



NOTICE OF MEETING

Dear Councillors

I respectfully advise that the ORDINARY COUNCIL MEETING will be held in Council Chambers, York Town Hall, York on Tuesday, 21 December 2021, commencing at 5.00pm.

MEETING AGENDA ATTACHED

Chris Linnell

CHRIS LINNELL
CHIEF EXECUTIVE OFFICER
Date: 9 December 2021

☛ PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING ☛

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

Any statement, comment or decision made at a Council meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity who has an application before the Shire of York must obtain, and should only rely on, written notice of the Shire of York's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council meeting.

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

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

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

1.3. Content and intent

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

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

2.7 The Role of Council

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

Meetings generally open to the public

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

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



G 10 PUBLIC QUESTION TIME

Policy Statement

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

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

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

Adopted 21 October 2013

Amended 17 September 2015

Amended 23 November 2015

Reviewed 24 October 2016

Question(s)

Name: _____

Organisation Name: _____
(If presenting on behalf of)

Item No. Referred To:
(If Applicable) _____

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

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

OFFICE USE ONLY

Page 6

Order Of Business

1	Opening	9
1.1	Declaration of Opening.....	9
1.2	Disclaimer	9
1.3	Standing Orders	9
1.4	Announcement of Visitors	9
1.5	Declarations of Interest that Might Cause a Conflict	9
1.6	Declaration of Financial Interests	9
1.7	Disclosure of Interests that May Affect Impartiality	10
2	Attendance	10
2.1	Members	10
2.2	Staff	10
2.3	Apologies	10
2.4	Leave of Absence Previously Approved	10
2.5	Number of People in the Gallery at Commencement of Meeting	10
3	Questions from Previous Meetings	10
3.1	Response to Previous Public Questions Taken on Notice	10
3.2	Response to Unasked Questions from the Previous Meeting	10
4	Public Question Time	10
4.1	Written Questions – Current Agenda.....	11
4.2	Public Question Time	11
5	Applications for Leave of Absence	11
6	Presentations	11
6.1	Petitions	11
6.2	Presentations	11
6.3	Deputations.....	11
6.4	Delegates' reports.....	11
7	Confirmation of Minutes of Previous Meetings	11
8	Announcements by Presiding Member without Discussion.....	12
9	Officer's Reports.....	13
SY154-12/21	Minutes and Recommendations of the Audit and Risk Committee Meeting held on 7 December 2021	13
SY155-12/21	2022 Proposed Wongborel/Mt Brown Mountain Bike Events.....	34
SY156-12/21	Draft Trails Concept Plan	47
SY157-12/21	Annual Review of the Shire of York Register of Delegated Authority	75
SY158-12/21	Investments - November 2021	213
SY159-12/21	Financial Report - November 2021	218
10	Motions of Which Previous Notice Has Been Given	283

10.1	Notice of Motion - COVID-19 Vaccinations.....	283
11	Questions from Members without Notice	284
12	Business of an Urgent Nature Introduced by Decision of the Meeting.....	284
13	Meeting Closed to the Public	285
13.1	Matters for which the Meeting may be closed.....	285
	SY160-12/21 - Confidential - Acting Chief Executive Officer Arrangements	285
	SY161-12/21 - Confidential - Request for Write Off - A340	285
13.2	Public Reading of resolutions to be made public	285
14	Closure	285

1 OPENING

1.1 Declaration of Opening

1.2 Disclaimer

The Shire President advises the following:

"The York Shire Council acknowledges the traditional owners of the land on which this meeting will be held.

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

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

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

1.3 Standing Orders

1.4 Announcement of Visitors

1.5 Declarations of Interest that Might Cause a Conflict

Councillors/Staff are reminded of the requirements of s5.65 of the *Local Government Act 1995*, to disclose any interest during the meeting when the matter is discussed and also of the requirement to disclose an interest affecting impartiality under the Shire of York's Code of Conduct.

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

1.6 Declaration of Financial Interests

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the matter the subject of the declaration.

Other members may allow participation of the declarant if the member further discloses the extent of the interest and the other members decide that the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

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

1.7 Disclosure of Interests that May Affect Impartiality

Councillors and staff are required (Code of Conduct), in addition to declaring any financial interest, to declare any interest that might cause a conflict. The member/employee is also encouraged to disclose the nature of the interest. The member/employee must consider the nature and extent of the interest and whether it will affect their impartiality. If the member/employee declares that their impartiality will not be affected then they may participate in the decision making process.

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

2 ATTENDANCE

2.1 Members

2.2 Staff

2.3 Apologies

2.4 Leave of Absence Previously Approved

2.5 Number of People in the Gallery at Commencement of Meeting

3 QUESTIONS FROM PREVIOUS MEETINGS

3.1 Response to Previous Public Questions Taken on Notice

Nil

3.2 Response to Unasked Questions from the Previous Meeting

Nil

4 PUBLIC QUESTION TIME

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

6.7 Other procedures for question time for the public

- (1) A member of the public who wishes to ask a question during question time must identify themselves and register with a Council Officer immediately prior to the meeting.
- (2) A question may be taken on notice by the Council for later response.
- (3) When a question is taken on notice the CEO is to ensure that—
 - (a) a response is given to the member of the public in writing; and
 - (b) a summary of the response is included in the agenda of the next meeting of the Council.
- (4) Where a question relating to a matter in which a relevant person has an interest is directed to the relevant person, the relevant person is to—
 - (a) declare that he or she has an interest in the matter; and
 - (b) allow another person to respond to the question.

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

4.1 Written Questions – Current Agenda

4.2 Public Question Time

5 APPLICATIONS FOR LEAVE OF ABSENCE

6 PRESENTATIONS

6.1 Petitions

6.2 Presentations

6.3 Deputations

6.4 Delegates' reports

6.4.1 *Cr Pam Heaton*

Cr Heaton advised she had attended the following meetings during November 2021:

<i>Day</i>	<i>Meeting/Event Description</i>	<i>Venue</i>
29/11/2021	York District High School Board Meeting	YDHS

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Ordinary Council Meeting - 23 November 2021

Confirmation

That the minutes of the Ordinary Council Meeting held on 23 November 2021 be confirmed as a correct record of proceedings, subject to the correction of the Debtor Number on Item SY151-11/21 Proposed Write Off – Sundry Debtor from 7643 to 3206.

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President advised she had attended the following meetings and events during November and December 2021:

Day	Meeting/Event Description	Venue
05/11/2021	ABC Radio Interview	Phone
06/11/2021	Residency Museum Opening	Residency Museum
08/11/2021	AROC Meeting	Zoom
09/11/2021	CEO Meeting	Shire Administration
09/11/2021	Concept Forum	Council Chambers
11/11/2021	Remembrance Day Service	Railway Park
15/11/2021	York Honours Reference Group Meeting	Council Chambers
15/11/2021	WALGA Webinar	Webinar
16/11/2021	Agenda Briefing	Council Chambers
19/11/2021	WALGA Avon-Midland Country Zone Meeting	Zoom
19/11/2021	WA State Heritage Awards	Perth
21/11/2021	Gallery 152 Botanic Art Opening	Gallery 152
23/11/2021	Citizenship Ceremony	Chambers Gallery
23/11/2021	CEO Meeting	Shire Administration
23/11/2021	Ordinary Council Meeting	Council Chambers
24/11/2021	Training	Perth
25/11/2021	Wildflower Society Presentation	Croquet Club
25/11/2021	Council Induction Session	Council Chambers
26/11/2021	LEMC Meeting	Greenhills Hall
30/11/2021	Audit and Risk Committee Induction Meeting	Shire Administration
01/12/2021	Video Recording	Shire Administration
02/12/2021	CRC – Disability Day	York CRC
02/12/2021	Radio Interview	Phone
04/12/2021	York Children's Christmas Party	Peace Park & Avon Terrace
07/12/2021	RFDS Helicopter Landing	YRCC Oval
07/12/2021	CEO Meeting	Shire Administration
07/12/2021	Concept Forum	Council Chambers
10/12/2021	York Hospital Presentation	York Hospital
14/12/2021	YDHS Awards Ceremony – Middle & Upper School	YDHS
15/12/2021	YDHS Awards Ceremony – Secondary School	YDHS

9 OFFICER'S REPORTS

SY154-12/21 MINUTES AND RECOMMENDATIONS OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 7 DECEMBER 2021

File Number:	OR.MTG.7.1
Author:	Vanessa Green, Council & Executive Support Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not Applicable
Appendices:	<ol style="list-style-type: none"> 1. Unconfirmed Minutes - Audit and Risk Committee Meeting - 7 December 2021 ↓ 2. 2021/22 Amended Capital Program ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative

Executive

PURPOSE OF REPORT

For Council to receive the Unconfirmed Minutes of the Audit and Risk Committee (the Committee) Meeting held on Tuesday 7 December 2021, as presented in Appendix 1, and consider the Committee's Recommendations.

BACKGROUND

The Unconfirmed Minutes of the Committee Meeting are provided for Council and the community's information.

COMMENTS AND DETAILS

At its meeting held on Tuesday 7 December 2021, the Committee was presented with information regarding the first quarter FACR. The following table provides a summary of the anticipated year end position incorporating the proposed amendments. The review highlights a minor year-end surplus position. While positive, there will be an impact upon future years with road projects expected to be carried forward into 2022/23 subject to Council resolution.

ITEM	2021/22 ANNUAL BUDGET	FACR QTR 1 YEAR END FORECAST	VAR TO CURRENT BUDGET \$	VAR TO CURRENT BUDGET %
Operating Revenue	10,442,811	316,689	10,126,121	3%
Operating Expenditure	(11,439,620)	(51,280)	(11,388,340)	0.45%
OPERATING SUB-TOTAL	(996,810)	265,409	(1,262,219)	-26.6%
NON-CASH ITEMS ADDED BACK	2,834,903	(15000)	2,849,904	-0%
CAPITAL PROGRAM	(5,518,568)	(250,836)	(5,267,732)	5%
BORROWINGS & OTHERS	612,000	0	-	0%
RESERVES	635,000	0	-	0%
OPENING FUNDS	2,433,474	0	-	0%
NET SURPLUS/(DEFICIT)	0	427	427	

Included as a Late Appendix to the Meeting was the 2021/22 Amended Capital Program which is presented to Council in Appendix 2.

IMPLICATIONS TO CONSIDER

Consultative

Audit & Risk Committee Meeting 7 December 2021

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 Committee is detailed within the meeting minutes and the individual attachments to each report – refer to Appendix 1.

Legal and Statutory

Local Government Act 1995, Part 7

Local Government (Audit) Regulations 1996

Risk Related

It is a legislative requirement for local governments to establish an audit committee. The Committee plays a key role in overseeing the local government's responsibilities in relation to financial reporting, risk management and legislative compliance. This report mitigates the risk of non-compliance.

Workforce

Not applicable

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Minutes and Recommendations of the Audit and Risk Committee Meeting held on 7 December 2021, Council:

- 1. Receives the Unconfirmed Minutes of the Audit and Risk Committee Meeting held on 7 December 2021, as presented in Appendix 1, and adopts the following recommendations of the Committee:**
 - a. Accepts the first quarter Finance and Costing Review Summary.**
 - b. Receives the supporting information.**
 - c. Requests the Chief Executive Officer to amend the 2021/22 budget in accordance with the variations as presented.**



UNCONFIRMED MINUTES

Audit and Risk Committee Meeting Tuesday, 7 December 2021

Date: Tuesday, 7 December 2021

Time: 3.00pm

Location: Council Chambers, York Town Hall, York

Audit and Risk Committee Meeting Minutes

7 December 2021

Order Of Business

1	Opening	3
1.1	Declaration of Opening	3
1.2	Disclaimer	3
1.3	Standing Orders	3
1.4	Announcement of Visitors	3
1.5	Declarations of Interest that Might Cause a Conflict	3
1.6	Declaration of Financial Interests	3
1.7	Disclosure of Interests that May Affect Impartiality	3
2	Attendance	3
2.1	Members	3
2.2	Staff	4
2.3	Apologies	4
2.4	Leave of Absence Previously Approved	4
3	Applications For Leave of Absence	4
4	Presentations	4
5	Confirmation of Minutes of Previous Meetings	4
6	Announcements by Presiding Member Without Discussion	4
7	Officer's Reports.....	5
7.1	Finance and Costing Review Summary – Quarter One	5
8	Motions of which Previous Notice has been given	15
9	Questions from Members without Notice	15
10	Business of an Urgent Nature Introduced by Decision of the Meeting	15
11	Closure	15

**MINUTES OF SHIRE OF YORK
AUDIT AND RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, YORK TOWN HALL, YORK
ON TUESDAY, 7 DECEMBER 2021 AT 3.00PM**

1 OPENING**1.1 Declaration of Opening**

Cr Denese Smythe, Presiding Member, declared the meeting open at 3.00pm and welcomed Mr Peter Carden to his first meeting.

1.2 Disclaimer

The Presiding Member advised the following:

"The York Shire Council acknowledges the traditional owners of the land on which this meeting is held.

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

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

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

1.3 Standing Orders

Nil

1.4 Announcement of Visitors

Nil

1.5 Declarations of Interest that Might Cause a Conflict

Nil

1.6 Declaration of Financial Interests

Nil

1.7 Disclosure of Interests that May Affect Impartiality

Nil

2 ATTENDANCE**2.1 Members**

Cr Denese Smythe, Presiding Member; Cr Denis Warnick; Cr Kevin Trent; Mr Peter Carden

Audit and Risk Committee Meeting Minutes

7 December 2021

2.2 Staff

Chris Linnell, Chief Executive Officer; Alina Behan, Executive Manager Corporate & Community Services; Sinead McGuire, Executive Manager Infrastructure & Development Services; Dimple Kaur, Finance Manager, Vanessa Green, Council & Executive Support Officer

2.3 Apologies

Nil

2.4 Leave of Absence Previously Approved

Nil

3 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 PRESENTATIONS

Nil

5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**COMMITTEE RECOMMENDATION**

Moved: Cr Kevin Trent

Seconded: Cr Denis Warnick

That the minutes of the Audit and Risk Committee Meeting held on 7 September 2021 be confirmed as a correct record of proceedings.

CARRIED: 4/0

6 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Cr Denese Smythe, Presiding Member, reiterated the welcome to Mr Peter Carden to his first meeting as an external member of the Audit & Risk Committee.

7 OFFICER'S REPORTS

7.1 FINANCE AND COSTING REVIEW SUMMARY – QUARTER ONE

File Number:	FI.FRP
Author:	Dimple Kaur, Finance Manager
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	Not applicable
Appendices:	<ol style="list-style-type: none">1. Grant Register ↗2. Financial Costing Review - Quarter 1 ↗3. Projected Financial Activity Statement - Quarter 1 ↗

NATURE OF THE AUDIT COMMITTEE'S ROLE IN THE MATTER

Review

PURPOSE OF REPORT

This report presents the results of the first quarter Finance and Costing Review (FACR) for the period ending 30 September 2021 for the Audit and Risk Committee's consideration and recommendation to Council.

BACKGROUND

On a quarterly basis, Officers undertake a FACR, the results of which are presented to the Audit and Risk Committee. This process was implemented to ensure regular monitoring of income and expenditure in accordance with the adopted budget and to improve accountability, transparency and knowledge of Officers who are responsible for accounts within the budget.

The 2021/22 annual budget was adopted by Council at its Special Council Meeting on 8 July 2021 (020721). As part of adopting the budget the following was also resolved (030721):

"That, with regard to Material Variance Reporting for 2021/22, Council:

- 1. Resolves in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and Australian Accounting Standards, to adopt the percentage of 10% for items with a variance of \$5,000 or more for reporting material variances in the Statement of Financial Activity."***

Officers use the above resolution as a guide for highlighting any variations and as a basis for any budget amendment requests.

The first quarter review assists to inform the budget planning process by highlighting over or under income and expenditures and forecasting the year end position. Officers have reported on major variances in accordance with the reporting thresholds adopted by Council 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 quarter, responsible Officers met with the Executive Leadership Team to analyse budgets and consider any variations to the adopted budget. The review considers a number of factors including what has occurred during the previous few months, the likely operating environment over the remaining months and the estimated impact on the Shire's financial position at year end.

Audit and Risk Committee Meeting Minutes

7 December 2021

Following this review process, a summary of all material variances was compiled for consideration by the Audit and Risk Committee and is presented in Appendix 2. The following table provides a summary of the anticipated year end position incorporating the proposed amendments with a surplus of \$427 expected as a result.

ITEM	2021/22 ANNUAL BUDGET	FACR QTR 1 YEAR END FORECAST	VAR TO CURRENT BUDGET \$	VAR TO CURRENT BUDGET %
Operating Revenue	10,442,811	316,689	10,126,121	3%
Operating Expenditure	(11,439,620)	(51,280)	(11,388,340)	0.45%
OPERATING SUB-TOTAL	(996,810)	265,409	(1,262,219)	-26.6%
NON-CASH ITEMS ADDED BACK	2,834,903	(15,000)	2,849,904	-0%
CAPITAL PROGRAM	(5,518,568)	(250,836)	(5,267,732)	5%
BORROWINGS & OTHERS	612,000	0	-	0%
RESERVES	635,000	0	-	0%
OPENING FUNDS	2,433,474	0	-	0%
NET SURPLUS/(DEFICIT)	0	427	427	

The above table is presented in more detail at Appendix 3 (Projected Financial Activity Statement). The net increase/(decrease) reported within the projected financial activity statement comprises the following notable variances:

- OPERATING REVENUE AND EXPENDITURE**

Revenues – net reduction \$316,689

Whilst there has been significant movement to revenues throughout the year, the net reduction at the end of the first quarter relates mainly to the movements in road funding. Contact has been made with the Federal Department of Infrastructure, Transport, Regional Development and Communications to determine whether a reallocation of these funds is possible. Officers will provide Council with an update following confirmation from the Department. The surplus funds identified from rates write off non-taxable of \$50,000 and rates debt recovery of \$100,000 will be reallocated for this financial year expenses for multiple projects which includes but is not limited to verge clearing \$48,000 and hockey oval maintenance \$25,000.

Expenses – net reduction of \$51,280

While increases were identified in areas such as IT improvements and renewals, other reductions within the operating expenditure including the delay in the appointment of Belgravia Leisure has resulted in only a minor uplift.

- CAPITAL PROGRAM**

The table above shows a significant decrease to the capital works program since budget adoption of \$250,836. This is driven by a reduction in road works due to project delay. Regional Road Group part funded projects such as the York-Tammin (Goldfields) Road have had to be carried forward, with expenditure in 2021/22 reducing from \$527,534 to \$50,000.

The review highlights a minor year-end surplus position. While positive, there will be an impact upon future years with road projects expected to be carried forward into 2022/23 subject to Council resolution. In many cases, the results can be attributed to an extremely challenging year driven by unseasonal weather and constrained by both resources and organisational capacity. Officers will continue to monitor income and expenditure accordingly and present amendments to the Audit and Risk Committee as required.

IMPLICATIONS TO CONSIDER**Consultative**

Office of the Auditor General

Policy Related

F3 Significant Accounting Policies

F11 Financial Planning and Sustainability

Financial

The financial impact of the FACR for the quarter ending 30 September 2021 is outlined within Appendix 2. A year end surplus of \$427 is anticipated following the review.

Legal and Statutory

Local Government Act 1995

Section 6.2 *Local government to prepare annual budget*

Section 6.10 *Financial management regulations*

Local Government (Financial Management) Regulations 1996

Part 2 Regulation 5(g) *CEO's duties as to financial management*

Part 3 Regulation 33A *Review of budget*

Risk Related

Failure to monitor and financially manage budgeted projects exposes Council to significant risk. This report helps to mitigate that risk.

However, the review does not seek to make amendments below the materiality threshold unless strictly necessary. The materiality threshold is set at \$5,000 as adopted by Council. Should a number of accounts exceed their budget within these thresholds, it poses a risk that the forecasted year end position may be understated. Officers continue to monitor the progress against each account to mitigate this risk.

VOTING REQUIREMENTS

Absolute Majority: No

COMMITTEE RECOMMENDATION

Moved: Mr Peter Carden

Seconded: Cr Denis Warnick

That, with regard to the Finance and Costing Review Summary – Quarter One, the Audit and Risk Committee recommends to Council that it:

1. **Accepts the first quarter Finance and Costing Review Summary as presented in Appendix 2.**
2. **Receives the supporting information as presented in Appendices 1 and 3.**
3. **Requests the Chief Executive Officer to amend the 2021/22 budget in accordance with the variations as presented in Appendix 2.**

CARRIED: 4/0

Audit and Risk Committee Meeting Minutes

7 December 2021

SHIRE OF YORK
GRANTS REGISTER

GRANT INFORMATION			STATUS			IMPLEMENTATION				REPORTING
FUNDING PROVIDER	PURPOSE OF GRANT	AMOUNT REQUESTED/ADOPTED BUDGET	TOTAL PROJECT COST	ACCEPTED / REJECTED	AMOUNT RECEIVED	DELIVERABLE DEADLINE 1	DELIVERABLE DEADLINE 2	DELIVERABLE DEADLINE 3	DELIVERABLE DEADLINE FINAL	FINAL REPORT/ACQUITTAL DEADLINE
NDRRA	WANDRRA AGRN 781 - Cyclone Joyce	\$ 252,000	\$ 336,000	ACCEPTED	\$ 300,480				30/06/2020	30/06/2020
Healthway	YORKids	\$ 10,500	\$ 48,500	ACCEPTED	\$ 6,300				1/06/2021	30/06/2020
Lotterywest	YORKids	\$ 10,000	\$ 48,500	REJECTED	\$ -				1/06/2021	30/06/2020
DLGCS	YORKids	\$ 5,000	\$ 48,500	REJECTED	\$ -				1/06/2021	30/06/2020
WA Local Government Grants Commission	Financial Assistance Grants - General Purpose	\$ 401,714	N/A	ACCEPTED	\$ 822,627				30/06/2020	31/01/2021
WA Local Government Grants Commission	Financial Assistance Grants - Local Roads	\$ 289,477	N/A	ACCEPTED	\$ 648,467				30/06/2020	30/11/2020
Department of Fire and Emergency Services	Emergency Services Levy Grants	\$ 48,120	\$ 48,120	ACCEPTED	\$ 49,957				27/05/2020	31/08/2020
Department of Fire and Emergency Services	Bushfire Risk Mitigation Activity Fund	\$ 481,250	\$ 481,250	ACCEPTED	\$ 276,392				15/06/2020	15/06/2020
Department of Fire and Emergency Services	Earthquake Risk Mitigation Activity Fund	\$ 250,000	\$ 250,000	ACCEPTED	\$ -	31/08/2019			31/08/2022	31/08/2022
Main Roads WA	Street Lighting Subsidy	\$ 6,700	\$ 91,359	ACCEPTED	\$ 7,594				30/06/2020	30/06/2020
Main Roads WA	Direct Road Grant	\$ 151,030	\$ 2,241,331	ACCEPTED	\$ 151,030				30/06/2020	30/06/2020
Department of Fire and Emergency Services	DFES Capital Grants - Greenhills Fire Truck	\$ 472,649	\$ 472,649	ACCEPTED	\$ 472,649				1/07/2019	1/07/2019
Lotterywest	Avon Park Upgrades	\$ 366,071	\$ 705,672	ACCEPTED	\$ 366,071	28/02/2020			30/04/2020	30/06/2020
Department of Infrastructure, Regional Development and Cities	Skate Park Construction	\$ 350,000	\$ 350,000	ACCEPTED	\$ 350,000				30/06/2020	30/06/2020
Lotterywest	Heritage Trails - Greenhills	\$ 56,237	\$ 83,785	ACCEPTED	\$ 14,683				21/03/2021	20/06/2021
Bendigo Bank and Greenhills Progress Assoc	Heritage Trails - Greenhills	\$ 7,548	as above	ACCEPTED	\$ 5,547				21/03/2021	20/06/2021
Department of Infrastructure	Roads to Recovery	\$ 396,868	\$ 661,868	ACCEPTED	\$ 400,000				30/06/2020	31/10/2020
Main Roads WA	Regional Road Group Projects	\$ 321,669	\$ 630,244	ACCEPTED	\$ 321,669				30/06/2020	30/06/2020
Communities Environment Program	Avon River Bank Restoration	\$ 20,000	\$ 35,000	ACCEPTED	\$ 20,000				1/12/2020	1/12/2020
Department of Planning, Lands and Heritage	Earthquake Building Mitigation Project	\$ 110,000	\$ 220,000	ACCEPTED	\$ 108,900	12/06/2020	28/08/2020		25/09/2020	
DLGSC	Town Hall Regional Venue Improvement Fund	\$ 113,450	\$ 126,136	ACCEPTED	\$ 103,136					


Audit and Risk Committee Meeting Minutes

7 December 2021

GRANT INFORMATION			STATUS			IMPLEMENTATION				REPORTING
FUNDING PROVIDER	PURPOSE OF GRANT	AMOUNT REQUESTED/ADOPTED BUDGET	TOTAL PROJECT COST	ACCEPTED / REJECTED	AMOUNT RECEIVED	DELIVERABLE DEADLINE 1	DELIVERABLE DEADLINE 2	DELIVERABLE DEADLINE 3	DELIVERABLE DEADLINE FINAL	FINAL REPORT/ACQUITTAAL DEADLINE
WA Local Government Grants Commission	Financial Assistance Grants - General Purpose	\$ 397,438	N/A	ACCEPTED	\$ 857,259				30/06/2021	30/11/2021
WA Local Government Grants Commission	Financial Assistance Grants - Local Roads	\$ 268,023	N/A	ACCEPTED	\$ 644,160				30/06/2021	30/11/2021
Department of Fire and Emergency Services	Emergency Services Levy Grants	\$ 54,457	\$ 54,457	ACCEPTED	\$ 13,102				27/05/2020	31/08/2020
Main Roads WA	Street Lighting Subsidy	\$ 7,500	\$ 91,359	ACCEPTED	\$ -				30/06/2021	30/06/2021
Main Roads WA	Direct Road Grant	\$ 153,863	\$ 2,260,288	ACCEPTED	\$ 153,863				30/06/2021	30/06/2021
Main Roads WA	Regional Road Group Projects	\$ 362,419	\$ 543,629	ACCEPTED	\$ 144,968				30/06/2021	30/06/2021
Department of Infrastructure	Roads to Recovery COVID stimulus - Federal - various projects	\$ 396,868	\$ 396,868	ACCEPTED	\$ 400,500	30/09/2020	31/12/2020	31/03/2021	30/06/2021	31/10/2021
Local Roads and Community Infrastructure	COVID stimulus - Federal - various projects	\$ 433,684	\$ 300,000	ACCEPTED	\$ -	31/07/2020			30/06/2021	
Local Roads and Community Infrastructure	COVID stimulus - Federal - various projects	\$ -	\$ 133,684	ACCEPTED	\$ -	31/07/2020			30/06/2021	
Auspire - The Australia Day Council (WA)	To provide a Covid Safe event to community on Australia Day 2021	\$ 20,000	\$ 20,000	ACCEPTED	\$ 20,000				26/01/2021	28/02/2021
Auspire - The Australia Day Council (WA)	To provide printed material using the Australia Day Brand	\$ 1,000	\$ 1,000	ACCEPTED	\$ 1,000				26/01/2021	none
Department of Fire and Emergency Services	MAF Fire Mitigation	\$ 41,600	\$ 41,600	ACCEPTED	\$ 41,600				10/11/2021	30/11/2021
Local Roads and Community Infrastructure	COVID stimulus extension - Federal Wongborel/Mt Brown, Walkealing/Mt Bakeswell and Along the Avon River	\$ 383,098	\$ 383,098	ACCEPTED	\$ 248,169	1/07/2020			31/12/2021	30/06/2022
Department of Local Government, Sport & Cultural Industries	Spencers Brook Road Off Road Vehicle Facility upgrades (Motor Cross Track)	\$ 20,000	\$ 32,000	ACCEPTED	\$ 20,000				11/02/2020	
Department of Local Government, Sport & Cultural Industries	Facility upgrades (Motor Cross Track)	\$ 40,000		ACCEPTED	\$ 40,000	23/04/2021				
The Department of Primary Industries and Regional Development	Animal Welfare in Emergencies	\$ 8,358	\$ 11,000	ACCEPTED	\$ 7,598					30/06/2021
Royalties for Regions	Regional Event Scheme Funding	\$ 30,000		ACCEPTED	\$ 10,000	1/04/2022	1/04/2023	1/04/2024		30/06/2022
					\$ -					

Audit and Risk Committee Meeting Minutes

7 December 2021



SHIRE OF YORK

Allocation of Surplus ... as at 02/12/2021

GL	Description	Budget 30/6/2021	Amended Budget	Allocation of Surplus	Explanation/Comments
	20/21 Audited Surplus			0	Original Surplus included TPS, Town Hall, Adv FAGS, Swimming Pool, Age Friendly Plan
119124	ARTS AND CULTURAL HERITAGE - PROJECTS	0	5,000	5,000	Retain \$5k for photos and framing
043142	FURNITURE & EQUIPMENT ADMIN MUN	81,115	100,870	19,755	Server replacement cost increase due to ECM upgrade \$5,755. Audit leave accrual fixes before data transfer to Altus \$4k. \$10k Integrated Planning and Reporting software
125170	VERGE CLEARING	48,000	96,000	48,000	\$48K additional budget identified due to unseasonal weather
42184	OFFICE EXP-STATIONERY	14,500	10,500	(4,000)	Identified budget reduction not fully processed before adoption a further \$4K can be reallocated from this GL Account
39107	WRITE OFFS TAXABLE	2,500	6,000	3,500	Allowance to be increased by \$3.5k to accommodate York Bowling Club write off
31130	RATES WRITE OFF NON TAXABLE	100,000	50,000	(50,000)	Lower budget for this financial year due to speed of legal action
31132	RATES DEBT RECOVERY COST	200,000	100,000	(100,000)	Aged debt recovery contractor has commence legal actions, but not all recovery and associated expenses likely to be incurred in this financial year
42169	CONSULTANT FEES	116,840	142,260	25,420	The following additional expenses have been identified: Payroll services January - June 22 due to delayed replacement project - IT Vision \$8,920; Financial support during Finance Manager Recruitment - Accwest Consulting \$7,500; Major Projects Review - Butler Settineri \$5,000; Fraud and Corruption Framework - LGIS over and above member funds - LGIS \$9K (offset by LGIS reimbursement of \$5K for Business Continuity Plan)
132255	EVENT APPLICATION FEES	0	(2,000)	(2,000)	More events to occur this year, no budget allocated
42190	OFFICE EXP- SUNDRY MUNI	16,000	20,000	4,000	Random Alcohol and Drug testing
113331	FOREST OVAL INFRASTRUCTURE	53,200	18,200	(35,000)	Project completed under budget
143304	DEPOT BUILDING CAPITAL MUNI	44,800	31,000	(13,800)	Building Maintenance Officer Workshop sun shelter to be postponed until next financial year
42232	PROCEEDS OF SALE VEHICLES	(58,000)	(73,000)	(15,000)	Vehicle sale EMCCS \$15K

Audit and Risk Committee Meeting Minutes

7 December 2021

GL	Description	pred. Budget 30/6/used	Amended Budget allocation of a	Explanation/Comments
113166	OPERATIONAL AND MARKETING PLAN- YRCC	321,000	271,000	(50,000) YRCC delayed handover. Belgravia Leisure expenses for 21/22 \$231,235. \$20k For Business Plan. \$2.6K legal advice. Review further at Mid Year Review
119122	ARTS AND CULTURAL HERITAGE - PLANNING	6,000	9,000	3,000 \$3k to public art plan
132304	AREA PROMOTION FURNITURE AND EQUIPMENT	10,000	0	(10,000) Public WiFi at Information Bay to be deferred to future years
113349	CONVENTION CENTRE FURNITURE AND EQUIPMENT- CAPITAL MUN	10,000	5,000	(5,000) YRCC outsourced. Review allocation at Mid Year Review
122411	TOWNSITE DRAINAGE	170,000	175,000	5,000 Drainage works at YRCC
125129	ROAD MAINTENANCE GENERAL	741,869	761,869	20,000 Talbot Road emergency purchases
64101	EARLY CHILDHOOD HUB MAINTENANCE	7,553	17,553	10,000 Lighting Pole decommission
113169	HOCKEY OVAL MAINTENANCE	26,804	51,804	25,000 Increase for leveling of second pitch
113347	MT BROWN PARK INFRASTRUCTURE	0	3,000	3,000 Defibrillator unit installation on Mount Brown
113365	PEACE PARK- BUILDING CAPITAL MUNI	20,000	0	(20,000) Peace Park Power and Light Upgrades to be considered for next financial year budget
109141	STREET FURNITURE MAINTENANCE MUNI	5,964	10,964	5,000 Bench Seat Motor Museum requested
113117	CANDICE BATEMAN PARK MAINTENANCE	39,696	46,696	7,000 Old BBQ has failed and has been disconnected/ New slide required
42188	OFFICE EXP-COMPUTER EXP MUNI	204,856	209,856	5,000 Market creation website to include new road module
113143	YRCC EXPENDITURE GYM MUNI	5,000	15,000	10,000 \$7k gym equipment lease plus additional repairs to gym
41352	CHAMBERS- FURNITURE AND EQUIP MUNI	0	7,000	7,000 Live streaming
112304	SWIMMING POOL PLANT & EQUIPMENT	0	9,500	9,500 Pool vacuum replacement after failure
112303	SWIMMING POOL MUNI	0	12,000	12,000 Shade Sails Pool/ Project Brief complete

Audit and Risk Committee Meeting Minutes

7 December 2021

GL	Description	pred. Budget 30/6/used	Amended Budget allocation of s	Explanation/Comments
122404	MUNICIPAL BRIDGE CONSTRUCTION PROJECTS	50,000	70,000	20,000 Addition of Mackie Siding Rd
122403	MUNICIPAL FOOTPATH CONSTRUCTION PROJECT	210,000	170,000	(40,000) Henrietta Street works delayed due to Main Roads WA
122300	ROAD INFRASTRUCTURE PROJECTS	811,157	851,157	40,000 Light Industrial Area Investigation Works
125203	GRANT - RRG - ROADS	(351,689)	(33,000)	318,689 Grant funding reduced
122401	YORK-TAMMIN ROAD (GOLDFIELDS RD) - RRG PROJECT 2020/21	527,534	50,000	(477,534) Expected \$50K of expenditure of which 2/3 recouped through grant funding
122402	MUNICIPAL ROAD CONSTRUCTION	270,000	486,043	216,043 Testing at gravel pits/ Lewis Rd/Talbot Rd West \$27k/Talbot West Rd Line Marking \$153k
	Additional surplus funds to be allocated			(427)



SHIRE OF YORK
PROJECTED FINANCIAL ACTIVITY
FINANCE AND COSTING REVIEW 2021/22- Quarter 1

	2021/22 ANNUAL BUDGET	2021/22 YTD ACTUAL 30/09/2021	2021/22 FACR QTR 1	VAR TO BUDGET \$	VAR TO BUDGET %
OPERATING REVENUE					
General Purpose Funding	7,175,443	6,584,264	-	7,175,443	0%
Governance	2,720	3	-	2,720	0%
Law, Order Public Safety	122,367	10,092	-	122,367	0%
Health	22,800	17,346	-	22,800	0%
Education and Welfare	58,624	32,348	-	58,624	0%
Community Amenities	783,957	694,904	-	783,957	0%
Recreation and Culture	291,067	181,417	-	291,067	0%
Transport	1,683,527	187,863	318,689	1,364,838	19%
Economic Services	268,204	154,799	(2,000)	270,204	-1%
Other Property and Services	34,100	8,442	-	34,100	0%
	10,442,811	7,871,478	316,689	10,126,121	3%
LESS OPERATING EXPENDITURE					
General Purpose Funding	(757,496)	(67,572)	(146,500)	(610,996)	19%
Governance	(954,074)	(168,841)	30,420	(984,494)	-3%
Law, Order, Public Safety	(498,588)	(94,092)	-	(498,588)	0%
Health	(202,490)	(55,782)	-	(202,490)	0%
Education and Welfare	(168,968)	(23,230)	10,000	(178,968)	-6%
Community Amenities	(1,298,764)	(164,997)	5,000	(1,303,764)	0%
Recreation and Culture	(3,297,258)	(533,921)	(18,200)	(3,279,058)	1%
Transport	(2,681,574)	(434,359)	68,000	(2,749,574)	-3%
Economic Services	(1,397,341)	(245,275)	-	(1,397,341)	0%
Other Property & Services	(183,066)	(49,043)	-	(183,066)	0%
	(11,439,620)	(1,837,117)	(51,280)	(11,388,340)	0.45%
Increase/(Decrease)	(996,810)	6,034,361	265,409	(1,262,219)	-26.6%



SHIRE OF YORK
PROJECTED FINANCIAL ACTIVITY
FINANCE AND COSTING REVIEW 2021/22- Quarter 1


	2021/22 ANNUAL BUDGET	2021/22 YTD ACTUAL 30/09/2021	2021/22 FACR QTR 1	VAR TO BUDGET \$	VAR TO BUDGET %
ADD					
Principal Repayment Received - Loans	-	-	-	-	-
(Profit)/Loss on sale of assets	248,950	(1,982)	(15,000)	263,950	-6%
Movement in Contract Liabilities	-	6,840	-	-	-
Net Change in LSL Reserve	-	2,246	-	-	-
Accrued NC Leave Provisions	-	-	-	-	-
Depreciation Written Back	2,585,950	-	-	2,585,950	0%
Rounding	3	-	-	4	-33%
Total Non- Cash Items	2,834,903	7,104	(15,000)	2,849,904	(0)
Sub Total Operating	1,838,094	6,041,465	250,409	1,587,685	98%
LESS CAPITAL PROGRAMME					
Purchase Land & Buildings	(679,300)	(20,470)	(21,800)	(657,500)	3%
Infrastructure Assets	(2,951,659)	(114,137)	(260,291)	(2,691,368)	9%
Purchase Plant and Equipment	(1,106,000)	(37,719)	9,500	(1,115,500)	-1%
Purchase Furniture and Equipment	(121,710)	(534)	21,755	(143,465)	-18%
Repayment of Debt - Loan Principal	(251,899)	(50,113)	-	(251,899)	0%
Transfer to Reserves	(408,000)	(10,691)	-	(408,000)	0%
	(5,518,568)	(233,664)	(250,836)	(5,267,732)	5%
LESS FUNDING FROM					
Reserves	635,000	-	-	635,000	0%
Loans Raised	-	-	-	-	0%
Proceeds from Asset Sale	612,000	23,636	-	612,000	0%
Opening Funds	2,433,474	3,270,682	-	2,433,474	0%
	3,680,474	3,294,319	-	3,680,474	
ESTIMATED SURPLUS/(DEFICIT)	-	9,102,120	427	427	


Audit and Risk Committee Meeting Minutes

7 December 2021

8 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN*Nil***9 QUESTIONS FROM MEMBERS WITHOUT NOTICE***Nil***10 BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING***Nil***11 CLOSURE***The Presiding Member thanked everyone for their attendance and closed the meeting at 3.22pm.*

			CAPITAL EXPENDITURE 2021/22			
COA	Description	Project Description	Annual Budget 2021/22	YTD Actuals	FACR Qtr1	Comments
Furniture and Equipment			\$121,710	\$534	\$21,755	-
043142	FURNITURE & EQUIPMENT ADMIN	Altus Payroll and Records	\$81,115	\$534	\$26,755	Altus upgrades/ Live streaming/Roads Reporting
113349	CONVENTION CENTRE FURNITURE AND EQUIPMENT	YRCC Furniture and Equipment Renewals	\$10,000	-	(\$5,000)	YRCC Outsourced/mid review
115343	LIBRARY FURNITURE AND EQUIPMENT	Online Public Catalogue	\$10,595	-		
132301	CHRISTMAS IMPROVEMENTS FURNITURE AND EQUIPMENT	Christmas Decorations - Renewals	\$20,000	-		
Buildings			\$647,800	\$20,470	(\$1,800)	
043141	ADMIN OFFICE - LAND & BUILDINGS	Administration Front Counter Refurbishment	\$50,000	-		
067304	CENTENNIAL UNITS - BUILDING	Building Renewals	\$25,000	-		
068302	PIONEER MEMORIAL LODGE - BUILDING	Building Renewals	\$30,000	-		
112302	SWIMMING POOL CAPITAL - BUILDING	Swimming Pool Renewals	\$250,000	\$14,600		
112303	BUILDING POOL	Shade Sail Pool	-	-	\$12,000	Shade Sail Pool Project
113029	TOWN HALL - BUILDING	Kitchen Flooring and Gutter Renewals	\$30,000	-		
113326	RECREATION CENTRE- BUILDING CAPITAL	Re-key Rec Buildings/Agric Society Shed	\$115,000	-		
118300	BUILDING CAPITAL	Building Capital	\$103,000	\$5,870		
143304	DEPOT - BUILDINGS CAPITAL	Above ground fuel storage/ Property Mtce Workshop	\$44,800	-	(\$13,800)	Building Maintenance workshop postponed
Plant and Equipment			\$1,106,000	\$37,719	\$9,500	-
042339	ADMINISTRATION VEHICLES	Chief Executive Officer	\$58,000	-		
		Exec Manager Corporate and Community Services	\$38,000	-		
051339	RANGER VEHICLE	Ranger Vehicle	\$36,000	-		
077305	PLANT AND EQUIPMENT - EHO VEHICLE	Environmental Health Officer	\$25,000	-		
127304	PLANT PURCHASES CAPITAL	Grader Utility Y482	\$26,000	-		
		Mitsubishi Canter Y4099	\$85,000	-		
		Parks Vehicle Y3777	\$75,000	-		
		Utility - Town Crew Y211	\$26,000	-		
		Replace Y6947	\$26,000	-		
		Mower - John Deere	\$65,000	-		
		Spray Utility - Y770	\$35,000	-		
		Street Sweeper	\$85,000	-		

		CAPITAL EXPENDITURE 2021/22				
COA	Description	Project Description	Annual Budget 2021/22	YTD Actuals	FACR Qtr1	Comments
		Grader Y130	\$400,000	-		
		Other Minor Equipment	\$10,000	-		
133319	PLANT AND EQUIPMENT - DEVELOPMENT SERVICES	Development Services Coordinator	\$44,000	-		
143301	DEPOT PLANT CAPITAL PURCHASE	Construction Leading Hand	\$38,000	\$37,719		
		Property Maintenance Officer	\$34,000	-		
112304	SWIMMING POOL PLANT AND EQUIPMENT	Pool Vacuum Replacements			\$9,500	Pool Vacuum Replacements



CAPITAL EXPENDITURE

2021/22

COA	Description	Project Description	Annual Budget 2021/22	YTD Actuals	FACR Qtr1	Comments
Infrastructure - Roads and Projects			\$2,956,659	\$114,138	(\$250,291)	
043145	ADMINISTRATION CARPARK INFRASTRUCTURE	Carpark works	\$37,000			
113318	SKATE PARK INFRASTRUCTURE	Skate Park	-	\$8,813		
113331	FORREST OVAL INFRASTRUCTURE	Forrest Oval	\$88,200	\$8,166	(\$16,800)	
113335	HERITAGE TRAILS INFRASTRUCTURE	Heritage trails	\$101,000	-		
113346	MOTOCROSS TRACK INFRASTRUCTURE	Motorcross	\$100,000	-		
122300	ROAD INFRASTRUCTURE PROJECTS	Reconstruct and widen	\$811,157	-	\$3,000	
122400	ROADS TO RECOVERY PROJECTS	Refine Table Drains and Shoulders and Reseal	\$396,868	-	\$40,000	
122401	REGIONAL ROAD GROUP PROJECTS	Resheet	\$527,534	-	(\$477,534)	York Tammin Road-RRG
122402	MUNICIPAL ROAD CONSTRUCTION PROJECTS	Culvert Upgrades	\$270,000	-	\$216,043	Testing at Gravel pits/ Lewis Rd/Talbot Rd West/ Talbot Rd
122403	MUNICIPAL FOOTPATH CONSTRUCTION PROJECTS	Reconstruct 20m section	\$210,000	-	(\$40,000)	Henrietta Street works delayed
122404	MUNICIPAL BRIDGE CONSTRUCTION PROJECTS	Greenhills Bridge	\$50,000	-	\$20,000	Addition to Mackie Siding
122407	BLACKSPOT PROJECTS	Talbot West/Leulf Road Intersection	\$44,900	-		
122411	DRAINAGE CONSTRUCTION PROJECTS	Reconstruct and widen - carry forward	\$170,000	\$97,159	\$5,000	Drainage works at YRCC
122412	ROUTES	Projects to be determined	\$150,000	-		
Infrastructure - Other			\$30,000	-	(\$30,000)	
113365	PEACE PARK	Power and Lighting Improvements	\$20,000	-	(\$20,000)	Peace Park Project Delayed
132304	AREA PROMOTION INFRASTRUCTURE	RV Park Lighting	\$10,000		(\$10,000)	Public Wifi at information bay to be deferred
Total Capital Budget			\$4,862,169	\$172,861	(\$250,836)	

SY155-12/21 2022 PROPOSED WONGBOREL/MT BROWN MOUNTAIN BIKE EVENTS

File Number:	CS.CEV.3
Author:	Esmeralda Harmer, Events and Economic Development Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	Not Applicable
Appendices:	1. WA Gravity Enduro Event Proposal - Confidential 2. Peel Districts Mountain Bike Event Application ↓ 3. Perth Mountain Bike Event Application ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents event proposals received from Perth Mountain Bike Club, Peel Districts Mountain Bike Club and WA Gravity Enduro requesting the use of Wongborel/Mt Brown for mountain bike events in the 2022 calendar year to Council for consideration.

BACKGROUND

Since the introduction and delivery of the 2018 and 2019 Festival of Cycling events, the demand from recreational mountain bike clubs to utilise Wongborel/Mt Brown trails for competition has increased.

Wongborel/Mt Brown is classified for use as parklands and recreation and as such requests received to utilise the area outside these purposes requires Council approval.

At its February 2020 Ordinary Meeting, Council considered Item SY013-02/20 - 2020 Mt Brown Mountain Bike Event Application Request - WA Gravity Endurance and resolved (160220):

“That Council approves the use of Mount Brown by WA Gravity Enduro for a mountain bike event on 4 & 5 April 2020 subject to the following:

- 1. The event application and its associated documentation meets the requirements of the Public Events in York Policy and its associated guidelines.***
- 2. No parts of the event occur on the concrete steps and path descending from the summit of Mount Brown.***
- 3. Trail remediation on trails used as part of the event is completed no later than 21 days following the event occurring and is undertaken by the event organisers in accordance with the Shire's Trails Remediation guide.”***

Since that time, mountain bike events at Wongborel/Mt Brown have not been considered to enable time to:

1. Complete a business case for the site identifying trail economic opportunities
2. Undertake the Shire's Noongar Cultural Heritage Survey
3. Develop a Trails Concept Plan, identifying trail corridors and/or trail lines that may need realignment to protect cultural sites identified through the Noongar Cultural Heritage Survey

Council resolved to accept the Noongar Cultural Heritage Survey at its October 2021 Ordinary meeting (031021) and the Draft Trails Concept Plan is detailed in a separate report included in this agenda.

Following the completion of this work, Officers met with clubs who have previously delivered mountain bike events in York to determine interest to return. Since this time the following information has provided and included as appendices to this report.

COMMENTS AND DETAILS

6 & 7 August 2022 - WA Gravity Enduro (WAGE)

WA Gravity Enduro is a mountain bike descent racing discipline utilising Wongborel/Mt Brown tracks, where riders ride varying trail distances and trail grades, usually 4-6 stages in one event. Descents are timed and the climbs/connection to other stages are untimed. This event first commenced in York in 2018 and is the largest of the three events proposed in the 2022 year, regarding competitor numbers and number of trails used for competition.

WAGE is proposing York host its fourth race (of seven offered for the 2022 season) on 6 & 7 August 2022. The event would involve use of six of Wongborel/Mt Brown's descending trails. Trail marking, bunting and practice is proposed to occur on 6 August, with event competition commencing 7 August. Competitor numbers are estimated between 250 – 300 entrants.

As indicated in the event proposal, WAGE is seeking:

1. Approval to utilise Wongborel/Mt Brown trails for their competition in August 2022.
2. Approval to utilise the Wongborel/Mt Brown picnic area as the rider village hub.
3. Approval to provide designated vehicle parking for competitors in the area adjacent to the York Cemetery. WAGE is proposing to offer a shuttle service between the two sites to shuttle competitors from the vehicle parking area to the rider village and start point.
4. Approval to provide remediation of the trails in the first weeks of September, following completion of all three events proposed.

In 2018 and 2019, WAGE committed to providing two community consultation sessions in York to include the ride routes and rider village area proposed and remediation management strategies (post event) planned. WAGE will provide these community sessions again in 2022 at Council's request.

No cash contribution has been requested from WAGE to support this event. However, Officers have identified in-kind contributions from the Shire to improve trail markings on some of the trails proposed and to enable exclusive use of the Wongborel/Mt Brown picnic area as the 'rider village' location. No road closures are requested or expected for this event to occur and all competitors are expected to observe usual road rules when riding between race trails and venues.

Due to the commercial in confidence details submitted, the event proposal received from WAGE is presented as Confidential Appendix 1.

13 & 14 August 2022 - Peel Districts Mountain Bike Club (PDMBC) - York Downhill Competition

PDMBC are seeking approval to deliver a York Downhill competition on 13 & 14 August 2022.

Downhill Mountain Biking (DH) is a mountain biking discipline that is practiced on steep and rough terrain that often features jumps, drops, rock gardens and other obstacles. It is different to endurance and cross-country mountain biking disciplines and favours less utilised trails that offer rocky terrain and uneven surfaces. It is anticipated the event will attract between 100-150 competitors.

Competitor descents are timed and the climbs/connections untimed. Shuttled (a bus shuttle which the bike is racked, and rider transported back to the summit) climb connections are considered acceptable for DH competitors.

PDMBC is seeking:

1. Approval to use four trails on Wongborel/Mount Brown of varying grades for competition. The DH racing trails proposed will be run over existing single tracks and firebreaks used as part of the proposed WAGE event.
2. Approval to utilise the Wongborel/Mt Brown picnic area as the rider village hub.

3. Approval to close the summit carpark to enable the shuttle services access to the area during event competition.

No cash contribution has been requested to support this event. However, Officers have identified in-kind contributions from the Shire that may be required to remediate the Wongborel/Mt Brown picnic area and summit carpark ahead of the three weekends of proposed use.

The event application is presented in Appendix 2.

27 & 28 August 2022 - Perth Mountain Bike Club: York Cross Country Olympics (XCO) Mountain Bike Event

The proposed York XCO race is seventh in the series of the Western Australian cross country mountain bike racing calendar. The course is between 4-6 km long and the amount of laps each category of riders do is set to match the overall race time. The York XCO round will consist of several smaller races (over the same course) but at different grades (ages), and over a different number of laps. There will also be several youth races. It is anticipated the event will attract between 100-150 competitors.

Perth Mountain Bike Club is seeking:

1. Approval to use a 5km trail on Wongborel/Mt Brown. The 5km racing trail course will be run over existing single tracks and firebreaks used as part of the proposed WAGE event.
2. Approval to utilise the Wongborel/Mt Brown picnic area as the rider village hub.

The race route will be signed during the morning of 27 August 2022 utilising small signage arrows (15cm x 30cm) at ground level held in place by small stakes. Practice sessions for competitors are also proposed to occur on 28 August 2022. No trails will be bunted or blocked at this time. On the morning of the race (28 August 2022) additional bunting and trail diversions (if required) will also be put in place to direct non-racing users of the trails whilst the event is in progress. All event signage and bunting are removed following the event's conclusion.

Environmental assessment following the event and remedial repairs, if required, will be undertaken by Perth Mountain Bike Club in conjunction with WAGE in early September, following the conclusion of all three events proposed. No cash contribution has been requested from Perth Mountain Bike Club to support this event. However, organisers are seeking exclusive use of the Wongborel/Mt Brown picnic area, overflow parking at the cemetery and closure of the summit carpark at to avoid public vehicle parking across racing areas whilst the event is occurring.

The event application is presented in Appendix 3.

Additional Information

Officers note that no other event applications have been received at this time for the three weekends of mountain bike events proposed in 2022 and do not perceive any issues with approving the use of Wongborel/Mt Brown for the purpose of these events.

Applicable hire fees for the use of Wongborel/Mt Brown and associated bonds are still required, including event application fees.

