when the Shire has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

**Employee Related Provisions**

**Short-term employee benefits**

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

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

**Other long-term employee benefits**

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

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

**Contract liabilities**

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

**Capital grant/contribution liabilities**

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



SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

OPERATING ACTIVITIES

12 GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Unspent grant, subsidies and contributions liability					Grants, subsidies and contributions revenue					
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 28 Feb 2025	Current Liability 28 Feb 2025	Amended Budget Revenue	YTD Budget	Annual Budget	Budget Variations	Expected	YTD Revenue Actual
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Grants and subsidies</b>											
GRANT FUNDS (UNTIED)	0	0	0	0	0	182,210	121,472			0	55,768
GRANT LOCAL ROAD (UNTIED)	0	0	0	0	0	131,459	87,632			0	93,315
AUSTRALIA DAY COUNCIL	0	0	0	0	0	15,000	10,000			0	9,000
LGGS GRANTS	0	0	0	0	0	46,990	31,320			0	35,664
OTHER GRANTS	0	0	0	0	0	8,500	5,664			0	386
GRANT RRG - DIRECT	0	0	0	0	0	237,537	158,352		322,587	322,587	0
GOVERNMENT GRANTS - WAUGAL RISING PROJECT				0	0	0	0			0	60,720
	0	0	0	0	0	621,696	414,440	0	322,587	322,587	254,853

SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

INVESTING ACTIVITIES

13 CAPITAL GRANTS, SUBSIDIES AND CONTRIBUTIONS

Provider	Capital grant/contribution liabilities				Capital grants, subsidies and contributions revenue		
	Liability 1 July 2024	Increase in Liability	Decrease in Liability (As revenue)	Liability 28 Feb 2025	Current Liability 28 Feb 2025	Amended Budget Revenue	YTD Budget Revenue Actual
	\$	\$	\$	\$	\$	\$	\$
<b>Capital grants and subsidies</b>							
CEMETERY GRANT INCOME	0	0	0	0	0	9,000	6,000
RECREATION GRANTS - TAXABLE	0	0	0	0	0	135,000	90,000
ROAD TO RECOVERY GRANTS	0	0	0	0	0	701,427	467,616
GRANT - RRG - ROADS	224,431	0	0	224,431	34,801	1,883,783	23,200
GRANT GOVT-BLACK SPOT FUNDING	0	0	0	0	0	437,240	417,360
GRANT - RRSP - ROADS	34,801	0	0	34,801	34,801	34,801	1,470,912
GRANTS - LRCIP	8,502	0	0	8,502	8,502	128,502	85,664
	<b>267,734</b>	<b>0</b>	<b>0</b>	<b>267,734</b>	<b>78,104</b>	<b>3,329,753</b>	<b>2,560,752</b>
							<b>450,429</b>

**SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025**

**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 28 February 2025
	\$	\$	\$	\$
Cash in Lieu - Public Open Space	58,422	0	0	58,422
	<b>58,422</b>	<b>0</b>	<b>0</b>	<b>58,422</b>

SHIRE OF YORK  
SUPPLEMENTARY INFORMATION  
FOR THE PERIOD ENDED 28 FEBRUARY 2025

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
			\$	\$	\$	\$
<b>Budget adoption</b>						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
				<b>575,006</b>	<b>575,006</b>	<b>1,150,012</b>

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EFT33470	03/02/2025 AFGRI EQUIPMENT AUSTRALIA PTY LTD	SUPPLY A NEW SBA 450MM GRAVE DIGGING BUCKET FOR EXCAVATOR	1		3,740.00
INV 2923895	10/12/2024 AFGRI EQUIPMENT AUSTRALIA PTY LTD	SUPPLY A NEW SBA 450MM GRAVE DIGGING BUCKET FOR EXCAVATOR	1	3,740.00	
EFT33471	03/02/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		204.00
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000106 LINDY DEWAR		26.50	
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000118 CLINT STRICKLAND		26.50	
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000279 GEORGE JOHNSON		24.50	
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000029 NEIL THOMAS		26.50	
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000033 ROBERT WINDSOR		26.50	
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000433 JAYDEN STRAHAN		26.50	
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000442 IAN ROGERS		20.50	
INV 111	23/01/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000076 TREVOR BARRATT		26.50	
EFT33472	03/02/2025 AUSTRALIAN TAXATION OFFICE	PENALTY FOR FAILURE TO LODGE ACTIVITY STATEMENT ON TIME	1		626.00
INV 715365353911	25/10/2024 AUSTRALIAN TAXATION OFFICE	PENALTY FOR FAILURE TO LODGE ACTIVITY STATEMENT ON TIME	1	626.00	
EFT33473	03/02/2025 AVON WASTE	GENERAL WASTE SERVICES - 31/12/2024 TO 10/01/2025	1		13,506.71
INV 00067338	10/01/2025 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, 1981 RECYCLING SERVICES PER FORTNIGHT, 31 TALBOT RECYCLING PER FORTNIGHT, 8 X 1.5M3 BIN PER WEEK, 2 X 3.0M3 BIN PER WEEK, 3 X 4.5M3 BIN PER WEEK, 67 STREET BINS PER WEEK, 38 WEIGHTED BASE STREET BINS PER WEEK, SHIRE 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 FORTNIGHTLY, PROCESSING CHARGES - KERBSIDE RECYCLING PER FORTNIGHT, PROCESSING CHARGES - FRONTLIFT RECYCLING PER FORTNIGHT	1	13,506.71	
EFT33474	03/02/2025 BELLISSIMO YORK	BELLISSIMO TO SUPPLY HAMPERS FOR AUSTRALIA DAY MOVIE NIGHT AT THE YORK MEMORIAL POOL SUNDAY 26 JANUARY 2025	1		4,325.00

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INV 00000261	17/01/2025 BELLISSIMO YORK	BELLISSIMO TO SUPPLY HAMPERS FOR AUSTRALIA DAY MOVIE NIGHT AT THE YORK MEMORIAL POOL SUNDAY 26 JANUARY 2025,	1	4,325.00	
EFT33475	03/02/2025 BLUE FORCE PTY LTD	ALARM MONITORING SERVICES - YORK RESIDENCY MUSEUM - 01/11/2024 TO 31/01/2025	1		123.68
INV 217985	01/11/2024 BLUE FORCE PTY LTD	ALARM MONITORING SERVICES - YORK RESIDENCY MUSEUM - 01/11/2024 TO 31/01/2025	1	123.68	
EFT33476	03/02/2025 CALTEX AUSTRALIA PTY LTD	CALTEX STARCARD FUEL CARDS - DECEMBER 2024	1		2,618.67
INV 141718338-9	31/12/2024 CALTEX AUSTRALIA PTY LTD	CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - LINDON MELLOR - 1HSA 231, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - GEORGE JOHNSON - 1HSZ 886, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - CHRIS LINNELL - 1BY541, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - CODEY REDMOND - Y 8804, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - ALINA BEHAN - 1ICQ-468, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - ALINA BEHAN - 1ICQ-468 - EX GST, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - CHRIS LINNELL - 1BY541 - EX GST, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - BURGESS FIRE TRUCK - 1DZJ 487, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - CODEY REDMOND - REPLACEMENT CARD, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 -JACK NUNN - 1HMZ 024, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 -JACK NUNN - 1HMZ 024 - EX GST, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 -MALEBELLING FIRE TRUCK - AHSR 598, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 -GREENHILLS FIRE TRUCK - Y7971, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 -GREENHILLS FIRE TRUCK - Y7971- EX GST, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - REBECCA PALUMBO - 1HVD884, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - BURGESS FIRE TRUCK - 1DZ 487 - EX GST, CALTEX STARCARD FUEL CARDS - DECEMBER 2024 - MALEBELLING FIRE TRUCK - 1HSR 598 - EX GST, CALTEX STARCARD FUEL CARDS - LATE PAYMENT FEE NOVEMBER 2024	1	2,618.67	
EFT33477	03/02/2025 CORSIGN WA	SUPPLY AND DELIVER 1X SNP-150 ST NAME 150EXT GREEN ON WHITE CL400 REF D/SD BLAND ST (NO LOGO) AS PER QUOTE 91988	1		107.80
INV 00091988	22/01/2025 CORSIGN WA	SUPPLY AND DELIVER 1X SNP-150 ST NAME 150EXT GREEN ON WHITE CL400 REF D/SD BLAND ST (NO LOGO) AS PER QUOTE 91988	1	53.90	
INV 00092135	22/01/2025 CORSIGN WA	SUPPLY AND DELIVER - 1X SNP-150 ST NAME PLATE 150EXT GREEN ON WHITE CL400 REF D/SD - CAMERON RD (NO LOGO)	1	53.90	

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EFT33478	03/02/2025 D & A PLUMBING & GAS SERVICES	AFTER HOURS CALL OUT 12/1/2025 - REPAIR BROKEN TAP AT RV PARK NEAR SINGING BRIDGE, EMERGENCY CALL OUT WEEKEND	1		275.79
INV 2794	15/01/2025 D & A PLUMBING & GAS SERVICES	AFTER HOURS CALL OUT 12/1/2025 - REPAIR BROKEN TAP AT RV PARK NEAR SINGING BRIDGE, EMERGENCY CALL OUT WEEKEND	1	275.79	
EFT33479	03/02/2025 DARRYS PLUMBING AND GAS	PUMP OUT & SERVICE - GREASE ARRESTOR AT YRCC - EVERY 3 MONTHS - 28/01/25	1		385.00
INV IV02297	28/01/2025 DARRYS PLUMBING AND GAS	PUMP OUT & SERVICE - GREASE ARRESTOR AT YRCC - EVERY 3 MONTHS - 28/01/2025,	1	385.00	
EFT33480	03/02/2025 FIREFLY GRAPHICS	GRAPHIC DESIGN SERVICES FOR 2023/24 ANNUAL REPORT FINAL PAYMENT	1		1,320.00
INV SOY-004	25/10/2024 FIREFLY GRAPHICS	GRAPHIC DESIGN SERVICES FOR 2023/24 ANNUAL REPORT FINAL PAYMENT	1	1,320.00	
EFT33481	03/02/2025 GRANNYS GUNS & AMMO - GRANNY'S GUNS PTY LTD	FIREARMS AWARENESS TEST - MARK APPLETON (TO BE PLACED ON CORPORATE FIREARMS LICENCE)	1		50.00
INV INV-8014	28/01/2025 GRANNYS GUNS & AMMO - GRANNY'S GUNS PTY LTD	FIREARMS AWARENESS TEST - MARK APPLETON (TO BE PLACED ON CORPORATE FIREARMS LICENCE)	1	50.00	
EFT33482	03/02/2025 HEARTLANDS VET HOSPITAL	2 X CATS EUTHANASIA 13/01/2025	1		260.00
INV 1939918	16/01/2025 HEARTLANDS VET HOSPITAL	2 X CATS EUTHANASIA 13/01/2025	1	260.00	
EFT33483	03/02/2025 INK STRATEGY	MAJOR STRATEGIC REVIEW PHASE 3 - ENGAGEMENT ANALYSIS	1		1,925.00
INV INV-0151	28/01/2025 INK STRATEGY	MAJOR STRATEGIC REVIEW PHASE 3 - ENGAGEMENT ANALYSIS	1	1,925.00	
EFT33484	03/02/2025 JLT RISK SOLUTIONS PTY LTD	HALF YEARLY PAYMENT FOR THE SHIRES PARTICIPATION IN LGIS REGIONAL RISK COORDINATOR PROGRAM - JLT	1		5,867.40
INV 062-217145	05/12/2024 JLT RISK SOLUTIONS PTY LTD	HALF YEARLY PAYMENT FOR THE SHIRES PARTICIPATION IN LGIS REGIONAL RISK COORDINATOR PROGRAM - JLT	1	5,867.40	
EFT33485	03/02/2025 KLEENWEST DISTRIBUTORS	SUPPLY CLEANING AND TOILET SUPPLIES FOR SHIRE BUIDLINGS INCLUDING PUBLIC TOILETS	1		1,099.89

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INV 00104319	22/01/2025 KLEENWEST DISTRIBUTORS	910MM COMPLETE SCISSOR MOP, KWD 2PLY TOILET ROLLS 6001, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, JUMBO TOILET ROLLS PREMIUM AU300, JUMBO TOILET ROLLS PREMIUM AU300, SPRAY BOTTLE AND TRIGGER, SPRAY BOTTLE AND TRIGGER, SPRAY BOTTLE AND TRIGGER, RED OR BLUE MOP HEAD (DURABLE), RED OR BLUE MOP HEAD (DURABLE), NEUTRA KLEEN 20L, NEUTRA KLEEN 20L, NEUTRA KLEEN 20L, 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), NITRILE BLUE PF LARGE GLOVES (100 PACK), VAC BAG STIHL SE 62	1	1,099.89	
EFT33486	03/02/2025 LLOYD FAMILY TRUST - LIVE MUSIC EVENTS NOT REGISTERED	SUPPLY OF STAGE AND TENT AND SOUND FOR AUSTRALIA DAY 2025	1		4,400.00
INV 3889	26/01/2025 LLOYD FAMILY TRUST - LIVE MUSIC EVENTS NOT REGISTERED	SUPPLY OF STAGE AND TENT AND SOUND FOR AUSTRALIA DAY 2025	1	4,400.00	
EFT33487	03/02/2025 LOTTO - OUTSIDE	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		60.00
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000024 ROBERT MACKENZIE		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000118 CLINT STRICKLAND		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000192 ANNEKE BIRLESON		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000259 ROBERT MACEY		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000029 NEIL THOMAS		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000342 DAVID WARR		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000361 CLAIRE REGENT		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000381 LUKE CURTIS		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000423 MICHAEL GLEDHILL		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000433 JAYDEN STRAHAN		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000033 ROBERT WINDSOR		5.00	
INV 111	23/01/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000076 TREVOR BARRATT		5.00	
EFT33488	03/02/2025 MIDLAND TROPHIES	ENGRAVING OF 3 X MEDALLIONS FOR THE AUSTRALIA DAY EVENT ON SUNDAY 26TH JANUARY 2025	1		66.00
INV 25175	24/01/2025 MIDLAND TROPHIES	ENGRAVING OF 3 X MEDALLIONS FOR THE AUSTRALIA DAY EVENT ON SUNDAY 26TH JANUARY 2025	1	66.00	



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EFT33489	03/02/2025 PERTH PRESSURE WASHER HIRE & SALES PTY LTD	SUPPLY FOR HIRE 1X TRAILER MOUNTED HOT WATER PRESSURE WASHER TO BE COLLECTED THURSDAY 19.12.2024 AND TO BE RETURNED THURSDAY 16.01.2025 AS PER QUOTE 727	1		7,260.00
INV 727	14/01/2025 PERTH PRESSURE WASHER HIRE & SALES PTY LTD	SUPPLY FOR HIRE 1X TRAILER MOUNTED HOT WATER PRESSURE WASHER TO BE COLLECTED THURSDAY 19.12.2024 AND TO BE RETURNED THURSDAY 16.01.2025 AS PER QUOTE 727	1	7,260.00	
EFT33490	03/02/2025 RACHEL ANNE HAYES	I LOVE YORK TSHIRTS FOR RESALE AT THE YORK VISITOR CENTRE - ROUND AND V NECK	1		882.00
INV 01	23/01/2025 RACHEL ANNE HAYES	I LOVE YORK TSHIRTS FOR RESALE AT THE YORK VISITOR CENTRE - ROUND NECK ASSORTED SIZES, I LOVE YORK TSHIRTS FOR RESALE AT THE YORK VISITOR CENTRE - V NECK ASSORTED SIZES	1	882.00	
EFT33491	03/02/2025 REBECCA MAY REID	STAFF REIMBUREMENT UNIFORMS - REBECCA REID	1		140.00
INV 24012025	24/01/2025 REBECCA MAY REID	STAFF REIMBUREMENT UNIFORMS - REBECCA REID	1	140.00	
EFT33492	03/02/2025 SCOTT PRINTERS PTY LTD T/A SCOTT PRINT	SCOTT PRINTING - QUOTE NO: 436531 - YORK "WALKS" TRAIL BROCHURES X 2000 - PRINTED IN COLOUR PROCESS THROUGHOUT - FOLDED,	1		1,085.70
INV 187591	22/01/2025 SCOTT PRINTERS PTY LTD T/A SCOTT PRINT	SCOTT PRINTING - QUOTE NO: 436531 - YORK "WALKS" TRAIL BROCHURES X 2000 - PRINTED IN COLOUR PROCESS THROUGHOUT - FOLDED,	1	1,085.70	
EFT33493	03/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		155.00
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000106 LINDY DEWAR		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000179 SHARLA SIMUNOV		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000192 ANNEKE BIRLESON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000279 GEORGE JOHNSON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000302 SASHA TOMLIN		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000314 GEOFFREY HEATON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000328 WILLIAM NUNN		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000340 CHRISTOPHER LINNELL		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000347 LEANNE LEE		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000348 LAURA APPLETON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000349 ALINA BEHAN		5.00	

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INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000358 VANESSA GREEN		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000361 CLAIRE REGENT		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000372 SHELLEY HALL		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000400 FIONA JACKSON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000405 DEBORAH HUNT		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000406 REBECCA PALUMBO		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000407 MARK APPLETON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000413 GAIL DARCY		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000420 REBECCA ATKINSON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000422 ANGELA PLICHOTA		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000428 AMI HANNINGTON		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000429 SAMANTHA GOOD		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000431 ALLAN BRADY		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000435 CODEY REDMOND		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000439 NICOLA GORS		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000442 IAN ROGERS		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000445 SUSAN KROUZECKY		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000456 LEEANNE BATES		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000056 TAMARA HOOPER		5.00	
INV 111	23/01/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000064 CINDY KEEBLE		5.00	
EFT33494	03/02/2025 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - CORSIGN 21/01/2025	1		56.75
INV 0578-S337610	26/01/2025 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT - CORSIGN 21/01/2025	1	56.75	
EFT33495	03/02/2025 TREE TECH AUSTRALIA	REMOVE A LARGE GUM TREE AT 14 MEARES ST REMOVE ALL MATERIAL AND POISON STUMP TO PREVENT GROWTH - CARRY OUT ALL REQUIRED SAFETY CHECKS AND EQUIPMENT INFO AS PER QUOTE 0167	1		4,675.00
INV INV-0282	17/01/2025 TREE TECH AUSTRALIA	REMOVE A LARGE GUM TREE AT 14 MEARES ST REMOVE ALL MATERIAL AND POISON STUMP TO PREVENT GROWTH - CARRY OUT ALL REQUIRED SAFETY CHECKS AND EQUIPMENT INFO AS PER QUOTE 0167	1	4,675.00	