Council's investment in these events is also minimal and the economic spend generated through the events is beneficial to the town, particularly as all events occur over a two-day period, encouraging overnight stays and economic spend across the town during this time.

The positive interest received from the mountain bike community to include York in the 2022 racing calendar is also favourable to reinvigorate York's positioning as a town that offers a range of mountain biking disciplines and further compliments the work undertaken to formalise trail use in this location.

Officers are recommending Council approves the use of Wongborel/Mt Brown for the three events proposed, subject to further event documentation for each event meeting the requirements of Policy C5 - Public Events in York and its associated guidelines.

OPTIONS

Council has the following options:

- Option 1:** Council could choose to seek further detail from the clubs to determine site approval. However, Officers acknowledge this level of detail is a requirement of the event approvals process.
- Option 2:** Council could choose to reject the request to use Wongborel/Mt Brown for the proposed events. Officers are not recommending this option as it does not align to Council's current strategic direction for the site and the trails work undertaken to formalise use of the trails at Wongborel/Mt Brown.
- Option 3:** Approve the use of Wongborel/Mt Brown for the three events proposed, subject to further event documentation being provided for each event in accordance with the requirements of Policy C5 - Public Events in York and its associated guidelines.

Option 3 is the recommended option.

IMPLICATIONS TO CONSIDER**Consultative**

Officers have workshopped how the three events proposed could be marketed. Pending Council's resolution, Officers will continue to work closely with all applicants to determine the appropriate level of support from local groups, voluntary associations, assess promotional capabilities and ensure a robust delivery of activity is achievable.

It is also suggested that, should Council approve these events, the following community engagement be undertaken by the Shire:

1. Consultation with the local Ballardong Noongar community.
2. Communicating the proposed events, their inclusions and event contacts.
3. Communicating the trails proposed for use with local environmental and trail group.
4. Detailing the remediation requirements expected of event organisers in accordance with Council's Trails Remediation Guide.

StrategicStrategic 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.

Policy Related

C5 Public Events in York

Financial

Event applications, including relevant fees and charges still need to be determined and assessed against their individual merits as part of the event application and approvals process.

No financial support is requested from the events indicated. However, some in-kind support from the Shire maybe required to:

1. Allocate resource to remediate Wongborel/Mt Brown picnic area and summit carparks prior to the intended usage to improve safety, accessibility and ensure it is well presented.

2. Consider additional waste disposal units for the site to meet demand.
3. Allocate resources to advertise the events proposed and limited summit access during events for the community's awareness.

Anticipated costs to undertake the operational elements detailed could be considered in house utilising available operational budgets. Acquittal documentation is not required. However, Officers will debrief with each event organiser following the events to capture trail and event related feedback for continuous improvement.

Legal and Statutory

All Council supported events would still need to comply and be assessed against any statutory policies and legislation.

Risk Related

The events detailed in this report proposed are rated as medium - high risk due to the nature of the competitions proposed and the inherent risks associated to mountain biking competitions.

Should Council support the Officer's recommendation, further consultation will be undertaken with the event organisers requesting risk management plans that detail the risk controls and mitigation strategies for each event.

Workforce

The recommendations detailed in this report can be undertaken in house utilising existing resources.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the 2022 Proposed Wongborel/Mt Brown Mountain Bike Events, Council:

- 1. Approves the use of Wongborel/Mt Brown for the following dates subject to the event documentation submitted for each event meeting the requirements of Policy C5 - Public Events in York and its associated guidelines:**
 - a. WA Gravity Enduro event on Saturday 6 and Sunday 7 August 2022.**
 - b. Peel Districts Mountain Bike Club competition on Saturday 13 and Sunday 14 August 2022.**
 - c. Perth Mountain Bike Club event on Saturday 27 and Sunday 28 August 2022.**



Record No:
 File No:
 T (08) 9641 0500
 E records@york.wa.gov.au
 Box 22, York WA 6302
www.york.wa.gov.au

Event Application

Organiser's Details

Applicant/Organisation	Peel Districts MTB Club		
ABN			
Contact Person	Joel Ryan		
Postal Address			
Contact Details	P [REDACTED]	Email	[REDACTED]

Event Details

Event Name	2022 State Downhill Series		
Website/Social Media Details			
Event Location/s	Mt Brown		
Event Dates	Start: 13 & 14 August	Finish:	
Event Times	Start: 6.00am	Finish: 5.00pm	
Bump In	Date: 13 August (practice)	Time: 8-4pm	
Bump Out	Date: 14 August	Time: 6pm	
Is the Event Ticketed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Event Description eg: sporting, community, concert	Downhill MTB competition		
Estimated attendance - at any one time during the event	Liquor Licensed area: _	Unlicensed area: _	
Estimated attendance - for the duration of the event	Liquor Licensed area: _	Unlicensed area: _	
Target Audience/Demographic	MTB competitors & spectators		
Power	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Generator/s	<input type="checkbox"/> N/A
Water	<input checked="" type="checkbox"/> Scheme	<input type="checkbox"/> Tank	<input type="checkbox"/> N/A

Event Logistics

What arrangements have been made for people with disabilities?	all available on site		
Entertainment details eg amplified music, rides etc	PA system for announcements and two way radios for marshals and safety volunteers		
Alcohol / Food Available	Alcohol: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Food: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Temporary Structure Details eg marquees, stages, bouncy castles etc. (please provide sizes)	3x3 marquees, BYO food provisions		
Toilets	Male Urinals:	Female WC:	Disabled WC:
	Male WC: existing and portable unisex toilets		Hand wash Basins:
Road Closure Details if applicable	<input type="checkbox"/> Full Road Closure <input type="checkbox"/> Parade / Procession		<input type="checkbox"/> Temporary Traffic Suspension <input checked="" type="checkbox"/> N/A
Affected Roads	summit carparked requested to be closed during competition for rider use		
Transport Plans	<input checked="" type="checkbox"/> Patrons own transport		<input type="checkbox"/> Busses Provided
	<input checked="" type="checkbox"/> Other: shuttle transfers for competitors from bottom to top of Mt Brown		



Record No:
File No:
T (08) 9641 0500
E records@york.wa.gov.au
Box 22, York WA 6302
www.york.wa.gov.au

Temporary Camping	<input type="checkbox"/> Yes – Number of Nights:	<input checked="" type="checkbox"/> No
-------------------	--	--

COVID Safety Plan

COVID Safety Plan	Required for all events involving 0-500 persons. Refer wa.gov.au for a COVID Safety Plan template and guidelines.	
COVID Event Plan	Required for events involving more than 500 persons. Refer wa.gov.au for a COVID Event Plan template and guidelines.	
Physical Distancing Achievable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hand hygiene station available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Contact Tracing Register in Place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Do you intend to use

Do you intend to use an aircraft or drone?	<input checked="" type="checkbox"/> Yes (provide details below)	<input checked="" type="checkbox"/> No
	Name and model: to be provided with event documents	
	Weight:	
	Serial number:	
	CASA registration:	
	Licenced Operator Name:	
	Ph:	Email:
	Operation Date/s:	
	Operation Time/s:	
	Launch / landing location/s:	

Event associated fees apply to all events. Fees and charges relating to events will be communicated and invoiced after the initial assessment has been completed. Event Application fees must be paid in full prior to further assessment and event approvals being issued.

Is your organisation not-for-profit? ☒ Yes ☐ No

I, Joel Ryan as the event organiser, seeking approval to host an event within the Shire of York acknowledge that, the information and completed actions in my application are true and correct. I accept full responsibility of the facility and/or reserve during the specified hire period and will ensure compliance with the Shire's conditions of hire and local laws. I will indemnify the Shire of York against any action, suit or proceeding caused by my failure to observe all statutory and other requirements or as a result of my negligence or wilful actions. I will ensure the appropriate liability and other insurances are in place for the activities to be conducted.

I understand the Event Application Package is a guide and has been compiled according to a number of statutory requirements. There may be other requirements which exist outside of the package and that as the event organiser I am responsible.

Signature: _____ Date: 12/10/21



Record No:
 File No:
 T (08) 9641 0500
 E records@york.wa.gov.au
 Box 22, York WA 6302
www.york.wa.gov.au

Event Application Checklist

Activity	Tick if applicable to your event	Supporting Information Required
Site Plan	<input type="checkbox"/>	Include all structures, fenced areas, power and exits
Hire of Shire Reserve, or Venue	<input type="checkbox"/>	Contract of Hire
City Requests: Power, Bins, Gates	<input type="checkbox"/>	Scope of Works
Event Notification to neighbouring residents and/or businesses	<input type="checkbox"/>	Please provide a copy of correspondence to persons impacted by your event (eg due to noise or road closures etc)
Public Liability Insurance	<input type="checkbox"/>	Certificate of Currency to a minimum of \$10 million and if requested, \$20 million (current for your event date/s)
Sale of Food	<input type="checkbox"/>	Food Traders Information Spreadsheet (supplied by Shire)
Sale of Alcohol	<input type="checkbox"/>	<ul style="list-style-type: none"> - Copy of Liquor Licence - If on Shire owned or managed land: Permit to consume alcohol
Marquees / Tents	<input type="checkbox"/>	<ul style="list-style-type: none"> - Certificate of Temporary Structure form (for structures larger than 5mx5m) - Structural certification (for structures larger than 9mx6m)
Excessive Noise	<input type="checkbox"/>	Regulation 18 (Noise) Application
Police Notification	<input type="checkbox"/>	Police Notification form (signed by Police and returned to the Shire)
Hospital Notification	<input type="checkbox"/>	Hospital Notification form (signed by hospital and returned to Shire)
First Aid	<input type="checkbox"/>	Provide details of first aid provision (where applicable)
Emergency Notification	<input type="checkbox"/>	Email event details to troy.granville@dfes.wa.gov.au , york.hospital@york.wa.gov.au & york@stjohn.com.au . Please cc records@york.wa.gov.au for our record against your event
Department of Health Notification	<input type="checkbox"/>	Register your event on the Department of Health Website here: Events registration
COVID-19	<input type="checkbox"/>	COVID Safety Plan is required for all events
	<input type="checkbox"/>	COVID Event Plan is required for events involving more than 500 persons
Risk Management	<input type="checkbox"/>	Risk Management Plans are encouraged for all events, and mandatory for events attracting more than 1000 persons. Refer to Guidelines for Concerts, Events and Organised Gatherings at health.wa.gov.au here
Emergency Management	<input type="checkbox"/>	Emergency Evacuation Plan required depending on location for all high risk events (eg outdoor adventure race events, large gatherings etc). Refer Guidelines for Concerts, Events and Organised Gatherings at health.wa.gov.au here
Security	<input type="checkbox"/>	Provide details of security (where applicable)
Temporary Roadside Signage	<input type="checkbox"/>	<ul style="list-style-type: none"> - Temporary Sign Approval form (for signs on Shire roads) - For signs on Main Roads managed roads, applicants must seek approval from Main Roads WA
Traffic Management	<input type="checkbox"/>	Traffic Management Plan is required where roads are closed, partially closed or traffic is suspended.
Temporary Camping	<input type="checkbox"/>	Application for Approval to Camp will be requested if required
Parking	<input type="checkbox"/>	Parking Management Plan (where applicable)



Record No:
 File No:
 T (08) 9641 0500
 E records@york.wa.gov.au
 Box 22, York WA 6302
www.york.wa.gov.au

Street Banners	<input type="checkbox"/>	- Application for Street Banner Approval
Public Building	<input type="checkbox"/>	Form 1 – for events with fenced areas and temporary structures requiring assessment
Public Building	<input type="checkbox"/>	Form 3 - where an existing Public Building approved use and numbers are being altered
Electrical Equipment	<input type="checkbox"/>	Form 5 (to be signed by licenced electrician)
Amusement Rides	<input type="checkbox"/>	- Worksafe registration and Public Liability Insurance (additionally, logbook of regular maintenance should be sighted by event organiser)

Application Procedure

1. Read the Shire's Public Events Guide
2. New Events – Meet with the Shire's Events Economic Development Officer to discuss your application. To make an appointment, phone 9641 2233 or email records@york.wa.gov.au
3. Complete an Event Application and forward to records@york.wa.gov.au at least 8 weeks prior to the event.
4. In response to receiving a completed Event Application, the Shire's events team will send a request for information outlining the remaining documents required to be submitted. Forms required will be included. Fees applicable to your event will be payable at this stage.
5. When all required information is received, the Shire's events team will forward a letter of acknowledgment outlining conditions (as they apply).

Approval Procedure

1. You may not proceed with the event until you have received written confirmation from the Shire advising all Shire and statutory requirements have been satisfied. This may take between 3 to 4 weeks depending on the scale of your event.

Special conditions (if applicable) will be outlined in your letter of acknowledgement. It is the event organiser's responsibility to adhere to the conditions or to remain in regular contact with the relevant departments until necessary approvals are issued.

It is an offence to operate an event without a valid approval and both Local Government and Police are empowered to close public events which are considered unsafe or unsuitable.

2. A debrief should be held for large scale and high risk events within 7 days post event.

Note:

Event applications and approvals are not transferable, therefore the event organiser may not transfer an approval to an alternative venue, date or time without resubmitting and receiving approval from Council.



Record No:
 File No:
 T (08) 9641 0500
 E records@york.wa.gov.au
 Box 22, York WA 6302
www.york.wa.gov.au

Event Application

Organiser's Details

Applicant/Organisation	Perth Mountain Bike Club		
ABN			
Contact Person	Wil Wishart		
Postal Address			
Contact Details	P [REDACTED]	Email	[REDACTED]

Event Details

Event Name	WA State Series XCO Round 7		
Website/Social Media Details			
Event Location/s	Mt Brown		
Event Dates	Start: 27 & 28 August	Finish:	
Event Times	Start: 6.30am	Finish: 5.00pm	
Bump In	Date: 27 August (practice)	Time: 8-4pm	
Bump Out	Date: 28 August	Time: 5pm	
Is the Event Ticketed?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Event Description eg: sporting, community, concert	Competition - Mountain biking		
Estimated attendance - at any one time during the event	Liquor Licensed area: _	Unlicensed area: _	
Estimated attendance - for the duration of the event	Liquor Licensed area: _	Unlicensed area: _	
Target Audience/Demographic	XCO competitors		
Power	<input type="checkbox"/> Existing	<input checked="" type="checkbox"/> Generator/s	<input type="checkbox"/> N/A
Water	<input checked="" type="checkbox"/> Scheme	<input type="checkbox"/> Tank	<input type="checkbox"/> N/A

Event Logistics

What arrangements have been made for people with disabilities?	existing infrastrucutre and amenities		
Entertainment details eg amplified music, rides etc	Nil - PA system for announcements and two way radios for marshals		
Alcohol / Food Available	Alcohol: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Food: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Temporary Structure Details eg marquees, stages, bouncy castles etc. (please provide sizes)	3x3 marquees, BYO food provisions		
Toilets	Male Urinals:	Female WC:	Disabled WC:
	Male WC: existing and portable unisex toilets		Hand wash Basins:
Road Closure Details if applicable	<input type="checkbox"/> Full Road Closure <input type="checkbox"/> Parade / Procession		<input type="checkbox"/> Temporary Traffic Suspension <input checked="" type="checkbox"/> N/A
Affected Roads	summit carparked requested to be closed during competition for rider and spectator safety		
Transport Plans	<input checked="" type="checkbox"/> Patrons own transport		<input type="checkbox"/> Busses Provided
	<input checked="" type="checkbox"/> Other: shuttle transfers for competitors from bottom to top of Mt Brown		



Record No:
 File No:
 T (08) 9641 0500
 E records@york.wa.gov.au
 Box 22, York WA 6302
www.york.wa.gov.au

Temporary Camping	<input type="checkbox"/> Yes – Number of Nights:	<input checked="" type="checkbox"/> No
-------------------	--	--

COVID-19

COVID Safety Plan	Required for all events involving 0-500 persons. Refer wa.gov.au for a COVID Safety Plan template and guidelines.	
COVID Event Plan	Required for events involving more than 500 persons. Refer wa.gov.au for a COVID Event Plan template and guidelines.	
Physical Distancing Achievable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hand hygiene station available?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Contact Tracing Register in Place?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Drone Operations

Do you intend to use an aircraft or drone?	<input type="checkbox"/> Yes (provide details below)	<input checked="" type="checkbox"/> No
	Name and model:	
	Weight:	
	Serial number:	
	CASA registration:	
	Licenced Operator Name:	
	Ph: Email:	
	Operation Date/s:	
	Operation Time/s:	
	Launch / landing location/s:	

Event Fees

Event associated fees apply to all events. Fees and charges relating to events will be communicated and invoiced after the initial assessment has been completed. Event Application fees must be paid in full prior to further assessment and event approvals being issued.

Is your organisation not-for-profit? ☒ Yes ☐ No

Acknowledgement

I, will wishart as the event organiser, seeking approval to host an event within the Shire of York acknowledge that, the information and completed actions in my application are true and correct. I accept full responsibility of the facility and/or reserve during the specified hire period and will ensure compliance with the Shire's conditions of hire and local laws. I will indemnify the Shire of York against any action, suit or proceeding caused by my failure to observe all statutory and other requirements or as a result of my negligence or wilful actions. I will ensure the appropriate liability and other insurances are in place for the activities to be conducted.

I understand the Event Application Package is a guide and has been compiled according to a number of statutory requirements. There may be other requirements which exist outside of the package and that as the event organiser I am responsible.

Signature: _____ Date: _____



Record No:
 File No:
 T (08) 9641 0500
 E records@york.wa.gov.au
 Box 22, York WA 6302
www.york.wa.gov.au

Event Application Checklist

Activity	Tick if applicable to your event	Supporting Information Required
Site Plan	<input type="checkbox"/>	Include all structures, fenced areas, power and exits
Hire of Shire Reserve, or Venue	<input type="checkbox"/>	Contract of Hire
City Requests: Power, Bins, Gates	<input type="checkbox"/>	Scope of Works
Event Notification to neighbouring residents and/or businesses	<input type="checkbox"/>	Please provide a copy of correspondence to persons impacted by your event (eg due to noise or road closures etc)
Public Liability Insurance	<input type="checkbox"/>	Certificate of Currency to a minimum of \$10 million and if requested, \$20 million (current for your event date/s)
Sale of Food	<input type="checkbox"/>	Food Traders Information Spreadsheet (supplied by Shire)
Sale of Alcohol	<input type="checkbox"/>	<ul style="list-style-type: none"> - Copy of Liquor Licence - If on Shire owned or managed land: Permit to consume alcohol
Marquees / Tents	<input type="checkbox"/>	<ul style="list-style-type: none"> - Certificate of Temporary Structure form (for structures larger than 5mx5m) - Structural certification (for structures larger than 9mx6m)
Excessive Noise	<input type="checkbox"/>	Regulation 18 (Noise) Application
Police Notification	<input type="checkbox"/>	Police Notification form (signed by Police and returned to the Shire)
Hospital Notification	<input type="checkbox"/>	Hospital Notification form (signed by hospital and returned to Shire)
First Aid	<input type="checkbox"/>	Provide details of first aid provision (where applicable)
Emergency Notification	<input type="checkbox"/>	Email event details to troy.granville@dfes.wa.gov.au , york.hospital@york.wa.gov.au & york@stjohn.com.au . Please cc records@york.wa.gov.au for our record against your event
Department of Health Notification	<input type="checkbox"/>	Register your event on the Department of Health Website here: Events registration
COVID-19	<input type="checkbox"/>	COVID Safety Plan is required for all events
	<input type="checkbox"/>	COVID Event Plan is required for events involving more than 500 persons
Risk Management	<input type="checkbox"/>	Risk Management Plans are encouraged for all events, and mandatory for events attracting more than 1000 persons. Refer to Guidelines for Concerts, Events and Organised Gatherings at health.wa.gov.au here
Emergency Management	<input type="checkbox"/>	Emergency Evacuation Plan required depending on location for all high risk events (eg outdoor adventure race events, large gatherings etc). Refer Guidelines for Concerts, Events and Organised Gatherings at health.wa.gov.au here
Security	<input type="checkbox"/>	Provide details of security (where applicable)
Temporary Roadside Signage	<input type="checkbox"/>	<ul style="list-style-type: none"> - Temporary Sign Approval form (for signs on Shire roads) - For signs on Main Roads managed roads, applicants must seek approval from Main Roads WA
Traffic Management	<input type="checkbox"/>	Traffic Management Plan is required where roads are closed, partially closed or traffic is suspended.
Temporary Camping	<input type="checkbox"/>	Application for Approval to Camp will be requested if required
Parking	<input type="checkbox"/>	Parking Management Plan (where applicable)



Record No:
 File No:
 T (08) 9641 0500
 E records@york.wa.gov.au
 Box 22, York WA 6302
www.york.wa.gov.au

Street Banners	<input type="checkbox"/>	- Application for Street Banner Approval
Public Building	<input type="checkbox"/>	Form 1 – for events with fenced areas and temporary structures requiring assessment
Public Building	<input type="checkbox"/>	Form 3 - where an existing Public Building approved use and numbers are being altered
Electrical Equipment	<input type="checkbox"/>	Form 5 (to be signed by licenced electrician)
Amusement Rides	<input type="checkbox"/>	- Worksafe registration and Public Liability Insurance (additionally, logbook of regular maintenance should be sighted by event organiser)

Application Procedure

1. Read the Shire's Public Events Guide
2. New Events – Meet with the Shire's Events Economic Development Officer to discuss your application. To make an appointment, phone 9641 2233 or email records@york.wa.gov.au
3. Complete an Event Application and forward to records@york.wa.gov.au at least 8 weeks prior to the event.
4. In response to receiving a completed Event Application, the Shire's events team will send a request for information outlining the remaining documents required to be submitted. Forms required will be included. Fees applicable to your event will be payable at this stage.
5. When all required information is received, the Shire's events team will forward a letter of acknowledgment outlining conditions (as they apply).

Approval Procedure

1. You may not proceed with the event until you have received written confirmation from the Shire advising all Shire and statutory requirements have been satisfied. This may take between 3 to 4 weeks depending on the scale of your event.

Special conditions (if applicable) will be outlined in your letter of acknowledgement. It is the event organiser's responsibility to adhere to the conditions or to remain in regular contact with the relevant departments until necessary approvals are issued.

It is an offence to operate an event without a valid approval and both Local Government and Police are empowered to close public events which are considered unsafe or unsuitable.

2. A debrief should be held for large scale and high risk events within 7 days post event.

Note:

Event applications and approvals are not transferable, therefore the event organiser may not transfer an approval to an alternative venue, date or time without resubmitting and receiving approval from Council.

SY156-12/21 DRAFT TRAILS CONCEPT PLAN

File Number:	CS.LCS.13
Author:	Carol Littlefair, Arts and Cultural Heritage Officer
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	24 November 2020 (081120)
Appendices:	1. Draft Trails Concept Plan ↓ 2. Trails Concept Plan RFQ 12-2021 ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents the Draft Trails Concept Plan, created by Common Ground Trails, to Council and seeks Council's approval to publish and seek feedback on the Draft Plan through community consultation.

BACKGROUND

The imminent requirement being a detailed Trails Concept Plan for Wongborel/Mt Brown was highlighted within the report of the Trails Economic Business Case approved by Council at its November 2020 Ordinary Meeting (081120). Allowance was made for the creation of a Trails Concept Plan, being the next stage after a Trails Master Plan, in the 2021/22 budget.

A grant of \$20,000 including GST was then obtained from the Department of Local Government, Sport and Cultural Industries (DLGSC) in February 2022.

A formal Request for Quotation (RFQ) was sent to several Trails consultancy firms in June 2021 in both Western Australia and South Australia. A copy of the RFQ is presented in Appendix 2. The production of this Trails Concept Plan as a supporting document is timely at the current stage of trails development and will be an essential supporting document for obtaining future grant funding.

COMMENTS AND DETAILS

The successful quotation was from Common Ground Trails, who created the Trails Master Plan and are widely considered within the field to be the most experienced trails planning consultancy firm within the State and have an excellent reputation nationally. Initial approaches were made to other interstate firms but COVID travel restrictions at the time made it unviable for Eastern States firms to undertake this project.

It should be noted that the Noongar Cultural Heritage Survey was not completed at the time the brief for the RFQ document was created and therefore Council's attention is drawn to the Revisions to Scope on Page 3.

OPTIONS

Council has the following options:

Option 1: Council could choose to approve the Draft Trails Concept Plan for public distribution and community consultation.

Option 2: Council could choose not to approve the Draft Trails Concept Plan for public distribution and community consultation.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

A project reference group was established as per the DLGSC grant contract details and has included representatives from:

1. DLGSC - Northam branch
2. Avon Valley Tracks and Trails - user group
3. River Conservation Society
4. Wildflower Society of WA - York branch

The Draft Trails Concept Plan will also be supplied to the Department of Biodiversity, Conservation and Attractions and the Ballardong Noongar RAP group as part of the next stage of the consultative process.

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.

Policy Related

A stringent procurement process was followed with RFQ Q12-2021, as stated in Policy F2 - Procurement:

“\$50,001 to \$150,000 Obtain at least three written quotations (using the Shire of York’s Request for Quotation template) containing price and specification of goods and services, recommendations to purchase to be accompanied by a written evaluation against pre-determined criteria and approved by the Chief Executive Officer.”

Financial

An allocation of \$31,000 has been provided in the 2020/21 budget to support the Trails Concept Plan.

A grant of \$20,000 including GST was obtained from the DLGSC.

The successful quotation was \$53,500, with a minor budget adjustment being necessary as part of the FACR process.

Legal and Statutory

N/A

Risk Related

The risk of not proceeding with the Trails Concept Plan is considered a Critical Financial risk as defined by the Shire’s Asset Risk Matrix, being an almost certain requirement for major grant funding. The failure of grant applications being likely to result in a more than 15% deviation from budget if the Shire had to be the sole funding agency. Failure to obtain major grants would probably result in the shelving of Trails development, at least in the short/medium term.

Workforce

Minor administration, meetings and assistance in line with Officers' usual workloads is involved in the liaison with the external consultant and community consultation.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Draft Trails Concept Plan, Council:

- 1. Approves the Draft Trails Concept Plan, as presented in Appendix 1, for public distribution and feedback.**
- 2. Conducts the following community consultation process for the Draft Trails Concept Plan:**
 - a. Advertising for a minimum of three (3) working weeks.**
 - b. Holding one (1) open community consultation session.**



Contents

Introduction	3
Project Overview	3
Planning Context	3
Project Objectives	3
Target Market & User Types	3
Scope & Scale	3
Engagement and Consultation	4
Site Assessment	5
Tenure	5
Topography & hydrology	5
Ecological values	6
Cultural Values	6
Existing Trails and facilities	7
Opportunities and Constraints	8
Characteristic zones	8
York Trail Network Concept	9
Trail network overview	10
Infrastructure	10
Avon Park Trailhead	11
Wongborel/Mt Brown picnic area & Lockout concept	12
Trail Summaries	15

Prepared by Common Ground Trails Pty Ltd for the Shire of York

Acknowledgements

The authors of this Shire of York Trail Network Trail Concept Plan respectfully acknowledge that this land on which the trail network is located is traditional land of the Ballardong people who have a rich social, spiritual and historical connection to this country, which is as strong today, as it was in the past.

Common Ground Trails wishes to acknowledge the significant contribution of the Project Reference Group as well as the valuable input from stakeholders, organisation representatives, users and individuals.

Images Common Ground Trails unless noted.

Disclaimer

Common Ground Trails Pty Ltd, its employees, directors and associated entities shall not be liable for any loss, damage, claim, costs, demands and expenses for any damage or injury of any kind whatsoever and howsoever arising in connection with the use of this Plan or in connection with activities undertaken in mountain biking, hiking and trail running generally.

While all due care and consideration has been undertaken in the preparation of this report, Common Ground Trails Pty Ltd advise that all recommendations, actions and information provided in this document is based upon research as referenced in this document.

Common Ground Trails Pty Ltd and its employees are not qualified to provide legal, medical or financial advice. Accordingly, detailed information in this regard will require additional professional consultation in order to adequately manage and maintain the facilities and reduce risk.

Revision	Description	Date
A	Draft Concept for Client Review	24/11/21
B	Draft Concept for PRG Review	30/11/21



York Trail Network | Draft Concept Plan



November 30, 2021 | 2

Introduction

Project Overview

The Shire of York Trails Master Plan 2019 - 2028 outlined a number of recommendations for the development of trails in the Shire of York. Short term recommendations outlined a series of proposals for trails surrounding the town of York including at Walwalying/Mt Bakewell, Wongborel/Mt Brown and along the Gogulgar Bilya/Avon River.

Planning Context

The Western Australian Strategic Trails Blueprint 2017–2021 (Department of Local Government, Sport and Cultural Industries, 2017) is an over arching guide for consistent and coordinated planning, development and management of quality trails and trail experiences across Western Australia. It provides a vision, guiding principles, strategic directions and actions for consideration across the State for government, trail managers, landholders, trail support groups, tourism operators and the community.

The Shire of York Trail Master Plan identified potential to establish York as a trails destination through provision of high quality and accessible walk, mountain bike and equestrian trails in proximity to the town.

In accordance with the Trail Development Series developed by the Department of Local Government, Sport and Cultural Industries (DLGSCI) and the Department of Biodiversity, Conservation and Attractions (DBCA) site assessments of the project area have been undertaken to inform development of this concept plan.

Project Objectives

The objectives of this project are to develop a concept for the trail network on Walwalying/Mt Bakewell, Wongborel/Mt Brown and along the Gogulgar Bilya/Avon River. The concept plan proposes to reinvigorize and enhance the existing trail network and proposes additional trails providing an accessible coherent and intuitive trail network for a range of trail users and capabilities that showcases the unique attributes of the landscape. The concept plan should also consider the existing trailheads and make recommendations for improvements. Overall objectives are outlined below:

- Ensure new trail proposals consider environmental and cultural heritage values and provide a sympathetic fit within the natural landscape.
- Ensure trail development is consistent with best practice planning, design and construction standards.
- Develop a high-quality trail system suitable for a diverse range of user ability.

Target Market & User Types

The York Trail Network is intended to cater for both locals, destination trail users and trail users while on holidays. In terms of the mountain bike cohorts the terrain available is best suited to a trail network that caters to leisure and gravity cohorts. These markets are comprised of a diverse mix of trail users, including general cyclists, recreational cyclists and highly skilled technical riders. Trail styles for these target markets will vary from accessible easy trails to purpose designed trails with technical trail features.

Trail types to be incorporated into the network include shared use trails, walk trails, equestrian trails and cross country (XC) and All Mountain/Enduro mountain bike trails, with adaptive mountain biking trails where the terrain is suitable.

Scope & Scale

The Concept Plan brief outlined the scope of the trail network to include:

Area Priority 1: Wongborel/Mt Brown

- Identify entry points bearing in mind current and future uses of the areas
- Identify possible new trail corridors, using geospatial mapping
- Identify and mark existing trails to use or retire, using geospatial mapping
- Concept Plan for a user-friendly Lookout, and associated infrastructure, including accessibility and interpretation that links to the park/picnic area.

Area Priority 2: Gogulgar Bilya/Avon River

- Identify requirements and content for creating a Trailhead at Avon Park
- Identify requirements for making a linked trail between the two mountains
- Identify possible improvements to the Avon River trail routes

Area Priority 3: Walwalying/Mt Bakewell

- Identify entry points bearing in mind current and future uses of the areas
- Identify possible new trail corridors, using geospatial mapping
- Identify requirements and site for a Lookout on Walwalying/Mt Bakewell that has minimal impact upon the environment whilst maximizing the opportunities for scenic viewing

Refer to Map 1 for project area location.

The Trail Master Plan outlined the following scale of trail development on public land for each site:

- Wongborel/Mt Brown (5km Walk, 20km MTB, 6km Equestrian)
- Gogulgar Bilya/Avon River (1km access for all, 5km shared use)
- Walwalying/Mt Bakewell (2km shared use, 1km Walk, 2km MTB, 5km Equestrian). Private landowners also have plans for development of mountain bike trails.

Revisions to Scope

Throughout the site assessment and consultation phase of developing the Concept Plan it was evident that trail development on Walwalying/Mt Bakewell needs to be considered, being mindful of the cultural heritage significance of the mountain to the local Ballardong people.

The Report of the Ethnographic Site Identification Noongar Cultural Heritage Survey, Shire of York, June 2021 was completed post commencement of the concept plan and recommended that both Walwalying/Mt Bakewell, Wongborel/Mt Brown and the special site of cultural significance located on Wongborel/Mt Brown be formally submitted to DPLH as potential Aboriginal Sites for inclusion on the AHIS. This cultural heritage survey report also recommends that trail development be excluded from Walwalying/Mt Bakewell on both public and private land. Based on this recommendation, the scope of work for this concept plan was reduced to focus on Wongborel/Mt Brown, the Gogulgar Bilya/Avon River and identification of a link trail to Walwalying/Mt Bakewell should trail development be considered by the Shire in the future.



MAP 1 - Project area
York Trail Network | Draft Concept Plan

Engagement and Consultation

Project Reference Group

The Project Reference Group (PRG) comprised representatives from the Shire of York, Department of Local Government Sport and Cultural Industries (DLGSC), Avon Valley Tracks and Trails (AVTAT), River Conservation Society and York branch of Wildflower Society of WA. Department of Biodiversity Conservation and Attractions (DBCA) were invited to be apart of the PRG but declined.

The PRG were involved in development of the draft concept with meetings held during site assessment phase (to allow transfer of knowledge) and at broad concept phase (to allow feedback and approval of the direction of concept development).

The PRG will review the draft prior to release for community comment and will meet post community consultation to review the concept in light of changes made based on community feedback.

Key Stakeholders

Ballardong Noongar Elders/community were involved in development of the draft concept with several meetings held during the site assessment phase to ensure understanding of opportunities and constraints. Ballardong Noongar Elders/community will also review the draft concept.

Other key stakeholders that were consulted in the site assessment phase of the project included private property owners adjacent crown land on Walwalying/Mt Bakewell.

Consistent themes emerging from discussions included:

Experience

- Wongborel/Mt Brown should be accessible for a range of users with a mix of single use and shared use trails
- Potential to showcase the variety of landscapes in trail experiences - enclosed river corridor contrast with open views across the town and beyond
- Opportunity to deepen local and visitor connections to Ballardong Noongar cultural heritage through interpretation and artworks

Access

- Potential for multiple access points to Wongborel/Mt Brown dual use trails are supported as long as it is clear to users that this is the case
- Good directional signage is key
- Maintaining emergency access is critical
- Potential to pass the proposed environmental/cultural centre on South St/Clifford St

Events

- Trail running events typically have a series of loop options 5km, 10km and 15km
- XC MTB events typically would be looking for 15km loop. Gravity Enduro events looking for multiple descents and climbs.

Site Assessment

Site assessment undertaken considered the inherent qualities of the landscape such as terrain and vegetation types, existing trails and infrastructure and constraints such as heritage values and threatened ecological community presence. The project area landscape includes native bushland, undulating hills, small gully's and the Gogulgar Bilya/Avon River.

Tenure

The project area is within Crown Reserves with the town of York. Wongborel/Mt Brown Reserve is vested with the Shire of York as a gazetted Class A reserve for the purposes of 'Parkland'. The reserves adjacent the Gogulgar Bilya/Avon River are also vested with the Shire of York. Land adjacent the project area is freehold.

Topography & hydrology

Wongborel/Mt Brown is characterised by gently sloping flat topped ridges, with numerous rocky outcrops of granite. There is a dominant high point (342m) with several shallow spurs and gullies throughout. The site slopes in various directions providing up to 90m of elevation range in some parts and 50-65m in others. The spurs and gullies provide for a range of slope gradients, providing good opportunity for engaging trail with purposeful ascents mixed with exhilarating descents. The varied terrain provides for a range of slope aspects

providing opportunity to create a network that features an engaging variety of experiences. Several non-perennial streams occur in the gullies on Wongborel/Mt Brown.
The Gogulgar Bilya/Avon River traverses the project area with width of the River varying through the seasons. The Gogulgar Bilya/Avon River riparian zone is generally flat with slight variances due to river flow patterns.



MAP 2 - Project area tenure
York Trail Network | Draft Concept Plan

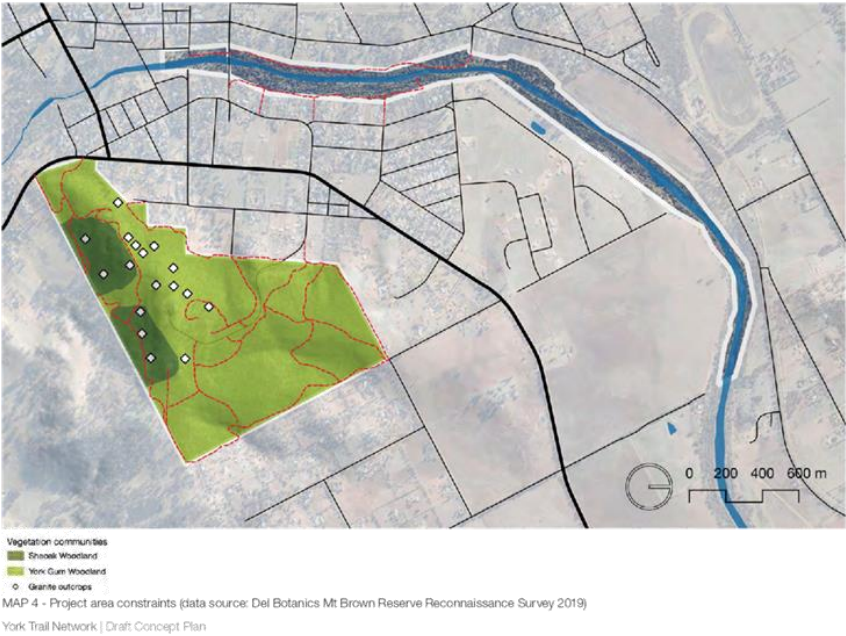


MAP 3 - Project area topography and hydrology

Ecological values

Reconnaissance survey undertaken by Del Botanics in 2019 indicated that the vegetation contained within Wongborel/Mt Brown Reserve is in a degraded condition. The vegetation onsite can be broadly categorised into three broad vegetation communities, York Gum Woodland, Sheoak Woodland and Granite outcrops. The riparian corridor of the Gogulgar Bilya/Avon River is also in a degraded state with the River Conservation Society embarking on a restoration program over a decade ago, establishing a revegetation strip 30m wide on both banks. This work continues and has restored some value to the ecosystems along the River.

The vegetation and landscape allow opportunity to create a varied trail experience and work towards fostering a greater understanding of the landscape and ecosystem values for visitors, through experience, appreciation and interpretation.



Cultural Values

The project area has many layers of cultural heritage including Aboriginal and European values. There are two AHIS registered Aboriginal sites within the project area - the Gogulgar Bilya/Avon River and the Marley Pool corroboree ground. The Report of the Ethnographic Site Identification Noongar Cultural Heritage Survey, Shire of York, June 2021 recommended that the Walwalying/Mt Bakewell, Wongborel/Mt Brown and the special site of cultural significance on Wongborel/Mt Brown are formally submitted to DPLH as potential Aboriginal Sites (as defined under section 5 of the AHA) for inclusion on the AHIS.

- The Ballardong Noongar community have expressed a desire to work closely with the Shire of York in:
- development of a revitalised trail network on Wongborel/Mt Brown, aiming to restore the environment (and corresponding cultural landscape) of the mountain;
 - development of updated interpretation material;
 - ongoing management of trails and reserves.

There is opportunity in development of the trail network concept for interpretation of sites of cultural significance which can assist in maintaining a sense of place and informing visitors about the values of the area. Areas of known significance have been avoided in the development of the trail network concept. As the trail development process continues into detailed design, construction and management the Shire will continue to work closely with the Ballardong Noongar community.

It is also recommended that the Shire continue to pursue opportunities to establish a local Aboriginal Ranger program to enable opportunity for hands on management of Country and trails.

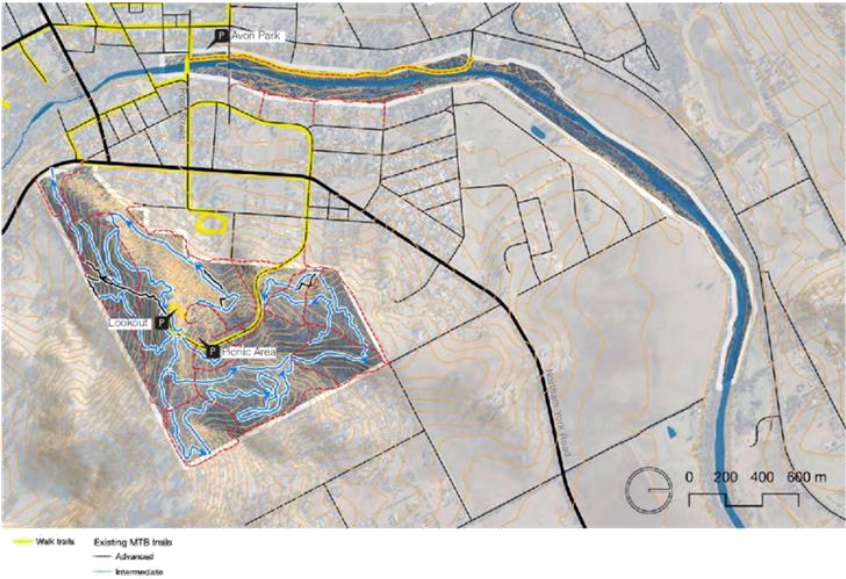


FIGURE 1 - Noongar seasons - identified potential interpretation theme (source: www.australiassouthwest.com)

Existing Trails and Facilities

The Avon River Trail currently follows established fire management tracks adjacent the Avon River. The swing bridge in Avon Park provides access across the river year round, fords at various locations along the river provide access across during summer months when the river flow is reduced. Wongborel/Mt Brown currently contains approximately 12km of unsanctioned singletrack trails and a network of fire management tracks, these are used by both mountain bike riders and walkers/trail runners. From a mountain bike trail style perspective the singletrack caters for cross country and gravity style riding. There are a number of promoted heritage trails which link the town and river to Wongborel/Mt Brown these mostly follow footpaths alongside roads. While there are no official trail counters on site, Strava heatmaps indicates significant use of the existing trails.

There is opportunity to reinvigorate the existing trail experience providing an engaging trail alignment that makes the most of the terrain features and of opportunity to tell the stories of ecological and cultural significance that the landscape holds.



MAP 5 - Existing trails
York Trail Network | Draft Concept Plan

There are three significant visitor precincts within the project area – Avon Park, Wongborel/Mt Brown picnic area and Wongborel/Mt Brown lookout. Existing infrastructure at these sites is outlined in the table below.

Trailhead	Current facilities	Considerations
Avon Park	Playground BBQ/picnic facilities Shelter/tables Toilets Carpark (approximate capacity 20 vehicles, more in adjacent sites across road)	Close to town centre, ideal location for primary trailhead (as recommended in Trails Master Plan.)
Wongborel/Mt Brown picnic area	BBQ/picnic facilities Shelter/tables Toilets Carpark (approximate capacity 20 vehicles)	Carpark and site circulation is not well defined Memorial grove located on eastern edge below road.
Wongborel/Mt Brown lookout	Lookout Seating Carpark (approximate capacity 20 vehicles)	Lookout site is adjacent the identified special site of cultural significance Carpark is not well defined



Wongborel/Mt Brown Lookout



Wongborel/Mt Brown Picnic Area



Avon Park (source: Shire of York)

Opportunities and Constraints

Assessment of the current network and facilities alongside an analysis of the landscape features has enabled a clear picture of the opportunities and constraints presented in developing the concept plan.

Key constraints and issues identified include:

- Ensuring impacts to the flora, fauna and cultural values are minimised
- Roads and tenure limiting links between Wongborel/Mt Brown and the Avon River.
- Existing trails on roads and fire management tracks not offering the most appealing user experience

Key opportunities identified include:

- Improvement to existing trails to ensure the network provides for an engaging experience for a diverse range of trail users and abilities
- Formalising key access points and upgrading infrastructure
- Maximise the features in the terrain to provide engaging trail experiences
- Maximising interpretation opportunities

Characteristic zones

The result of the desktop analyses and on site ground truthing was the categorisation of characteristic zones. The diverse characteristics of each zone, from flat riparian to rocky steep slopes all suit different trail types. The characteristic zones informed the overall site zoning and placement of trails styles. Each of the zones are:

Contemplative/beginner zone: flat terrain offering potential for more intimate contemplative experiences and interpretation opportunities.

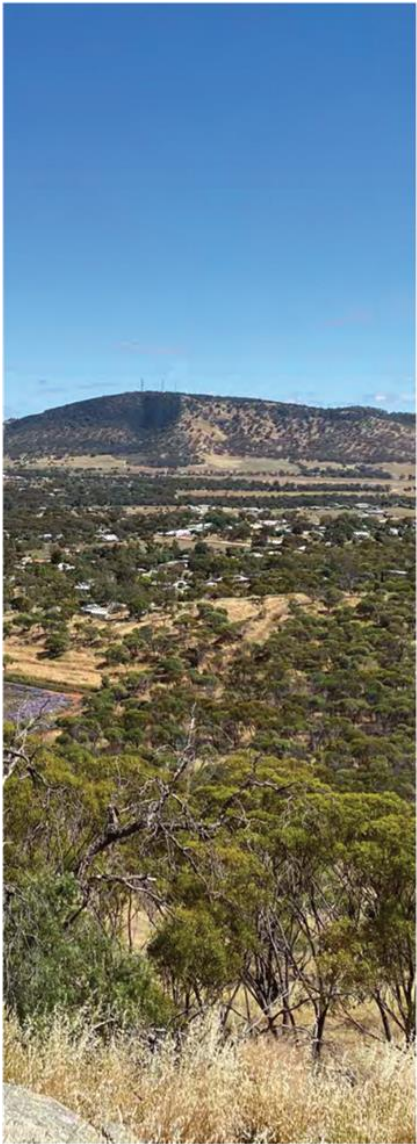
Open zone: Mellow slopes and more open vegetation type provide opportunity for cross country mountain bike trail and longer distance walk trails.

Tech zone: Steeper slopes and pockets of granite boulders provide challenging and varied terrain for more technical trails.

View zone: Aspect and elevation provide for commanding views over town towards Walwaying/Mt Bakewell offering opportunity for interpretation and a deeper connection with the landscape.



MAP 6 - Characteristic zones



View towards Walwaying/Mt Bakewell from Wongborel/Mt Brown

York Trail Network Concept

The York Trail Network has been designed to provide a series of experiences of varying length and difficulty which also allow for a number of connections and diversions enabling visitors to tailor their trail use experience to suit their needs and desires. The concept uses as much existing trail as possible, repurposing some sections and rehabilitating redundant sections. Where deemed appropriate the concept alignments also use some of the existing management roads. The network is proposed to be supported by a primary trailhead at Avon Park and a number of secondary trailheads and features a mix of trails purpose designed for single use (walk and mountain bike) as well as shared use trails. Poole Street, Clifford St and Brook St are proposed to be promoted as links from the Avon Park Primary Trailhead to Wongborel/Mt Brown.

- The York Trail Network adheres to the following best practice principles:
- The network avoids areas of environmental significance, problematic landforms, and is generally sympathetic to the landscape and viewsheds
 - Where possible the trail network connects users with the natural environment and it's features
 - Trail alignments are engaging and purposeful in their alignment and feature inclusion
 - All trails are designed to be optimised for their intended user (walk/run, bike or shared)
 - The overall system is accessible, intuitive and easy to navigate with pinch points and link trails strategically placed
 - Provides a range of trail options suitable for hand cycle and other mobility equipment use

The future link to Walwalying/Mt Bakewell is proposed to be aligned from the proposed bridge along Eighth Road, past the Caravan Park and the western edge of the racetrack.

Table 1: Proposed Trails

ID	Provisional Name	Class	Length (m)	Direction	Style	Type	Adaptive suitable
1	Avon River Trail	Class 1/Easiest - white Class 2/Easy - green	7,000	Dual	Shared	Open	Y
2	Avon River Trail	Class 2/Easy - green	1,160	Dual	Shared	Open	Y
3	Wongborel challenge	Class 3	450	Dual	Walk	Open	
4	Wongborel walk	Class 2	1,460	Dual	Walk	Open	
5	Wongborel Shared Use	Class 2/Easy - green	1,800	Dual	Shared	Open	Y
6	Wongborel Shared Use	Class 2/Easy - green	1,600	Dual	Shared	Open	Y
7	Green descent	Easy -Green	1,700	Single	MTB - Gravity	Flowing	
8	Blue descent	Moderate - Blue	1,160	Single	MTB - Gravity	Technical	
9	Blue Climb	Moderate - Blue	1,920	Single	MTB - Cross Country	Open	
10	Black descent	Difficult - Black	680	Single	MTB - Gravity	Technical	
11	Green XC loop	Easy -Green	3,140	Single	MTB - Cross Country	Open	Y
12	Blue XC Loop 1	Moderate - Blue	1,320	Single	MTB - Cross Country	Technical	
13	Blue XC Loop 2	Moderate - Blue	3,100	Single	MTB - Cross Country	Technical	

York Trail Network | Draft Concept Plan



MAP 7 - Proposed Trail Network

November 30, 2021 | 9

Trail network overview

Walkers/Trail Runners

Walkers and trail runners will have access to the Avon River Trail, the shared use trail on Wongborel/Mt Brown and the walk only trails proposed for Wongborel/Mt Brown. The Avon River Trail will provide an easy flat walk/run with opportunity to learn about the environmental and cultural values along the way through proposed interpretive elements and artworks. The proposed additional bridges north of Avon Park will allow for shorter loops to be created. Within Wongborel/Mt Brown walkers and trail runners have a few options including:

- tackling the proposed Wongborel Challenge stair climb from the Cemetery Trail Head,
- meandering along the proposed shared use link trail between the Cemetery Trailhead and York St Trailhead past the picnic area and lookout on the way,
- embarking on the longer walk trail which takes in expansive views over town towards Walwaling/Mt Bakewell and traverses through the cooler gullies on the east side of the mountain.

Mountain Bikers

For cyclists there are a range of options including the Avon River Trail, the shared use trail on Wongborel/Mt Brown and the variety of purpose designed mountain bike trails proposed for Wongborel/Mt Brown. The Avon River Trail will provide an easy flat ride suited to families and those looking for a more contemplative ride with opportunity to learn about the environmental and cultural values along the way through proposed interpretive elements and artworks. The proposed additional bridges north of Avon Park will allow for shorter loops to be created. Within Wongborel/Mt Brown riders have a few options including:

- an easy loop from Avon Park on the shared use trail taking in the picnic area and lookout
- tackling the gravity descending focussed trail on the steeper southern slope with options for beginner, intermediate and advanced riders
- tackling the longer cross country style loops with a intermediate options off the main beginner loop

Adaptive riders

It is proposed that the shared use trails and proposed beginner classified cross country trails be designed and constructed to be fully accessible for adaptive bikes, these trails will allow for a range of distance options for adaptive cyclists. It is also proposed that the whole network be audited post construction and each trail signposted indicating its adaptive rating.

Infrastructure

Trailheads

Trailheads provide a number of important functions:

- Is visible and a safe place to leave a vehicle.
- Provides needs of trail users – water, toilets, bins, information and car parking
- Encourages social interaction as the primary meeting place and finishing point for users.
- Promotes positive use of the site through additional infrastructure such as seating, shelters, landscaping
- Is easily accessible and promoted to suit visitors of all mobility
- Provides all of the necessary trail information to plan a ride through good signage and also considers inclusion of interpretation signage.

The network has been designed around a primary trailhead and a series of secondary trailheads. It is proposed that Avon Park be established as the primary trailhead with space made for signs outlining the trail network and features of interest. Secondary trailheads are proposed at the Cemetery and York Rd entry's to Wongborel/Mt Brown reserve and at the summit.

Table 2: Proposed trailheads

Trailhead	Type
Avon Park	Primary
Cemetery Trailhead	Secondary
York Road	Secondary
Summit	Secondary

The proposed upgrade of the Wongborel/Mt Brown picnic area and lookout considers the Summit Trailhead and provides for improved vehicle, pedestrian and rider flow through the precinct, refer to Wongborel/Mt Brown picnic area and lookout concept for further details.

The following tables outline purpose and content of proposed sign hierarchy and are recommended as a minimum in ensuring adequate orientation, wayfinding and emergency information is conveyed to trail users on the ground. It is recommended that a supplementary online or mobile platform be developed to allow visitors to gather information pre-visit and to locate themselves on a map via their phone.