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EFT33496	03/02/2025 YORK BOWLING CLUB INC	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - JANUARY 2025	1		7,000.00
INV INV-0061	01/01/2025 YORK BOWLING CLUB INC	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - JANUARY 2025	1	7,000.00	
EFT33497	03/02/2025 YORK MITRE 10	PURCHASE OF SUPPLIES FOR OPERATIONS IN DECEMBER 2024 - MITRE 10	1		736.31
INV 1001093	31/12/2024 YORK MITRE 10	PURCHASE OF BATTERY AND HOSE - 02/12/2025, PURCHASE OF POWERBOARD OUTLET 04/12/2025, PURCHASE OF CABLE TIES AND AAA BATTERIES - XMAS - 04/12/2025, PURCHASE OF DAR CLEAR PINE 40X12MMX2.4M - 04/12/2025, PURCHASE OF BATTERIES AA 30PK - XMAS -5/12/2025, PURCHASE OF CABLE TIES 30PK- XMAS -5/12/2025, PURCHASE OF AQUASTAR HOSE FOR POUND - 06/12/2025, PURCHASE OF FULLER NO MORE GAPS - 06/12/2025, PURCHASE OF PADLOCK MASTER FOR COMMUNITY BUS - 11/12/2025, PURCHASE OF 2 X POLLY ELBOWS MALE AND FEMALE FOR SECOND HOCKEY FIELD - 11/12/2025, PURCHASE OF 2 X FILLER - NO MORE GAPS AND 2 X SCRAPERS - 16/12/2025, PURCHASE OF 4 X WASHER SQUARE HEADS - 16/12/2025, PURCHASE OF TOILET SEAT AVON PARK - 23/12/2025, PURCHASE OF EXTENTION LEAD HEAVY DUTY 10 AMP FORREST OVAL - 23/12/2025, PURCHASE OF POWER CENTRE SAFETY SWITCH 10 AMP - TOWN HALL - 23/12/2025, PURCHASE OF GAS LIGHTR FELIXIBLE - TOWN HALL - 30/12/2025, PURCHASE OF DRAIN CLEANER - 31/12/2025	1	529.32	
INV 101093	31/12/2024 YORK MITRE 10	MONTHLY MAINTENANCE SUPPLIES (DEPOT) - MITRE 10 DECEMBER 2024 - SILICON CLEAR AND GARDEN SPRAYER 4/12/2024, PADLOCK MASTER AND KEY 11/12/2024 & DUCT TAPE, DOULBE SIDED TAPE AND BAGS 19/12/2024	1	206.99	
EFT33498	03/02/2025 YORK SWIMMING CLUB (INC)	PROVIDE SETUP AND PACK AWAY OF THE AUSTRALIA DAY BREAKFAST AND AWARDS CEREMONY AT THE SWIMMING POOL ON SUNDAY 26TH JANUARY 2025	1		2,000.00
INV 202501	07/01/2025 YORK SWIMMING CLUB (INC)	PROVIDE SETUP AND PACK AWAY OF THE AUSTRALIA DAY BREAKFAST AND AWARDS CEREMONY AT THE SWIMMING POOL ON SUNDAY 26TH JANUARY 2025	1	2,000.00	
EFT33499	06/02/2025 AUSTRALIA DAY COUNCIL OF SA INC	GIFTS FOR CITIZENSHIP CEREMONIES 26.01.2025	1		94.38
INV INV-3705	28/01/2025 AUSTRALIA DAY COUNCIL OF SA INC	GIFTS FOR CITIZENSHIP CEREMONIES 26.01.2025	1	94.38	
EFT33500	06/02/2025 AVON VALLEY AG	SUPPLY FOR COLLECTION 4X SUCTION HOSES 51MM	1		66.00
INV YI39095	31/01/2025 AVON VALLEY AG	SUPPLY FOR COLLECTION 4X SUCTION HOSES 51MM	1	66.00	
EFT33501	06/02/2025 AVON VALLEY TYRE SERVICE	SUPPLY AND INSTALL 2X TOYO TYRES FOR THE REAR OF Y96	1		700.00

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INV IV0000000849	31/01/2025 AVON VALLEY TYRE SERVICE	SUPPLY AND INSTALL 2X TOYO TYRES FOR THE REAR OF Y96	1	700.00	
EFT33502	06/02/2025 CHRIS GIBBS	COUNCILLOR ATTENDANCE AND COMMUNICATION ALLOWANCE - JANUARY 2025 - CR C GIBBS	1		1,329.91
INV JAN 2025	05/02/2025 CHRIS GIBBS	COUNCILLOR ATTENDANCE ALLOWANCE - JANUARY 2025 - CR C GIBBS, COUNCILLOR COMMUNICATIONS ALLOWANCE - JANUARY 2025 - CR C GIBBS, COUNCILLOR COMMUNICATIONS CHARGE - JANUARY 2025 - CR C GIBBS	1	1,329.91	
EFT33503	06/02/2025 CODEY REDMOND	STAFF REIMBURSEMENT - FUEL CARD BLOCK AND RE-ISSUED - CODEY REDMOND	1		250.89
INV 28012025	28/01/2025 CODEY REDMOND	STAFF REIMBURSEMENT - FUEL CARD BLOCK AND RE-ISSUED - CODEY REDMOND	1	250.89	
EFT33504	06/02/2025 DARRYS PLUMBING AND GAS	REPAIR FLOODING IN FEMALE TOILETS AT AVON PARK	1		264.00
INV IV02299	30/01/2025 DARRYS PLUMBING AND GAS	REPAIR FLOODING IN FEMALE TOILETS AT AVON PARK	1	264.00	
EFT33505	06/02/2025 DENESE EILEEN SMYTHE	COUNCILLOR ATTENDANCE AND COMMUNICATION ALLOWANCE - JANUARY 2025 - CR D SMYTHE	1		1,329.91
INV JAN 2025	05/02/2025 DENESE EILEEN SMYTHE	COUNCILLOR ATTENDANCE FEE - JANUARY 2025 - CR D SMYTHE, COUNCILLOR COMMUNICATIONS ALLOWANCE - JANUARY 2025 - CR D SMYTHE, COUNCILLOR COMMUNICATIONS CHARGE - JANUARY 2025 - CR D SMYTHE	1	1,329.91	
EFT33506	06/02/2025 DENIS CHARLES WARNICK	DEPUTY PRESIDENT'S ATTENDANCE AND COMMUNICATION ALLOWANCE - JANUARY 2025 - DEPUTY PRESIDENT D WARNICK	1		1,829.76
INV JAN 2025	05/02/2025 DENIS CHARLES WARNICK	DEPUTY PRESIDENT'S ATTENDANCE FEE - JANUARY 2025 - DEPUTY PRESIDENT D WARNICK, DEPUTY PRESIDENT'S ALLOWANCE - JANUARY 2025 - DEPUTY PRESIDENT D WARNICK, DEPUTY PRESIDENT'S COMMUNICATIONS ALLOWANCE - JANUARY 2025 - DEPUTY PRESIDENT D WARNICK, DEPUTY PRESIDENT'S COMMUNICATIONS CHARGE - JANUARY 2025 - DEPUTY PRESIDENT D WARNICK	1	1,829.76	
EFT33507	06/02/2025 F.M. SURVEYS PTY LTD - THE TRUSTEE FOR THE SPENCER FAMILY TRUST	ZONE DIAGRAM OF THE PIONEER MEMORIAL LODGE AND CENTENNIAL UNITS AREA ON MACARTNEY STREET IN YORK WA 6302.	1		4,400.00
INV INV-21881	31/01/2025 F.M. SURVEYS PTY LTD - THE TRUSTEE FOR THE SPENCER FAMILY TRUST	ZONE DIAGRAM OF THE PIONEER MEMORIAL LODGE AND CENTENNIAL UNITS AREA ON MACARTNEY STREET IN YORK WA 6302.	1	4,400.00	
EFT33508	06/02/2025 FOCUS NETWORKS	RENEW & INSTALL WILDCARD CERTIFICATES ON LIBRARY.YORK.WA.GOV.AU YORKTS.YORK.WA.GOV.AU VPN.YORK.WA.GOV.AU SYNERGYAPI.YORK.WA.GOV.AU CONTENT.YORK.WA.GOV.AU	1		1,886.50

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INV INV-11070G	23/01/2025 FOCUS NETWORKS	1YR WILDCARD SSL CERTIFICATE YORK.WA.GOV.AU, RENEW & INSTALL WILDCARD CERTIFICATES ON LIBRARY.YORK.WA.GOV.AU YORKTS.YORK.WA.GOV.AU VPN.YORK.WA.GOV.AU SYNERGYAPI.YORK.WA.GOV.AU CONTENT.YORK.WA.GOV.AU	1	1,886.50	
EFT33509	06/02/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 6800 LITRES OF DISTILLATE TO THE SHIRE OF YORK WORKS DEPOT - OPENING DIP 2200 CLOSING DIP 9000	1		12,250.20
INV 59102100	03/02/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 6800 LITRES OF DISTILLATE TO THE SHIRE OF YORK, DISCOUNT TAKEN INVOICE 59102100 PAID BEFORE 10/02/2025	1	12,250.20	
EFT33510	06/02/2025 KEVIN PYKE	COUNCILLOR ATTENDANCE AND COMMUNICATION ALLOWANCE - JANUARY 2025 - CR K PYKE	1		1,329.91
INV JAN 2025	05/02/2025 KEVIN PYKE	COUNCILLOR ATTENDANCE FEE JANUARY 2025 - CR K PIKE, COUNCILLOR COMMUNICATIONS ALLOWANCE - JANUARY 2025 - CR K PIKE, COUNCILLOR COMMUNICATIONS CHARGE - JANUARY 2025 - CR K PIKE	1	1,329.91	
EFT33511	06/02/2025 KEVIN RICHARD TRENT	COUNCILLOR ATTENDANCE AND COMMUNICATION ALLOWANCE - JANUARY 2025 - PRESIDENT K TRENT	1		3,976.97
INV JAN 2025	05/02/2025 KEVIN RICHARD TRENT	PRESIDENTS ATTENDANCE FEE - JANUARY 2025 - PRESIDENT K TRENT, PRESIDENTS ALLOWANCE - JANUARY 2025 - PRESIDENT K TRENT, PRESIDENTS COMMUNICATION ALLOWANCE - JANUARY 2025 - PRESIDENT K TRENT, PRESIDENTS COMMUNICATION CHARGE - JANUARY 2025 - PRESIDENT K TRENT	1	3,976.97	
EFT33512	06/02/2025 LESLIE HINTON	PROVIDE ENTERTAINMENT/MUSIC AT THE YORK MEMORIAL SWIMMING POOL ON AUSTRALIA DAY SUNDAY 26 JANUARY 2025 FROM 11AM TO 2PM	1		660.00
INV 18736	24/01/2025 LESLIE HINTON	PROVIDE ENTERTAINMENT/MUSIC AT THE YORK MEMORIAL SWIMMING POOL ON AUSTRALIA DAY SUNDAY 26 JANUARY 2025 FROM 11AM TO 2PM	1	660.00	
EFT33513	06/02/2025 MAL AUTOMOTIVES	SUPPLY FOR COLLECTION 1X R/H MIRROR FOR THE 7T SIDE TIPPER Y641	1		851.38
INV 310607	31/01/2025 MAL AUTOMOTIVES	SUPPLY FOR COLLECTION 1X R/H MIRROR FOR THE 7T SIDE TIPPER Y641	1	496.00	
INV 31602	31/01/2025 MAL AUTOMOTIVES	MECHANICAL SERVICE REGO Y-8804 P183 - 10,000KM SERVICE	1	355.38	
EFT33514	06/02/2025 MCLEODS LAWYERS	LEGAL ADVICE REGARDING OFFENSIVE COMMUNICATIONS	1		201.30
INV 143177	21/01/2025 MCLEODS LAWYERS	LEGAL ADVICE REGARDING OFFENSIVE COMMUNICATIONS	1	201.30	
EFT33515	06/02/2025 NORM REYNOLDS ELECTRICAL & FURNITURE	PURCHASE OF WHITEGOODS AND ESSENTIALS - RENTAL DRINSDALE	1		3,020.00

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INV 52010018826	20/12/2024 NORM REYNOLDS ELECTRICAL & FURNITURE	PURCHASE HYSENSE 2 DOOR FRIDGE 325LTR - DRINSDALE, PURCAHSE WESTINGHOUSE 41LT MICROWAVE - DRINSDALE, PURCHASE OF TCL 8 KG TOP LOADING WASHING MACHINE - DRINSDALE, PURCHASE WESTINGHOUSE 4.5 KG CLOTHES DRYER - DRINSDALE, PURCHASE VAX BARRELL VACUUM CLEANER - DRISDALE, PURCHASE TCL 40" SMART TV - DRINSDALE, PURCHASE OF LENOXX AIRFRYER - DRINSDALE, PURCHASE WESTINGHOUSE FOUR SLICE TOASTER - DRINSDALE, PURCHASE WESTINGHOUSE 1.7 LT KETTLE - DRINSDALE ,	1	3,020.00	
EFT33516	06/02/2025 OFFICE OF THE AUDITOR GENERAL	FEES FOR THE ATTEST AUDIT FOR THE YEAR ENDING 30TH JUNE 2024	1		90,750.00
INV INV-1472	13/12/2024 OFFICE OF THE AUDITOR GENERAL	FEES FOR THE ATTEST AUDIT FOR THE YEAR ENDING 30TH JUNE 2024	1	90,750.00	
EFT33517	06/02/2025 OPTIMA PRESS - S & F UNIT TRUST	PRINT 1000 RATES NOTICES INCLUDING DELIVERY	1		418.00
INV INV318268	30/01/2025 OPTIMA PRESS - S & F UNIT TRUST	PRINT 1000 RATES NOTICES INCLUDING DELIVERY	1	418.00	
EFT33518	06/02/2025 PETER ALLAN WRIGHT	COUNCILLOR ATTENDANCE AND COMMUNICATION ALLOWANCE - JANUARY 2025 - CR P WRIGHT	1		1,329.91
INV JAN 2025	05/02/2025 PETER ALLAN WRIGHT	COUNCILLOR ATTENDANCE FEE - JANUARY 2025 - CR P WRIGHT, COUNCILLOR COMMUNICATIONS ALLOWANCE - JANUARY 2025 - CR P WRIGHT, COUNCILLOR COMMUNICATIONS CHARGE - JANUARY 2025 - CR P WRIGHT	1	1,329.91	
EFT33519	06/02/2025 RAC BUSINESSWISE	RENEWAL OF BREAKDOWN SERVICE FOR VARIOUS PLANT FROM 1/10/2024 TO 30/09/2025	1		1,868.00

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INV PHH20216581	29/01/2025 RAC BUSINESSWISE	RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 TOYOTA COASTER, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 ISUZU DMAX TOWN SUPERVISOR, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 HYUNDI - SENIOR EVIRONMENTAL HEALTH OFFICER, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 MAZDA CX-5 EMIDS, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 FORD RANGER ROADS SUPERVISOR, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 MG ZS FINANCE MANAGER, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 FORD RANGER DEPARTMENT SERVICES COORDINATOR, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 MAZDA CX-8 - EMCCS, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 SUBARU OUTBACK - CEO, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 MAZDA CX-5 - LIA, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 ISUZU DMAX UTILITY GARDENER, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 ISUZU DMAX UTILITY SPRAYING VEHICLE, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 ISUZU DMAX UTILITY DEPOT POOL VEHICLE, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 FORD TRANSIT PMO, RENEWAL BEAKDOWN SERVICE FROM 1/10/2024 TO 30/09/2025 ISUZU DMAX RANGER	1	1,868.00	
EFT33520	06/02/2025 RIVER CONSERVATION SOCIETY INC	RCS - MULTIYEAR FUNDING AGREEMENT YEAR 2 OF 3 -2024/25FY - AS PER COUNCIL RESOLUTION (100623): PAYMENT 1 80% - \$10, 377.60 EX GST	1		11,415.36
INV 136	29/01/2025 RIVER CONSERVATION SOCIETY INC	RCS - MULTIYEAR FUNDING AGREEMENT YEAR 2 OF 3 -2024/25FY - AS PER COUNCIL RESOLUTION (100623): PAYMENT 1 80% - \$10, 377.60 EX GST	1	11,415.36	
EFT33521	06/02/2025 ROUS ELECTRICAL	COMPLETE REPAIRS AND INSTALL NEW LIGHT TO THE BOWLING LIGHTS AT THE YRCC	1		12,619.20
INV 00004133	29/01/2025 ROUS ELECTRICAL	REPLACE DOI STARTER FOR PUMP AT PEACE PARK	1	528.00	
INV 00004135	30/01/2025 ROUS ELECTRICAL	SUPPLY PARTS AND REPAIR BOWLING GREEN LIGHTS AND FIT CAGES TO PREVENT DAMAGE PRICE TO INCLUDE ALL MATERIALS AND EWP HIRE	1	4,136.00	
INV 00004136	30/01/2025 ROUS ELECTRICAL	COMPLETE REPAIRS AND INSTALL NEW LIGHT TO THE BOWLING LIGHTS AT THE YRCC	1	7,955.20	
EFT33522	06/02/2025 SHIRE OF YORK	PAYMENT OF FOOD BUSINESS LICENCE ANNUAL FEE 24/2025 - YORK RESIDENCY MUSEUM	1		210.00
INV 12087	22/10/2024 SHIRE OF YORK	PAYMENT OF FOOD BUSINESS LICENCE ANNUAL FEE 24/2025 - YORK RESIDENCY MUSEUM	1	210.00	

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EFT33523	06/02/2025 WESTWIDE WINDSCREENS	REPAIR 1X 1/4 WINDOW FOR THE JOHN DEERE GRADER ONSITE AT SEES RD - AS PER QUOTE 10211	1		336.60
INV 25206	30/01/2025 WESTWIDE WINDSCREENS	REPAIR 1X 1/4 WINDOW FOR THE JOHN DEERE GRADER ONSITE AT SEES RD - AS PER QUOTE 10211	1	336.60	
EFT33524	06/02/2025 WHEATBELT ARTS & EVENTS	MULTI YEAR FUNDING (YEAR 2) 2ND DRAWDOWN 20% OF \$28,500.00 + GST	1		6,270.00
INV 00000133	01/01/2025 WHEATBELT ARTS & EVENTS	MULTI YEAR FUNDING (YEAR 2) 2ND DRAWDOWN 20% OF \$28,500.00 + GST	1	6,270.00	
EFT33525	06/02/2025 WHEATBELT BUSINESS NETWORK	WHEATBELT BUSINESS NETWORK CRC CLUSTER MEMBERSHIP FOR 2024/2025	1		2,000.00
INV INV3565	01/07/2024 WHEATBELT BUSINESS NETWORK	WHEATBELT BUSINESS NETWORK CRC CLUSTER MEMBERSHIP FOR 2024/2025	1	2,000.00	
EFT33526	06/02/2025 YORK AGRICULTURAL SOCIETY INC.	HIRE OF BBQ TRAILER FROM YORK AGRICULTURAL SOCIETY FOR AUSTRALIA DAY 26 JANUARY 2025	1		50.00
INV 00003044	29/01/2025 YORK AGRICULTURAL SOCIETY INC.	HIRE OF BBQ TRAILER FROM YORK AGRICULTURAL SOCIETY FOR AUSTRALIA DAY 26 JANUARY 2025	1	50.00	
EFT33527	06/02/2025 YORK BOWLING CLUB INC	CATERING FOR AUSTRALIA DAY MORNING TEA ON SUNDAY 26TH JANUARY 2025	1		500.00
INV INV-0062	29/01/2025 YORK BOWLING CLUB INC	CATERING FOR AUSTRALIA DAY MORNING TEA ON SUNDAY 26TH JANUARY 2025	1	500.00	
EFT33528	06/02/2025 YORK NEWSAGENCY	PURCHASE FROM NEWSAGENCY OUTBACK CALENDAR - 07/01/2025	1		51.50
INV 71429	31/01/2025 YORK NEWSAGENCY	PURCHASE OF STAFF FAREWELL CARD AND WEST AUSTRALIAN - GEORGE JOHNSON	1	16.50	
INV 71429	31/01/2025 YORK NEWSAGENCY	NEWSAGENCY PURCHASE - 2 X E627, 2 X E228 AND E5229 24/01/2025	1	15.00	
INV 17429	31/01/2025 YORK NEWSAGENCY	PURCHASE FROM NEWSAGENCY OUTBACK CALENDAR - 07/01/2025	1	20.00	
EFT33529	14/02/2025 ANNIE QUINN MEDLEY	STAFF REIMBURSEMENT - RENEWAL WITH WORKING WITH CHILDREN - ANNIE MEDLEY	1		87.00
INV 11022025	11/02/2025 ANNIE QUINN MEDLEY	STAFF REIMBURSEMENT - RENEWAL WITH WORKING WITH CHILDREN - ANNIE MEDLEY	1	87.00	
EFT33530	14/02/2025 AUSCO MODULAR PTY LTD	MONTHLY HIRE OF OFFICE AT DEPOT CONTRACT 0060006565 - FEBRUARY 2025	1		916.06
INV 7471688	01/02/2025 AUSCO MODULAR PTY LTD	MONTHLY HIRE OF OFFICE AT DEPOT CONTRACT 0060006565 - FEBRUARY 2025	1	916.06	
EFT33531	14/02/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		228.50
INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000106 LINDY DEWAR		26.50	
INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000118 CLINT STRICKLAND		26.50	



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INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000279 GEORGE JOHNSON		49.00	
INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000029 NEIL THOMAS		26.50	
INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000033 ROBERT WINDSOR		26.50	
INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000433 JAYDEN STRAHAN		26.50	
INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000442 IAN ROGERS		20.50	
INV 112	06/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000076 TREVOR BARRATT		26.50	
EFT33532	14/02/2025 AVON VALLEY AG	SUPPLY 10X WOOL PACK RFID	1		173.00
INV YI38906	23/01/2025 AVON VALLEY AG	SUPPLY 10X WOOL PACK RFID	1	173.00	
EFT33533	14/02/2025 BLUE ASSIST PTY LTD T/A THE TRUSTEE FOR BLUE ASSIST TRUST	BLUE ASSIST ANNUAL ALARM MONITORING SERVICES - YORK VISITOR CENTRE - 13/01/2025 - 13/02/2025	1		20.00
INV INV-12897	13/01/2025 BLUE ASSIST PTY LTD T/A THE TRUSTEE FOR BLUE ASSIST TRUST	BLUE ASSIST ANNUAL ALARM MONITORING SERVICES - YORK VISITOR CENTRE - 13/01/2025 - 13/02/2025	1	20.00	
EFT33534	14/02/2025 CARTER ROAD FARM	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - TOTE BAGS, SCRUNCHIES, BUTTON EARRINGS AND COSMETIC BAGS	1		298.00
INV 33	06/02/2025 CARTER ROAD FARM	PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - TOTE BAGS, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - SCRUNCHIES, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - BUTTON EARRINGS, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - SMALL COSMETIC BAGS, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - MEDIUM COSMETIC BAGS, PURCHASE OF STOCK FOR RESALE AT THE YORK VISITOR CENTRE - LARGE COSMETIC BAGS	1	298.00	
EFT33535	14/02/2025 CHRISTOPHER HERON ROBINSON T/AS ROBINSON SPORTS LAND	50% DEPOSIT FOR BRUSHING OF 8 TENNIS COURTS TO REJUVENATE FIBRES. AS PER QUOTE DATED 1/02/25	1		3,520.00
INV 05022025	05/02/2025 CHRISTOPHER HERON ROBINSON T/AS ROBINSON SPORTS LAND	50% DEPOSIT FOR BRUSHING OF 8 TENNIS COURTS TO REJUVENATE FIBRES. AS PER QUOTE DATED 1/02/25	1	3,520.00	
EFT33536	14/02/2025 CLINIPATH PATHOLOGY	ONSITE DRUG & ALCOHOL TESTS (INCLUDING TEN TEST SETS, LABOUR & CONSUMABLES) & TRAVEL	1		858.55
INV SI395654	24/01/2025 CLINIPATH PATHOLOGY	10 X ONSITE DRUG & ALCOHOL TESTS (INCLUDING TEN TEST SETS, LABOUR & CONSUMABLES), TRAVEL TO YORK & RETURN (3 VISITS PER YEAR)	1	858.55	
EFT33537	14/02/2025 COUNTRY COPIERS	YORK VISITOR CENTRE - SERVICE COST - PHOTOCOPIER -16/01/2025 - 05/02/2025	1		128.79

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INV 223570	05/02/2025 COUNTRY COPIERS	MAINTENANCE FOR THE SHIRE OF YORK DEPOTS PRINTER - 16/01/2025 - 05/02/2025	1	43.48	
INV 223571	05/02/2025 COUNTRY COPIERS	YORK VISITOR CENTRE - SERVICE COST - PHOTOCOPIER -16/01/2025 - 05/02/2025	1	85.31	
EFT33538	14/02/2025 DARRYS PLUMBING AND GAS	EYE WAS INSTALLATION CONNECTED TO NEW WATER METER. INSTALLATION OF COPPER WATER SERVICE THROUGH SHED TO INSTALL NEW EYE WASH AT FRONT OF SHED. CONNECTION FO NEW WATER SERVICE TO EXISTING EYE WAS UNIT AND CAP EXISTING SUPPLY. SUPPLY AND INSTAAL 20MM RPZD BACKFLOW DEVICE	1		3,157.00
INV IV02305	05/02/2025 DARRYS PLUMBING AND GAS	SUPPLY AND DELIVER 2X LOADS OF CLEAN FILL SAND TO THE SHIRE OF YORK DEPOT	1	660.00	
INV IV02306	05/02/2025 DARRYS PLUMBING AND GAS	EYE WAS INSTALLATION CONNECTED TO NEW WATER METER. INSTALLATION OF COPPER WATER SERVICE THROUGH SHED TO INSTALL NEW EYE WASH AT FRONT OF SHED. CONNECTION FO NEW WATER SERVICE TO EXISTING EYE WAS UNIT AND CAP EXISTING SUPPLY. SUPPLY AND INSTAAL 20MM RPZD BACKFLOW DEVICE	1	2,497.00	
EFT33539	14/02/2025 DEBORAH NEEDLE	MRS NEEDLE - REPAIR TO WOODEN MANNEQUIN AT THE YORK RESIDENCY MUSEUM - LABOUR AND MATERIALS	1		40.00
INV 0382	28/01/2025 DEBORAH NEEDLE	MRS NEEDLE - REPAIR TO WOODEN MANNEQUIN AT THE YORK RESIDENCY MUSEUM - LABOUR AND MATERIALS	1	40.00	
EFT33540	14/02/2025 ENVIRONEX INTERNATIONAL PTY LTD	PURCHASE OF 4 X 200L DRUMS OF HYPOCLEAR POOL CHLORINE	1		1,012.00
INV 326945	20/11/2024 ENVIRONEX INTERNATIONAL PTY LTD	PURCHASE OF 4 X 200L DRUMS OF HYPOCLEAR POOL CHLORINE	1	1,012.00	
EFT33541	14/02/2025 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES FOR 2024/2025 (RFQ 01-2324) - JANUARY 2025	1		636.33
INV URP-4617	04/02/2025 EXURBAN RURAL & REGIONAL PLANNING	PLANNING CONSULTANT SERVICES FOR 2024/2025 (RFQ 01-2324) - JANUARY 2025	1	636.33	
EFT33542	14/02/2025 FOCUS NETWORKS	LABOUR FOR COMPUTER REPLACEMENTS - 50% DEPOSIT	1		58,319.13
INV INV-11069G	29/01/2025 FOCUS NETWORKS	MICROSOFT 365 BUSINESS PREMIUM NCE ANNUAL CONTRCT MONTHLY - SONYA ELLISON FROM MOORE AUSTRALIA	1	35.09	
INV INV-11081G	29/01/2025 FOCUS NETWORKS	MICROSOFT 365 BUSINESS PREMIUM NCE ANNUAL CONTRCT MONTHLY X 5	1	175.45	
INV INV-11114GA	05/02/2025 FOCUS NETWORKS	HP ELITEBOOK 640 - ENTRY LEVEL LAPTOP - 50% DEPOSIT, HP ELITEBOOK 840 - MID LEVEL LAPTOP - 50% DEPOSIT, HP ELITEBOOK 650 - INCLUDES NUMBER PAD FOR ACCOUNTS STAFF - 50% DEPOSIT, HP DRAGONFLY G4 - HIGH LEVEL LAPTOP - 50% DEPOSIT, HP DESKTOP COMPUTER - 50% DEPOSIT, DOCKING STATIONS FOR LAPTOPS - 50% DEPOSIT, LAPTOP BAGS SUITABLE FOR 14" AND 15" LAPTOPS - 50% DEPOSIT, FREIGHT COSTS - 50% DEPOSIT	1	34,005.94	

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INV INV-11113GA	07/02/2025 FOCUS NETWORKS	LABOUR FOR COMPUTER REPLACEMENTS - 50% DEPOSIT	1	18,218.75	
INV MPD-14577	10/02/2025 FOCUS NETWORKS	IT AGREEMENT MONTHLY MPS DEVICE - FEBRUARY 2025	1	5,883.90	
EFT33543	14/02/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY 10X BOXES OF 2 OF 10LITRE BOTTLES OF AD BLUE	1		583.00
INV L04022025W	04/02/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY 10X BOXES OF 2 OF 10LITRE BOTTLES OF AD BLUE	1	583.00	
EFT33544	14/02/2025 FUNNY FARM FLOWERS	SUPPLY AND DELIVERY OF NATIVE FLOWER BOUQUET FOR THE GUEST AMBASSADOR ON AUSTRALIA DAY BREAKFAST AND AWARD CEREMONY ON SUNDAY 26TH JANUARY 2025.	1		165.00
INV 75	26/01/2025 FUNNY FARM FLOWERS	SUPPLY AND DELIVERY OF NATIVE FLOWER BOUQUET FOR THE GUEST AMBASSADOR ON AUSTRALIA DAY BREAKFAST AND AWARD CEREMONY ON SUNDAY 26TH JANUARY 2025.	1	165.00	
EFT33545	14/02/2025 GEORGIA ROSE BOLWELL	STAFF REIMBURSEMENT - PREMEDICAL - G BOLWELL - THORNIE MEDICAL	1		390.00
INV 28012025	28/01/2025 GEORGIA ROSE BOLWELL	STAFF REIMBURSEMENT - PREMEDICAL - G BOLWELL - THORNIE MEDICAL	1	220.00	
INV 10022025	10/02/2025 GEORGIA ROSE BOLWELL	STAFF REIMBURSEMENT - FIRST AID TRAINING - G BOLWELL	1	170.00	
EFT33546	14/02/2025 HERSEYS SAFETY PTY LTD	SUPPLY AND DELIVER 24X 42031502 DRY GRAPHITE LUB 150GM AS PER QUOTE 828	1		409.20
INV INV-3725	06/02/2025 HERSEYS SAFETY PTY LTD	SUPPLY AND DELIVER 24X 42031502 DRY GRAPHITE LUB 150GM AS PER QUOTE 828	1	409.20	
EFT33547	14/02/2025 INK STATION	SUPPLY 4 PACK BROTHER TN-258XL COMPATIBLE HIGH YEILD TONER CARTRIDGES COMBO FOR HR PRINTER	1		387.96
INV NS5332596	17/01/2025 INK STATION	SUPPLY 4 PACK BROTHER TN-258XL COMPATIBLE HIGH YEILD TONER CARTRIDGES COMBO FOR HR PRINTER	1	316.20	
INV NS5348028	24/01/2025 INK STATION	REPLACEMENT PRINTER INKS FOR RANGER SERVICES PRINTER , ,	1	71.76	
EFT33548	14/02/2025 JOMAR WA PTY LTD	REPAIRS TO BRIDGE 4152 AS PER RESPONSE TO RFP DATED 1/11/2023	1		20,130.00
INV IN0659	24/01/2025 JOMAR WA PTY LTD	REPAIRS TO BRIDGE 4152 AS PER RESPONSE TO RFP DATED 1/11/2023	1	20,130.00	
EFT33549	14/02/2025 KEEFRAME CREATIVE PTY LTD	TOURISM AWARD VIDEO - FULL DAY VIDEOGRAPHER FILMING AND EDITING	1		2,970.00
INV INV-424	10/02/2025 KEEFRAME CREATIVE PTY LTD	TOURISM AWARD VIDEO - FULL DAY VIDEOGRAPHER FILMING AND EDITING	1	2,970.00	
EFT33550	14/02/2025 KLEENWEST DISTRIBUTORS	PURCHASE MOP AND 16LT WRINGER BUCKET	1		89.71

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INV 00103774	08/01/2025 KLEENWEST DISTRIBUTORS	MOP WRINGER BUCKET 16LT, PURCAHSE RED DURABLE MOP AND HANDLE	1	89.71	
EFT33551	14/02/2025 LGIS WA	MEMBERSHIP ENDORSMENT FOR MOTOR VEHICLES FOR THE PERIOD 30/06/2023 TO 30/6/2024	1		4,915.12
INV 100-159296	05/08/2024 LGIS WA	MEMBERSHIP ENDORSMENT FOR MOTOR VEHICLES FOR THE PERIOD 30/06/2023 TO 30/6/2024	1	4,915.12	
EFT33552	14/02/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	EARLY CHILDHOOD HUB - RCD TESTING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING	1		2,815.00
INV 3885	19/01/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	RADIO STATION - SMOKE ALARM TESTING, RCD TESTING, AND INFRARED SWITCHBOARD TESTING, WOMENS HEALTH HUB - RCD TESTING, PORTABLE ELECTRICAL APPLIANCE TESTING AND TAGGING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, EARLY CHILDHOOD HUB - RCD TESTING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING	1	1,924.00	
INV 3884	19/01/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	HOUSE 17 FORBES STREET, SMOKE ALARM TESTING AND RCD TESTING, HOUSE 51 ROE STREET, SMOKE ALARM TESTING AND RCD TESTING, HOUSE 75 OSNABURG STREET, SMOKE ALARM TETING AND RCD TESTING, HOUSES 2 DINSDALE STREET, 38 FRASER STREET, 24 FORD STREET SMOKE ALARM TESTING, RCD TESTING	1	891.00	
EFT33553	14/02/2025 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LIFT OFF MENTORING PROGRAM 2025 - ALINA BEHAN	1		850.00
INV 42007	07/02/2025 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LIFT OFF MENTORING PROGRAM 2025 - ALINA BEHAN	1	850.00	
EFT33554	14/02/2025 LOTTO - OUTSIDE	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		60.00
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000024 ROBERT MACKENZIE		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000118 CLINT STRICKLAND		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000192 ANNEKE BIRLESON		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000259 ROBERT MACEY		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000029 NEIL THOMAS		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000342 DAVID WARR		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000361 CLAIRE REGENT		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000381 LUKE CURTIS		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000423 MICHAEL GLEDHILL		5.00	

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INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000433 JAYDEN STRAHAN		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000033 ROBERT WINDSOR		5.00	
INV 112	06/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000076 TREVOR BARRATT		5.00	
EFT33555	14/02/2025 MELODY MAY PAMPLING	TINY DOORS OF YORK 2025 NEW TAILS FAIRY DOORS AND EMBELLISHMENTS	1		206.70
INV 07022025	07/02/2025 MELODY MAY PAMPLING	TINY DOORS OF YORK 2025 NEW TAILS FAIRY DOORS AND EMBELLISHMENTS	1	206.70	
EFT33556	14/02/2025 MONICA DWYER	STAFF REIMBURSEMENT - POLICE CLEARANCE - MONICA DWYER	1		53.51
INV 30012025	30/01/2025 MONICA DWYER	STAFF REIMBURSEMENT - POLICE CLEARANCE - MONICA DWYER	1	53.51	
EFT33557	14/02/2025 MOORE AUSTRALIA	BUDGET WORKSHOP - 21/02/2025 FOR MANAGER OF FINANCE & SENIOR FINANCE OFFICER	1		3,880.00
INV 4587	29/01/2025 MOORE AUSTRALIA	MOORE 2025 NUTS AND BOLTS - TAX WORKSHOP FOR MANAGER OF FINANCE & SENIOR FINANCE OFFICER 03/04/2025	1	1,800.00	
INV 4587	29/01/2025 MOORE AUSTRALIA	BUDGET WORKSHOP - 21/02/2025 FOR MANAGER OF FINANCE & SENIOR FINANCE OFFICER	1	2,080.00	
EFT33558	14/02/2025 NICHOLAS CURTIS - (YORK HOSES AND HYDRAULICS)	DIAGNOSE AND REPAIR HYDRAULICS ON THE 2013 VOLVO GRADER - ONSITE LOCATION TBD	1		305.00
INV INV-0129	04/02/2025 NICHOLAS CURTIS - (YORK HOSES AND HYDRAULICS)	DIAGNOSE AND REPAIR HYDRAULICS ON THE 2013 VOLVO GRADER - ONSITE LOCATION TBD	1	305.00	
EFT33559	14/02/2025 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 4X 25L SOIL GRANULATED WETTER AND 5X 20KG OMYA CALIPRIL	1		500.25
INV 912046150	09/01/2025 NUTRIEN AG SOLUTIONS	SUPPLY FOR COLLECTION 4X 25L SOIL GRANULATED WETTER AND 5X 20KG OMYA CALIPRIL	1	361.65	
INV 9012061763	13/01/2025 NUTRIEN AG SOLUTIONS	CAT BISCUITS REQUIRED FOR POUND	1	138.60	
EFT33560	14/02/2025 OFFICEWORKS	COMPUTER MONITORS - LENOVO 27" QHD 100HZ 4MS MONITOR N27Q	1		675.95
INV 619693413	31/01/2025 OFFICEWORKS	COMPUTER MONITORS - LENOVO 27" QHD 100HZ 4MS MONITOR N27Q, FREIGHT COSTS	1	675.95	
EFT33561	14/02/2025 PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	TRANSWA BOOKINGS FOR JANUARY 2025 - \$52.45 - LESS COMMISSION \$18.00 LESS CANCELLATION COSTS \$15.75 + GST	1		17.70
INV 3999340	31/01/2025 PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	TRANSWA BOOKINGS FOR JANUARY 2025 - \$52.45 - LESS COMMISSION \$18.00 LESS CANCELLATION COSTS \$15.75 + GST	1	17.70	

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EFT33562	14/02/2025 QUAIRADING EARTHMOVING CO	PUSH UP 20,000 TONNE OF GRAVEL AT GOLDFIELDS ROAD GRAVEL PIT. QUOTE DATED 19/12/2024.	1		27,654.00
INV 00019476	07/02/2025 QUAIRADING EARTHMOVING CO	PUSH UP 20,000 TONNE OF GRAVEL AT GOLDFIELDS ROAD GRAVEL PIT. QUOTE DATED 19/12/2024.	1	27,654.00	
EFT33563	14/02/2025 REBECCA LEE-ANNE ATKINSON	STAFF REIMBURSEMENT - LUNCH AND BUS PARKING FOR VISITORS AND MUSEUM TEAM TRAINING DAY - REBECCA ATKINSON	1		221.32
INV 05022025	05/02/2025 REBECCA LEE-ANNE ATKINSON	STAFF REIMBURSEMENT - LUNCH FOR VISITORS CENTRE AND MUSEUM TEAM TRAINING DAY - REBECCA ATKINSON, STAFF REIMBURSEMENT - PARKING COSTS FOR BUS FOR VISITORS CENTRE AND MUSEUM TEAM TRAINING DAY - REBECCA ATKINSON	1	221.32	
EFT33564	14/02/2025 ROUS ELECTRICAL	REPAIR ELECTRIC DOME - FORREST OVAL	1		1,100.00
INV 00004107	21/12/2024 ROUS ELECTRICAL	REPAIR ELECTRIC DOME - FORREST OVAL	1	715.00	
INV 00004138	04/02/2025 ROUS ELECTRICAL	PUMP REPAIRS AT CANDICE BATEMAN PARK	1	385.00	
EFT33565	14/02/2025 SAMANTHA MARY GOOD	STAFF REIMBURSEMENT - STAFF LUNCHES CULTURAL WORKSHOP - SAM GOOD	1		49.50
INV 06022025	06/02/2025 SAMANTHA MARY GOOD	STAFF REIMBURSEMENT - STAFF LUNCHES CULTURAL WORKSHOP - SAM GOOD	1	49.50	
EFT33566	14/02/2025 SANOKIL	SUPPLY SANITARY WASTE DISPOSAL UNITS TO COUNCIL BUILDING - FEBRUARY 2025	1		625.90
INV 20170809	01/02/2025 SANOKIL	MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - YORK MUSEUM 2024/25, MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - TOWN HALL 2024/25, MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - AVON PARK 2024/25, MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - ADMIN 2024/25, MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - DEPOT 2024/25, MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - CANDICE BATEMAN PARK TOILETS 2024/25, MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - GWAMBYGINE PARK TOILETS 2024/25, MONTHLY SUPPLY OF SANITARY WASTE UNITS AND SERVICING FOR - SWIMMING POOL 2024/25	1	317.90	
INV 20170809	01/02/2025 SANOKIL	SANITARY WASTE DISPOSAL UNITS FOR YRCC INDOOR STADIUM, YRCC PAVILLION AND YCRC AND NAPPY WASTE DISPOSAL AT YRCC - FEBRUARY 2025	1	308.00	
EFT33567	14/02/2025 SAVING AVON VALLEY ANIMALS INCORPORATED	IMPOUNDED CATS WHOSE IMPOUND TIME ENDED 01/01/2025 - 31/01/2025	1		300.00