Primary Trailhead	
Purpose	Identifies trails, nodes, supporting facilities, hazards and risks and emergency contact details, trail closures/warnings, fire danger ratings, trail user code of conduct
Wayfinding	Context map, network and zone map, trail network orientation map, list of trails (identifying name/zone, classification), route/loop potentials (optional)
Symbols	Available activities, amenities and facilities, regulatory requirements, hazards and risks, trail classification symbols with definitions
Interpretative content	General introduction to the area's context
Emergency management	Identifies key emergency contact details and emergency protocols

Secondary Trailhead	
Purpose	Supports the trail network orientation and wayfinding
Wayfinding	Trail Network orientation map, direction to primary trailhead with km
Symbols	Trail classification symbols, regulatory requirements, hazards and risks
Interpretative content	None
Emergency management	Key emergency contact details

Directional marker (Trail decision point, road crossing)	
Purpose	Supports the trail network orientation and wayfinding,
Wayfinding	Trail name, directional arrow
Symbols	Trail classification symbol, road crossing, no walk, no cycling
Interpretative content	None
Emergency management	Key emergency contact details

Bridges

There are two additional swing bridges proposed along the Gogulgar Bilya/Avon River which will enable all season access across the river and opens up options for shorter and longer loops along the Avon River Trail. Cowan Road is proposed as a mid term priority and Red Swamp Road as a long term priority.

Interpretation

There are many potential themes for interpretation and opportunity's to tell the stories contained within the landscape. Potential themes identified include:

- The Dreamtime story of Walwaling and Wongborel
- The emu print on the southern face of Walwaling
- The Noongar seasons
- History of York town's development

The trail network has been designed to make the most of vantage points to enable telling of these and other stories through interpretation signage and or guided tours. It is also understood that the Shire is working on a mobile application to tell the local stories. Key points within the trail network that have been identified for ideal locations for interpretation signage, artworks and/or locations to feature in digital apps include:

- Avon Park Primary Trailhead
- Avon River Trail between the Swing Bridge and Balladong Road
- Wongborel Mt Brown lookout
- At the high point on Wongborel Walk with views towards Walwaling/Mt Bakewell

As the trail development process continues into detailed design, construction and management the Shire will continue to work closely with the Balladong Noongar community in developing the opportunities for interpretation of Noongar cultural heritage. There is also potential to include Noongar language in naming some or all of the trails.

Events

The existing network of singletrack on Wongborel/Mt Brown has been used in the past for WA Gravity Enduro events. The proposed trail network concept design allows for this style of event to continue to be held at Wongborel/Mt Brown and also allows options for cross country style mountain bike events and trail running events.

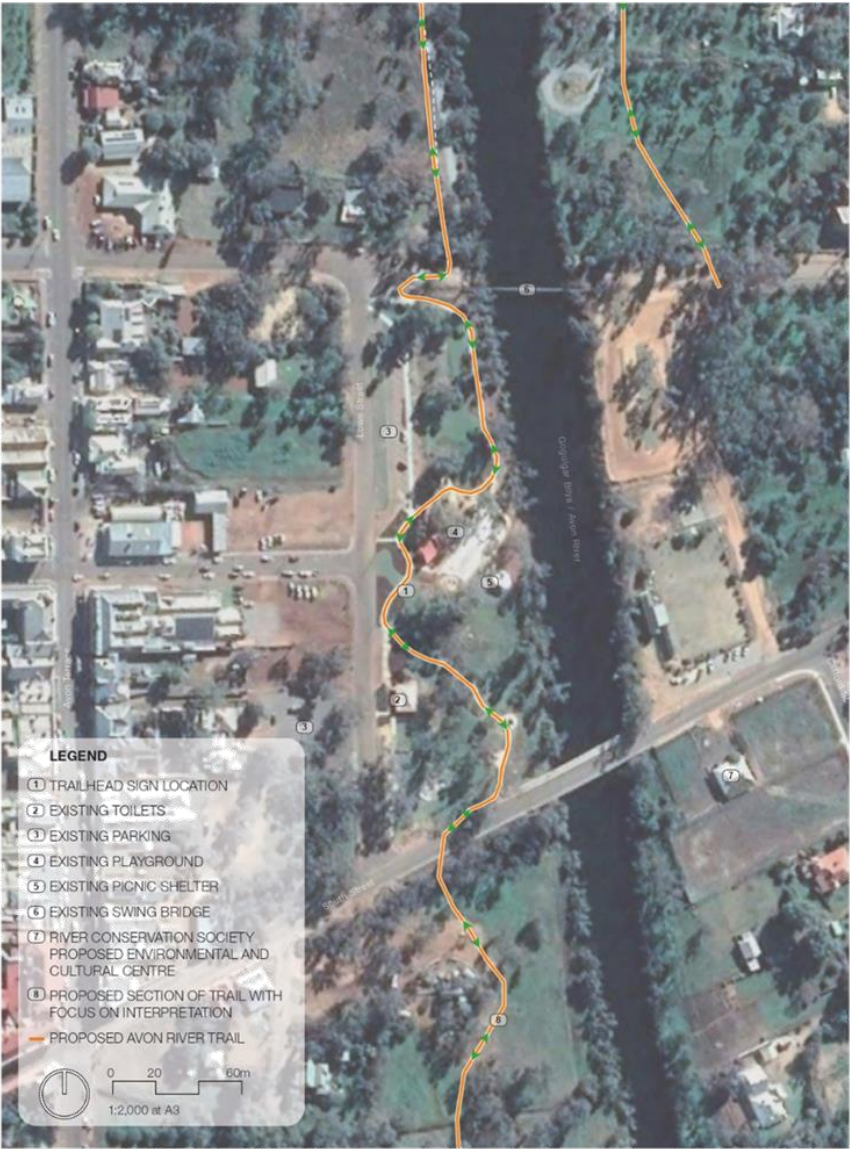
Avon Park Trailhead

Avon Park has been identified as the ideal location for a primary trailhead. The park already contains the necessary support infrastructure such as parking, toilets, shelter and picnic facilities. Located on the Gogulgar Bilya/Avon River and just a block from Avon Terrace the park offers an ideal location for trail users to start and finish their journey on the trails.

Additional infrastructure required to establish the trailhead include signs containing a map and details of the trail network. The Avon River Trail is proposed to start at the Avon Park Primary Trailhead this accessible trail will provide an easy and immersive trail experience alongside the Gogulgar Bilya/Avon River. It is proposed that the section from the swing bridge south to Balladong Road through Avon Park be designed and constructed to Class 1/Easiest classification and have a hardened surface to cater for wheelchairs and other mobility aides. This section of trail is proposed to also have a focus on interpretation opportunities relating to both environmental and cultural heritage values, through signage and/or artworks.



Primary Trailhead sign precedent images
York Trail Network | Draft Concept Plan



MAP 8 - Avon Park Trailhead Concept

Wongborel/Mt Brown picnic area & Lookout concept

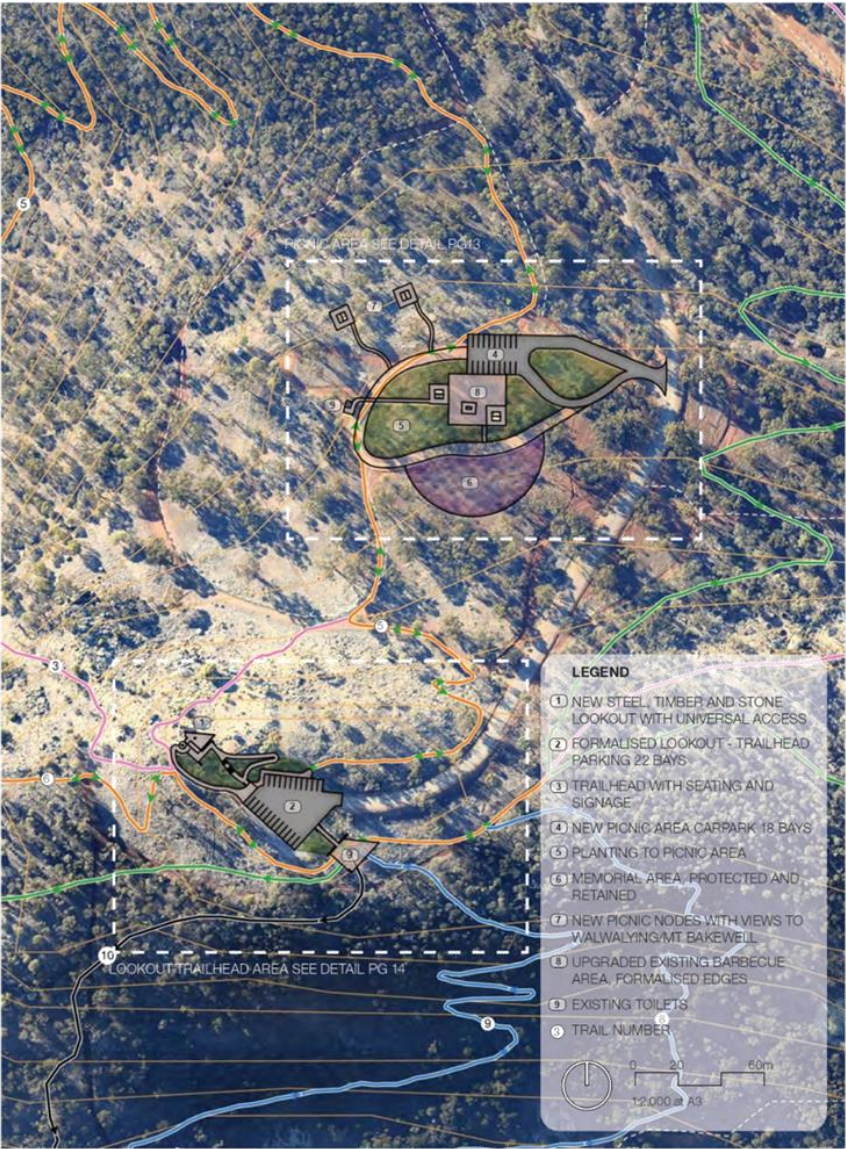
The intent of the Wongborel/Mt Brown picnic area and lookout concept is to reinvigorate the spaces to complement the proposed trail network. While currently well used both the picnic area and lookout are dated and in need of improvements to vehicle and pedestrian flow and safety.

Picnic Area

The picnic area is proposed to be consolidated with formalisation of a parking area and limiting vehicle access. The proposed carpark will allow for approximately 18 bays and delineated with large boulders to control vehicle access. The existing BBQs and shelters will be retained with space around them formalised with planning. Two new picnic nodes are proposed to allow for smaller groups to enjoy a more secluded setting with views over town towards Walwalying/Mt Bakewell.

Lookout

The lookout area is proposed to be significantly upgraded. The carpark layout will be formalised with designated parking bays. A new universal access path and stairs will lead to a new cantilevered steel, timber and stone lookout structure. The existing directional cairn will be reused and it is proposed that interpretation signage be upgraded in consultation with the local Ballardong people. The lookout will connect back to the picnic area via Trail 3 and Trail 5. South of the carpark the summit trailhead is proposed with a small shelter, seating and trail network map. The special site of cultural significance identified in the Report of the Ethnographic Site Identification Noongar Cultural Heritage Survey, Shire of York, June 2021 remains untouched in the proposed lookout redevelopment.



MAP 9 - Wongborel/Mt Brown picnic area, lookout and summit trailhead concept - overview

Precedent images
York Trail Network | Draft Concept Plan



MAP 10 - Wongborel/Mt Brown picnic area concept
York Trail Network | Draft Concept Plan



MAP 11 - Wongborei/Mt Brown lookout and summit trailhead concept
York Trail Network | Draft Concept Plan

Trail Summaries

1. Avon River Trail

The Avon River Trail is proposed to be an extension of the existing Avon River Trail. Starting at the Avon Park Primary Trailhead this accessible trail will provide an easy and immersive trail experience alongside the Avon River. It is proposed that the section from the swing bridge south to Balladong Road on the west bank be designed and constructed to Class 1/Easiest classification and have a hardened surface to cater for wheelchairs and other mobility aides. This section of trail is proposed to also have a focus on interpretation opportunities relating to both environmental and cultural heritage values. North of the swing bridge the trail will be Class 2/Easy providing opportunity for longer adventures following the river downstream. A proposed bridge in the vicinity of Eighth Road will enable users to loop back to Avon Park on the Eastern bank in all seasons. An additional bridge in the vicinity of Red Swamp Road is proposed as a long term recommendation.

Trail Summary

 Class 1

 Easiest - White

 Class 2

 Easy - Green

Classification

Trail Length 7,000m

Trail Type Open

Tread Width 2m

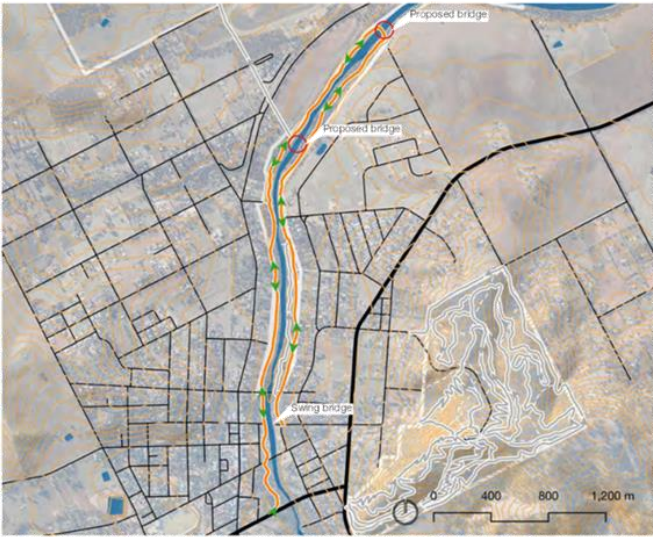
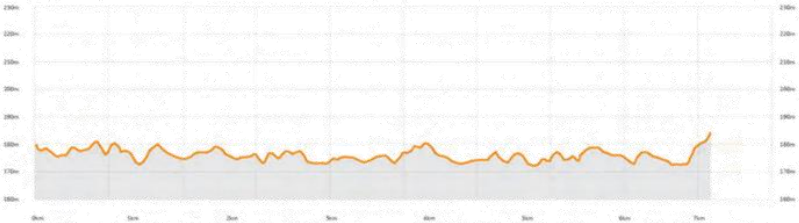
Use Walk/trail run/cycle

Direction Dual Direction

Total Ascent 129m

Total Descent 125m

Average Trail Gradient 4%



MAP 12 - Avon River Trail
York Trail Network | Draft Concept Plan

Anticipated TTFs
N/A

2. Avon River Trail

This section of the Avon River Trail is proposed to be a narrower natural surface alternative to the main trail offering an immersive experience closer to the river through groves of Sheoak trees. The trail will parallel the main trail between Cowan Road and Ford St

Trail Summary

 Class 2

 Easy - Green

Classification

Trail Length 450m

Trail Type Open

Tread Width 1m

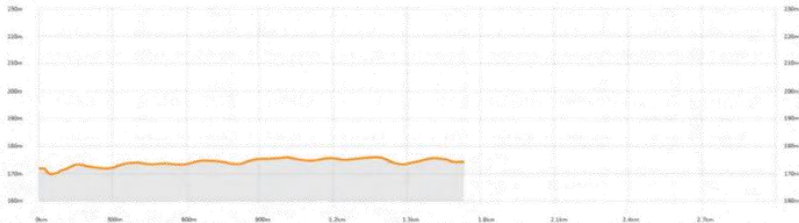
Use Walk/trail run/cycle

Direction Dual Direction

Total Ascent 18m

Total Descent 17m

Average Trail Gradient 3%



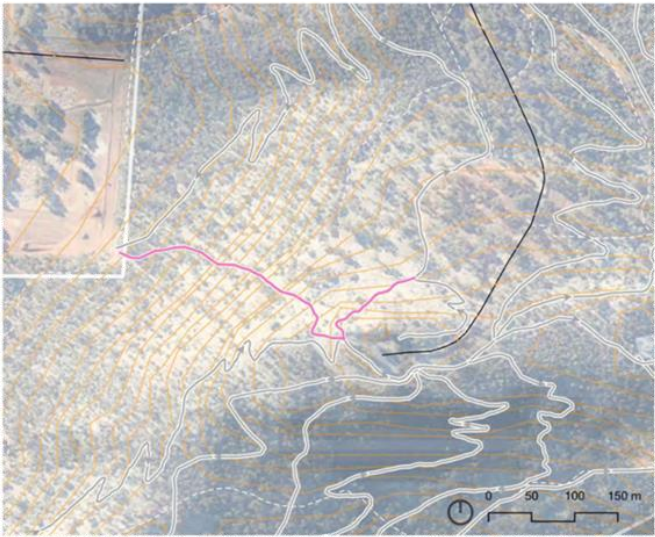
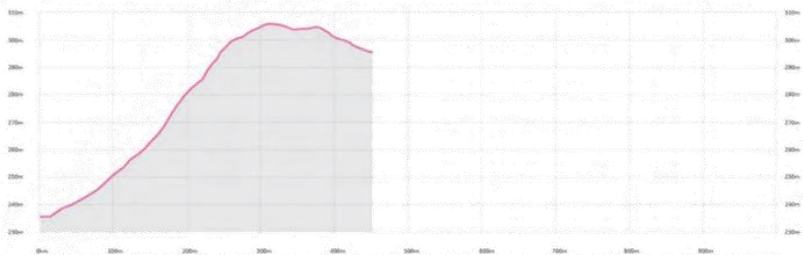
MAP 13 - Avon River Trail

Anticipated TTFs
Rock armouring

3. Wongborel Challenge Trail

The Wongborel Challenge Trail is proposed to be a trail which will provide a physical challenge for locals and visitors. Aligned straight up the mountain from the Cemetery Trailhead to the Wongborel Lookout the trail will feature approximately 400 stairs. From the Wongborel Lookout the trail links to the Wongborel picnic area. Combined with Wongborel Shared Use Trail (Trail 5) a 2km loop trail from the Cemetery Trailhead is possible for walkers/trail runners.

Trail Summary	
	
Classification	Class 3
Trail Length	450m
Trail Type	Open
Tread Width	3m
Use	Walk/trail run
Direction	Dual Direction
Total Ascent	70m
Total Descent	8m
Average Trail Gradient	17%



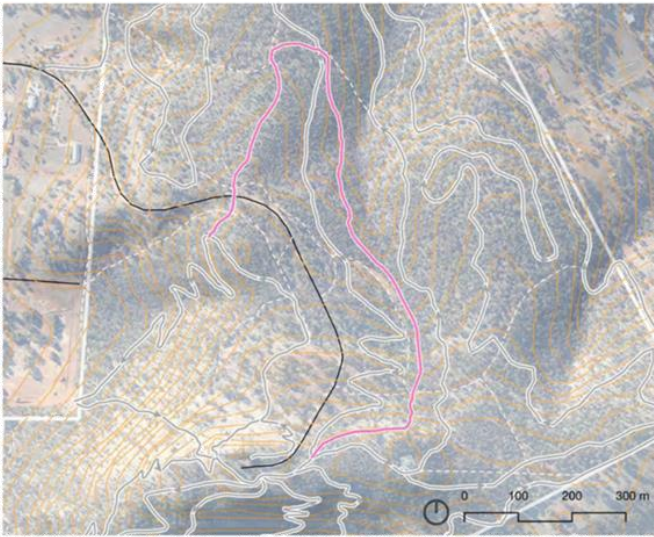
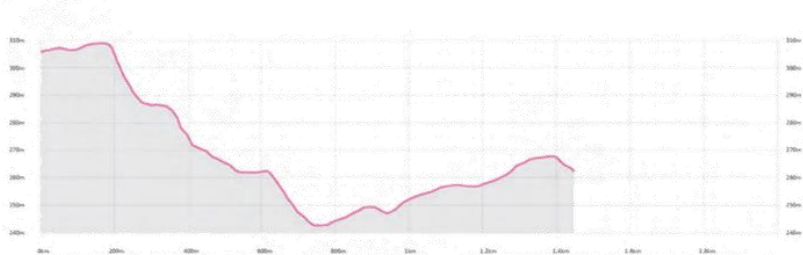
MAP 14 - Wongborel Challenge Trail
York Trail Network | Draft Concept Plan

Anticipated TTFs
Stairs

4. Wongborel Walk

The Wongborel Walk Trail is a 1.4km walk trail which links Wongborel Picnic Area and Wongborel Lookout via a ridge and gully. Starting at the Summit Trailhead the trail traverses a small ridgeline offering commanding views over town towards Walwaling Mt Bakewell. A short section of stairs is proposed coming off the ridge before the trail traverses alongside a shallow gully. The trail then links into an existing management road which takes users back to the Wongborel Shared Use Trail and the picnic area or Cemetery Trailhead.

Trail Summary	
	
Classification	Class 2
Trail Length	1,460m
Trail Type	Open
Tread Width	1m
Use	Walk/trail run
Direction	Dual Direction
Total Ascent	27m
Total Descent	64m
Average Trail Gradient	6%



MAP 15 - Wongborel Walk

Anticipated TTFs
Stairs

5. Wongborel Shared Use

The Wongborel Shared Use Trail links the Cemetery Trailhead, Wongborel Picnic Area and lookout. Providing an alternative to the Challenge Trail, this trail will not have stairs and have a shallower average gradient. This trail will provide access up the mountain from the Cemetery Trailhead for those on a bike.

Trail Summary

 Class 2

 Easy - Green

Classification

Trail Length 1,800m

Trail Type Open

Tread Width 1.5m

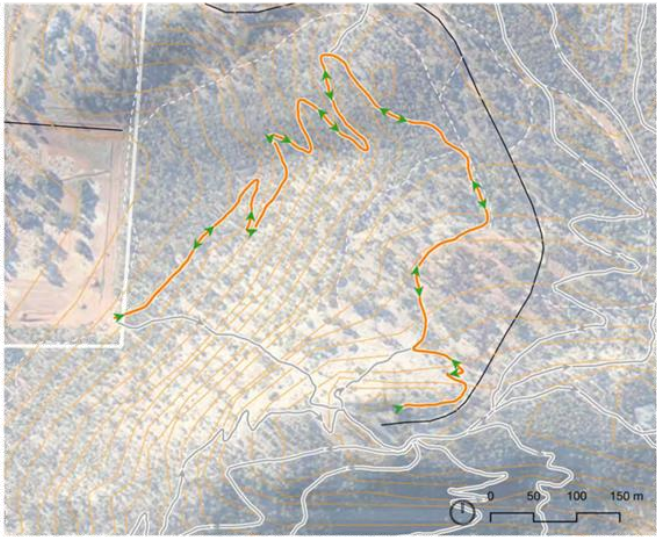
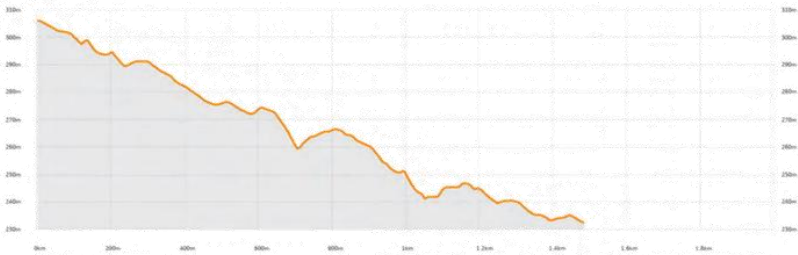
Use Walk/trail run/cycle

Direction Dual Direction

Total Ascent 17m

Total Descent 84m

Average Trail Gradient 6%



MAP 16 - Wongborel Shared Use
York Trail Network | Draft Concept Plan

Anticipated TTFs
N/A

6. Wongborel Shared use

This section of the Wongborel Shared Use Trail links the York St Trailhead and the Summit Trailhead. This trail is critical for the mountain bike trail network providing the easy climb back up to the Summit Trailhead for riders using the gravity trails. Walkers and trail runners will be able to use this trail to create a longer loop from the Avon Park Trailhead up to the Wongborel Lookout and back.

Trail Summary

 Class 2

 Easy - Green

Classification

Trail Length 1,600m

Trail Type Open

Tread Width 1.5m

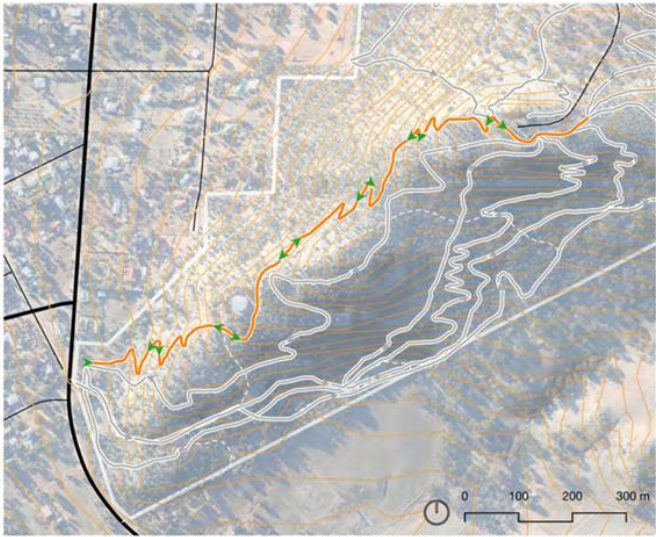
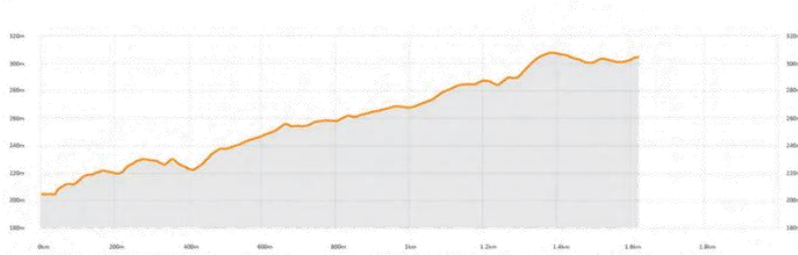
Use Walk/trail run/cycle

Direction Dual Direction

Total Ascent 101m

Total Descent 12m

Average Trail Gradient 7%



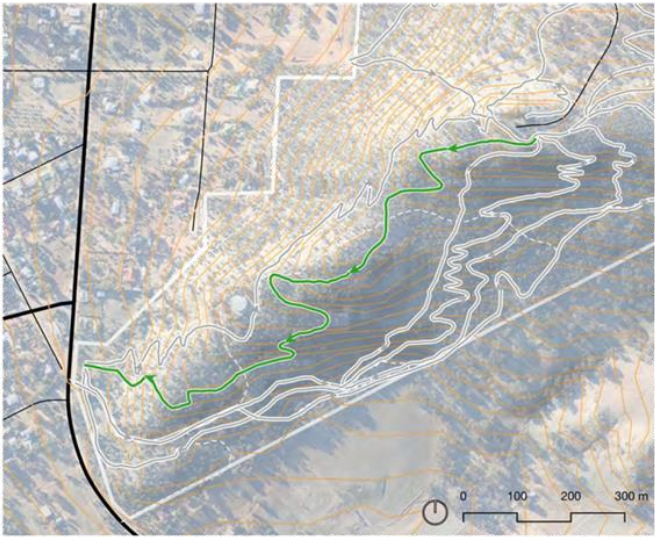
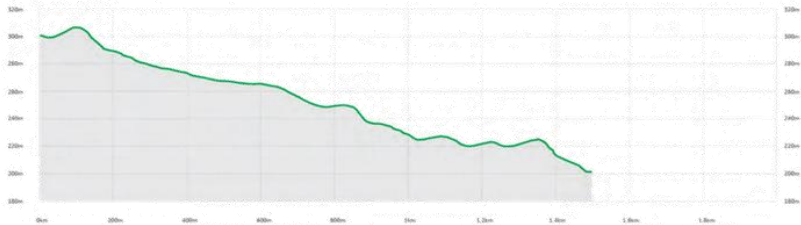
MAP 17 - Wongborel Shared Use

Anticipated TTFs
N/A

7. Green Descent

The Green Descent starts at the Summit Trailhead and provides an open flowing trail on the southern face of Wongborel/Mt Brown. Combined with the Wongborel Shared Use Trail beginner riders have a 3km loop to session and practice skills. The trail also trail contains a pinch point with Wongborel Shared Use trail which enables a shorter 1.3km easy loop from York St Trailhead. The Green Descent will have a wider width and feature rollers, berms and some rock feature to help encourage development of bike handling skills and enable progression to the blue and black descents. There is potential to also include some short optional blue lines and features in the lower half of the trail to further encourage progression.

Trail Summary	
Classification	Easy - Green
Trail Length	1,700m
Trail Type	Open
Tread Width	1m
Use	MTB
Direction	Single descent
Total Ascent	13m
Total Descent	112m
Average Trail Gradient	7%



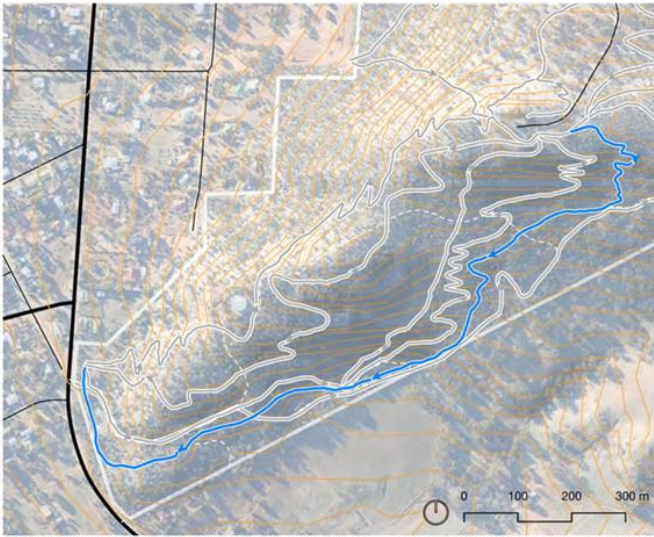
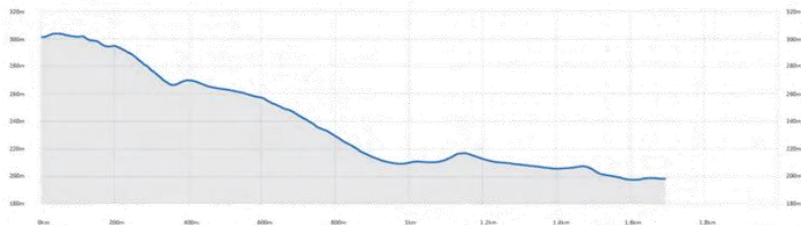
MAP 18 - Green Descent
York Trail Network | Draft Concept Plan

- Anticipated TTFs**
- Roller
 - Berm
 - Rock drop
 - Insloped descending turn

8. Blue Descent

The Blue Descent starts at the Summit Trailhead and provides a technical descent trail on the southern face of Wongborel/Mt Brown. Utilising some sections of the existing 'Muddleup Trail' the Blue descent will feature use of natural rock to provide a technical challenge for intermediate level riders.

Trail Summary	
Classification	Moderate - Blue
Trail Length	1,160m
Trail Type	Open
Tread Width	0.9m
Use	MTB
Direction	Single descent
Total Ascent	14m
Total Descent	115m
Average Trail Gradient	11%



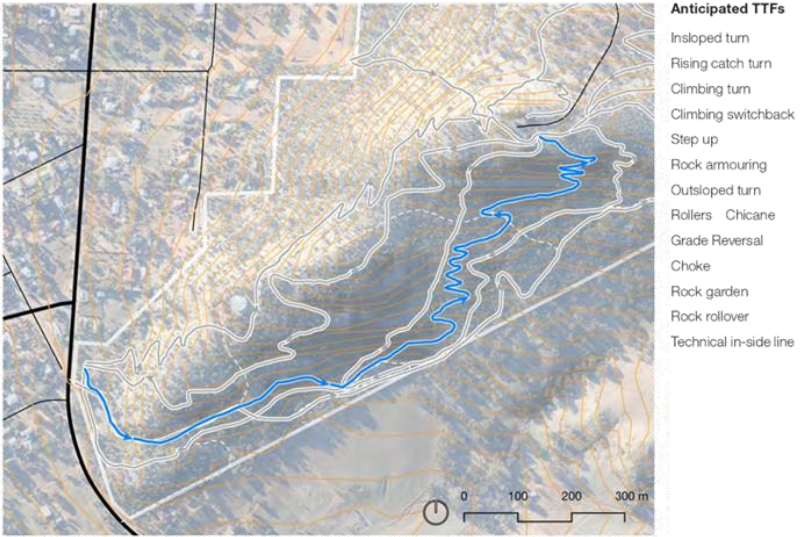
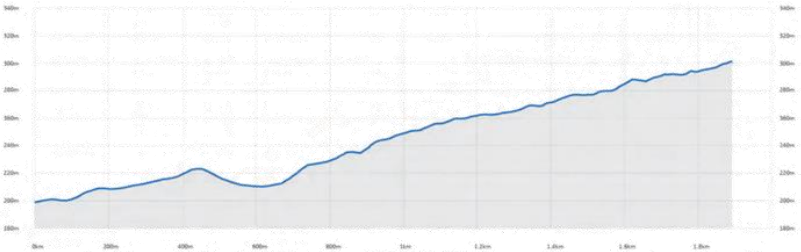
MAP 19 - Blue Descent

- Anticipated TTFs**
- Rock drop
 - Rock rollover
 - Insloped descending turn
 - Chicane
 - Choke

9. Blue Climb

The Blue Climb starts at the York St Trailhead and provides a more technical climb for intermediate and advanced riders looking for a more challenging climb than the Wongborel Shared Use Trail. The trail ascends through the rocky woodland of the southern aspect and is proposed to make use of the natural rock, including traversing across a rocky gully on a natural platform.

Trail Summary	
Classification	Moderate - Blue
Trail Length	1,920m
Trail Type	Cross Country - Open
Tread Width	0.9m
Use	MTB
Direction	Single ascent
Total Ascent	117m
Total Descent	16m
Average Trail Gradient	7%



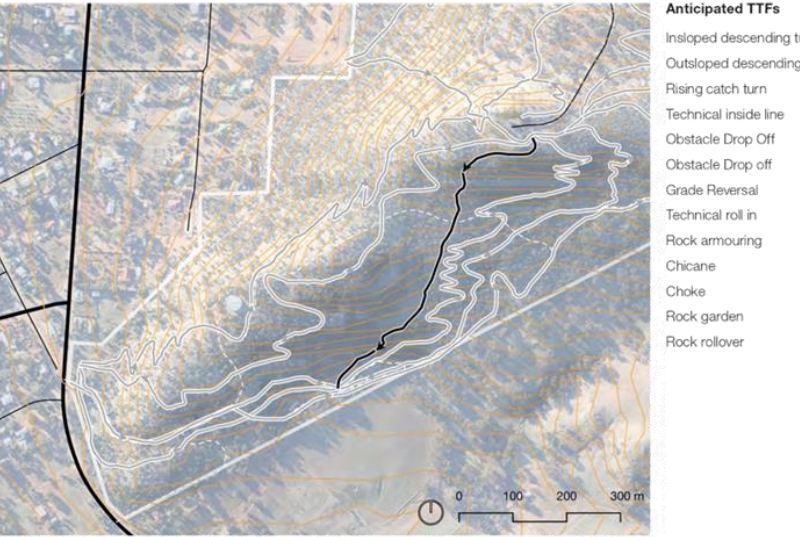
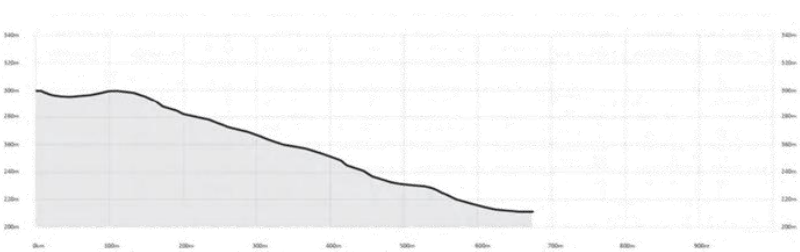
MAP 20 - Blue Climb
York Trail Network | Draft Concept Plan

- Anticipated TTFs**
- Insloped turn
 - Rising catch turn
 - Climbing turn
 - Climbing switchback
 - Step up
 - Rock armouring
 - Outsloped turn
 - Rollers Chicane
 - Grade Reversal
 - Choke
 - Rock garden
 - Rock rollover
 - Technical in-side line

10. Black Descent

The Black Descent utilises the existing trail 'York DH' trail and is proposed to maintain the alignment and character of the trail with some upgrades to features.

Trail Summary	
Classification	Difficult - Black
Trail Length	680m
Trail Type	Gravity - Technical
Tread Width	0.6m
Use	MTB
Direction	Single descent
Total Ascent	3m
Total Descent	89m
Average Trail Gradient	14%



- Anticipated TTFs**
- Insloped descending turn
 - Outsloped descending turn
 - Rising catch turn
 - Technical inside line
 - Obstacle Drop Off
 - Obstacle Drop off
 - Grade Reversal
 - Technical roll in
 - Rock armouring
 - Chicane
 - Choke
 - Rock garden
 - Rock rollover

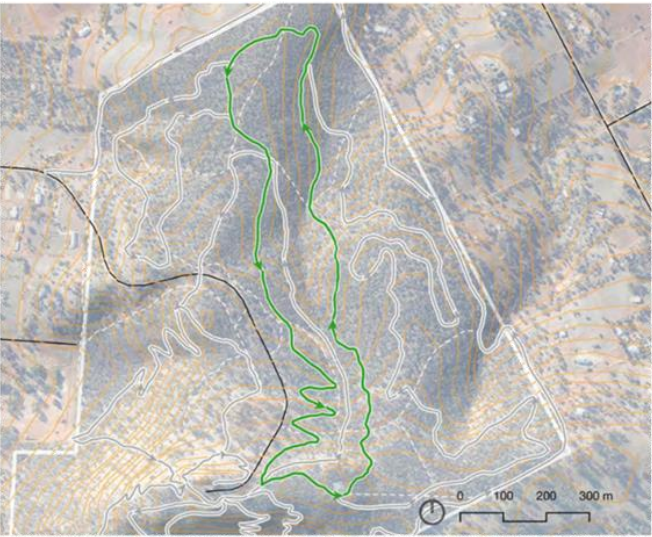
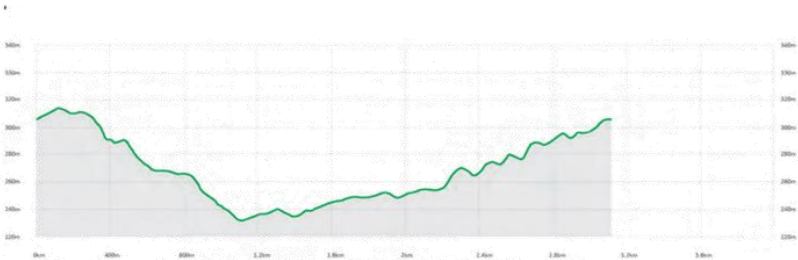
MAP 21 - Black Descent

11. Green XC Loop

The Green Cross-country Loop provides a longer trail traversing the gullies and open woodland north of the summit. Starting and finishing at the Summit Trailhead the trail will feature an open style and be undulating in nature. The Blue Cross Country loops come off this loop.

Trail Summary

Classification	Easy - Green
Trail Length	3,140m
Trail Type	Cross Country - Open
Tread Width	1m
Use	MTB
Direction	Single traverse
Total Ascent	82m
Total Descent	82m
Average Trail Gradient	5%



- Anticipated TTFs**
- Insloped turn
 - Outsloped turn
 - Rising catch turn
 - Technical in-side line
 - Step up
 - Rollers
 - Grade Reversal
 - Rock armouring
 - Chicane
 - Choke
 - Rock garden
 - Rock rollover

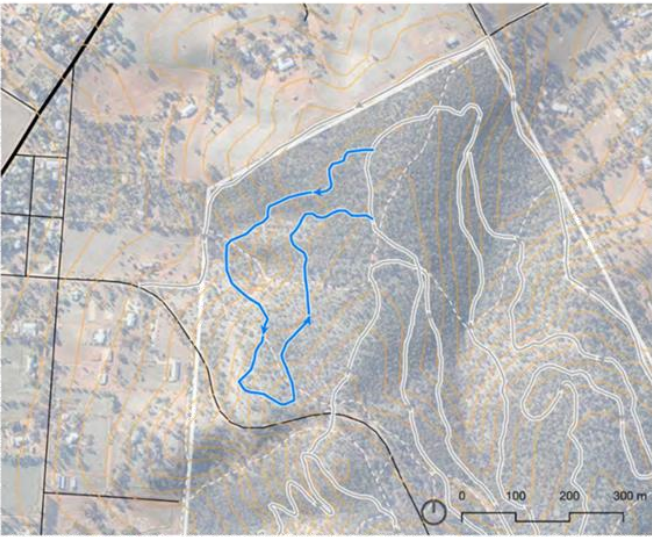
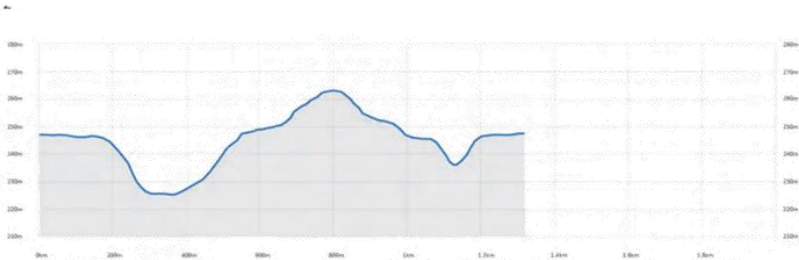
MAP 22 - Green XC Loop
York Trail Network | Draft Concept Plan

12. Blue XC Loop 1

The Blue Cross Country Loop 1 utilises existing trails 'Murdwood', 'Dualway' and 'Outback'. The alignment is proposed to stay the same with an upgrade to surface and features proposed. This loop is accessed off the Green XC Loop and provides option for a longer ride for intermediate and advanced riders and opportunity for beginner riders to progress.

Trail Summary

Classification	Moderate - Blue
Trail Length	1,3120m
Trail Type	Cross Country - Open
Tread Width	0.9m
Use	MTB
Direction	Single traverse
Total Ascent	52m
Total Descent	49m
Average Trail Gradient	8%



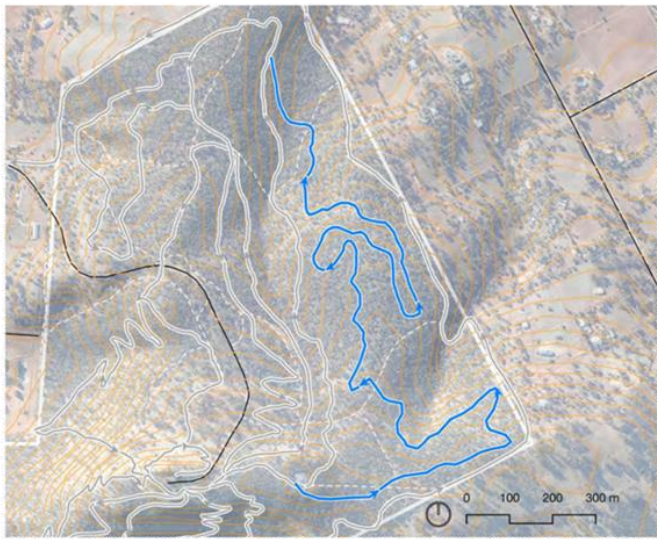
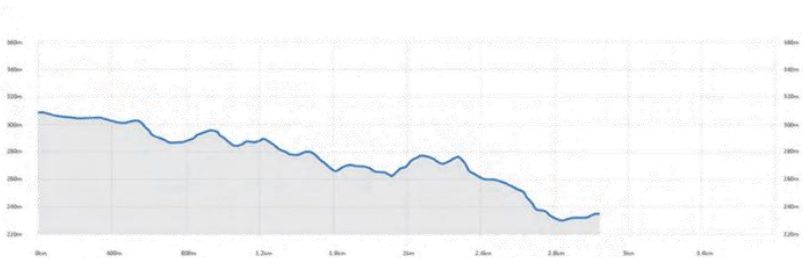
- Anticipated TTFs**
- Insloped descending turn
 - Outsloped descending turn
 - Rising catch turn
 - Berm
 - Kicker Jump
 - Grade Reversal
 - Chicane
 - Choke
 - Rock Garden
 - Rock Rollover

MAP 23 - Blue XC Loop 1

13. Blue XC Loop 2

The Blue Cross Country Loop 2 utilises existing trails 'Outback 1', 'Outback 2' and 'Outback 3'. The alignment is proposed to stay the same with an upgrade to surface and features proposed. This loop is accessed off the Green XC Loop and provides option for a longer ride for intermediate and advanced riders and opportunity for beginner riders to progress.

Trail Summary	
Classification	Moderate - Blue
Trail Length	3,100m
Trail Type	Cross Country - Open
Tread Width	0.9m
Use	MTB
Direction	Single traverse
Total Ascent	45m
Total Descent	116m
Average Trail Gradient	5%



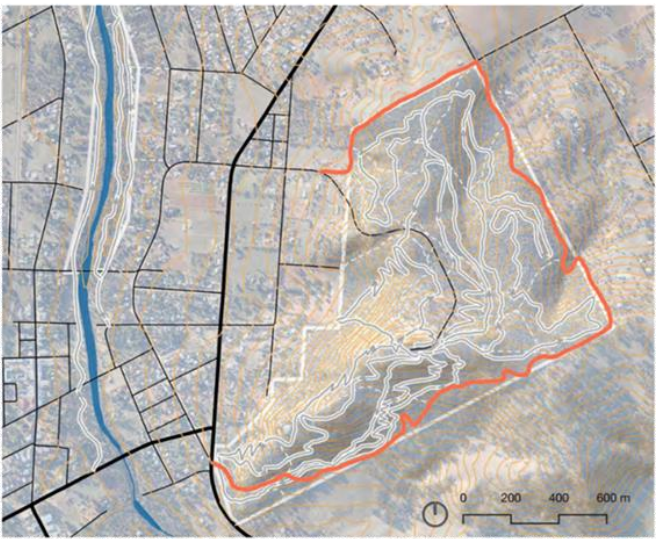
MAP 24 - Blue XC Loop 2
York Trail Network | Draft Concept Plan

- Anticipated TTFs**
- Insloped descending turn
 - Outsloped descending turn
 - Rising catch turn
 - Berm
 - Kicker Jump
 - Grade Reversal
 - Chicane
 - Choke
 - Rock Garden
 - Rock Rollover

Equestrian Trail

The proposed equestrian trail utilises existing management vehicle tracks on the boundary of the reserve.

Trail Summary	
Classification	Management Road
Trail Length	4,358m
Trail Type	Open
Tread Width	4m
Use	Shared
Direction	Dual



- Anticipated TTFs**
- N/A

MAP 25 - Equestrian Trail

Request for Quote RFQ12-2021

2021 Shire of York Trails Concept Plan

Background

The Shire of York is seeking a suitably qualified consultant to undertake a Trails Concept Plan for areas identified close to York in the Shire's Trails Masterplan as sites for the future development of walking, cycling and equestrian trails. This consists primarily of Crown Land on Wongborel/Mt Brown and Walwalying/Mt. Bakewell and land bordering the Avon River within the township of York. A map is attached, the areas to be considered are marked in yellow.

The Project is to create a Concept Plan for trails in the Shire of York, a significant stage in York's aim to offer visitors and locals accessible and immersive trail experiences, which capitalise on the unparalleled opportunities utilising this landscape, establishing York as a trails town with trails suitable for a wide range of users.

The major part of the area for the Concept Plan is either owned by, or Crown Reserves managed by the Shire of York. Both Department of Biodiversity Conservation and Attractions – Parks and Wildlife (DBCA) and Department of Local Government, Sport and Cultural Industries (DLGSCI) were consulted in the formation of the Trails Master Plan. The owner of private land on Walwalying/Mt Bakewell and the Western Trails Alliance who have an interest in trails development on that land, have both been involved in the Trails Master Plan consultation process.

At the September 29 Council meeting Council gave In Principle support to trails development on Walwalying/Mt Bakewell in relation to both Shire-managed and private land. See p.105-204

<https://www.york.wa.gov.au/council-meetings/ordinary-meeting-of-council/ordinary-meeting-of-the-council-29-september-2020/292/documents/confirmed-minutes-29-september-2020.pdf>

An EPA Environmental level 1 survey and a Dieback survey have been undertaken on Wongborel/Mt Brown, which identifies granite outcrop areas of environmental significance which will need to be taken into account when planning trail corridors. Avoidance or level 2 surveying of trail corridors may be necessary in these areas.

Wongborel/Mt Brown has a public bitumen road to the existing Lookout at the summit, where there is very limited parking. A parking, picnic area and memorial tree grove are situated below the summit and linked to the summit by a footpath. Access to the summit is only available to the able-bodied and improvement of this access will form the major infrastructure component of this Concept Plan

Walwalying/Mt Bakewell has both a bitumen road and gravel track access to the summit, however both are in private ownership and it is anticipated that emergency access arrangements will need to be made with private landowner/s before any trails development can be undertaken on this site. It is unlikely that vehicular access will be available to the public beyond any identified parking area at the base of the mountain.

An EPA Environmental Level 1 survey has been undertaken on Walwalying/Mt Bakewell. This relates to Crown land for which the Shire is responsible but does not include all of the Shire-managed Crown land as it was commissioned by another organization. Level 2 environmental surveying of trail corridors will be necessary in these areas. A copy is supplied as an attachment.

The Trails Masterplan and Wongborel/Mt Brown environmental surveys can be seen here:
<https://www.york.wa.gov.au/community/park-gardens/trails.aspx>

The Shire of York is currently seeking to record the knowledge of Traditional Owners about the whole of the areas marked yellow, in line with its current Noongar Standard Heritage Agreement with the South West Aboriginal Land & Sea Council. Once the results of this Site Survey are known there may be other sites of

Aboriginal heritage significance identified which will need to be taken into account when planning trail corridors or landscaping. Currently, there is one known Aboriginal Heritage Registered Place, Mile Pool Corroboree Site [Marley Pool, Registered Aboriginal Site 29397].

The Shire of York has commissioned a Trails Economic Business Case to in-depth investigate the socio-economic benefits to the community. An overview from the draft suggests that there will be:

- During 10 years of construction, 2.49 FTE and 1.56 FTE jobs in WA and York Shire respectively each year.
- Associated contribution to Gross State Product (salaries, wages, profits) of \$0.453 million and \$0.245 million per annum for WA and York Shire respectively.
- When fully operational, tourism/other expenditure (15,000 overnight stays and \$1.86 million per annum) will support 17 FTE and 14 FTE jobs in WA and the York Shire respectively plus an associated annual contribution to Gross State Product (salaries, wages, profits) of \$2.13 million and \$1.4 million per annum for WA and York Shire respectively.

A copy is supplied as an attachment.

Stakeholders:

- Shire of York
- Department of Local Government, Sport and Cultural Industries
- Private landowner Walwalying/Mt Bakewell
- Western Trails Alliance
- Ballardong Noongar Elders/community
- Avon Valley Tracks and Trails [AVTAT] – local Trails advocacy/volunteer group
- River Conservation Society
- York branch Wildflower Society of WA

Detailed discussion has taken place with the Wheatbelt Development Commission and with Regional Development Australia regarding this project.

RFQ Criteria

The Shire of York requires the services of a suitability qualified consultant to deliver of the following aspects of the Trails Concept Plan. The consultant will develop a Concept Plan with three distinct areas and priorities. The Concept Plan will provide realistic cost estimates for all points below.

Area Priority 1: Wongborel/Mt Brown

- Identify entry points bearing in mind current and future uses of the areas
- Identify possible new trail corridors, using geospatial mapping
- Identify and mark existing trails to use or retire, using geospatial mapping
- Concept Plan for a user-friendly Lookout, and associated infrastructure, including accessibility and interpretation that links to the park/picnic area.

Area Priority 2: Avon River

- Identify requirements and content for creating a Trailhead at Avon Park
- Identify requirements for making a linked trail between the two mountains
- Identify possible improvements to the Avon River trail routes

Area Priority 3: Walwalying/Mt Bakewell

- Identify entry points bearing in mind current and future uses of the areas
- Identify possible new trail corridors, using geospatial mapping
- Identify requirements and site for a Lookout on Walwalying/Mt Bakewell that has minimal impact upon the environment whilst maximizing the opportunities for scenic viewing

Respondents are to address: the experience of the organisation in delivering this type of work; the experience of key personnel to be used for the delivery of this project and provide a methodology and timeline.

Pricing Schedule

Price Schedule A – Lump Sum Price

The Respondent shall price all tasks in the Price Schedule. The prices entered shall fully cover all the obligations of the Contractor under the Contract including travel and disbursements.