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INV YORK2501	05/02/2025 SAVING AVON VALLEY ANIMALS INCORPORATED	IMPOUNDED CATS WHOSE IMPOUND TIME ENDED 01/01/2025 - 31/01/2025	1	300.00	
EFT33568	14/02/2025 SEEK LIMITED	JOB ADVERTISEMENT - HR & OD OFFICER	1		467.50
INV 701028896	10/02/2025 SEEK LIMITED	JOB ADVERTISEMENT - HR & OD OFFICER	1	467.50	
EFT33569	14/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		150.00
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000106 LINDY DEWAR		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000179 SHARLA SIMUNOV		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000192 ANNEKE BIRLESON		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000302 SASHA TOMLIN		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000314 GEOFFREY HEATON		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000328 WILLIAM NUNN		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000340 CHRISTOPHER LINNELL		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000347 LEANNE LEE		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000348 LAURA APPLETON		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000349 ALINA BEHAN		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000358 VANESSA GREEN		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000361 CLAIRE REGENT		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000372 SHELLEY HALL		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000400 FIONA JACKSON		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000405 DEBORAH HUNT		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000406 REBECCA PALUMBO		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000407 MARK APPLETON		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000413 GAIL DARCY		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000420 REBECCA ATKINSON		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000422 ANGELA PLICHOTA		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000428 AMI HANNINGTON		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000429 SAMANTHA GOOD		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000431 ALLAN BRADY		5.00	

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INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000435 CODEY REDMOND		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000439 NICOLA GORS		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000442 IAN ROGERS		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000445 SUSAN KROUZECKY		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000456 LEEANNE BATES		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000056 TAMARA HOOPER		5.00	
INV 112	06/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000064 CINDY KEEBLE		5.00	
EFT33570	14/02/2025 SHRED-X PTY LTD	DESTRUCTION OF 42 ARCHIVE BOXES (CONTAMINATED)	1		877.38
INV 02325005	31/01/2025 SHRED-X PTY LTD	DESTRUCTION OF 42 ARCHIVE BOXES (CONTAMINATED), DISPOSAL OF 1 SHRED X BIN OFFICE DOCUMENTS, ONE OFF COLLECTION FEE FOR ARCHIVE BOXES	1	877.38	
EFT33571	14/02/2025 TALIS CONSULTANTS	PROVIDE PROJECT MANAGEMENT SUPPORT SERVICES TO ASSIST WITH THE 2024/25 ROAD CONSTRUCTION PROGRAM. FIRST PROGRESS PAYMENT	1		18,488.25
INV 33710	31/01/2025 TALIS CONSULTANTS	PROVIDE PROJECT MANAGEMENT SUPPORT SERVICES TO ASSIST WITH THE 2024/25 ROAD CONSTRUCTION PROGRAM. FIRST PROGRESS PAYMENT	1	11,327.25	
INV 33703	31/01/2025 TALIS CONSULTANTS	UNDERTAKE THE STRUCTURAL ASSESSMENT OF THE YORK SWING BRIDGE IN ACCORDANCE WITH THE QUOTE TCP24103	1	7,161.00	
EFT33572	14/02/2025 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	INSPECT AND REPAIR LEFT HAND TAIL LIGHT ON HINO CREW CAB 3T Y397 - QUOTE 230	1		356.40
INV INV-3760	05/02/2025 TARRAN NELSON PTY LTD T/A YORK AUTO ELECTRICS	INSPECT AND REPAIR LEFT HAND TAIL LIGHT ON HINO CREW CAB 3T Y397 - QUOTE 230	1	356.40	
EFT33573	14/02/2025 THERESE HELEN MAVROS	PROVIDE SCREENING FOR THE MOVIE RUNT ON AUSTRALIA DAY SUNDAY 26TH JANUARY 2025 AT THE YORK SWIMMING POOL	1		1,780.00
INV 1	09/01/2025 THERESE HELEN MAVROS	PROVIDE SCREENING FOR THE MOVIE RUNT ON AUSTRALIA DAY SUNDAY 26TH JANUARY 2025 AT THE YORK SWIMMING POOL	1	1,780.00	
EFT33574	14/02/2025 TOODYAY TYRE AND EXHAUST C.D BROCKLISS & BROCKLISS FAMILY TRUST	135 RADIAL REPAIRE ON VOLVO G930 GRADER TYRE AS PER QUOTE 0004.	1		170.00
INV INV-9205	14/01/2025 TOODYAY TYRE AND EXHAUST C.D BROCKLISS & BROCKLISS FAMILY TRUST	135 RADIAL REPAIRE ON VOLVO G930 GRADER TYRE AS PER QUOTE 0004.	1	170.00	



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EFT33575	14/02/2025 TOURISM COUNCIL WESTERN AUSTRALIA	TCWA - SMALL TOWN TOURISM TOWN AWARDS 2025 NOMINATION - YORK VISITOR CENTRE	1		275.00
INV I-00012984	05/02/2025 TOURISM COUNCIL WESTERN AUSTRALIA	TCWA - SMALL TOWN TOURISM TOWN AWARDS 2025 NOMINATION - YORK VISITOR CENTRE	1	275.00	
EFT33576	14/02/2025 VOCUS PTY LTD	IP VOICE CALLS AND SIP - 01/02/2025 - 01/03/2025	1		951.78
INV P1259868	01/02/2025 VOCUS PTY LTD	MANAGED HARDWARE AND UC ACCESS - FEBRUARY 2025	1	385.00	
INV 81021	02/02/2025 VOCUS PTY LTD	IP VOICE CALLS AND SIP - 01/02/2025 - 01/03/2025	1	566.78	
EFT33577	14/02/2025 VOLUNTEER ANIMAL CONSERVATION & CONTROL AGENTS INC.	CULLING OF PIGEONS & CORELLAS - YORK TOWN SITE - 12 JANUARY 2025	1		1,750.00
INV 0091	18/01/2025 VOLUNTEER ANIMAL CONSERVATION & CONTROL AGENTS INC.	CULLING OF PIGEONS & CORELLAS - YORK TOWN SITE - 12 JANUARY 2025	1	1,750.00	
EFT33578	14/02/2025 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT FEBRUARY 2025 ADMINISTATION BUILDING	1		78.45
INV 10648423	02/02/2025 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT FEBRUARY 2025 ADMINISTATION BUILDING	1	78.45	
EFT33579	14/02/2025 WESTWIDE WINDSCREENS	SUPPLY & FIT WINDSCREEN INCLUDING CALIBRATION - 2022 HYUNDAI VENUE (1HSZ-886)	1		1,215.50
INV 25090	07/01/2025 WESTWIDE WINDSCREENS	COMPLETE A CHIP REPAIR ON THE MAZDA CX5 1HVF884 ONISTE AT THE SHIRE OF YORK WORKS DEPOT	1	121.00	
INV 25225	05/02/2025 WESTWIDE WINDSCREENS	SUPPLY & FIT WINDSCREEN INCLUDING CALIBRATION - 2022 HYUNDAI VENUE (1HSZ-886)	1	1,094.50	
EFT33580	14/02/2025 YORK & DISTRICT CO-OPERATIVE LTD	IGA PURCHASES FOR JANUARY 2025 THE SHIRE OF YORK - WORKS DEPOT	1		98.08
INV 000082878	31/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	IGA PURCHASES FOR JANUARY 2025 THE SHIRE OF YORK - WORKS DEPOT	1	98.08	
EFT33581	17/02/2025 BUILDING AND ENERGY	BSL COLLECTION FOR JANUARY 2025	2		3,992.79
INV T6	07/02/2025 BUILDING AND ENERGY	BSL COLLECTION FOR JANUARY 2025	2	3,992.79	
EFT33582	17/02/2025 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR JANUARY 2025	2		2,905.25
INV T9	07/02/2025 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR JANUARY 2025	2	2,905.25	
EFT33583	17/02/2025 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR JANUARY 2025	2		89.75
INV T6	07/02/2025 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR JANUARY 2025	2	65.00	

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INV T9	07/02/2025 SHIRE OF YORK	CTF COLLECTION - AGENCY FEE FOR JANUARY 2025	2	24.75	
EFT33584	20/02/2025 ANNIE QUINN MEDLEY	STAFF REIMBURSEMENT - UNIFORM - ANNIE MEDLEY	1		45.00
INV 17022025	09/02/2025 ANNIE QUINN MEDLEY	STAFF REIMBURSEMENT - UNIFORM - ANNIE MEDLEY	1	45.00	
EFT33585	20/02/2025 ARMSIGN PTY LTD	STAGE 1 DEVELOP SIGNAGE AND WAYFINDING DESIGN SUITE AND MANUFACTURE AND INSTALL SIGNAGE AS PER RFQ 20-2324	1		8,353.62
INV 40528/1	17/02/2025 ARMSIGN PTY LTD	STAGE 1 DEVELOP SIGNAGE AND WAYFINDING DESIGN SUITE AND MANUFACTURE AND INSTALL SIGNAGE AS PER RFQ 20-2324	1	8,353.62	
EFT33586	20/02/2025 ASH & RAIN PTY LTD THE JAHAYA REIGN FAMILY TRUST (IMPRINT PLASTIC)	SHIRE OF YORK NAME BADGES X 6 ADMISTRATION OFFICER, CLUB DEVELOPMENT OFFICER, CUSTOMER SERCIES OFFER YCRC, ELIZABETH BARLAS, MONICA DWYER, NAOMI SHERRINGTON	1		133.10
INV INV-3918	15/01/2025 ASH & RAIN PTY LTD THE JAHAYA REIGN FAMILY TRUST (IMPRINT PLASTIC)	SHIRE OF YORK NAME BADGES X 6 ADMISTRATION OFFICER, CLUB DEVELOPMENT OFFICER, CUSTOMER SERCIES OFFER YCRC, ELIZABETH BARLAS, MONICA DWYER, NAOMI SHERRINGTON, POSTAGE	1	133.10	
EFT33587	20/02/2025 AVON VALLEY AG	SUPPLY X1 GREY SUCTION HOSE 38MMX20M - COLLECTED	1		218.90
INV YI39437	17/02/2025 AVON VALLEY AG	SUPPLY X1 GREY SUCTION HOSE 38MMX20M - COLLECTED	1	218.90	
EFT33588	20/02/2025 BLUE ASSIST PTY LTD T/A THE TRUSTEE FOR BLUE ASSIST TRUST	BLUE ASSIST ANNUAL ALARM MONITORING SERVICES - YORK VISITOR CENTRE - 13/2/2025 - 13/3/2025	1		20.00
INV INV-14812	13/02/2025 BLUE ASSIST PTY LTD T/A THE TRUSTEE FOR BLUE ASSIST TRUST	BLUE ASSIST ANNUAL ALARM MONITORING SERVICES - YORK VISITOR CENTRE - 13/2/2025 - 13/3/2025	1	20.00	
EFT33589	20/02/2025 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT AND OXYGEN MEDICAL C SIZE (SWIMMING POOL) - 29/12/2025 - 28/01/2025	1		42.08
INV 5006564323	29/01/2025 BOC GASES	SUPPLY VARIOUS GAS & CONTAINER RENTAL 24/25 - DEPOT - 29/12/2025 - 28/01/2025, SUPPLY OXYGEN MEDICAL C SIZE CONTAINER RENTAL 24/25 - SWIMMING POOL - 29/12/2025 - 28/01/2025	1	42.08	
EFT33590	20/02/2025 BUSH CONTRACTING	SUPPLY FOR WET HIRE 1X WATER CART WATER AND FUEL SUPPLIED BY THE SHIRE OF YORK - FROM MONDAY 10.02.2025 TO FRIDAY 14.02.2025	1		4,950.00
INV INV-0507	16/02/2025 BUSH CONTRACTING	SUPPLY FOR WET HIRE 1X WATER CART WATER AND FUEL SUPPLIED BY THE SHIRE OF YORK - FROM MONDAY 10.02.2025 TO FRIDAY 14.02.2025	1	4,950.00	

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EFT33591	20/02/2025 CHEM-DRY BETTA FINISH (YORK)	CLEANING OF YORK RECREATION AND CONFERENCE CENTRE RECREATION AREAS AS DETAILED ON QUOTE DATED 08/10/2024 (GYM CARPET 34.50SQM)	1		886.49
INV YORK1	30/01/2025 CHEM-DRY BETTA FINISH (YORK)	CLEANING OF YORK RECREATION AND CONFERENCE CENTRE RECREATION AREAS AS DETAILED ON QUOTE DATED 08/10/2024 (GYM CARPET 34.50SQM), CLEANING OF YORK RECREATION AND CONFERENCE CENTRE RECREATION AREAS AS DETAILED ON QUOTE DATED 08/10/2024 (GYM RUBBER FLOOR WASH AND SCRUB 50SQM), CLEANING OF YORK RECREATION AND CONFERENCE CENTRE RECREATION AREAS AS DETAILED ON QUOTE DATED 08/10/2024 (PAVILLION TEA ROOM CARPET 80SQM)	1	886.49	
EFT33592	20/02/2025 COMFORT STYLE FURNITURE & BEDDING PTY LTD T/A COMFORT STYLE NORTHAM	SUPPLY FOR DELIVER 1X CLYDE 3 SEATER LOUNGE WITH 2 BUILT IN RECLINERS WITH 2X RECLINERS DARK GREY - 2 DINSDALE	1		1,469.00
INV 24223	30/01/2025 COMFORT STYLE FURNITURE & BEDDING PTY LTD T/A COMFORT STYLE NORTHAM	SUPPLY FOR DELIVER 1X CLYDE 3 SEATER LOUNGE WITH 2 BUILT IN RECLINERS WITH 2X RECLINERS DARK GREY - 2 DINSDALE	1	1,469.00	
EFT33593	20/02/2025 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 16/01/2025 - 05/02/2025	1		229.39
INV 223605	05/02/2025 COUNTRY COPIERS	PHOTOCOPYING CHARGES FOR SHIRE OF YORK AND CUSTOMERS AT YORK COMMUNITY RESOURCE CENTRE - 16/01/2025 - 05/02/2025	1	229.39	
EFT33594	20/02/2025 ENVIRONEX INTERNATIONAL PTY LTD	4 X 200LT DRUMS SODIUM HYPOCHLORITE @ \$230EA X 4 = \$920, 75 X 1KG BAGS QUICK DISSOLVE CYANURIC ACID \$3.54 EA = \$265.50 PLUS FREIGHT	1		1,375.55
INV 329205	30/01/2025 ENVIRONEX INTERNATIONAL PTY LTD	4 X 200LT DRUMS SODIUM HYPOCHLORITE @ \$230EA X 4 = \$920, 75 X 1KG BAGS QUICK DISSOLVE CYANURIC ACID \$3.54 EA = \$265.50 PLUS FREIGHT	1	1,375.55	
EFT33595	20/02/2025 FOCUS NETWORKS	AGREEMENT MONTHLY SAAS (SOFTWARE AS A SERVICE) - FEBRURAY 2025	1		9,158.89
INV 14608	11/02/2025 FOCUS NETWORKS	MONTHLY MPS SUPPORT DEPOT	1	1,040.05	
INV SAAS-14619	11/02/2025 FOCUS NETWORKS	AGREEMENT MONTHLY SAAS (SOFTWARE AS A SERVICE) - FEBRURAY 2025	1	8,118.84	
EFT33596	20/02/2025 GEORGIA ROSE BOLWELL	STAFF REIMBURSEMENT - POLICE CLEARANCE - GEORGIA BOLWELL	1		99.00
INV 13022025	17/01/2025 GEORGIA ROSE BOLWELL	STAFF REIMBURSEMENT - POLICE CLEARANCE - GEORGIA BOLWELL, STAFF REIMBURSEMENT - POLICE CLEARANCE ACIC GOVERNMENT FEE GST FREE - GEORGIA BOLWELL A	1	99.00	
EFT33597	20/02/2025 HERSEYS SAFETY PTY LTD	SUPPLY AND DELIVER ALL ITEMS ON DELIVERY NOTICE 49455 FOR THE WORKS DEPOT	1		1,914.57
INV INV-3737	11/02/2025 HERSEYS SAFETY PTY LTD	SUPPLY AND DELIVER ALL ITEMS ON DELIVERY NOTICE 49455 FOR THE WORKS DEPOT	1	1,914.57	

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EFT33598	20/02/2025 INK STRATEGY	MAJOR STRATEGIC REVIEW PHASE 4 - ELT AND MANAGEMENT WORKSHOP IN ACCORDANCE WITH RFQ Q10-2425	1		12,718.75
INV INV-0154	17/02/2025 INK STRATEGY	MAJOR STRATEGIC REVIEW PHASE 4 - ELT AND MANAGEMENT WORKSHOP IN ACCORDANCE WITH RFQ Q10-2425	1	12,718.75	
EFT33599	20/02/2025 IRON MOUNTAIN AUSTRALIA GROUP PTY LTD	RECEIVAL OF E WASTE SEA CONTAINER ESTIMATED FOUR TONNE'S	1		18,855.10
INV 111046702	28/08/2025 IRON MOUNTAIN AUSTRALIA GROUP PTY LTD	RECEIVAL OF E WASTE SEA CONTAINER ESTIMATED FOUR TONNE'S	1	18,855.10	
EFT33600	20/02/2025 JOHN SIMMONDS CONTRACTING	HIRE OF AQUA RUN FOR AUSTRALIA DAY 2025 TO USE AT THE YORK MEMORIAL SWIMMING POOL	1		450.00
INV 028	14/02/2025 JOHN SIMMONDS CONTRACTING	HIRE OF AQUA RUN FOR AUSTRALIA DAY 2025 TO USE AT THE YORK MEMORIAL SWIMMING POOL	1	450.00	
EFT33601	20/02/2025 KAREN THOMAS	DRYCLEANING OF TOWN HALL CURTAINS	1		400.00
INV KT 13	31/01/2025 KAREN THOMAS	DRYCLEANING OF TOWN HALL CURTAINS	1	400.00	
EFT33602	20/02/2025 KENNEDYS (AUSTRALASIA) PARTNERSHIP	PROVISION OF HR ADVICE SERVICES - REFERENCE 1234640	1		4,450.60
INV 38-25-000062	07/02/2025 KENNEDYS (AUSTRALASIA) PARTNERSHIP	PROVISION OF HR ADVICE SERVICES - REFERENCE 1234640	1	4,450.60	
EFT33603	20/02/2025 KLEENWEST DISTRIBUTORS	KWD 2PLY TOILET ROLLS 6001 (CTN 48) - ADMINISTRATION BUILDING	1		50.33
INV 00103780	08/01/2025 KLEENWEST DISTRIBUTORS	KWD 2PLY TOILET ROLLS 6001 (CTN 48) - ADMINISTRATION BUILDING	1	50.33	
EFT33604	20/02/2025 MICHEAL ANTHONY BRYANT	CLEANING HOUSE GUTTERS AT 75 OSNABURG ROAD	1		200.00
INV 393	13/02/2025 MICHEAL ANTHONY BRYANT	CLEANING HOUSE GUTTERS AT 75 OSNABURG ROAD	1	200.00	
EFT33605	20/02/2025 MINT COLLABORATIVE	DELIVERY OF 2024/25 STAFF CULTURAL PROGRAM WORKSHOP 5 STAFF - PSYCHOLOGICAL SAFETY & CORAGEOUS CONVERSATIONS	1		5,225.00
INV INV-20250213	13/02/2025 MINT COLLABORATIVE	DELIVERY OF 2024/25 STAFF CULTURAL PROGRAM WORKSHOP 5 STAFF - PSYCHOLOGICAL SAFETY & CORAGEOUS CONVERSATIONS	1	5,225.00	
EFT33606	20/02/2025 NICK TANDY T/AS AVON HOME AND PROPERTY MAINTENANCE	NICK CHILD'S (STAGE NAME) TO PROVIDE MUSICAL ENTERTAINMENT ON AUSTRALIA DAY SUNDAY 26TH JANUARY 2025 AS A GUITAR SOLOIST	1		400.00
INV 4	07/01/2025 NICK TANDY T/AS AVON HOME AND PROPERTY MAINTENANCE	NICK CHILD'S (STAGE NAME) TO PROVIDE MUSICAL ENTERTAINMENT ON AUSTRALIA DAY SUNDAY 26TH JANUARY 2025 AS A GUITAR SOLOIST	1	400.00	
EFT33607	20/02/2025 NORM REYNOLDS ELECTRICAL & FURNITURE	PURCHASE OF HDMI CABLE 1.5 MTR	1		15.00

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INV 52010018992	13/02/2025 NORM REYNOLDS ELECTRICAL & FURNITURE	PURCHASE OF HDMI CABLE 1.5 MTR	1	15.00	
EFT33608	20/02/2025 PERTH HILLS & WHEATBELT BAND	PERTH HILLS BAND TO PLAY AT THE AUSTRALIA DAY AWARDS AND BREAKFAST EVENT SUNDAY 26TH JANUARY 2025	1		500.00
INV 250102	01/02/2025 PERTH HILLS & WHEATBELT BAND	PERTH HILLS BAND TO PLAY AT THE AUSTRALIA DAY AWARDS AND BREAKFAST EVENT SUNDAY 26TH JANUARY 2025	1	500.00	
EFT33609	20/02/2025 ROUS ELECTRICAL	REPLACE BOLLARD LIGHT FITTING - CENTENERY UNITS	1		704.00
INV 00004052	06/11/2025 ROUS ELECTRICAL	REPLACE BOLLARD LIGHT FITTING - CENTENERY UNITS	1	704.00	
EFT33610	20/02/2025 SCAVENGER SUPPLIES AND FIRE SAFETY	CLASS A BUSH FIRE FIGHTING FOAM CONCENTRATE 2 LTR	1		4,193.20
INV INV-21438	04/02/2025 SCAVENGER SUPPLIES AND FIRE SAFETY	CLASS A BUSH FIRE FIGHTING FOAM CONCENTRATE 2 LTR	1	4,193.20	
EFT33611	20/02/2025 SMITHS SHELL SERVICE	SUPPLY 2 QUICK SWAP GAS BOTTLES FOR DEPOT	1		96.00
INV 18274890	04/09/2024 SMITHS SHELL SERVICE	SUPPLY 2 QUICK SWAP GAS BOTTLES FOR DEPOT	1	76.00	
INV 18274815	03/09/2025 SMITHS SHELL SERVICE	SUPPLY STARTER ROPE 5MM PER METRE X 5	1	20.00	
EFT33612	20/02/2025 SNAP PRINTING MIDLAND	SNAP MIDLAND - 1000 X RESIDENCY MUSEUM FLYER - DL (992 X 210MM) - COLOUR, 2 SIDES ON 150GSM GLOSS ART - DIGITALLY PRINTED - MINOR ALT TO ARTWORK.	1		215.00
INV F069-216989	06/12/2024 SNAP PRINTING MIDLAND	SNAP MIDLAND - 1000 X RESIDENCY MUSEUM FLYER - DL (992 X 210MM) - COLOUR, 2 SIDES ON 150GSM GLOSS ART - DIGITALLY PRINTED - MINOR ALT TO ARTWORK.	1	215.00	
EFT33613	20/02/2025 THE FLOUR MILL CAFE YORK	CATERING FOR STAFF CULTURAL WORKSHOP - FEBRUARY 2025 (REPLACE PO# 16522)	1		772.00
INV 15297	22/01/2025 THE FLOUR MILL CAFE YORK	CATERING FOR STAFF CULTURAL WORKSHOP - FEBRUARY 2025 (REPLACE PO# 16522)	1	772.00	
EFT33614	20/02/2025 THE OLIVE PEOPLE (AUST.) PTY LTD	SUPPLY A SELECTION OF VARIOUS OLIVE OIL - FOR RESALE AT THE YORK VISITOR CENTRE	1		324.50

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INV 00025429	18/02/2025 THE OLIVE PEOPLE (AUST.) PTY LTD	SUPPLY OF YORK OLIVE OIL - 250ML EXTRA VIRGIN PLAIN - FOR RESALE AT THE YORK VISITOR CENTRE, 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 - 250ML CHILLI INFUSED - FOR RESALE AT THE YORK VISITOR CENTRE, SUPPLY OF YORK OLIVE OIL - 500ML CHILLI INFUSED- FOR RESALE AT THE YORK VISITOR CENTRE	1	324.50	
EFT33615	20/02/2025 THE TRUSTEE FOR REBUS RESTROOMS UNIT TRUST TA REBUS RESTROOMS	YORK ORV AREA TOILET SUPPLY AND INSTALLATION WORKS AWARDED BY RFQ15-2425. CONDITIONS AS SPECIFIED IN CONTRACT - PROGRESS CLAIM 1DEPOSIT ON AWARD OF CONTRACT	1		16,500.00
INV 0026	20/02/2025 THE TRUSTEE FOR REBUS RESTROOMS UNIT TRUST TA REBUS RESTROOMS	YORK ORV AREA TOILET SUPPLY AND INSTALLATION WORKS AWARDED BY RFQ15-2425. CONDITIONS AS SPECIFIED IN CONTRACT - PROGRESS CLAIM 1DEPOSIT ON AWARD OF CONTRACT	1	16,500.00	
EFT33616	20/02/2025 TREE TECH AUSTRALIA	PRUNE TWO LARGE GUM TREES AND REMOVE TWO SMALL GUM TREES MATERIAL TO BE REMOVED BRUNSWICK ST NEAR 55-59	1		5,832.00
INV INV-0290	16/02/2025 TREE TECH AUSTRALIA	PRUNE TWO LARGE GUM TREES AND REMOVE TWO SMALL GUM TREES MATERIAL TO BE REMOVED BRUNSWICK ST NEAR 55-59	1	5,832.00	
EFT33617	20/02/2025 TUTT BRYANT EQUIPMENT	COMPLETE A 1500HR SERVICE ON THE BOMAG ROLLER WHILE IT IS GETTING ADDITIONAL REPAIRS AT THE WORKSHOP - PLATE Y830	1		1,088.15
INV 008912869	10/02/2025 TUTT BRYANT EQUIPMENT	COMPLETE A 1500HR SERVICE ON THE BOMAG ROLLER WHILE IT IS GETTING ADDITIONAL REPAIRS AT THE WORKSHOP - PLATE Y830	1	1,088.15	
EFT33618	20/02/2025 VOICE OF THE AVON	RADIO CHRISTMAS GREETING FROM THE SHIRE	1		50.00
INV 241245-Y05	01/12/2024 VOICE OF THE AVON	RADIO CHRISTMAS GREETING FROM THE SHIRE	1	50.00	
EFT33619	20/02/2025 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER SERVICE CHARGES (ADMIN) - 09/12/2025 - 16/01/2025	1		1,708.51
INV 2203022	09/12/2024 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER SERVICE CHARGES (ADMIN) - 11/11/2024 - 09/12/2024	1	531.68	
INV 223356	16/01/2025 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER SERVICE CHARGES (ADMIN) - 09/12/2025 - 16/01/2025	1	802.71	
INV 223490	04/02/2025 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER SERVICE CHARGES (ADMIN) - 16/01/2025 - 04/02/2025	1	374.12	
EFT33620	20/02/2025 WINC AUSTRALIA PTY LIMITED	MONTHLYOFFICE STATIONERY SUPPLIES 2024/25 - FOR ADMINISTATION BUILDING	1		514.17
INV 9047197626	03/02/2025 WINC AUSTRALIA PTY LIMITED	MONTHLYOFFICE STATIONERY SUPPLIES 2024/25 - FOR ADMINISTATION BUILDING	1	385.62	

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INV 9047201184	04/02/2025 WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY SUPPLIES 2024/25 - ADMINISTRATION BUILDING	1	128.55	
EFT33621	20/02/2025 WREN OIL	OIL WASTE DISPOSAL & ADMIN/COMPLIANCE FEES FOR FEBRUARY 2025	1		242.00
INV 184486	05/02/2025 WREN OIL	OIL WASTE DISPOSAL & ADMIN/COMPLIANCE FEES FOR FEBRUARY 2025	1	242.00	
EFT33622	20/02/2025 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN) - JANUARY 2025	1		402.00
INV 000061420592	31/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN) - JANUARY 2025	1	216.93	
INV 000064120592	31/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	SUPPLY WATER TO YORK VISITOR CENTRE - IGA JANUARY 2025	1	38.00	
INV 000064120592	31/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	SUPPLY OATES TOILET TIDY SET YRCC - IGA	1	18.00	
INV 000064120733	31/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	IGA CONSUMABLES FOR YORK COMMUNITY RESOURCE CENTRE - JANUARY 2025	1	30.99	
INV 000064120734	31/01/2025 YORK & DISTRICT CO-OPERATIVE LTD	IGA CONSUMABLES FOR THE SHIRE OF YORK - WORKS DEPOT - JANUARY 2025	1	98.08	
EFT33623	20/02/2025 YORK ELECTRICAL SERVICE	REPLACE FAULTY RCD FOUND DURING RCD TESTING IN UNIT 2 / 40 MCCARTNEY STREET	1		244.63
INV INV-0041	11/02/2025 YORK ELECTRICAL SERVICE	REPLACE FAULTY RCD FOUND DURING RCD TESTING IN UNIT 2 / 40 MCCARTNEY STREET	1	131.66	
INV INV-0042	11/02/2025 YORK ELECTRICAL SERVICE	REPLACE FAULTY SAFETY SEITCH AT 51 ROE STREET	1	112.97	
EFT33624	24/02/2025 ELIZABETH O'DONNELL	REFUND OF KERB BOND - LOT (69) 84 HENRY RD, YORK - RECEIPT 268611 PAID 08/01/2024	2		1,500.00
INV T4	19/02/2025 ELIZABETH O'DONNELL	APP # 2003852 MELIADOR (WA) PTY LTD	2	1,500.00	
EFT33625	25/02/2025 AUSTRALIAN TAXATION OFFICE	ATO BUSINESS ACTIVITY STATEMENT FOR JANUARY 2025	1		51,317.00
INV BAS JAN 2025	21/02/2025 AUSTRALIAN TAXATION OFFICE	GST INCOME COLLECTED - ATO BUSINESS ACTIVITY STATEMENT FOR JANUARY 2025, GST EXPENSE PAID - ATO BUSINESS ACTIVITY STATEMENT FOR JANUARY 2025, PAYG WITHOLDING TAX MUNI - ATO BUSINESS ACTIVITY STATEMENT FOR JANUARY 2025, FUEL TAX CREDIT - ATO BUSINESS ACTIVITY STATEMENT FOR JANUARY 2025, ROUNDING - ATO BUSINESS ACTIVITY STATEMENT FOR JANUARY 2025	1	51,317.00	
EFT33626	28/02/2025 AFGRI EQUIPMENT AUSTRALIA PTY LTD	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 1X L/H-PASSENGER SIDE MIRROR - AT356101 FOR THE JOHN DEERE 620G GRADER AS PER QUOTE 953414	1		356.58
INV 2920877	03/12/2024 AFGRI EQUIPMENT AUSTRALIA PTY LTD	SUPPLY AND DELIVER VIA THE SHIRE OF YORK TOLL ACCOUNT 1X L/H-PASSENGER SIDE MIRROR - AT356101 FOR THE JOHN DEERE 620G GRADER AS PER QUOTE 953414	1	356.58	

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EFT33627	28/02/2025 ALINA BEHAN	STAFF REIMBURSEMENT - UNIFORMS ALLOCATION - ALINA BEHAN	1		99.00
INV 05022025	05/02/2025 ALINA BEHAN	STAFF REIMBURSEMENT - UNIFORMS ALLOCATION - ALINA BEHAN	1	99.00	
EFT33628	28/02/2025 ASV SALES & SERVICE	COMPLETE A SERVICE ONSITE AT THE SHIRE OF YORK WORKS DEPOT FRIDAY 24.01.2025 ON THE SKIDSTEER 1750HR SERVICE 1GJZ237	1		1,843.11
INV INV400175	10/02/2025 ASV SALES & SERVICE	COMPLETE A SERVICE ONSITE AT THE SHIRE OF YORK WORKS DEPOT FRIDAY 24.01.2025 ON THE SKIDSTEER 1750HR SERVICE 1GJZ237	1	1,843.11	
EFT33629	28/02/2025 AUSTRALIA DAY COUNCIL OF SA INC	GIFTS FOR CITIZENSHIP CEREMONY – MARCH 2025	1		94.38
INV INV-3716	18/02/2025 AUSTRALIA DAY COUNCIL OF SA INC	GIFTS FOR CITIZENSHIP CEREMONY – MARCH 2025	1	94.38	
EFT33630	28/02/2025 AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		179.50
INV 113	20/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000106 LINDY DEWAR		26.50	
INV 113	20/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000118 CLINT STRICKLAND		26.50	
INV 113	20/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000029 NEIL THOMAS		26.50	
INV 113	20/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000033 ROBERT WINDSOR		26.50	
INV 113	20/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000433 JAYDEN STRAHAN		26.50	
INV 113	20/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000442 IAN ROGERS		20.50	
INV 113	20/02/2025 AUSTRALIAN SERVICES UNION	UNION FEE - ASU 000076 TREVOR BARRATT		26.50	
EFT33631	28/02/2025 BLUE FORCE PTY LTD	TECHNICIAN TO ATTEND SITE AND INVESTIGATE / REPAIR TWO CCTV CAMERAS NOT WORKING IN AVON TERRACE (ELDERS & MOTOR MUSEUM) AND UPDATE THE TIME ON ALL CCTV CAMERAS AS PER EMAIL REQUEST - 5 FEBRUARY 2025	1		1,004.28
INV 224793	12/02/2025 BLUE FORCE PTY LTD	TECHNICIAN TO ATTEND SITE AND INVESTIGATE / REPAIR TWO CCTV CAMERAS NOT WORKING IN AVON TERRACE (ELDERS & MOTOR MUSEUM) AND UPDATE THE TIME ON ALL CCTV CAMERAS AS PER EMAIL REQUEST - 5 FEBRUARY 2025	1	1,004.28	
EFT33632	28/02/2025 BUSH CONTRACTING	RFT 06-2425 - SUPPLY WET HIRE 1X WATER CART FROM 20.01.2025 TO THURSDAY 06.02.2025	1		12,870.00
INV INV-0504	11/02/2025 BUSH CONTRACTING	RFT 06-2425 - SUPPLY WET HIRE 1X WATER CART FROM 20.01.2025 TO THURSDAY 06.02.2025	1	12,870.00	
EFT33633	28/02/2025 CALTEX AUSTRALIA PTY LTD	CALTEX STAR CARD FUEL USAGE - JANUARY 2025	1		1,454.16



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INV 141718338-9	31/01/2025 CALTEX AUSTRALIA PTY LTD	CALTEX STAR FUEL CARD USAGE - JANUARY 2025 - LINDON MELLOR, CALTEX STAR FUEL CARD USAGE - JANUARY 2025 - GEORGE JOHNSON, CALTEX STAR FUEL CARD USAGE - JANUARY 2025 - REBECCA PALUMBO, CALTEX STAR FUEL CARD USAGE - JANUARY 2025 - CHRIS LINNELL, CALTEX STAR FUEL CARD REPLACEMENT CARD - JANUARY 2025 - CODEY REDMOND, CALTEX STAR FUEL CARD REPLACEMENT CARD - JANUARY 2025 - ALINA BEHAN, CALTEX STAR FUEL CARD REPLACEMENT CARD - JANUARY 2025 - JACK NUNN, CALTEX STAR FUEL CARD LATE PAYMENT FEE - JANUARY 2025	1	1,454.16	
EFT33634	28/02/2025 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	CARRY OUT REPAIRS TO AIRCON IN MEETING ROOM NOT COOLING	1		200.00
INV 00022841	18/02/2025 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	CARRY OUT REPAIRS TO AIRCON IN MEETING ROOM NOT COOLING	1	200.00	
EFT33635	28/02/2025 CONPLANT PTY LTD	EXTENSION OF HIRE OF THE 18T MULIT TYRE RILLER TO THE SHIRE OF YORK	1		607.14
INV 454189	20/02/2025 CONPLANT PTY LTD	EXTENSION OF HIRE OF THE 18T MULIT TYRE RILLER TO THE SHIRE OF YORK	1	607.14	
EFT33636	28/02/2025 COUNTRY WOMEN'S ASSOCIATION (CWA YORK BRANCH)	CWA - PURCHASE OF STOCK - CWA LARGE AND SMALL TOTE BAGS FOR RESALE AT THE YORK RESIDENCY MUSEUM	1		186.00
INV 022	05/12/2025 COUNTRY WOMEN'S ASSOCIATION (CWA YORK BRANCH)	CWA - PURCHASE OF STOCK - CWA LARGE TOTE BAGS FOR RESALE AT THE YORK RESIDENCY MUSEUM, CWA - PURCHASE OF STOCK - CWA SMALL TOTE BAGS FOR RESALE AT THE YORK RESIDENCY MUSEUM	1	186.00	
EFT33637	28/02/2025 DARRYS PLUMBING AND GAS	REPAIR THE SPLIT IN ONE OF THE TANKS AT FORREST OVAL GROUNDS	1		2,993.28
INV IN02327	19/02/2025 DARRYS PLUMBING AND GAS	REPAIR BURST PVC WATER MAIN BEHIND NETBALL COURTS	1	150.00	
INV IV02330	20/02/2025 DARRYS PLUMBING AND GAS	SUPPLY PARTS AND REPAIR RETIC AND SOLINOID AT FORREST OVAL	1	896.39	
INV IV02331	22/02/2025 DARRYS PLUMBING AND GAS	REPAIR THE SPLIT IN ONE OF THE TANKS AT FORREST OVAL GROUNDS	1	1,540.00	
INV IV02339	25/02/2025 DARRYS PLUMBING AND GAS	SUPPLY AND REPLACE TOILET CISTERN AT TOWN HALL TOILETS	1	406.89	
EFT33638	28/02/2025 DENNIS FREDERICK KICKETT	ELDERS CONSULTATION FEE FOR HALF DAY CULTURAL BURNING PLANNING MEETING 18 FEBRUARY 2025	1		617.00
INV 53	19/02/2025 DENNIS FREDERICK KICKETT	ELDERS CONSULTATION FEE FOR HALF DAY CULTURAL BURNING PLANNING MEETING 18 FEBRUARY 2025	1	308.50	
INV 54	24/02/2025 DENNIS FREDERICK KICKETT	HALF DAY [4HRS] MONITORING OF ARCHAEOLOGICAL EXCAVATION OF POSSIBLE ABORIGINAL BURIAL SITE FOR SHIRE OF YORK 24/02/25	1	308.50	
EFT33639	28/02/2025 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	EMERGENCY SERVICES LEBY 3RD QTR CONTRIBUTIONS	1		87,330.31