Line No	Service Description	Unit	Price Quoted per Unit (ex GST)	Qty Required	Total Price Quoted (ex GST)	GST Component	Total Price Quoted (inc GST)
1	Concept Plan for Trails development in York – Priority area 1						
2	Concept Plan for Trails development in York – Priority area 2						
3	Concept Plan for Trails development in York – Priority area 3						
	TOTAL LUMP SUM PRICE						

Total Lump Sum Amount in words (excluding GST).

Price Schedule B – Schedule of Rates for Additional Services

The Respondent shall provide pricing for additional services that they believe are important to the project but fall outside the Requirements contained in this Request. This can be quoted by activity or by hourly rate.

Line No	Service Description / Key Personnel	Unit Measure	Price Quoted per Unit (ex GST)	GST Component	Price Quoted per Unit (inc GST)
1					
2					
3					

Additional services require authorisation by the Principal. The Principal offers no guarantee as to the quantity of additional services required.

Timeframe

Responses must be received by email to [REDACTED] by midday (12pm) Friday 11 June 2021.

Please feel free to contact me if you have any questions or require clarification on any part of this Request for Quote (RFQ).

Carol Littlefair
Arts & Cultural Heritage Officer
Shire of York

[REDACTED]
[REDACTED]

SY157-12/21 ANNUAL REVIEW OF THE SHIRE OF YORK REGISTER OF DELEGATED AUTHORITY

File Number: OR.CMA.1

Author: Natasha Brennan, Administration and Governance Coordinator

Authoriser: Alina Behan, Executive Manager Corporate & Community Services

Previously before Council: 22 December 2020 (091220)

Appendices:

1. Amended Register of Delegations [↓](#)
2. Proposed New Draft Delegation DE1.19 Closure of Thoroughfares [↓](#)
3. Proposed New Draft Delegation DE3.13 Defer, Grant Discounts, Waive or Write Off Debts [↓](#)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Review
Legislative

PURPOSE OF REPORT

The annual review of the Delegations Register has been undertaken and is presented to Council for consideration.

BACKGROUND

Sections 5.18 and 5.46 of the *Local Government Act 1995* (the Act) require that a Delegations Register be maintained and reviewed at least once each financial year. The Delegations Register was last reviewed by Council at its December 2020 meeting (091220).

The current delegations provide an appropriate level of authority to the Chief Executive Officer to enable effective and timely consideration of day-to-day statutory functions. They promote accountability and facilitate efficient service delivery to the community. They allow Council to focus on strategic planning and community leadership.

Section 5.18 of the Act relates to a Register of Delegations to Committees and it is noted that Council does not currently delegate any powers or duties to its Committees.

The Register of Delegated Authority is a comprehensive document that also includes delegations made under legislation other than the Act.

All delegations made by Council must be carried by an Absolute Majority and be in accordance with Section 5.42 of the Act.

COMMENTS AND DETAILS

Staff have conducted a minor review of the Shire's Register of Delegated Authority and propose several amendments for Council's consideration. Many of the proposed changes are minor in nature. However, the comments below summarise changes that are proposed to better reflect the intent of the delegation.

It is noted that the review proposes two (2) new delegations, the replacement of seven (7) existing delegations and various minor amendments.

Appendix 1 provides the Draft Register of Delegations with tracked changes for Council's review and consideration.

There are two (2) new Draft Delegations proposed.

Appendix 2 presents a proposed new Draft Delegation – DE1.19 Closure of Thoroughfares and Appendix 3 presents a proposed new Draft Delegation – DE3.13 Defer, Grant Discounts or Write Off Debts, to be incorporated into Appendix 1 upon adoption.

The table below provides a summary of the proposed changes.

Delegation No:	Title	Proposed Amendments
DE1.1 Appendix 1	Closing Certain Thoroughfares to Vehicles (exceeding 4 weeks)	Remove Delegation & replace with new delegation DE1.19
DE1.2 Appendix 1	Closing Certain Thoroughfares to Vehicles (not exceeding 4 weeks) for any purpose permitted by law, including events	Remove Delegation & replace with new delegation DE1.19
DE1.3 Appendix 1	Closing Certain Thoroughfares to Vehicles (Revocation)	Remove Delegation & replace with new delegation DE1.19
DE1.4 Appendix 1	Partial Closure of Thoroughfare for repairs and maintenance	Remove Delegation & replace with new delegation DE1.19
DE1.19 (new) Appendix 2	Closure of Thoroughfares	<p>New Delegation</p> <p>Replaces DE1.1, DE1.2, DE1.3 & DE1.4 (above)</p> <p>This delegation follows the WALGA template guidelines</p> <p>Removing the four (4) existing delegations and transferring them into one (1) delegation streamlines the delegation and makes it clearer to understand. It is noted that the main purpose for using this delegation is in cases of emergency, in connection with Council works or by reason of heavy rain or when a street is likely to be damaged by the passage of traffic of any particular class</p>
DE2.8 Appendix 1	Commissioning of Legal Advice	Removed reference to register of legal advice as a legal register is not a legislative or administrative requirement. The recording of legal advice is managed through Policy F2 Procurement and Policy G1 Record Keeping as well as the applicable administrative procedures for purchasing and record keeping
DE3.4 Appendix 1	Write Off Monies Owing (Not Rates or Service Charges)	Remove Delegation & replace with new delegation DE3.13
DE3.7 Appendix 1	Concession for Minor Charges	Remove Delegation & replace with new delegation DE3.13

DE3.12 Appendix 1	Suspension and/or Write-off of Interest relating to Rates and Service Charges	Remove Delegation & replace with new delegation DE3.13
DE3.13 (new) Appendix 3	Defer, Grant Discounts, Waive or Write Off Debts	<p>New Delegation</p> <p>Replaces DE3.4, DE3.7 & DE3.12 (above)</p> <p>This delegation follows the WALGA template guidelines</p> <p>Removing the three (3) existing delegations and transferring them into one (1) delegation streamlines the delegation, makes it clearer to understand and removes duplication</p>
<p>Following the recent review of the Policy Manual (April 2021) the following changes have been made throughout the Delegations Register:</p> <ol style="list-style-type: none"> 1. Update of new policy numbers where applicable. 2. Reporting requirements – the requirement to report the use of delegations in the monthly Information Bulletin has been removed with a generic reporting requirement applied to all delegations. 3. General formatting and rebranding undertaken to improve the layout. 		

Staff are aware that a major review needs to be undertaken with the Delegations Register within the next twelve (12) months and are intending to review the delegations in accordance with the Western Australian Local Government Association guidelines and template.

The review will be undertaken by the Executive Leadership Team, with an item being presented to a future Concept Forum to explain the changes to Council, prior to seeking Council approval for the new Delegations Register.

OPTIONS

Council has the following options:

Option 1: Council could choose not to adopt the proposed amendments.

Option 2: Council could choose to limit the delegations to the Chief Executive Officer and sub-delegations made to Officers. However, the proposed delegations are recommended to ensure the effectiveness and efficiency of the Shire's operations whilst remaining accountable to Council.

Option 3: Council could choose to adopt the changes to the Delegations Register.

Option 3 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

Executive Leadership Team
All Staff
WALGA

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

Several delegations are subject to compliance with Council's policy on the matter. This is noted in the policy section of each Delegation and under Conditions and Exceptions.

Financial

Nil

Legal and Statutory

Local Government Act 1995

5.18. Register of delegations to committees

A local government is to keep a register of the delegations made under this Division and review the delegations at least once every financial year.

5.42. Delegation of some powers and duties to CEO

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

** Absolute majority required.*

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

Under Section 5.42 of the Act a local government may delegate to the Chief Executive Officer any of its powers or the discharge of any of its duties under the Act, other than those prescribed under Section 5.43 and any of its duties under the *Planning and Development Act 2005* Section 214(2), (3) or (5).

5.43. Limits on delegations to CEO

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

- (a) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government.*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph.*
- (c) *appointing an auditor.*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph.*
- (e) *any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100.*
- (f) *borrowing money on behalf of the local government.*
- (g) *hearing or determining an objection of a kind referred to in section 9.5.*
- (ha) *the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government.*
- (h) *any power or duty that requires the approval of the Minister or the Governor.*
- (i) *such other powers or duties as may be prescribed.*

5.44. CEO may delegate powers and duties to other employees

- (1) *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —*
 - (a) *the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and*
 - (b) *the exercise of that power or the discharge of that duty by the CEO's delegate,**are subject to any conditions imposed by the local government on its delegation to the CEO.*
- (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
- (5) *In subsections (3) and (4) —*
conditions *include qualifications, limitations or exceptions.*

5.45. Other matters relevant to delegations under this Division

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

5.46. Register of, and records relevant to, delegations to CEO and employees

- (1) *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
- (2) *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
- (3) *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.*

9.10. Appointment of authorised persons

- (1) *In this section —*
law *means any of the following —*
 - (a) *this Act.*
 - (b) *the Caravan Parks and Camping Grounds Act 1995.*
 - (c) *the Cat Act 2011.*

- (d) *the Cemeteries Act 1986.*
- (e) *the Control of Vehicles (Off-road Areas) Act 1978.*
- (f) *the Dog Act 1976.*
- (g) *subsidiary legislation made under an Act referred to in any of paragraphs (a) to (f).*
- (h) *a written law prescribed for the purposes of this section.*

specified means specified in the instrument of appointment.

- (2) *The CEO may, in writing, appoint persons or classes of persons to be authorised persons for the purposes of 1 or more specified laws or specified provisions of 1 or more specified laws.*
- (3) *An appointment under subsection (2) is subject to any specified conditions or limitations.*
- (4) *The CEO must give to each person appointed under subsection (2) an identity card that —*
 - (a) *on the front of the card, sets out —*
 - (i) *the name and official insignia of the local government; and*
 - (ii) *the name of the person; and*
 - (iii) *a recent photograph of the person.*
 - and*
 - (b) *on the back of the card, specifies each law to which the person's appointment relates.*
- (5) *A person appointed under subsection (2) (the **authorised person**) must —*
 - (a) *carry their identity card at all times when performing functions under a specified law; and*
 - (b) *produce their identity card for inspection when required to do so by a person in respect of whom the authorised person has performed or is about to perform a function under a specified law.*
- (6) *A person who, without reasonable excuse, fails to return their identity card to the CEO within 14 days after their appointment ceases to have effect commits an offence.*

Other Applicable Legislation

Sections 5.74 to 5.76 of the Act require that an employee whom a duty of power has been delegated under the Act must complete a primary return within three (3) months of their start day and lodge an annual return by 31 August each year.

Risk Related

The Act requires that a local government reviews its register of delegations at least once every financial year. Council is therefore required to adopt the reviewed delegations prior to 30 June 2022 to ensure compliance. The risk is moderate if this date is not met as it results in non-compliance. However, the likelihood of this is rare given the review is being presented to Council well before the due date. Therefore, the overall risk is low.

An appropriate framework of delegations:

1. Ensures accountability
2. Adequately manages risk
3. Increases efficiency and effectiveness of processes and practices
4. Ensures decisions are implemented
5. Complies with relevant legislation, policies and guidelines

Workforce

Where an Officer is delegated or sub-delegated authority, he/she is required to complete a primary and annual return in accordance with Sections 5.75 and 5.76 of the Act.

VOTING REQUIREMENTS

Absolute Majority: Yes

RECOMMENDATION

That, with regard to the Annual Review of the Shire of York Register of Delegated Authority, Council:

- 1. Notes the last annual review of its Delegations of Authority in accordance with Section 5.46(2) of the *Local Government Act 1995* was conducted in December 2020.**
- 2. Adopts the amended Register of Delegations as presented in Appendix 1.**
- 3. Adopts the new delegation DE1.19 Closure of Thoroughfares as presented in Appendix 2.**
- 4. Adopts the new delegation DE3.13 Defer, Grant Discounts, Waive or Write Off Debts as presented in Appendix 3.**
- 5. Authorises the Chief Executive Officer to make any necessary minor typographical and formatting changes to improve the layout and rebranding prior to publication.**
- 6. Notes that a major review of the Register of Delegations will be undertaken within the next twelve (12) months.**



SHIRE OF YORK

~~2020/21~~

Register of Delegated Authority

Adopted 22 December 2020
Reviewed December 2021

Table of Contents

Introduction	5
Purpose of Delegating Authority	5
Legislation	5
Associated Legislation	5
Delegation by the Chief Executive Officer	6
Acting through another person	6
Part 1 Functions of Local Governments	8
Local Government Act 1995 - Part 3	8
DE1-1 Closing Certain Thoroughfares to Vehicles (Exceeding 4 Weeks)	99
DE1-2 Closing Certain Thoroughfares to vehicles (Not Exceeding 4 Weeks) for Any Purpose	1010
Permitted by Law, Including Events	1010
DE1-3 Closing Certain Thoroughfares to Vehicles (Revocation)	1111
DE1-4 Partial Closure of Thoroughfare for Repairs and Maintenance	1212
DE1-5 Notices pursuant to Leases, Licences and Land Contracts	13
DE1-6 Public Thoroughfares – Fixing or Altering Levels or Alignments or Drainage onto	
Adjoining Land	1514
DE1-7 Development Application and Building Application on Land Owned by, or Crown Land	
Managed by, the Shire of York	1715
DE1-8 Notices Pursuant to the Land Administration Act 1997	1916
DE1-9 Power to Remove and Impound Goods	2017
DE1-10 Declaring a Vehicle to be an Abandoned Vehicle Wreck	2218
DE1-11 Disposing of Confiscated Goods	2419
DE1-12 Disposing of Uncollected Vehicle	2620
DE1-13 Disposing of Uncollected Impounded Goods	2721
DE1-14 Disposing of Sick or Injured Impounded Animals	2922
DE1-15 Disposing of Property (Public Auction or Public Tender)	3023
DE1-16 Disposing of Property (Private Treaty)	3224
DE1-17 Recovery of Impounding Expenses	3425
DE1-18 Powers of Entry	3626
Part 2 Administration	3827
Local Government Act 1995 - Part 5	3827
DE2-1 Blank – Do not use. Rescinded 29 July 2019	3928
DE2-2 Delegation of Powers and Duties of the Local Government Act 1995 to the Chief	
Executive Officer	4029
DE2-3 Councillors: Recognition of Service	4231

DE2-4	Training Travel and Accommodation – Elected Members.....	4432
DE2-5	Use of the Crest and Logo.....	4633
DE2-6	Appointment of Authorised Persons to Execute Documents on Behalf of Council ..	4734
DE2-7	Blank – Do not use. Removed 22 December 2020	4935
DE2-8	Commissioning of Legal Advice.....	5036
DE2-9	Insurance – Public Liability Claims.....	5137
DE2-10	Issuing of Licences, Approvals & Permits – Local Laws.....	5338
DE2-11	Road Trains and Extra Mass Permits	5539
DE2-12	Appoint Authorised Persons	5640
Part 3 – FINANCIAL MANAGEMENT		5842
Local Government Act 1995 - Part 6.....		5842
DE3-1	Authority to make Payments from Trust and Municipal Funds	5943
DE3-2	Invest Money Held in Municipal and Trust Funds	6145
DE3-3	Agreement as to Payment of Rates and Service Charges.....	6346
DE3-4	Write Off Monies Owing (Not Rates or Service Charges)	6447
DE3-5	Consider Objection to the Rate Record.....	6548
DE3-6	Extension of Time for Objection to the Rate Record.....	6749
DE3-7	Concession for Minor Charges	6850
DE3-8	Rates or Service Charges Recoverable in Court	7051
DE3-9	Require Lessee to Pay Rent in Satisfaction of Rates and Service Charge	7152
DE3-10	Recover Amount of Rates or Service Charge from the Lessee	7253
DE3-11	Donations.....	7454
DE3-12	Suspension and/or Write-off of Interest relating to Rates and Service Charges	7555
Part 4 – LOCAL GOVERNMENT (UNIFORM LOCAL PROVISION REGULATIONS) 1996		7656
DE4-1	Private Works On, Over or Under Public Land.....	7757
DE4-2	Crossovers.....	7958
Part 5 – LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996		8160
DE5.1	Blank – Do not use. Revoked 27/11/17	8261
DE5-2	Tender Evaluation Criteria.....	8362
DE5-3	Minor Variation for Goods and Services.....	8564
DE5-4	Expressions of Interest.....	8765
DE5-5	Tenders to be invited for Certain Contracts	8967
Part 6 – OTHER LEGISLATION.....		9169
DE6-1	Building Act 2011 – All Matters	9270
DE6-2	Bush Fires Act 1954 – Powers and Duties.....	9472
DE6-3	Bush Fires Act 1954 – Prohibited Burning Times	9673
DE6-4	Bush Fires Act 1954 – Infringements	9774

DE6-5	Bush Fires Act 1954 - Prosecutions.....	<u>9975</u>
DE6-6	Food Act 2008 – Appointment of Authorised Officers	<u>10176</u>
DE6-7	Food Act 2008 – Powers of an Enforcement Agency.....	<u>10277</u>
DE6.8	Blank – Do not use. Revoked 27/11/17	<u>10479</u>
DE6.9	Blank – Do not use. Revoked 27/11/17	<u>10580</u>
DE6.10	Blank – Do not use. Revoked 27/11/17	<u>10681</u>
DE6-11	Liquor Control Act 1988 – Authority to Issue Certificates	<u>10782</u>
DE6-12	Blank – Do not use. Removed 22 December 2020	<u>10983</u>
DE6-13	Dog Act 1976 – Approval to Keep More Than Two Dogs	<u>11084</u>
DE6-14	Health Act 1911 - Appointment and Authorisation of Deputy	<u>11185</u>
DE6-15	Authorisation of Senior Environmental Health Officers	<u>11386</u>
DE6-16	Blank – Do not use. Removed 22 December 2020	<u>11587</u>
DE6-17	Strata Titles Act 1985 - Approval of Strata Applications / Certificates	<u>11688</u>
DE6-18	Health Local Law – Keeping of Animals	<u>11789</u>
DE6-19	Section 79 (3) (h) of the Cat Act 2011 – Approval to Keep More Than Two Cats....	<u>11890</u>
DE6-20	Bushfires Act 1954 – Appoint Bush Fire Control Officer/s and Fire Weather Officer <u>12091</u>	
Part 7 –	Statutory Planning.....	<u>12192</u>
DE7-1	Town Planning	<u>12293</u>

Introduction

Purpose of Delegating Authority

The key purpose of delegating authority is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with and supports our commitment to a strong customer service ethos. The register details the related document(s) from which the power to delegate is derived, including legislation and policies of the Council. This supports ease of cross-referencing. This delegated authority register will be reviewed in accordance with the *Local Government Act 1995* on an annual basis. The co-ordination of the review will be performed through the Office of the CEO.

Legislation

The *Local Government Act 1995* (the Act) allows for a local government to delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the Act except those listed in Section 5.43. The Council must make all delegations by absolute majority decision. {s5.42 (1)}.

Associated Legislation

Legislation other than the *Local Government Act 1995*, its regulations and the local government's local laws created under the Act where delegations or authorisations may occur are as follows:

- *Planning and Development Act 2005* including regulations, and adopted policies.;
- *Dog Act 1976* and regulations.;
- *Cat Act 2011* and regulations.;
- *Bush Fires Act 1954*, regulations and local laws created under that Act.;
- *Health Act 1911 (as amended)*, regulations and local law created under that Act.;
- *Freedom of Information Act 1992*.;
- *Land Administration Act 1997*, as amended and regulations.;
- *Litter Act 1979* and regulations.;
- *Local Government (Miscellaneous Provisions) Act 1960 as amended*.;
- *Caravan Parks and Camping Grounds Act 1995*.;
- *Control of Vehicles (Off-Road Areas) Act 1978* and regulations.;
- *Strata Titles Act 1985*.;
- *Food Act 2008*.;
- *Environmental Protection Act 2005*.;
- *Building Act 2011* and Building Regulations 2012.
- *Graffiti Vandalism Act 2016*.

Some legislation provides for authorisation of Local Government officers to have powers as are necessary in order for them to perform their required duties as a specific function of the local government. These duties are carried out as "acting through" functions under s.5.45(2) of the *Local Government Act 1995*.

The *Planning and Development Act 2005* provides the WA Planning Commission with the powers to delegate under section 16(1) and (3)(e) "any function of the Commission under this Act or any other written law, except this power of delegation, a local government, a committee established under the *Local Government Act 1995*, or an employee of a local government."

Section 14(a)(iii) "Functions" of the *Planning and Development Act 2005* recognises the functions of the Commission to advise the Minister on legislation and delegations associated with local planning schemes. This includes Council's Town Planning Scheme No 2.

Delegation by the Chief Executive Officer

The Act provides for the Chief Executive Officer to delegate any of the powers to another Employee {s5.44 (1)}. This must be done in writing. {s5.44 (2)}. The Act allows for the Chief Executive Officer to place conditions on any delegations that he or she delegates. {s5.44 (4)}

A register of delegations relevant to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year. {s.5.46(1) and (2)}. If a person is exercising a power or duty that they have been delegated, the Act requires that records be kept whenever the delegated authority is used. {s5.46 (3)}

The record is to contain the following information:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty. {Local Government (Administration) Regulations 1996 Regulation 19.}

Officers and/or sections of the organisation responsible for a work process are to ensure that data is captured and records managed in accordance with all legislation, as well as preparing reports to Council where required under a specific delegation. This includes recording of delegated authority of the Chief Executive Officer where applicable, once approved through a signed authority by the Chief Executive Officer.

A person to whom a power is delegated under the Act is considered to be a 'designated employee' under s5.74(b) of the Act and is required to complete a primary and annual return each year.

There is no power for a person other than the Chief Executive Officer to delegate a power. {s5.44 (1)}.

Acting through another person

Local Government Act 1995 – Section 5.45 (2)

Nothing in this Division (Division 4 - Local Government Employees) is to be read as preventing –

- a) a local government from performing any of its functions by acting through a person other than the CEO; or
- b) a CEO from performing any of his or her functions by acting through another person.

The key difference between a delegation and "acting through" is that a delegate exercises the delegated decision-making function in his or her own right.

The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the principle of "acting through". Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority.

The difference between a delegated authority to exercise a discretion on behalf of the Shire and acting through another person to undertake a function on behalf of the Shire where no discretion exists is reinforced by Section 56 of the Interpretation Act 1984 which states –

56. "May" imports a discretion, "shall" is imperative

- (1) *Where in a written law the word “may” is used in conferring a power, such word shall be interpreted to imply that the power so conferred may be exercised or not, at discretion.*
- (2) *Where in a written law the word “shall” is used in conferring a function, such word shall be interpreted to mean that the function so conferred must be performed.*

Note:

All Decisions that are made under delegation are required to be recorded— in the records & information management system to meet legislative requirements.

This may take place in two ways. Many decisions under delegation are simply required to be recorded on the relevant file. In some cases a condition of the delegation is that decisions are reported to the Council. Where that is the case, the requirement is recorded in the delegation document.

Part 1 Functions of Local Governments

Local Government Act 1995 - Part 3

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²²
8 | Page

~~DE1-1 Closing Certain Thoroughfares to Vehicles (Exceeding 4 Weeks)~~

~~Function to be performed:~~

~~A local government may, after providing public notice of its intentions and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks.~~

~~Legislative Power or Duty delegated:~~

~~Section 3.50(1a) and 3.50(4) Local Government Act 1995~~

~~Policy:~~

~~N/A~~

~~Delegation to:~~

~~Chief Executive Officer~~

~~Delegation:~~

~~The CEO is delegated the power to close a thoroughfare, wholly or partially, for a period exceeding 4 weeks and to issue all necessary notices, subject to Section 3.50 of the Local Government Act 1995.~~

~~Conditions and Exceptions:~~

~~The closure of any thoroughfare under this delegation is not to exceed 3 months. The permanent closure of thoroughfares is to be referred to Council for determination.~~

~~Chief Executive Officer Delegates to:~~

~~Executive Manager, Infrastructure and Development Services~~

~~Power or Duty delegated by Chief Executive Officer:~~

~~The CEO delegates to the above Officer the exercise of this delegated power. The exercise of the delegated power does not include the power of delegation.~~

~~Reporting Requirements:~~

~~Action taken to close thoroughfares must be recorded in the appropriate file to meet legislative requirements and Councillors informed via reporting in the Delegations Register to be included the next Council Information Bulletin.~~

~~Financial Interest Return Required: Yes~~

~~Details of Review: Reviewed & Adopted – 18 April 2016 – Replaced DE 24 in part
Amended – 24 October 2016
Amended – 27 November 2017
Reviewed – December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020~~

~~DE1-2 Closing Certain Thoroughfares to vehicles (Not Exceeding 4 Weeks) for Any Purpose Permitted by Law, Including Events~~

~~Function to be performed:~~

~~A local government may close a thoroughfare to vehicles wholly or partially, for a period not exceeding 4 weeks, including for, but not limited to, events on roads.~~

~~Legislative Power or Duty delegated:~~

~~Section 3.50(1) Local Government Act 1995~~

~~Road Traffic (Events on Roads) Regulations 1991~~

~~Policy:~~

~~N/A~~

~~Delegation to:~~

~~Chief Executive Officer~~

~~Delegation:~~

~~The CEO is delegated the power to close a thoroughfare, wholly or partially, for a period not exceeding 4 weeks, subject to Section 3.50(1) of the Local Government Act 1995.~~

~~The delegation includes the authority to determine applications for the temporary closure of thoroughfares for the purpose of conducting events.~~

~~Conditions and Exceptions:~~

~~In considering the short term closure of thoroughfares the CEO will also have regard to the Shire's local law.~~

~~Chief Executive Officer Delegates to:~~

~~Executive Manager: Infrastructure and Development Services.~~

~~Power or Duty delegated by Chief Executive Officer:~~

~~The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.~~

~~Reporting Requirements:~~

~~Temporary road closures are to be noted in the monthly Council Information Bulletin.~~

~~Financial Interest Return Required: Yes~~

~~Details of Review: Reviewed – 24 October 2016 – Replaces DE 24 in part and DE25 –~~

~~Amended – 27 November 2017~~

~~Reviewed – 17 December 2018~~

~~Reviewed – 25 November 2019~~

~~Reviewed – 22 December 2020~~

~~DE1-3 Closing Certain Thoroughfares to Vehicles (Revocation)~~

Function to be performed:

~~An order to close a thoroughfare may be revoked by the local government.~~

Legislative Power or Duty delegated:

~~Section 3.50(6) of the Local Government Act 1995.~~

Policy:

~~N/A~~

Delegation to:

~~Chief Executive Officer~~

Delegation:

~~The CEO is delegated the power to revoke an order to close a thoroughfare pursuant to Section 3.50(6) of the Local Government Act 1995.~~

Conditions and Exceptions:

~~Nil~~

Chief Executive Officer Delegates to:

~~Executive Manager: Infrastructure and Development Services.~~

Power or Duty delegated by Chief Executive Officer:

~~The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.~~

Reporting Requirements:

~~Road closure revocations are to be noted in the monthly Council Information Bulletin.~~

Financial Interest Return Required: Yes

~~Details of Review: Reviewed – 24 October 2016 – Replaces DE24 in part~~

~~Amended – 27 November 2017~~

~~Reviewed – 17 December 2018~~

~~Reviewed – 25 November 2019~~

~~Reviewed – 22 December 2020~~

~~DE1-4 Partial Closure of Thoroughfare for Repairs and Maintenance~~

~~Function to be performed:~~

~~A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare.~~

~~Legislative Power or Duty delegated:~~

~~Section 3.50A of the Local Government Act 1995~~

~~Policy:~~

~~N/A~~

~~Delegation to:~~

~~Chief Executive Officer~~

~~Delegation:~~

~~The CEO is delegated the power to partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare pursuant to Section 3.50A of the Local Government Act 1995.~~

~~Conditions and Exceptions:~~

~~Nil~~

~~Chief Executive Officer Delegates to:~~

~~Executive Manager: Infrastructure and Development Services
Works Coordinator~~

~~Power or Duty delegated by Chief Executive Officer:~~

~~The CEO delegates the exercise of this delegated power to the above Officers. The exercise of the delegated power does not include the power of further delegation.~~

~~Reporting Requirements:~~

~~Nil~~

~~Financial Interest Return Required: No~~

~~Details of Review: — Reviewed — 24 October 2016 — Replaces DE24 in part
— Reviewed — 27 November 2017
— Amended — 17 December 2018
— Reviewed — 25 November 2019
— Reviewed — 22 December 2020~~

DE1-5 Notices pursuant to Leases, Licences and Land Contracts

Function to be performed:

The exercise and enforcement of rights under, and to issue notices pursuant to, the following documents:

1. Lease or licence of:

- (a) Freehold land owned by the local government; or
- (b) Crown land managed by the local government; and

2. Contract for the sale or purchase of land by the local government.

Legislative Power or Duty delegated:

Section 3.18 of the *Local Government Act 1995*

Policy:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the power to the exercise and enforcement of rights, and to the issue of notices, under the provisions of leases or licences of Shire of York freehold land or Crown Land managed by the Shire; and of any contract for the sale or purchase of land by the Shire.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

Actions under this delegation are to be reported to the Council at the first opportunity.
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: NEW - 24 October 2016
 Reviewed – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019

Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²

14 | Page

DE1-6 Public Thoroughfares – Fixing or Altering Levels or Alignments or Drainage onto Adjoining Land

Function to be performed:

To give notice before fixing or altering the level of, or the alignment of a public thoroughfare and before draining water from a public thoroughfare or other public place onto adjoining land, and to receive and consider submissions regarding a proposal.

Legislative Power or Duty delegated:

Section 3.51(3) and (4) of the *Local Government Act 1995*

Policy:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to give notice before fixing or altering the level of, or the alignment of a public thoroughfare and before draining water from a public thoroughfare or other public place onto adjoining land, and to receive and consider submissions regarding a proposal. The CEO is authorised to approve a proposal if no objection is received.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Executive Manager, Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Actions under this delegation are to be reported to the Council at the first opportunity. Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Reviewed - 24 October 2016 – Replaces DE27
 Reviewed – 27 November 2017
 Amended – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
 Reviewed – 21 December 2021

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²²
16 | Page

**DE1-7 Development Application and Building Application
on Land Owned by, or Crown Land Managed by, the
Shire of York**

Function to be performed:

To sign as 'Landowner' for the submission of Development and/or Building Applications for consideration by planning and building staff. This function to be performed with respect to Shire of York owned land and Crown land under the control of the Shire on land where the Minister of Land's delegation (DETAILS) applies.

Legislative Power or Duty delegated:

Section 3.18 of the *Local Government Act 1995*

Policy:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to sign as 'Landowner' Development Applications and Building Applications with respect to land owned by the Shire of York, or Crown land under the control of the Shire of York pursuant to Section 3.18 of the *Local Government Act 1995*.

Conditions and Exceptions:

1. Applications are consistent with the terms of any relevant lease, management plan and current uses.
2. With respect to Crown Land, the application is consistent with the Minister of Land's delegation to Chief Executive Officers.

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

The CEO will inform the Council when this delegation is exercised preferably before an application is signed, or if this is not practicable then as soon as possible after the application is signed.

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Reviewed – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE1-8 Notices Pursuant to the Land Administration Act 1997

Function to be performed:

The issue of notices and infringements pursuant to the provisions of the *Land Administration Act 1997*.

Legislative Power or Duty delegated:

Section 3.18 of the *Local Government Act 1995*

Policy:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to issue notices and infringements pursuant to the provisions of the *Land Administration Act 1997*

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~Notices and infringements issued under the Land Administration Act are required to be reported to the Council in the monthly Council Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE1-9 Power to Remove and Impound Goods

Function to be performed:

Power to remove and impound.

Legislative Power or Duty delegated:

Section 3.39, 3.42, 3.44, 3.46 and 3.48 of the *Local Government Act 1995*

Policy:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated to:

- Authorise an employee in accordance with Section 3.39 to remove and impound any goods that are involved in a contravention that can lead to impounding.
- Take appropriate action in respect to impounded non-perishable goods in accordance with Section 3.42.
- Give notice in accordance with Section 3.44 to collect goods.
- Refuse to allow goods to be collected until all costs have been paid in accordance with Section 3.46.
- Take action to recover expenses in accordance with Section 3.48.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Shire Ranger

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~In aggregate only as part of a statistical report on Ranger activities to be included in monthly Information Bulletin~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed – 24 October 2016 – Replaces DE19 in part
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020

| Reviewed – 21 December 2021

| Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²¹
21 | Page

DE1-10 Declaring a Vehicle to be an Abandoned Vehicle Wreck

Function to be performed:

Declaration that a vehicle is an abandoned wreck so that it can be removed and disposed of.

Legislative Power or Duty delegated:

Section 3.40A(4) of the *Local Government Act 1995*

Policy:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to remove an abandoned vehicle and subject to the process set out in the Act declare it an "abandoned vehicle wreck".

Conditions and Exceptions:

Section 3.40A(4) (a) & (b) of the *Local Government Act 1995* provides the process steps to be followed in order to declare an "abandoned vehicle wreck".

Chief Executive Officer Delegates to:

Shire Ranger

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~In aggregate only as part of a statistical report on Ranger activities included in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: NEW – 24 October 2016 – Replaces DE20 in part
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

|

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²²
23 | Page

DE1-11 Disposing of Confiscated Goods

Function to be performed:

The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43 of the *Local Government Act 1995*.

Legislative Power or Duty delegated:

Section 3.47(1) of the *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is authorised to sell or otherwise dispose of, pursuant to Section 3.47(1) of the *Local Government Act 1995*, any goods that have been ordered to be confiscated under section 3.43 of the Act.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Executive Manager: Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~To be reported to the Council in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016 – Replaces DE20 in part
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²²
25 | Page

DE1-12 Disposing of Uncollected Vehicle

Function to be performed:

The local government may sell or otherwise dispose of any vehicle that has not been collected within 2 months of a notice having been given under section 3.40(3) of the *Local Government Act 1995* or 7 days of a declaration being made that a vehicle is an abandoned vehicle wreck.

Legislative Power or Duty delegated:

Section 3.42(2) of the *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to sell or otherwise dispose of, in accordance with Section 3.47(2) of the *Local Government Act 1995*, any vehicle that has not been collected within 2 months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned vehicle wreck.

Conditions and Exceptions:

The CEO is to undertake a public process inviting tenders for the disposal of uncollected vehicles.

Chief Executive Officer Delegates to:

Executive Manager, Infrastructure and Development Services.

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~To be reported to the Council in statistical format in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016 – Replaces DE20 in part
 Amended – 27 November 2017
 Amended – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE1-13 Disposing of Uncollected Impounded Goods

Function to be performed:

The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44 of the *Local Government Act 1995*.

Legislative Power or Duty delegated:

Section 3.47(2a) *Local Government Act 1995*.

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the authority to sell or otherwise dispose of, pursuant to Section 3.47(2a) of the *Local Government Act 1995*, impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44 of the *Local Government Act 1995*.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Executive Manager, Infrastructure and Development Services.

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~To be reported to the Council in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New 24 October 2016 – Replaces DE20 in part
 Amended – 27 November 2017
 Amended – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²²
28 | Page

DE1-14 Disposing of Sick or Injured Impounded Animals

Function to be performed:

If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass.

Legislative Power or Duty delegated:

Section 3.47A(1) of the *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the authority to, pursuant to Section 3.47A(1) of the *Local Government Act 1995*, humanely destroy an impounded animal that is ill or injured to such an extent that treating it is not practicable, and to dispose of the carcass.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Shire Ranger

Executive Manager: Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~To be reported in aggregate in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE1-15 Disposing of Property (Public Auction or Public Tender)

Function to be performed:

Dispose of property to the highest bidder at public auction or the most acceptable public tender.

Legislative Power or Duty delegated:

Section 3.58(2) *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the authority to dispose of property in accordance with Section 3.58(2) of the *Local Government Act 1995* to the highest bidder at public auction or the most acceptable public tender.

Conditions and Exceptions:

Subject to the disposal being identified in the Shire's Annual Budget and the value of the property is less than \$50,000.

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported to the Council at the next Council Concept Forum.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Amended - 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019

Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²

31 | Page

DE1-16 Disposing of Property (Private Treaty)**Function to be performed:**

Dispose of property by private treaty where this is considered the most advantageous method.

Legislative Power or Duty delegated:

Section 3.58(3) *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the authority to dispose of property in accordance with Section 3.58(3) of the *Local Government Act 1995*.

Conditions and Exceptions:

Subject to the disposal being identified in the Shire's Annual Budget.

Delegation applies to:

- a) All transactions to a maximum value of \$50,000 where no public submissions are received in response to public advertising as required by Section 3.58(3)(a).
- b) Any other transactions to a maximum value of \$50,000

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported to the Council at the next Council Concept Forum.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
Amended – 27 November 2017

Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE1-17 Recovery of Impounding Expenses

Function to be performed:

If goods are removed and impounded under section 3.39 of the *Local Government Act 1995* and the offender is convicted, the local government may, if the goods are not sold, recover any expenses incurred in removing and impounding the goods and disposing of them.

Legislative Power or Duty delegated:

Section 3.48 of the *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to recover, under Section 3.48 of the Local Government Act 1995 any expenses incurred in removing and impounding goods and disposing of them where they have been impounded under Section 3.39 of the Local Government Act 1995 and the offender has been convicted.

Conditions and Exceptions:

Compliance with Section 3.47 of the Local Government Act 1995 as to the process to be followed.

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

To be reported to the monthly Information Bulletin.
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016

Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE1-18 Powers of Entry

Function to be performed:

Powers of entry are conferred by the *Local Government Act 1995* to be used to perform any function that a local government has under the Act if entry is required for the performance of the function or in any other case in which entry is authorised by the Act.

Legislative Power or Duty delegated:

Local Government Act 1995

1. Enter on to land to perform any function of the local government under the Act. [refers S.3.28]
2. Give notice of entry. [S.3.32].
3. Seek and execute an entry under warrant. [S.3.33].
4. Execute an entry in an emergency, [S.3.34].
5. Give notice and effect entry by opening a fence [S.3.36]

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to exercise the powers of entry conferred by Sections 3.28, 3.32, 3.33, 3.34, and 3.36 of the *Local Government Act 1995*.

Conditions and Exceptions:

Where sub-delegated to any Officer the sub-delegation will be recorded in the Register of Delegations.

Chief Executive Officer May Delegate to:

Executive Manager: Corporate and Community Services
 Executive Manager: Infrastructure and Development Services
~~Works Coordinator~~
 Shire Ranger
 Such other Officers as determined by the CEO.

Power or Duty delegated by Chief Executive Officer:

Where the CEO delegates the exercise of this delegated power to any Officer the exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~Nil~~

Financial Interest Return Required: Yes

Details of Review: New 24 October 2016

Amended – 27 November 2017
 Amended – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

Part 2 Administration

Local Government Act 1995 - Part 5

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²
38 | Page

DE2-1 Blank – Do not use. Rescinded 29 July 2019

DE2-2 Delegation of Powers and Duties of the Local Government Act 1995 to the Chief Executive Officer

Function to be performed:

The CEO's functions to be performed shall encompass all parliamentary legislation. As such, it is necessary for the Chief Executive Officer to hold those powers necessary for him/her to perform the functions required of him/her in an expeditious and competent manner.

Legislative Power or Duty delegated:

Section 5.42 of the *Local Government Act 1995*

Legislative Power to delegate:

5.41(i) of the *Local Government Act 1995*

Delegation to:

Chief Executive Officer

Delegation:

Council delegates to the Chief Executive Officer all of the delegable functions of the local government under all parliamentary legislation for the effective management of the Shire of York. This delegation is supplementary to the prescribed delegations in this Register of Delegated Authority.

Conditions and Exceptions:

The delegation takes into account Section 5.43 of the *Local Government Act 1995*. The delegation shall only be used when; an urgent operational function needs to be implemented and is not already prescribed as a delegated function; or it is problematic for Council to convene to otherwise make the decision. Elected members will where possible, be given at least 24 hours' notice via email of the CEO's intent to use this delegated authority.

Specification:

This delegation is limited only to the extent that a constraint is outlined by the statute within which the Chief Executive Officer is operating, to any Council resolutions in effect, and the following limitations and clarifications:

LIMITATIONS –

The CEO's delegated authority is subject to the following limitations:

1. State Administrative Tribunals (SAT) negotiations and mediations up to a value of \$20,000 where there is a budget provision approved.
2. For the purposes of the administration of leases, acquire or dispose of any property lease valued at an amount not exceeding \$20,000 per annum.
3. Dispose of minor plant and equipment with a depreciated value of not more than \$50,000 without the requirement of Council approval.
4. Authorise a waiver, grant a concession, or write off an amount of money, not including a rate or service charge, owed to Council that does not exceed \$1,000.

Reporting Requirements:

~~Details of transactions must be recorded in the appropriate record to meet legislative requirements and elected members informed at the next ordinary meeting of Council.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Adopted – 18 April 2016
 Amended – 24 October 2016
 Amended – 27 November 2017
 Amended – 18 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020

DE2-3 Councillors: Recognition of Service

Function to be performed:

Council delegates the function of authorising gifts for all retired Councillors as prescribed in 34AC of the *Local Government Act 1995*.

Legislative Power or Duty delegated:

Section 5.100A of the *Local Government Act 1995*

Legislative Power to delegate:

Section 5.100A of the *Local Government Act 1995*

Policy Provision:

To give effect to Policy [G1.7-E7 – Councillors -Recognition of Service](#)

Delegation to:

Chief Executive Officer

Delegation:

Council delegates to the Chief Executive Officer the delegable function of authorising gifts for all retired Councillors

Conditions and Exceptions:

1. The retirement of a council member who has served at least one full 4-year term of office is prescribed under s5.100A(a) as circumstances in which a gift can be given to the Council member.
2. The amount as prescribed under section 5.100A(b) in respect of a gift given to a council member in the circumstances set out in sub-regulation (1).

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details recorded to meet legislative requirements and elected members informed at the next ordinary meeting of Council~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Adopted – 18 April 2016
 Amended – 24 October 2016
 Reviewed – 27 November 2017
 Reviewed – 17 December 2018

Reviewed – 25 November 2019

Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²¹

43 | Page

DE2-4 Training Travel and Accommodation – Elected Members

Function to be performed:

To provide for the participation of councillors in professional development by the attendance at training courses and conferences and to approve the associated travel and accommodation costs.

Legislative Power or Duty delegated:

Section 5.98 (2)(b) and (3) of the *Local Government Act 1995* and Regulation 32 of the Local Government (Administration) Regulations 1995.

Policy:

[E2 – Councillors – Training and Continuing Professional Development](#) ~~G1.2~~ [Councillors: Professional Development](#)

~~E3 - G1.3~~ [Councillors – Travel and Accommodation](#)

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the authority to arrange appropriate travel and accommodation for councillors to participate in professional development by the attendance at training courses and conferences.

Conditions and Exceptions:

Policy [E2 – Councillors – Training and Continuing Professional Development](#) ~~G1.2~~ provides Council guidance on professional development.

Policy [E3 – Councillors – Travel and Accommodation](#) ~~G1.3~~ provides detailed guidance on travel and accommodation.

The policies and this delegation are to be exercised within the budget allocation for Councillors' Professional Development and Training.

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

In accordance with the provisions of Policy [E2 – Councillors – Training and Continuing Professional Development](#), ~~G1.2~~ and payments will be reported in the monthly financials.

Financial Interest Return Required: No

Details of Review: New - 24 October 2016
Reviewed – 27 November 2017

Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE2-5 Use of the Crest and Logo

Function to be performed:

The Chief Executive Officer to approve the use of the Shire of York Crest and Logo.

Legislative Power or Duty delegated:

Section 3.1 of the *Local Government Act 1995*

Policy:

~~G22 -CP1.2~~ Use of Shire of York Crest and Logo

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the authority to approve the use of the Shire of York Crest and Logo.

Conditions and Exceptions:

The exercise of this delegation is limited by the provisions of Policy ~~G22 -CP1.2~~ G22 – Use of the Shire Crest and Logo, CP1.2.

Chief Executive Officer Delegates to:

Executive Manager, Corporate and Community Services

Executive Manager, Infrastructure and Development

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this power to the above Officers. ~~The exercise of the delegated power does not include the power of further delegation.~~

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~Nil~~

Financial Interest Return Required: No

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE2-6 Appointment of Authorised Persons to Execute Documents on Behalf of Council

Function to be performed:

Signing of various classes of documents on behalf of the Council.

Legislative Power or Duty delegated:

Section 9.49A(4) of the *Local Government Act 1995*

Policy:

~~G21 - CP1.1~~ — Execution of Documents and ~~Use~~ of the Common Seal

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the responsibility to arrange for the execution of documents and the use of the common seal in accordance with the provisions of Policy CP1.1 Execution of Documents and Use of the Common Seal

Conditions and Exceptions:

The provisions of ~~G21 - CP1.1~~ — Execution of Documents and ~~Use~~ of the Common Seal

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported in the monthly Information Bulletin~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed – 24 October 2016 – Replaced DE18
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²¹

47 | Page

| Reviewed – 21 December 2021

| Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²²
48 | Page

DE2-7 Blank – Do not use. Removed 22 December 2020

DE2-8 Commissioning of Legal Advice

Function to be performed:

To commission legal advice as required

Legislative Power or Duty delegated:

Administrative function

Policy:

~~G23 --CP1.3~~ Commissioning Legal Advice

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated authority to procure all legal advice in accordance with Policy ~~G23 - Commissioning Legal Advice, CP1.3.~~

Conditions and Exceptions:

This delegation does not apply to legal advice required by the Council for matters related to the performance of the CEO and/or the relationship between the Council and the CEO.

Commissioning of legal advice must be obtained according to the requirements set out in ~~the Policy F2 - Procurement, Policy F1.1.~~

~~A register of legal advice received by the Shire of York must be maintained and reviewed prior to commissioning of new advice.~~

Chief Executive Officer Delegates to:

~~Nil~~

~~Nil~~Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

All legal advice that may impact on a Council decision on a matter must be reported to Council. ~~Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.~~

Financial Interest Return Required: No

Details of Review: Reviewed – 24 October 2016 – Replaces DE30
Reviewed – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE2-9 Insurance – Public Liability Claims

Function to be performed:

Consideration of public liability claims against the Council where the value of the claim does not exceed the excess on the relevant insurance policy.

Legislative Power or Duty delegated:

Administrative function

Policy:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated authority to consider claims against the Council for property damage that do not exceed the insurance policy excess levels, and to accept or deny liability on behalf of the Council.

Conditions and Exceptions:

In cases where liability is accepted, payment may only be made up to the value of Council's relevant insurance excess amount and then only upon receipt of an appropriate release form prepared by Council's solicitors.

Chief Executive Officer Delegates to:

The CEO may delegate this function to the following officers:
Executive Manager: Corporate and Community Services
Executive Manager: Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

If the CEO delegates to the above officers the relevant legislative reference is Section 5.44 of the *Local Government Act 1995*, and any such delegation must be recorded in the Shire Register of Delegated Authority.

Reporting Requirements:

~~Where the CEO or the above officers reach a settlement under this delegation it is to be reported to the next Council Concept Forum.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed – 24 October 2016 – Replaces DE29
Reviewed – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE2-10 Issuing of Licences, Approvals & Permits – Local Laws

Function to be performed:

Determine applications for the issue and/or renewal of licenses and permits that are provided for in Council local laws.

Legislative Power or Duty delegated:

Administrative function

Policy:

~~N/A~~ Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated authority to determine applications for the issue and/or renewal of licenses and permits that are provided for in Council local laws.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

The CEO may delegate this function to the following officers:
Executive Manager: Corporate and Community Services
Executive Manager: Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

If the CEO delegates to the above ~~e~~Officers the relevant legislative reference is Section 5.44 of *the Local Government Act 1995*, and any such delegation must be recorded in the Shire Register of Delegated Authority.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~Nil~~

Financial Interest Return Required: No

Details of Review: Reviewed – 24 October 2016 – Replaces DE35
Reviewed – 27 November 2017
Reviewed – 17 December 2018

Reviewed – 25 November 2019

Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²¹

54 | Page

DE2-11 Road Trains and Extra Mass Permits

Function to be performed:

Determine applications to use road trains and for extra mass permits on any road within the Shire.

Legislative Power or Duty delegated:

Administrative function

Policy:

~~N/A~~ Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated authority to determine any application to use road trains and for extra mass permits on any road within the Shire, recommending approval or refusal, with or without conditions, for referral to Main Roads WA.

Conditions and Exceptions:

The CEO will have regard to any Council policy on the issue that may be established from time to time.

Chief Executive Officer Delegates to:

Executive Manager: Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

If the CEO delegates to the above officer the relevant legislative reference is Section 5.44 of the *Local Government Act 1995*, any such delegation must be recorded in the Shire Register of Delegated Authority.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~Nil~~

Financial Interest Return Required: No

Details of Review:

- Reviewed – 24 October 2016 – Replaces DE36
- Reviewed – 27 November 2017
- Reviewed – 17 December 2018
- Reviewed – 25 November 2019
- Reviewed – 22 December 2020
- Reviewed – 21 December 2021

DE2-12 Appoint Authorised Persons

Function to be performed:

1. Authority to appoint persons or classes of persons as authorised persons [s.3.24 and s.9.10] for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act i.e. Regulations:
 - (a) *Local Government Act 1995* and its subsidiary legislation, including *Local Government Act Regulations*, the *Local Government (Miscellaneous Provisions) Act 1960* and Local Laws made under the *Local Government Act*..
 - (b) *Caravan Parks and Camping Grounds Act 1995*;
 - (c) *Cat Act 2011*;
 - (d) *Cemeteries Act 1986*;
 - (e) *Control of Vehicles (Off-road Areas) Act 1978*;
 - (f) *Dog Act 1976*;
 - (g) *Graffiti Vandalism Act 2016* – refer s.15; and
 - (e) any other legislation prescribed for the purposes of s.9.10 of the *Local Government Act 1995*.
2. Authority to appoint authorised persons for the purposes of section 9.16 of the *Local Government Act 1995*, as a precondition for appointment as authorised officers in accordance with Regulation 70(2) of the *Building Regulations 2012* and section 6(b) of the *Criminal Procedure Act 2004*.

Legislative Power or Duty delegated:

Local Government Act 1995

Section 5.44 CEO may delegate to some power and duties to other employees

Policy:

N/ANil

Delegation to:

Chief Executive Officer

Delegation:

Local Government Act 1995:

Section 3.24 Authorising persons under this subdivision (Part 3, Division 3, Subdivision 2 – Certain provisions about land)

Section 9.10 Appointment of authorised persons

The CEO is delegated the authority to appoint persons or classes of persons for the purpose of fulfilling prescribed functions within the *Local Government Act 1995*.

Conditions and Exceptions:

- a. A register of Authorised Persons is to be maintained as a Local Government Record.

Shire of York Register of Delegated Authority 2019/21/202

56 | Page

- b. Only persons who are appropriately qualified and trained may be appointed as Authorised persons.
- c. The CEO has discretion to determine any conditions / limitations applicable to the use of delegated powers or duties.

Chief Executive Officer Delegates to:

Nil.

Power or Duty delegated by Chief Executive Officer:

If the CEO delegates to the above officer the relevant legislative reference is Section 5.44 of the *Local Government Act 1995*, any such delegation must be recorded the Shire Register of Delegated Authority.

Reporting Requirements:

~~Details of all appointments must be recorded in the appropriate record to meet legislative requirements.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: NEW – 22 December 2020
Reviewed – 21 December 2021

Part 3 – FINANCIAL MANAGEMENT

Local Government Act 1995 - Part 6

DE3-1 Authority to make Payments from Trust and Municipal Funds

Function to be performed:

Making payments from Trust and Municipal Funds.

Legislative Power or Duty delegated:

Local Government (Financial Management) Regulations 1996, Regulation 12(1)(a).
Payments from municipal fund or trust fund, restrictions on making.

Policy:

[F2 - Procurement](#)

[F5 - FP1.5](#) Authority to Make Payments from ~~the~~ Trust and Municipal Funds

Delegation to:

Chief Executive Officer
Executive Manager Corporate and Community Services
Executive Manager Infrastructure and Development Services

Delegation:

The Chief Executive Officer, the Executive Manager Corporate and Community Services and Executive Manager Infrastructure and Development Services are delegated so that either one must sign all cheques and authorise all electronic transfers. The CEO or Executive Manager must sign jointly with one other designated officer.

Conditions and Exceptions:

The delegation must be exercised in accordance with Policy [F5FP1.5](#) Authority to Make Payments from the Trust and Municipal Funds.

Access to electronic funds transfer software, passwords and encryption information is to be restricted to:

Chief Executive Officer
Executive Manager Corporate and Community Services
Executive Manager Infrastructure and Development Services
Finance Manager

This delegation is subject to the requirements of Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

Chief Executive Officer Delegates to:

- a) In the case of cheques, the Finance Manager must sign with either the CEO or Executive Manager;
- b) In the case of authorising electronic transfers, the Finance Manager must provide the authorisation with either the CEO or Executive Manager.

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officers. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Each payment from the municipal fund or the trust fund is to be noted on a list compiled for each month which is to be presented at the next ordinary meeting of Council.

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Adopted - 18 April 2016 to replace DE1
Amended - 24 October 2016
Amended - 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 26 May 2020
Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE3-2 Invest Money Held in Municipal and Trust Funds

Function to be performed:

Invest funds that are not required for the time being.

Legislative Power or Duty delegated:

Section 5.42 *Local Government Act 1995*
Trustees Act 1962 – Part III

Policy:

~~F4 -F1.4~~ Investment

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to invest money held in the Municipal or Trust Funds that is not required for the time being for any purpose.

Conditions and Exceptions:

Funds are to be transferred to an appropriate secured investment account or term deposit. All investments are to be fully compliant with Council policy ~~F4 -F1.4~~ Investment.

Transfers must follow documented internal control procedures to ensure control over investments.

Chief Executive Officer Delegates to:

Executive Manager: ~~—~~ Corporate and Community Services.

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

A monthly investment report must be provided to the Council in accordance with Policy ~~F4F -~~
~~Investment1.4~~.

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Reviewed - 24 October 2016 – Replaces DE 16
Reviewed – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE3-3 Agreement as to Payment of Rates and Service Charges

Function to be performed:

Make an agreement to accept payment of a rate or service charge due and payable by a person.

Legislative Power or Duty delegated:

Section 6.49 *Local Government Act 1995*

Policy:

~~F1 -F1.1~~ Revenue Collection

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to enter into agreements with individuals who are having difficulty in meeting their rates payments.

Conditions and Exceptions:

Subject to the arrangements agreed to being on the basis that the total debt outstanding will be extinguished by 30 June next following.

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported in aggregate to the Council in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

~~DE3-4 Write Off Monies Owning (Not Rates or Service Charges)~~

~~Function to be performed:~~

~~A local government may waive or grant concessions in relation to any amount of money or write off any amount of money that it is owed to the local government~~

~~Legislative Power or Duty delegated:~~

~~Section 6.12(1)(c) Local Government Act 1995~~

~~Legislative Power to delegate:~~

~~Section 5.42 and Section 5.44 Local Government Act 1995~~

~~Policy Provision:~~

~~N/A~~

~~Delegation to:~~

~~Chief Executive Officer~~

~~Delegation:~~

~~The CEO is delegated the power to waive, grant concessions or write off any amount of money owed to the Shire, subject to section 6.12(2) of the Local Government Act 1995.~~

~~Conditions and Exceptions:~~

~~CEO authorisation shall apply to an amount up to a maximum value of \$1,000 per debtor.~~

~~Chief Executive Officer delegates to: _____~~

~~Nil~~

~~Delegation delegated by the CEO: _____~~

~~N/A~~

~~Reporting Requirements:~~

~~Details recorded to meet legislative requirements and reported in the monthly Information Bulletin.~~

~~Financial Interest Return Required: Yes~~

~~Details of Review: _____ Reviewed – 18 April 2016 – Replaces DE10~~

~~_____ Amended – 27 November 2017~~

~~_____ Reviewed – 17 December 2018~~

~~_____ Reviewed – 25 November 2019~~

~~_____ Reviewed – 22 December 2020~~

DE3-5 Consider Objection to the Rate Record

Function to be performed:

The local government is to promptly consider any objection to the rate record and may either disallow it or allow it, wholly or in part.

Legislative Power or Duty delegated:

Section 6.76(5) *Local Government Act 1995*

Legislative Power to delegate:

Section 5.42 and Section 5.44 *Local Government Act 1995*

Policy Provision:

~~N/A~~ Nil

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to consider any objection to the rate record and may either disallow it or allow it, wholly or in part, subject to section 6.76(5) of the *Local Government Act 1995*.

Conditions and Exceptions:

Nil

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of the determination must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review:

- Adopted – 18 April 2016
- Reviewed - 24 October 2016
- Amended – 27 November 2017
- Reviewed – 17 December 2018
- Reviewed – 25 November 2019
- Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²
66 | Page

DE3-6 Extension of Time for Objection to the Rate Record

Function to be performed:

The local government may, on application by a person proposing to make an objection to the rate record, extend the time for making the objection for such period as it thinks fit.

Legislative Power or Duty delegated:

Section 6.76(4) *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated authority to extend time for making the objection to the rate record.

Conditions and Exceptions:

An extension is not to be granted for a period exceeding six weeks

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE3-7 — Concession for Minor Charges

Function to be performed:

A local government may approve the waiving or granting of concessions in relation to any amount of money but this delegation shall not apply to an amount of money owing in respect of rates and service charges.

Legislative Power or Duty delegated:

Section 6.12(1)(b) and 6.12(2) and (3) of the *Local Government Act 1995*

Legislative Power to delegate:

Section 5.42 *Local Government Act 1995*

Policy Provision:

N/A

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to approve concessions for minor charges, including Town Hall and other public hall hire charges, where he considers it appropriate.

Conditions and Exceptions:

Authorisation only applies to charges less than \$1,000. The delegate has the authority to deal with such matters as are relevant to the delegation.

Chief Executive Officer

delegates to: _____

Nil

Delegation delegated

by the CEO: _____

N/A

Reporting Requirements:

Details of minor variation must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin

Financial Interest Return Required: Yes

Details of Review: — Adopted — 18 April — Replaced DE 15 in part —

— Reviewed — 24 October 2016

— Amended — 27 November 2017

— Reviewed — 17 December 2018

— Reviewed — 25 November 2019

2021 ~~Reviewed – 22 December 2020~~ Reviewed – 21 December

Shire of York Register of Delegated Authority 20~~19~~21/~~202~~21
69 | Page

DE3-8 Rates or Service Charges Recoverable in Court

Function to be performed:

To determine that court action will be taken if a rate or service charge remains unpaid after it becomes due and payable.

Legislative Power or Duty delegated:

Section 6.56(1) *Local Government Act 1995*

Policy:

~~F1 -F1.1~~ Revenue Collection

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to determine that court action will be taken if a rate or service charge remains unpaid after it becomes due and payable

Conditions and Exceptions:

As set out in Policy ~~F1 -F1.1~~ Revenue Collection

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~Decisions to pursue Court action for recovery are to be reported to Council in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE3-9 Require Lessee to Pay Rent in Satisfaction of Rates and Service Charge

Function to be performed:

If payment of a rate or service charge imposed in respect of any land is due and payable, notice may be given to the lessee of the land requiring the lessee to pay to the local government any rent as it falls due in satisfaction of the rate or service charge.

Legislative Power or Duty delegated:

Section 6.60(2) *Local Government Act 1995*

Policy:

~~F1 -F1.1 Procurement~~ [Revenue Collection](#)

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to give notice to the lessee of the land requiring the lessee to pay to the local government any rent as it falls due in satisfaction of the rate or service charge.

Conditions and Exceptions:

Subject to Section 6.60(3) of the *Local Government Act 1995*

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported to Council in the monthly Information Bulletin.~~
[Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.](#)

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
 [Reviewed – 21 December 2021](#)

DE3-10 Recover Amount of Rates or Service Charge from the Lessee

Function to be performed:

The local government may recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice issued in accordance with DE3-9.

Legislative Power or Duty delegated:

Section 6.60(4) *Local Government Act 1995*

Policy:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice issued in accordance with DE3-9.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported to Council in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

|

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²²
73 | Page

DE3-11 Donations

Function to be performed:

The local government may make a donation of cash or services.

Legislative Power or Duty delegated:

Local Government (Financial Management) Regulations 1996 Regulation 12(1)(a)
Payments from municipal fund or trust fund, restrictions on making.

Policy:

~~F5 -F1.5~~ Authority to Make Payments from Trust and Municipal Funds

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to make a donation of cash or services to a maximum value of \$1,000.

Conditions and Exceptions:

The Chief Executive Officer must consult with Councillors prior to exercising the power delegated under this authority.

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

~~To be reported to Council in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: New - 27 November 2017
Amended – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

~~DE3-12 Suspension and/or Write-off of Interest relating to Rates and Service Charges~~

~~Function to be performed:~~

~~A local government may suspend the accrual of and/or write-off any interest charges in relation to rates and service charges owed to the local government.~~

~~Legislative Power or Duty delegated:~~

~~Local Government Act 1995~~

~~Section 6.12 (b) Power to defer, grant discounts, waive or write off debts~~

~~6.47 Concessions~~

~~Legislative Power to delegate:~~

~~Section 5.42 and Section 5.44 Local Government Act 1995~~

~~Policy Provision:~~

~~F1.9 Financial Hardship~~

~~F1.1 Revenue Collection~~

~~Delegation to:~~

~~Chief Executive Officer~~

~~Delegation:~~

~~The CEO is delegated the power to suspend and/or write-off interest charges relating to rates and service charges.~~

~~Conditions and Exceptions:~~

~~CEO authorisation shall apply to an amount up to a maximum value of \$400 (suspension and/or write-off) per property per annum.~~

~~Chief Executive Officer delegates to:~~

~~Nil~~

~~Delegation delegated by the CEO:~~

~~N/A~~

~~Reporting Requirements:~~

~~Details recorded to meet legislative requirements and reported in the monthly Information Bulletin.~~

~~Financial Interest Return Required: Yes~~

~~Details of Review: Adopted – 21 April 2020~~

~~Reviewed – 22 December 2020~~

Part 4 – LOCAL GOVERNMENT (UNIFORM LOCAL PROVISION REGULATIONS) 1996

DE4-1 Private Works On, Over or Under Public Land

Function to be performed:

A local government may grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property.

Legislative Power or Duty delegated:

Regulation 17(2) of the *Local Government (Uniform Local Provisions) Regulations 1996*.

Legislative Power to delegate:

Section 5.42 and Section 5.44, *Local Government Act 1995*

Policy Provision:

~~N/A~~ Nil

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to grant permission to a person to construct anything on, over or under a public thoroughfare or other public place that is local government property, subject to Regulation 17 of the *Local Government (Uniform Local Provisions) Regulations 1996* and Schedule 3.1, Division 2, item 3 and section 3.25(1)(b) of the *Local Government Act 1995*.

Conditions and Exceptions:

That due process for the issuing of a notice under section 3.25 of the Act is followed.

Chief Executive Officer delegates to:

Executive Manager: Infrastructure and Development Services

Delegation delegated by the CEO:

The CEO delegates the exercise of this delegated power to the above ~~Officer~~s. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~Details of the permissions must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Adopted – 18 April 2016
Reviewed – 24 October 2016
Amended – 27 November 2017

Amended – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE4-2 Crossovers

Function to be performed:

Construction of Crossovers from Public Thoroughfare to Private Land or Private Thoroughfare

Legislative Power or Duty delegated:

Regulation 17(2) of the *Local Government (Uniform Local Provisions) Regulations 1996*.

Legislative Power to delegate:

Section 5.42 and Section 5.44, *Local Government Act 1995*

Policy Provision:

~~N/ANil~~

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the authority to determine applications for the construction of a crossing giving access from a public thoroughfare to private land or a private thoroughfare serving the land and may agree to construct the crossing for the applicant subject to Council's operating procedures.

The Chief Executive Officer is delegated authority to give notice to an owner or occupier of private land requiring the person to construct or repair a crossing from a public thoroughfare to the land or a private thoroughfare serving the land in accordance with provisions of Sch 9.1 (7) of the Act.

Conditions and Exceptions:

This delegation relates to all of the provisions of the *Local Government (Uniform Local Provisions) Regulations 1996*.

Chief Executive Officer delegates to:

Executive Manager: Infrastructure and Development Services

Delegation delegated by the CEO:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~Details of the permissions must be recorded in the appropriate record to meet legislative requirements.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Reviewed 24 October 2016 – Replaces DE26
 Amended - 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

Part 5 – LOCAL GOVERNMENT (FUNCTIONS AND GENERAL) REGULATIONS 1996

DE5.1 Blank – Do not use. Revoked 27/11/17

DE5-2 Tender Evaluation Criteria

Function to be performed:

The local government must, before tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.

Legislative Power or Duty delegated:

Regulation 14(1), (2), (3), (4) or (5) of the *Local Government (Function and General) Regulations 1996*.

Legislative Power to delegate:

Section 5.42 and Section 5.44, *Local Government Act 1995*

Policy Provision:

~~F2 -F1.2~~ Procurement

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power to determine in writing the tender evaluation criteria prior to tenders being advertised.

Conditions and Exceptions:

After a notice has been given under the *Local Government (Function and General) Regulations 1996* 14(1) or (2), a local government may vary the information referred to in (3) by taking reasonable steps to give each person who has sought copies of the tender documents or each acceptable tenderer, as the case may be, notice of the variation.

Chief Executive Officer delegates to:

Executive Manager: Infrastructure ~~&and~~ Development Services
Executive Manager: Corporate and Community Services

Power of Duty Delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the ~~above Officers, Executive Manager: Infrastructure & Development Services~~. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

~~Details of the determination must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Adopted - 18 April 2016
Reviewed – 24 October 2016
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Amended – 22 December 2020
Reviewed – 21 December 2021

DE5-3 Minor Variation for Goods and Services

Function to be performed:

A local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer.

Legislative Power or Duty delegated:

Regulation 20(1) of the *Local Government (Function and General) Regulations 1996*

Legislative Power to delegate:

Section 5.42 and Section 5.44, *Local Government Act 1995*

Policy Provision:

~~F2 -F1-2~~ Procurement

Delegation to:

Chief Executive Officer

Delegation:

The Chief Executive Officer is delegated the power, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the Shire enters the contract with the successful tenderer, subject to Regulation 20(1) of the *Local Government (Functions and General) Regulations 1996*.

Conditions and Exceptions:

Minor variations before entering a contract are limited to a maximum value of aggregated variations which remain under 10% of the total contract value and remain within the relevant adopted Budget allocation.

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of the minor variation must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Adopted – 18 April 2016
 Reviewed – 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019

Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²

86 | Page

DE5-4 Expressions of Interest

Function to be performed:

To determine the appropriate circumstances for application of the Expression of Interest process and to call for Expressions of Interest [Reg.21 of the *Local Government (Functions and General) Regulations 1996*] and to accept or reject any Expression of Interest.

Legislative Power or Duty delegated:

S3.57 of the *Local Government Act 1995*
Local Government (Function and General) Regulations 1996

- Reg 11 Tenders to be invited for certain contracts
- Reg 14 (2a), (4)(a) and (5) Requirements for publicly inviting tenders
- Reg 21 Limitation may be placed on who can tender
- Reg 23 Rejecting and accepting expressions of interest to be notified of outcome

Legislative Power to delegate:

Section 5.42 and Section 5.44, *Local Government Act 1995*

Policy Provision:

~~F2 -F1.2~~ Procurement

Delegation to:

Chief Executive Officer

Delegation:

Authorisation is given to call for Expressions of Interest for the supply of goods or services where appropriate and to accept or reject any Expression of Interest received.

Conditions and Exceptions:

The delegate has the authority to deal with such matters as are relevant to this declaration.

Details of the expression of interest sought must be recorded in the appropriate record and in the Tender Register as required by the *Local Government (Functions and General) Regulations 1996*, Regulation 17. A determination to call a tender must only occur where the procurement or disposal is identified in Annual Budget allocations.

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

Tender Closing Checklist to be completed.

~~and the delegations of authority used to be recorded and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Adopted – 18 April 2016
Reviewed – 24 October 2016
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE5-5 Tenders to be invited for Certain Contracts

Function to be performed:

- a) Determining, in writing, the criteria for deciding which tender should be accepted prior to tenders being publicly invited; and
- b) Publicly inviting tenders before entering into a contract for the supply of goods or services if the consideration under the contract is, or is expected to be, worth more than \$150,000.

Legislative Power or Duty delegated:

- a) Regulation 14(2a) of the *Local Government (Function and General) Regulations 1996*; and
- b) Section 3.57(1) of the *Local Government Act 1995*; and
- c) Regulation 11(1) of the *Local Government (Function and General) Regulations 1996*.

Policy:

~~F2 -F1.2~~ Procurement

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to:

- a) Determining, in writing, the criteria for deciding which tender should be accepted prior to tenders being publicly invited; and
- b) Publicly inviting tenders before entering into a contract for the supply of goods or services if the consideration under the contract is, or is expected to be, worth more than \$150,000.

Conditions and Exceptions:

Tenders will be awarded by the Council on receipt of a report on the evaluation against predetermined criteria and officers' recommendation.

Chief Executive Officer Delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Nil~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required:

Yes

Details of Review: New – 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

Part 6 – OTHER LEGISLATION

The Local Government may delegate, appoint and authorise Shire staff directly under the following Acts:

Building Act 2011

Bush Fires Act 1985

Cat Act 2011

Dog Act 1976

Food Act 2008

Liquor Control Act 1988

Residential Tenancy Act 1997

Strata Titles Act 1985

DE6-1 Building Act 2011 – All Matters

Function to be performed:

The powers and functions of a permit authority under the Building Act 2011

Legislative power to delegate:

S127 of the *Building Act 2011*

1. Legislative Power or Duty delegated:

Section 96	Authority to appoint authorised persons
Section 110	Authority to issue Building Orders in relation to: Stop work, alter a building or evacuate a building where there is a contravention of a provision of the Act Take specific action to prevent contravention of the Act Finish an outward facing side of a wall
Section 117	Authority to revoke Building Orders
Section 139	Authority to commence prosecution

Delegation to:

Chief Executive Officer

2. Legislative Power or Duty delegated:

Section 19	Certificate of design compliance
Section 20	Authority to grant or refuse to grant building permits
Section 21	Authority to grant or refuse demolition permits
Section 22	Authority to refuse to grant Building Permits or Demolition Permits if: There appears to be an error in the documents or information provided in the application; or If an application is inconsistent with: a) a function that the Permit Authority has under any written law; or b) an agreement between the Permit Authority and the applicant
Section 27 (1) & (3)	Conditions imposed by permit authority
Section 55	Further information
Section 56	Certificate of construction compliance
Section 57	Certificate of building compliance
Section 58	Authority to grant, modify or refuse to grant Occupancy Permits or Building Approval certificates
Section 62(1) & (3)	Conditions imposed by permit authority
Section 65	Authority to extend the period to which the occupancy permit or modification or the building approval certificate has effect
Section 88(3)	Finishes of walls close to boundaries
Section 100	Entry powers
Section 101	Powers of entry for compliance purposes
Section 102	Obtaining information and documents
Section 103	Use of force and assistance
Section 104	Directions generally
Section 110	Building Orders
Section 111(1)	Notice of proposed building order other than a building order (emergency)

Section 131 (2) Inspection, copies of building records

Delegation to:

Executive Manager: Infrastructure and Development Services, and persons appointed to the office of Development Services Coordinator.

Conditions and Exceptions:

Delegated with the exception of sections 96, 97, 98 and 127 of the Building Act and regulation 70 of the Building Regulations.

Reporting Requirements:

~~Details of the actions must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed & Adopted – 18 April 2016 - Replaces DE3
Reviewed – 24 October 2016
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE6-2 Bush Fires Act 1954 – Powers and Duties

Function to be performed:

All powers, duties and functions under the *Bush Fires Act 1954*

Legislative Power or Duty delegated:

All of the local authority's powers and duties

Legislative Power to delegate:

Section 48 of the *Bush Fires Act 1954*

Policy Provision:

N/A Nil

Delegation to:

Chief Executive Officer

Delegation:

All powers and duties under the Act.

Conditions and Exceptions:

Excludes powers and duties that:

- are prescribed in the Act with the requirement for a resolution by the local government
 - are prescribed in the Act for performance by prescribed offices; or
- are subject to separate delegate authority within this register.

S48(3) of the Act provides that this delegation may not be sub-delegated

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of all notices must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed & Adopted – 18 April 2016 – Replaces DE 32 – 33
 Reviewed – 24 October 2016
 Amended – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020

| Reviewed – 21 December 2021

| Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²
95 | Page

DE6-3 Bush Fires Act 1954 – Prohibited Burning Times

Function to be performed:

Determine to vary Prohibited Burning Times, in accordance with S17(7) and (8) of the *Bush Fires Act 1954*, regarding:

- shortening, extending, suspending or reimposing a period of prohibited burning times; or
- imposing a further period of prohibited burning times

Legislative Power or Duty delegated:

Declaration of Prohibited Burning Times

Legislative Power to delegate:

Section 17 (10) of the *Bush Fires Act 1954*

Policy Provision:

N/A Nil

Delegation to:

President and Chief Bush Fire Officer jointly

Delegation:

Powers under Sections 17.7 and 17.8 to declare and vary prohibited burning times

Conditions and Exceptions:

N/A

Chief Executive Officer delegates to:

N/A

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of all notices must be recorded in the appropriate record to meet legislative requirements~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed & Adopted – 18 April 2016 - Replaces DE 34

Reviewed – 24 October 2016

Reviewed – 27 November 2017

Reviewed – 17 December 2018

Reviewed – 25 November 2019

Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 2019/2021/2022

96 | Page

DE6-4 Bush Fires Act 1954 – Infringements

Function to be performed:

Issue infringement notices under the Bush Fires Act 1954

Legislative Power or Duty delegated:

Bush Fires Act 1954

s59A(2) Alternative Procedure – Infringement Notices

Legislative Power to delegate:

Section 59(3) – Delegation by local governments *Bush Fires Act 1954*

Policy Provision:

N/A Nil

Delegation to:

Chief Executive Officer
Chief Bush Fire Control Officer
Fire Control Officers

Delegation:

Section 59(3) – Delegation by local governments *Bush Fires Act 1954*

Conditions and Exceptions:

s59A(3) and *Bush Fires (Infringements) Regulations 1958*, Reg.4(a) provide that only the President or the Chief Executive Officer may withdraw an infringement notice.

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of all notices must be recorded in the appropriate record to meet legislative requirements~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed & Adopted – 18 April 2016 – Replaces DE34

Reviewed – 24 October 2016

Shire of York Register of Delegated Authority 2019/21/202

97 | Page

Reviewed – 27 November 2017
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE6-5 Bush Fires Act 1954 - Prosecutions

Function to be performed:

Consider allegations of offences alleged to have been committed against the *Bush Fires Act 1954* in the district of the local government and, if the delegate thinks fit, to institute and carry on proceedings in the name of the local government against any person alleged to have committed any of those offences in the district.

Legislative Power or Duty delegated:

Bush Fires Act 1954
Section 59(3) Prosecution of Offences
Section 59A(2) Alternative Procedure – Infringement Notices

Legislative Power to delegate:

Section 59(3) – Delegation by local governments *Bush Fires Act 1954*

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegation:

Section 59(3) – Delegation by local governments *Bush Fires Act 1954*

Conditions and Exceptions:

S59A(3) and *Bush Fires (Infringements) Regulations 1958*, Reg.4(a) provide that only the President or the Chief Executive Officer may withdraw an infringement notice.

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of all notices must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Adopted – 18 April 2016
Reviewed – 24 October 2016
Amended – 27 November 2017

Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE6-6 Food Act 2008 – Appointment of Authorised Officers

Function to be performed:

Appointment of authorised officers under the provisions of the *Food Act 2008* and *Food Regulations 2009*

Legislative Power or Duty delegated:

Food Act 2008

Section 122 Appointment of Authorised Officers

Legislative Power to delegate:

Section 118(2) of the *Food Act 2008*

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegation:

Appointment of Authorised Officers

Conditions and Exceptions:

Prospective appointees must be suitably qualified for appointment.

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of all appointments must be recorded in the appropriate record to meet legislative requirements and reported to Council at least annually.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: Reviewed & Adopted – 18 April 2016 Replaces DE 17
Reviewed – 24 October 2016
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 2019/2021/202

101 | Page

DE6-7 Food Act 2008 – Powers of an Enforcement Agency

Function to be performed:

Authority to exercise the functions conferred or imposed on the Shire as an enforcement agency under the provisions of the *Food Act 2008* and *Food Regulations 2009*

Legislative Power or Duty delegated:

All powers of the local government as an enforcement agency

Legislative Power to delegate:

Section 118 of the *Food Act 2008*

Policy Provision:

Nil

Delegation to:

Chief Executive Officer
Executive Manager: Infrastructure and Development Services
Environmental Health Officers

Delegation:

1. The Executive Manager: Infrastructure and Development Services and all Environmental Health Officers employed by the Shire of York as staff members or contractors are appointed as "Authorised Officers" pursuant to Section 122(1)(b) of the *Food Act 2008*
2. Under the provisions of Section 126(2) of the *Food Act 2008* the "Authorised Officers" are to be "designated officers" for the purposes of issuing infringement notices.
3. The Executive Manager: Infrastructure and Development Services (Authorised Officer) is delegated to:
 - Issue "prohibition notices" under S65 of the *Food Act 2008*
 - Clear and remove "prohibition notices" under S66 of the *Food Act 2008*
 - Provide written notification not to issue a certificate of clearance in accordance with S67 of the *Food Act 2008*
 - Grant, apply conditions, refuse, vary or cancel registration of a food business in accordance with S110 and S112 of the *Food Act 2008*
4. The Executive Manager: Infrastructure and Development Services is a "designated officer" under the provisions of S126(6) and 126(7) of the *Food Act 2008* to extend and revoke 'infringement notices'.
5. The Chief Executive Officer is the "designated officer under S126(3) of the *Food Act 2008* to receive payment for infringement notices.

6. The Chief Executive Officer is authorised to:
- appoint authorised officers in accordance with section 122(1) of the *Food Act 2008*
 - issue certificates of authority to authorised officers in accordance with Section 123(1) and 123(2) of the *Food Act 2008*

Conditions and Exceptions:

See detail of the delegation above

Chief Executive Officer delegates to: N/A

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of all actions must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review:

- Adopted – 18 April 2016
- Reviewed – 24 October 2016
- Amended - 27 November 2017
- Reviewed – 17 December 2018
- Reviewed – 25 November 2019
- Reviewed – 22 December 2020
- Reviewed – 21 December 2021

DE6.8 Blank – Do not use. Revoked 27/11/17

DE6.9 Blank – Do not use. Revoked 27/11/17

DE6.10 Blank – Do not use. Revoked 27/11/17

DE6-11 Liquor Control Act 1988 – Authority to Issue Certificates

Function to be performed:

An application made to the licensing authority for the grant or removal of a licence, or for a change in the use or condition of any premises shall be accompanied by a certificate from the local government for the district in which the premises to which the application relates are situated, or are to be situated, unless the licensing authority otherwise determines.

Legislative Power or Duty delegated:

Section 39 & 40 of the *Liquor Control Act 1988*

Legislative Power to delegate:

Section 39 & 40 of the *Liquor Control Act 1988*

Policy Provision:

~~N/A~~ Nil

Delegation to:

Chief Executive Officer

Delegation:

To issue a certificate on behalf of the Shire, subject to Section 39 and 40 of the *Liquor Control Act 1988*

Conditions and Exceptions:

Nil

Chief Executive Officer delegates to:

Nil

Delegation delegated by the CEO:

N/A

Reporting Requirements:

~~Details of all certificates must be recorded in the appropriate record to meet legislative requirements and reported in the monthly Information Bulletin.~~
Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: No

Details of Review:

- Reviewed & Adopted – 18 April 2016 – replaces DE31
- Reviewed – 24 October 2016
- Amended – 27 November 2017
- Reviewed – 17 December 2018
- Reviewed – 25 November 2019
- Amended – 22 December 2020

Shire of York Register of Delegated Authority 2019/2021/2022

107 | Page

| Reviewed – 21 December 2021

| Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²
108 | Page

DE6-12 Blank – Do not use. Removed 22 December 2020

DE6-13 Dog Act 1976 – Approval to Keep More Than Two Dogs

Function to be performed:

The grant of an exemption to particular premises for the keeping of more dogs than is allowed under the Shire's local laws pursuant to section 26(3) of the *Dog Act 1976*.

Legislative Power or Duty delegated:

Dog Act 1976 Section 26 (3) Limitation as to numbers.

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to grant exemptions as to the number of dogs kept on premises.

Conditions and Exceptions:

Ranger must inspect the premises to ensure means exist to effectively confine the dogs within the premises.

Provisions of the *Shire of York Dogs Local Law*.

Chief Executive Officer Delegates to:

Shire of York Ranger

Executive Manager: Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officers. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~Statistical information to be reported to the Council in the monthly Information Bulletin.~~

Financial Interest Return Required: No

Details of Review:

- New - 24 October 2016
- Amended – 27 November 2017
- Reviewed – 17 December 2018
- Reviewed – 25 November 2019
- Amended – 22 December 2020
- Reviewed – 21 December 2021

DE6-14 Health Act 1911 - Appointment and Authorisation of Deputy

Function to be performed:

The Shire's deputy for the purpose of discharging its powers and functions as a local government under the *Health Act 1911*.

The signing of such documents and initiation of appropriate legal action on behalf of the Shire in relation to the *Health Act 1911*, subsidiary legislation and the Shire's *Health Local Law*.

To administer the provisions of the *Health Act 1911* and regulations made thereunder and the Shire's *Health Local Law 2000*, including signing approvals and licenses relating to the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*.

Legislative Power or Duty delegated:

Section 26 of the *Health Act 1911*

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to undertake the responsibility of the Shire of York under the *Health Act 1911*.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Nil

Power or Duty delegated by Chief Executive Officer:

N/A

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~The CEO to report any significant action he takes under this delegation to the Council. To be reported in the monthly Information Bulletin.~~

Financial Interest Return Required: Yes

Details of Review: New - 24 October 2016
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019

Shire of York Register of Delegated Authority 2019/21/202

111 | Page

Reviewed – 22 December 2020

Reviewed – 21 December 2021

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²

112 | Page

DE6-15 Authorisation of Senior Environmental Health Officers

Function to be performed:

Administer the provisions of the *Health Act 1911* and regulations made there under and the Shire's *Health Local Law*, including signing approvals and licenses relating to the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* and the signing of notices and approvals under Part VI (Public Buildings) of the *Health Act 1911*.

Legislative Power or Duty delegated:

Section 26 of the *Health Act 1911*

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to undertake the responsibility of the Shire of York under the *Health Act 1911*.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Environmental Health Officer

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officers. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~To be reported in the monthly Information Bulletin.~~

Financial Interest Return Required: Yes

Details of Review: New – 24 October 2016
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020

Shire of York Register of Delegated Authority 2019/2021/2022

113 | Page

| Reviewed – 21 December 2021

| Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²
114 | Page

DE6-16 Blank – Do not use. Removed 22 December 2020

DE6-17 Strata Titles Act 1985 - Approval of Strata Applications / Certificates

Function to be performed:

Approval of strata title applications subject to the building/s being in compliance with all relevant building and planning controls.

Legislative Power or Duty delegated:

Sections 23.4 and 23.5 Certificate of Local Government of *the Strata Titles Act 1985*.

Policy:

To be exercised in accordance with relevant provisions of the Town Planning Scheme.

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to approve strata title applications subject to the building/s being in compliance with all relevant building and planning controls.

Conditions and Exceptions:

Does not include modifications to existing buildings

Chief Executive Officer Delegates to:

Executive Manager: Infrastructure and Development Services.

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Approvals granted under this delegation are to be reported to the Council in statistical format in the monthly Information Bulletin.

Financial Interest Return Required: Yes

Details of Review: Reviewed - 24 October 2016 (replaces DE8)
 Amended – 27 November 2017
 Amended – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE6-18 Health Local Law – Keeping of Animals

Function to be performed:

To approve or refuse applications to keep certain animals within the Townsite of York.

Legislative Power or Duty delegated:

Division 2 and 3 of the Shire of York *Health Local Law*.

Policy:

To be exercised in accordance with any relevant policies or provisions of the Shire of York Town Planning Scheme.

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to approve or refuse applications to keep certain animals within the Townsite of York made in accordance with Division 2 and 3 of the Shire of York *Health Local Law*.

Conditions and Exceptions:

Nil

Chief Executive Officer Delegates to:

Executive Manager: Infrastructure and Development Services.

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officer. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~Approvals granted under this delegation are to be reported to the Council in statistical format in the monthly Information Bulletin.~~

Financial Interest Return Required: Yes

Details of Review: Reviewed - 24 October 2016 (replaces DE14)
 Amended – 27 November
 Reviewed – 17 December 2018
 Reviewed – 25 November 2019
 Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE6-19 Section 79 (3) (h) of the Cat Act 2011 – Approval to Keep More Than Two Cats

Function to be performed:

The grant of an exemption to particular premises for the keeping of more cats than is allowed under the Shire's local laws pursuant to section 79 (3) (h) of the *Cat Act 2011*.

Legislative Power or Duty delegated:

Section 79 (3) (h) of the *Cat Act 2011*– Approval to Keep More Than Two Cats

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegation:

The CEO is delegated the authority to grant a permit as to the number of cats kept on premises.

Conditions and Exceptions:

The limit of the delegated authority is up to four (4) cats.

Ranger must inspect the premises to ensure compliance with the factors relevant to a determination as contained in the Shire of York Cat Local Law 2017 clause 2.5 and Schedule 1 clause 2.6.

Chief Executive Officer Delegates to:

Shire of York Ranger

Executive Manager: Infrastructure and Development Services

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officers. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

~~Statistical information to be reported to the Council in the monthly Information Bulletin.~~

Financial Interest Return Required: No

Details of Review:

NEW – 25 November 2019

Amended – 22 December 2020

Reviewed – 21 December 2021

|

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²
119 | Page

DE6-20 Bushfires Act 1954 – Appoint Bush Fire Control Officer/s and Fire Weather Officer

Function to be performed:

1. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954; and
 - a. Of those Officers, appoint one as the Chief Bush Fire Control Officer and one as the Deputy Chief Bush Fire Control Officer; and
 - b. Determine the respective seniority of the other Bush Fire Officers so appointed [s.38(1)].
2. Authority to issue directions to a Bush Fire Control Officer to burn on or at the margins of a road reserve under the care, control and management of the Shire [s.38(5A)]
3. Authority to appoint a Fire Weather Officer, selected from senior Bush Fire Control Officers previously appointed and where more than one Fire Weather Officer is appointed, define a part of the District in which each Fire Weather Officer shall have exclusive right to exercise the powers of s.38(17). [s.38(8) and (9)].
 - a. Authority to appoint deputy Fire Weather Officer/s as considered necessary and where two or more deputies are appointed, determine seniority [s.38(10)].

Legislative Power or Duty delegated:

Bush Fires Act 1954: Section 48 Delegation by local government.

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegation:

Bush fires Act 1954: Section 38 Local Government may appoint bush fire control officer.

Conditions and Exceptions:

N/A

Chief Executive Officer Delegates to:

Nil

Reporting Requirements:

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Details of all appointments must be recorded in the appropriate record to meet legislative requirements.

Financial Interest Return Required: No

Details of Review: NEW – 22 December 2020

Shire of York Register of Delegated Authority 2019/21/202

120 | Page

Reviewed – 21 December 2021

Part 7 – Statutory Planning

Shire of York Register of Delegated Authority 20~~19~~²¹/~~20~~²
121 | Page

DE7-1 Town Planning

Function to be performed:

The functions of the Council with respect to: Development Applications; Subdivision Applications; Enforcement, Appeals and Legal Proceedings; Structure Plans; Local Development Plans; and Miscellaneous Matters.

Legislative Power or Duty delegated:

To specify delegation of authority to the Chief Executive Officer in accordance with Schedule 2, Clauses 82, 83 and 84 of the *Planning and Development (Local Planning Schemes) Regulations 2015* in respect of the Town Planning functions of the Council

Policy Provision:

Nil

Delegation to:

Chief Executive Officer

Delegated Powers (including Limits):

The Chief Executive Officer is delegated authority to perform the functions of Council in respect of the following matters:

1.1.1 Development Application Delegations

- (a) Determination of applications for development approval, including applications involving:
 - (i) The variation of Local Planning Scheme provisions or provisions of the Residential Design Codes; or
 - (ii) The exercise of discretion under the Local Planning Scheme, a Local Planning Policy or the Residential Design Codes;
- (b) Refusal of all development applications where the proposed use is not permitted by the Local Planning Scheme or where the development does not comply with a mandatory requirement of the Local Planning Scheme, or with the non-discretionary provisions of the Residential Design Codes;
- (c) Determine requests to amend or cancel a development approval or to extend development approval for up to two (2) years;
- (d) Deletion or modification of conditions of approval, whether imposed under delegated authority or not subject to compliance of Council's Planning objectives;
- (e) Determination of applications for the relocation of building envelopes.

Limits to Development Application Delegations

With the exception of delegated power 2.1.1(b), all applications will be submitted to a meeting of Council for determination in the following circumstances:

- (a) Where the delegated decision would be contrary to the intent of a previous decision made at a Council meeting, or any law or regulation;

- (b) Where written objection is received to the proposal from any statutory agency;
- (c) Where the proposal is inconsistent with the general objectives and/or intent of a Local Planning Policy, approved Structure Plan or the discretionary provisions of the Local Planning Scheme;
- (d) Where notification has been given to adjoining and nearby owners or the general public for comment in accordance with the Local Planning Scheme or any Local Planning Policy and written objections have been received within the time specified, unless in the opinion of the Chief Executive Officer:
 - (i) the proposal is for exercise of discretion under the R-Codes and is consistent with the objectives and/or intent of the Local Planning Scheme, Residential Design Codes and any relevant Local Planning Policy; and
 - (ii) the objections can be overcome by imposing a condition(s) on the development approval, or modifying the design of the development; or
 - (iii) the objection does not relate to valid planning and development issues associated with the proposal.
- (e) Where, in the opinion of the Chief Executive Officer:
 - (i) any of the requirements of this delegation are not satisfied; or
 - (ii) there is insufficient certainty as to whether the application complies with the intent of the Local Planning Scheme, Residential Design Codes or any relevant Local Planning Policy; or
 - (iii) it would be in the public interest or consistent with the principles of administrative accountability for Council to determine the application; or
 - (iv) the decision involves a matter of principle which, in the opinion of the Chief Executive Officer, should be made by the Council; or
 - (v) a condition recommended by a statutory agency is unnecessary or impractical, or unreasonable to be enforced by the Shire of York.

1.1.2 Subdivision Application Delegations

Making recommendations to the Western Australian Planning Commission on:

- (a) applications for subdivision or amalgamation of land;
- (b) minor variations to approved subdivisions;
- (c) clearance of conditions of subdivision approval.

Limits to Subdivision Application Delegations

Applications are required to be submitted to Council for consideration where the proposed subdivision will result in the creation of 20 lots or more and/or the application is inconsistent with an approved Structure Plan.

1.1.3 Enforcement, Appeals and Legal Proceedings Delegations

- (a) Provision of written and verbal responses to planning appeals, mediated settlements resulting from appeals and Western Australian Planning Commission requests for reconsideration;
- (b) Taking action against owners or occupiers of properties to cease illegal uses or comply with conditions of Development Approval, including the issuance of a written direction pursuant to Section 214 of the *Planning and Development Act 2005*;
- (c) Obtaining legal advice where necessary to assist in the performance of these delegations.

Limits to Enforcement, Appeals and Legal Proceeding Delegations

The following matters are required to be referred to Council for determination:

- (a) Whether to commence prosecution action through the Council's solicitors;
- (b) Whether to apply for an injunction to the Supreme Court under Section 216 of the *Planning and Development Act 2005*;
- (c) The obtainment of urgent legal advice where that advice would exceed \$5,000 and there are no specific funds allocated within the budget or funds allocated by a resolution of Council;
- (d) The determination of a position with respect to any mediation process resulting from an appeal against a decision on a proposal that was previously referred to Council.

1.1.4 Structure Plan Delegations

- (a) Formation of the opinion that a Structure Plan or amendment to a Structure Plan contains sufficient information for the purposes of advertising;
- (b) Making recommendations to the Western Australian Planning Commission on amendments to Structure Plans after being advertised for public comment.

Limits to Structure Plan Delegations

The exercise of this delegation is conditional on the following:

- (a) Prior to the commencement of the advertising of any new Structure Plan, or amendment thereto, elected members must be notified of the proposal in writing advising the dates when the public comment period will start and finish, the means by which the proposal will be advertised and each elected member provided with copies of relevant plans and information relating to the proposal;
- (b) All new Structure Plans are to be referred to Council after being advertised for public comment;
- (c) Any recommendation of a Structure Plan Amendment pursuant to Clause 20(2) of the deemed provisions may be determined by the Chief Executive Officer, after being advertised for public comment provided that:
 - i) Any objection received does not, in the opinion of the Chief Executive Officer, raise

relevant planning considerations;

- ii) Elected members are notified in writing of the Chief Executive Officer's intention to do so and provided a copy of submissions and Administration's recommendations in respect of those submissions;
- iii) Elected members are provided with five working days in which to request that the proposal be referred to Council for determination; and
- iv) The recommendation does not include any modifications to the advertised Structure Plan Amendment.

1.1.5 Local Development Plan Delegations

- (a) Determine that a Local Development Plan is required and to seek the approval of the Western Australian Planning Commission for the preparation of a Local Development Plan.
- (b) Formulate the opinion that a Local Development Plan or amendment to a Local Development Plan is suitable for the purposes of advertising.
- (c) Determine that a Local Development Plan or amendment to a Local Development Plan is not required to be advertised for public comment where they are of:
 - i) Of a minor nature;
 - ii) Consistent with the intent of the zone and the objectives of the Local Planning Scheme; and
 - iii) Unlikely to have a material detrimental effect on the amenity of the locality or any owner or occupier or land in the locality.
- (d) Determine a Local Development Plan or an amendment to a Local Development Plan after advertising.
- (e) Endorse and arrange for the publication of Local Development Plans, pursuant to the deemed provisions.

Limits to Local Development Plan Delegations

The exercise of this delegation is conditional on the following:

- (a) Prior to the commencement of the advertising of any new Local Development Plan, or amendment thereto, elected members must be notified of the proposal in writing advising the dates when the public comment period will start and finish, the means by which the proposal will be advertised and each elected member provided with copies of relevant plans and information relating to the proposal;
- (b) A Local Development Plan or amendment thereto may be determined by the Chief Executive Officer, after being advertised for public comment provided that:

- i) Any objection received does not, in the opinion of the Chief Executive Officer, raise relevant planning considerations;
- ii) Elected members are notified in writing of the Chief Executive Officer's intention to do so and provided a copy of submissions and Administration's recommendations in respect of those submissions;
- iii) Elected members are provided with five working days in which to request that the proposal be referred to Council for determination.
- iv) The determination will not result in a refusal of or require modifications to a Local Development Plan or amendment to a Local Development Plan after advertising.

1.1.6 Miscellaneous

- (a) Formation of any opinion and consideration of any matter in the exercise of these delegated powers that would be required of Council under the Local Planning Scheme, including, but not limited to, sufficient information required for the processing of proposals (including development applications, structure plans, local development plans), referral and advertising of such proposals, and interpretation of Local Planning Scheme provisions, relevant Planning Policies and provisions of the Residential Design Codes.
- (b) The execution of any documents or instruments required to fulfill a condition(s) of subdivision or development approval.

Limits to Miscellaneous Delegations

This exercise of delegated authority is conditional upon:

- a) Prior to the commencement of advertising of any proposal, elected members must be notified of the proposal in writing advising the dates when the public comment period will start and finish, the means by which the proposal will be advertised and each Elected Member provided with copies of relevant plans and information relating to the proposal.
- b) Any application is to be referred to Council for determination if one or more elected members requests such referral by written request to the Chief Executive Officer within ten working days of the commencement of advertising.
- c) A report being forwarded to Council every month detailing the number of proposals determined under delegated authority within that period, the type of proposal and the decision made on each proposal.

Chief Executive Officer Delegates to:

Executive Manager: Infrastructure and Development Services.
Senior Planner: Sections 1.1.4, 1.1.5 and 1.1.6 only.

Power or Duty delegated by Chief Executive Officer:

The CEO delegates the exercise of this delegated power to the above Officers. The exercise of the delegated power does not include the power of further delegation.

Reporting Requirements:

Reporting requirements are detailed in the body of the delegation.

Details for the use of this delegation will be recorded in the records & information management system to meet legislative requirements.

Financial Interest Return Required: Yes

Details of Review: Date of Meeting 22 April 2003
Endorsed Reviewed May 2004
Endorsed 19 July 2004
Reviewed & Amended July 2005
Endorsed 18 July 2005
Amended & Endorsed 23 January 2006
Endorsed 18 June 2007
Reviewed - 24 October 2016 (replaces DE5)
Amended – 27 November 2017
Reviewed – 17 December 2018
Reviewed – 25 November 2019
Reviewed – 22 December 2020
Reviewed – 21 December 2021

DE1-19 Closure of Thoroughfares

Delegator:	Local Government
Express Power to Delegate:	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Delegate:	Chief Executive Officer
Function:	<ol style="list-style-type: none"> 1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)]. 2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to: <ul style="list-style-type: none"> • give; local public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and • consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)]. 3. Authority to revoke an order to close a thoroughfare [s.3.50(6)]. 4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A] 5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s3.51]. <p>Reasons by where the Chief Executive Officer (CEO) would determine an application for the temporary closure of a thoroughfare, include but are not limited to the following:</p> <ul style="list-style-type: none"> • In cases of emergency. • Where in the opinion of the CEO that due to heavy rain a thoroughfare is likely to be damaged by the passage of traffic of a particular class, or by the passage of traffic generally. • For the conduct of an Event in accordance with the Road Traffic (Events on Roads) Regulations 1991.

	<ul style="list-style-type: none"> Where the Council is undertaking repair and maintenance works to a thoroughfare.
Council Conditions on this Delegation:	<p>a. If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)].</p> <p>b. Where the closure is required for the conduct of an event, the requirements of the <i>Road Traffic (Events on Roads) Regulations 1991</i> will be applied.</p>
Express Power to Sub-Delegate:	<p><i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees</p>
Sub-Delegate/s: <i>Appointed by CEO</i>	Executive Manager: Infrastructure and Development & Services
CEO Conditions on this Sub-Delegation:	Conditions on the original delegation also apply to the sub-delegation.

Compliance Links:	<p>Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.</p> <p>Local Government Functions and General Regulations 1996, Regulations 4, 5 and 6.</p> <p>Road Traffic (Events on Roads) Regulations 1991.</p> <p>Local Government (Uniform Local provisions) Regulations 1996.</p> <p>Activities on thoroughfares Local Law.</p>
Record Keeping:	Each instance of this delegation being exercised is to be recorded in the Delegations Register, which is maintained by the Administration & Governance Officer. The Delegation's Register is reported to Council in conjunction with the Concept Forum.

Version Control:

1	NEW. 21 December 2021. Replaces DE1.1, DE1.2, DE1.3 & DE1.4.
2	
3	

DE3-13 Defer, Grant Discounts, Waive or Write Off Debts

Delegator:	Local Government
Express Power to Delegate:	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
Delegate:	Chief Executive Officer
Function:	<ol style="list-style-type: none"> 1. Waive a debt which is owed to the Shire of York [s.6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the Shire of York [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the Shire of York [s.6.12(1)(c)]
Council Conditions on this Delegation:	<ol style="list-style-type: none"> a. A debt, other than a debt relating to a rate or service charge, may only be waived where the dollar amount does not exceed \$1000 per debtor. b. A debt relating to interest accrued on a rate or service charge may only be written off where the dollar value does not exceed \$400 (suspension and/or write off) per property per annum. c. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the Shire of York, or where the value of the debt makes recovery attempts uneconomical. d. Write off of debts greater than these values must be referred to Council for a decision. e. An application for fee waiver or concession may only be granted where the applicant completes a Request for Fee Waiver Application Form, and the amount is less than \$1000. This includes, but is not limited to such things as: venue hire, bus hire, chair hire etc. <p>Applications of \$1000 or more must go to Council for approval.</p>
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Sub-Delegate/s: <i>Appointed by CEO</i>	Nil
CEO Conditions on this Sub-Delegation:	Not applicable
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.

	<p>Collection of Rates Debts – refer Delegations:</p> <p>DE3-3 Agreement as to Payment of Rates and Service Charges</p> <p>DE3-8 Rates or Service Charges Recoverable in Court</p> <p>DE3-9 Require Lessee to Pay Rent in Satisfaction of Rates and Service Charge</p> <p>DE3-10 Recover Amount of Rates or Service Charge from the Lessee</p> <p>Policy F10 – Financial Hardship – Rates & Charges</p>
Record Keeping:	<p>Each instance of this delegation being exercised is to be recorded in the Delegations Register, which is maintained by the Administration & Governance Officer. The Delegation's Register is reported to Council in conjunction with the Concept Forum.</p> <p>Where the write off relates to rates, relevant notes are to be kept on the property file within Synergysoft and the hard copy file in the Compactus.</p> <p>In accordance with Regulation 42 of the <i>Local Government (Financial Management) Regulations 1996</i>, the total amount of money written off is to be reported in the Annual Report.</p>

Version Control:

1	NEW. 21 December 2021. Replaces DE3.4, DE3.7 & DE3.12.
2	

SY158-12/21 INVESTMENTS - NOVEMBER 2021

File Number: FI.FRP

Author: Dimple Kaur, Finance Manager

Authoriser: Alina Behan, Executive Manager Corporate & Community Services

Previously before Council: Not applicable

Appendices: 1. Investment Register November 2021 [↓](#)

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative
Review

PURPOSE OF REPORT

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

BACKGROUND

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

COMMENTS AND DETAILS

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

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

There were three (3) maturing municipal deposits during the month of November 2021. Considering Shire funds and required cashflow, these deposits and interest revenue of \$226.01 were reinvested as highlighted in Appendix 1 for a further seven (7) months. Further details of the Shire's current term deposits and bank balances is presented in Appendix 1.