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INV 158913	21/02/2025 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	EMERGENCY SERVICES LEBY 3RD QTR CONTRIBUTIONS	1	87,330.31	
EFT33640	28/02/2025 ELIZABETH ANN BARLAS	STAFF REIMBURSEMENT - POLICE CLEARANCE - ELIZABETH BARLAS	1		63.80
INV 13022025	13/02/2025 ELIZABETH ANN BARLAS	STAFF REIMBURSEMENT - POLICE CLEARANCE - ELIZABETH BARLAS	1	63.80	
EFT33641	28/02/2025 ENVIRONEX INTERNATIONAL PTY LTD	2 X 10KG GRANULATED CHLORINE @ \$70.00 EA = \$140.00 PLUS FREIGHT \$65.00	1		214.50
INV 330005	19/02/2025 ENVIRONEX INTERNATIONAL PTY LTD	2 X 10KG GRANULATED CHLORINE @ \$70.00 EA = \$140.00 PLUS FREIGHT \$65.00,	1	214.50	
EFT33642	28/02/2025 FOCUS NETWORKS	MICROSOFT COPILOT ANNUAL LICENSE RENEWALS X 5	1		2,953.50
INV INV-11141G	19/02/2025 FOCUS NETWORKS	MICROSOFT COPILOT ANNUAL LICENSE RENEWALS X 5	1	2,953.50	
EFT33643	28/02/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 1X DRUM CALTEX DELO SLK 400 SAE 15/40	1		940.21
INV 00631078	25/02/2025 FUEL DISTRIBUTORS OF WESTERN AUSTRALIA PTY LTD	SUPPLY AND DELIVER 1X DRUM CALTEX DELO SLK 400 SAE 15/40	1	940.21	
EFT33644	28/02/2025 HERSEYS SAFETY PTY LTD	SUPPLY AND DELIVER X1 PROKUT SPROCKET NOSE GUIDE BAR 12 #20AD	1		33.28
INV INV-3752	13/02/2025 HERSEYS SAFETY PTY LTD	SUPPLY AND DELIVER X1 PROKUT SPROCKET NOSE GUIDE BAR 12 #20AD	1	33.28	
EFT33645	28/02/2025 INFORMATION SERVICES & TECHNOLOGY	INFORMATION SERVICES AND TECHNOLOGY PTY LTD - COLLECTIONS MOSAIC ANNUAL SUPPORT PLAN 2025 - NETWORK LICENCE APPLICATION FOR 4 USERS - EARLY BIRD SPECIAL	1		183.00
INV 00025140	24/02/2025 INFORMATION SERVICES & TECHNOLOGY	INFORMATION SERVICES AND TECHNOLOGY PTY LTD - COLLECTIONS MOSAIC ANNUAL SUPPORT PLAN 2025 - NETWORK LICENCE APPLICATION FOR 4 USERS - EARLY BIRD SPECIAL	1	183.00	
EFT33646	28/02/2025 IONA SHEEHAN-LEE	STAFF REIMBURSEMENT - WISON PARKING FOR TRAINING COURSE IN THE CITY MOORE TRAINING - IONA SHEEHAN-LEE	1		50.62
INV 24022025	24/02/2025 IONA SHEEHAN-LEE	STAFF REIMBURSEMENT - WISON PARKING FOR TRAINING COURSE IN THE CITY MOORE TRAINING ON BUDGET - IONA SHEEHAN-LEE	1	50.62	
EFT33647	28/02/2025 KLEENWEST DISTRIBUTORS	SUPPLY TOILET ROLLS, HAND TOWLES, HAND SOAP, DISINFECTANT FOR PULIC TOILETS AND SHIRE BUILDINGS	1		1,194.05
INV 00105442	19/02/2025 KLEENWEST DISTRIBUTORS	HAND SOAP DISPENSER, HAND TOWEL DISPENSER	1	138.71	

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INV 00105432	20/02/2025 KLEENWEST DISTRIBUTORS	KWD 2PLY TOILET ROLLS 6001, KWD 2PLY TOILET ROLLS 6001, KWD 2PLY TOILET ROLLS 6001, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, SLIMLINE HAND TOWELS, JUMBO TOILET ROLLS PREMIUM AU300, KWD HAND SOAP 20L, SPARKLE DISINFECTANT 20L, NEUTRA KLEEN 20L, NEUTRA KLEEN 20L, NEUTRA KLEEN 20L, SLIMLINE HAND TOWELS, KWD 2PLY TOILET ROLLS 6001 (ALREADY DELIVERED 10/01/2025)	1	1,055.34	
EFT33648	28/02/2025 LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE - SHEDULE G2024/19 09/11/2024 - 22/11/2024 AND SHEDULE G2024/20 23/11/2024 TO 06/12.2024	1		1,396.20
INV 396571	29/08/2024 LANDGATE	RURAL UV'S CHARGEABLE - SCHEDULE R2024/02 25/05/2024 TO 16/08/2024	1	94.36	
INV 397393	24/09/2024 LANDGATE	GROSS RENTAL VALUATIONS CHARGAEBLE - SHCEDULES G2024/13 03/08/2024 - 16/08/2024 AND G2024/14 17/08/2024 - 30/08/2025	1	194.96	
INV 398215	28/10/2024 LANDGATE	RURAL UV'S CHARGAEBLE SHEDULE 2024/03 - 17/08/2024 - 27/09/2024	1	94.36	
INV 398405	29/10/2024 LANDGATE	GROSS RENTAL VALUATION CHARGEABLES - SCHEDULES G2024/15 31/08/2024 TO 13/09/2024 AND SCHEDULE G2024/16 DATED 14/09/2024 TO 27/09/2024	1	176.09	
INV 398932	25/11/2024 LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE - SCHEDULES G2024/17 - 28/09/2024 - 25/10/2024 AND G2024/18 26/10/2024 TO 08/11/2024	1	152.51	
INV 399000	26/11/2024 LANDGATE	RURAL UV'S CHARGEABLE SHEDULES R2024/04 28/09/2024 TO 25/10/2024 AND SHEDULE R2024/05 26/10/2024 TO 08/11/2024	1	94.36	
INV 399673	18/12/2024 LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE - SHEDULE G2024/19 09/11/2024 - 22/11/2024 AND SHEDULE G2024/20 23/11/2024 TO 06/12.2024	1	470.84	
INV 400739	24/01/2025 LANDGATE	GROSS RENTAL VALUATION CHARGABLE SCHEDULE G2024/21 - 07/12/2025 - 20/12/2024	1	100.62	
INV 399435	28/11/2025 LANDGATE	MINING TENEMENTS VALUATIONS	1	18.10	
EFT33649	28/02/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	TEST AND TAG SMOKE ALARMS ADMIN BUILDING, EMERGENCY LIGHTING, EXIT SIGNS SWITCHBOARD THERMAL IMAGING, SMOKE ALARM TESTING YRCC AND EMERGENCY EIXT SINS AND SWITCHBOARD TERMAL IMAGING FORREST STADIUM	1		2,099.00
INV 3887	20/01/2025 LLOYD FAMILY TRUST - AVON ARC TEST & TAG	SHIRE ADMIN OFFICES AND LIBRARY - RCD TESTING, PORTABLE ELECTRICAL APPLIANCE TESTING AND TAGGING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING, CONVENTION CENTRE - RCD TESTING, PORTABLE ELECTRICAL APPLIANCE TESTING AND TAGGING, EMERGENCY AND EXIT LIGHT INSPECTION AND TESTING, INFRARED SWITCHBOARD TESTING, FORREST STADIUM - INFRARED SWITCHBOARD TESTING	1	2,099.00	

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EFT33650	28/02/2025 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	COMMUNITY MATTERS FOR FEBRUARY 2025	1		1,652.70
INV 3896	31/01/2025 LLOYD FAMILY TRUST - YORK COMMUNITY MATTERS	COMMUNITY MATTERS FOR FEBRUARY 2025	1	1,652.70	
EFT33651	28/02/2025 LOTTO - OUTSIDE	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		60.00
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000024 ROBERT MACKENZIE		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000118 CLINT STRICKLAND		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000192 ANNEKE BIRLESON		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000259 ROBERT MACEY		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000342 DAVID WARR		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000361 CLAIRE REGENT		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000029 NEIL THOMAS		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000381 LUKE CURTIS		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000423 MICHAEL GLEDHILL		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000433 JAYDEN STRAHAN		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000033 ROBERT WINDSOR		5.00	
INV 113	20/02/2025 LOTTO - OUTSIDE	SOY LOTTO - OUTSIDE 000076 TREVOR BARRATT		5.00	
EFT33652	28/02/2025 OFFICEWORKS	PURCHASE OF NEW MOBILE PHONES FOR STAFF MEMBERS	1		3,442.90
INV 618557767	30/12/2024 OFFICEWORKS	STILFORD ROUND MEETING TABLE 900MM OAK (JBRDMT90OA) PLUS FREIGHT	1	328.95	
INV 620120478	18/02/2025 OFFICEWORKS	IPHONE 13 128GB MIDNIGHT X 2, , SCREEN PROTECTORS X 2, SAMSUNG GALAXY TAB S9 256GB GREY X 2, SAMSUNG GALAXY TAB S9 SMART BOOK OVER BLACK X 2, FREIGHT	1	3,113.95	
EFT33653	28/02/2025 SHENTON ENTERPRISES PTY LTD	REPAIR AND SERVICE DOLPHIN VACUUM CLEANER AT SWIMMING POOL	1		1,687.72
INV 209162	16/01/2025 SHENTON ENTERPRISES PTY LTD	REPAIR AND SERVICE DOLPHIN VACUUM CLEANER AT SWIMMING POOL	1	1,687.72	
EFT33654	28/02/2025 SHIRE OF BEVERLEY	RECOUP OF LOCAL GOVERNMENT COMMUNITY EMERGENCY SERVICES MANAGER 1/10/2025 TO 31/12/2025	1		8,454.63
INV 10792	22/01/2025 SHIRE OF BEVERLEY	RECOUP OF LOCAL GOVERNMENT COMMUNITY EMERGENCY SERVICES MANAGER 1/10/2025 TO 31/12/2025	1	8,454.63	

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EFT33655	28/02/2025 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES JAN 2025	1		21,939.20
INV 31634	10/02/2025 SHIRE OF NORTHAM	OLD QUARRY ROAD TIPPING FEES FEB 2025	1	21,939.20	
EFT33656	28/02/2025 SHIRE OF QUAIRADING	FINANCE FOR NON FINANCIAL PEOPLE TRAINING - 27 NOVEMBER 2024 - REBECCA ATKINSON	1		846.78
INV 20221	09/12/2024 SHIRE OF QUAIRADING	FINANCE FOR NON FINANCIAL PEOPLE TRAINING - 27 NOVEMBER 2024 - REBECCA ATKINSON	1	282.26	
INV 20222	09/12/2024 SHIRE OF QUAIRADING	FINANCE FOR NON FINANCIAL PEOPLE TRAINING - 27 NOVEMBER 2024 - LAURA APPLETON	1	282.26	
INV 20223	09/12/2024 SHIRE OF QUAIRADING	FINANCE FOR NON FINANCIAL PEOPLE TRAINING - 27 NOVEMBER 2024 - SAM GOOD	1	282.26	
EFT33657	28/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	PAYROLL DEDUCTIONS/CONTRIBUTIONS	1		153.50
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000106 LINDY DEWAR		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000179 SHARLA SIMUNOV		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000192 ANNEKE BIRLESON		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000302 SASHA TOMLIN		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000314 GEOFFREY HEATON		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000328 WILLIAM NUNN		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000340 CHRISTOPHER LINNELL		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000347 LEANNE LEE		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000348 LAURA APPLETON		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000349 ALINA BEHAN		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000358 VANESSA GREEN		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000361 CLAIRE REGENT		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000372 SHELLEY HALL		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000400 FIONA JACKSON		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000405 DEBORAH HUNT		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000406 REBECCA PALUMBO		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000407 MARK APPLETON		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000413 GAIL DARCY		5.00	

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INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000420 REBECCA ATKINSON		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000422 ANGELA PLICHOTA		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000428 AMI HANNINGTON		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000429 SAMANTHA GOOD		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000431 ALLAN BRADY		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000435 CODEY REDMOND		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000439 NICOLA GORS		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000442 IAN ROGERS		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000445 SUSAN KROUZECKY		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000456 LEEANNE BATES		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000459 GEORGIA BOLWELL		3.50	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000056 TAMARA HOOPER		5.00	
INV 113	20/02/2025 SHIRE OF YORK SOCIAL CLUB - LOTTO INSIDE	SOY LOTTO - INSIDE 000064 CINDY KEEBLE		5.00	
EFT33658	28/02/2025 ST JOHN AMBULANCE ASSOCIATION - YORK	VENUE HIRE - STAFF WORKSHOPS - WEDNESDAY 20 NOVEMBER 2024, TUESDAY 10 DECEMBER 2024, WEDNESDAY 12 FEBRUARY 2025	1		330.00
INV FAINV0126973	13/02/2025 ST JOHN AMBULANCE ASSOCIATION - YORK	VENUE HIRE - STAFF WORKSHOPS - WEDNESDAY 20 NOVEMBER 2024, TUESDAY 10 DECEMBER 2024, WEDNESDAY 12 FEBRUARY 2025	1	330.00	
EFT33659	28/02/2025 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT PARCEL SENT TO DWELLINGUP	1		58.23
INV 0580-S337610	23/02/2025 TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES FOR THE SHIRE OF YORK WORKS DEPOT PARCEL SENT TO DWELLINGUP	1	58.23	
EFT33660	28/02/2025 THE FLOUR MILL CAFE YORK	CATERING FOR GEORGE JOHNSON AND TAMARA HOOPER'S FAREWELL MORNING TEA. WEDNESDAY 26TH FEBRUARY. 2 X LG SANDWICH PLATTERS 1 X 50PC MIXED PASTRY PLATTER	1		221.50
INV 15305	19/02/2025 THE FLOUR MILL CAFE YORK	CATERING FOR GEORGE JOHNSON AND TAMARA HOOPER'S FAREWELL MORNING TEA. WEDNESDAY 26TH FEBRUARY. , 2 X LG SANDWICH PLATTERS 1 X 50PC MIXED PASTRY PLATTER	1	221.50	
EFT33661	28/02/2025 TREE TECH AUSTRALIA	REMOVAL OF SPLIT TREE - 24 FORD STREET	1		3,000.00
INV INV-0294	20/02/2025 TREE TECH AUSTRALIA	REMOVAL OF SPLIT TREE - 24 FORD STREET	1	3,000.00	

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EFT33662	28/02/2025 VISIMAX SAFETY PRODUCTS	SUPPLY CAT TRAPS, DANGROUS DOG COLLAR AND SIGN, INFRINGEMENTS NOTICE BOOKS, RANGER SAFETY VEST AND FREIGHT	1		730.86
INV INV-1448	10/12/2024 VISIMAX SAFETY PRODUCTS	SUPPLY CAT/POSSUM TRAP - PLATE RELEASE, DANGEROUS DOG/RESTICTED BREED COLLAR - LARGE 40MM WIGH 70CM STRAIGHT, DANGEROUS DOG/RESITCTED BREED SIGN WA, INFRINGEMENT NOTICE BUSH FIRES ACT, SAFETY VEST - FLURO YELLOW RANGER (GREEN) FRONT AND BACK, FREIGHT AND HANDLING	1	730.86	
EFT33663	28/02/2025 VOICE OF THE AVON	MULTI YEAR AGREEMENT : VOICE OF THE AVON : COUNCIL RESOLUTION 051024 YEAR 1 2024-2025FY TOTAL \$4400 (GST INCL) MILESTONE PAYMENT 1 (90%) - \$3960	1		4,290.00
INV 241205	20/12/2024 VOICE OF THE AVON	MULTI YEAR AGREEMENT : VOICE OF THE AVON : COUNCIL RESOLUTION 051024 YEAR 1 2024-2025FY TOTAL \$4400 (GST INCL) MILESTONE PAYMENT 1 (90%) - \$3960	1	3,960.00	
INV 241105	28/01/2025 VOICE OF THE AVON	VOICE OF THE AVON MULTIYEAR AGREEMENT COUNCIL RESOLUTION 060322 2024 FY SPONSORSHIP - 10% OF \$3300 ON RECEIPT OF ACQUITTAL	1	330.00	
EFT33664	28/02/2025 WESTCYCLE INC	10% AQUITTAL FOR THE 2024 CANOLA CLASSIC	1		990.00
INV 3643	01/11/2024 WESTCYCLE INC	10% AQUITTAL FOR THE 2024 CANOLA CLASSIC	1	990.00	
EFT33665	28/02/2025 WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY SUPPLIES FOR ADMINISTRATION 6 X 80GSM WHITE PHOTO COPYING PAPER, 5 NOTEPADS 96PGS AND DISPENSER BOOK REFILLABLE	1		198.66
INV 9047341731	19/02/2025 WINC AUSTRALIA PTY LIMITED	OFFICE STATIONERY SUPPLIES FOR ADMINISTRATION 6 X 80GSM WHITE PHOTO COPYING PAPER, 5 NOTEPADS 96PGS AND DISPENSER BOOK REFILLABLE	1	198.66	
EFT33666	28/02/2025 YELLOW CITRINE PTY LTD (AUSSIE OUTDOORS UNREG)	PROVIDE AND MAN MOVIE SCREEN FOR AUSTRALIA DAY MOVIE ON 26 JANUARY 2025 PACK VEIW - 6M PACKAGE INCLUDES INSTILLATION AND PACK DOWN, ONE STAFF MEMBER ON SITE AND TRAVEL	1		3,350.00
INV INV-5075	04/09/2024 YELLOW CITRINE PTY LTD (AUSSIE OUTDOORS UNREG)	SUPPLY POPCORN FOR RUNT PREMIERE HELD IN THE YORK TOWN HALL 10/09/2024 - REF AOC100924SOY	1	675.00	
INV INV-5603	13/01/2025 YELLOW CITRINE PTY LTD (AUSSIE OUTDOORS UNREG)	PROVIDE AND MAN MOVIE SCREEN FOR AUSTRALIA DAY MOVIE ON 26 JANUARY 2025, PACK VEIW - 6M PACKAGE INCLUDES INSTILLATION AND PACK DOWN, ONE STAFF MEMBER ON SITE AND TRAVEL	1	2,675.00	
EFT33667	28/02/2025 YORK AGRICULTURAL SOCIETY INC.	FINAL 20% ACQUITTAL FOR YOUR AGRICULTURAL SHOW 2024 - UNPENT \$531.00	1		3,129.00
INV 00003001	29/01/2025 YORK AGRICULTURAL SOCIETY INC.	FINAL 20% ACQUITTAL FOR YOUR AGRICULTURAL SHOW 2024 - UNPENT \$531.00	1	3,129.00	
EFT33668	28/02/2025 YORK BOWLING CLUB INC	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - FEBRUARY 2025	1		7,000.00