OPTIONS

Not applicable

IMPLICATIONS TO CONSIDER**Consultative**

Standard and Poor's Australia - Global ratings
Financial institutions

StrategicStrategic Community Plan 2020-2030

Goal 5: Strong Leadership and Governance

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

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

Policy Related

F4 Investment

Delegation DE3-2 Invest Money Held in Municipal and Trust Funds

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

Local Government Act 1995

"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.*

Local Government (Financial Management) Regulations 1996

"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

Not applicable

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regards to Investments - November 2021, Council:

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



SHIRE OF YORK INVESTMENT PORTFOLIO

30 November 2021

Reference	Deposit Institution	S & P's	Investment Date	Maturity Date	Investment Value	% of total portfolio	Investment Rate	Value at maturity	Total Interest to be paid at maturity	
MUNICIPAL - Interest Bearing NCDs/TDs										
	National Australia Bank	AA-	Tuesday, 17 August 2021	Monday, 14 February 2022	181	500,311.65	5%	0.21%	500,832.66	521.01
	National Australia Bank	AA-	Wednesday, 16 June 2021	Monday, 13 December 2021	180	500,918.50	5%	0.22%	501,461.97	543.47
MUNICIPAL - Interest Bearing NCDs/TDs					1,001,230.15	11%		1,002,294.63	1,064.48	
MUNICIPAL - Other funds										
	Municipal Account 118630623	BBB+		Tuesday, 30 November 2021		4,813,916.40	52%		4,813,916.40	0.00
	Westpac Flex-i	AA-		Tuesday, 30 November 2021		5,360.84	0%		5,360.84	0.00
	AMP Banking At call	BBB		Tuesday, 30 November 2021		1,186.20	0%		1,186.20	0.00
	AMP Banking Notice	BBB		Tuesday, 30 November 2021		279,655.39	3%		279,655.39	0.00
MUNICIPAL - Other					5,100,118.83	55%		5,100,118.83	0.00	
RESERVE - Interest Bearing NCDs/TDs										
	National Australia Bank	AA-	Friday, 16 July 2021	Tuesday, 12 April 2022	270	1,003,684.94	11%	0.28%	1,005,763.81	2,078.87
	Westpac Bank	AA-	Wednesday, 8 September 2021	Friday, 8 April 2022	212	882,727.73	10%	0.32%	884,368.39	1,640.66
	Westpac Bank	AA-	Thursday, 22 April 2021	Wednesday, 22 December 2021	244	570,021.56	6%	0.20%	570,783.67	762.11
RESERVE - Interest Bearing NCDs/TDs					2,456,434.23	27%	0.27%	2,460,915.87	4,481.64	
RESERVE - Other funds										
	Reserve Acct 119521748	BBB+		Tuesday, 30 November 2021		213,076.47	2%		213,076.47	0.00
RESERVE - Other					213,076.47	2%		213,076.47	0.00	
TRUST - Interest Bearing NCDs/TDs										
T2 PRE15G 2509	Bendigo Bank	BBB+	Tuesday, 30 November 2021	Thursday, 30 June 2022	212	34,387.98	0%	0.30%	34,447.90	59.92
T40 I/SECTIONS 2513	Bendigo Bank	BBB+	Tuesday, 30 November 2021	Thursday, 30 June 2022	212	32,261.53	0%	0.30%	32,317.74	56.21
T77 C/OVERS 2514	Bendigo Bank	BBB+	Tuesday, 30 November 2021	Thursday, 30 June 2022	212	62,066.40	1%	0.30%	62,174.55	108.15

TRUST - Interest Bearing NCDs/TDs			128,715.91	1%	0.30%	128,940.19	224.28
-----------------------------------	--	--	------------	----	-------	------------	--------

TRUST - Other funds

Trust Acct 118630649	BBB+	Tuesday, 30 November 2021	326,940.19	4%		326,940.19	0.00
----------------------	------	---------------------------	------------	----	--	------------	------

TRUST - Other			326,940.19	4%		326,940.19	0.00
---------------	--	--	------------	----	--	------------	------

TOTALS			9,226,516	100%	0.28%	9,232,286	5,770
---------------	--	--	------------------	-------------	--------------	------------------	--------------

Reconciliation

by rating	Value of Investments/Bank accounts	
AA-	3,463,025.22	38%
BBB+	5,482,648.97	59%
BBB	280,841.59	3%
TOTAL	9,226,515.78	100%

Summary of Amounts

TD's by bank			Bank Accounts - Bendigo Bank	
Bendigo Bank	128,715.91	4%	Municipal	4,813,916.40
AMP Banking	0.00	0%	Reserve	213,076.47
National Australia Bank	2,004,915.09	56%	Trust	326,940.19
Westpac Bank	1,452,749.29	41%	AMP At call	1,186.20
			AMP Notice	279,655.39
			Wespac Flex-i	5,360.84
	3,586,380.29	100%	30-Nov-21 \$	5,640,135.49

Total Cash	9,226,515.78
------------	--------------

Interest Earnings

Interest Earnings			Total Cash by Fund	
Fund	Adopted Budget	Year to Date Actual	Fund	
Municipal	\$ 3,000.00	\$ 868.35	Municipal	6,101,348.98
Reserve	\$ 8,000.00	\$ 1,347.25	Reserve	2,669,510.70
Trust	\$ -	\$ -	Trust	455,656.1
Total	\$ 11,000.00	\$ 2,215.60	Total	\$ 9,226,515.78

SY159-12/21 FINANCIAL REPORT - NOVEMBER 2021

File Number:	FI.FRP
Author:	Dimple Kaur, Finance Manager
Authoriser:	Alina Behan, Executive Manager Corporate & Community Services
Previously before Council:	Not Applicable
Appendices:	<ol style="list-style-type: none">1. Monthly Financial Statement - November 2021 ↓2. Creditors Payment Listing - November 2021 ↓3. Credit Card Summary - October 2021 ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Legislative
Review

PURPOSE OF REPORT

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

BACKGROUND

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

A statement of financial activity and any accompanying documents are to be presented to the Council at an ordinary meeting of the Council within two 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.

It should be noted that the figures reflected in the following reports are an estimate of the end of year position only and are subject to audit adjustments for the 2020/21 Annual Financial Report.

COMMENTS AND DETAILS

This report is presented for Council's consideration and provides information for the period ended 30 November 2021 and includes the following:

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

The following information provides balances for key financial areas for the Shire of York's financial position as at 30 November 2021.

Outstanding Rates and Services

The total outstanding rates balance at the end of November 2021 was \$2,820,266 compared to \$2,696,169 at the end of November 2020.

Current Year	Properties	30/11/2021	%	Properties	30/11/2020	%
3 years and over	81	\$ 547,197	19%	85	\$ 463,781	17%
2 years and over	98	\$ 198,432	7%	97	\$ 205,360	8%
1 year and over	168	\$ 281,054	10%	183	\$ 311,118	12%
Total Aged		\$1,027,403	36%		\$980,259	36%
Current Rates	1236	\$1,792,863	64%	1311	\$1,715,911	64%
Total Rates Outstanding		\$2,820,266			\$2,696,169	

Officers continue to work with the Shire's debt collection agency, CS Legal, to resolve some long outstanding debts in the two (2) years and over categories. In addition, officers continue to administer payment arrangements outside of the ordinary payment options in line with the current Revenue Collection policy.

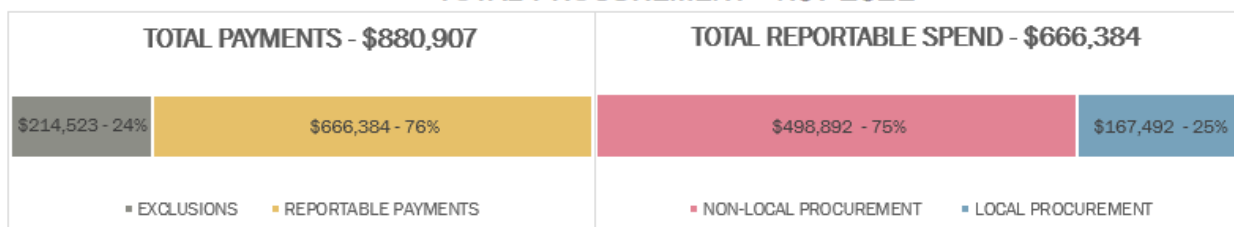
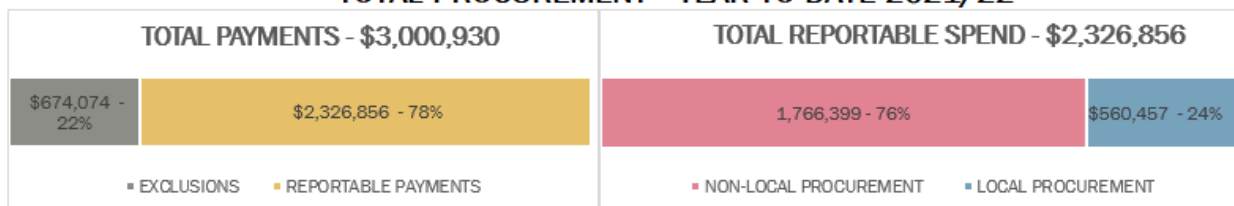
Outstanding Sundry Debtors

The figure for total outstanding sundry debtors as at 30 November 2021 was \$32,786 compared to \$49,2623 as at 30 November 2020. 53% of the debtors are current as compared to previous year which were 47%.

Current Year	30/11/2021	%	31/11/2020	%
90 days and over	\$12,829	39%	\$16,959	34%
60 days and over	\$1,363	4%	\$1,105	2%
30 days and over	\$330	1%	\$8,163	17%
Current	\$18,263	53%	\$23,035	47%
Total Debtors Outstanding	\$32,786		\$49,263	

Local procurement

In addition to the 'York Dollar\$ Shop Local' scheme and to further support the local economy, Council commits to spending locally where possible and reasonably practicable. For the month of November, Officers report the following in relation to local procurement, noting that 25% of payments were made to local businesses during the month. Officers further report the overall average of reportable local spend for the 2021/22 financial year was 24%.

TOTAL PROCUREMENT - Nov 2021**TOTAL PROCUREMENT - YEAR TO DATE 2021/22**

The above figures provide an indication of the levels of local procurement as a percentage of reportable payments. It is important to note that in development of the above tables, a number of 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

Delegation DE3.1 Authority to make Payments from Trust and Municipal 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 2020/21 annual financial report.

Legal and Statutory

Local Government Act 1995

“6.10. Financial Management Regulations may provide for —

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

Local Government (Financial Management) Regulations 1996**13. Payments from municipal fund or trust fund by CEO (Act s. 6.10)**

(1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*

- (a) the payee's name; and*
- (b) the amount of the payment; and*
- (c) the date of the payment; and*
- (d) sufficient information to identify the transaction.*

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

(1A) In this regulation —

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

(1) *A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —*

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and*
- (b) budget estimates to the end of the month to which the statement relates; and*
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and*
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
- (e) the net current assets at the end of the month to which the statement relates.*

(2) *Each statement of financial activity is to be accompanied by documents containing —*

- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and*
- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
- (c) such other supporting information as is considered relevant by the local government.*

(3) *The information in a statement of financial activity may be shown —*

- (a) according to nature and type classification; or*
- (b) by program; or*
- (c) by business unit.*

(4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —*

- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
- (b) recorded in the minutes of the meeting at which it is presented.*

- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances."*

Risk Related

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

Workforce

Not applicable

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regards to the Financial Report - November 2021, Council:

1. Receives the Monthly Financial Report and the list of payments drawn from the Municipal and Trust accounts for the period ending 30 November 2021 as summarised below:

November 2021

MUNICIPAL FUND	AMOUNT (\$)
Cheque Payments	0
Payroll Debits	79,494.25
Electronic Funds Payments	837,758.22
Payroll Debits - Superannuation	281,696.04
Bank Fees	1,148.49
Corporate Cards	2,846.43
Exetel NBN Fees	198.00
Fuji Xerox Equipment Rental	0
Fire Messaging Service	247.50
Sub total - Municipal	1,203,388.93
 TRUST FUND	
Electronic Funds Payments	8,082.51
Cheque Payments	80.00
Direct Debits Licensing	103,229.75
Sub total - Trust	111,392.26
 TOTAL DISBURSEMENTS	 1,314,781.19



**SHIRE OF YORK
MONTHLY STATEMENTS
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

PAGE	TABLE OF CONTENTS
------	-------------------

2	INCOME AND EXPENDITURE STATEMENT BY NATURE & TYPE
3	INCOME AND EXPENDITURE STATEMENT BY PROGRAMME
4	STATEMENT OF CURRENT ASSETS AND LIABILITIES
5	STATEMENT OF FINANCIAL POSITION
6-10	STATEMENT OF FINANCIAL ACTIVITY WITH VARIANCE REPORT
11	OPERATING STATEMENT - YRCC

Report Purpose

This report is prepared to meet the requirements of Local Government (Financial Management) Regulations 1996, Regulation 34.

Statement of Financial Activity by reporting program

is presented at page 5 and shows a balance as at 30 November 2021

\$ 7,568,808

Note: The statements and accompanying notes are prepared on all transactions recorded at the time of preparation and may vary following any subsequent adjustments.

Prepared by: Dimple Kaur
Finance Manager

Reviewed by: Alina Behan
Executive Manager Corporate and Community Services

Date prepared: Thursday, 9 December 2021



SHIRE OF YORK
INCOME AND EXPENDITURE STATEMENT BY NATURE OR TYPE

	2021/22 ADOPTED BUDGET	YTD CURRENT BUDGET	2021/22 YTD ACTUAL
REVENUE			
General Rates	6,323,098	6,322,453	6,313,725
Operating Grants,Subsidies and Contributions	1,047,688	603,863	676,345
Fees and Charges	1,185,255	911,333	1,074,631
Interest Earnings	89,200	37,155	57,189
Other Revenue	211,616	82,301	137,218
	8,856,857	7,957,105	8,259,108
EXPENDITURE			
Employee Costs	(4,391,976)	(1,809,370)	(2,013,918)
Materials and Contracts	(3,041,331)	(1,299,497)	(943,658)
Utility Charges	(393,383)	(159,370)	(84,403)
Depreciation	(2,585,950)	(1,077,420)	(1,234,460)
Interest Expense	(83,383)	(34,730)	(29,449)
Insurance	(240,340)	(120,964)	(279,969)
Other Expenditure	(454,308)	(123,405)	(216,617)
	(11,190,671)	(4,624,756)	(4,802,473)
<u>Increase/(Decrease)</u>	(2,333,813)	3,332,349	3,456,635
Non-operating Grants and Subsidies	1,585,953	13,750	53,709
Profit on Asset Disposal	-	-	1,982
Loss on Asset Disposal	(248,950)	-	-
	1,337,003	13,750	55,691
NET RESULT	(996,810)	3,346,099	3,512,326



SHIRE OF YORK
INCOME AND EXPENDITURE STATEMENT BY PROGRAMME
FOR THE PERIOD ENDED 30 NOVEMBER 2021

	2020/21 ANNUAL BUDGET	2021/22 YTD ACTUAL
REVENUE		
General Purpose Funding	7,175,443	6,800,515
Governance	2,720	5,216
Law, Order, Public Safety	122,367	35,725
Health	22,800	19,802
Education and Welfare	58,624	38,033
Community Amenities	783,957	729,638
Recreation and Culture	291,067	291,413
Transport	1,683,527	207,751
Economic Services	268,204	168,741
Other Property & Services	34,100	17,966
	10,442,810	8,314,799
EXPENDITURE		
General Purpose Funding	(757,496)	(135,768)
Governance	(954,074)	(290,469)
Law, Order, Public Safety	(498,588)	(206,205)
Health	(202,490)	(98,710)
Education and Welfare	(168,968)	(60,314)
Community Amenities	(1,298,764)	(383,832)
Recreation and Culture	(3,297,258)	(1,498,333)
Transport	(2,681,574)	(1,540,120)
Economic Services	(1,397,341)	(407,221)
Other Property and Services	(183,066)	(181,501)
	(11,439,620)	(4,802,473)
<i>Change in net assets resulting from operations</i>		
<i>Gain/(Reduction)</i>	(996,810)	3,512,326



SHIRE OF YORK
STATEMENT OF CURRENT ASSETS AND LIABILITIES
FOR THE PERIOD ENDED 30 NOVEMBER 2021

CURRENT ASSETS	YTD ACTUAL 30/06/2021	YTD ACTUAL 30/11/2021
Cash and cash equivalents	4,359,858	5,778,489
- Investments Reserves	2,658,820	2,669,511
Sundry Debtors	912,201	2,491,630
Sundry Debtors General	31,053	62,363
Stock on Hand	34,902	71,147
SUB-TOTAL	7,996,833	11,073,139
LESS CURRENT LIABILITIES		
Sundry Creditors	(1,705,643)	(483,313)
Loan Liability	(251,899)	(129,127)
Leave Provisions	(916,209)	(908,275)
	(2,873,752)	(1,520,715)
Net Current Assets	5,123,082	9,552,425
Add back Cash Backed Reserves	(2,658,820)	(2,669,511)
Add Back Current Loan Liability	251,899	129,127
Add Back Leave Reserve Balance	554,521	556,767
SUB-TOTAL	(1,852,400)	(1,983,617)
NET CURRENT ASSETS - SURPLUS/(DEFICIT)	3,270,682	7,568,808



SHIRE OF YORK
STATEMENT OF FINANCIAL POSITION
FOR THE PERIOD ENDED 30 NOVEMBER 2021

This statement analyses the movements in assets, liabilities and equity between financial years.

	Unaudited 30/06/2021 \$	Actual 30/11/2021 \$
Current assets		
Cash and cash equivalents	4,359,858	5,778,489
Cash Backed Reserves	2,658,820	2,669,511
Rates and Sundry Debtors Outstanding	912,201	2,491,630
Other Debtors	31,053	62,363
Inventories/Stock	34,902	71,147
Total current assets	7,996,833	11,073,139
Non-current assets		
Trade and other receivables	124,589	124,589
Investment in LG House Trust	73,807	73,807
Property, plant and equipment	33,264,885	33,006,121
Infrastructure	104,247,781	103,576,078
Total non-current assets	137,711,061	136,780,595
Total assets	145,707,895	147,853,734
Current liabilities		
Trade and other payables	1,705,643	483,313
Provisions	916,209	908,275
Contract Liabilities (Unspent Tied funds)	556,588	566,775
Interest-bearing loans and borrowings	251,899	129,127
Total current liabilities	3,430,340	2,087,489
Non-current liabilities		
Interest-bearing loans and borrowings	1,372,916	1,372,916
Provisions	118,062	118,062
Total non-current liabilities	1,490,977	1,490,977
Total liabilities	4,921,317	3,578,467
Net assets	140,786,578	144,275,268
Equity		
Accumulated surplus	33,881,563	33,581,040
Change in net assets resulting from operations	(266,196)	3,512,326
Asset revaluation reserve	104,512,391	104,512,391
Other reserves	2,658,820	2,669,511
Total equity	140,786,578	144,275,268

**SHIRE OF YORK****STATEMENT OF FINANCIAL ACTIVITY****FOR THE PERIOD ENDED 30 NOVEMBER 2021**

	2021/22 ANNUAL BUDGET	2021/22 YTD BUDGET	2021/22 YTD ACTUAL 30/11/2021	VAR TO YTD BUDGET \$	VAR TO BUDGET %
OPERATING REVENUE					
General Purpose Funding	7,175,443	6,689,114	6,800,515	111,401	2%
Governance	2,720	1,115	5,216	4,101	368%
Law, Order Public Safety	122,367	38,295	35,725	(2,570)	-7%
Health	22,800	18,130	19,802	1,672	9%
Education and Welfare	58,624	37,545	38,033	488	1%
Community Amenities	783,957	719,680	729,638	9,958	1%
Recreation and Culture	291,067	69,770	291,413	221,643	318%
Transport	1,683,527	193,653	207,751	14,098	7%
Economic Services	268,204	189,353	168,741	(20,612)	-11%
Other Property and Services	34,100	14,200	17,966	3,766	27%
	10,442,811	7,970,855	8,314,799	343,944	-20%
LESS OPERATING EXPENDITURE					
General Purpose Funding	(757,496)	(195,545)	(135,768)	59,777	-31%
Governance	(954,074)	(408,848)	(290,469)	118,379	-29%
Law, Order, Public Safety	(498,588)	(202,038)	(206,205)	(4,167)	2%
Health	(202,490)	(81,215)	(98,710)	(17,495)	22%
Education and Welfare	(168,968)	(74,505)	(60,314)	14,191	-19%
Community Amenities	(1,298,764)	(542,245)	(383,832)	158,413	-29%
Recreation and Culture	(3,297,258)	(1,387,275)	(1,498,333)	(111,058)	8%
Transport	(2,681,574)	(1,110,765)	(1,540,120)	(429,355)	39%
Economic Services	(1,397,341)	(596,585)	(407,221)	189,364	-32%
Other Property & Services	(183,066)	(25,735)	(181,501)	(155,766)	605%
	(11,439,620)	(4,624,756)	(4,802,473)	(177,717)	-58%
Increase/(Decrease)	(996,810)	3,346,099	3,512,326	166,227	-452%



SHIRE OF YORK
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2021

	2021/22 ANNUAL BUDGET	2021/22 YTD BUDGET	2021/22 YTD ACTUAL 30/11/2021	VAR TO YTD BUDGET \$	VAR TO BUDGET %
ADD					
Principal Repayment Received - Loans	-	-	-	-	0%
(Profit)/Loss on sale of assets	248,950	-	(1,982)	(1,982)	0%
Movement in Contract Liabilities	-	-	10,187	-	0%
Net Change in LSL Reserve	-	-	2,246	-	0%
Accrued NC Leave Provisions	-	-	-	-	0%
Depreciation Written Back	2,585,950	1,077,420	1,234,460	157,040	0%
Rounding	3			-	0%
Total Non- Cash Items	2,834,903	1,077,420	1,244,911	155,058	-56%
Sub Total Operating	1,838,094	2,177,067	4,757,237	321,285	159%
LESS CAPITAL PROGRAMME					
Purchase Land & Buildings	(679,300)	(232,905)	(109,017)	123,888	-53%
Infrastructure Assets	(2,951,659)	(1,127,635)	(175,258)	952,377	-84%
Purchase Plant and Equipment	(1,106,000)	(460,795)	(47,219)	413,576	-90%
Purchase Furniture and Equipment	(121,710)	(2,085)	(17,791)	(15,706)	753%
Repayment of Debt - Loan Principal	(251,899)	(104,945)	(122,772)	(17,827)	17%
Transfer to Reserves	(408,000)	-	(10,691)	(10,691)	0%
	(5,518,568)	(1,928,365)	(482,747)	1,445,618	-75%
LESS FUNDING FROM					
Reserves	635,000	-	-	-	-100%
Loans Raised	-	-	-	-	0%
Proceeds from Asset Sale	612,000	-	23,636	23,636	-96%
Opening Funds	2,433,474	2,433,474	3,270,682	837,208	34%
	3,680,474	2,433,474	3,294,319	860,845	-10%
ESTIMATED SURPLUS/(DEFICIT)	-	2,682,176	7,568,808	2,627,748	

**SHIRE OF YORK
VARIANCE REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

Local Government (Financial Management) Regulations 1996 Financial reports — s. 6.4

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

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c); and

(b) budget estimates to the end of the month to which the statement relates; and

(c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and

(d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

(e) the net current assets at the end of the month to which the statement relates.

The Shire has adopted a variance threshold of 10% or \$5,000 whichever is higher

OPERATING REVENUE	YTD BUDGET	YTD ACTUALS	VAR TO YTD BUDGET \$	VAR TO YTD BUDGET %
General Purpose Funding	\$6,689,114	\$6,800,515	\$111,401	2%
Within Variance threshold				
Governance	\$1,115	\$5,216	\$4,101	368%
Claim received for Business Continuity Plan				
Law, Order Public Safety	\$38,295	\$35,725	-\$2,570	-7%
Bushfire Risk Mitigation projected but not happened yet				
Health	\$18,130	\$19,802	\$1,672	9%
Within Variance threshold. Health charges \$2k higher.				
Education and Welfare	\$37,545	\$38,033	\$488	1%
Within Variance threshold				
Community Amenities	\$719,680	\$729,638	\$9,958	1%
Within Variance threshold				
Recreation and Culture	\$69,770	\$291,413	\$221,643	318%
Figures to be sorted.YRCC Revenue only budgeted to the first 3 months of the financial year. This will be revised at mid year budget review.				
Transport	\$193,653	\$207,751	\$14,098	7%
A footpath grant of \$8k has been received that was not budgeted. RRG grant is \$10k higher than budget. Other grants recieved less by \$4k as per budget.				
Economic Services	\$189,353	\$168,741	-\$20,612	-11%
Charges - Sale water income lower than budget and haven't received brochure advertising income yet				
Other Property and Services	\$14,200	\$17,966	\$3,766	27%
Profit on sale of PWO Maintenance Vehicle \$1.9k , tourist and community bus income more than expected.				
	\$7,970,855	\$8,314,799	\$343,944	4%

**SHIRE OF YORK
VARIANCE REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

OPERATING EXPENDITURE	YTD BUDGET	YTD ACTUALS	VAR TO BUDGET	VAR TO BUDGET
General Purpose Funding	-\$195,545	-\$135,768	\$59,777	-31%
Administration overhead are lower than YTD budget. This may even out during this year.				
Governance	-\$408,848	-\$290,469	\$118,379	-29%
Public Relation \$12k, Election expenses \$8k, Admin overheads \$75k, Schedule allocations \$42k, Office expense \$14k are lower than budget. These may even out over the year.				
Law, Order, Public Safety	-\$202,038	-\$206,205	-\$4,167	2%
Within Variance threshold				
Health	-\$81,215	-\$98,710	-\$17,495	22%
Admin overheads are \$22k higher than budget. Staff will review these at the mid year budget review.				
Education and Welfare	-\$74,505	-\$60,314	\$14,191	-19%
Admin overheads of \$9k to even out during the year. Education expenses were \$2k less.				
Community Amenities	-\$542,245	-\$383,832	\$158,413	-29%
Sanitation household was \$94k lower than YTD budget. This is expected to be a timing issue with the payment of invoices. Town planning salaries are lower than YTD budget.				
Recreation and Culture	-\$1,387,275	-\$1,498,333	-\$111,058	8%
Within Variance threshold				
Transport	-\$1,110,765	-\$1,540,120	-\$429,355	39%
Road maintenance general \$273k is down which is the main variance in this program. Depreciation exp of \$159k is expected to fall back in line over the next few months.				
Economic Services	-\$596,585	-\$407,221	\$189,364	-32%
Earthquake mitigation project is the main variance.				
Other Property & Services	-\$25,735	-\$181,501	-\$155,766	605%
Plant Operation recoveries are \$96k overbudgeted, Insurance was \$32k more and the depreciation is \$49k less. This may be a timing issue with budgets spread evenly to recover expenses over 12 months. Staff will monitor these over the next few months.				
	-\$4,624,756	-\$4,802,473	-\$177,717	4%

**SHIRE OF YORK
VARIANCE REPORT
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

CAPITAL PROGRAMME	YTD BUDGET	YTD ACTUALS	VAR TO BUDGET	VAR TO BUDGET
Purchase Land & Buildings	-\$232,905	-\$109,017	\$123,888	-53%
Timing of Budgets to be corrected. Capital programme to start soon				
Infrastructure Assets	-\$1,127,635	-\$175,258	\$952,377	-84%
Timing of Budgets to be corrected				
Purchase Plant and Equipment	-\$460,795	-\$47,219	\$413,576	-90%
Timing of Budgets to be corrected				
Purchase Furniture and Equipment	-\$2,085	-\$17,791	-\$15,706	753%
Within Variance threshold				
Repayment of Debt - Loan Principal	-\$104,945	-\$122,772	-\$17,827	17%
Timing of Budgets to be corrected				
Transfer to Reserves	\$0	-\$10,691	-\$10,691	0%
Within Variance threshold				
	-\$1,928,365	-\$482,747	\$1,445,618	-75%
LESS FUNDING FROM				
Reserves	0.00	0.00	\$0	0%
Within Variance threshold				
Loans Raised	0.00	0.00	\$0	0%
Within Variance threshold				
Proceeds from Asset Sale	0.00	23636.36	\$23,636	0%
Within Variance threshold				
Opening Funds	\$2,433,474	\$3,270,682	\$837,208	34%
Opening Funding balance will not be finalised until Year end audit is finalised				
	\$2,433,474	\$3,294,319	\$860,845	35%



**YORK RECREATION AND CONVENTION CENTRE
OPERATING STATEMENT
FOR THE PERIOD ENDED 30 NOVEMBER 2021**

	2021/22 ADOPTED BUDGET	2021/22 YTD BUDGET	2021/22 YTD ACTUAL 30/11/2021	% OF TOTAL BUDGET	MOVEMENT JUL-AUG	2021/22 YTD ACTUAL 31/10/2021
REVENUES						
FORREST OVAL LIGHTS INCOME	0	0	730	0%	100	630
YRCC INCOME - HIRE	0	0	1,376	0%	357	1,019
YRCC INCOME - GYM	0	0	7,013	0%	2,131	4,882
YRCC INCOME - CONFERENCES	8,000	3,330	14,168	177%	5,300	8,868
YRCC INCOME - BAR	35,000	14,580	89,829	257%	14,541	75,288
YRCC INCOME - CAFE/RESTAURANT	38,000	15,830	69,918	184%	12,921	56,997
YRCC INCOME - CANTEEN	5,000	2,080	9,996	200%	7	9,989
YRCC INCOME - GREEN FEES - BOWLS	0	0	74	0%	45	29
YRCC INCOME - GREEN FEES - TENNIS	0	0	487	0%	438	49
	86,000	35,820	193,591	225%	35,841	157,751
COST OF SALES						
YRCC EXPENDITURE - GYM	(5,000)	(6,250)	(4,157)	83%	(619)	(3,538)
YRCC EXPENDITURE - CONFERENCES	(7,898)	(3,290)	(19,996)	253%	(11,047)	(8,949)
YRCC EXPENDITURE - BAR	(35,415)	(14,750)	(56,083)	158%	(23,441)	(32,642)
YRCC EXPENDITURE - CAFE/RESTAURANT	(38,704)	(16,120)	(107,227)	277%	(70,376)	(36,851)
YRCC EXPENDITURE - CANTEEN	(5,000)	(2,080)	(14,118)	282%	(4,801)	(9,318)
YRCC EXPENDITURE - BOWLS	(9,880)	(4,110)	(7,661)	78%	(7,661)	0
YRCC EXPENDITURE - TENNIS	(9,880)	(4,110)	(181)	2%	0	(181)
	(111,777)	(50,710)	(209,423)	187%	(117,945)	(91,478)
GROSS PROFIT	11,832	11,832	403,014	3406%	153,786	249,229
CENTRE COSTS						
FORREST OVAL CONVENTION CENTRE	(64,900)	(27,030)	(41,921)	65%	(14,553)	(27,369)
YRCC MARKETING & PROMOTIONS	(1,500)	(625)	(3,480)	232%	0	(3,480)
RECREATION - SALARIES	(183,490)	(76,450)	(103,218)	56%	(80,856)	(22,362)
RECREATION - SUPERANNUATION	(26,606)	(11,085)	(12,510)	47%	(2,715)	(9,795)
YRCC OPERATIONAL & MARKETING PLAN	(321,000)	(112,915)	(25,393)	8%	0	(25,393)
	(597,496)	(228,105)	(186,522)	31%	(98,124)	(88,398)
PROFIT/(LOSS)	(585,664)	(216,273)	216,492	-37%	251,910	160,830

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 1

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
4334	12/11/2021 NICHOLAS EDWARD CRAWLEY	NICHOLAS CRAWLEY NOMINATION BOND REFUND #252537	2		80.00
INV T13	25/10/2021 NICHOLAS EDWARD CRAWLEY	NICHOLAS CRAWLEY NOMINATION BOND REFUND #252537	2	80.00	
EFT26825	02/11/2021 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - OCTOBER 2021	1		1,298.55
INV CRS PMT	02/11/2021 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - OCTOBER 2021	1	1,298.55	
EFT26826	02/11/2021 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - OCTOBER 2021	1		3,365.78
INV CRS PMT	02/11/2021 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - OCTOBER 2021	1	3,365.78	
EFT26827	02/11/2021 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - OCTOBER 2021	1		1,657.71
INV CRS PMT	02/11/2021 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - OCTOBER 2021	1	1,657.71	
EFT26828	02/11/2021 JANE ELISE FERRO	COUNCILLOR ALLOWANCES - 1-15 OCTOBER 2021	1		628.33
INV CRS PMT	02/11/2021 JANE ELISE FERRO	COUNCILLOR ALLOWANCES - 1-15 OCTOBER 2021	1	628.33	
EFT26829	02/11/2021 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - OCTOBER 2021	1		1,298.55
INV CRS PMT	02/11/2021 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - OCTOBER 2021	1	1,298.55	
EFT26830	02/11/2021 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - OCTOBER 2021	1		1,298.55
INV CRS PMT	02/11/2021 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - OCTOBER 2021	1	1,298.55	
EFT26831	02/11/2021 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - 20-31 OCTOBER 2021	1		502.66
INV CRS PMT	02/11/2021 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - 20-31 OCTOBER 2021	1	502.66	
EFT26832	02/11/2021 STEPHEN EDWARD MUHLEISEN	COUNCILLOR ALLOWANCES - OCTOBER 2021	1		1,298.55
INV CRS PMT	02/11/2021 STEPHEN EDWARD MUHLEISEN	COUNCILLOR ALLOWANCES - OCTOBER 2021	1	1,298.55	
EFT26833	03/11/2021 ANNA WILSON	ANNA WILSON TOG 489 REFUND #248111	2		50.00
INV T67	28/10/2021 ANNA WILSON	ANNA WILSON TOG 489 REFUND #248111	2	50.00	
EFT26834	03/11/2021 CHRIS GIBBS	CHRISS GIBBS NOMINATION BOND REFUND #252388	2		80.00
INV T13	25/10/2021 CHRIS GIBBS	CHRISS GIBBS NOMINATION BOND REFUND #252388	2	80.00	
EFT26835	03/11/2021 DENIS CHARLES WARNICK	DENIS WARNICK NOMINATION BOND REFUND #252583	2		80.00

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 2

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV T13	25/10/2021 DENIS CHARLES WARNICK	DENIS WARNICK NOMINATION BOND REFUND #252583	2	80.00	
EFT26836	03/11/2021 FRIENDS OF YORK DISTRICT HOSPITAL	FRIENDS OF YORK HOSPITAL AUSTRALIA DAY DONATIONS	2		883.60
INV T24	14/10/2021 FRIENDS OF YORK DISTRICT HOSPITAL	FRIENDS OF YORK HOSPITAL 2019 AUSTRALIA DAY DONATIONS	2	336.45	
INV T24	14/10/2021 FRIENDS OF YORK DISTRICT HOSPITAL	FRIENDS OF YORK HOSPITAL 2020 AUSTRALIA DAY DONATIONS	2	313.60	
INV T24	14/10/2021 FRIENDS OF YORK DISTRICT HOSPITAL	FRIENDS OF YORK HOSPITAL 2021 AUSTRALIA DAY DONATIONS	2	233.55	
EFT26837	03/11/2021 GREGORY NORRIS	GREGORY NORRIS NOMINATION BOND REFUND #252582	2		80.00
INV T13	25/10/2021 GREGORY NORRIS	GREGORY NORRIS NOMINATION BOND REFUND #252582	2	80.00	
EFT26838	03/11/2021 JANE ELISE FERRO	JANE FERRO NOMINATION BOND REFUND #252468	2		80.00
INV T13	25/10/2021 JANE ELISE FERRO	JANE FERRO NOMINATION BOND REFUND #252468	2	80.00	
EFT26839	03/11/2021 JOHN HARRIS	DONATIONS AFTER JAN 21 BUSHFIRE	2		1,100.00
INV T98	25/10/2021 JOHN HARRIS	DONATIONS AFTER JAN 21 BUSHFIRE	2	100.00	
INV T98	25/10/2021 JOHN HARRIS	DONATIONS AFTER JAN 21 BUSHFIRE	2	1,000.00	
EFT26840	03/11/2021 KEVIN RICHARD TRENT	KEVIN TRENT NOMINATION BOND REFUND #252464	2		80.00
INV T13	25/10/2021 KEVIN RICHARD TRENT	KEVIN TRENT NOMINATION BOND REFUND #252464	2	80.00	
EFT26841	03/11/2021 PETER ALLAN WRIGHT	PETER WRIGHT NOMINATION BOND REFUND #252391	2		80.00
INV T13	25/10/2021 PETER ALLAN WRIGHT	PETER WRIGHT NOMINATION BOND REFUND #252391	2	80.00	
EFT26842	03/11/2021 SHIRE OF YORK	LOST TOGGLE BOND & NOMINATION DEPOSITS REFUNDED TO SOY	2		210.00
INV T67	25/10/2021 SHIRE OF YORK	LOST TOG 493 HURA EDWARDS BOND TO SOY	2	50.00	
INV T13	28/10/2021 SHIRE OF YORK	DAVID SPARROW NOMINATION DEPOSIT #252388 REFUND TO SOY	2	80.00	
INV T13	28/10/2032 SHIRE OF YORK	PATRICIA WALTERS NOMINATION DEPOSIT#252586 REFUND TO SOY	2	80.00	
EFT26843	03/11/2021 SYDNEY ALEXANDER BIGNELL	SYD BIGNELL NOMINATION BOND REFUND #252530	2		80.00
INV T13	25/10/2021 SYDNEY ALEXANDER BIGNELL	SYD BIGNELL NOMINATION BOND REFUND #252530	2	80.00	
EFT26844	03/11/2021 WHITE GUM AIR PARK	WHITE GUM AIR PARK REFUND BUS BOND #253111	2		200.00
INV T33	25/10/2021 WHITE GUM AIR PARK	WHITE GUM AIR PARK REFUND BUS BOND #253111	2	200.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 3

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26845	03/11/2021 4 FARMERS	SUPPLY 3 X GLUFOSINATE AMMONIUM 20L - SUNDRY PARKS	1		627.00
INV 72100673	30/09/2021 4 FARMERS	SUPPLY 3 X GLUFOSINATE AMMONIUM 20L - SUNDRY PARKS	1	627.00	
EFT26846	03/11/2021 ACCWEST PTY LTD	PROVISION OF TEMPORARY FINANCIAL SERVICES (MONTHLY REPORTS, ANNUAL REPORT) 30/9/21	1		15,730.00
INV 1033	30/09/2021 ACCWEST PTY LTD	PROVISION OF TEMPORARY FINANCIAL SERVICES (MONTHLY REPORTS, ANNUAL REPORT) 30/9/21	1	15,730.00	
EFT26847	03/11/2021 ARCHIVAL SURVIVAL	SUPPLY 10 X NAA BOX TYPE 1 371X168X250MM ARCHIVE BOXES - ADMIN STORAGE	1		77.88
INV 00056801	14/10/2021 ARCHIVAL SURVIVAL	SUPPLY 10 X NAA BOX TYPE 1 371X168X250MM ARCHIVE BOXES - ADMIN STORAGE	1	77.88	
EFT26848	03/11/2021 AUSTRALIAN SAFETY ENGINEERS WA	ANNUAL SERVICE OF BREATHING APPARATUS EQUIPMENT - YORK SWIMMING POOL	1		201.92
INV 0153176W	01/10/2021 AUSTRALIAN SAFETY ENGINEERS WA	ANNUAL SERVICE OF BREATHING APPARATUS EQUIPMENT - YORK SWIMMING POOL	1	201.92	
EFT26849	03/11/2021 AUSTRALIAN SERVICES UNION	UNION FEES	1		129.50
INV	19/10/2021 AUSTRALIAN SERVICES UNION	UNION FEES		129.50	
EFT26850	03/11/2021 AVON CIVIL ENGINEERING PTY LTD	ENGINEERING CONSULTANCY SERVICES (4HRS) - KNOTTS ROAD	1		880.00
INV 211	01/11/2021 AVON CIVIL ENGINEERING PTY LTD	ENGINEERING CONSULTANCY SERVICES (4HRS) - KNOTTS ROAD	1	880.00	
EFT26851	03/11/2021 AVON VALLEY AG	SUPPLIES FOR HOCKEY FIELDS & FORREST OVAL	1		3,936.08
INV YI12121	07/05/2021 AVON VALLEY AG	SUPPLY GT GREEN LIQUID 200L & GYPSUM GRANULATED 40 X 25KG - HOCKEY FIELDS	1	1,930.50	
INV YI12584	29/05/2021 AVON VALLEY AG	SUPPLY 33 X GROSORB GRANULATED 25L - HOCKEY FIELDS & FORREST OVAL	1	2,005.58	
EFT26852	03/11/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - 8/10/21	1		11,642.35
INV 00046631	08/10/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - 8/10/21	1	11,642.35	
EFT26853	03/11/2021 BJ MEREDITH ELECTRICAL CONTRACTOR & REFRIGERATION	YRCC - REPAIR OF ELECTRICAL FAULT WITH WESTINGHOUSE WASHING MACHINE CONTROL PANEL, CAUSING IT TO LOSE POWER MID-CYCLE	1		330.00
INV 3952	24/10/2021 BJ MEREDITH ELECTRICAL CONTRACTOR & REFRIGERATION	YRCC - REPAIR OF ELECTRICAL FAULT WITH WESTINGHOUSE WASHING MACHINE CONTROL PANEL, CAUSING IT TO LOSE POWER MID-CYCLE	1	330.00	
EFT26854	03/11/2021 BLUE FORCE PTY LTD	ALARM MONITORING 1/10/21-31/12/21 - YRCC	1		236.87
INV 134545	01/10/2021 BLUE FORCE PTY LTD	ALARM MONITORING 1/10/21-31/12/21 - YRCC	1	236.87	
EFT26855	03/11/2021 BUSH CONTRACTING	SUPPLY TELEHANDLER HALF DAY HIRE FOR USE AT THE RESIDENCY MUSEUM	1		385.00

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 4

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 6336	10/10/2021 BUSH CONTRACTING	SUPPLY TELEHANDLER HALF DAY HIRE FOR USE AT THE RESIDENCY MUSEUM	1	385.00	
EFT26856	03/11/2021 CANON FINANCE AUSTRALIA PTY LTD	YEAR 1 OF CONTRACT PHOTOCOPIER LEASE FOR THE MUSEUM, YVC & DEPOT	1		3,025.00
INV 523273-A	05/10/2021 CANON FINANCE AUSTRALIA PTY LTD	YEAR 1 OF CONTRACT PHOTOCOPIER LEASE FOR THE MUSEUM, YVC & DEPOT	1	3,025.00	
EFT26857	03/11/2021 CARLTON UNITED BREWERS	YRCC - BULK BEER SUPPLIES	1		2,822.85
INV	07/10/2021 CARLTON UNITED BREWERS	YRCC - BULK BEER SUPPLIES	1	2,822.85	
EFT26858	03/11/2021 CASTLEDEX	SUPPLY LATERAL FILE INDEX LABELS E, I, R, S - ADMIN STORAGE	1		134.46
INV 40810	21/10/2021 CASTLEDEX	SUPPLY LATERAL FILE INDEX LABELS E, I, R, S - ADMIN STORAGE	1	134.46	
EFT26859	03/11/2021 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	SPRING SERVICE (OPEN UP) OF 3 EVAPORATIVE AIR CONDITIONERS - TOWN HALL	1		300.00
INV 00013749	19/10/2021 CENTRAL DISTRICTS AIRCONDITIONING (CDA)	SPRING SERVICE (OPEN UP) OF 3 EVAPORATIVE AIR CONDITIONERS - TOWN HALL	1	300.00	
EFT26860	03/11/2021 COATES HIRE OPERATIONS PTY LTD	DELIVERY ADDITIONAL (6) TOILETS AS PER QUOTE FOR 2021 YORK MOTOR SHOW & COLLECT AFTER EVENT	1		1,301.67
INV 20731093	23/09/2021 COATES HIRE OPERATIONS PTY LTD	DELIVERY ADDITIONAL (6) TOILETS AS PER QUOTE FOR 2021 YORK MOTOR SHOW & COLLECT AFTER EVENT	1	1,301.67	
EFT26861	03/11/2021 COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	1		16.70
INV 127084104	28/09/2021 COMMISSIONER OF POLICE	VOLUNTEER POLICE CHECKS	1	16.70	
EFT26862	03/11/2021 CREDIT MANAGEMENT AUSTRALIA POST	POSTAGE - SEPTEMBER 2021	1		736.84
INV	03/10/2021 CREDIT MANAGEMENT AUSTRALIA POST	POSTAGE - SEPTEMBER 2021	1	736.84	
EFT26863	03/11/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1		99.78
INV 00005447	20/10/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1	99.78	
EFT26864	03/11/2021 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2021/22 EMERGENCY SERVICE LEVY IN ACCORDANCE WITH FIRE & EMERGENCY SERVICES ACT 1998	1		5,587.94
INV 152853	28/09/2021 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2021/22 EMERGENCY SERVICE LEVY IN ACCORDANCE WITH FIRE & EMERGENCY SERVICES ACT 1998	1	5,587.94	
EFT26865	03/11/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT	1		304.11

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 5

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	19/10/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT		304.11	
EFT26866	03/11/2021 FUEL DISTRIBUTORS	FUEL & DISTILLATE SUPPLIES	1		13,336.37
INV FDL13891	22/10/2021 FUEL DISTRIBUTORS	SUPPLY AND DELIVER 8 X ADBLUE 10L FOR DEPOT	1	169.44	
INV 53102645	01/11/2021 FUEL DISTRIBUTORS	SUPPLY 8500L X DISTILLATE FOR THE DEPOT (INCLUDES EARLY PAYMENT DISCOUNT)	1	13,166.93	
EFT26867	03/11/2021 GATHER YORK	CATERING FOR COUNCIL MEETING 26 OCTOBER 2021	1		250.00
INV 0109	25/10/2021 GATHER YORK	CATERING FOR COUNCIL MEETING 26 OCTOBER 2021	1	250.00	
EFT26868	03/11/2021 HAWKE VIEW KENNELS	IMPOUNDING FEES FOR DOGS (DOG POUND) MALE BLACK/TAN KELPIE - IN 3/9/21 OUT 4/9/21	1		50.00
INV 2780	03/09/2021 HAWKE VIEW KENNELS	IMPOUNDING FEES FOR DOGS (DOG POUND) MALE BLACK/TAN KELPIE - IN 3/9/21 OUT 4/9/21	1	50.00	
EFT26869	03/11/2021 HERSEYS SAFETY PTY LTD	SUPPLY CABLE TIES, HEAVY DUTY TREBLEX, SHOVELS & RAKES	1		157.85
INV 49279	29/10/2021 HERSEYS SAFETY PTY LTD	SUPPLY CABLE TIES, HEAVY DUTY TREBLEX, SHOVELS & RAKES	1	157.85	
EFT26870	03/11/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1		974.87
INV 109946	20/10/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	974.87	
EFT26871	03/11/2021 HONEY AND FIG HOMEWARES	REIMBURSEMENT FOR 6 X YORK DOLLARS VOUCHERS	1		60.00
INV	19/10/2021 HONEY AND FIG HOMEWARES	REIMBURSEMENT FOR 6 X YORK DOLLARS VOUCHERS	1	60.00	
EFT26872	03/11/2021 IT VISION	MONTHLY PAYROLL SERVICES - JUNE 2021	1		1,885.40
INV 35644	30/06/2021 IT VISION	MONTHLY PAYROLL SERVICES - JUNE 2021	1	1,885.40	
EFT26873	03/11/2021 ITR PACIFIC PTY LTD	SUPPLY & DELIVER GRADER BLADES, BOLTS & NUTS FOR GRADER VOLVO G930 Y205	1		1,605.45
INV 466822	21/10/2021 ITR PACIFIC PTY LTD	SUPPLY & DELIVER GRADER BLADES, BOLTS & NUTS FOR GRADER VOLVO G930 Y205	1	1,605.45	
EFT26874	03/11/2021 IXOM OPERATIONS PTY LTD	SUPPLY 5 X 70KG CHLORINE GAS CYLINDERS - YORK SWIMMING POOL	1		2,568.50
INV 6436985	06/10/2021 IXOM OPERATIONS PTY LTD	SUPPLY 4 X 70KG CHLORINE GAS CYLINDERS - YORK SWIMMING POOL	1	2,054.80	
INV 6437548	07/10/2021 IXOM OPERATIONS PTY LTD	SUPPLY 1 X 70KG CHLORINE GAS CYLINDER - YORK SWIMMING POOL	1	513.70	
EFT26875	03/11/2021 JULES SHOPPE	WELFARE FOR DFES VOLUNTEERS FOR ATTFIELD ROAD FIRE 15/10/2021	1		148.50

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 6

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 0064	15/10/2021 JULES SHOPPE	WELFARE FOR DFES VOLUNTEERS FOR ATTFIELD ROAD FIRE 15/10/2021	1	148.50	
EFT26876	03/11/2021 KEVIN RICHARD TRENT	REIMBURSEMENT FOR TRAVEL FROM YORK TO PERTH (96KM)19/9/21 AND RETURN FROM PERTH TO YORK (96KM) 68.66KM AS PER AGREEMENT - WALGA CONFERENCE	1		131.82
INV	08/10/2021 KEVIN RICHARD TRENT	REIMBURSEMENT FOR TRAVEL FROM YORK TO PERTH (96KM)19/9/21 AND RETURN FROM PERTH TO YORK (96KM) 68.66KM AS PER AGREEMENT - WALGA CONFERENCE	1	131.82	
EFT26877	03/11/2021 KINGS PARK SETTLEMENTS	RATES REFUND A1599 LOT 305 QUALEN WEST RD GILGERING WA 6302	1		1,568.00
INV A1599	29/10/2021 KINGS PARK SETTLEMENTS	RATES REFUND A1599 LOT 305 QUALEN WEST RD GILGERING WA 6302		1,568.00	
EFT26878	03/11/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1		1,371.26
INV 00062194	27/10/2021 KLEENWEST DISTRIBUTORS	CLEANING & SANITARY PRODUCTS	1	1,371.26	
EFT26879	03/11/2021 LANDGATE	INTERIM VALUATIONS	1		1,030.73
INV	26/05/2021 LANDGATE	GRV INTERIM VALUATIONS G2021/7 1/5/21-14/5/21	1	136.77	
INV	28/06/2021 LANDGATE	MINIG TENEMENTS M2021/4 20/5/21-10/6/21	1	40.60	
INV	28/07/2021 LANDGATE	RURAL UV INTERM VALUATIONS R2021/4 3/4/21-23/7/21	1	173.88	
INV	20/08/2021 LANDGATE	GRV INTERIM VALUATIONS G2021/11 10/7/21-23/7/21 & G2021/12 24/7/21-6/8/21	1	502.98	
INV	28/09/2021 LANDGATE	GRV INTERIM VALUATIONS G2021/13 7/8/21-3/9/21	1	149.30	
INV 1128838	01/10/2021 LANDGATE	CERTIFICATE OF TITLE - LOT 143 OSBORN RD, MOUNT HARDEY - PLANNING APPLICATION	1	27.20	
EFT26880	03/11/2021 LGIS WA	INSURANCE 2021/22	1		123,085.66
INV	30/09/2021 LGIS WA	WORKERS COMPENSATION INSURANCE - 2021/2022	1	36,792.86	
INV	30/09/2021 LGIS WA	INSTALMENT 2 - PROPERTY INSURANCE 2021/22	1	58,125.74	
INV	30/09/2021 LGIS WA	PUBLIC LIABILITY INSURANCE 2021/2022	1	28,167.06	
EFT26881	03/11/2021 MAL AUTOMOTIVES	45,000KM SERVICE AND CHECK - ISUZU D-MAX IGRZ894 (RANGERS VEHICLE)	1		539.37
INV 27187	19/10/2021 MAL AUTOMOTIVES	45,000KM SERVICE AND CHECK - ISUZU D-MAX IGRZ894 (RANGERS VEHICLE)	1	539.37	
EFT26882	03/11/2021 METAL ARTWORK CREATIONS	CHAMBER DESK PLAQUES POST 2021 ELECTION - NEW BRANDING NAME PLATES X 10, BASE AND NAME PLATE CR PETER WRIGHT	1		160.71
INV 84870	20/10/2021 METAL ARTWORK CREATIONS	CHAMBER DESK PLAQUES POST 2021 ELECTION - NEW BRANDING NAME PLATES X 10, BASE AND NAME PLATE CR PETER WRIGHT	1	160.71	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 7

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26883	03/11/2021 NATURE PLAY WA INC	ANNUAL SUBSCRIPTION RENEWAL - YORK PLAY TRAIL APP - NATURE PLAY WA	1		275.00
INV 00000774	18/10/2021 NATURE PLAY WA INC	ANNUAL SUBSCRIPTION RENEWAL - YORK PLAY TRAIL APP - NATURE PLAY WA	1	275.00	
EFT26884	03/11/2021 PARS RURAL PTY LTD	SUPPLY 3 X FOAM EX 1L - SUNDRY PARKS	1		135.00
INV D944	07/10/2021 PARS RURAL PTY LTD	SUPPLY 3 X FOAM EX 1L - SUNDRY PARKS	1	135.00	
EFT26885	03/11/2021 PETER BAILEY BUILDING SERVICES	LINSEED OIL FLOORS IN RESIDENCY MUSEUM CONSERVATION WORKS & INSTALL NOTICE BOARD IN TOWN HALL	1		770.00
INV 00250	30/09/2021 PETER BAILEY BUILDING SERVICES	LINSEED OIL FLOORS IN RESIDENCY MUSEUM CONSERVATION WORKS & INSTALL NOTICE BOARD IN TOWN HALL	1	770.00	
EFT26886	03/11/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1		355.15
INV KZ9685496	22/10/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1	355.15	
EFT26887	03/11/2021 PUBLIC LIBRARIES WESTERN AUSTRALIA INC	PLWA ANNUAL MEMBERSHIP 21/22 - CATEGORY 2	1		170.00
INV 00254	13/10/2021 PUBLIC LIBRARIES WESTERN AUSTRALIA INC	PLWA ANNUAL MEMBERSHIP 21/22 - CATEGORY 2	1	170.00	
EFT26888	03/11/2021 ROUS ELECTRICAL	ELECTRICAL SERVICES	1		838.00
INV 00003119	06/10/2021 ROUS ELECTRICAL	REMOVE (2) EMERGENCY EXIT LIGHTS & FIX UPSTAIRS EMERGENCY EXIT LIGHT - INDOOR STADIUM	1	638.00	
INV 00003128	19/10/2021 ROUS ELECTRICAL	ASSESS AND QUOTE TO REPAIR RETICULATION FAULT IN PLANT ROOM MAINS SWITCH BOARD - YORK SWIMMING POOL	1	200.00	
EFT26889	03/11/2021 SANITY MUSIC STORES	PURCHASE OF NEW ITEMS FOR LIBRARY STOCK	1		289.99
INV 21872	24/10/2021 SANITY MUSIC STORES	PURCHASE OF NEW ITEMS FOR LIBRARY STOCK	1	289.99	
EFT26890	03/11/2021 SHAZMAC PLUMBING	REIMBURSEMENT FOR 5 X YORK DOLLAR\$ VOUCHERS	1		50.00
INV 0022	27/10/2021 SHAZMAC PLUMBING	REIMBURSEMENT FOR 5 X YORK DOLLAR\$ VOUCHERS	1	50.00	
EFT26891	03/11/2021 SHERRIN RENTALS	DRY HIRE MULTI TYRE ROLLER 1/9/21-21/9/21 - VARIOUS SHIRE OF YORK ROADS	1		3,465.00
INV 5160892	28/09/2021 SHERRIN RENTALS	DRY HIRE MULTI TYRE ROLLER 1/9/21-21/9/21 - VARIOUS SHIRE OF YORK ROADS	1	3,465.00	
EFT26892	03/11/2021 SHIRE OF BEVERLEY	REIMBURSEMENT - CESM RECOUP 1/7/21-30/9/21 - TROY GRANVILLE	1		5,563.89
INV 7721	18/10/2021 SHIRE OF BEVERLEY	REIMBURSEMENT - CESM RECOUP 1/7/21-30/9/21 - TROY GRANVILLE	1	5,563.89	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 8

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26893	03/11/2021 SHIRE OF PINGELLY	LONG SERVICE LEAVE ENTITLEMENT FOR TIMOTHY JURMANN	1		1,983.52
INV 6358	15/10/2021 SHIRE OF PINGELLY	LONG SERVICE LEAVE ENTITLEMENT FOR TIMOTHY JURMANN	1	1,983.52	
EFT26894	03/11/2021 SMITHS SHELL SERVICE	MAINTENACE SUPPLIES - SEPTEMBER 2021	1		160.53
INV 234	22/10/2021 SMITHS SHELL SERVICE	MAINTENACE SUPPLIES - SEPTEMBER 2021	1	160.53	
EFT26895	03/11/2021 ST JOHN AMBULANCE ASSOCIATION - YORK	ROOM HIRE 28 OCTOBER 2021 ELT MEETING	1		50.00
INV	12/10/2021 ST JOHN AMBULANCE ASSOCIATION - YORK	ROOM HIRE 28 OCTOBER 2021 ELT MEETING	1	50.00	
EFT26896	03/11/2021 SUNNY INDUSTRIAL BRUSHWARE PTY LTD	SUPPLY & DELIVER 3 X POWERBOSS SIDEBROOM - SWEEPER RIDE ON HAKO ARMADILLO DIESEL	1		462.00
INV 00024050	21/10/2021 SUNNY INDUSTRIAL BRUSHWARE PTY LTD	SUPPLY & DELIVER 3 X POWERBOSS SIDEBROOM - SWEEPER RIDE ON HAKO ARMADILLO DIESEL	1	462.00	
EFT26897	03/11/2021 SUNNY SIGNS COMPANY PTY LTD	SIGNAGE SUPPLIES	1		132.00
INV 462814	13/08/2021 SUNNY SIGNS COMPANY PTY LTD	SIGNAGE SUPPLIES	1	132.00	
EFT26898	03/11/2021 SYNERGY	ELECTRICITY	1		8,917.34
INV 335462800	13/10/2021 SYNERGY	ELECTRICITY 8/9/21-13/10/21 - ADMIN, TOWN HALL & YVC	1	1,629.07	
INV 335462750	13/10/2021 SYNERGY	ELECTRICITY 8/9/21-13/10/21 - YRCC	1	2,368.46	
INV 108761310	18/10/2021 SYNERGY	ELECTRICITY 20/9/21-18/10/21 - SWIMMING POOL	1	105.25	
INV 640233070	18/10/2021 SYNERGY	ELECTRICITY 17/8/21-18/10/21 - WAR MEMORIAL GARDENS	1	111.94	
INV 102393870	18/10/2021 SYNERGY	ELECTRICITY 17/8/21-18/10/21 - ULSTER RD DAM	1	113.82	
INV 749237470	19/10/2021 SYNERGY	ELECTRICITY 18/8/21-19/10/21 - MT BAKEWILL REPEATER STATION	1	132.76	
INV 512901920	19/10/2021 SYNERGY	ELECTRICITY 17/8/21-19/10/21 - FORREST OVAL BORE PUMP	1	111.94	
INV 333626240	19/10/2021 SYNERGY	ELECTRICITY 18/8/21-19/10/21 - 17 FORBES ST	1	139.65	
INV 371043530	20/10/2021 SYNERGY	ELECTRICITY 20/8/21-20/10/21 - 75 OSNABURG RD	1	235.28	
INV 696999050	20/10/2021 SYNERGY	ELECTRICITY 25/8/21-20/10/21 - PEACE PARK	1	134.04	
INV 584238150	21/10/2021 SYNERGY	ELECTRICITY 23/8/21-21/10/21 - AVON PARK RETIC PUMP	1	117.57	
INV 522515390	21/10/2021 SYNERGY	ELECTRICITY 23/8/21-21/10/21 - AVON PARK	1	376.65	
INV 108761310	21/10/2021 SYNERGY	ELECTRICITY 18/10/21-21/10/21 ADJUSTMENT REPLACEMENT READINGS - SWIMMING POOL	1	2,395.37	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 9

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 369981610	21/10/2021 SYNERGY	ELECTRICITY 23/8/21-21/10/21 - CANDICE BATEMAN PARK	1	148.24	
INV 314003710	22/10/2021 SYNERGY	ELECTRICITY 23/8/21-22/10/21 - CEMETERY	1	117.57	
INV	22/10/2021 SYNERGY	ELECTRICITY 23/8/21-22/10/21 - RESIDENCY MUSEUM	1	307.13	
INV 240740670	25/10/2021 SYNERGY	ELECTRICITY 25/8/21-25/10/21 - OLD CONVENT SCHOOL	1	111.94	
INV 114094980	25/10/2021 SYNERGY	ELECTRICITY 25/8/21-25/10/21 - HOWICK ST TOILETS	1	153.67	
INV 430153700	25/10/2021 SYNERGY	ELECTRICITY 27/8/21-25/10/21 - OLD CEMETERY	1	106.99	
EFT26899	03/11/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 10 X YORK DOLLAR\$ VOUCHERS	1		100.00
INV 00006766	22/10/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 5 X YORK DOLLAR\$ VOUCHERS	1	50.00	
INV 00006783	29/10/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 5 X YORK DOLLAR\$ VOUCHERS	1	50.00	
EFT26900	03/11/2021 THE YORK SOCIETY (INC)	PURCHASE OF 2021 ART PRIZE & TEMPORARY RELOCATION OF MUSEUM COMPUTERES	1		1,750.00
INV AR-0001	10/10/2021 THE YORK SOCIETY (INC)	RELOCATE MUSEUM COMPUTERS TO YORK SOCIETY ARCHIVE FACILITY FOR A PERIOD OF 32 WEEKS 16/2/21-30/9/21	1	800.00	
INV 37	17/10/2021 THE YORK SOCIETY (INC)	PURCHASE OF 2021 ART PRIZE - EVERLASTINGS BY JOHN FEENEY	1	950.00	
EFT26901	03/11/2021 TITE SECURITY	SERVICE CALL & LABOUR - ADMINISTRATION DOOR SECURITY	1		631.40
INV 615927	18/10/2021 TITE SECURITY	SERVICE CALL & LABOUR - ADMINISTRATION DOOR SECURITY	1	631.40	
EFT26902	03/11/2021 VISIMAX SAFETY PRODUCTS	VISIMAX PRODUCTS FOR ANIMAL HANDLING AND EQUIPMENT - RANGER SERVICES	1		626.11
INV 0171	01/10/2021 VISIMAX SAFETY PRODUCTS	VISIMAX PRODUCTS FOR ANIMAL HANDLING AND EQUIPMENT - RANGER SERVICES	1	626.11	
EFT26903	03/11/2021 VIZONA PTY LTD	SUPPLY AND INSTALLALLTION OF NEW LIGHTS ON BOWLING GREENS	1		20,959.40
INV 0187	25/10/2021 VIZONA PTY LTD	SUPPLY AND INSTALLALLTION OF NEW LIGHTS ON BOWLING GREENS	1	20,959.40	
EFT26904	03/11/2021 WESTCYCLE INC	COMMUNITY FUNDING SPONSORSHIP - DELIVERY OF 2021 CANOLA CLASSIC CYCLE EVENT IN YORK	1		5,500.00
INV 3391	03/09/2021 WESTCYCLE INC	COMMUNITY FUNDING SPONSORSHIP - DELIVERY OF 2021 CANOLA CLASSIC CYCLE EVENT IN YORK	1	5,500.00	
EFT26905	03/11/2021 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS	1		46,523.06
INV 66	03/11/2021 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS - LOAN 66 - PLANT PURCHASES		26,841.40	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 10

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 63	03/11/2021 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS - LOAN 63 - FORREST OVAL REDEVELOPMENT		7,688.57	
INV 64	03/11/2021 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS - LOAN 64 - FORREST OVAL REDEVELOPMENT		11,993.09	
EFT26906	03/11/2021 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 7/9/21-15/10/21 - DEPOT	1		133.86
INV 212753	15/10/2021 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 7/9/21-15/10/21 - DEPOT	1	133.86	
EFT26907	03/11/2021 WOODLANDS DISTRIBUTORS & AGENCIES	SUPPLY AND DELIVER 1 X CAMBRIDGE SEAT - STREET FURNITURE	1		3,146.55
INV YRK1-009	19/10/2021 WOODLANDS DISTRIBUTORS & AGENCIES	SUPPLY AND DELIVER 1 X CAMBRIDGE SEAT - STREET FURNITURE	1	3,146.55	
EFT26908	03/11/2021 WOOLWORTHS GROUP LIMITED	PURCHASE OF NEW LIBRARY PRINT ITEMS	1		414.00
INV 322966	25/10/2021 WOOLWORTHS GROUP LIMITED	PURCHASE OF NEW LIBRARY PRINT ITEMS	1	414.00	
EFT26909	03/11/2021 WREN OIL	OIL WASTE DISPOSAL & ADMIN/ COMPLIANCE FEES 24/9/21 - TRANSFER STATION	1		16.50
INV 118871	29/09/2021 WREN OIL	OIL WASTE DISPOSAL & ADMIN/ COMPLIANCE FEES 24/9/21 - TRANSFER STATION	1	16.50	
EFT26910	03/11/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 60 X YORK DOLLAR\$ VOUCHERS	1		598.91
INV 641207209	24/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 60 X YORK DOLLAR\$ VOUCHERS	1	598.91	
EFT26911	03/11/2021 YORK & DISTRICTS COMMUNITY MATTERS	ADVERTISING & COMMUNITY UPDATE PAGE - OCTOBER 2021	1		2,179.20
INV 2349	07/10/2021 YORK & DISTRICTS COMMUNITY MATTERS	ADVERTISING & COMMUNITY UPDATE PAGE - OCTOBER 2021	1	2,179.20	
EFT26912	03/11/2021 YORK AUTO ELECTRICS	CHECK AND REPAIR BEACON WIRING AND REPLACE - TRACTOR KUBOTA 2013 WITH LOADER ASSEMBLY Y299	1		275.00
INV 16900	11/10/2021 YORK AUTO ELECTRICS	CHECK AND REPAIR BEACON WIRING AND REPLACE - TRACTOR KUBOTA 2013 WITH LOADER ASSEMBLY Y299	1	275.00	
EFT26913	03/11/2021 YORK FRIENDSHIP CLUB	2021/22 YORK FRIENDSHIP CLUB - BALANCE PAYMENT OF MULTIYEAR SPONSORSHIP IN ACCORDANCE WITH AGREEMENT	1		1,600.00
INV 196404	25/10/2021 YORK FRIENDSHIP CLUB	2021/22 YORK FRIENDSHIP CLUB - BALANCE PAYMENT OF MULTIYEAR SPONSORSHIP IN ACCORDANCE WITH AGREEMENT	1	1,600.00	
EFT26914	03/11/2021 YORK LANDSCAPE SUPPLIES	SUPPLY 20 X HUNTER ULTRA SPRINKLERS - PARKS & GARDENS	1		700.00
INV 00008717	03/09/2021 YORK LANDSCAPE SUPPLIES	SUPPLY 20 X HUNTER ULTRA SPRINKLERS - PARKS & GARDENS	1	700.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 11

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26915	03/11/2021 YORK LICENSED POST OFFICE	REIMBURSEMENT FOR 28 X YORK DOLLAR\$ VOUCHERS	1		280.00
INV 0022	21/10/2021 YORK LICENSED POST OFFICE	REIMBURSEMENT FOR 28 X YORK DOLLAR\$ VOUCHERS	1	280.00	
EFT26916	03/11/2021 YORK NEWSAGENCY	RATES REFUND A4560 106 AVON TCE YORK 6302	1		6,989.70
INV A4560	01/11/2021 YORK NEWSAGENCY	RATES REFUND A4560 106 AVON TCE YORK 6302		6,989.70	
EFT26917	03/11/2021 YORK QUALITY BUTCHERS	REIMBURSEMENT FOR 82 X YORK DOLLAR\$ VOUCHERS	1		966.87
INV 2204	18/10/2021 YORK QUALITY BUTCHERS	REIMBURSEMENT FOR 82 X YORK DOLLAR\$ VOUCHERS	1	820.00	
INV 2218	24/10/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1	146.87	
EFT26918	12/11/2021 B & D NEEDLE	REFUND KERB BOND - LOT 165 (38) COWAN RD, YORK. PD 17/03/2021, RECEIPT # 249115	2		500.00
INV T4	09/11/2021 B & D NEEDLE	REFUND KERB BOND - LOT 165 (38) COWAN RD, YORK. PD 17/03/2021, RECEIPT # 249115	2	500.00	
EFT26919	12/11/2021 BUILDING AND ENERGY	BSL REIMBURSEMENT FOR OCTOBER 2021	2		1,216.91
INV T6	11/11/2021 BUILDING AND ENERGY	BSL REIMBURSEMENT FOR OCTOBER 2021	2	1,216.91	
EFT26920	12/11/2021 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR OCTOBER 2021	2		928.75
INV T9	11/11/2021 CONSTRUCTION TRAINING FUND	CTF COLLECTION FOR OCTOBER 2021	2	928.75	
EFT26921	12/11/2021 DALVENE GAYE HOWELL	YORK ESTATES SUBDIVISION CROSSOVER SUBSIDY - LOT 37 (20) ANDREWS AVE, YORK	2		1,250.00
INV T78	12/11/2021 DALVENE GAYE HOWELL	YORK ESTATES SUBDIVISION CROSSOVER SUBSIDY - LOT 37 (20) ANDREWS AVE, YORK	2	1,250.00	
EFT26922	12/11/2021 GARETH PORTER	GARETH PORTER REFUND CAT TRAP 4 BOND #253881	2		89.00
INV T1	11/11/2021 GARETH PORTER	GARETH PORTER REFUND CAT TRAP 4 BOND #253881	2	89.00	
EFT26923	12/11/2021 JOHN CLARKE	JOHN CLARKE REFUND CAT TRAP 1 BOND #253878	2		89.00
INV T1	11/11/2021 JOHN CLARKE	JOHN CLARKE REFUND CAT TRAP 1 BOND #253878	2	89.00	
EFT26924	12/11/2021 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR OCTOBER 2021	2		116.25
INV T9	11/11/2021 SHIRE OF YORK	CTF COLLECTION - AGENCY FEE FOR OCTOBER 2021	2	41.25	
INV T6	11/11/2021 SHIRE OF YORK	BSL COLLECTION - AGENCY FEE FOR OCTOBER 2021	2	75.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 12

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26925	12/11/2021 WILLIAM ANTHONY GEORGE SORENSEN	REFUND KERB BOND - LOT 141 (73) ANDREWS AVENUE, YORK. PD ON 27/07/2021, REC #251291	2		500.00
INV T4	09/11/2021 WILLIAM ANTHONY GEORGE SORENSEN	REFUND KERB BOND - LOT 141 (73) ANDREWS AVENUE, YORK. PD ON 27/07/2021, REC #251291	2	500.00	
EFT26926	12/11/2021 AUSFEC LIMITED	YRCC - FOOD SUPPLIES	1		183.10
INV 67-679743	03/11/2021 AUSFEC LIMITED	YRCC - FOOD SUPPLIES	1	183.10	
EFT26927	12/11/2021 AUSTRALIAN SERVICES UNION	UNION FEES	1		129.50
INV	02/11/2021 AUSTRALIAN SERVICES UNION	UNION FEES		129.50	
EFT26928	12/11/2021 AVON EXPRESS	COLLECT USED BATTERIES (APPROX 100KG) FROM SHIRE OFFICE & DELIVER TO BATTERY WORLD MIDLAND - 36 FARRELL ROAD, MIDVALE & FREIGHT FOR SAMPLES TO AND FROM ARL 29/9/21	1		165.00
INV AE8739	29/09/2021 AVON EXPRESS	COLLECT USED BATTERIES (APPROX 100KG) FROM SHIRE OFFICE & DELIVER TO BATTERY WORLD MIDLAND - 36 FARRELL ROAD, MIDVALE & FREIGHT FOR SAMPLES TO AND FROM ARL 29/9/21	1	165.00	
EFT26929	12/11/2021 AVON VALLEY TYRE SERVICE	SUPPLY & FIT TYRE - UTILITY 2019 ISUZU DMAX SX SPACE CAB AUTO SPLASH WHITE RANGER VEHICLE 1GRZ894	1		245.00
INV 2743	15/10/2021 AVON VALLEY TYRE SERVICE	SUPPLY & FIT TYRE - UTILITY 2019 ISUZU DMAX SX SPACE CAB AUTO SPLASH WHITE RANGER VEHICLE 1GRZ894	1	245.00	
EFT26930	12/11/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - 22/10/21	1		22,305.87
INV 00046658	22/10/2021 AVON WASTE	RUBBISH/ RECYCLING COLLECTION - 22/10/21	1	22,305.87	
EFT26931	12/11/2021 BOC GASES	SUPPLY VARIOUS GAS & MONTHLY CONTAINER RENTAL 28/9/21-28/10/21 - DEPOT, YRCC & SWIMMING POOL	1		65.32
INV	29/10/2021 BOC GASES	SUPPLY VARIOUS GAS & MONTHLY CONTAINER RENTAL 28/9/21-28/10/21 - DEPOT, YRCC & SWIMMING POOL	1	65.32	
EFT26932	12/11/2021 CARLTON UNITED BREWERS	YRCC - BULK BEER SUPPLIES	1		2,845.32
INV	04/11/2021 CARLTON UNITED BREWERS	YRCC - BULK BEER SUPPLIES	1	2,845.32	
EFT26933	12/11/2021 COMMON GROUND TRAILS	PROGRESS CLAIM 1 & 2 - TRAILS CONCEPT PLAN CONSULTANCY SERVICES RFQ 12-2021 - HERITAGE TRAILS	1		17,050.00

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 13

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 18550	31/08/2021 COMMON GROUND TRAILS	PROGRESS CLAIM 1 - TRAILS CONCEPT PLAN CONSULTANCY SERVICES RFQ 12-2021 - HERITAGE TRAILS	1	5,170.00	
INV 18572	28/09/2021 COMMON GROUND TRAILS	PROGRESS CLAIM 2 - TRAILS CONCEPT PLAN CONSULTANCY SERVICES RFQ 12-2021 - HERITAGE TRAILS	1	11,880.00	
EFT26934	12/11/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1		248.44
INV 00005455	27/10/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1	104.93	
INV 00005465	03/11/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1	90.09	
INV 00005476	10/11/2021 CRIMEA GROWERS MARKET	YRCC - FOOD SUPPLIES	1	53.42	
EFT26935	12/11/2021 DARRYS PLUMBING AND GAS	GREASE ARRESTOR CLEANING (WASTE DISPOSAL) OCTOBER 2021 - YRCC	1		385.00
INV 8299	06/10/2021 DARRYS PLUMBING AND GAS	GREASE ARRESTOR CLEANING (WASTE DISPOSAL) OCTOBER 2021 - YRCC	1	385.00	
EFT26936	12/11/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT	1		304.11
INV	02/11/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT		304.11	
EFT26937	12/11/2021 EASTWAY FOOD SUPPLIES	YRCC - FOOD SUPPLIES	1		253.75
INV 194631	03/11/2021 EASTWAY FOOD SUPPLIES	YRCC - FOOD SUPPLIES	1	253.75	
EFT26938	12/11/2021 FOCUS NETWORKS	COMPUTER SUPPORT & SUPPLIES	1		7,726.86
INV 9310G	26/08/2021 FOCUS NETWORKS	MONTHLY E3 LICENCE FOR SHARON VERNON	1	30.98	
INV 9295G	26/08/2021 FOCUS NETWORKS	2 X E3 LICENSE FOR DIMPLE KAUR (FINANCE MANAGER) AND ARRON LIVINGSTONE (RANGER)	1	61.95	
INV 11993	20/09/2021 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT - MANAGED PROACTIVE PC & SERVER SERVICES (OCTOBER 2021)	1	2,100.23	
INV 9393G	28/10/2021 FOCUS NETWORKS	SUPPLY ADDITIONAL DESKTOP FOR RESIDENCY MUSEUM RECEPTION, ADDITIONAL LAPTOP FOR RESIDENCY MUSEUM RECEPTION, 3 YEAR WARRANTY FOR ADDITIONAL LAPTOP & MONITOR FOR ADDITIONAL DESKTOP	1	4,130.10	
INV 9392G	28/10/2021 FOCUS NETWORKS	SUPPLY 4G INTERNET DEVICE HUAWEI E8372 4GX BROADBAND USB WI-FI PLUS E8372 4GX (UNLOCKED), 4G INTERNET DEVICE ANTENNA & INSTALL FOR RESIDENCY MUSEUM	1	418.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 14

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 12057	31/10/2021 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT - MANAGED PROACTIVE PC & SERVER SERVICES (OCT 2021)	1	985.60	
EFT26939	12/11/2021 GURU PRODUCTIONS	DESTINATION WA SPONSORSHIP - SERIES 11 FINAL PAYMENT	1		5,445.00
INV 00007682	08/09/2021 GURU PRODUCTIONS	DESTINATION WA SPONSORSHIP - SERIES 11 FINAL PAYMENT	1	5,445.00	
EFT26940	12/11/2021 HATWORLD PTY LTD	PURCHASE OF MISCELLANEOUS STOCK FOR RESALE INCLUDING FREIGHT - YVC	1		301.40
INV SR4327	30/08/2021 HATWORLD PTY LTD	PURCHASE OF MISCELLANEOUS STOCK FOR RESALE INCLUDING FREIGHT - YVC	1	301.40	
EFT26941	12/11/2021 HAWKE VIEW KENNELS	IMPOUNDING FEES FOR DOGS (DOG POUND) TAN KELPIE & BROWN STAFFY (IN 28/10/21- OUT 3/11/21)	1		350.00
INV 2792	03/11/2021 HAWKE VIEW KENNELS	IMPOUNDING FEES FOR DOGS (DOG POUND) TAN KELPIE & BROWN STAFFY (IN 28/10/21- OUT 3/11/21)	1	350.00	
EFT26942	12/11/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1		1,565.90
INV 110177	27/10/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	643.26	
INV 110417	03/11/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	544.04	
INV 110631	10/11/2021 HILLSEAFOOD WHOLESALE FOOD MERCHANTS	YRCC - FOOD SUPPLIES	1	378.60	
EFT26943	12/11/2021 JAMES BENNETT PTY LTD	PURCHASE OF NEW BOOKS TO SUPPORT THE YORK FESTIVAL AUTHOR TALKS	1		69.27
INV 3138619	21/09/2021 JAMES BENNETT PTY LTD	PURCHASE OF NEW BOOKS TO SUPPORT THE YORK FESTIVAL AUTHOR TALKS	1	46.18	
INV 4758213	12/10/2021 JAMES BENNETT PTY LTD	PURCHASE OF NEW BOOKS TO SUPPORT THE YORK FESTIVAL AUTHOR TALKS	1	23.09	
EFT26944	12/11/2021 JULES SHOPPE	SUSTENANCE FOR VOLUNTEER FIRE FIGHTERS 7/10/21	1		184.50
INV 0063	07/10/2021 JULES SHOPPE	SUSTENANCE FOR VOLUNTEER FIRE FIGHTERS 7/10/21	1	184.50	
EFT26945	12/11/2021 LIQUID MIX (WA) PTY LTD	YRCC - BEVERAGE SUPPLIES	1		4,161.85
INV 000582413	27/10/2021 LIQUID MIX (WA) PTY LTD	YRCC - BEVERAGE SUPPLIES	1	4,161.85	
EFT26946	12/11/2021 MCLEODS BARRISTERS AND SOLICITORS	ANNUAL AUDIT FOR THE SHIRE OF YORK 2021	1		176.00
INV 121326	21/10/2021 MCLEODS BARRISTERS AND SOLICITORS	ANNUAL AUDIT FOR THE SHIRE OF YORK 2021	1	176.00	
EFT26947	12/11/2021 NODE1 INTERNET	MONTHLY INTERNET CONNECTION FEES (NOVEMBER 2021) - YRCC ALARM & GYM	1		89.00
INV N309239	06/10/2021 NODE1 INTERNET	MONTHLY INTERNET CONNECTION FEES (NOVEMBER 2021) - YRCC ALARM & GYM	1	89.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 15

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26948	12/11/2021 OCLC (UK) LTD	REMOTE TECHNICAL ASSISTANCE FOR AMLIB PROGRAM UPDATE & AMLIB OPEN OPAC - YORK LIBRARY	1		1,925.00
INV	29/10/2021 OCLC (UK) LTD	REMOTE TECHNICAL ASSISTANCE FOR AMLIB PROGRAM UPDATE & AMLIB OPEN OPAC - YORK LIBRARY	1	1,925.00	
EFT26949	12/11/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1		590.15
INV LA252432	29/10/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1	339.30	
INV LA333735	05/11/2021 PFD FOOD SERVICES PTY LTD	YRCC - FOOD SUPPLIES	1	250.85	
EFT26950	12/11/2021 SANOKIL	MONTHLY SUPPLY & SERVICE OF SANITARY WASTE DISPOSAL UNIT - OCTOBER 2021	1		429.00
INV 20089206	01/11/2021 SANOKIL	MONTHLY SUPPLY & SERVICE OF SANITARY WASTE DISPOSAL UNIT - OCTOBER 2021	1	429.00	
EFT26951	12/11/2021 SCREAIGHS	YRCC - BEVERAGE FREIGHT	1		477.22
INV 00311189	01/11/2021 SCREAIGHS	YRCC - BEVERAGE FREIGHT OF ONE PALLET PACKAGED BEVERAGES FROM PERTH TO YORK 29/10/21 AND YRCC - FREIGHT OF 2 PALLETS RETURN EMPTY KEGS, YORK TO PERTH 28/10/21	1	342.91	
INV 00311208	06/11/2021 SCREAIGHS	YRCC - BULK BEER FREIGHT OF ONE PALLET, PERTH TO YORK 4/11/21	1	134.31	
EFT26952	12/11/2021 SHIRE OF NORTHAM	TIPPING FEES - OCTOBER 2021	1		12,231.70
INV 25957	01/11/2021 SHIRE OF NORTHAM	TIPPING FEES - OCTOBER 2021	1	12,231.70	
EFT26953	12/11/2021 SHIRE OF YORK	CROSSOVER SUBSIDY FOR 62 ROE ST PAID TO SHIRE TO BE PAID TO RATES A7840 AS REQUESTED	1		465.00
INV JENNIFER	29/10/2021 SHIRE OF YORK	CROSSOVER SUBSIDY FOR 62 ROE ST PAID TO SHIRE TO BE PAID TO RATES A7840 AS REQUESTED	1	465.00	
EFT26954	12/11/2021 SMITHS SHELL SERVICE	MAINTENANCE SUPPLIES	1		151.75
INV 234	01/11/2021 SMITHS SHELL SERVICE	MAINTENANCE SUPPLIES	1	151.75	
EFT26955	12/11/2021 SUBSURFACE MAPPING PTY LTD	TO LOCATE THE UNDERGROUND SERVICES IN NEVILLE AND HARVEY STREET	1		5,500.00
INV 000253	31/10/2021 SUBSURFACE MAPPING PTY LTD	TO LOCATE THE UNDERGROUND SERVICES IN NEVILLE AND HARVEY STREET	1	5,500.00	
EFT26956	12/11/2021 SYNERGY	ELECTRICITY CHARGES	1		1,130.84
INV 214919920	25/10/2021 SYNERGY	ELECTRICITY 15/4/21-28/10/21 - OLD INFANT HEALTH *DEMOLISHED*	1	78.67	
INV 785488350	01/11/2021 SYNERGY	ELECTRICITY 30/9/21-1/11/21 - POWERWATCH LIGHTING	1	1,052.17	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 16

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26957	12/11/2021 TOTALLY WORK WEAR	SUPPLY AND EMBROIDERY PROTECTIVE CLOTHING UNIFORMS - OUTSIDE STAFF	1		8,520.24
INV	30/09/2021 TOTALLY WORK WEAR	SUPPLY AND EMBROIDERY PROTECTIVE CLOTHING UNIFORMS - OUTSIDE STAFF	1	8,520.24	
EFT26958	12/11/2021 UNITED EQUIPMENT PTY LTD	SERVICE & REPAIRS - HAULOTTE 2017 HA120PX ARTICULATING DIESEL BOOM	1		779.90
INV	29/10/2021 UNITED EQUIPMENT PTY LTD	SERVICE & REPAIRS - HAULOTTE 2017 HA120PX ARTICULATING DIESEL BOOM	1	779.90	
EFT26959	12/11/2021 VIZONA PTY LTD	REPLACEMENT OF GLOBES ON HOCKEY FIELDS VARIATION TO WORK FOR (6) HOURS OF ADDITIONAL WORK	1		5,247.00
INV 0209	25/10/2021 VIZONA PTY LTD	REPLACEMENT OF GLOBES ON HOCKEY FIELDS VARIATION TO WORK FOR (6) HOURS OF ADDITIONAL WORK	1	5,247.00	
EFT26960	12/11/2021 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS - OCTOBER & SEPTEMBER 2021	1		1,895.27
INV 641206173	30/09/2021 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (YRCC) - SEPTEMBER 2021	1	550.70	
INV 641205928	30/09/2021 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN, YVC, & DEPOT) - SPETEMBER 2021	1	451.52	
INV 641205928	31/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (ADMIN, YVC, & DEPOT) - OCTOBER 2021	1	893.05	
EFT26961	12/11/2021 YORK & DISTRICTS COMMUNITY MATTERS	COMMUNITY UPDATE PAGE - NOVEMBER 2021	1		1,574.00
INV 2383	29/10/2021 YORK & DISTRICTS COMMUNITY MATTERS	COMMUNITY UPDATE PAGE - NOVEMBER 2021	1	1,574.00	
EFT26962	12/11/2021 YORK AUTO ELECTRICS	SUPPLY & FIT COMPRESSOR & RE-GAS - TRUCK FIRE FESA ISUZU FSS550 TALBOT 1CMQ210	1		847.00
INV 16986	27/10/2021 YORK AUTO ELECTRICS	SUPPLY & FIT COMPRESSOR & RE-GAS - TRUCK FIRE FESA ISUZU FSS550 TALBOT 1CMQ210	1	847.00	
EFT26963	12/11/2021 YORK FRIENDSHIP CLUB	SUPPLY & DELIVER X 2 BAGS OF RAGS - DEPOT	1		30.00
INV 196402	26/10/2021 YORK FRIENDSHIP CLUB	SUPPLY & DELIVER X 2 BAGS OF RAGS - DEPOT	1	30.00	
EFT26964	12/11/2021 YORK MITRE 10	MAINTENANCE SUPPLIES (DEPOT, ADMIN, YVC, YRCC & MUSEUM) - OCTOBER & SEPTEMBER 2021	1		2,494.04
INV YSHIRE	30/09/2021 YORK MITRE 10	MAINTENANCE SUPPLIES (DEPOT, ADMIN, YVC, YRCC & MUSEUM) - SEPTEMBER 2021	1	989.30	
INV YSHIRE	31/10/2021 YORK MITRE 10	MAINTENANCE SUPPLIES (DEPOT, ADMIN, YVC, YRCC & MUSEUM) - OCTOBER 2021	1	1,504.74	
EFT26965	12/11/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1		207.85
INV 2237	07/11/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1	207.85	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 17

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26966	23/11/2021 ACOUSTIGUIDE OF AUSTRALIA PTY LTD	ANNUAL APP MAINTENANCE AND COMPLIANCE FEE 1/6/21-31/5/22	1		440.00
INV 20200050	02/06/2021 ACOUSTIGUIDE OF AUSTRALIA PTY LTD	ANNUAL APP MAINTENANCE AND COMPLIANCE FEE 1/6/21-31/5/22	1	440.00	
EFT26967	23/11/2021 AUSTRALASIAN PERFORMING RIGHT ASSOC LTD. (APRA)	2021-22 FINANCIAL YEAR COPYRIGHT MUSIC LICENSING RENEWAL FEES FOR ALL COUNCIL FACILITIES - 1/10/21-31/12/21	1		104.28
INV 168105	02/10/2021 AUSTRALASIAN PERFORMING RIGHT ASSOC LTD. (APRA)	2021-22 FINANCIAL YEAR COPYRIGHT MUSIC LICENSING RENEWAL FEES FOR ALL COUNCIL FACILITIES - 1/10/21-31/12/21	1	104.28	
EFT26968	23/11/2021 AUSTRALIAN SERVICES UNION	UNION FEES	1		129.50
INV	16/11/2021 AUSTRALIAN SERVICES UNION	UNION FEES		129.50	
EFT26969	23/11/2021 AUSTRALIAN TAXATION OFFICE	BAS - OCTOBER 2021	1		40,541.00
INV BAS - OCT	19/11/2021 AUSTRALIAN TAXATION OFFICE	BAS - OCTOBER 2021	1	40,541.00	
EFT26970	23/11/2021 AVON VALLEY MOTOR MUSEUM ASSOCIATION (INC)	RATES REFUNDS	1		1,300.73
INV A6672	17/11/2021 AVON VALLEY MOTOR MUSEUM ASSOCIATION (INC)	RATES REFUND A6672 118-122 AVON TCE YORK WA 6302		929.82	
INV A6673	17/11/2021 AVON VALLEY MOTOR MUSEUM ASSOCIATION (INC)	RATES REFUND A6673 116 AVON TCE YORK WA 6302		370.91	
EFT26971	23/11/2021 BOC GASES	SUPPLY VARIOUS GAS & MONTHLY CONTAINER RENTAL 29/8/21-27/9/21 - YRCC, DEPOT & SWIMMING POOL	1		109.82
INV	30/09/2021 BOC GASES	SUPPLY VARIOUS GAS & MONTHLY CONTAINER RENTAL 29/8/21-27/9/21 - YRCC, DEPOT & SWIMMING POOL	1	109.82	
EFT26972	23/11/2021 BUNNINGS WAREHOUSE	SUPPLIES FOR CONSERVATION WORKS - RESIDENCY MUSEUM	1		473.24
INV	05/10/2021 BUNNINGS WAREHOUSE	PURCHASE OF U CHANNEL & WOOD FLOOR FILLER FOR CONSERVATION WORKS - RESIDENCY MUSEUM	1	77.28	
INV	06/10/2021 BUNNINGS WAREHOUSE	PURCHASE OF SUPPLIES FOR CONSERVATION WORKS - RESIDENCY MUSEUM	1	31.67	
INV	06/10/2021 BUNNINGS WAREHOUSE	PURCHASE OF U CHANNEL & FIXINGS - RESIDENCY MUSEUM CONSERVATION WORKS	1	252.89	
INV	07/10/2021 BUNNINGS WAREHOUSE	PURCHASE OF SUPPLIES FOR CONSERVATION WORKS - RESIDENCY MUSEUM	1	69.60	
INV	21/10/2021 BUNNINGS WAREHOUSE	LED TUBE - RESIDENCY MUSEUM	1	20.90	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 18

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	21/10/2021 BUNNINGS WAREHOUSE	LED TUBE - RESIDENCY MUSEUM	1	20.90	
EFT26973	23/11/2021 CELLARBRATIONS DUKE OF YORK	REIMBURSEMENT OF 61 X YORK DOLLAR\$ VOUCHERS & SUPPLIES FOR YRCC & COUNCIL CHAMBERS	1		1,096.99
INV 13	01/11/2021 CELLARBRATIONS DUKE OF YORK	REIMBURSEMENT OF 61 X YORK DOLLAR\$ VOUCHERS & SUPPLIES FOR YRCC & COUNCIL CHAMBERS	1	1,096.99	
EFT26974	23/11/2021 CREDIT MANAGEMENT AUSTRALIA POST	POSTAGE - OCTOBER 2021	1		1,662.36
INV	03/11/2021 CREDIT MANAGEMENT AUSTRALIA POST	POSTAGE - OCTOBER 2021	1	1,662.36	
EFT26975	23/11/2021 DENNIS KICKETT	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICES	1		200.00
INV 0001	11/11/2021 DENNIS KICKETT	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICES	1	200.00	
EFT26976	23/11/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT	1		304.11
INV	16/11/2021 DEPARTMENT OF HUMAN SERVICES (CHILD SUPPORT)	SUPPORT PAYMENT		304.11	
EFT26977	23/11/2021 DOROTHY WHITE	RATES REFUND A4285 15 GLASS CRT YORK 6302	1		794.00
INV A4285	15/11/2021 DOROTHY WHITE	RATES REFUND A4285 15 GLASS CRT YORK 6302		794.00	
EFT26978	23/11/2021 FOCUS NETWORKS	COMPUTER SUPPORT & SUPPLIES	1		13,692.58
INV 9329GB	26/10/2021 FOCUS NETWORKS	BALANCE PAYMENT - SQL SERVER HARDWARE AND SITE ATTENDANCE, SQL SERVER LICENSING, SQL SERVER PROJECT MANAGEMENT	1	5,754.65	
INV	04/11/2021 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT - MANAGED PROACTIVE PC & SERVER SERVICES - OCTOBER 2021	1	3,835.70	
INV SAS-12117	08/11/2021 FOCUS NETWORKS	ANNUAL COMPUTER SUPPORT - HOSTED & RECOVERY SERVICES - NOVEMBER 2021	1	4,102.23	
EFT26979	23/11/2021 GARY M RAYNER	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL - PROPERTY MAINTENANCE OFFICER	1		209.00
INV	17/11/2021 GARY M RAYNER	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL - PROPERTY MAINTENANCE OFFICER	1	209.00	
EFT26980	23/11/2021 IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE (SEPTEMBER 2021) - YORK SWIMMING POOL	1		163.68
INV 6434916	30/09/2021 IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE (SEPTEMBER 2021) - YORK SWIMMING POOL	1	163.68	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 19

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26981	23/11/2021 KEVIN RICHARD TRENT	TRAVEL REIMBURSEMENT (133KM @ 68.66C PER KM) YORK TO TOODYAY AND RETURN FOR AVON SUBGROUP OF WHEATBELT NORTH ROAD GROUP	1		91.31
INV	16/11/2021 KEVIN RICHARD TRENT	TRAVEL REIMBURSEMENT (133KM @ 68.66C PER KM) YORK TO TOODYAY AND RETURN FOR AVON SUBGROUP OF WHEATBELT NORTH ROAD GROUP	1	91.31	
EFT26982	23/11/2021 KRISTY MARIE LIVINGSTONE	REIMBURSEMENT FOR 1 X PAIR OF WORK SHOES - KRISTY LIVINGSTONE	1		89.99
INV	22/11/2021 KRISTY MARIE LIVINGSTONE	REIMBURSEMENT FOR 1 X PAIR OF WORK SHOES - KRISTY LIVINGSTONE	1	89.99	
EFT26983	23/11/2021 PUMA ENERGY AUSTRALIA PTY LTD	FUEL CARD - OCTOBER 2021	1		2,158.74
INV	12/10/2021 PUMA ENERGY AUSTRALIA PTY LTD	FUEL CARD - OCTOBER 2021	1	2,158.74	
EFT26984	23/11/2021 VOCUS COMMUNICATIONS	INTERNET SERVICES - OCTOBER & NOVEMBER 2021	1		2,233.00
INV P772608	01/10/2021 VOCUS COMMUNICATIONS	INTERNET SERVICES - OCTOBER 2021	1	1,116.50	
INV P784836	01/11/2021 VOCUS COMMUNICATIONS	INTERNET SERVICES - NOVEMBER 2021	1	1,116.50	
EFT26985	23/11/2021 VOCUS PTY LTD	SIP VOICE SERVICES – SEPTEMBER, OCTOBER & NOVEMBER 2021	1		2,868.71
INV	04/09/2021 VOCUS PTY LTD	SIP VOICE SERVICES - SEPTEMBER 2021	1	957.77	
INV	04/10/2021 VOCUS PTY LTD	SIP VOICE SERVICES - OCTOBER 2021	1	955.11	
INV	04/11/2021 VOCUS PTY LTD	SIP VOICE SERVICES - NOVEMBER 2021	1	955.83	
EFT26986	23/11/2021 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT (NOVEMBER 2021) - SHIRE ADMINISTRATION BUILDING	1		70.62
INV	01/11/2021 WATERLOGIC AUSTRALIA PTY LTD	WATER FILTRATION UNIT (NOVEMBER 2021) - SHIRE ADMINISTRATION BUILDING	1	70.62	
EFT26987	23/11/2021 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS - LOAN 62 - FORREST OVAL REDEVELOPMENT	1		58,964.58
INV 62	23/11/2021 WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN REPAYMENTS - LOAN 62 - FORREST OVAL REDEVELOPMENT		58,964.58	
EFT26988	23/11/2021 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 7/9/21-15/10/21 - ADMIN	1		854.32
INV 212755	15/10/2021 WHEATBELT OFFICE & BUSINESS MACHINES	PHOTOCOPIER CHARGES 7/9/21-15/10/21 - ADMIN	1	854.32	
EFT26989	23/11/2021 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS - OCTOBER 2021	1		740.52
INV 641206173	31/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (YRCC) - OCTOBER 2021	1	715.01	
INV 641207214	31/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	MONTHLY SUPPLIES & REFRESHMENTS (MUSEUM) - OCTOBER 2021	1	25.51	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 20

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26990	30/11/2021 GARETH PORTER	GARETH PORTER REFUND CAT TRAP BOND #254327	2		89.00
INV T1	22/11/2021 GARETH PORTER	GARETH PORTER REFUND CAT TRAP BOND #254327	2	89.00	
EFT26991	30/11/2021 KARLY GUADAGNIN	KARLY GUADAGNIN REFUND BUS BOND #252257	2		50.00
INV T33	25/11/2021 KARLY GUADAGNIN	KARLY GUADAGNIN REFUND BUS BOND #252257	2	50.00	
EFT26992	30/11/2021 NISH MANN	NISH MANN TOG 358 BOND REFUND #251664	2		50.00
INV T67	22/11/2021 NISH MANN	NISH MANN TOG 358 BOND REFUND #251664	2	50.00	
EFT26993	30/11/2021 RYAN DEREK JUDKINS	RYAN JUDKINS GYM FOB REFUND #247920	2		50.00
INV T67	26/11/2021 RYAN DEREK JUDKINS	RYAN JUDKINS GYM FOB REFUND #247920	2	50.00	
EFT26994	30/11/2021 SHIRE OF YORK	REFUNDS FOR LOST TOGGLE & LOST STANDPIPE CARD PAID TO SOY	2		100.00
INV T67	22/11/2021 SHIRE OF YORK	RETAMAI HARRISON LOST TOG 515 PAY SOY #253953	2	50.00	
INV T47	22/11/2021 SHIRE OF YORK	WARNICK LIVESTOCK SERVICES LOST STANDPIPE CARD PAY SOY #233291	2	50.00	
EFT26995	30/11/2021 TODD MUIR	TODD MUIR TOG 462 BOND REFUND #254063	2		50.00
INV T67	22/11/2021 TODD MUIR	TODD MUIR TOG 462 BOND REFUND #254063	2	50.00	
EFT26996	30/11/2021 ADVANCED TRAFFIC MANAGEMENT	SUPPLY 1 X TRAFFIC CONTROLLER (4HRS) INCLUDING HIRE OF SIGNS AND CONES TO WORKSITE 16/8/21	1		1,878.80
INV 00149117	18/08/2021 ADVANCED TRAFFIC MANAGEMENT	SUPPLY 1 X TRAFFIC CONTROLLER (4HRS) INCLUDING HIRE OF SIGNS AND CONES TO WORKSITE 16/8/21	1	1,878.80	
EFT26997	30/11/2021 APPLE PTY LTD	SUPPLY 2 APPLE IPHONE 11 128GB BLACK (MHDH3X/A) - RANGER & ENGINEERING TECHNICAL OFFICER	1		1,821.60
INV	25/11/2021 APPLE PTY LTD	SUPPLY 2 APPLE IPHONE 11 128GB BLACK (MHDH3X/A) - RANGER & ENGINEERING TECHNICAL OFFICER	1	1,821.60	
EFT26998	30/11/2021 ARCH TECHNOLOGIES	CRAWLER OPERATION AND VIDEO FOOTAGE INCLDUING MOB & DEMOB, INSPECTION AND WEEKEND LOADING, CCTV PIPE INSPECTION CRAWLER SYSTEM & PUSHROD CAMERA SYSTEM - TALBOT RD	1		3,911.75
INV T21056	23/11/2021 ARCH TECHNOLOGIES	CRAWLER OPERATION AND VIDEO FOOTAGE INCLDUING MOB & DEMOB, INSPECTION AND WEEKEND LOADING, CCTV PIPE INSPECTION CRAWLER SYSTEM & PUSHROD CAMERA SYSTEM - TALBOT RD	1	3,911.75	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 21

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT26999	30/11/2021 ASB MARKETING	21/22 STAFF UNIFORMS	1		1,420.05
INV 235481	27/10/2021 ASB MARKETING	21/22 STAFF UNIFORMS	1	1,420.05	
EFT27000	30/11/2021 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1		1,255.93
INV CRS PMT	30/11/2021 ASHLEY ROBERT GARRATT	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1	1,255.93	
EFT27001	30/11/2021 AUDREY LORELLE WILLIAMS	RATES REFUND A8820 12 THOMSON ST YORK 6302	1		794.00
INV A8820	25/11/2021 AUDREY LORELLE WILLIAMS	RATES REFUND A8820 12 THOMSON ST YORK 6302		794.00	
EFT27002	30/11/2021 AUSCOINWEST	SUPPLY OF YORK COMMEMORATIVE COINS FOR RESALE AT YORK VISITOR CENTRE	1		550.00
INV 2835	10/11/2021 AUSCOINWEST	SUPPLY OF YORK COMMEMORATIVE COINS FOR RESALE AT YORK VISITOR CENTRE	1	550.00	
EFT27003	30/11/2021 AVON EXPRESS	FREIGHT SERVICES	1		896.50
INV AE8744	08/10/2021 AVON EXPRESS	PICK UP 5 EMPTY CHLORINE CYLINDERS FROM YORK SWIMMING POOL AND DELIVER TO IXOM, PICK UP 5 X FULL 70KG CHLORINE CYLINDERS FROM IXOM AND DELIVER TO YORK SWIMMING POOL 6-7/10/21	1	693.00	
INV AE8791	04/11/2021 AVON EXPRESS	FREIGHT TO PICK UP DL WINDOW ENVELOPES FROM VANGUARD PRESS 26 JOHN STREET NORTHBRIDGE	1	38.50	
INV AE8815	18/11/2021 AVON EXPRESS	FREIGHT FOR DELIVERY OF NEW CHRISTMAS DECORATIONS FROM MARKONE VISUAL PERTH TO SHIRE OF YORK DEPOT	1	165.00	
EFT27004	30/11/2021 AVON MIDLAND COUNTRY ZONE WA LGA	AVON MIDLAND COUNTRY ZONE OF WALGA MEMBERSHIP SUBSCRIPTION 2021/2022	1		1,650.00
INV 00000361	01/10/2021 AVON MIDLAND COUNTRY ZONE WA LGA	AVON MIDLAND COUNTRY ZONE OF WALGA MEMBERSHIP SUBSCRIPTION 2021/2022	1	1,650.00	
EFT27005	30/11/2021 AVON VALLEY AG	SUPPLY RACUMIN MOUSE BAIT & CABLE TIES - DEPOT	1		42.45
INV YI15484	23/11/2021 AVON VALLEY AG	SUPPLY RACUMIN MOUSE BAIT & CABLE TIES - DEPOT	1	42.45	
EFT27006	30/11/2021 AVON VALLEY PICTURE FRAMING	FRAMING OF CERTIFICATE OF SERVICE TO COUNCIL - JANE FERRO	1		130.00
INV 19112021	19/11/2021 AVON VALLEY PICTURE FRAMING	FRAMING OF CERTIFICATE OF SERVICE TO COUNCIL - JANE FERRO	1	130.00	
EFT27007	30/11/2021 AVON VALLEY TYRE SERVICE	TYRE SUPPLIES & REPAIRS	1		9,467.00

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 22

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 2716	13/10/2021 AVON VALLEY TYRE SERVICE	SUPPLY & FIT 1 X 20.5R25 DOUBLE COIN REM2 TYRE - JOHN DEERE LOADER 624K Y600	1	2,450.00	
INV 2756	16/10/2021 AVON VALLEY TYRE SERVICE	REPAIR TYRE - CEO VEHICLE SEDAN 2020 FORD EVEREST TREND ARCTIC WHITE 3.2L 5 CYL 4WD 1GXA712	1	44.00	
INV 2733	27/10/2021 AVON VALLEY TYRE SERVICE	SUPPLY & FIT 1 X 20.5R25 DOUBLE COIN REM2 TYRE - JOHN DEERE LOADER 624K Y600	1	2,450.00	
INV 2854	09/11/2021 AVON VALLEY TYRE SERVICE	REPAIRS TO ROLLER WHEELS - ROLLER MULTI TYRED MULTIPAC SPR250 Y830	1	3,806.00	
INV 2865	10/11/2021 AVON VALLEY TYRE SERVICE	SUPPLY AND FIT REAR WHEEL TYRE - SWEEPER RIDE ON HAKO ARMADILLO DIESEL	1	220.00	
INV 2905	19/11/2021 AVON VALLEY TYRE SERVICE	SUPPLY AND INSTALL 2 X HANKOOK 15/70R16C TYRES - UTILITY 2014 MAZDA BT50 4X2 SINGLE CAB 2.2 DIESEL Y211	1	497.00	
EFT27008	30/11/2021 AVON VALLEY WINDSCREENS	SUPPLY AND INSTALL CUSTOM CUT LAM FOR FRONT WINDSCREEN - JOHN DEERE LOADER 624K Y600	1		715.00
INV 2288	28/10/2021 AVON VALLEY WINDSCREENS	SUPPLY AND INSTALL CUSTOM CUT LAM FOR FRONT WINDSCREEN - JOHN DEERE LOADER 624K Y600	1	715.00	
EFT27009	30/11/2021 BITUMEN DISTRIBUTORS PTY LTD	SUPPLY CRS EMULSION INCLUDING DRUMS FOR ROAD PATCHING ON RURAL ROADS	1		1,518.00
INV 79	19/11/2021 BITUMEN DISTRIBUTORS PTY LTD	SUPPLY CRS EMULSION INCLUDING DRUMS FOR ROAD PATCHING ON RURAL ROADS	1	1,518.00	
EFT27010	30/11/2021 BLING DESIGN	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICES	1		200.00
INV 1875	12/11/2021 BLING DESIGN	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICES	1	200.00	
EFT27011	30/11/2021 BLUE FORCE PTY LTD	ALARM MONITORING & SERVICES	1		709.78
INV 136826	02/11/2021 BLUE FORCE PTY LTD	ANNUAL ALARM MONITORING (1/11/21-31/1/22) - RESIDENCY MUSEUM	1	121.28	
INV 137218	10/11/2021 BLUE FORCE PTY LTD	ATTENDANCE TO ALARM SYSTEM FAILURE AT RESIDENCY MUSEUM	1	588.50	
EFT27012	30/11/2021 BRITTANY MOORE - WITH, B	MONTHLY SOCIAL MEDIA MANAGEMENT (NOVEMBER 2021) - EXPERIENCE YORK	1		990.00
INV 0134	13/11/2021 BRITTANY MOORE - WITH, B	MONTHLY SOCIAL MEDIA MANAGEMENT (NOVEMBER 2021) - EXPERIENCE YORK	1	990.00	
EFT27013	30/11/2021 BUSH CONTRACTING	PLANT HIRE	1		23,364.00
INV 6340	08/11/2021 BUSH CONTRACTING	FLOAT ROLLER FROM SHIRE DEPOT TO CORNER NORTHBOURNE RD & TOP BEVERLEY RD 1/11/21 AND FLOAT ROLLER FROM KARABINE RD TO CORNER NORTHBOURNE RD & TOP BEVERLEY RD 1/11/21	1	792.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 23