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INV INV-0063	05/02/2025 YORK BOWLING CLUB INC	PROVISION OF WAGES CONTRIBUTION AS PER COUNCIL RESOLUTION #160624/2 - FEBRUARY 2025	1	7,000.00	
EFT33669	28/02/2025 YORK BRANCH RSL	YORK RSL MULTI-YEAR FUNDING 2024/25FY YEAR 1 OF 3 [RESOLUTION 130824] FIRST MILESTONE PAYMENT (80%) \$2,800 EX GST.	1		2,800.00
INV 86	17/02/2025 YORK BRANCH RSL	YORK RSL MULTI-YEAR FUNDING 2024/25FY YEAR 1 OF 3 [RESOLUTION 130824] FIRST MILESTONE PAYMENT (80%) \$2,800 EX GST. ,	1	2,800.00	
EFT33670	28/02/2025 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	COMMUNITY GRANT FUNDING APRIL 2024 - AS PER COUNCIL RESOLUTION 05062 4- FIRST PAYMENT - 90% - \$2970 INCLUDING GST	1		2,970.00
INV 25022025	25/02/2025 YORK BRANCH THE WILDFLOWER SOCIETY OF WA	COMMUNITY GRANT FUNDING APRIL 2024 - AS PER COUNCIL RESOLUTION 050624 PAYMENT 1 - 90% - \$2700 EX GST (\$2970 INCLUDING GST),	1	2,970.00	
EFT33671	03/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEE CHARGES 03/02/2025 - DIRECT DEBIT FTS, CBA MERCHANT FEES, TYRO FEES AND DE FEES 203610	1		1,593.53
INV BF 03022025	03/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK CHARGES DIREC DEBIT FTS DE PROCESS GST - 03/02/2025, BANK CHARGES CBA MERCHANT FEES EFPOS MUSEUM FOR JANUARY 2025 - 03/02/2025, BANK CHARGES CBA MERCHANT FEES EFPOS TRUST ACCOUNT FOR JANUARY 2025 - 03/02/2025, BANK CHARGES CBA MERCHANT FEES EFPOS MUNICIPAL ACCOUNT FOR JANUARY 2025 - 03/02/2025, BANK CHARGES TYRO FEES 0380859314 FOR JANUARY 2025 - 03/02/2025, BANK CHARGES TYRO FEES 0380938666 FOR JANUARY 2025 - 03/02/2025, BENDIGO BANK CHARGES DIRECT DEBIT DE-FEE-203610- 03/02/2025	1	1,589.45	
INV BF 05022025	05/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEE ATO 0382930366 - 05/02/2025	1	4.08	
DD17630.1	07/02/2025 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 05/02/2025	1		38,184.94
INV SUPERANNUA	07/02/2025 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 05/02/2025	1	38,184.94	
DD17648.1	20/02/2025 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 18/02/2025	1		36,362.78
INV SUPERANNUA	20/02/2025 PRECISION ADMINISTRATION SERVICES PTY LTD (BEAM SUPER)	SUPERANNUATION CONTRIBUTIONS FOR PAYROLL ENDING 18/02/2025	1	36,362.78	
DD17660.1	13/02/2025 WATER CORPORATION OF WA	WATER AND SERVICE CHARGES - 12/11/2024 - 22/01/2025 - MANNAVALE RD STANDPIPE	1		5,197.10



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INV 9007951694	23/01/2025 WATER CORPORATION OF WA	WATER AND SERVICE CHARGES - 12/11/2024 - 22/01/2025 - MANNAVALE RD STANDPIPE	1	5,197.10	
DD17661.1	16/02/2025 SYNERGY	ELECTRICITY AND SUPPLY CHARGES 24/10/24 - 20/12/2024 - LOT 17 BALLADONG - OLD CEMETERY	1		117.24
INV 430153700	16/01/2025 SYNERGY	ELECTRICITY AND SUPPLY CHARGES 24/10/24 - 20/12/2024 - LOT 17 BALLADONG - OLD CEMETERY	1	117.24	
DD17671.1	01/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEE CHARGES 1/2/2025 - TRANSACTION FEES, FEES TRANSFERED FROM 0013074174-1202 AND BPAY MONTHLY CHARGES FOR JANUARY 2025	1		417.98
INV BANK FEES JAN	01/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEE CHARGES 1/2/2025 - TRANSACTION FEES FOR JANUARY 2025, BENDIGO BANK FEE CHARGES 1/2/2025 - FEES TRANSFERED FROM 0013074174-1202, BENDIGO BANK FEE CHARGES 1/2/2025 - BPAY MONTHLY CHARGES FOR JANUARY 2025	1	417.98	
DD17673.1	07/02/2025 NODE1 INTERNET	NODE 1 NETWORK ACCESS - ADMINISTRATION BUILDING, MUSEUM AND DEPOT - FEBRUARY 2025	1		1,547.70
INV 6154445	01/02/2025 NODE1 INTERNET	N1 BUSINESS FIBRE ADMINISTRATION - FEBRUARY 2025, N1 BUSINESS FIBRE RESIDENCY MUSEUM - FEBRUARY 2025, N1 BUSINESS FIBRE DEPOT - FEBRUARY 2025, 30/IP ADDRESS RANGE - FEBRUARY 2025	1	1,547.70	
DD17674.1	06/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEES DIRECT DEBIT DE FEES -203610	1		11.40
INV BF 06022025	06/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEES DIRECT DEBIT DE FEES -203610	1	11.40	
DD17675.1	07/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEE DIRECT DEBIT DE FEES - 203610 - 07/02/2025	1		4.50
INV BF 07022025	07/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BENDIGO BANK FEE DIRECT DEBIT DE FEES - 203610 - 07/02/2025	1	4.50	
DD17676.1	07/02/2025 SYNERGY	ELECTRICITY CHARGES - 25/11/2024 - 24/12/2025 - 404 STREETLIGHTS	1		7,458.81
INV 467568350	03/02/2025 SYNERGY	ELECTRICITY CHARGES - 25/11/2024 - 24/12/2025 - 404 STREETLIGHTS	1	7,458.81	
DD17677.1	12/02/2025 BOSLEY HOLDINGS PTY LTD (SWOOP NO REGISTERED)	NBN INTERNET CONNECTION FOR CRC 06/02/2025 - 05/03/2025	1		109.00

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INV 6173900	06/02/2025 BOSLEY HOLDINGS PTY LTD (SWOOP NO REGISTERED)	NBN INTERNET CONNECTION FOR CRC 06/02/2025 - 05/03/2025	1	109.00	
DD17678.1	10/02/2025 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 64 PRINCIPAL AND INTEREST PAYMENT - BOWLS, TENNIS, NETBALL LIGHTS	1		19,681.66
INV 63	10/02/2025 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 63 PRINCIPAL PAYMENT STAGE 3 FORREST OVAL REDEVELOPMENT, LOAN NO. 63 INTEREST PAYMENT STAGE 3 FORREST OVAL REDEVELOPMENT	1	7,688.57	
INV 64	10/02/2025 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 64 PRINCIPAL PAYMENT - BOWLS, TENNIS, NETBALL LIGHTS, LOAN NO. 64 INTEREST PAYMENT - BOWLS, TENNIS, NETBALL LIGHTS	1	11,993.09	
DD17691.1	07/02/2025 SYNERGY	ELECTICITY SUPPLY FOR 25/11/2025 - 24/12/2025 - 404 STREET LIGHTS	1		7,458.81
INV 467568350	17/01/2025 SYNERGY	ELECTICITY SUPPLY FOR 25/11/2025 - 24/12/2025 - 404 STREET LIGHTS	1	7,458.81	
DD17698.1	17/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEES 17/02/2025 - DIRECT DEBIT DEFEES-203610 \$7.80 AND DIRECT DEBIT DEFEES-203610 \$0.45	1		8.25
INV 17022025	17/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEES 17/02/2025 - DIRECT DEBIT DEFEES-203610 \$7.80, BANK FEES 17/02/2025 - DIRECT DEBIT DEFEES-203610 \$0.45	1	8.25	
DD17699.1	18/02/2025 SYNERGY	ELECTRICITY CHARGES - 11/12/2024-01/01/2025 - 81 AVON - ADMINISTRATION, TOWN HALL AND YVC	1		1,965.58
INV 335462800	29/01/2025 SYNERGY	ELECTRICITY CHARGES - 11/12/2024-01/01/2025 - 81 AVON - ADMINISTRATION, ELECTRICITY CHARGES - 11/12/2024-01/01/2025 - 81 AVON - TOWN HALL, ELECTRICITY CHARGES - 11/12/2024-01/01/2025 - 81 AVON - YVC	1	1,965.58	
DD17700.1	20/02/2025 WATER CORPORATION OF WA	WATER CORP DD 20/02/2025 - SERVICE AND WATER - 25/11/2025 - 29/01/2025 - LINCON AND RAILWAY STANDPIPES, GYAMBYGINE TOILETS AND SERVICE CHARGE ONLY RADIO STATION	1		19,405.75
INV 20022025	20/02/2025 WATER CORPORATION OF WA	WATER CORP SERVICE AND WATER - 25.11.2025 - 29.01.2025 - SERVICE CHARGE ONLY RADIO STATION, WATER CORP SERVICE AND WATER - 25.11.2025 - 29.01.2025 - LINCON STANDPIPE, WATER CORP SERVICE AND WATER - 25.11.2025 - 29.01.2025 - GYAMBYGINE TOILETS STATION, WATER CORP SERVICE AND WATER - 25.11.2025 - 29.01.2025 - RAILWAY STANDPIPES	1	19,405.75	
DD17701.1	20/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEES 20/02/2025 - DIRECT DEBIT DE FEES-203610	1		11.70
INV 20022025	20/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEES 20/02/2025 - DIRECT DEBIT DE FEES-203610	1	11.70	

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DD17702.1	21/02/2025 SYNERGY	ELECTRICITY CHARGES - 31/12/2025 - 29/01/2025 - GEORGIANA STREET - SWIMMING POOL	1		2,896.60
INV 21022025	21/02/2025 SYNERGY	ELECTRICITY CHARGES - 31/12/2025 - 29/01/2025 - GEORGIANA STREET - SWIMMING POOL	1	2,896.60	
DD17703.1	17/02/2025 SYNERGY	SYNERGY ELECTRICITY CHARGES - 25/11/2025-24/12/2025 404 STREET LIGHTS REVERSAL	1		-7,458.81
INV 467568350	17/01/2025 SYNERGY	SYNERGY ELECTRICITY CHARGES - 25/11/2025-24/12/2025 404 STREET LIGHTS REVERSAL	1	-7,458.81	
DD17704.1	21/02/2025 WATER CORPORATION OF WA	WATER CHARGES DD 21/02/2025 - STAFF EMPLOYEES SEVICE ONLY, TRANSFER STATION, CEMETERY, BURGESS STANDPIPE AND GWAMBYGINE STANDPIPE	1		11,221.13
INV 21022025	21/02/2025 WATER CORPORATION OF WA	WATER SERVICE CHARGES ONLY FROM 1/1/1025 TO 28/02/2025 - 38 FRASER STREET J NUNN, WATER SERVICE CHARGES ONLY FROM 1/1/1025 TO 28/02/2025 - 24 FORD STREET - G HEATON, WATER AND SERVICE CHARGES FROM 25/11/24 TO 30/1/2025 - TRANSFER STATION SPENCER BROOK/YORK ROAD, WATER AND SERVICE CHARGES FROM 27/09/2024 TO 30/01/2025 - CEMETERY - 83 HERBERT STREET, WATER AND SERVICE CHARGES FROM 22/11/2024 TO 30/01/2025 - BURGESS STANPIPE - SPENCERS BROOK-YORD DR NORTHAM BEVERLEY, WATER AND SERVICE CHARGES FROM 25/09/2024 TO 30/01/2025 - GWAMBYGINE STANDPIPE - GWAMBYGINE ROAD NORTHAM-BEVERLEY	1	11,221.13	
DD17705.1	21/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEES DIRECT DEBIT 21/02/2025 - DE-FEES-203610	1		6.00
INV 21022025	21/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEES DIRECT DEBIT 21/02/2025 - DE-FEES-203610	1	6.00	
DD17711.1	24/02/2025 WATER CORPORATION OF WA	WATER CHARGES DD 24/02/2025 - SERVICE CHARGES ONLY FOR EXECUTIVE STAFF, WATER AND SERVICE CHARGES FOR CEO, 2 DINSDALE, RV DUMP, ADMINISTRATION BUILDING, MUSEUM AND OLD CEMETERY	1		6,665.43

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INV 24022024	24/02/2025 WATER CORPORATION OF WA	WATER SERVICE CHARGES ONLY - 01/01/2025 - 28/02/2025 - 51 ROE STREET - EMCCS, WATER AND SERVICE CHARGES - 25/11/2025 - 05/02/2025 - 2 DINSDALE STREET, SERVICE CHARGES - 01/11/2024 - 05/02/2025 AND WATER CHARGES 04/10/2024-02/12/2024 - 75 OSNABURG ROAD, WATER AND SERVICE CHARGES - 03/12/2024 TO 06/02/2025 - 17 FORBES STREET - CEO, WATER AND SERVICE CHARGES - 27/09/2025 TO 30/01/2025 - JANET MILLET LANE - RV DUMP POINT, WATER AND SERVICE CHARGES - 02/10/2024 - 31/01/2025 - 77-81 AVON TERRACE - ADMINISTATION BUILDING 50%, , WATER AND SERVICE CHARGES - 02/10/2024 - 31/01/2025 - 77-81 AVON TERRACE - TOWN HALL 50%, WATER AND SERVICE CHARGES - 27/09/2024 - 30/01/2025 - 75 BROOK STREET - MUSEUM, WATER AND SERVICE CHARGES - 27/09/2024 - 30/01/2025 - AVON TERRACE LOT U O OLD CEMETERY	1	6,665.43	
DD17713.1	24/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEE DIRECT DEBIT 24/02/2025 - DE FEES-203610	1		0.15
INV 24022025	24/02/2025 YORK COMMUNITY FINANCIAL SERVICES - BENDIGO BANK	BANK FEE DIRECT DEBIT 24/02/2025 - DE FEES-203610	1	0.15	
DD17714.1	25/02/2025 WATER CORPORATION OF WA	WATER AND SERVICE CHARGES FOR YRCC OVAL, BALLDONG GARDENS, OLD INFANT CENTRE, DINNER CARRIAGE, SHOWGROUNDS, YRCC, HOWICKS TOILETS, TRCC, WAR MEMORIAL, PEACE PARK, SEIMMING POOL AND AVON PARK TOILETS	1		78,182.45
INV 25022025	25/02/2025 WATER CORPORATION OF WA	WATER AND SERVICE CHARGES 27/11/2024 TO 03/02/2025 - 51 SOUTH STREET - FORREST OVAL TANK, WATER AND SERVICE CHARGES 02/10/2024 TO 03/02/2025 - BALLADONG STREET - BALLADONG GARDENS, WATER AND SERVICE CHARGES 02/10/2024 TO 03/02/2025 - 5 JOAQUINA STEET - OLD INFANT HEALTH CENTRE, WATER AND SERVICE CHARGES 27/11/2024 TO 03/02/2025 - 1 SOUTH STEET - CARRIAGE DINNER, WATER AND SERVICE CHARGES 02/10/2024 - 03/02/2025 - 51 SOUTH STREET - SHOWGROUNDS, WATER AND SERVICE CHARGES 27/11/2024 TO 03/02/2025 - 89 AVOV TERRACE - YCRC, WATER AND SERVICE CHARGES 03/10/2024 TO 03/02/2025 - HOWICKS STREET - JOHANNA WHITLEY PARK, WATER AND SERVICE CHARGES 03/10/2024 TO 03/02/2025 - HOWICKS STREET - HOWICKS TOILETS, WATER AND SERVICE CHARGES 03/10/2024 TO 03/02/2025 - 51 SOUTH STREET - YRCC, WATER AND SERVICE CHARGES 02/10/2024 TO 03/02/2025 - RAILWAY STREET - WAR MEMORIAL, WATER AND SERVICE CHARGES 03/10/2024 TO 03/02/2025 - GEORGIANA STREET - SWIMMING POOL, WATER AND SERVICE CHARGES 03/10/2024 TO 03/02/2025 - 121 LOWE STREET - AVON PARK TOILETS, WATER AND SERVICE CHARGES 03/10/2024 TO 03/02/2025 - 25 SOUTH STREET - PEACE PARK	1	78,182.45	

Date: 10/03/2025  
Time: 10:09:37AM

Shire of York

USER: Susan Krousecky  
PAGE: 41

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
DD17715.1	26/02/2025 WATER CORPORATION OF WA	WATER AND SERVICE CHARGES - 03/10/2024 - 04/02/2025 - 27 GREY STREET - FORD-GREY BORE	1		681.22
INV 26022025	26/02/2025 WATER CORPORATION OF WA	WATER AND SERVICE CHARGES - 03/10/2024 - 04/02/2025 - 27 GREY STREET - FORD-GREY BORE	1	681.22	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	966,981.91
2	TRUST FUND BANK	8,487.79
TOTAL		975,469.70



SHIRE OF YORK  
BUSINESS CREDIT CARD SUMMARY  
JANUARY 2025

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

<u>Total purchases JANUARY 2025</u>	<u>\$4.00</u>
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30.01.2025	Monthly Card Fee – Bendigo Bank	\$4.00
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*BUSINESS CARD 2 (M203) – EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES*

<u>Total purchases JANUARY 2025</u>	<u>\$7,024.49</u>
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09.01.2025	CHATGPT – 6 x Team Subscriptions	\$2,887.85
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09.01.2025	CHATGPT – International Transaction Fee	\$86.64
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10.01.2025	Landgate – Community Gardens lease lodgement fee	\$210.30
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17.01.2025	Fantastic Furniture – Furnishing for 2 Dinsdale Street	\$3,835.70
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30.01.2025	Monthly Card Fee – Bendigo Bank	4.00
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**MONTHLY LIST OF FUEL  
CARD TRANSACTIONS  
FEBRUARY 2025 REPORT**

DATE	SUPPLIER	REGO	MODEL	AMOUNT	
				ODOMETER	
4/02/2025	S24 SAWYERS VALLEY	1HSA231	MAZDA CX5 SEDAN WAGON	54160	78.79
7/02/2025	BP THE LAKES 1903	1HSA231	MAZDA CX5 SEDAN WAGON	54815	98.19
7/02/2025	WEX AUSTRALIA	1HSA231	MAZDA CX5 SEDAN WAGON		0.50
13/02/2025	BP THE LAKES 1903	1HSA231	MAZDA CX5 SEDAN WAGON	0	97.48
13/02/2025	WEX AUSTRALIA	1HSA231	MAZDA CX5 SEDAN WAGON		0.50
20/02/2025	CALTEX GLEN FORREST	1HSA231	MAZDA CX5 SEDAN WAGON	55494	104.38
26/02/2025	CALTEX GLEN FORREST	1HSA231	MAZDA CX5 SEDAN WAGON	56756	103.85
1/02/2025	CALTEX WOOROLOO	1HSZ886	HYUNDAI ELETE SUV SEDAN	89551	85.25
8/02/2025	PUMA ENERGY YORK ROADHOUSE	1HVF884	MAZDA CX5 MAXX AWD WAGON	10627	83.01
28/02/2025	REPLACEMENT CARD	1HSZ886	HYUNDAI ELETE SUV SEDAN		8.00
5/02/2025	BP CONNECT WEMBLEY	1IBY541	SUBARU OUTBACK WAGON	36430	106.60
5/02/2025	BP CONNECT WEMBLEY	1IBY541	SUBARU OUTBACK WAGON	36430	1.70
5/02/2025	WEX AUSTRALIA	1IBY541	SUBARU OUTBACK WAGON		0.50
10/02/2025	S24 SAWYERS VALLEY	1IBY541	SUBARU OUTBACK WAGON	36910	82.21
14/02/2025	AMPOL MELVILLE	1IBY541	SUBARU OUTBACK WAGON	37541	102.34
14/02/2025	WEX AUSTRALIA	1IBY541	SUBARU OUTBACK WAGON		0.50
20/02/2025	BP THE LAKES 1903	1IBY541	SUBARU OUTBACK WAGON	38067	1.44
20/02/2025	BP THE LAKES 1903	1IBY541	SUBARU OUTBACK WAGON	38067	90.27
20/02/2025	WEX AUSTRALIA	1IBY541	SUBARU OUTBACK WAGON		0.50
24/02/2025	S24 SAWYERS VALLEY	1IBY541	SUBARU OUTBACK WAGON	38515	78.61
5/02/2025	NIGHTOWL BELLEVUE	1ICQ468	MAZDA CX-8 SPORT AUTO	38912	85.85
5/02/2025	WEX AUSTRALIA	1ICQ468	MAZDA CX-8 SPORT AUTO		0.50
16/02/2025	PUMA ENERGY YORK ROADHOUSE	1ICQ468	MAZDA CX-8 SPORT AUTO	39568	108.22
21/02/2025	CALTEX MUNDARING	1ICQ468	MAZDA CX-8 SPORT AUTO	40205	98.77
25/02/2025	BP THE LAKES 1903	1ICQ468	MAZDA CX-8 SPORT AUTO	40798	1.40
25/02/2025	BP THE LAKES 1903	1ICQ468	MAZDA CX-8 SPORT AUTO	40798	87.97
25/02/2025	WEX AUSTRALIA	1ICQ468	MAZDA CX-8 SPORT AUTO		0.50
26/02/2025	SMITHS SHELL SERVICE	1DZJ487	ISUZU NPS300 FIRE TRUCK		109.17
26/02/2025	WEX AUSTRALIA	1DZJ487	ISUZU NPS300 FIRE TRUCK		0.50
6/02/2025	PUMA ENERGY YORK ROADHOUSE	Y8804	MAZDA 3 TOURING SEDAN	13030	91.45
17/02/2025	PUMA ENERGY YORK ROADHOUSE	Y8804	MAZDA 3 TOURING SEDAN	13641	92.16
21/02/2025	ALTAS FUEL SAWYERS VALLEY	Y8804	MAZDA 3 TOURING SEDAN	14098	2.02
21/02/2025	ALTAS FUEL SAWYERS VALLEY	Y8804	MAZDA 3 TOURING SEDAN	14098	64.12
21/02/2025	WEX AUSTRALIA	Y8804	MAZDA 3 TOURING SEDAN		0.50
27/02/2025	PUMA ENERGY YORK ROADHOUSE	1HMZ024	FORD RANGER DUAL CAB UTILITY		143.51
12/02/2025	AMPOL MECKERING	1HSR598	TATRA T815-7 4 X 4		7.29
12/02/2025	AMPOL MECKERING	1HSR598	TATRA T815-7 4 X 4		225.55
12/02/2025	WEX AUSTRALIA	1HSR598	TATRA T815-7 4 X 4		0.50
26/02/2025	PUMA ENERGY YORK ROADHOUSE	1HSR598	TATRA T815-7 4 X 4		183.29
28/02/2025	LATE PAYMENT FEE				58.62
					<b>2,486.51</b>

**SY034-03/25 INVESTMENTS - FEBRUARY 2025**

<b>File Number:</b>	<b>4.7714</b>
<b>Author:</b>	<b>Codey Redmond, Manager Finance</b>
<b>Authoriser:</b>	<b>Alina Behan, Executive Manager Corporate &amp; Community Services</b>
<b>Previously before Council:</b>	<b>Not Applicable</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Appendices:</b>	<b>1. Investment Register - February 2025 <a href="#">↓</a></b>

**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

Bendigo Reserves term deposit of \$509,573.65 matured on 17 February 2025 yielding \$15,377.92 in interest. Principal and interest were reinvested for another four (4) months.