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 6341	08/11/2021 BUSH CONTRACTING	FLOAT ROLLER FROM KARABINE RD TO SEES RD 25/7/21, FLOAT ROLLER FROM FLEAPOL RD TO DEPOT 30/8/21 AND FLOAT ROLLER FROM BERRYBROW RD TO LEULFS RD 9/9/21 (NOT READY TO FLOAT - 2ND FLOAT REQUIRED AS PER PO11435)	1	1,188.00	
INV 6342	14/11/2021 BUSH CONTRACTING	SUPPLY 2 X SIDE TIPPERS HIRE FOR 5 DAYS 5-7/10/21 AND 11-12/10/21 - KARRABINE RD & WILBERFORCE RD	1	13,365.00	
INV 6343	14/11/2021 BUSH CONTRACTING	SUPPLY 2 X SIDE TIPPERS HIRE FOR 3 DAYS 13-15/10/21 - KARRABINE RD & WILBERFORCE RD	1	8,019.00	
EFT27014	30/11/2021 CASTLEDINE & CASTLEDINE	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICES	1		200.00
INV 3548	12/11/2021 CASTLEDINE & CASTLEDINE	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICES	1	200.00	
EFT27015	30/11/2021 CONCEPT MEDIA PTY LTD	10 X 2 ADVERT IN HAVE A GO NEWS - RESIDENCY MUSEUM REOPENING	1		324.50
INV 57344	08/10/2021 CONCEPT MEDIA PTY LTD	10 X 2 ADVERT IN HAVE A GO NEWS - RESIDENCY MUSEUM REOPENING	1	324.50	
EFT27016	30/11/2021 CORSIGN WA	SUPPLY & DELIVER SIGNAGE & 2 X PAIRS BIPOD LEGS	1		171.60
INV 00061579	04/11/2021 CORSIGN WA	SUPPLY & DELIVER SIGNAGE & 2 X PAIRS BIPOD LEGS	1	171.60	
EFT27017	30/11/2021 COUNTRYSIDE PEST CONTROL	TERMITE TREATMENT AND BEE CONTROL - 12 FORD ST	1		330.00
INV 00002671	10/11/2021 COUNTRYSIDE PEST CONTROL	TERMITE TREATMENT AND BEE CONTROL - 12 FORD ST	1	330.00	
EFT27018	30/11/2021 CS LEGAL	DEBT RECOVERY SERVICES (NOV 2021)	1		1,421.43
INV 030337	05/11/2021 CS LEGAL	DEBT RECOVERY SERVICES (NOV 2021) - A12340, A4680, A12340	1	458.00	
INV 030350	12/11/2021 CS LEGAL	DEBT RECOVERY SERVICES (NOV 2021) - A4470	1	480.00	
INV 030364	19/11/2021 CS LEGAL	DEBT RECOVERY SERVICES (NOV 2021) - A4680, A9753	1	483.43	
EFT27019	30/11/2021 DARRYS PLUMBING AND GAS	EXCAVATION OF GRAVE SITE 4/10/21 - CEMETERY	1		316.25
INV 8429	19/11/2021 DARRYS PLUMBING AND GAS	EXCAVATION OF GRAVE SITE 4/10/21 - CEMETERY	1	316.25	
EFT27020	30/11/2021 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1		3,256.48
INV CRS PMT	30/11/2021 DENESE EILEEN SMYTHE	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1	3,256.48	
EFT27021	30/11/2021 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1		1,603.51
INV CRS PMT	30/11/2021 DENIS CHARLES WARNICK	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1	1,603.51	
EFT27022	30/11/2021 DENNIS THORNTON	RATES REFUND A3550 1827 TOP BEVERLEY RD MOUNT HARDEY 6302	1		794.00

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 24

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV A3550	25/11/2021 DENNIS THORNTON	RATES REFUND A3550 1827 TOP BEVERLEY RD MOUNT HARDEY 6302		794.00	
EFT27023	30/11/2021 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2021/22 ESL QUARTER 2	1		75,178.02
INV 153137	22/11/2021 DEPARTMENT OF FIRE & EMERGENCY SERVICES (DFES)	2021/22 ESL QUARTER 2	1	75,178.02	
EFT27024	30/11/2021 DIVERSIFIED CONTRACTING	SUPPLY & PROVIDE PLANT AND OPERATOR FOR ROAD GRADING MAINTENANCE (OCTOBER 2021) - VARIOUS SHIRE OF YORK ROADS	1		22,115.50
INV DC1686	19/10/2021 DIVERSIFIED CONTRACTING	SUPPLY & PROVIDE PLANT AND OPERATOR FOR ROAD GRADING MAINTENANCE (OCTOBER 2021) - VARIOUS SHIRE OF YORK ROADS	1	14,566.75	
INV DC1687	21/11/2021 DIVERSIFIED CONTRACTING	SUPPLY AND PROVIDE PLANT AND OPERATOR FOR ROAD GRADING SHOULDERS - GWAMBYGINE EAST RD & DOODENANNING RD	1	7,548.75	
EFT27025	30/11/2021 ECHO1 PTY LTD	SUPPLY VARIOUS TONERS - ADMIN	1		495.17
INV SI-171847	09/11/2021 ECHO1 PTY LTD	SUPPLY VARIOUS TONERS - ADMIN	1	495.17	
EFT27026	30/11/2021 EUREKA 4WD TRAINING	CLINT STRINKLAND - TRAINING	1		1,660.00
INV 00038036	01/09/2021 EUREKA 4WD TRAINING	CLINT STRINKLAND - ROAD RANGER TRAINING (HR) 2 DAY COURSE - 21-22/9/21	1	1,410.00	
INV 00039260	02/11/2021 EUREKA 4WD TRAINING	CLINK STRICKLAND - TRAINING TO DRIVE HEAVY RIGID VEHICLES (2HRS)	1	250.00	
EFT27027	30/11/2021 FOCUS NETWORKS	BALANCE PAYMENT FOR NEW AMLIB SERVER FOR OPEN OPAC & PUBLIC ACCESS PC - LIBRARY	1		2,394.83
INV 9336GB	17/11/2021 FOCUS NETWORKS	BALANCE PAYMENT FOR NEW AMLIB SERVER FOR OPEN OPAC & PUBLIC ACCESS PC - LIBRARY	1	2,394.83	
EFT27028	30/11/2021 FUEL DISTRIBUTORS	SUPPLY 5000L DIESEL & 1000L UNLEADED FOR THE DEPOT	1		9,093.25
INV 53102723	23/11/2021 FUEL DISTRIBUTORS	SUPPLY 5000L DIESEL & 1000L UNLEADED FOR THE DEPOT	1	9,093.25	
EFT27029	30/11/2021 GALLERY 152	REIMBURSEMENT FOR 80 X YORK DOLLAR\$ VOUCHERS	1		800.00
INV 00002598	09/11/2021 GALLERY 152	REIMBURSEMENT FOR 80 X YORK DOLLAR\$ VOUCHERS	1	800.00	
EFT27030	30/11/2021 GATHER YORK	REIMBURSEMENT FOR 50 X YORK DOLLAR\$ VOUCHERS	1		500.00
INV 0124	16/11/2021 GATHER YORK	REIMBURSEMENT FOR 50 X YORK DOLLAR\$ VOUCHERS	1	500.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 25

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT27031	30/11/2021 HAWKE VIEW KENNELS	IMPOUNDING FEES (TAN WHITE STAFFY) #21018 IN-4/11/21 OUT-11/11/21	1		175.00
INV 2795	04/11/2021 HAWKE VIEW KENNELS	IMPOUNDING FEES (TAN WHITE STAFFY) #21018 IN-4/11/21 OUT-11/11/21	1	175.00	
EFT27032	30/11/2021 IMPRINT PLASTIC	SUPPLY LAPEL BADGE FOR CR PETER WRIGHT	1		20.90
INV 00027209	02/11/2021 IMPRINT PLASTIC	SUPPLY LAPEL BADGE FOR CR PETER WRIGHT	1	20.90	
EFT27033	30/11/2021 INFORMATION ENTERPRISES AUSTRALIA	OPTION 2 - BUSINESS CLASSIFICATION SCHEME DEVELOPMENT SUPPORT 2/11/21	1		99.00
INV 8133	05/11/2021 INFORMATION ENTERPRISES AUSTRALIA	OPTION 2 - BUSINESS CLASSIFICATION SCHEME DEVELOPMENT SUPPORT 2/11/21	1	99.00	
EFT27034	30/11/2021 INFORMATION SERVICES & TECHNOLOGY	ADDITIONAL MOSAIC LICENCE FOR RESIDENCY MUSEUM	1		220.00
INV 00022051	18/11/2021 INFORMATION SERVICES & TECHNOLOGY	ADDITIONAL MOSAIC LICENCE FOR RESIDENCY MUSEUM	1	220.00	
EFT27035	30/11/2021 ITR PACIFIC PTY LTD	SUPPLY & DELIVER DOUBLE BEVEL EDGE, BOLTS PLOW & UNC NUT - SKIDSTEER POSI-TRACK LOADER ASV RT-60	1		272.55
INV 479415	12/11/2021 ITR PACIFIC PTY LTD	SUPPLY & DELIVER DOUBLE BEVEL EDGE, BOLTS PLOW & UNC NUT - SKIDSTEER POSI-TRACK LOADER ASV RT-60	1	272.55	
EFT27036	30/11/2021 JAMES VAN DEN AKKER	YRCC & GYM - COMMERCIAL WINDOW CLEANING OF EXTERNAL WINDOWS	1		675.00
INV 111101	11/11/2021 JAMES VAN DEN AKKER	YRCC & GYM - COMMERCIAL WINDOW CLEANING OF EXTERNAL WINDOWS	1	675.00	
EFT27037	30/11/2021 KEITH WILLIAM MOORFIELD	CALL-OUT TO KARABINE RD TO BLEED ROLLER VOLVO 2012 SD160DX Y4894 DUE TO BREAK DOWN	1		275.00
INV 00004899	30/10/2021 KEITH WILLIAM MOORFIELD	CALL-OUT TO KARABINE RD TO BLEED ROLLER VOLVO 2012 SD160DX Y4894 DUE TO BREAK DOWN	1	275.00	
EFT27038	30/11/2021 KEN DESIGNS	PURCHASE OF TEATOWELS - YORK TOWN HALL (BLACK PRINT) - PURCHASE OF GOODS FOR RESALE AT YORK VISITOR CENTRE	1		150.00
INV 6	17/11/2021 KEN DESIGNS	PURCHASE OF TEATOWELS - YORK TOWN HALL (BLACK PRINT) - PURCHASE OF GOODS FOR RESALE AT YORK VISITOR CENTRE	1	150.00	
EFT27039	30/11/2021 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1		1,255.93
INV CRS PMT	30/11/2021 KEVIN RICHARD TRENT	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1	1,255.93	
EFT27040	30/11/2021 LANDGATE	RURAL UV INTERIM VALUATIONS R2021/06 16/10/21-29/10/21 & R2021/07 30/10/21-12/11/21	1		130.41

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 26

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	24/11/2021 LANDGATE	RURAL UV INTERIM VALUATIONS R2021/06 16/10/21-29/10/21 & R2021/07 30/10/21-12/11/21	1	130.41	
EFT27041	30/11/2021 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	CEO ATTENDANCE AT LG PROFESSIONALS WA 2021 STATE CONFERENCE (IN ACCORDANCE WITH EMPLOYMENT CONTRACT)	1		1,200.00
INV 31637	05/10/2021 LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	CEO ATTENDANCE AT LG PROFESSIONALS WA 2021 STATE CONFERENCE (IN ACCORDANCE WITH EMPLOYMENT CONTRACT)	1	1,200.00	
EFT27042	30/11/2021 LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	SUPPLY & INSTALL NEW KEYS FOR LOCKING SYSTEM - YORK RECREATION & CONVENTION CENTRE	1		5,971.64
INV 44-1	18/11/2021 LOCK, STOCK & FARRELL LOCKSMITH PTY LTD	SUPPLY & INSTALL NEW KEYS FOR LOCKING SYSTEM - YORK RECREATION & CONVENTION CENTRE	1	5,971.64	
EFT27043	30/11/2021 MAL AUTOMOTIVES	VEHICLE SERVICING, SUPPLIES & REPAIRS	1		1,678.08
INV 27271	09/11/2021 MAL AUTOMOTIVES	50,000KM SERVICE & CHECK - SEDAN 2020 VOLKSWAGEN TIGUAN 132 TSI COMFORTLINE WHITE 1GZI252	1	395.47	
INV 27279	10/11/2021 MAL AUTOMOTIVES	SUPPLY BATTERY - SWEEPER TRAILER	1	128.00	
INV 27288	11/11/2021 MAL AUTOMOTIVES	VEHICLE SERVICE 10,000KM - SEDAN 2021 MAZDA 3 TOURING G20 AUTO HATCH SONIC SILVER/ BLACK LEATHER 1HIF924	1	297.95	
INV 27327	19/11/2021 MAL AUTOMOTIVES	55,000KM SERVICE - TRUCK ISUZU 2017 NPR 65/190 CREW MAN Y397	1	856.66	
EFT27044	30/11/2021 MORRIS PEST & WEED CONTROL	TERMITE INSPECTION ON (16) TIMBER BRIDGES WITHIN THE SHIRE OF YORK	1		5,565.12
INV 1511	10/11/2021 MORRIS PEST & WEED CONTROL	TERMITE INSPECTION ON (16) TIMBER BRIDGES WITHIN THE SHIRE OF YORK	1	5,565.12	
EFT27045	30/11/2021 NETLINK GROUP PTY LTD	IP PHONE SYSTEM TECHNICIAN SUPPORT MITEL SYSTEM CHANGES - ADMIN PHONE SYSTEM & UPDATE EXTENSION NAMES - TRAINING - ADD/MOVE EXTENSION	1		341.00
INV 47455	31/10/2021 NETLINK GROUP PTY LTD	IP PHONE SYSTEM TECHNICIAN SUPPORT MITEL SYSTEM CHANGES - ADMIN PHONE SYSTEM & UPDATE EXTENSION NAMES - TRAINING - ADD/MOVE EXTENSION	1	341.00	
EFT27046	30/11/2021 NODE1 INTERNET	MONTHLY INTERNET CONNECTION FEES (DECEMBER 2021) - YRCC ALARM & GYM	1		89.00
INV N318642	04/11/2021 NODE1 INTERNET	MONTHLY INTERNET CONNECTION FEES (DECEMBER 2021) - YRCC ALARM & GYM	1	89.00	
EFT27047	30/11/2021 OCLC (UK) LTD	AMLIB LIBRARY MANAGEMENT SYSTEM ANNUAL FEE 21/22 & MAINTENANCE FEE 21/22	1		2,039.66
INV	06/09/2021 OCLC (UK) LTD	AMLIB LIBRARY MANAGEMENT SYSTEM ANNUAL FEE 21/22	1	1,807.54	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 27

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	29/10/2021 OCLC (UK) LTD	AMLIB MAINTENANCE 28/10/21-31/8/22 - YORK LIBRARY	1	232.12	
EFT27048	30/11/2021 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1		1,255.93
INV CRS PMT	30/11/2021 PAMELA HELEN HEATON	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1	1,255.93	
EFT27049	30/11/2021 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1		1,255.93
INV CRS PMT	30/11/2021 PETER ALLAN WRIGHT	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1	1,255.93	
EFT27050	30/11/2021 RINGA CIVIL	GRADER WET HIRE INCLUDING MOB & DEMOB FOR ROAD GRADING MAINTENANCE (OCTOBER 2021) - VARIOUS SHIRE OF YORK ROADS	1		19,624.00
INV 1087	13/10/2021 RINGA CIVIL	GRADER WET HIRE INCLUDING MOB & DEMOB FOR ROAD GRADING MAINTENANCE (OCTOBER 2021) - VARIOUS SHIRE OF YORK ROADS	1	19,624.00	
EFT27051	30/11/2021 ROUS ELECTRICAL	REPAIR 2 X BBQ'S AT AVON PARK CAUSED BY FLOOD DAMAGE	1		2,131.80
INV 00003160	15/11/2021 ROUS ELECTRICAL	REPAIR 2 X BBQ'S AT AVON PARK CAUSED BY FLOOD DAMAGE	1	2,131.80	
EFT27052	30/11/2021 RURAL RANGER SERVICES	EMERGENCY PROVISION OF CONTRACT RANGER SERVICES 28/10/21-11/11/21	1		2,219.80
INV 2156	14/11/2021 RURAL RANGER SERVICES	EMERGENCY PROVISION OF CONTRACT RANGER SERVICES 28/10/21-11/11/21	1	2,219.80	
EFT27053	30/11/2021 RURAL WATER COUNCIL OF WA INC	2021/22 MEMBERSHIP SUBSCRIPTION TO RURAL WATER COUNCIL INC	1		300.00
INV 00000217	01/10/2021 RURAL WATER COUNCIL OF WA INC	2021/22 MEMBERSHIP SUBSCRIPTION TO RURAL WATER COUNCIL INC	1	300.00	
EFT27054	30/11/2021 SCREAIGHS	YRCC - RETURN OF 9 EMPTY KEYS TO PERTH FROM YORK 18/11/21 & YRCC - RETURN FREIGHT OF 9 EMPTY KEYS FROM YORK TO PERTH	1		134.31
INV 311237	22/11/2021 SCREAIGHS	YRCC - RETURN OF 9 EMPTY KEYS TO PERTH FROM YORK 18/11/21 & YRCC - RETURN FREIGHT OF 9 EMPTY KEYS FROM YORK TO PERTH	1	134.31	
EFT27055	30/11/2021 SHIRE OF NORTHAM	2021/22 MEMBERSHIP TO AVON REGIONAL ORGANISATION OF COUNCILS	1		5,500.00
INV 037	08/11/2021 SHIRE OF NORTHAM	2021/22 MEMBERSHIP TO AVON REGIONAL ORGANISATION OF COUNCILS	1	5,500.00	
EFT27056	30/11/2021 SHIRE OF TOODYAY	1/5 OF COSTS FOR AVON VALLEY COLLECTIVE TOURISM PROMOTION	1		755.00
INV 243	03/11/2021 SHIRE OF TOODYAY	1/5 OF COSTS FOR AVON VALLEY COLLECTIVE TOURISM PROMOTION	1	755.00	
EFT27057	30/11/2021 SMITHS SHELL SERVICE	REIMBURSEMENT FOR 18 X YORK DOLLAR\$ VOUCHERS	1		180.00
INV 2374	01/11/2021 SMITHS SHELL SERVICE	REIMBURSEMENT FOR 18 X YORK DOLLAR\$ VOUCHERS	1	180.00	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 28

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
EFT27058	30/11/2021 SNAPPY GUM HERITAGE SERVICES	NOONGAR CULTURAL HERITAGE SURVEY	1		29,223.82
INV 00000385	03/11/2021 SNAPPY GUM HERITAGE SERVICES	NOONGAR CULTURAL HERITAGE SURVEY	1	29,223.82	
EFT27059	30/11/2021 SPECIALISED TREE SERVICE	PRUNE AND REMOVE TREES AT 44 SOUTH ST	1		500.00
INV 3700	29/09/2021 SPECIALISED TREE SERVICE	PRUNE AND REMOVE TREES AT 44 SOUTH ST	1	500.00	
EFT27060	30/11/2021 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF ST JOHN AMBULANCE BUILDING - STAFF CULTURAL WORKSHOPS - 16 & 18 NOVEMBER 2021	1		200.00
INV	09/11/2021 ST JOHN AMBULANCE ASSOCIATION - YORK	HIRE OF ST JOHN AMBULANCE BUILDING - STAFF CULTURAL WORKSHOPS - 16 & 18 NOVEMBER 2021	1	200.00	
EFT27061	30/11/2021 STATE LIBRARY OF WESTERN AUSTRALIA	21/22 BETTER BEGINNINGS PACKS X 14	1		77.00
INV RI029650	25/08/2021 STATE LIBRARY OF WESTERN AUSTRALIA	21/22 BETTER BEGINNINGS PACKS X 14	1	77.00	
EFT27062	30/11/2021 STEPHEN EDWARD MUHLEISEN	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1		1,255.93
INV CRS PMT	30/11/2021 STEPHEN EDWARD MUHLEISEN	COUNCILLOR ALLOWANCES - NOVEMBER 2021	1	1,255.93	
EFT27063	30/11/2021 SUNNY INDUSTRIAL BRUSHWARE PTY LTD	SUPPLY 1 X TRACTOR BROOM 1 PCE 1.83M LONG 50CM O/D 1 1/4 SQUARE DRIVE POLY WIRE FOR THE SWEEPER TRAILER	1		781.00
INV 00024219	12/11/2021 SUNNY INDUSTRIAL BRUSHWARE PTY LTD	SUPPLY 1 X TRACTOR BROOM 1 PCE 1.83M LONG 50CM O/D 1 1/4 SQUARE DRIVE POLY WIRE FOR THE SWEEPER TRAILER	1	781.00	
EFT27064	30/11/2021 SUNNY SIGNS COMPANY PTY LTD	SUPPLY AND DELIVER 600 X 600 - 2MM ALI - MRWA HOLES - SIGNS	1		78.10
INV 467572	27/10/2021 SUNNY SIGNS COMPANY PTY LTD	SUPPLY AND DELIVER 600 X 600 - 2MM ALI - MRWA HOLES - SIGNS	1	78.10	
EFT27065	30/11/2021 SYNERGY	ELECTRICITY CHARGES	1		5,579.32
INV 468663930	03/11/2021 SYNERGY	ELECTRICITY 23/8/21-31/11/21 - AVON PARK TOILETS	1	128.55	
INV 335462750	10/11/2021 SYNERGY	ELECTRICITY 13/10/21-10/11/21 - YRCC	1	1,937.50	
INV 335462800	10/11/2021 SYNERGY	ELECTRICITY 13/10/21-10/11/21 - ADMIN, TOWN HALL & YVC	1	1,008.23	
INV 108761310	15/11/2021 SYNERGY	ELECTRICITY 21/10/21-15/11/21 - SWIMMING POOL	1	2,505.04	
EFT27066	30/11/2021 THE BOOK SHED	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICE	1		200.00
INV 2121	11/11/2021 THE BOOK SHED	HONORARIUM FOR PUBLIC ART ASSESSMENT PANEL SERVICE	1	200.00	
EFT27067	30/11/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR 27 X YORK DOLLAR\$ VOUCHERS	1		270.00

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 29

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 1018	01/11/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR 21 X YORK DOLLAR\$ VOUCHERS	1	210.00	
INV 1019	08/11/2021 THE GOOD LIFE STORE	REIMBURSEMENT FOR 6 X YORK DOLLAR\$ VOUCHERS	1	60.00	
EFT27068	30/11/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 7 X YORK DOLLAR\$ VOUCHERS	1		70.00
INV 00006796	04/11/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 5 X YORK DOLLAR\$ VOUCHERS	1	50.00	
INV 00006812	19/11/2021 THE SOCK FACTORY	REIMBURSEMENT FOR 2 X YORK DOLLAR\$ VOUCHERS	1	20.00	
EFT27069	30/11/2021 TOLL IPEC PTY LTD	FREIGHT	1		137.71
INV 0448	31/10/2021 TOLL IPEC PTY LTD	FREIGHT - 26/10/21	1	23.34	
INV 0449	08/11/2021 TOLL IPEC PTY LTD	FREIGHT - 4/11/21	1	16.21	
INV 0450	21/11/2021 TOLL IPEC PTY LTD	FREIGHT - 12/11/21 & 15/11/21	1	98.16	
EFT27070	30/11/2021 TOTALLY WORK WEAR	SUPPLY OUTSIDE STAFF UNIFORMS INCLUDING EMBROIDERY & DELIVERY	1		502.48
INV	28/10/2021 TOTALLY WORK WEAR	SUPPLY OUTSIDE STAFF UNIFORMS INCLUDING EMBROIDERY & DELIVERY	1	502.48	
EFT27071	30/11/2021 VOICE OF THE AVON	CHRISTMAS MESSAGE ON VOICE OF THE AVON	1		44.00
INV 2111Y53	20/11/2021 VOICE OF THE AVON	CHRISTMAS MESSAGE ON VOICE OF THE AVON	1	44.00	
EFT27072	30/11/2021 WATTLE & DAUB FLORISTRY	WREATH FOR REMEMBRANCE DAY 11 NOVEMBER 2021	1		145.00
INV 00057	12/11/2021 WATTLE & DAUB FLORISTRY	WREATH FOR REMEMBRANCE DAY 11 NOVEMBER 2021	1	145.00	
EFT27073	30/11/2021 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA COURSE 24/11/21 - THE ROLE OF MAYORS & PRESIDENTS - CR SMYTHE	1		295.00
INV I3089681	26/10/2021 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	WALGA COURSE 24/11/21 - THE ROLE OF MAYORS & PRESIDENTS - CR SMYTHE	1	295.00	
EFT27074	30/11/2021 WINC.	STATIONERY SUPPLIES	1		574.33
INV	08/11/2021 WINC.	STATIONERY SUPPLIES	1	451.52	
INV	09/11/2021 WINC.	STATIONERY SUPPLIES	1	9.93	
INV	09/11/2021 WINC.	STATIONERY SUPPLIES	1	106.48	
INV	10/11/2021 WINC.	STATIONERY SUPPLIES	1	6.40	
EFT27075	30/11/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 259 X YORK DOLLAR\$ VOUCHERS	1		2,589.69
INV 641207209	17/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 76 X YORK DOLLAR\$ VOUCHERS	1	759.69	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 30

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV 641207209	31/10/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 54 X YORK DOLLAR\$ VOUCHERS	1	540.00	
INV 641207209	14/11/2021 YORK & DISTRICT CO-OPERATIVE LTD	REIMBURSEMENT FOR 129 X YORK DOLLAR\$ VOUCHERS	1	1,290.00	
EFT27076	30/11/2021 YORK DISTRICT HIGH SCHOOL	MILESTONE PAYMENT 90% - MULTIYEAR SPONSORSHIP FUNDING CONTRIBUTION - TO SUPPORT THE DELIVERY OF THE 2021 YORK DISTRICT HIGH SCHOOL END OF YEAR AWARDS - COUNCIL RESOLUTION 080521	1		1,800.00
INV 6415	30/11/2021 YORK DISTRICT HIGH SCHOOL	MILESTONE PAYMENT 90% - MULTIYEAR SPONSORSHIP FUNDING CONTRIBUTION - TO SUPPORT THE DELIVERY OF THE 2021 YORK DISTRICT HIGH SCHOOL END OF YEAR AWARDS - COUNCIL RESOLUTION 080521	1	1,800.00	
EFT27077	30/11/2021 YORK LANDSCAPE SUPPLIES	SUPPLY 2 X HUNTER NODES 400 & 1 X HUNTER NODE 200 RETIC SUPPLIES - PARKS & GARDENS	1		1,238.35
INV 00008780	18/11/2021 YORK LANDSCAPE SUPPLIES	SUPPLY 2 X HUNTER NODES 400 & 1 X HUNTER NODE 200 RETIC SUPPLIES - PARKS & GARDENS	1	1,238.35	
EFT27078	30/11/2021 YORK MITRE 10	REIMBURSEMENT FOR 169 X YORK DOLLAR\$ VOUCHERS	1		1,684.79
INV YORKDOLL	31/10/2021 YORK MITRE 10	REIMBURSEMENT FOR 169 X YORK DOLLAR\$ VOUCHERS	1	1,684.79	
EFT27079	30/11/2021 YORK NEWSAGENCY	REIMBURSEMENT FOR YORK DOLLAR\$ VOUCHERS & STATIONERY SUPPLIES	1		1,145.86
INV 42513	01/10/2021 YORK NEWSAGENCY	STATIONERY SUPPLIES - SEPTEMBER 2021	1	55.41	
INV 42778	02/11/2021 YORK NEWSAGENCY	STATIONERY SUPPLIES - OCTOBER 2021	1	357.21	
INV 42792	04/11/2021 YORK NEWSAGENCY	REIMBURSEMENT FOR 59 X YORK DOLLAR\$ VOUCHERS	1	590.00	
INV 42857	17/11/2021 YORK NEWSAGENCY	STATIONERY SUPPLIES - NOVEMBER 2021	1	143.24	
EFT27080	30/11/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1		55.05
INV 2248	13/11/2021 YORK QUALITY BUTCHERS	YRCC - MEAT SUPPLIES	1	55.05	
DD15451.1	03/11/2021 WEST AUSTRALIAN NEWSPAPERS	NEWSPAPERS 12/10/21-4/1/22	1		106.80
INV 100187	12/10/2021 WEST AUSTRALIAN NEWSPAPERS	NEWSPAPERS 12/10/21-4/1/22	1	106.80	
DD15453.1	03/11/2021 TELSTRA	SHIRE MOBILE PHONES 11/10/21-10/11/21	1		4,410.50
INV	11/10/2021 TELSTRA	SHIRE MOBILE PHONES 11/10/21-10/11/21	1	4,410.50	
DD15455.1	03/11/2021 WATER CORPORATION OF WA	WATER CHARGES	1		3,724.74
INV	04/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - SHOWGROUNDS	1	48.17	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 31

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	04/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - ADMIN & TOWN HALL	1	651.28	
INV	04/10/2021 WATER CORPORATION OF WA	WATER SERVICE CHARGES (DISCONNECTED) 30/7/21-1/10/21 - 5 JOAQUINA ST	1	48.17	
INV	04/10/2021 WATER CORPORATION OF WA	WATER SERVICE CHARGES 1/9/21-31/10/21 - 26 BARKER ST (RADIO STATION)	1	44.95	
INV	04/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - OLD SKATE PARK	1	27.29	
INV	04/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - FORREST OVAL TANKS	1	2,082.23	
INV	04/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - YRCC	1	757.17	
INV	04/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - PEACE PARK	1	5.38	
INV	04/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - WAR MEMORIAL GARDENS	1	60.10	
DD15455.2	03/11/2021 WATER CORPORATION OF WA	WATER CHARGES	1		818.89
INV	30/09/2021 WATER CORPORATION OF WA	WATER CHARGES 27/7/21-29/9/21 - TRANSFER STATION	1	8.19	
INV	30/09/2021 WATER CORPORATION OF WA	WATER CHARGES 31/7/21-29/9/21 - CEMETERY	1	32.75	
INV	30/09/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-29/9/21 - AVON PARK & AVON PARK TOILETS	1	777.95	
DD15455.3	03/11/2021 WATER CORPORATION OF WA	WATER CHARGES	1		2,386.69
INV	29/09/2021 WATER CORPORATION OF WA	WATER CHARGES 23/7/21-28/9/21 - GWAMBYGINE PARK	1	166.47	
INV	29/09/2021 WATER CORPORATION OF WA	WATER CHARGES 29/7/21-28/9/21 - LINCOLN ST STANDPIPE	1	60.04	
INV	29/09/2021 WATER CORPORATION OF WA	WATER CHARGES 23/7/21-28/9/21 - RAILWAY RD STANDPIPE	1	2,160.18	
DD15455.4	03/11/2021 WATER CORPORATION OF WA	WATER CHARGES	1		5,923.51
INV	05/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-4/10/21 - FORD ST/ GREY ST ARBORETUM	1	10.92	
INV	05/10/2021 WATER CORPORATION OF WA	WATER CHARGES 31/7/21-4/10/21 - CENT UNITS	1	162.33	
INV	05/10/2021 WATER CORPORATION OF WA	WATER SERVICE CHARGES 1/9/21-31/10/21 - 24 FORD ST	1	44.95	
INV	05/10/2021 WATER CORPORATION OF WA	WATER SERVICE CHARGES 1/9/21-31/10/21 - 2 DINSDALE RD	1	44.95	
INV	05/10/2021 WATER CORPORATION OF WA	WATER SERVICE CHARGES 1/9/21-31/10/21 - 38 FRASER ST	1	44.95	
INV	05/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-4/10/21 - SWIMMING POOL	1	5,241.99	
INV	05/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-1/10/21 - OLD CONVENT SCHOOL	1	119.62	
INV	05/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-4/10/21 - HOWICK ST TOILETS & JOHANNA WHITELY PARK	1	253.80	
DD15455.5	03/11/2021 WATER CORPORATION OF WA	WATER CHARGES	1		46.40

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 32

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	01/10/2021 WATER CORPORATION OF WA	WATER CHARGES 31/7/21-30/9/21 - OLD TENNIS COURTS (TO BE ONCHARGED TO RIVER CONSERVATION SOCIETY)	1	13.65	
INV	01/10/2021 WATER CORPORATION OF WA	WATER CHARGES 30/7/21-30/9/21 - RESIDENCY MUSEUM	1	32.75	
DD15461.1	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		13,271.21
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	2,389.86	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	152.55	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	68.65	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	278.90	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	139.45	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	206.77	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	93.05	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	278.90	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	139.45	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	149.33	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	327.49	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	147.37	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	129.51	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.36	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	176.73	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	79.53	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	292.27	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.63	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.28	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	241.54	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	378.17	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	150.00	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	382.11	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	171.95	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 33

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	709.49	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.13	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	243.56	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	674.80	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	303.66	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	291.77	
INV	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,693.65	
INV	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.13	
INV	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	305.10	
INV	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	139.45	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	145.88	
INV	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	350.00	
INV	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	169.13	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	321.32	
INV SUPER	02/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	144.59	
DD15461.2	02/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1		3,032.30
INV SUPER	02/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	1,265.96	
INV	02/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	1,611.00	
INV	02/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	155.34	
DD15461.3	02/11/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1		850.91
INV SUPER	02/11/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1	850.91	
DD15461.4	02/11/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		287.39
INV SUPER	02/11/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	287.39	
DD15461.5	02/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		741.94
INV SUPER	02/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	590.97	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 34

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	02/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	150.97	
DD15461.6	02/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		837.85
INV SUPER	02/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	697.11	
INV	02/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	140.74	
DD15461.7	02/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,022.18
INV SUPER	02/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	857.03	
INV	02/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	165.15	
DD15461.8	02/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		2,320.00
INV SUPER	02/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,720.37	
INV	02/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	245.93	
INV	02/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	101.61	
INV	02/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	252.09	
DD15461.9	02/11/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		96.45
INV SUPER	02/11/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	96.45	
DD15463.1	04/11/2021 WATER CORPORATION OF WA	WATER CHARGES 5/8/21-6/10/21 - CARTED RD (MENS SHED)	1		21.83
INV	07/10/2021 WATER CORPORATION OF WA	WATER CHARGES 5/8/21-6/10/21 - CARTED RD (MENS SHED)	1	21.83	
DD15463.2	04/11/2021 WATER CORPORATION OF WA	WATER CHARGES	1		298.91
INV	06/10/2021 WATER CORPORATION OF WA	6/10/21 - WATER CHARGES 4/8/21-5/10/21 - 17 FORBES ST	1	199.71	
INV	06/10/2021 WATER CORPORATION OF WA	6/10/21 - WATER SERVICE CHARGES 1/9/21-31/10/21 - 51 ROE ST	1	44.95	
INV	06/10/2021 WATER CORPORATION OF WA	6/10/21 - WATER CHARGES 3/8/21-5/10/21 - 75 OSNABURG RD (WATER USE TO BE ONCHARGED TO EMIDS)	1	54.25	
DD15474.1	12/11/2021 WATER CORPORATION OF WA	1/10/21 - WATER CHARGES 30/7/21-30/9/21 - RV DUMP POINT	1		362.67
INV	12/11/2021 WATER CORPORATION OF WA	30/9/21 - WATER CHARGES 24/7/21-29/9/21 - BURGESS RD STANDPIPE	1	302.63	
INV	12/11/2021 WATER CORPORATION OF WA	1/10/21 - WATER CHARGES 30/7/21-30/9/21 - RV DUMP POINT	1	60.04	
DD15483.1	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		13,142.08

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 35

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	2,403.50	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	177.98	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	80.09	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	284.82	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	142.41	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	206.77	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	93.05	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	278.88	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	139.44	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	155.01	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	281.23	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.56	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	246.08	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.36	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	250.74	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	112.83	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	292.27	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.63	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.28	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	241.54	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	308.22	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	150.00	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	382.11	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	171.95	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	709.49	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.13	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	209.31	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 36

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	585.57	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	263.51	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	291.76	
INV	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,587.75	
INV	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.13	
INV	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	355.95	
INV	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	142.41	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	145.88	
INV	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	350.00	
INV	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	160.50	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	282.23	
INV SUPER	16/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	127.01	
DD15483.2	16/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1		6,806.21
INV SUPER	16/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	4,063.87	
INV	16/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	1,611.00	
INV	16/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	1,131.34	
DD15483.3	16/11/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1		813.93
INV SUPER	16/11/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1	813.93	
DD15483.4	16/11/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		287.39
INV SUPER	16/11/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	287.39	
DD15483.5	16/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		785.22
INV SUPER	16/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	624.12	
INV	16/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	161.10	
DD15483.6	16/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		837.85
INV SUPER	16/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	697.11	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 37

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	16/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	140.74	
DD15483.7	16/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		918.29
INV SUPER	16/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	753.14	
INV	16/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	165.15	
DD15483.8	16/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		2,407.33
INV SUPER	16/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,772.95	
INV	16/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	239.80	
INV	16/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	101.61	
INV	16/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	292.97	
DD15483.9	16/11/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		97.74
INV SUPER	16/11/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	97.74	
DD15491.1	23/11/2021 WATER CORPORATION OF WA	WATER CHARGES	1		707.56
INV	23/11/2021 WATER CORPORATION OF WA	WATER SERVICE CHARGES 1/7/21-31/8/21 - 51 ROE ST	1	45.69	
INV	23/11/2021 WATER CORPORATION OF WA	WATER CHARGES 12/7/21-15/9/21 - MANNAVALE RD STANDPIPE	1	314.75	
INV	23/11/2021 WATER CORPORATION OF WA	WATER CHARGES 15/9/21-12/11/21 - MANNAVALE RD STANDPIPE	1	347.12	
DD15491.2	01/11/2021 TELSTRA	SHIRE PHONES 25/10/21-24/11/21	1		319.14
INV	01/11/2021 TELSTRA	SHIRE PHONES 25/10/21-24/11/21	1	319.14	
DD15491.3	11/11/2021 TELSTRA	SHIRE MOBILE PHONES 11/11/21-10/12/21	1		1,454.27
INV	11/11/2021 TELSTRA	SHIRE MOBILE PHONES 11/11/21-10/12/21	1	1,454.27	
DD15497.1	30/11/2021 WATER CORPORATION OF WA	WATER CHARGES 25/5/21-23/7/21 - BURGESS RD STANDPIPE	1		335.40
INV	30/11/2021 WATER CORPORATION OF WA	WATER CHARGES 25/5/21-23/7/21 - BURGESS RD STANDPIPE	1	335.40	
DD15505.1	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		12,702.12
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	2,087.68	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	177.98	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	80.09	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 38

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	286.70	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	143.35	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	232.62	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	104.68	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	278.21	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	139.10	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	149.02	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	281.23	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.56	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.36	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	241.54	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	108.69	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	292.27	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	280.63	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	126.28	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	241.54	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	319.78	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	150.00	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	382.11	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	171.95	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	709.49	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.13	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	226.54	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	585.57	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	263.51	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	291.77	
INV	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,648.68	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 39

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	146.13	
INV	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	355.95	
INV	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	143.35	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	145.88	
INV	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	350.00	
INV	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	212.85	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	166.70	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	285.76	
INV SUPER	30/11/2021 AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	128.59	
DD15505.2	30/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1		1,086.59
INV SUPER	30/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	375.59	
INV	30/11/2021 ASGARD	SUPERANNUATION CONTRIBUTIONS	1	711.00	
DD15505.3	30/11/2021 MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		1,303.61
INV SUPER	30/11/2021 MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	403.61	
INV	30/11/2021 MACQUARIE SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	900.00	
DD15505.4	30/11/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1		841.76
INV SUPER	30/11/2021 RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION CONTRIBUTIONS	1	841.76	
DD15505.5	30/11/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		94.54
INV SUPER	30/11/2021 IOOF LIFETRACK SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	94.54	
DD15505.6	30/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,111.97
INV SUPER	30/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	972.65	
INV	30/11/2021 CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	139.32	
DD15505.7	30/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		918.98
INV SUPER	30/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	753.83	
INV	30/11/2021 PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	165.15	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 40

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
DD15505.8	30/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1		2,201.02
INV SUPER	30/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,662.37	
INV	30/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	234.23	
INV	30/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	101.61	
INV	30/11/2021 AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	1	202.81	
DD15505.9	30/11/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		91.23
INV SUPER	30/11/2021 AMP FLEXIBLE LIFETIME SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	91.23	
DD15461.10	02/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1		538.65
INV SUPER	02/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	312.42	
INV	02/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	226.23	
DD15461.11	02/11/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1		106.20
INV SUPER	02/11/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1	106.20	
DD15461.12	02/11/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		75.33
INV SUPER	02/11/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	75.33	
DD15461.13	02/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		603.35
INV SUPER	02/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	452.42	
INV	02/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	150.93	
DD15461.14	02/11/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		163.21
INV SUPER	02/11/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	132.61	
INV	02/11/2021 ING SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	30.60	
DD15461.15	02/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		676.71
INV SUPER	02/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	516.44	
INV	02/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	160.27	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 41

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
DD15461.16	02/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		114.80
INV SUPER	02/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	86.10	
INV	02/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	28.70	
DD15461.17	02/11/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		131.72
INV SUPER	02/11/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	131.72	
DD15483.10	16/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1		576.35
INV SUPER	16/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	334.28	
INV	16/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	242.07	
DD15483.11	16/11/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1		116.16
INV SUPER	16/11/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1	116.16	
DD15483.12	16/11/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		89.94
INV SUPER	16/11/2021 LSP SCHREUDER SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	89.94	
DD15483.13	16/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		600.51
INV SUPER	16/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	460.51	
INV	16/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	140.00	
DD15483.14	16/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		676.71
INV SUPER	16/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	516.44	
INV	16/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	160.27	
DD15483.15	16/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		188.56
INV SUPER	16/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	141.42	

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 42

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV	16/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	47.14	
DD15483.16	16/11/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		102.20
INV SUPER	16/11/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	102.20	
DD15505.10	30/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1		538.65
INV SUPER	30/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	312.42	
INV	30/11/2021 COLONIAL FIRST STATE	SUPERANNUATION CONTRIBUTIONS	1	226.23	
DD15505.11	30/11/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1		93.98
INV SUPER	30/11/2021 HESTA	SUPERANNUATION CONTRIBUTIONS	1	93.98	
DD15505.12	30/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		611.68
INV SUPER	30/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	453.46	
INV	30/11/2021 PUBLIC SECTOR SUPERANNUATION ACCUMULATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	158.22	
DD15505.13	30/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		697.76
INV SUPER	30/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	532.50	
INV	30/11/2021 DHESI SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	165.26	
DD15505.14	30/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1		191.79
INV SUPER	30/11/2021 HOSTPLUS	SUPERANNUATION CONTRIBUTIONS	1	191.79	
DD15505.15	30/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		143.67
INV SUPER	30/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	107.75	
INV	30/11/2021 AUSTRALIAN ETHICAL SUPERANNUATION PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	35.92	
DD15505.16	30/11/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		48.45

Date: 02/12/2021
Time: 1:13:46PM

Shire of York
CREDITOR PAYMENTS LISTING - NOVEMBER 2021

USER: Kristy Livingstone
PAGE: 43

Cheque /EFT No	Date Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	30/11/2021 FUTURE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	48.45	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNICIPAL FUND BANK	934,670.00
2	TRUST FUND BANK	8,162.51
TOTAL		942,832.51

Business Credit Card



009670

 SHIRE OF YORK
 PO BOX 22
 YORK WA 6302

Your details at a glance

BSB number	xxx-xxx
Account number	xxxxxxxxxx
Customer number	xxxxxxxx/xxxx
Account title	SHIRE OF YORK SHIRE OF YORK

Account summary

Statement period	1 Oct 2021 - 31 Oct 2021
Statement number	161
Opening balance on 1 Oct 2021	\$1,226.12
Payments & credits	\$1,226.12
Withdrawals & debits	\$2,841.41
Interest charges & fees	\$9.02
Closing Balance on 31 Oct 2021	\$2,850.43

Account details

Credit limit	\$5,000.00
Available credit	\$2,149.57
Annual purchase rate	13.990%
Annual cash advance rate	13.990%

Payment details

Minimum payment required	\$85.51
Payment due	14 Nov 2021

Any questions?

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

We've got your
back because
you've got ours

Business Credit Card

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

If you make no additional charges using this card and each month you pay the minimum payment

You will pay off the Closing Balance shown on this statement in about **13 years and 3 months**

And you will pay an estimated total of interest charges of **\$1,691.39**

If you make no additional charges using this card and each month you pay **\$136.84**

You will pay off the Closing Balance shown on this statement in about **2 years**

And you will pay an estimated total of interest charges of **\$433.73, a saving of \$1,257.66**

Having trouble making payments?

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



Account number 691046619
Statement period 01/10/2021 to 31/10/2021
Statement number 161 (page 2 of 4)

Business Credit Card

Date	Transaction	Withdrawals	Payments	Balance
Opening balance				\$1,226.12
2 Oct 21	ONE BUFFER PLAN, SAN FRANCISCO US RETAIL PURCHASE-INTERNATIONAL 01/10 120.00 U.S. DOLLAR CARD NUMBER 552638XXXXXX214 1	167.38		1,393.50
2 Oct 21	INTERNATIONAL TRANSACTION FEE	5.02		1,398.52
14 Oct 21	PERIODIC TFR 00130741741201 00000000000		1,226.12	172.40
14 Oct 21	Vistaprint Australia ,Derrimut AUS RETAIL PURCHASE 13/10 CARD NUMBER 552638XXXXXX214 1	436.98		609.38
22 Oct 21	SPOTLIGHT 058, MIDLA ND AUS RETAIL PURCHASE 21/10 CARD NUMBER 552638XXXXXX214 1	603.00		1,212.38
23 Oct 21	WEX AUSTRALIA PTY L, CAMBERWELL AUS RETAIL PURCHASE 22/10 CARD NUMBER 552638XXXXXX214 1	1,634.05		2,846.43
30 Oct 21	CARD FEE 1 @ \$4.00	4.00		2,850.43
Transaction totals / Closing balance		\$2,850.43	\$1,226.12	\$2,850.43

AUTOMATIC PAYMENTS HAVE BEEN SPECIFIED
FOR YOUR ACCOUNT.

776BH103 / E-0 / S-2298 / 1-2-298 / 0013074174001933

Date Paid ____ / ____ / ____ Amount \$ _____

Business Credit Card - Payment options



Pay in person: Visit any **Bendigo Bank** branch to make your payment.



Internet banking: Pay your credit card using ebanking 24 hours a day, 7 days a week.
www.bendigobank.com.au



Register for Internet or Phone Banking call **1300 BENDIGO** (1300 236 344). This service enables you to make payments conveniently between your Bendigo Bank accounts 24/7.



Pay by post: Mail this slip with your cheque to -
**PO Box 480
Bendigo VIC 3552.**
If paying by cheque please complete the details below.



Bill code: xxxxxx
Ref: xxxxxxxx

Bank@Post™ Pay at any Post Office by
Agency Banking **Bank@Post™** using your credit card.



Business Credit Card

BSB number xxx-xxx
Account number xxxxxxxxxx
Customer name SHIRE OF YORK
Minimum payment required \$85.51
Closing Balance on 31 Oct 2021 \$2,850.43
Payment due 14 Nov 2021
Date _____ **Payment amount** _____

Drawer	Chq No	BSB	Account No	\$	¢

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

Bendigo and Adelaide Bank Limited ABN 11 068 049 178 AFSL/Australian Credit Licence 237 879 | bendigobank.com.au

Continued overleaf..



Account number	xxxxxxxx
Statement period	01/10/2021 to 31/10/2021
Statement number	161 (page 3 of 4)

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

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

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

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

All card transactions made in currencies other than Australian dollars will incur a fee of 3% of the transaction value. (Additional charges may apply for cash transactions.)

Card Security

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

Resolving Complaints

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

Website: www.afca.org.au

Telephone: 1800 931 678 (free call)

Email: info@afca.org.au

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

776BH103 / E-0 / S-2299 / 1-2-299 / 0013074174001933

Making great things happen
in your community.



Bendigo and Adelaide Bank Limited ABN 11 068 049 178 AFSL/Australian Credit Licence 237879 | bendigobank.com.au



009670

 SHIRE OF YORK
 PO BOX 22
 YORK WA 6302

Card summary

Account number xxxxxxxx
Card number 552638XXXXXXXX214
Customer number xxxxxxxx/xxxx
Statement period 01/10/2021 to 31/10/2021
Statement number 161 (page 4 of 4)

Any questions?

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

Business Credit Card (continued).

Date	Transaction	Withdrawals	Payments
2 Oct 21	ONE BUFFER PLAN, SAN FRANCISCO US	167.38	
14 Oct 21	Vistaprint Australia ,Derrimut AUS	436.98	
22 Oct 21	SPOTLIGHT 058, MIDLA ND AUS	603.00	
23 Oct 21	WEX AUSTRALIA PTY L, CAMBERWELL AUS	1,634.05	
TOTALS		\$2,841.41	\$0.00

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

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

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

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

All card transactions made in currencies other than Australian dollars will incur a fee of 3% of the transaction value. (Additional charges may apply for cash transactions.)

**SHIRE OF YORK****BUSINESS CARD SUMMARY****October 2021*****BUSINESS CARD 2 – EXECUTIVE MANAGER CORPORATE AND COMMUNITY SERVICES*****Total purchases October 2021 \$2841.41**

1.10.21	Buffer Pty Ltd – One Buffer Plan software application for web & mobile designed to manage accounts in social networks, user schedule posts and analyse
2.10.21	International transaction fee – Buffer Pty Ltd
14.10.21	Vistaprint – Supply 25 x Corporate USB's
22.10.21	Spotlight – Purchase of block out blinds and calico fabric for the Residency Museum
23.10.21	WEX Australia – Puma Energy fuel card purchases for September 2021
30.10.21	Card Fee

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**10.1 NOTICE OF MOTION - COVID-19 VACCINATIONS**

File Number: RS.FES.5.3

Previously before Council: Not Applicable

Appendices: Nil

I, Councillor Kevin Trent, give notice that at the next Ordinary Meeting of Council to be held on 21 December 2021, I intend to move the following motion:

That the Shire of York actively promote vaccination as part of the State Government's campaign to increase the rate of vaccination in order to achieve maximum community safety.

RATIONALE

The Shire of York relies to some extent on the number of tourists visiting the town. The greater number of residents who are vaccinated will provide increased protection for the impact of COVID-19, its variant D strain and Omicron.

As community leaders I believe it beholds us to demonstrate the value of being vaccinated.

I commend this Notice of Motion to Council.

OFFICER'S COMMENT

Officers advise the COVID-19 Business Continuity Plan adopted by Council at its Special Council Meeting held on 24 March 2020 (010320) stipulates the Shire of York will follow the Federal and State mandates relating to COVID-19. As such, the Shire has been following the requirements of such mandates as they are released from time to time.

The Shire has also been disseminating information to the public, with over 30 posts to social media promoting the material and mandates to the community, including the dates and locations for vaccination clinics in York. This will continue to occur as necessary. In addition, information has been provided on the Shire's noticeboards for the community to access/observe at any time.

It should also be noted that the State Government and Chief Health Officer are responsible for the management of the vaccination rollout in WA.

As the Shire has limited resources to allocate towards any additional work requirements, should Council resolve in favour of the Motion some direction on what could be considered as active promotion (as opposed to what has and is already occurring) is requested.

MOTION

That, in regard to the Notice of Motion - COVID-19 Vaccinations, Council:

- 1. Resolves to actively promote vaccination as part of the State Government's campaign to increase the rate of vaccination in order to achieve maximum community safety.**

11 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

13 MEETING CLOSED TO THE PUBLIC**13.1 Matters for which the Meeting may be closed****RECOMMENDATION**

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

SY160-12/21 - Confidential - Acting Chief Executive Officer Arrangements

This matter is considered to be confidential under Section 5.23(2)a of the *Local Government Act 1995*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with a matter affecting an employee or employees.

SY161-12/21 - Confidential - Request for Write Off - A340

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

13.2 Public Reading of resolutions to be made public**14 CLOSURE**