2024/25 Year to Date (YTD) Municipal and Trust interest totalling \$150,165.38 has been received and receipted or reinvested as of 28 February 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**

#### **RESOLUTION**

**110325**

**Moved: Cr Denis Warnick**

**Seconded: Cr Chris Gibbs**

**That, with regard to Investments - February 2025, Council:**

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

**In Favour: Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright**

**Against: Nil**

**CARRIED 6/0**



## SHIRE OF YORK INVESTMENT PORTFOLIO

28 February 2025

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
<b>MUNICIPAL - Interest Bearing NCDs/TDs</b>										
	AMP Banking	BBB	Monday, 13 January 2025	Monday, 14 April 2025	<b>91</b>	510,900.44	7%	5.05%	517,332.89	<b>6,432.45</b>
<b>MUNICIPAL - Interest Bearing NCDs/TDs</b>						<b>510,900.44</b>	<b>7%</b>	<b>5.05%</b>	<b>517,332.89</b>	<b>6,432.45</b>
<b>MUNICIPAL - Other funds</b>										
	Municipal Account 118630623	BBB+				3,388,319.84	46%		518,663.44	<b>0.00</b>
	Westpac Flex-i	AA-				5,402.13	0%		5,402.13	<b>0.00</b>
	AMP Banking At call	BBB				28,795.86	0%		28,795.86	<b>0.00</b>
	AMP Banking Notice	BBB				301,889.89	4%		301,889.89	<b>0.00</b>
<b>MUNICIPAL - Other</b>						<b>3,724,407.72</b>	<b>50%</b>		<b>854,751.32</b>	<b>0.00</b>
<b>RESERVE - Interest Bearing NCDs/TDs</b>										
	AMP Banking	BBB	Thursday, 12 December 2024	Monday, 16 June 2025	<b>186</b>	1,003,684.94	14%	5.00%	1,029,258.35	<b>25,573.41</b>
	AMP Banking	BBB	Thursday, 23 January 2025	Wednesday, 23 April 2025	<b>90</b>	607,141.99	8%	5.00%	614,627.30	<b>7,485.31</b>
	Bendigo Reserve TD		Friday, 17 May 2024	Monday, 17 February 2025	<b>276</b>	509,573.65	7%	4.00%	524,951.57	<b>15,377.92</b>
<b>RESERVE - Interest Bearing NCDs/TDs</b>						<b>2,120,400.58</b>	<b>29%</b>	<b>5.00%</b>	<b>2,168,837.22</b>	<b>48,436.64</b>
<b>RESERVE - Other funds</b>										
	Reserve Acct 119521748	BBB+				550,116.01	7%		550,116.01	<b>0.00</b>
<b>RESERVE - Other</b>						<b>550,116.01</b>	<b>7%</b>		<b>550,116.01</b>	<b>0.00</b>
<b>TRUST - Interest Bearing NCDs/TDs</b>										
T2/SUBDIVISIONS	Bendigo Bank	BBB+	Wednesday, 29 January 2025	Thursday, 29 January 2026	<b>365</b>	37,710.74	0.51%	4.50%	39,421.12	<b>1,710.38</b>
T40 I/SECTIONS 2513	Bendigo Bank	BBB+	Wednesday, 29 January 2025	Thursday, 29 January 2026	<b>365</b>	35,378.81	0.48%	4.50%	36,983.42	<b>1,604.61</b>
T77 C/OVERS 2514	Bendigo Bank	BBB+	Wednesday, 29 January 2025	Thursday, 29 January 2026	<b>365</b>	68,063.59	0.92%	4.50%	71,150.62	<b>3,087.03</b>

TRUST - Interest Bearing NCDs/TDs			141,153.14	2%	4.50%	147,555.16	6,402.02
TRUST - Other funds							
	Trust Acct 118630649	BBB+	342,281.50	5%		342,281.50	0.00
TRUST - Other			342,281.50	5%		342,281.50	0.00
TOTALS			7,389,259	100%	4.85%	4,580,874	61,271

Reconciliation		
by rating	Value of Investments/Bank accounts	
AA-	5,402.13	0%
BBB+	4,421,870.49	64%
BBB	2,452,413.12	36%
TOTAL		
	6,879,685.74	100%

Summary of Amounts				
TD's by bank			Bank Accounts - Bendigo Bank	
Bendigo Bank	141,153.14	6%	Municipal	4,235,308.16
AMP Banking	2,121,727.37	94%	Reserve	2,670,516.59
National Australia Banl	0.00	0%	Trust	330,332.43
Westpac Bank	0.00	0%	AMP At call	28,795.86
			AMP Notice	301,889.89
			Wespac Flex-i	5,402.13
2,262,880.51		100%	28-Feb-25 \$	7,572,245.06
Total Cash				9,835,125.57

Interest Earnings			Total Cash by Fund	
Fund	Adopted Budget	Year to Date Actual	Fund	
Municipal	\$ 70,000.00	\$ -	Municipal	4,235,308.16
Reserve	\$ 47,000.00	\$ -	Reserve	2,670,516.59
Trust	\$ -	\$ -	Trust	483,434.6
Total	\$ 117,000.00	\$ -	Total	\$ 7,389,259.39

**10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

*Nil*

**11 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

*Nil*

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

**RESOLUTION**

**120325**

**Moved: Cr Denese Smythe**

**Seconded: Cr Chris Gibbs**

**That Council agrees to accept and consider the Late Report:**

- 1. SY001-03/25 - Request for Tender VP433010 - Young and Aged Rates Debt Collection.**

**In Favour:** Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright

**Against:** Nil

***CARRIED 6/0***

**RESOLUTION**

**160325**

**Moved: Cr Denese Smythe**

**Seconded: Cr Chris Gibbs**

**That Council close the meeting to the public in accordance with Section 5.23(2)(c) & (e) of the *Local Government Act 1995* to enable discussion of the confidential Appendix 1.**

**In Favour:** Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright

**Against:** Nil

***CARRIED 6/0***

*The Gallery left the meeting at 5.51pm and the doors were closed.*

**SY001-03/25 REQUEST FOR TENDER VP433010 - YOUNG AND AGED RATES DEBT COLLECTION**

**File Number:** 4.7714

**Author:** Iona Sheehan-Lee, Senior Finance Officer

**Authoriser:** Alina Behan, Executive Manager Corporate & Community Services

**Appendices:**

- 1. Evaluation Report - Confidential**
- 2. Addendum issued 24 March 2025** [!\[\]\(d0a1791f26d167e866e44ebbf83efebe\_img.jpg\)](#)

**OPTIONS**

Council has the following options:

- Option 1:** Council could choose to accept McLeods Lawyers as the preferred tenderer for VP433010 and authorise the Shire President and Chief Executive Officer (CEO) to execute the contract documents.
- Option 2:** Council could choose to nominate another Tenderer as the preferred tenderer for VP433010 and authorise the Shire President and CEO to execute the contract documents.
- Option 3:** Council could choose to decline to enter into an arrangement with any tenderer and direct the CEO to reject all tenders.

Option 1 is the recommended option.

**IMPLICATIONS TO CONSIDER****Consultative**

No consultation has been undertaken in respect to awarding this tender.

**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

**Financial**

The requested debt recovery services are within current budget parameters.

**Legal and Statutory**

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

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

**Risk Related**

This tender mitigates the risk that unrecovered of debts present to the Shire's cashflow.

**Workforce**

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

**VOTING REQUIREMENTS**

**Absolute Majority: No**

**RESOLUTION****140325****Moved: Cr Denese Smythe****Seconded: Cr Denis Warnick**

**That, with regard to Request for Tender VP433010 - Young and Aged Rates Debt Collection, Council:**

- 1. Resolves to endorse the recommendation of the evaluation panel in accordance with the Recommendation Report, as presented in confidential Appendix 1.**
- 2. Awards the contract for the provision of young and aged rates debt collection to McLeods Lawyers as the preferred tenderer for VP433010 for a thirty-six (36) month contract, with the option to extend for a further twenty-four (24) months at the Shire's discretion.**
- 3. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to all relevant contract documentation between the Shire of York and the preferred tenderer, subject to any variations.**

**In Favour: Crs Kevin Trent, Denis Warnick, Kevin Pyke and Denese Smythe**

**Against: Crs Chris Gibbs and Peter Wright**

**CARRIED 4/2****RESOLUTION****170325****Moved: Cr Denis Warnick****Seconded: Cr Denese Smythe**

**That Council open the meeting to the public.**

**In Favour: Crs Kevin Trent, Denis Warnick, Chris Gibbs, Kevin Pyke, Denese Smythe and Peter Wright**

**Against: Nil**

**CARRIED 6/0**

*The Meeting re-opened at 6:05pm. No members of the public returned to the Gallery.*



Ordinary Council Meeting

25 March 2025

## **ADDENDUM**

### **SY001-03/25 – Request for Tender VP433010 - Young and Aged Rates Debt Collection**

Following the release of the March 2025 Council Agenda, an error was identified in the duration of the option to extend at Point 2 of the Recommendation. The option to extend has been updated to state twenty-four (24) months instead of twelve months (12). For consistency with the contract the wording of the contract term has been updated to state thirty-six (36) months instead of three (3) years.

As the agenda has been distributed there is a requirement to update the Recommendation to Council. The new Recommendation is as follows:

**“That, with regard to Request for Tender VP433010 - Young and Aged Rates Debt Collection, Council:**

- 1. Resolves to endorse the recommendation of the evaluation panel in accordance with the Recommendation Report, as presented in confidential Appendix 1.**
- 2. Awards the contract for the provision of young and aged rates debt collection to McLeods Lawyers as the preferred tenderer for VP433010 for a thirty-six (36) month contract, with the option to extend for a further twenty-four (24) months at the Shire’s discretion.**
- 3. Authorises the Shire President and Chief Executive Officer to affix the Common Seal to all relevant contract documentation between the Shire of York and the preferred tenderer, subject to any variations.”**

**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

*Nil*

**14 CLOSURE**

*The Shire President thanked everyone for their attendance and closed the meeting at 6.05pm.*

24/03/2025

**The Ombudsman, Hon. Roger Cook MLA,** Hon Hannah Beazley BA MLA,

Minister for Local Government, Matt Moran, Trish Cook,  
The CEO, Shire Councillors,  
York Shire Council  
1 Joaquina Street,  
York, WA, 6302

Dear Madams, Sirs, Mr Linnell, Councillors,

**Subject: Concerns Regarding the Acceptance of Misinformation and Conspiracy Theories in Council Meetings**

I am writing to formally express my concerns regarding the recent practices of the York Shire Council, specifically the acceptance of unverified and misleading information during Council meetings.

I will also be formally complaining to the Local Government Standards Panel in accordance with the legislative provisions of s.5.107 of the Act and the *Local Government (Model Code of Conduct) Regulations 2021* (the Regulations).

As a ratepayer and a member of this community, I believe it is vital for the Council to act in accordance with its legislative obligations under the **Local Government Act 1995, Public Health Act 2016, Planning and Development Act 2005**, and other relevant legislation, which mandate the provision of accurate, evidence-based information to the public.

The York Shire Council, as a subsidiary of the Western Australian Government, is entrusted with upholding public health, safety, and governance within the district. As such, I raise the following concerns:

**1. Failure to Verify Submitted Information**

There appears to be a lack of formal protocols for fact-checking the information submitted to the Council, particularly during public question time.

The absence of such a procedure compromises the integrity of Council proceedings and undermines public trust.

I respectfully request that the York Shire Council implement a strict fact-checking process to verify the truthfulness and reliability of all submissions, especially those relating to public health matters.

**2. Acceptance of Misinformation from Discredited Sources**

It is deeply concerning that the Council has accepted and recorded information from sources that are widely recognized for promoting unsubstantiated and harmful conspiracy theories.

A prime example is the submission of documents from the **Rumble website**, which has been flagged by the Australian Government as a platform that spreads dangerous misinformation.

The acceptance of such content as factual within official Council minutes is a grave lapse in judgment and contravenes the principles of good governance as set forth in the **Local Government Act 1995**.

### **3. Waste of Public Resources**

The inclusion of unverified claims in Council minutes represents an irresponsible allocation of ratepayer funds and valuable Council time. It is essential that the York Shire Council ensures that its meetings focus on legitimate and evidence-based issues, rather than wasting resources on debunked or harmful misinformation. The allocation of public funds and Council time should be dedicated to discussions that support the welfare and safety of the community.

### **4. Disregard for Government Warnings**

The acceptance of submissions from discredited sources, despite explicit warnings from the Australian Government, further exacerbates these concerns. The **Rumble website**, in particular, has been flagged for promoting unproven, dangerous conspiracy theories, especially concerning COVID-19. It is imperative that the York Shire Council not only considers the legitimacy of sources but also adheres to Australian Government guidelines to safeguard public health and safety.

### **Request for Action**

In light of these concerns, I respectfully request the following actions:

1. **A formal review of Council procedures** to ensure that only accurate, evidence-based, and fact-checked information is accepted for discussion and recorded in official minutes.
2. **The establishment of a protocol** for verifying all submissions before they are accepted for inclusion in Council proceedings, particularly with regard to public health and safety matters.
3. **A public statement from the Council** clarifying its position on the use of discredited sources, particularly concerning the COVID-19 vaccine and other health-related issues.

### **Conclusion**

I trust that the York Shire Council will address these concerns with the seriousness they deserve and take immediate steps to ensure its practices align with the principles of transparency, accountability, and good governance as set out in the **Local Government Act 1995, Public Health Act 2016**, and related legislation. I would appreciate a response outlining the steps the Council intends to take in addressing these issues.

Thank you for your attention to this important matter.

Yours faithfully,

**Mrs Jennifer Blasgund**

The person who you know as Jane Ferro, and who does NOT reside at [REDACTED] [REDACTED] and has not done so for over 2 years claims the above.

**Here is what the Australian government has to say about the latest website which Jane Ferro has provided false and misleading information from to the York Shire:**

[Rumble | eSafety Commissioner](#)

Yet another source:

[Rumble - Bias and Credibility - Media Bias/Fact Check](#)

[Rogan gets \\$100 million offer from Trump-affiliated site Rumble | Reuters](#)

[Brazil Supreme Court orders Rumble suspension in the country | Reuters](#)

### **FACTS TAKEN FROM PEER-REVIEWED SCIENTIFIC JOURNALS:**

The efficacy of the vaccines is discussed, and the claimant's false claims are exposed by Graña C, Ghosn L, Evrenoglou T, Jarde A, Minozzi S, Bergman H, Buckley BS, Probyn K, Villanueva G, Henschke N, Bonnet H, Assi R, Menon S, Marti M, Devane D, Mallon P, Lelievre J-D, Askie LM, Kredt T, Ferrand G, Davidson M, Riveros C, Tovey D, Meerpohl JJ, Grasselli G, Rada G, Hróbjartsson A, Ravaud P, Chaimani A, Boutron I. Efficacy and safety of COVID-19 vaccines. Cochrane Database of Systematic Reviews 2022, Issue 12. Art. No.: CD015477. DOI: 10.1002/14651858.CD015477. Accessed 07 March 2025.

The waning of the vaccines and the side effects of the boosters, comorbidities are discussed in this article again refuting the claimant's lies, Menni, C., May, A., Polidori, L., Louca, P., Wolf, J., Capdevila, J., . . . Spector, T. D. (2022). COVID-19 vaccine waning and effectiveness and side-effects of boosters: A prospective community study from the ZOE COVID study. *The Lancet Infectious Diseases*, 22(7), 1002-1010. doi: [https://doi.org/10.1016/S1473-3099\(22\)00146-3](https://doi.org/10.1016/S1473-3099(22)00146-3)

**If you know anything about DNA and how it actually works and is replicated in the body, clearly unlike the ignorant conspiracy theorist,**

**fear-mongering and hate speech spreader claimant above, the COVID-19 vaccine never enters the nucleus of the cell.**

*Rebutting Covid Vaccine Misconceptions; It isn't gene therapy. The mRNA never enters the cell nucleus (2021). . Dow Jones & Company Inc.*

Furthermore, research continues into the virus being able to spread throughout the body states Gawargi, F., Sine, L. and Hicks, M. (2021), RNA therapeutics for the treatment of Covid-19. The FASEB Journal, 35:. <https://doi.org/10.1096/fasebj.2021.35.S1.04628>

For the uneducated fear-mongering above claimant:

**mRNA isn't the same as DNA, and it can't combine with our DNA to change our genetic code, if the ignorant and uneducated conspiracy theorists are unable to understand and break down scientific papers provided to prove my claims, here is the same information in lay terms from credible websites:**

[Claims that mRNA vaccines change human DNA are back | Health Communication Research Laboratory | Washington University in St. Louis](#)

And further FACTS:

[Will the vaccine change my DNA? | COVID Vaccine Facts](#)

More FACTS:

**[Will an mRNA vaccine alter my DNA?](#)**

Even more FACTS:

[No, COVID mRNA Vaccines Won't Damage Your DNA | Scientific American](#)

And this FACTUAL website has pictures so she might try to be able to understand:

[Can the Pfizer or Moderna mRNA vaccines affect my genetic code?](#)